An official journal of the INTERNATIONAL GEOSYNTHETICS SOCIETY Published by Thomas Telford

INSTRUCTIONS FOR AUTHORS

Geosynthetics International is a peer-reviewed technical journal that publishes high quality papers on all topics relevant to geosynthetics (including natural fibre products). Topics include: materials research, behaviour, performance analysis, testing, and design and construction methods. Papers dealing with case histories and field performance are equally weighted and encouraged. Four types of contributions are regularly considered: (i) technical papers - should not normally exceed 25 pages; (ii) technical notes - papers of limited scope and recommended maximum of six pages; (iii) discussions - must be brief and submitted within the designated deadline; and (iv) book reviews. Geosynthetics International is published six times a year in electronic form only. IGS members and journal subscribers have electronic access to Journal papers at http://www.icevirtuallibrary.com/content/serial/gein and www.geosyntheticssociety.org.

ETHICS

Submission of a manuscript is understood by the publisher and author(s) to mean that the submitted manuscript (or any substantive content) has not been previously published, is not under consideration elsewhere for publication and will not be submitted elsewhere while under consideration by *Geosynthetics International*. If the manuscript presents an extension to earlier work then precise reference must be made to the earlier work and a clear explanation provided of the connection between the submitted manuscript and previous related work. Submission of a manuscript is understood by the publisher and author(s) to mean that all authors have: a) contributed to the work; b) read the manuscript, and; c) approved the manuscript for publication. For additional information on publication rules please see the ICE Publishing guide at: http://www.icevirtuallibrary.com/upload/publicdomain.pdf.

MANUSCRIPT SUBMISSION PROCESS

Submission of manuscripts for review - Manuscripts for review should be submitted in <u>electronic form only</u> in Microsoft Word for Windows to the Editor:

Dr. R.J. Bathurst, Editor Geosynthetics International GeoEngineering Centre at Queen's-RMC Civil Engineering Department 13 General Crerar, Sawyer Building, Room 2414 Royal Military College of Canada Kingston, Ontario K7K 7B4 CANADA Telephone: 1/613-541-6000 ext 6479 Telefax: 1/613-541-6218

E-MAIL: bathurst-r@rmc.ca

The text of manuscripts for review should be 1.5 LINE-SPACED with ample margins and continuous line numbers. Receipt of manuscripts will be acknowledged and manuscripts will be allocated to an Editorial Board Member who will arrange for refereeing. All manuscripts are reviewed by at least two assessors, under the direction of the Editorial Board Member.

Submission of review and accepted manuscripts (electronic copy) - Authors *must* submit the *review* and *final accepted* manuscript as a single document in Microsoft Windows <u>electronic format only</u> to the Editor. Text (including tables) must be provided in Microsoft Word for Windows format. Each figure and drawing must be pasted into the same single document on a separate page. High quality figures using Windows versions of CorelDraw, Powerpoint, Framemaker, Excel, and SigmaPlot, are recommended. Include a separate list of tables and figures after the text.

Permission to reprint - Whenever an accepted manuscript contains material (tables, figures, charts, etc.) that has been previously published and, hence, is protected by copyright, it is the obligation of the author to secure written permission from the holder of the copyright. These letters must accompany the final submitted manuscript.

Page proofs - Page proofs of the typeset manuscript will be sent to the first author (unless a co-author has been clearly identified on the first page of the manuscript as the corresponding author). Page proofs must be checked very carefully and must be returned within the time identified by the publisher. The Editor reserves the right not to make amendments inconsistent with Journal house style. If an addition to a paper in proof is absolutely essential, it should be confined to one or two sentences and is published at the Editors' discretion.

Geosynthetics International online on the Thomas Telford Web site at http://www.icevirtuallibrary.com/content/serial/gein
Also, visit the Journal Web site at www.geosyntheticssociety.org

GEOSYNTHETICS INTERNATIONAL: INSTRUCTIONS FOR AUTHORS

Copyright transfer - As soon as a paper is published, the author is considered to have transferred all rights to the publisher. Requests for permission to reproduce or republish the paper, in whole or in part, should be sent to the publisher.

MANUSCRIPT FORMAT AND STYLE

Authors are recommended to consult a recent issue of the Journal before submitting their paper for review and again after their paper has been accepted for publication, to ensure that the proper format and style are used for the FINAL SUBMITTED manuscript. Failure to do so may delay publication of the paper. The IGS *List of Recommended Mathematical and Graphical Symbols* document is also available from the IGS website at: www.geosyntheticssociety.org.

