

Cover page

Title: *Camera-Ready Guidelines for First European Workshop on Structural Health Monitoring*

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NOTE: Follow the style from these guidelines for your page format. Pages can be output on a high-grade white bond paper with adherence to the specified margins (8¹/₂ x 11 inch paper. Adjust outside margins if using A4 paper). Please number your pages in light pencil or non-photo blue pencil at the bottom. For authors using Microsoft Word, please use the template available on the Workshop Web site

ABSTRACT

Below is a set of instructions for preparing your paper in a camera-ready form. Remember that your manuscript will be photographically reproduced as received. For this reason, it is most important that you follow these guidelines as closely as possible and adhere to the margins (discussed below) using clean, white bond paper.

PRINTING/TYPING YOUR MANUSCRIPT *(first-order heading)*

The manuscript must be typewritten or printed using a letter quality printer, e.g., a laser printer. The quality of print achieved with a dot matrix or thermal printer is not acceptable. Please type or print your manuscript on clean, white bond paper. Print or type text as close to the margins as possible without going beyond these margins. The margins to be used for your paper are as follows: Top and Bottom—0.9375" (23.8 mm); Left—1.3125" (33.3 mm); Right—1.5625" (39.7 mm). **Please use a regular bond paper (8½ x 11 inches), and make sure that the width of the text is a maximum of 5.625 inches (143 mm) and the depth is a maximum of 9.25 inches (235 mm). Adjust indents if using A4 paper.**

Use **Times New Roman** (the typeface used in these instructions) or Times, **12-point**, at twelve characters per inch or in proportional spacing (as here). The camera-ready paper you provide to us will be reduced by 79%. Please keep this in mind as you prepare your artwork.

Use a new black typewriter ribbon or new printer toner so that type is as clear as possible. REMEMBER: All erasures, smudges, and the like will be reproduced. DO NOT type on page numbers. On each page of your manuscript, write the page number and author's last name with a light blue PENCIL near the bottom of the page or on the back of the page.

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SUBHEADS

(one line space from heading to text)

First-order subheads should be in bold caps with 2 line spaces above and 1 line space below them. Second-order subheads should be in bold, with main words capitalized with 1 line space above and below them. Third-order subheads should be in italic with main words capitalized, with 1 line space above and below them. Subheads should not appear alone at the bottom of a page.

Spacing *(second-order heading)*

Do not leave a blank line between paragraphs. The first line of each paragraph should be indented 18 points (1.5 pica-6.3 mm-1/4") space.

(two line spaces between text and first-order subhead)

FIRST PAGE

The Publisher will insert the title and author name(s) in the space left blank on the top of the first page. The title and author name(s) should be supplied on a separate sheet (cover page) and submitted with the manuscript. **The author's current affiliation, including full address, and email address (for the main author), should appear as a footnote on the bottom of the first page in a 10-point Helvetica/Univers/Arial font. If authors are at different affiliations, please include names with affiliations.** A 1-point rule (1 inch long/25.4 mm) should be no more than 1/8 inch (3 mm) above the affiliation. An ABSTRACT should begin the paper three and a half inches (89 mm) down from the top (to leave space for the title and author name). No illustrations, figures, or tables should appear on the first page.

ARTWORK

Artwork (photographs, tables, or figures) should be planned for appearance at the bottom or top of a page, as close to the first mention of the artwork as possible; i.e., no text should appear *both* above and below artwork. If the artwork must be affixed to the pages, please leave space in the text for it, but submit it separately. There should be between two and six blank lines between artwork (including captions) and main text and one blank line between artwork and caption (see Figure 1). Artwork should be centered between the left and right margins. In cases where artwork takes an entire page, it should be centered within the margins. All print within the artwork should be in Helvetica/Univers/Arial font in the range of 8 point to 10 point (see Figure 2).

(two to six blank lines)

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| <ul style="list-style-type: none">• FIRST-ORDER HEADINGS (e.g., ABSTRACT): bold uppercase; 2 line spaces above heading and 1 line space below heading.• Second-Order Headings (e.g., Tables and Figures): bold; initial cap of main words; 1 line space above and below heading• <i>Third-Order Headings</i> (e.g., <i>Photographs</i>):): italic; initial cap of main words; 1 line space above and below heading. |
|--|

Figure 1. Subhead specifications. (example of a text figure, text figures are "boxed in")

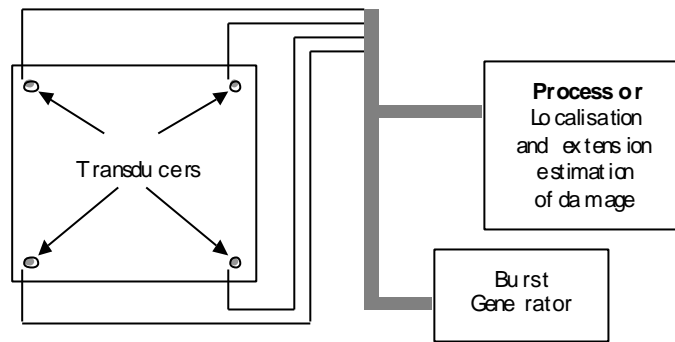


Figure 2. Example of figure.
(two to six blank lines from figure to text or text to figure.)

