

Author Guidelines (17pt)

First Author^{a*}, Second Author^b, Third Author^c (12pt)

^a Affiliation, City, Country (10pt)

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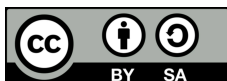
ARTICLE INFO

Keywords:

keyword 1, keyword 2,
keyword 3, keyword 4,
keyword 5,

ABSTRACT (10pt)

Contains a short description of the paper. The abstract shall be at least 250 words but not exceed 300 words. Use Abstract style to write all abstract text. The abstract should briefly summarise the essence of the paper and include background, objective, method, results, and conclusions. Avoid using abbreviations and citations (9pt).



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Name of Corresponding Author,

Email: corresp-author.

1. Introduction (10 pt)

The introduction should consist of research background, state of the art, gap analysis and research objectives. A background paragraph or two explains why the research was conducted. State of the art consists of literature studies that address knowledge gaps among existing studies. The state of the art should be a guide to discovering the novelty of studies. Gap analysis is a statement to describe the findings of the state of the art and the reasons why research is important to conduct. The gap analysis should state that the study has not been conducted elsewhere before. The final paragraph should contain the study objectives resulting from the gap analysis. The final sentence in the Introduction should state the study's possible contribution to the existing literature or existing situation. Adding new subsections in the Introduction section is not allowed.

1.1 The Manuscript

Authors must type their papers in a form suitable for journal publication. Authors should follow the instructions set forth below in preparing their papers. Use of the MSWord document processor is preferred, but not required, to prepare manuscripts.

This document is prepared by MSWord and should be used as a template when using the same document processor. Each paragraph has a definition of a certain writing style. Apply the specified writing style to the appropriate paragraphs. Do not change any paragraphs or text locally except math variables in the text or Latin words. Always click on the name of the writing style available in this document that corresponds to each paragraph. Look at the curved style at the top or right of your screen to find the correct format. The paper layout should look like this document.

The paper must contain several chapters coherently: (1) Introduction, (2) Method, (3) Results, (4) Discussion, and (5) Conclusion. The paper should be 6 to 12 pages long, including appendices and references. Insert line numbers next to the text for the entire manuscript.

1.2 Page Layout

Use A4 size paper (210 × 297 mm) to prepare the paper. Set the left and right margins at 20 mm, the top and bottom margins at 25 mm. Pages have different odd and even headers, but the footers remain the same except for the first page.

1.3 Font Type, Font Size, and Line Spacing

Use Times New Roman dots and 1.15 line spacing for body text (Normal Font). Use Times New Roman 9 for the abstract (Abstract Format), keywords (Keyword Format), title (Title Format), table title (Table Title Format), image captions (Figure Caption format). Use italics for journal or book titles, parameters in mathematics except for functions (log, ln, sin, cos, max., D in dx, etc.). Never use bold typeface, except to show vectors in mathematics. Never underline any text.

Never letter space and never use more than one space after each word unless added automatically by the document processor. Don't leave blank lines between paragraphs.

1.4 Header and Footer

The header and footer are placed as in this template, respectively, from the top and bottom margins. Headers and footers are written in 9 Times New Roman type fonts, center aligned, single line spacing, zero spacing before and after paragraphs.

1.5 Online Submission

Authors must submit their papers via the Online Submission System in the Journal of the Civil Engineering Forum portal. Please visit Templates for more information.

1.6 Title

Apply the Title style to the title of the paper. This style has everything needed to determine the title layout (font type and size, paragraph alignment, spacing). The title must be 17 points Times New Roman font, title capitalization

(capitalize the first character of each text, except for prepositions), Center aligned, single line spacing, spacing as in the template above.

1.7 Author and affiliation

Type the author's name followed by their last name. Group authors according to their affiliation. If there is only one co-author and he or she has the same affiliation as the first author, put the word “and” to separate their names.

Apply Author styles to author paragraphs. The author wrote 11 Times New Roman fonts, centered, single line spacing, spacing before and after the paragraph according to the template above.

Apply the Author Affiliation style to the affiliate paragraph. Paragraphs must be 7 Times New Roman type, centered, single line spacing, zero spacing before and after the paragraph. Author affiliation must include: Company/institution/university address, city, postal code and country.

