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| Commission Internationale  Des Grands Barrages  -------  Vingt-quatrième Congrès  Des Grands Barrages  *Chengdu, Mai 2025*  ------- |  |

Title of the Full Paper [[1]](#footnote-1)

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1. INTRODUCTION

All final manuscripts submitted to Congress must be prepared in MS Word, in a form directly suitable for photo-offset printing. These Instructions to Authors are intended to improve the completion of the Proceedings. Final acceptance of papers will be based on the quality of the full paper.

1. general layout

Note: the reference to ICOLD and to the Congress in the upper left corner of the first page is always in French.

* 1. Length

The total length of the paper, including title, summary, text, figures, photographs, references and acknowledgements must not exceed 20 pages. The number of words in a printed page without drawings or diagrams is approximately 450.

* 1. Font

All text must be MS Unicode Arial 11-point font size, with line spacing “exactly 14 pt”, and justified (straight left- and right-hand margins).

* 1. Page size and margins

(A4 size paper: 21 x 29.7 cm)

Table 1

Page margins are as follows

|  |  |  |
| --- | --- | --- |
| Position | (cm) | (inch) |
| Top | 3.1 | 1.22 |
| Bottom | 3.3 | 1.30 |
| Left | 3.5 | 1.38 |
| Right | 3.5 | 1.38 |

* 1. Title of paper

The title should be MS Unicode Arial 11 point, bold. Use only upper case and center text. The title should be no longer than 100 characters, not counting spaces. It ends with an asterisk, to refer the reader to the footnote with the translation of the title. There should be one single-spaced (”exactly” 14) line between the paper title and the first author’s name.

* 1. Author name(s) and affiliation

The author’s first name or initials followed by his or her surname should be centered using MS Unicode Arial 11 point. Under the author’s name: author’s affiliation (MS Unicode Arial 11 point, italics,) includes job position, organization, and country. If there is more than one author, leave a blank line between each. Leave three blank single-spaced (“exactly” 14 pt) lines between the (last) author’s name and the heading of the first section of the paper.

1. Main text
   1. Spacing and indenting

As mentioned, the base font is MS Unicode Arial 11 point, with “exactly” 14pt line spacing, justified (straight left- and right-hand margins). Paragraphs in the main text should be indented 1.0 cm, but tables and figures should not be indented at all. Leave three blank lines before and two blank lines after primary headings. Leave two blank lines before and after secondary headings, leave two blank lines before and one blank line after tertiary headings. One line should be left blank before and after equations, figures and tables (including captions) and the main text.

* 1. Section numbering

Within the paper, number all headings as follows:

Primary heading (MS Unicode Arial 11 point, all capital letters, centered, 1cm tabulation between heading number and heading title).

Secondary heading (MS Unicode Arial 11 point, small caps, justified, 1.5cm tabulation between number and title).

Tertiary Heading (MS Unicode Arial 11 point, italics, justified, 1.5cm tabulation between number and title).

* 1. Figures and photographs

The illustrations are to be presented in the form of scanned photographs or drawings, under JPG format, with a resolution not smaller than 300ppm.

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| logoICOLD_2015 |

Fig. 1

Logo Austria 2018

Logo Autriche 2018

All figures and photographs may be embedded in the Word manuscript or sent as a separate file (in which case, their positions should be indicated in the main text). Number all illustrations (whether drawings or photographs) consecutively in the order of appearance and refer to them as "Fig.1", "Fig. 2 to 5", etc. They should appear in the manuscript as soon as possible after they are first mentioned in the text or at the end of the chapter. All illustrations should be centered.

Captions in both languages (MS Unicode Arial 11 point, centered) should be placed immediately below the illustration. One single spaced-line (”exactly” 14 pt) should be left between the figure (including caption) and the surrounding texts. The key in both languages - 2 columns - (MS Unicode Arial 11 point), Figures will appear as shown in Fig. 1.

* 1. tables

Tables should be typed in MS Unicode Arial 11 pt (or not smaller than 8 pt) with the title in MS Unicode Arial 11 pt, centered. Leave a blank line (“exactly” 14 pt) before the table. Tables should be centered with respect to the page margins. All tables should be referred in the text as "Table 1", or "Tables 1 and 2"; and appear in the manuscript close to the first reference to them in the text. Footnotes to a table should be aligned with the left-hand border of the table. Figures will appear as shown in Table 2.

Table 2

Xxxxxxx Table Heading xxxx

|  |  |  |
| --- | --- | --- |
| No. | Frequency (Hz) | Damping (%) |
| 1 | 1.46 | 1.32 |
| 2 | 2.27 | 1.21 |
| 3 | 2.44 | 1.12 |

* 1. equations

Equations are numbered in sequence between square brackets against the right-hand margin: [1], [2], etc. References to them in the text appear as “Eq. [1],” etc. Leave a blank line (”exactly” 14 pt) before and after the equation. For example:

Q = F.v [1]

Make sure the base font for the equation is 10 pt. MS Word “Equation Editor” tool should be used for writing all equations.

* 1. footnotes

Footnotes should be in MS Unicode Arial 10 pt, italics.

* 1. Headers and footers

There should be no headers. Do not number pages (this will be done in the final formatting).

* 1. units

Units of measurement and abbreviations should conform to the International System (S.I.). Full stop (Anglo-Saxon usage) or comma (European usage) must be used as decimal signs only. Units of the country of origin may be added in brackets.

Any special abbreviation should be accompanied by its extended form the first time it appears in the text. Use Arabic or Latin numbers.

* 1. acknowledgements

Authors can include an acknowledgment section if they wish to acknowledge any help they may have received for their study in their paper. The section heading is in same font and line spacing of the 1st level heading, but is centered and has no section number.

* 1. references

References are identified in the text by numbers between square brackets. The list of references, showing author’s name and title and date of publication should be placed at the end of the paper in the order they are mentioned in the main text. The heading of this section should use the same font, font size and spacing as primary level headings but centered on the page and not numbered. If several works by the same author are listed, they should be arranged in chronological order. MS Unicode Arial 11 pt should be used, with “exactly” 14 pt line spacing. Names of Journals, Proceedings and books should be in italics. All works cited should be numbered in the order they are mentioned in the text (see example below).

References

1. Ivashchenko i.n., kirdoda p.a. Assessment and selection of variants of hydraulic structures on multicriterial basis. Gidorotekhnicheskoye Stroitelstvo, 1991, Nr. 10.
2. Kini r.l., raifa x. Decisoin making at numerous criteria of preference and substitution. Radio and svjaz, 1981.
   1. Summary and keywords

The Summary should be in both official languages (English and French), starting with the language used in the paper, followed by its translation. It forms the last section of the paper.

summary

The font size of the Summary should be MS Unicode Arial 11 point, justified, line spacing “exactly” 14 pt; the heading (SUMMARY) should be all capital letters, and centered.

RÉSUMÉ

The Summary should be concise and complete in itself without reference to the text of the paper. It should state the general problem and objectives, summarize the results and main conclusions, and state general implications. The total extension of the Summary should be one or not than two printed pages long lives.

The Congress Proceedings will be published as a CD ROM that contains full and the Summary of each paper. Therefore, the main ideas, research methodology and the main results of the paper should appear in the Summary. No figures, equations or reference numbers should be used in Summary.

Keywords must be taken from the keywords list (see Circular Letter 2014-ANNEXES) and typed on a separate page. There is no point in using words not appearing in the list. Names of dams referred to in the paper should be included.

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1. titre de l'article complet [↑](#footnote-ref-1)