

## ONE COLUMN PAGE LAYOUT

#### TITLE OF THE CONFERENCE:

The 11th International Symposium of Geotechnical Aspects of Underground Construction in Soft Ground (IS-Macau 2024)

#### DATE:

14 - 17 (Friday - Monday), June 2024

#### LOCATION OF THE CONFERENCE/SYMPOSIUM:

Macao SAR, China

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- the deadline for submission of papers to the conference editors is November 30, 2023
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Start MS Word. Close the empty file which appears on your screen (Close in File Menu). Now open the file B2ProcA4.doc (if you have a printer printing on A4 size paper - European standard). Print this document. It gives detailed instructions on how to proceed when you still have to type your paper and also when you want to use the text from an old file. After you have read the first two pages of these instructions you are ready to start.

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- 1. Copy the correct template file to the template directory. The name of this directory can be found in File Locations of Options (Tools Menu).
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- 4. Type the correct title, author(s) and affiliation(s), and delete old text without deleting the return at the end of the line.
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- **10.** Change the old tags for the new Balkema tags (see 7 above). Before doing this apply automatic formatting: From the Format Menu select AutoFormat and click AutoFormat now.

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