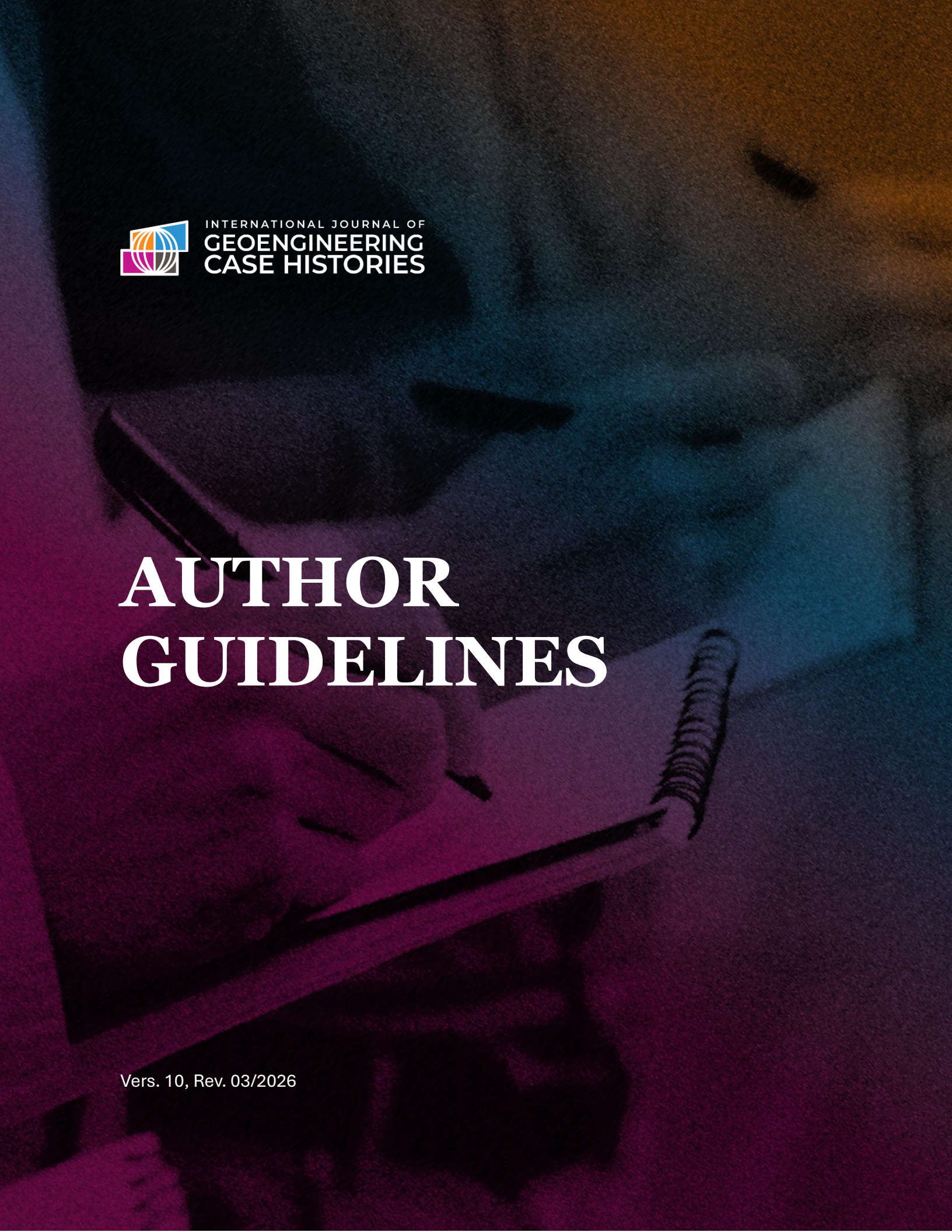

INTERNATIONAL JOURNAL OF
GEOENGINEERING
CASE HISTORIES

AUTHOR GUIDELINES

Vers. 10, Rev. 03/2026

Author Guidelines

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1. INTRODUCTION

The requirements for submission of manuscripts and the review process for the "**ISSMGE International Journal of Geoengineering Case Histories**" are presented herein.

