Author Guidelines DFI Journal

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Abstract
This page demonstrates the format of the front page of your manuscript. The abstract of your manuscript should not be longer than 220 words and include no references, figures, and equations. The DFI Journal publishes practice-oriented, high-quality papers related to, but not limited to deep foundation engineering. Any papers within the scope of interest of DFI’s geo-professional community as well as areas covered by DFI technical committees are welcome. Each paper is independently peer-reviewed. Opinions and findings expressed in all technical publications are those of the individual authors and do not necessarily represent the views of DFI. All submissions to the Journal must be free of evident commercialism or private interest but must not obscure proper names when they are required for an understanding of the subject matter.

\textit{Keywords: separate keywords by comma, do not use more than 15 individual words, all keywords should be lower case (e.g., foundation testing, pile analyses)}

Introduction
The Deep Foundations Institute offers these recommendations for preparation of a technical paper as a means of providing guidance to authors preparing papers for publication in the DFI Journal. Following these recommendations will ensure a reasonable degree of uniformity of the papers received for publication. The authors are not required to format their papers to the final “in-print” format, but rather follow the general format outlined in this guidance document. This is particularly important for figures and equations, as well as for references.

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- Author Footnotes – Position, Institution/Company, City, State, Country (see sample 1st page)
- Corresponding Author’s email (with no limitations/termination)
- Manuscript Text (Introduction, Lit Review, Research Presentation, Discussion, Summary/Conclusions)
- Acknowledgements
- References

Format Specifications

- Page Size: 8.5 x 11
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- File Type: .docx or .rtf
- Fonts: Times Roman or Arial
  - Secondary subheads: 12 pt. Bold *Italic*
  - Text: 12 pt. (Arial can be 11 pt.)
  - Captions for figures: 9 pt. Bold (no periods unless complete sentence)
- Line Spacing: 1.5 lines
- No additional space between paragraphs, and after headings.
Headsings
Use headings to separate sections of the paper. All headings should be in bold type letters. Primary Level headings should start with capital letters. Second Level heading should be italicized and capitalized (first letter in upper case and following letters in lower case). If a second level heading follows directly below a primary headline, no blank line is necessary between the two. Main sections headings should have size 14 and be bold (as used in this document), all subheading shall be bold, italics and written in the main text font size (e.g., 12). Each manuscript page should contain page numbers. The use of line numbers is optional.

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The abstract should be written in one paragraph and contain no more than 220 words. It should state the objective of the paper and report the results and main conclusions resulting from the work. The abstract should not include references, figures or equations.

Keywords
Keywords should be specific and relevant for the content of the manuscript. The authors should seek to use keywords that can be easily found during an online search. Keywords can consist of word groups (e.g., laterally loaded piles, soil structure interaction) but should not have more than 15 individual words in total.

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Graphics, such as graphs, charts, tables, figures, photos, etc. may be embedded within the document to show preference of placement within text as well as to ease the review process. In addition, each figure must be submitted as a separate, high-resolution jpeg or tiff file through the editorial manager. The desired resolution for figures is 300 dpi at 100% actual print size or larger. Do not embed captions or lengthy text in the figure. In general, figures will be sized to single column width (80mm) or page width (168mm). Ensure the labelling on figures will be legible when reduced to final size.

Ideally, figures should present findings in both unit systems (SI and USC). The use of US customary units only is not permitted. Figure 1 below demonstrates the use of the dual unit system within a figure. Axis labels should be precise and indicate the unit of the values displayed in parenthesis or brackets.
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Provide one blank line above a figure and a blank line below the figure caption. Figures should be placed in the text after and in immediate connection to where they are first mentioned. Number the figures starting from "Figure 1." When referring to a figure in the text, write "Figure #." When starting a sentence with the reference to a figure, do not start the sentence with "Fig. #," always, spell out "Figure." When referring to several figures, write Figures # - ##. The figure captions should be placed below the figure; it should be left aligned, bold and in 9 pt text size. The figure caption should be short and not duplicate the information given in the text.

