Title (Arial 14): INSTRUCTIONS FOR PREPARATION OF PAPERS FOR THE 2ND INTERNATIONAL CONFERENCE ON THE CIRCULAR ECONOMY IN THE CONSTRUCTION SECTOR

First Author (Last Name First Name)1, Second Author (First Name Last Name)2; Third Author (First Name Last Name)3; … (Arial 10)

1,,2, 3, n Affiliation (Institution, City, Country, (Arial 8)

\*corresponding author: e-mail (Arial 8)

ABSTRACT

The abstract must consist of a concise description of the article, in a single paragraph, maximum 300 words. The text must be in Arial 10 points, with the spacing presented in this document. For articles written in English, the “Resumo” abstract in Portuguese is optional. The title of the article should be in capitals, font Arial bold 14 points .

**KEYWORDS**: For indexing purposes, please provide 4 to 6 keywords.

# INTRODUCTION

Each article must have 8 to 12 pages long, preferably in an even number. The text must be presented in accordance with these instructions, and this document is already formatted as described below. Please follow the instructions fully. Articles must be written in Portuguese or English, both of which are the official languages of the conference, with template available to each language.

The first paragraph starts without any advance and the rest will have an advance of 10 mm as shown.

Articles must be submitted on the EasyChair platform, in proprietary MS Word format (.doc or .docx extension) and in PDF format.

# ORGANIZATION

## Text format

### Text area

The page must be configured in A4 format, with margins of 2.5 cm all around.

The text must run smoothly, respecting the spacing mentioned below and represented in this model.

### Paragraph

The text should start after the Keywords and should be organized into sections and subsections. Only subsections up to the 2nd level should be used. All titles must be numbered with Arabic numerals, and must be left justified. Use line spacing of exactly 12 points.

The spacing above and below, for section titles is 18 points, for titles of 1st and 2nd level subsections is 14 points. The body of the text has spacing above and below of 6 points.

## Font

Section titles must be in Arial, bold, capital letters. The titles of the 1st level subsections will also be in bold, with the first letter capitalized and the rest lowercase. The titles of the 2nd level subsections will have the first letter capitalized and the remaining letters lowercase, all 11 points in size, as well as the body of the text, the latter being justified.

# EQUATIONS AND SYMBOLS

Must be used conventional symbols and International System units (SI) in equations. Equations and mathematical expressions must be centered and numbered sequentially, with the equation number aligned to the right and in parentheses, using Arabic numerals. In equations with several lines, numbering can be done on the last line. Equations must be created with the equation editor.

|  |  |
| --- | --- |
|  | (1) |

# TABLES AND FIGURES

Tables and figures must be inserted in the text next to their first reference, respecting the text space (specified in 2.1.1.). Footers are not allowed. All tables and figures must be numbered with Arabic numerals, sequentially, and centered on the page. The font of the subtitles must be Arial, 9 points, according to the fonts, formatting and spacing between lines that are defined below.

Tables must be captioned at the top, in accordance with the example presented, and must not move to the next page. The text in the cells must be in Arial 9 points. Regarding the spacing of table captions, they must be spaced above 12 points and below 6. Exceptionally, the paragraph that follows a table must be spaced above 12 points.

Table 1- Table Identification.

|  |  |  |
| --- | --- | --- |
| Exemple 1 | Exemple 2 | Exemple 3 |
|  |  |  |
|  |  |  |

Figures must be clear and of adequate quality for reproduction and may be in color. Identification must be made below, in Arial 9 points. As for spacing, it should be 6 points above and 12 points below.

Uma imagem com captura de ecrã, árvore, verde, céu

Descrição gerada automaticamente

Figure 1 – Figure identification

ACKNOWLEDGMENTS

Acknowledgments are optional and their title should not be numbered. The body of the acknowledgments must have the same format as the rest of the document.

REFERENCES

In the text, citations must include the author's surname followed by the year of publication in parentheses. If the reference has three or more authors, only the surname of the first author must be cited, followed by the expression “*et al*.” and the year of publication.

When references are integrated into the text, only the year in parentheses should be presented after the name of the author(s), as for example: in Cruden (1991), Terzaghi and Peck (1987) or Fredlund *et al*. al. (1987). When references are indicated in parentheses, commas should be used to separate the authors from the year, for example (Cruden, 1991), (Terzaghi and Peck, 1987) or (Fredlund *et al*., 2013).

The text of references must be in the same font as the text of the article, with a size of 9 points. With the exception of the first line of the reference text, the others must have an advance of 10 mm in relation to the left limit of the column. The titles of books, dissertations, theses and event magazines must appear in italics.

When the cited reference is only available on CD-ROM or Pen-Drive, the expression “CD-ROM” or “Pen Drive” must be added. In the case of citing web content, the reference must include the institution, company or author responsible for the information, the title, the website address and the date of last access.

The works cited in the text must be presented in the list of references, in alphabetical order, as shown below:

Cruden, D.M. (1991) - A simple definition of a landslide. *Bulletin of the International Association of Engineering Geology,* Paris, pp. 27-29.

Fredlund, D.G., Morgenstern, N.R. e Widger, R.A. (1978) - The shear strength of unsaturated soils. Canadian Geotechnical Journal, vol. 15, pp. 313–321.

Malheiro, A., Amaral, P., Marques, F. e Moniz, L. (2015). Instabilidade geomorfológica ocorrida em junho de 2014 no lugar de São Miguel Arcanjo (ilha do Pico). *15º Congresso Nacional de Geotecnia*, Porto (Pen Drive).

Terzaghi, K. e Peck, R.B. (1987). *Soil Mechanics in Engineering Practice*, 2nd ed., McGraw Hill, New York, NY, USA, 685 p.