*Proceedings of 8th Transport Research Arena TRA 2020, April 27-30, 2020, Helsinki, Finland*

Title of your paper: Capitalize first letter of title and subtitle

# First Authora, Second Authorb[[1]](#footnote-2), Third Authorb

aFirst affiliation, Address, City and Postcode, Country

bSecond affiliation, Address, City and Postcode, Country

**Abstract**

Start abstract text here. Overall, these guidelines explain how a paper must be prepared for publication in the TRA2020 Conference Proceedings. The paper must be no more than 10 pages, including the front page, and placed on A4 format (210 mm × 297 mm) sheets, with margins of 25 mm on all sides. The front page must contain only the title, the authors’ names and affiliations, abstract and keywords. The abstract must be less than 150 words, using Times New Roman 10pt. Submission file type can be MS Word or be Portable Document Format (PDF). The paper should be written in English only. This template must be strictly respected.

*Keywords:* up to six keywords complementing title and abstract separated by semicolons; using Times New Roman 10pt.

**PLEASE NOTE YOUR WHOLE CONFERENCE PAPER CANNOT HAVE MORE THAN 10 PAGES. PLEASE USE TIMES NEW ROMAN, FONT SIZE IS 10 pt.**

* + 1. Nomenclature

A radius of

B position of

C additional nomenclature continue

# Introduction (Title 1 – ‘1st order-head’ style)

Introduce the paper scope and aims here. The paragraphs continue from here and are only separated by headings, subheadings, tables, images and formulae. The section headings (1st order-head) are arranged by numbers, using Times New Roman bold and 10pt, with 12pt spacing before and after. The section text (body-text) should be Times New Roman 10pt. Please edit your author’s name in the paper heading, as Fachinger, Deal and Grove, or Clark et al., depending if the number of authors is one, two, or more, respectively.

* 1. Structure (Title 2 –‘2nd order-head’ style)

The sub-section headings (2nd order-head) should be arranged by numbers and sub-numbers, using Times New Roman 10pt and, italic, with 12pt spacing before the heading and 6pt spacing after. Manuscript files can be submitted as MS Word or as Portable Document Format (PDF). Figures and tables should be embedded in the document and not supplied separately.

Please make sure that you use as much as possible normal fonts in your documents. Special fonts, such as fonts used in the Far East (Japanese, Chinese, Korean, etc.) may cause problems during processing. To avoid unnecessary errors, you are advised to use the ‘spellchecker’ function of MS Word.

Please consider following this order when typing your manuscripts: Title, Authors, Affiliations, Abstract, Keywords, Main text (including figures and tables), Acknowledgements, References, Appendix. Collate acknowledgements in a separate section at the end of the article and do not include them on the title page, as a footnote to the title or otherwise.

* + 1. Bulleted lists may be included and should look like this (Title 3 –‘3rd order-head’ style)
* First point
* Second point
* etc

Please ensure that you return to the ‘body-text’ style (Times New Roman 10pt, without spacing before and after). This is the style that should be used for large blocks of text.

Papers should be prepared in single column format, including page numbers.

Please leave a line clear between paragraphs.

1. (Title 4 –‘4th order-head’ style)
   1. Tables

Please note that all tables should be numbered with Arabic numerals. Every table should have a caption (‘table-caption’ style, Times New Roman 9pt), explaining the components of the table; the tables should always be cited in text in consecutive numerical order Captions should be placed above tables, left justified. Only horizontal lines should be used within a table, to distinguish the column headings from the body of the table, and immediately above and below the table. Tables must be embedded into the text and not supplied separately. Below is an example which the authors may find useful. Footnotes to tables should be indicated by asterisks and included below the table body.

Table 1. An example of a table.

|  |  |  |
| --- | --- | --- |
| An example of a column heading | Column A (*t*) | Column B (*t*) |
| An entry | 1 | 2 |
| And another entry | 3 | 4 |
| And another entry | 5 | 6 |

Insert one line after the table (if not a heading). The table style should be ‘table-text’ Times New Roman 9pt.

* 1. Referencing process

References to the previous literature should be listed at the end of the paper. Please do not begin the list on a new page unless this is absolutely necessary. Authors should ensure that every reference in the text appears in the list of references and vice versa. Only published or accepted for publication works should be included in the list of references; unpublished works should only be mentioned in the text. Please note that footnotes or endnotes should not be used as a substitute for a reference list.