General - All parts of the manuscript, including notes, references, tables, and the captions for illustrations, must be typewritten, double-spaced, on one side of paper size 216 x 279 mm (8.5 x 11 inch), or ISO A4 (210 x 297 mm), with 2.5 cm (1 inch) margins.

Spelling - Either American or British spelling is acceptable, but authors must be consistent.

The Title Page should include the following: the authors' names; the title of the paper (maximum of 100 characters and spaces); abstract; keyword list; and authors' titles, affiliations, complete addresses, telephone numbers, fax numbers, and e-mail addresses. See a recent issue of the Journal for style. The first keyword must be Geosynthetics.

Abstracts should consist of one paragraph (i.e. no bullets or breaks) and have a maximum of 200 words for technical papers and 75 words for technical notes. References should not be cited in the abstract. No product or company names may appear in the abstract or in the title of the paper.

Headings - Four classes of headings may be used. Primary, secondary and tertiary headings should be numbered. There must be at least two headings of the same category (e.g. there cannot be a 2.1.1 without a 2.1.2). There should be no text outside of the heading hierarchy (e.g. no text between 2.1 and 2.1.1). Quaternary headings may be used even if tertiary or secondary headings are not. See the following example for heading font styles:

2 PRIMARY HEADING

2.1 Secondary Heading

2.1.1 Tertiary Heading

Quaternary Heading. Text starts on the same line as a quaternary heading, if any.

Abbreviations/Acronyms must be defined the first time they appear in the abstract and the first time they appear in the text. A list of abbreviations/acronyms should be included if many are used in the paper. If in doubt, the author should submit a list and the Editor will decide. If included, it must contain all abbreviations/acronyms in the paper.

Units of Measurement - Système international d'unités (SI) must be used. Imperial units are not acceptable.

Nomenclature/Notation - All notations must be defined the first time they appear in the text, and they must be italicized everywhere they appear in the paper, i.e. in figures, tables and in the body of text. All subscripts pertaining to a symbol should be italicized. Operators such as Δ , ∂ and d must not be italicized. Variables representing vectors, matrices, vector matrices, and tensors must be clearly identified. If more than 10 notations are used, or if notation is only used in figures and not defined, then there must be a list of notations following the references (including the basic SI units of measurement, e.g. m, N, Pa and not mm, kN and kPa).

Mathematical Equations must be set clearly in type and built up using fraction lines to avoid ambiguity. Numbers identifying equations must be in round brackets and placed flush with the right margin.

References - The author is responsible for verifying each reference against the original article. Each reference must be cited in the text, using the surnames of the authors and the year, for example (Gourc 1982), (Giroud 1992; Koerner et al. 1989; Lawson 1990), or Zornberg and Mitchell (1994). Depending on the sentence construction, the names may or may not be in parentheses, but the year always is. If there are three or more authors, the citation should give the name of the first author followed by 'et al.' (e.g. Koerner et al. 1989). If references occur that are not uniquely identified by the authors' names and year, use a, b, c, etc., after the year, for example, (Bathurst 1990a, 1988b; Bathurst et al. 1991). The reference list must be placed after the acknowledgment(s) at the end of the text. References must be listed in alphabetical order according to the surname name of the first author and not numbered. References with the same first author are listed in the following order:

Giroud, J.P. (1990)

Giroud, J.P. (1996)

Giroud, J.P. & Bathurst, R.J. (1986)

Giroud, J.P. & Ingold, T.S. (1985)

Giroud, J.P. & Ingold, T.S. (1988)

November 2012 Page 2 of 3

GEOSYNTHETICS INTERNATIONAL: INSTRUCTIONS FOR AUTHORS

All reference information should be written out in full, using no abbreviations for the journal title, book or conference, as in the following examples.

Journal article:

Bathurst, R.J. & Karpurapu, R. (1993). Large scale triaxial compression testing of geocell reinforced granular soils. *Geotechnical Testing Journal*, 16(3): 296-303.

Book:

Ingold, T.S. & Miller, K.S. (1988). Geotextiles Handbook. Thomas Telford Ltd., London, UK, 152 p.