The manuscript submission process is completed entirely online through our submission review system.

Manuscripts under review, accepted for publication, or published elsewhere are not accepted, unless invited.

2. COPYRIGHT RELEASE FORM

During the submission of the manuscript using the online registration system, the Corresponding Author must confirm acceptance of the journal's copyright policy on behalf of all authors by selecting the required agreement checkbox. The journal follows ISSMGE's copyright release policy. Under this policy, the author(s) retain copyright but grant the Publisher the exclusive right to publish the Material (i.e., the material should not be published elsewhere without permission).

Papers submitted for possible publication are assumed to be original, not previously published, and not under consideration by any other journal. By confirming acceptance of the copyright policy, the author(s) grant the Publisher exclusive permission to publish the manuscript in paper, electronic, and facsimile formats, including electronic capture, reproduction, and licensing in all formats, in whole or in part. The Publisher is also granted non-exclusive rights to handle requests from third parties regarding the reuse of the published material.

3. PUBLICATION AND REVIEW PROCESS SUMMARY

The review process is presented herein. This is a three-phase review process, similar to the procedures of most journals in the Geoengineering field, with the intent being to ensure high quality of the publication material.

Review Phase 1: Submission and Editorial Screening

Submitted manuscripts should be as concise as necessary to present all the important information related to the case history. Emphasis is given to the methods (in situ and laboratory) used for the site investigation, the results of the site investigation, the design, the construction, and the system's response during and after construction. Elaborate analyses are not required for a manuscript to be accepted, but it is required that detailed information on the methods used to collect the data (investigation, instrumentation) is provided. The authors should ensure that the paper presents what has been learned from the case history and focus on what are the lessons learned that are of value to the readership of the journal.

A manuscript submitted to the ISSMGE International Journal of Geoengineering Case Histories will include the following:

1. The formatted manuscript using the template provided on the journal's website.

2. The exact coordinates of the site(s).

3. A single Excel file that includes the data presented in the figures in digital format. (See Section 4: Accompanying datasheet). All figures that are shown in the paper and have data (in most often x- and y-plots) need to include the data in the excel file. Papers that do not include the Excel file will be returned without review.

4. Optional: Supplementary material can be included in the additional webspace and may include photos, maps, figures, and more data. (See Section 5: Supplementary Material). This part is not required, but is available for authors who would like a place to host and distribute information on a project.

During this phase, the Editor-in-Chief performs an initial screening of the manuscript to verify that it complies with the journal's scope, submission requirements, and formatting guidelines. Manuscripts that do not meet these requirements will be rejected. Manuscripts that successfully pass this screening stage advance to Review Phase 2.

Review Phase 2: Peer Review and Revisions

Submitted manuscripts are forwarded to the Editor-in-Chief of the journal, who coordinates the review with the Editorial Board Members. Additional qualified reviewers may be engaged in the review of the manuscript as necessary.

The review process requires at least two independent reviews completed by qualified engineers with expertise in the subject area. The Editor-in-Chief, together with the Editorial Board Members handling the manuscript, reviews the recommendations, summarizes the review comments, and makes the final decision, which must be based on the feedback received. This information is provided to the authors. A final decision is made on the submitted manuscript and falls into one of the three categories:

1. *Accepted.* The authors will be notified, and the manuscript will directly advance to Review Phase 3.

2. *Re-review required.* The authors must revise the manuscript based on the reviewers' comments and provide a point-by-point response explaining how each comment has been addressed. If the authors choose not to implement a suggested change, they must provide a written explanation. The revised manuscript is then resubmitted for further review. Multiple rounds of review and revision may occur until the reviewers and

editors are satisfied. If the reviewers are not satisfied with the modifications and justifications provided by the authors, the manuscript is rejected.

3. *Rejected*. The "ISSMGE International Journal of Geoengineering Case Histories" returns the manuscript and retains no rights to the content of the paper.