1.8 Abstract

Abstracts consist of 250-300 words. Apply the Abstract style to the paragraph. It defines the abstract paragraph as 9 Times New Roman type, alignment, single line spacing, spacing before and after the paragraph according to the template above.

1.9 Keywords

Write 5 keywords. Apply the Keyword style to the paragraph. It defines a keyword paragraph as 8 point Times New Roman type, left aligned, single line spacing, zero spacing before and after the paragraph.

1.10 Headings

The use of two heading levels is preferred for chapters and sections. Apply Heading 1 and Heading 2 styles to chapter and section titles respectively. You can add subsections to have three header ranks and apply Heading 3 to these subsections. The title should be saved with the following paragraph.

Chapter titles are written in 10 Times New Roman, 10 point spacing before and 10 point spacing after the paragraph. By applying the Title 1 style, non-capital characters and automatic numbering will be assigned to chapter titles. Chapter titles are automatically saved with the next paragraph.

Section titles are written in Times New Roman 10 font, single line spacing, 10 point spacing before and 10 point spacing after the paragraph. By applying the Heading 2 style, automatic numbering will be assigned to the section titles. The section title is automatically saved with the paragraph that follows.

It is highly recommended to organize the paper into chapters and sections. In rare cases, the paper may have sub-sections. However, authors should try to avoid subsections in their papers. The paragraph below is an example of a sub-section title.

1.10.1 sub-section heading

Sub-section titles are written in 10 point Times New Roman font, one line spacing, 10 point spacing before and 10 point spacing after the paragraph. Automatic numbering will be provided when the Heading 3 style is applied to subsection headings.

1.11 Teks

Apply the Normal style to paragraphs of text. This defines paragraphs to be 10 point Times New Roman font type, flush alignment, line spacing 1.15, zero point spacing before and 10 point spacing after the paragraph. Don't use blank paragraphs to create space between consecutive paragraphs.

You can enable line hyphenation. This provides better paragraph formatting, but you must be careful that the sentences are hyphenated correctly.

Do not modify paragraphs locally except to write mathematical parameters or symbols, Latin words, journal or book titles.

- (a) Use a numbering format to write a list.
- (b) Use this type of numbering.
- (c) This is done by applying the paragraph numbering format available in MSWord.
- (d) This is done by applying the paragraph numbering format available in MSWord.

Numbers consisting of five or more digits are grouped in blocks of three digits with spaces or commas, e.g. 10,000. Don't do it for numbers with four digits or less, e.g. 9000. Decimals are expressed in points, e.g. 3.141592654 or 3.141 592 654. Pay attention not to new line numbers. To keep space-separated words on the same line, use spaces without hyphens. Press the space bar while pressing the CONTROL + SHIFT keys, that is, press the space, control and shift keys together, to enter a space without this hyphen. Use SI units or their derivatives to indicate units.

1.12 Equality

Use the equation editor for custom high-quality fonts for all the math equations in the text. Italics will be used as variables except for Greek symbols. Type f but Φ for the variable. Roman type fonts should be used as a function, e.g. sin, exp, log, d in dx, ∂ in ∂x . Don't type d when you mean differential. You might have dd / dx to express the difference of d with respect to x. Do not use italic type fonts for units. Type s, not s for the time unit in seconds. Type s for the variable s, which you can define for distance. Type C for degrees in Celsius, but type C for variables that you can specify concentrations for example use bold characters to indicate matrix or vector variables.

Use the appropriate symbol for the degree, which you can obtain by entering the degree sign from the Symbols toolbar available in MSWord, for example 28 °C. Do not use the superscript o for the degree sign. Use the multiplication sign x instead of $\times$ for multiplication.

Give the definition of the variable below the equation in which it appears first.

Left aligned equation paragraphs, single line spacing, zero point space before and 10 point space after the paragraph, do not add space between equation paragraphs. Apply the Equation style to define the equation paragraph.