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Data presented in the figure should be clearly distinguishable by line color, line weight and/or symbols. In addition to using different line colors, different line styles and thicknesses are to be used in combination with the above. Graphs with colored lines and keys, contour maps, model outputs, etc. may not reproduce adequately if converted directly to greyscale or printed in black and white. Red and blue convert to similar grey levels and will not be distinguishable. Figures of this type must be reformatted (e.g., using symbols or dotted/broken lines to distinguish curves) or labelled to ensure clarity. Legends should include all data presented in the graph and have sufficiently large font sizes. All line weights should be thicker than the axis weights used in the graph. Examples for figures using the dual unit axis style as well as part (a) and part (b) are shown in Figures 1 and 2.
Figure 1. Soil stratigraphy at the test site (Figure Example)

Figure 2. (a) Load -displacement curve, and (b) moment vs. displacement curve for test pile
Tables

Please submit tables as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate page(s) at the end. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them does not duplicate results described elsewhere in the article. The table caption should be placed above each table and should be a short descriptive summary of the table content. All columns must have a heading. Each table should have only one set of column headings at the top of the table. Using additional column headings within the body of the table should be avoided. Do not use vertical rules for any table. Photographs, figures, or other any graphic elements are not permitted in tables. Equations should be used sparingly in tables. An example can be found in Table 1.

Table 1. Pile length estimates – Table taken from Boeckman (2019) for demonstration

<table>
<thead>
<tr>
<th>Pile Type (Bridge)</th>
<th>Measured Length (m)</th>
<th>Basis for Pile Length Estimate</th>
<th>Estimated Length (m)</th>
<th>Error</th>
</tr>
</thead>
<tbody>
<tr>
<td>Precast (Route U)</td>
<td>8.1</td>
<td>Plan Drawings</td>
<td>8.2</td>
<td>+2%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>As-built Drawings</td>
<td>7.0</td>
<td>-14%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Parallel Seismic via CPT</td>
<td>6.5 to 8.0</td>
<td>-17 to 0%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Parallel Seismic via Borehole</td>
<td>7.6 to 9.5</td>
<td>-5 to +16%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SE/IR Before Demolition</td>
<td>Signal could not be interpreted</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SE/IR After Demolition</td>
<td>6.7 to 7.3</td>
<td>-17 to -9%</td>
</tr>
<tr>
<td>CIP (Route WW)</td>
<td>17.0</td>
<td>Plan Drawings</td>
<td>16.8</td>
<td>-1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>As-built Drawings</td>
<td>17.0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pile Installation Records</td>
<td>16.8</td>
<td>-1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Parallel Seismic via CPT</td>
<td>15.0</td>
<td>-12%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Parallel Seismic via Borehole</td>
<td>Borehole depth insufficient.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SE/IR Before Demolition</td>
<td>Signal could not be interpreted.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SE/IR After Demolition</td>
<td>14.9 to 17.6</td>
<td>-12 to +4%</td>
</tr>
</tbody>
</table>

Equations

For maximum clarity, equations should be written with the reference number in parenthesis, right justified as shown below on the same line as the equation. The equation legend is then written below the equation. When preparing your manuscript in Word, use Microsoft’s equation editor, by clicking “insert” → “Equation” and typing your equation into the text using the options provided within the Microsoft equation editor. Do not embed equations as files (e.g., jpeg or pdfs).
\[
Q = \frac{\sqrt{\delta}}{C_1 \delta + C_2}
\]  

(1)

Where \(Q\) = applied load, \(\delta\) = movement, \(C_1\) = slope of the straight line in the \(\sqrt{\delta}/q\) versus movement diagram, and \(C_2\) = y-intercept of the straight line in the \(\sqrt{\delta}/q\) versus movement diagram.

**Units**

All units shall be in the SI-system. If the author wishes to present findings in US customary units, the SI unit equivalent values should be presented as the primary unit with the comparable US customary unit in parenthesis (in text), or in a second axis (for Figures). It is recommended that figures have dual axis as shown in Figures 1 and 2. Information about SI units can be found from NIST at: physics.nist.gov/cuu/Units/index.html. Units should be abbreviated when appearing in the text. There should be no space between the value and the unit; e.g., 1.2m; 34deg; 34°; 1.0m (3ft), 40MPa.

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All manuscripts should contain a section discussing the result presented and a summary of the findings and conclusions reached. The Summary or Conclusion presents, but only very briefly, the background, objectives, and scope of the work presented in the paper and emphasizes the results and the conclusions from the work. No new information should be introduced here. This section should describe the lessons learned and its applicability and relevance to readers in other countries and other related practices. It should summarize the main findings as specifically as possible, i.e.,
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Acknowledgments
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