

Instructions and Style Guide for Authors Submitting Projects to the ACADIA 2024 Conference

Keywords: *This section should contain a maximum 5 words separated by commas*

1. Introduction

This document presents the style guide to prepare project submissions to the 2024 ACADIA Conference (600 words and 10 images max for projects). Authors should use this Word document and the information contained within it for the formatting of their submission, using the Word styles provided by the template.

Papers should be written in US English, using straightforward, jargon-free terminology. The work must be an original contribution to the body of knowledge relative to the computational design field and not duplicative or re-published. Please refer to ACADIA's Publication Ethics Guidelines for detailed policies regarding academic writing, originality, plagiarism, intellectual property, and the peer review process:

http://acadia.org/content/conferences#publication_ethics

2. Style Guide

Body text should be set using the *ACADIA-Normal* style (Times New Roman, 12 pt), which provides 6 pt spacing after paragraphs. Paragraphs should not be indented. Emphasis within the text, such as words to be defined or key phrases, should be italicized. Bulleted lists may be used (style: *ACADIA-Bulleted List*), with a simple dot for a bullet. Numbered lists may be used; we prefer Arabic numbers set off by a close parenthesis. Use only one Carriage Return/Line Feed after a paragraph. Do not insert any empty lines between paragraphs.

Headings should be capitalized. They should be sized and spaced as follows:

- Title: Use the *ACADIA-Title* style (14 pt, bold, 12 pt spacing before the heading and 48 pt after, centered).
- Header A: Use the *ACADIA-Header A Numbered* style (12 pt, bold, 6 pt spacing before the heading and 6 pt after).
- Header B: Use the *ACADIA-Header B Numbered* style (12 pt, 0 pt spacing before the heading and 6 pt after).

Headings should be numbered, except for Abstract and References, which use the *ACADIA-Header A Not-Numbered* style.

3. Margins and Layout

Your text should be written for 8 ½" x 11" paper. Margins should be 1" on top, bottom, and sides. The text should be justified.

A footer placed 1" from the bottom edge should identify the title of the paper and the page number. Its font should be Times New Roman or similar, 12 pt, italic. The footer is set off from the body by a single ruled line.

4. Content

IMPORTANT: For project submission, omit all identifying names, places, programs, institutions, and firms from the paper to maintain an anonymous review process.

Projects are an invitation for submitting shorter pieces in a more flexible format than full or work-in-progress paper submissions:

Projects do not require adhering to any specific structure but should follow the style guide. Projects should contain up to 10 images and should be at most 800 words in the form of an abstract, captions, and endnotes. Low-resolution images and captions should be embedded in the submission.

Figures

Figures include line drawings, charts, photographs, and digital imagery. Low-resolution images and captions should be embedded in the text. However, resolution should be high enough that any text that is part of the image is readable. Captions are to be located *below* the figure, using the *ACADIA-Figure Caption* style.

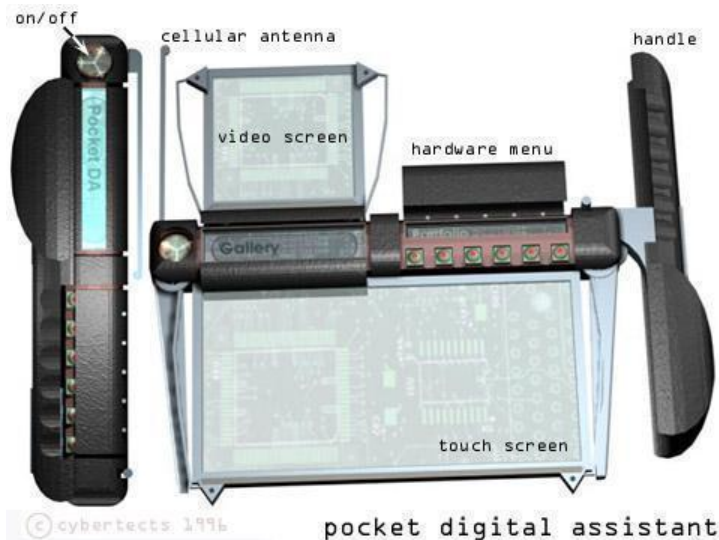


Figure 1. Jack-Knife PDA Design.

