

Instructions for the preparation of Abstracts

1. OBJECTIVE

This note is to inform Authors of how to prepare the 2 pages Abstract for inclusion in the online (password protected) list of Abstracts, which would be accessible to every participant on registration at the Tenth International Conference on Coastal and Port Engineering in Developing Countries (PIANC-COPEDEC X).

The full papers have to be submitted in an electronic PDF format, not exceeding 2 MB capacity, and the entire Proceedings will be accessible online to each participant at conference registration. Details for preparation of the papers will be given in another instruction to Authors.

The objective of the list of abstracts is to allow participants to select their preferred sessions / paper presentations from amongst the parallel presentations.

Each abstract that is submitted has to be accompanied by following questionnaire (*not part of the 2 page Abstract*) to be filled out by the author:

First author			
First (and middle) name(s)		Last (Family) name	
		Title	
Agency / Company			
Birth country and year		Actual residence country	
E-mail			
Second author			
First (and middle) name(s)		Last (Family) name	
		Title	
Agency / Company			
Birth country and year		Actual residence country	
E-mail			
Third author			
First (and middle) name(s)		Last (Family) name	
		Title	
Agency / Company			
Birth country and year		Actual residence country	
E-mail			
Title of the paper			
Keywords (*)			

(*) These keywords will assist the PSC Secretariat to categorize the abstract into the Conference topics, at least one keyword shall be taken from the Conference Subjects list as follows:

- Port Engineering
Coastal and inland port (infra)structures / Physical and numerical modelling / Maintenance, Inspection and Repair of Port Structures / New Equipment and Materials for Construction of Port Structures / Hydrography and Dredging
- Port Planning and Management

Port, harbour and marina planning and layout / Nautical aspects / Operations and Maintenance / Mooring and ship motions / Port Safety Management

- Coastal Engineering
Coastal infrastructures / Coastal stabilization / Intake and outfall systems / Coastal protection / Tidal inlets / Materials for use in the marine environment / Coastal processes / Coastal sediments and hydrodynamics / Marine surveys and Instrumentation / Remote Sensing / GIS / Waves and Currents / Sediment Transport, Erosion and Geomorphology
- Coastal Zone and Coastal Risk Management
Integrated Coastal Zone Management (ICZM) / Waterfront Development / Coastal vegetation and forests / Tourism and recreation / Numerical techniques / Extreme wave events and analysis / Tsunamis / Crisis Management of Marine Hazards / Maritime Safety Management
- Short Sea Shipping, Coastal and Inland Navigation
- Port and Coastal environmental issues and Climate Change
International Conventions, Rules and Regulations / Pollution and Environmental Impacts of Structures and Marine Transportation / Coastal and Marine Ecosystems / Climate Change / Marine Renewable Energy
- Dredging and disposal management issues

2. DETAILS OF FORMAT

The abstracts shall be confined to 2 pages. If this will be exceeded the Secretaries of the Paper Selection Committee reserve the right to include only the first two pages online. It is not necessary to include page numbers in the Abstract.

The Abstracts can only be submitted in digital format but in such cases shall be final printable WORD.doc formats or they may be submitted in PDF. *The Secretary, Paper Selection Committee will in no way alter or finally edit abstracts submitted.* There may be occasions that the Paper Selection Committee might recommend changes which might require a revised Abstract to be submitted. Often authors of multiple but related papers are advised to combine two or more papers into one paper. This would definitely require a new abstract. Although the deadline for submitting final papers is 1 September 2019, the final date for submission of revised abstracts, where this has been deemed necessary, is 1 March 2020.

The format to be followed is the format used in these instructions and as given in Table 1:

Paper format	A4 portrait			
Page margins	Top	Bottom	Right	Left
	2.5 cm	2 cm	2.5 cm	2.5 cm

Table 1: Paper format for Abstracts

The font to be used shall be ARIAL and the size shall be 10. The paper shall be written in block format. The paper title shall be written in bold and font size 14 and centered, the title shall be no longer than 2 lines,

capitals shall be only used as in the normal English writing. (i.e. "Title Case" should not be used). The names of authors shall be written centered below the paper title and written in bold font size 10. The main author shall be given first and thereafter the co- authors shall be given in alphabetical order. The given (Christian names or fore-names) can be abbreviated, **titles shall not be included**. Further information including title, designation and main affiliation can be given at the bottom of the first or even the second page as footnotes, but this is not mandatory. Commas should be used between names of authors and "and" between the last two names. The email address of the corresponding author should also be given.

The text shall be single line-spaced, and there shall be paragraph spacing of 6pt before each paragraph and zero pt. after (see MSWord *format/paragraph*). There shall be one extra line-space between the end of previous text and the start of a new section. Headers for sections shall be numbered and written in bold 10-size font.

3. CONTENT

The authors are free to include into the abstract any details of their proposed papers. The Secretaries Paper Selection Committee reserves the right to reject an abstract if the essence of content does not bear reasonable resemblance to the abstract submitted to the Paper Selection Committee. Authors shall have the main objective of the Book of Abstracts in mind. The abstracts shall inform participants on the main subject, main methodology of study and important results. Authors shall keep in mind that they are very familiar with the subject whereas many readers/participants might not be familiar with the location, the subject or the basic methodology. The Abstracts should be understood not only by those experts working in the same area, field or with the similar methodology but also by other coastal and port engineers who are not familiar with these. Graphical presentations are recommended to allow readers easy overview on location, general arrangements and results. If several Tables or Figures are used, they shall be numbered and a reference shall be given in the text.

References to other publications, papers etc. are not required in these abstracts and shall be only used if required to avoid misinterpretation.

4. CONCLUSION

We have realized from the abstracts submitted for paper selection at former Conferences that it is sometimes not clear, at the end of a brilliant abstract, what the authors intend to present in the paper. Some abstracts describe a planned, ongoing or completed project or research study in its entirety and it became clear that a conference paper of limited length will not be able to include every detail. Therefore, Authors are advised to include at the end of their abstract, a very short (not longer than this section) summary of what they will include in their full paper and what would be discussed in the oral paper presentation.

5. TIME FRAME

The Abstracts shall be sent by email only to the Secretary, PIANC-COPEDEC Paper Selection Committee, c/o PPA Philippines, e-mail: pianc-copedecx@ppa.com.ph before 1st September 2019. An acknowledgement will be issued within one week of receipt of each abstract. If such an acknowledgement is not received please re-submit and/or contact the Paper Selection Secretariat by telephone +63or E-mail pianc-copedecx@ppa.com.ph.