

1. DETAILED INSTRUCTIONS *(centre aligned)*

1.1. THE FIRST PAGE AND THE MAIN TEXT *(centre aligned)*

ATTENTION: please note changed size of top margin from the second page.

Paper sent to Archives of Civil Engineering must be prepared in accordance with this template and can contain up to 16 formatted pages as described below. Pictures must be at a minimum resolution of 300 DPI. Polish Authors have up to 2 additional pages for Polish Summary in the end of article. Do not use fonts in capital mode in the article, e.g. “CAPITAL MODE”.

The first page

The first page should contain only the title, authors' names, affiliations and e-mail address of each author, abstract, according to the formula:

- the title of the article, TNR 18 pt., centre aligned,
- footnote with the authors names, academic titles, address and e-mail TNR 10 pt.,
- the abstract of 150-250 words should be after the names of the authors, using 10 pt. TNR font with 1.5 line spacing, 0.50 cm indentations left and right, justified text., (4) up to 6 key words - TNR 10 pt., indentations left and right 0.5 cm, sliding 2.0 cm, justified text, spacing before and after - 12 pt., 1,0 line spacing.
- 7.00 cm top margin, 3.30 cm bottom margin and with 2.00 cm left and right margins.

The main text

The next part of the article, called body manuscript, must start from the second page with a new section with 3.30 cm top margin, 2.0 cm bottom, left and right margins..

It should be typed using 12 pt. Times New Roman (TNR) font with 1.5 line spacing, on single-sided A4 sheets and should be divided into numbered (1, 2, etc.) and titled chapters and, if needed, into subchapters (1.1, 1.2, ... in Chapter 2, 2.1, 2.2, ... and so on).

2.1.1. TABLES AND FIGURES *(centre aligned)*

Tables and figures inserted into the text should be numbered consecutively and titled. They should be referred to in the text as Fig. 1, Fig. 2, ...; Table 1, Table 2. Before and after table and figure

should be *1 free line (12 dpi)*. Titles of tables (above the table) and Fig. (under figure) - TNR 11 pt., centre aligned. The text in table 10 pt., centre aligned (examples below).

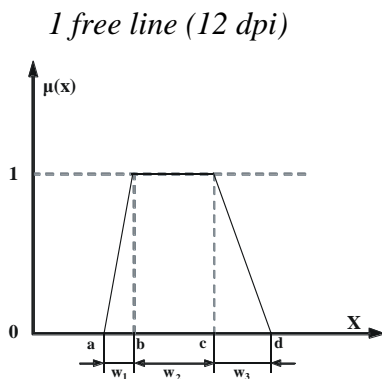


Fig. 1.

1 free line (12 dpi)

A list of figures and tables captions (TNR 11 pt., left align with 1.5 line spacing, in English and in Polish for Polish natives only) should be provided on separate sheet(s) at the end of the manuscript before an extended summary. Colour figures will be accepted only if the colour is essential for the explanation.

1 free line (12 dpi)

Table 1. The table title

1	2	3	4	5	6
A	Text tab. 10 pt.		Centre align		
B					
C					

1 free line (12 dpi)

The article should use the following standards:

- drawings in vector form - Excel, eps, Corell
- photos - jpg, tif - not bitmaps,
- photos - in the highest possible resolution (jpg, tif), minimum 300 dpi.

2.1.1.1. UNITS AND MATHEMATICAL FORMULAS *(centre aligned)*

SI units and abbreviations are obligatory. Mathematical formulas should be written in equation editor and centred with clear readability of indexes and exponents, using Greek symbols if needed. The formulas in the text are to be numbered consecutively in each Chapter, i.e. (1.1), (1.2), ... in Chapter 2, (2.1), (2.2), and so on. The numbers should be placed in parentheses (...) at the left side. The formulas are to be referred as Eq. (1.1), Eq. (1.2), ..., Eq. (2.1), Eq. (2.2), ..., etc. The formulas not referred in the text should not be numbered. (example below):

The energy (E) is defined by the following formula:

$$(1.2) \quad E = \alpha mc^2$$

where: (TNR 11 pt., justify align)

α – coefficient of difficulty of presented problems, m – mass of the author(s), c – velocity of writing a paper

1 free line (12 dpi)

References are to be listed at the end of the paper in the alphabetical order and consecutively numbered. It should be typed using TNR font 10 pt. with 1.0 line spacing. References in the paper should be indicated in the text by the reference's number in square brackets [...].

Each position should contain full bibliographical data in the format illustrated below:

REFERENCES

1. M. Hall, Y. Djerbib, "Rammed earth sample production: context, recommendations and consistency", *Construction and Building Materials* 18: 281-286, 2004.
2. P. Jęda, "Wpływ rodzaju gliny i zawartości stabilizatora na wytrzymałość na ścislenie ziemi ubijanej", Master thesis, Warsaw University of Technology, Poland, 2014.
3. Standards New Zealand. NZS 4298: 1998 Materials and workmanship for earth buildings – incorporating amendment no. 1. Standards New Zealand, Wellington, New Zealand, 1998.
4. Construction Industries Division of the Regulation and Licensing, New Mexico Earthen Building Materials Code, 14.7.4NMAC Housing and Construction, Santa Fe, New Mexico, 2006.
5. V. Maniatidis, P. Walker, "A review of Rammed Earth Construction", Innovation Project "Developing Rammed Earth for UK Housing", Natural Building Technology Group, Department of Architecture & Civil Engineering, University of Bath, 2003.
6. C. T. S. Beckett, C. E. Augarde, "The effect of climate on the unconfined compressive strength of rammed earth" *Unsaturated Soils: Research and Applications*, pp 287-292, 2012.
7. H. Houben, H. Guillaud, "Earth construction – a comprehensive guide". Second ed. London: Intermediate Technology Publications, 1996.
8. M. Hall, "The mechanisms of moisture ingress and migration in rammed earth walls", PHD thesis, Sheffield Hallam University, UK, 2004.

LIST OF FIGURES AND TABLES: (TNR 12 pt., bold, left align, capital letters, spacing 18 pt. before and 6 pt. after, 1.5 line spacing, text in English and in Polish for Polish authors only).

Fig. 1. Figure title (TNR 11 pt., left align, 1.5 line spacing)

Rys. 1. Tytuł rysunku (TNR 11 pt., left align, 1.5 line spacing)

Tab. 1. Table title (TNR 11 pt., left align, 1.5 line spacing)

Tab. 1. Tytuł tabeli (TNR 11 pt., left align, 1.5 line spacing)

SUMMARY AT THE END OF PAPER - IN POLISH FOR POLISH AUTHORS ONLY

TYTUŁ ARTYKUŁU

(TNR 11 pt., bold, centre align, capital letters, spacing 18 pt. before and 12 pt. after the text, 1.5 line spacing)

Słowa kluczowe: *do 6 słów kluczowych*

(between 3 and 6, TNR 9 pt., indentations left and right 0.5 cm, justified text, spacing before and after - 12 pt., 1.0 line spacing).

STRESZCZENIE (maximum 2 pages, TNR 10 pt. justify align, with 1.5 line spacing).

PLEASE, NOTE:

CORRECT PAPER FORMATTING IS THE RESPONSIBILITY OF THE AUTHOR(S).