1.1. Citations

References are cited in the text by author name and the date of publication, enclosed in parentheses. The citation is placed at the end of the sentence. Here are examples of citations as they would appear embedded into the text:

- One author: (Legrand 1994)
- Two authors: (Vanier and Lacasse 1996)
- Four or more authors: (Bazant et al. 1993)
- Two works by the same author in the same year (Lacasse 1998a, 1998b)
- Several works by the same author in different years (Vanier 1996, 1998)
- Several works by different authors (Bazant et al. 1993; Legrand 1994)

Software citation: the Chicago Manual includes instructions for citing software, and we remind all authors of the requirement to cite the intellectual work of our peers in the development of the software tools used in research. To facilitate compliance, please refer to the guides on the websites listed below. This list is not intended to be exhaustive, and where questions arise, the rules of the Chicago Manual take precedence.

<https://www.bibguru.com/g/chicago-software-citation/>

<https://uark.libguides.com/CSCE/CitingCode>

<https://libguides.nps.edu/citation/chicago-nb#computer-program>

2. Use of gendered pronouns

please avoid using gendered pronouns unless explicitly referring to a specific person. Additionally, avoid using gendered language when referring to professions and practices; for example, o gendered pronouns ("he," "she," "he/she") may be replaced with the gender-neutral pronoun "they" o gendered professional titles and practices (i.e., "craftsman," "craftsmanship" and "chairman") may be replaced with a gender-neutral equivalent (i.e., "craftsperson," "craftspeople," "craft" and "chair" or "chairperson").

3. Submitting Your Manuscript

Information details regarding the submission process will be available in April.

4. Conclusions

If all authors follow these conventions, reviewers will be able to concentrate on your content rather than your formatting.

Some of the content of these guidelines is based upon a document distributed by Dr. Michael A. Lacasse and Gerry Neville of the National Research Council and National Research Council Research Press.

References

Include References at the end of the document. **Do not use footnotes.** Only texts that are cited in the paper should be included in the References. All works that are cited should be included in the References section. Use the *ACADIA-Reference* style to format your reference entries. The following format, based upon the [Chicago Manual of Style](#), 16th Edition, Author-Date format, is to be used:

Book

Fox, Michael, and Miles Kemp. 2009. *Interactive Architecture*. New York: Princeton Architectural Press.

Book Chapter

Hasdell, Peter. 2009. “Pneuma: An Indeterminate Architecture, or Toward a Soft and Weedy Architecture.” In *Design Ecologies: Sustainable Potentials in Architecture*, ed. L. Tilder and B. Bolstein. New York: Princeton Architectural Press. 92-113.

Journal Article

Brooks, Rodney A. 1990. “Elephants Don’t Play Chess.” *Robotics and Autonomous Systems* 6 (1): 3–15.

Conference Paper

Cremers, Jan. 2011. “Energy Saving Design of Membrane Building Envelope.” In *International Conference on Textile Composites and Inflatable Structures: Structural Membranes 2011*, ed. E. Oñate, B. Kröplin and K.-U. Bletzinger. 148–155. Barcelona: CIMNE.

Wu, Kaicong and Axel Kilian. 2018. “Robotic Equilibrium: Scaffoldfree Arch Assemblies.” In *ACADIA 2019: Recalibration: On Imprecision and Infidelity. Proceedings of the 38th Annual Conference of the Association for Computer-Aided Design in Architecture (ACADIA)*, ed. P. Anzalone, M. del Signore and A. J. Wit. 342–349. Mexico City: ACADIA.