Please indicate references by Clark et al. (1962) or Deal and Grove (2009) or Fachinger (2006) in the text.

Some examples of how your references should be listed are given at the end of this template in the ‘References’ section, which will allow the authors to assemble the reference list according to the correct format and font size.

* 1. Section headings

Section headings should be left justified, bold, with the first letter capitalized and numbered consecutively, starting with the Introduction. Sub-section headings should be in capital and lower-case italic letters, numbered 1.1, 1.2, etc, and left justified, with second and subsequent lines indented. All headings should have a minimum of three text lines after them before a page break. Please do not use more than three levels of headings.

* 1. General guidelines for the preparation of your text

Please avoid hyphenation at the end of a line. Symbols denoting vectors and matrices should be indicated in bold type. Scalar variable names should normally be expressed using italics. Weights and measures should be expressed in SI units. All non-standard abbreviations or symbols must be defined when first mentioned and used consistently thereafter, or a glossary provided.

* 1. File naming and UPLOAD

Please title your files using date and first author’s last name, in this order ‘TRA2020\_ddmmyyy\_firstauthorlastname.pdf” and upload in the TRA2020 submission system.

* 1. Footnotes

Footnotes should be avoided if possible. Necessary footnotes should be denoted in the text by consecutive superscript lower-case letters[[2]](#footnote-3)1. The footnotes should be typed single spaced, and in smaller type size (8 pt), at the foot of the page in which they are mentioned, and separated from the main text by a one line space extending at the foot of the column. Please do not include any figures or tables in the footnotes. The footnote style is available in the MS Word for the text of the footnote.

Please do not change the margins of the template as this can result in the footnote falling outside printing range.

# Illustrations

All figures should be numbered with Arabic numerals. Every figure should have a caption describing succinctly what the figure depicts. All photographs, schemas, graphs and diagrams are to be referred to as figures. Line drawings should be good quality scans or true electronic output. Low-quality scans are not acceptable. Figures must be embedded into the text and not supplied separately. In MS Word input, the figures must be properly coded. Preferred format of figures are PNG, JPEG, GIF etc. Lettering and symbols should be clearly defined either in the caption or in a legend provided as part of the figure. Figure parts should be denoted by lowercase letters (a, b, c etc.). Figures should be placed at the top or bottom of a page wherever possible, as close as possible to the first reference to them in the paper. Figures should be cited in the text in consecutive numerical order. Please ensure that all the figures are at least 300 DPI resolutions as this will facilitate visible output.

The figure number and caption should be typed below the illustration in 8 pt and left justified [***Note:*** one-line captions of length less than column width (or full typesetting width or oblong) centered]. Figure captions should begin with the term Fig. with no punctuation to be included after the number, or at the end of the caption. Illustrations should not have text along the side of it in the main body of the text. However, if two images fit next to each other, these may be placed next to each other to save space. For example, see Fig. 1.

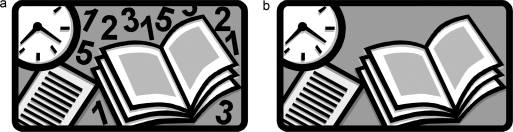


Fig. 1 (a) first picture; (b) second picture

# Equations

Equations and formulae should be typed in MS Equation Editor or Mathtype, and numbered consecutively with Arabic numerals in parentheses on the right hand side of the page (if referred to explicitly in the text). They should also be separated from the surrounding text by one space.

 (1)

# Acknowledgements

Acknowledgements and Reference heading should be left justified, bold, with the first letter capitalized but have no numbers. Text below should continue as normal.

An example appendix

Authors including an appendix section should do so before References section. Multiple appendices should all have headings in the style used above. They will automatically be ordered A, B, C etc. If the appendix contains one or more figures, please continue the consecutive numbering of the main text.

* 1. Example of a sub-heading within an appendix

There is also the option to include a sub-heading within the Appendix if you wish.

# References

Clark, T., Woodley, R., De Halas, D., 1962. Gas-Graphite Systems, in *“Nuclear Graphite”.* In: Nightingale, R. (Ed.). Academic Press,   
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Fachinger, J., den Exter, M., Grambow, B., Holgerson, S., Landesmann, C., Titov, M., Podruhzina, T., 2004. Behavior of spent HTR fuel elements in aquatic phases of repository host rock formations, 2nd International Topical Meeting on High Temperature Reactor Technology. Beijing, China, paper #B08.

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2. 1 Footnote text. [↑](#footnote-ref-3)