Review Phase 3: Language Editing and Formatting

Accepted papers are reviewed by language editing personnel of the journal to minimize grammatical errors or other errors in the use of language. Only minor changes are made at this phase to ensure the correct use of language.

The paper is then adapted by the Publishing Personnel in the format of the journal. As soon as the paper is formatted, it is sent to the authors. The authors should check to ensure that they agree with the final version of the paper. Once the authors do not have any objections, the paper is assigned a DOI and is published on the website.

4. ACCOMPANYING DATASHEET

This journal requires that the data presented in the manuscript be also available online in an Excel spreadsheet. This is important for the profession, as it facilitates the re-use of the data by researchers and engineers. Facilitating the use of the data increases the impact of the paper. In addition, the data in the manuscript are part of a growing database that will provide more exposure to the paper. Data files should include only the data presented in the paper.

The Excel file should include the data that are presented in the paper in digital format (e.g., CPT measurements, inclinometer measurements, pile load test results). The data file with the manuscript will be reviewed by the journal's engineering staff members.

Only one Excel file should be submitted. Within each Excel file, a different worksheet should be used for each figure that has data. All the data presented in the figure should be included whether they are actual measurements or numerical results.

In each worksheet, the tab should indicate the number of the figure as presented in the paper (e.g. Figure 1, Figure 2). The first column should be used to plot the X-axis and the second column should be used to plot the Y-axis. If more than one graphs are shown in a figure, the data of those plots should be in the same worksheet, below the data of the previous plot (typically they should have the same X and Y quantities). No calculations should be embedded in the spreadsheets, and only the values should be shown in columnar format.

5. SUPPLEMENTARY MATERIAL (OPTIONAL)

Upon request, the ISSMGE International Journal of Geoengineering Case Histories can provide additional webspace to store and present supplemental data (maps, photos, measurements, etc.) related to the submitted paper/project (e.g., more detailed investigations/measurements, photos of the construction site, earthquake reconnaissance data, etc). In this case, the paper should reference the dataset as "Supplementary Material". Such requests should be directed to the journal. If approved, the storage space is provided at no additional cost.

6. MANUSCRIPT SUBMISSION FORMAT REQUIREMENTS

The paper template needs to be used when submitting the manuscript. A few notes on this:

- *title of paper* (maximum eight words). Title should be as short as possible, preferably not more not more than 70 characters long, including spaces between words. Avoid titles beginning with "Analysis of ...," "A Note on ...," "Theory of ...," "On the ...," "Some ...," and "Toward a ...." Pleae avoid too generic titles.

- full names of authors and affiliations, in the format requested.

Abstract

An abstract of 150-175 words is required for all papers and technical notes. The abstract should be a concise statement of the project under study, the data presented, the main findings, and the conclusions. Do not include mathematics or references to other literature in an abstract (abstracts are also used separately for information retrieval).

Length

Typically, the maximum length is 10,000 words for a paper, and 2,000 for a discussion. Valuable overlength contributions that are not redundant or verbose and that require the additional length to succinctly and adequately treat the subject can be published with special permission from the Editor-in-Chief. Submissions up to 20% overlength will be reviewed. If a submission is more than 20% overlength, please include a statement in your cover letter that explains the necessity of the extra length. You can also contact the Journal to ask for an exemption to submit longer papers (e.g. reconnaissance reports etc.).

Chinese Surnames

Surnames of Chinese authors should be listed as the last name on submitted and accepted manuscripts so that they are consistent with the westernized style used by other authors and indexes (e.g., R.C. Chen, Yuan-Neng Tang). Be sure the name is used consistently in manuscripts and correspondence.

Gender-Specific Words

Avoid "he," "she," "his," "her," and "hers." Use words such as "author," "discusser," "engineer," and "researcher."

Mathematics

Type all mathematics and identify special symbols where they first appear in text or displayed equations. All displayed equations should be numbered sequentially throughout the entire manuscript and appear on a separate line in the text. Equations should be in the body of a manuscript.

