



Numerical Methods in Civil Engineering (NMCE)

Guidelines for the preparation of papers

The International Journal of Numerical Methods in Civil Engineering, the official publishing of *K.N.Toosi University of Technology*, is to be recognized as a *Scientific Research Journal* by the Iran Ministry of Science, Research and Technology.

Articles submitted for publication are reviewed by a panel of referees under the guidance of the NMCE Journal Advisory Panel, a sub-committee of the NMCE Editorial Panel. When preparing articles for publication, authors should please take note of the following and comply with the guidelines as set out:

- **Language:** Manuscripts should be presented in English, as the journal is distributed internationally.
- **Original work:** Papers and technical notes must be original contributions. Authors must affirm that submitted material has not been published previously, is not under consideration for publication elsewhere and will not be submitted elsewhere while under consideration by the NMCE Journal Advisory Panel. It is the responsibility of the authors to ensure that publication of any paper in the journal will not constitute a breach of any agreement or the transgression of any law. The corresponding author should confirm that all co-authors have read and approved the manuscript and accept these conditions. Authors are responsible for obtaining permission to publish experimental data and other information that may be confidential or sensitive. Authors are also responsible for obtaining permission from copyright owners when reproducing material that has been published elsewhere.
- **Format:** Manuscripts should be prepared in MS Word and presented in two column layout with (Top: 25mm, Bottom: 25mm, Left: 14mm, Right: 14mm, Gutter: 5mm, Gutter position: Left) margins. The document should be typed in Times New Roman 10 pt font.
- **First page:** The first page of the manuscript should include the title of the paper, the initials and surnames of the authors, professional status (if applicable), affiliation (Member, Fellow, Visitor, etc), postal and E-mail addresses. The name of the corresponding author should be underlined. Please provide 4 to 6 keywords which can be used for indexing purposes. Please provide an abstract of 150 to 250 words. The abstract should not contain any undefined abbreviations or unspecified references.



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- **Figures, Tables and Illustrations:** These should preferably be submitted in colour, as the **journal** is a full-colour publication. Figures, Tables and Illustrations, complete with captions, should be placed on their positions in the text.

Captions for Tables should appear *above* the table. All other captions should appear *below* the illustration (figures, graphs, photos).

Only those figures and photographs essential to the understanding of the text should be included. All illustrations should be referred to in the text.

Tables should be typed in Times New Roman 9 pt font. They should not duplicate information already given in the text, nor contain material that would be better presented graphically. Tabular matter should be as simple as possible, with brief column headings and a minimum number of columns.

Tables, Figures and Equations should be numbered consecutively and should appear in the text directly after they have been referred to for the first time.

- **Mathematical expressions:** Equations should be presented in a clear form which can be easily read by non-mathematicians. Symbols should be typed using the Times New Roman symbol set. Each equation should appear on a separate line and be numbered consecutively.

Symbols should preferably be defined in the text, but if this is not feasible, a list of notations may be provided for inclusion at the end of the paper. Symbols should conform to accepted international usage. The SI system of units should be used. Decimal commas, not decimal points, should be used.

- **Headings:** Sections and paragraphs should not be numbered. The following hierarchy of headings should be followed:

Heading of caption (Times New Roman 16 pt font-Bold)

Heading of Section (Times New Roman 12 pt font-Bold)

Heading of subsection (Times New Roman 11 pt font-Italics)

- **References:** Reference citations in the text should be identified by numbers in square brackets. Some examples:
 1. Negotiation research spans many disciplines [3].
 2. This result was later contradicted by Becker and Seligman [5].
 3. This effect has been widely studied [1-3, 7].



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All references should be numbered consecutively in order of appearance and should be as complete as possible. The list of references should only include works that are cited in the text and that have been published or accepted for publication.

(Times New Roman 9 pt font used for References)

Examples:

Reference to a **journal** publication:

Azizi, M., Ejlali, R. G., Ghasemi, S. A. M., & Talatahari, S. (2019). Upgraded Whale Optimization Algorithm for fuzzy logic based vibration control of nonlinear steel structure. *Engineering Structures*, 192, 53-70.

Reference to a **book**:

Kaveh, A. (2017). *Applications of metaheuristic optimization algorithms in civil engineering*. Basel, Switzerland:: Springer International Publishing.

- **Footnotes, trade names, acronyms, abbreviations:** These should be avoided. If acronyms are used, they should be defined when they first appear in the text. Do not use full stops after abbreviations or acronyms.
- **Acknowledgments**
Acknowledgments of people, grants, funds, etc. should be placed at the end of the paper, before references section. The names of funding organizations should be written in full.