Paper in conference proceedings:

Koerner, R.M., Wayne, M.H. & Carroll, R.G., Jr. (1989). Analytic behavior of geogrid anchorage. *Proceedings of Geosynthetics* '89, Vol. 2, IFAI, San Diego, California, USA, February 1989, pp. 525-536. [Note: all authors are authors listed, do not use et al. in the reference list.]

Papers in conference/symposium proceedings published as a book:

Bonaparte, R. & Gross, B.A. (1990). Field behavior of double-liner systems. *Waste Containment Systems: Construction, Regulation and Performance*, Bonaparte, R., Editor, ASCE Geotechnical Special Publication No. 26, Proceedings of a symposium held in San Francisco, California, USA, November 1990, pp. 52-83.

Institutional publication:

AASHTO. (1990). Design guidelines for use of extensible reinforcements (geosynthetic) for mechanically stabilized earth walls in permanent applications. *American Association of State Highway and Transportation Officials*, Task Force 27 Report, In Situ Soil Improvement Techniques, Washington, D.C., USA, August 1990, 38 p. *ASTM publication:*

ASTM D 638. Standard Test Method for Tensile Properties of Plastics, American Society for Testing and Materials, West Conshohocken, Pennsylvania, USA. [Note: no page numbers or year required for standard test method.]

Thesis:

Gourc, J.P. (1982). Quelques aspects du comportement des géotextiles en méchanique des sols. Thèse de Docteur ès Sciences, Université Joseph Fourier, Grenoble, France, 249 p. (in French)

For more examples, see any recent issue of the Journal. Material in press, with the name of the journal and doi designation, may be used as a reference and should be indicated as such. Papers in review may not be referenced. All references for journals and proceedings must give the range of pages. All book references must give the total number of pages. When referring to a specific page or chapter of a book, do so in the text not in the reference at the end of the paper, e.g. (Ingold and Miller 1988 p. 46).

Tables must be typed on separate pages, placed after the list of references, and numbered with Arabic numerals in the order cited in the text. The title of the table should be a concise description of the content. Column headings should be brief, but may be amplified by notes that should follow the table. Tables should be fully framed. A recent issue of the Journal should be consulted to see table formats. The use of landscape orientations for tables is discouraged unless unavoidable. If more than one word is used as a column title, or for any phrases within the table, the first character of the first word should be capitalized and all other characters in the title or phrase should be lower case (except for formal names).

Illustrations/Figures - Final accepted manuscripts containing illustrations that ignore the following specifications will be returned to the authors. Prepare illustrations to fill as much of a single page as possible. If it is necessary to oversize the illustration ensure that the font size is large enough to be clearly legible once reduced (should not be less than 8 point, or 1.5 mm, after reduction). Captions for illustrations must be typed on a separate page in numerical order. All notations, abbreviations, and symbols must correspond to those in the text. The illustrations must be numbered consecutively in Arabic numerals and each one must be referred to in the text and be self-explanatory.

Line Drawings must be of professional artistic quality (lines and lettering must be smooth and continuous). They may be in colour but clearly reproducible in grey-scale on a non-colour laser printer. Solid colour fills are permitted but should still be discernable on a non-colour laser printer. Unnecessary stippling and cross-hatching should be avoided. Place the figure number on the front of the figure outside of the figure image. All lines must be sufficiently thick to reproduce well, and all symbols, superscripts, subscripts, decimal points, and periods must be in good proportion to the rest of the drawing and large enough to allow for any necessary reduction. All symbols that are italicized in the text or tables should be italicized if they appear in the figures. The same size and font of lettering should be used for all figures of similar size in any one paper. A clear sans serif font should be used (Helvetica, Arial or Swiss). The following should be avoided: heavy or thick lettering, which tends to close up on reduction; and very thin lines or lettering, which will not reproduce. Labeling of graphs should be parallel to axes, notations within the text should be included and abbreviated units given in parentheses, e.g. Shear stress, τ (kPa); Temperature, τ (°C). Note that for all labels in figures, the first character of the first word should be capitalized and all other characters in the label must be lower case (except for formal names), e.g. Shear stress (not Shear Stress).

<u>Photographs</u> – Colour photographs in figures are permitted but should also reproduce well using a non-colour laser printer. Micrographs should include a scale.

<u>Maps</u> must have very clear, bold patterns and must show longitudes and latitudes (or UTM coordinates) and a bar scale.

November 2012 Page 3 of 3