Number the equations sequentially in the order they appear. Place the number in parentheses; flush to the right margin using the tab key. Look at the equation with these numbers. Equation (1) and Equation (2) are examples of placing equations in the text.

$$\frac{\partial A}{\partial t} + \frac{\partial Q}{\partial x} - q_l = 0 \quad (1)$$

where A is the cross-sectional area of the flow, Q is the discharge, q_l is the lateral flow per unit length of the channel, t is time, and x is the distance along the channel.

$$\frac{du\phi}{dx} - \frac{d}{dx} \left(\Gamma \frac{d\phi}{dx} \right) = R \quad (2)$$

where u is the flow velocity, Φ is a scalar variable, Γ is the diffusion coefficient, R is the source, and x is the distance along the flow.

1.13 Table

Tables should be placed close to the first reference in the text and numbered them sequentially. Explanations should be provided at the foot of the table, not in the table itself. Use only horizontal rules: One above and one below the

column headings and one at the foot of the table. The table is written in Times New Roman type 9 font. The table must fit a column width of 85 mm.

Apply the Table Text style to all table text and column headings. Align the column headers to the left of their columns and start these headers with the initial capital. Column headings are vertically centered, single line spacing. Align all table text to the left of the column and above the row. Table text is single line spacing, zero point spacing before and after paragraphs.

Type a table title above the table. Use Times New Roman 9 point font, left aligned, single line spacing, space before and space after paragraph according to this template, stick with the table. Do not make a full stop (".") at the end of the text. Apply Table Caption styles to table captions. See for example Table 1.

You may have a table that is two columns wide. For such cases, place the table in a one-column page layout. Try to place tables two columns wide at the top or bottom of the page. Place column breaks before and after the table and arrange the page layout accordingly. The table must fit a type area width of 180 mm. Table 2 shows an example of table placement.

Table 1. The writing style used in the table

Styles	Uses
Abstract	Abstract
Penulis	Authors
Afiliasi Penulis	Authors' affiliation
Persamaan	Equations
Figures	Figures
Caption Figures	Caption of figures
Footer	Footer
Header	Header
Heading 1	Chapter heading
Heading 2	Section heading
Heading 3	Sub-section heading
Heading Not-numbered	Heading for acknowledgment, references, appendices
Kata kunci	Keywords
Daftar Paragraf	Numbered lists
Normal	Text
Tebal	Heading of the abstract and of the Keywords
Caption Table	Caption of tables
Text table	Texts in tables
Judul	Title of the paper

1.14 Figures

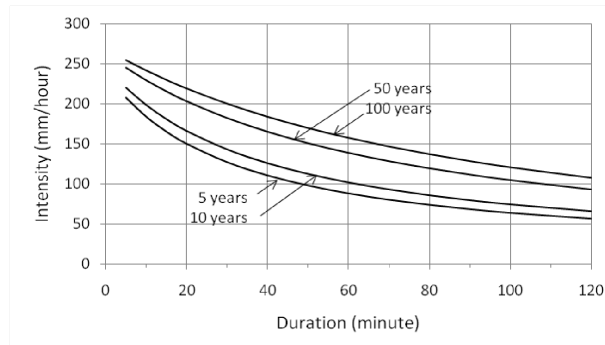
Figures should be placed close to the first reference in the text and numbered them sequentially. Don't make a distinction between photos and diagrams. Images must fit within one column 85 mm wide or within a type area 180 mm wide. Images must have a resolution of at least 300 dpi.

It is preferred to format images as images. When the image is edited directly in the text, place it on the drawing canvas. Do not place drawing objects over the space created by inserting a blank line.

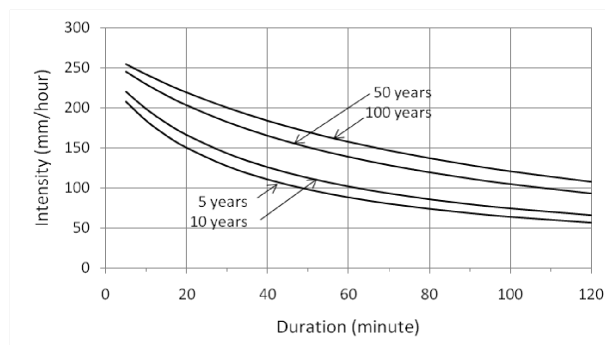
Set the image wrapping style to "align with text". You can find this option by right-clicking the drawing canvas or image, selecting the drawing format or drawing canvas, and selecting the appropriate wrapping style in the window that appears.

