

Instructions for Authors Submitting Papers to Nordic Concrete Research {NCR} – Version 2018

	<p>1st author first name --- family name, academic degree (if any) Title and affiliation Address e-mail address</p>
	<p>2nd author first name --- family name, academic degree (if any) Title and affiliation Address e-mail address</p>
<p>Etc.</p>	<p>Add rows as adequate. Cell boundaries in the table will be made invisible prior to publishing.</p>

ABSTRACT

The manuscript shall commence with a short abstract and at least four key words. The abstract should summarize the problem, research method and important results. It should be limited to 100 words.

Key words: Instructions, layout, headings, figures and tables, references.

1. INTRODUCTION

1.1 General

These instructions are written according to the rules for authors submitting papers to Nordic Concrete Research, NCR, hence the downloaded document (word version) may be used as a template for writing.

Papers for NCR shall deal with research and development within the Nordic countries related to concrete materials and structures.

The manuscript is to be written in English, Great Britain version. Use the computer's spell check to avoid spelling errors. The manuscript should be limited to twenty (20) pages including illustrations and the reference list. The manuscript shall be sent to the editor, who is responsible for organising of reviewing of the paper before publishing. All papers are examined by two or three reviewers.

The manuscript shall preferably be typed in the word processing format MS Word and sent as enclosure to an e-mail or, if too comprehensive, via third party uploading or on a physical device. *Automatic numbering of paragraphs, tables, figures and references shall not be used.* Avoid footnotes if possible. If you must use them, please be sure that they are typed within the margins specified in section 2.

NCR is normally published in June and December. Deadlines for submitting papers are March 15th and September 15th, respectively. The full paper will be published electronically according to the Open Access system and as a printed version for subscribers, see www.nordicconcrete.net.

1.2 Paper title, author presentation, abstract, and key words

The paper title should be of type size 14 and limited to two lines. Below the headline, photograph(s) of the author(s) may be included. Include author(s)'s contact details. The photograph should be about 40×50 mm and ranged left. If there is more than one author, the photographs should be arranged vertically. The presentation of the author should include: Name, degree (if any); title, affiliation, address and preferably; e-mail address. Co-authors are included below the first author.

Abstract and key words must be provided below the author presentations. The spacing between paper title and photograph and author presentation should be one line. The spacing between author presentation and abstract should be two lines. The author presentation(s), abstract, and key words should be indented 50 mm from the left margin.

The requirements for receiving "The NCR Best Paper Award for Young Researchers" include maximum 35 years of age at the point of submitting of the article. Hence, the editor should be informed about the age of the main author.

2. PREPARATION OF THE TEXT

To provide uniformity in the proceedings, the following rules of style apply:

2.1 Paper size

The manuscript must be written on page size A4 (210×297 mm). The typing area is limited to 164×244 mm. All text, figures, and tables must fit within this frame. Prior to printing, the pages are photographed and diminished to 81 % (170×240 mm), which should be borne in mind for illustrations layout.

2.2 Spacing, margins, and paragraphs

The manuscript should be singly spaced. Paragraphs should be separated by one line, a paragraph and a major heading or the first level of subheading by two lines. The text shall be justified both left and right.

The top margin is 30 mm and the other margins 23 mm.

2.3 Type font and size

The manuscript should, if possible, be typed in the font Times New Roman 12, otherwise in some similar font. The paper title should be of type size 14 and in **Bold Lower Case Letters** with initial capitals on essential words. Text within tables may be of type size 10.

2.4 Headings and subheadings

General

Headings and subheadings should be limited to three levels, ranked left. Major headings should be numbered consecutively and in **BOLD UPPERCASE LETTERS**. They should be separated with two lines above and one line after adjacent paragraphs. The first level of subheading should be numbered with two digits, **bold lower case letters**. The spacing above and below should be two and one line, respectively.

Second level of subheading

If a second level of subheadings is used, it should be in *italics* with one line of spacing above and none below. The second level of subheading should not be numbered.