Tables and Figures *(second-order heading)*

All tables and figures with text only should be boxed in; i.e., a box should be drawn around the table or figure either by hand with a ruler or with a draw facility on the computer (see Figure 1 sample and Table I sample). Labels for tables should appear centered at the top of the table in letters in a 10-point font, italic bold, with one blank line between label and table. A Roman numeral should follow the word “Table”. Tables should be numbered consecutively throughout the text. In the case of figures (charts, graphs, photographs). The word “Figure” should appear preceding an Arabic numeral in the caption, which should be centered below the figure, in letters in a 10-point font, italic bold. Figures should also be numbered consecutively throughout the text. Captions must always be printed or typed, not handwritten.

Photographs *(third-order heading)*

Original black and white photographs ONLY should be submitted with your manuscript. If they will be submitted separate from the main text, they should be clearly marked as to where within the text they belong.

Illustrations

Illustrations should be treated as “Figures” and labeled as such. Illustrations should be professionally drawn using black India ink (do not use blue ink). Labels must always be printed or typed, not handwritten.

(two to six blank lines from table to text or text to table.)

Table I. Experimental and calculated data

| V_r (%) | aI x10⁻⁶/F | DT (F) | Dq/T x 10⁻³/F |
|------------------------------------|--|-------------------------|---|
| 55 | 1.1 | -150 | -1.90 |
| 35T1.5 | -235 | -2.55 | 28.74 |
| 35 | 1.5 | -235 | -2.40 |
| 60 | 0.8 | -235 | -1.60 |
| 60 | 0.8 | -235 | -1.65 |
| 60 | 0.8 | -235 | -1.50 |

MATHEMATICAL EQUATIONS

Mathematical equations should be centered between left and right margins and should be separated by one blank line. Any characters that cannot be typed (such as Greek symbols) should be hand-drawn using BLACK India ink. All equations should be numbered consecutively throughout the text, using Arabic numerals in parentheses along the right margin.

$$i = 1 \quad (1)$$

$$a + b = c \quad (2)$$

REFERENCES

The first time a particular source (article, book, etc.) is cited in the text, it should be assigned a number and placed in the list of references at the end of the paper—similar to the list that follows. Each time this source is cited in the text, it should be referred to *by its original number*. Each number should be placed in brackets at the end of the referenced phrase *before* any final punctuation mark, e.g., as [2]. A sample of listings is provided for a journal paper [1], a book [2], a chapter in an edited book [3], and an unpublished report [4], and a presentation at a conference [5]. (If square brackets are not available to you, parentheses are acceptable.) References should be set in 10-point type.

1. Ikegami, R., D. G. Wilson, J. R. Anderson, and G. J. Julien. 1990. "Active Vibration Control Using NiTiNOL and Piezoelectric Ceramics," *J. Intell. Mats. Sys. & Struct.*, 20(2):189-206.
2. Whitney, J. M. 1987. *Sixth International Conference on Composite Materials: Second European Conference on Composite Materials*, Elsevier Applied Science, Vol. 3.
3. Inman, D.J. 1998. "Smart Structures Solutions to Vibration Problems," in *International Conference on Noise and Vibration Engineering*, C. W. Jefford, K. L. Reinhart, and L. S. Shield, eds. Amsterdam: Elsevier, pp. 79-83.
4. Margarit, K. L. and F. Y. Sanford. March 1993. "Basic Technology of Intelligent Systems," Fourth Progress Report, Department of Smart Materials, Virginia Polytechnic Institute and State University, Blacksburg.
5. Hoffer, R. and D. Dean. 1996. "Geomatics at Colorado State University," presented at the 6th Forest Service Remote Sensing Applications Conference, April 29-May 3, 1996.

IMPORTANT NOTES

1. **Your paper should be typed or printed single-spaced**, and you should adhere strictly to the margins outlined in the section on "Printing/Typing Your Manuscript." Stay within all margin lines, but fill the page as closely to the margins as possible.
2. DO NOT use Orator, Manifold, or Italic typewriter faces for the main body of the text.
3. If a graph or table must be turned sideways for viewing, please be certain that the top of the table is on the left of the page. There also should not be any text on a page that has a graph or table turned sideways.
4. Questions regarding format should be addressed to Prof. Daniel Balageas; tel.: +33 1 46 73 48 73; fax: +33 1 46 73 48 91; e-mail: balageas@onera.fr.
5. For content questions, contact Prof. Daniel Balageas.
6. **You can use the template, but verify that your manuscript strictly follow the guidelines for style and rules.**