Apply Image styles to image paragraphs. This ensures that numbers will be properly spaced between paragraphs. Place the image caption below the image. Apply Image Caption styles to image captions. The title is written in Noto Sans 9 point font, left aligned, one line spacing, 0 point spacing before and 12 point spacing after the paragraph. Put a period (".") at the end of the text. Figure 1 provides an example of an image pasted from a jpg file, while Figure 2 is an example of an image created by inserting shapes directly onto the drawing canvas.

Place wide images in a single-column page layout. Try to place it at the top or bottom of the page. Place column breaks before and after the image and arrange the page layout accordingly. This figure must correspond to the width of the type area of 180 mm. Apply Image styles to paragraphs. Add a caption below the image and apply the Image Caption style. An example of this type is given in Figure 3.



Figures 1. Example of an image pasted onto paper from a jpg file. Set the wrapping style according to the text.

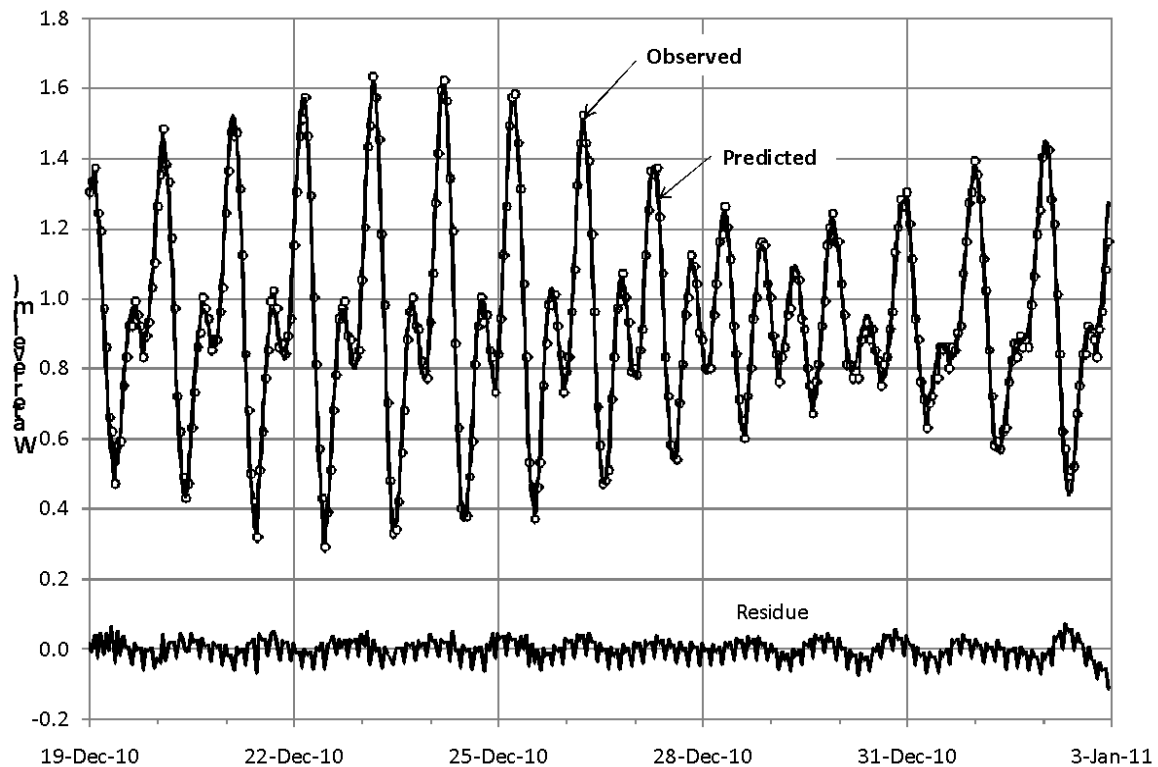


Figures 2. Example of an image pasted onto paper from a jpg file. Set the wrapping style according to the text.