2.5 Pagination

Page number should be placed in the middle of the top margin, beginning with page 1 in each manuscript. The pages will be repaginated in the printing.

2.6 Nomenclature

SI-units and nomenclature in relevant European standards (Eurocodes, EN 206-1, EN 13670) must be applied, when feasible. All symbols are explained at their first occurrence.

2.7 Equations

Equations should be indented 10 mm from the left margin. They should be numbered consecutively with a number in brackets indented 10 mm from the right according to the following example:

$$f_{ct} = 0.30f_{cc}^{2/3} \quad (1)$$

Please, note, that all variables should be written in *italics* and that this is valid for symbols both in equations and in the text. Mathematical operators and numbers, e.g., sin, cos, sinh, lg, ln, exp, e, π and indices should not be written in italics (if the index itself is not a variable).

2.8 Illustrations

Illustrations are to be placed fully inside the margins. The quality of the illustrations is essential. Consider that the printed version of NCR is printed in black and white. Coloured graphs and diagrams may only be interpretable in the e-version of NCR

The illustrations should be placed in context, with accompanying explanatory legends or texts under these, but table legends should be placed on top of the tables. Illustrations and tables are to be numbered separately, starting with 1. Figure captions and table texts should be in *italics* and spaced one line from the adjacent paragraph.

Examples of a table and a figure are given below.

Table 1 – Field tests on bond in zones with either positive or negative moment

Bridge	Failure stress in zones with positive moment (MPa)		Failure stress in zones with negative moment (MPa)	
	at time of repair	in 1995	at time of repair	in 1995
Bjurholm	1.66	1.66	2.06	2.43
Mälsund	-	1.84	1.63	1.44
Umeå	-	1.65	-	1.79
Vrena	1.50	1.58	1.36	1.97



Figure 1 – Capital from ancient Greece.

2.9 References

The references should be numbered consecutively in order of appearance. The number should be written in brackets, e.g., [1]. The references shall be listed at the end of the paper under the major heading **REFERENCES**, see below.

3. ADMINISTRATIVE

Authors must also note the following:

3.1 Submitting of articles

Articles shall be submitted in accordance with Section 1.1 to the NCR administration (NB subject to change, following further notice):

Johan Silfwerbrand, Editor
KTH Royal Institute of Technology
Mail to: jsilfwer@kth.se

Please send a copy to:

Morten Bjerke, Chief Adviser
Norwegian Concrete Association / Tekna
Mail to: morten.bjerke@tekna.no

3.2 Some dos and don'ts

Please, comply with the following:

- Use the computer's spell check to avoid spelling errors.
- **DO NOT USE** automatic numbering of paragraphs, tables, figures and references.
- Do not use automatic cross references and footnotes.
- Do not use indents at the beginning of paragraphs.
- Avoid inappropriate commercialism.

REFERENCES

1. Silfwerbrand J: "Improving Concrete Bond in Repaired Bridge Decks," *Concrete International*, Vol. 12, No. 9, September 1990, pp. 61-66.
2. Silfwerbrand J & Petersson Ö: "Thin Concrete Inlays on Old Concrete Roads," *Proceedings*, 5th International Conference on Concrete Pavement Design & Rehabilitation, Purdue University, West Lafayette, Indiana, USA, April 1993, Vol. 2, pp. 255-260.
3. Swedish National Road Administration: "Regulations for Bridges," Part 7, "Bridge Maintenance," Borlänge, Sweden, 1994, 47 pp. (In Swedish).
4. Zhu Y: "Evaluation of Bond Strength between New and Old Concrete by Means of Fracture Mechanics Method," *Bulletin* No. 157, Dept. of Structural Mechanics and Engineering, KTH Royal Institute of Technology, Stockholm, Sweden, 1991, 102 pp.
5. Bager D H, Geiker M R & Jensen R M: "Rheology of Self-Compacting Mortars, Influence of Particle Packing," *Nordic Concrete Research*, No. 26, 2001, pp. 1-16