Full paper title

First author[[1]](#footnote-1), Second author[[2]](#footnote-2), Third author[[3]](#footnote-3), Fourth author[[4]](#footnote-4)

ABSTRACT

The length of the abstract should generally be no more than 15 lines. Authors should add a minimum of three keywords after the abstract, separated by a semi-colon as per the example below.

**Keywords:** Structures; finite element modelling; compartment fires; fire tests

# Introduction

The papers should be prepared using the guidelines described in this document or using this document as a template. Full papers should be submitted in high quality pdf format. Submission should be done as an update to your submission in the easychair system. The submitted PDF file should NOT have page numbers and should NOT be a secured document otherwise we will not be able to include it in the proceedings.

# General

## Paper title, authors and affiliation

For the title of the paper, 14pt Times New Roman, bold, capital letters and centre adjusted should be used. Names of the authors should be listed in full, with their surname following the given and any middle names. The affiliation of authors with their emails should be given in the footnote as per the example.

If any authors have an ORCID id then this can be provided after the email address in the footnote.

## Paper size, margins and numbering

This document is A4 page size and this page size should be used for your submission.

The margins are set at; Top: 20 mm; Bottom: 20 mm; Inside: 15 mm; Outside: 15 mm. All text should be typed within the margins.

You should not include additional carriage returns between paragraphs or headings.

## Sections

The paper starts with the abstract followed by the numbered main sections/chapters. The list of the numbered references should be added at the end of the manuscript using the same template format. Acknowledgements may be added between the conclusions and the references, but this section should not be numbered.

## Paper length and language

All submitted papers should be limited to 12 pages.

The written language of the papers should be English (United Kingdom). All papers should be proofread by the Authors before final submission since the organising and scientific committees have limited capacity to review the final papers.

# Section headings and text style

## Heading 1

The format of the section headings is to be: bold capitals Times New Roman 12 pt. Line spacing before and after a heading is 18 pt and 6 pt, respectively. Please use the preset style *Heading 1*. Use consecutive numbering of the sections; the preset style comes with automatic numbering. The Abstract, Acknowledgments and References sections should not be numbered (use the abstract, acknowledgment, references style from this template).

## Heading 2

Second level headings are to be typed in sentence case. Please limit the number of levels for the headings to the section headings and the second level headings.

## Normal text style and list

The normal text is typed in Times New Roman 12 pt, justified with single line spacing.

For numbered or bulleted lists please use the same font size and style as the normal text of the paper

1. Numbered list

* Bulleted list.

# Figures, tables and equations

## Tables

Reference to the tables in the text should be unabbreviated, with the T in Table capitalised. For example, Table 1 summarizes the margins applied. Tables prepared within word are preferred. The smallest font size in the table should not be less than 10 pt. Table captions should be in 10 pt Times New Roman and in roman style (not in Italics). Tables and table captions should be centred in the page.

Table 1. Recommended margins in mm

|  |  |  |  |
| --- | --- | --- | --- |
| top | bottom | inside | outside |
| 20 | 15 | 25 | 15 |

## Equations

Use the equation editor of Word with the standard settings (12pt italic Times New Roman). Equations should be numbered. Reference to an equation should take the format equation (*n*), where *n* denotes the equation number. An example is given in equation (1).

(1)

where

*M*Ed is the design bending moment,

 is the acting axial stress, etc.

## Figures, diagrams, illustrations

Figures, diagrams, illustrations should have a minimum resolution of 600 dpi. The proceedings will be printed in black and white, but digital proceedings will have colour figures. The proceedings will be printed in the B5 paper size, which is 78% of A4. All figures must be referred to in the text, before the first appearance of the figure, with the F in Figure capitalised. Reference to figures should be unabbreviated. Figure captions should be in roman style, 10 pt. Times New Roman. An example is given in Figure 1.



Figure 1. The ISO 834 temperature time curve

# Preset formatS

All settings are already included in the Formats listed below. Use these Formats to get a consistent layout of the conference proceeding.

1. Paper Title
2. Author Names
3. Author Affiliations
4. Heading 1
5. Heading 2
6. Heading 3
7. Normal text
8. List bullet
9. List numbered
10. Table
11. Figure
12. Formula
13. Table Grid
14. Abstract, acknowledge, references

# CONCLUSIONS

A conclusion section is mandatory. This can be bulletized, but should be written in complete sentences

Acknowledgment

Acknowledgments are optional.

The references provided should be in a numbered list as shown below. This numbered list should be in the order in which the references first appear in the manuscript. Corresponding numbers should be provided in the manuscript included in square brackets, e.g. [1]. If two non-consecutive references should be added in one location then these can be separated by a comma in the square brackets, e.g. [1,3]. If consecutive references should be added in the text then the first and last of these should be given in the brackets, separated by a hyphen, e.g. [1 – 3].

References

1. Thomas, IR, Bennetts, ID, Dayawansa, PH, Proe, DJ, Lewins, RR: Fire Tests of the 140 William Street Office Building, BHP Research Report No. BHPR/ENG/R/92/043/SG2C. BHP Billiton Limited, Melbourne; 1992.
2. Flint, G., Lamont, S., Lane, B., Sarrazin, H., Lim, L., Rini, D. & Roben, C., Recent Lessons Learned in Structural Fire Engineering for Composite Steel Structures. Fire Technol 49, 767–792 (2013). https://doi.org/10.1007/s10694-012-0291-8.

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