PIERO SEMBENELLI
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PROCEEDINGS OF THE

AMERICAN SOCIETY OF CIVIL ENGINEERS

BASIC REQUIREMENTS FOR MANUSCRIPTS

Original papers and discussions of current papers should be submitted to the Manager of Technical Publications, ASCE. Authors should indicate the technical division to which the paper is referred. The final date on which a discussion should reach the Society is given as a footnote with each paper. Those who are planning to submit material will expedite the review and publication procedures by complying with the following basic requirements:

1. Titles must have a length not exceeding 50 characters and spaces.

2. A summary of approximately 50 words must accompany the paper, a 300-word synopsis must precede it, and a set of conclusions must end it.

3. The manuscript (an original ribbon copy and two duplicate copies) should be double-spaced on one side of 8½-inch by 11-inch paper. Three copies of all illustrations, tables, etc., must be included.

4. The author's full name, Society membership grade, and footnote reference stating present employment must appear on the first page of the paper.

5. Mathematics are recomposed from the copy that is submitted. Because of this, it is necessary that letters be drawn carefully, and that special symbols be properly identified. The letter symbols used should be defined where they first appear, in the illustrations or in the text, and arranged alphabetically in an Appendix.

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7. Illustrations must be drawn in black ink on one side of 8½-inch by 11-inch paper. Because illustrations will be reproduced with a width of between 3-inches and 4½-inches, the lettering must be large enough to be legible at this width. Photographs should be submitted as glossy prints. Explanations and descriptions must be made within the text for each illustration.

8. The desirable average length of a paper is about 10,000 word-equivalents and the absolute maximum is 15,000 word-equivalents. As an approximation, each full manuscript page of text, table, or illustration is the equivalent of 300 words.

9. Technical papers intended for publication must be written in the third person.

10. A list of key words and an informative abstract should be provided for information retrieval purposes.

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Piero Sembenelli

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Note.—Part 2 of this Journal is the 1964-47 Newsletter of the Soil Mechanics Division.

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DISCUSSION