Table 2. Maximum Nox concentration for a simple terrain scenario.

	Maximum concentration ($\mu\text{g}/\text{m}^3$)	Indonesia NAAQS* ($\mu\text{g}/\text{m}^3$)	Distance to maximum ($\mu\text{g}/\text{m}^3$)
1-hour concentration	15.090	400	951
24-hour concentration	6.036	150	951
Annual concentration	1.207	100	951

* Government Decree no. 41 dated 26 May 1999 concerning National Ambient Level Standards for Air Pollutants



Figures 3. Example of a full width image (two columns)

2. Research Method (10 pt)

The methods section should describe what was done to answer the research question, describe how it was done, justify the experimental design, and explain how the results were analyzed. Scientific writing is direct and organized. In the method section, the simple past tense is usually used to describe what the author did in his study. The passive voice is often used. Example: Total phosphorus (TP) and total nitrogen (TN) are measured in the laboratory using standard procedures.

In the method, it is important to describe the type of research; what type of data and how the data is collected and/or selected your data; how the data is analyzed; any tools or materials used in research; reasons for choosing this method. The reasons for choosing a method must be supported by references.

3. Result and Analysis (10 pt)

3.1. Sub section 1

The results section should include research findings and ONLY research findings. The findings include data presented in tables, charts, graphs and other images (perhaps placed between the research text or on separate pages) Contextual analysis of this data explaining its meaning in sentence form.

The results section should simply state the findings, without bias or interpretation, and be arranged in a logical order. Typically most sentences in the results section are in the past tense, some are in the present tense, and very few, if any, are in the future tense. Discussion.

3.2. Sub section 2

The purpose of the discussion is to interpret and describe the significance of the research findings in relation to what is already known about the research problem being studied, and to explain new understandings or new insights about the problem after the research considers the findings. To do this, follow three important suggestions: answer the questions posed in the introduction (main research question); show how the answer is supported by the results and explain how the answer fits with the existing body of knowledge about the subject.

In the discussion section, the past tense is generally used to summarize findings. But when interpreting results or describing the significance of findings, it is best to use the present tense.

4. Conclusion (10 pt)

The conclusion should be written in one paragraph. The conclusion should summarize the entire paper and explain its main purpose. Important things to write in a conclusion: Restate the hypothesis or research question; restate the main findings; the research contributes to the existing literature, highlights limitations in the research and states future directions for the research/recommendations.

5. Acknowledgments (10 pt)

List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proofreading the article, etc.).

6. Declarations (10 pt)

Author Contribution

This section contains an explanation of the role of each author in producing this research.

Funding Statement

This section contains thanks to the funders or those who have supported this research.

Competing Interest

The authors state that they do not have any conflicting financial interests or personal relationships that could have impacted the research presented in this paper.

References (9 pt)

The template will number the citations sequentially in brackets [1]. The sentence punctuation follows the brackets [2]. Look at the reference number only, as in [3]—do not use “Ref. [3]” or “reference [3]” except at the beginning of a sentence: “Reference [3] is first...”

Number the footnotes separately in the superscript. Place the actual footnote at the bottom of the column citing it. Don't put footnotes in the reference list. Use letters for table footnotes.

Unless there are six or more authors, provide all authors' names; do not use "et al.". Unpublished papers, even if they have been submitted for publication, should be cited as “unpublished” [4]. Papers that have been accepted for publication must be cited as “in press” [5]. Capitalize only the first word in the title of the paper, except for proper nouns and element symbols.

For papers published in translated journals, provide the English citation first, followed by the original citation in the foreign language [6].

Any text citations should be listed under the "References" heading at the end of the text. All references (at least 15 references) used in the article must be included in this section. In this section, all references used must come

from primary sources (scientific journal articles). The number of journal articles must be at least 80% of all references and published in the last ten years. References should use a reference management application such as Mendeley. Reference management applications allow you to store any research data (including raw and processed data, video, code, software, algorithms, protocols, and methods) related to your manuscript in an open access repository that is free to use. Please include the DOI of the dataset stored in your main manuscript file.

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