SI Units

Each author must use the International System of Units (SI) and units acceptable in SI. Other units may be given in parentheses, dual-unit tables.

SI units are constructed from seven base units for independent physical quantities (A, cd, K, kg, m, mol, and s), and two supplementary units for plane angle (rad) and solid angle (sr).

In engineering applications, there is a preference for the use of prefixes representing only the ternary powers of 10 (10^3, 10^6, 10^9, etc.). For example, statements of pressure, stress, and elastic modulus are preferably given in kPa, MPa, and GPa. The prefixes hecto, deka, deci, and centi are avoided except in the special cases of the hectare, ha (the more common alternative symbol for hm^2), which is used in expressing large land areas, and the liter, L (the more common symbol for dm^3, cubic decimeter), which is used in expressing fluid or particulate volumes.

Prefixes are applied directly to unit symbols (e.g., millimeter, mm; megawatt, MW; kilonewton, kN; gigapascal, GPa) except in the case of the kilogram, for which all prefixes are applied directly to the gram; thus, for example, Mg (megagram) is 10^3 kg. Precise use of uppercase and lowercase letters is essential. Authors using word processors should not put SI and other metric units in italic. For the same reason, there should be space between numerals and SI units (e.g., 2 N).

When quantities are converted from one system of units to another, care must be taken to retain enough digits to reflect the accuracy of the original quantity. Converted quantities should not imply a degree of accuracy greater than that of the original values; they should be rounded to an appropriate level of accuracy and number of significant digits.

Definitions and Symbols

Use standard definitions and symbols. Consult the Glossary of Soil Mechanics Terms of the International Society of Soil Mechanics and Foundation Engineering.

Conclusions

Write a set of conclusions, or a summary and conclusion, in which the significant implications of the information presented in the body of the manuscript are reviewed.

Acknowledgments

Include an acknowledgments section if you wish to recognize any advisory or financial help you received.

Appendices

Appendices are not required. Use appendices to record details and data that are of secondary importance or that are needed to support assertions in the text. Make sure the text contains references to all appendices. Define special symbols and other nomenclatures in an APPENDIX. NOTATION. Prepare an APPENDIX. REFERENCES containing bibliographic information about works cited in text. (Note: APPENDIX. NOTATION appears last, preceded by APPENDIX. REFERENCES.)

References

To cite sources in the text, use the author-date method, e.g., Bray et al. (2009), as used in the APA journals; list the last names of the authors, then the year (see examples in the following paragraph). Prepare an appendix listing all references alphabetically by the last name of the first author. For anonymous reports and standards, alphabetize by the issuing institution.

The reference list should appear at the end of the manuscript and be organized alphabetically by the last name of the first author. For reports, standards, or documents without individual authors, the reference should be alphabetized by the issuing organization.

Authors may also easily generate citations for previously published manuscripts by searching for the publication in **Google Scholar** and selecting the **"Cite"** option, which provides formatted references in multiple citation styles, including APA.

Examples of the APA format are shown below:

Books

- Template – Whole Book: Author, A. A., & Author, B. B. (Year). Title of the book. Publisher.
    - Evans, G. M., & Furlong, J. C. (2003). Environmental biotechnology: Theory and applications. Wiley.
- Template – Book with No Author: *Title of the book*. (Year). Publisher.
    - Moody's municipal and government manual. (1988). Moody's Investors Service.
- Template – Book Chapter: Author, A. A. (Year). Title of chapter. In A. A. Editor & B. B. Editor (Eds.), *Title of book* (pp. xx–xx). Publisher.
    - Zadeh, L. A. (1981). Possibility theory and soft data analysis. In L. Cobb & R. M. Thrall (Eds.), *Mathematical frontiers of the social and policy sciences* (pp. 69–129). Westview Press.

Building codes and provisions

- Template: Organization Name. (Year). Title of standard or code (Standard No.). Publisher.
    - American Concrete Institute. (1989). *Building code requirements for reinforced concrete* (ACI 318-89). ACI.
    - Building Officials and Code Administrators International. (1993). *The BOCA national building code*. BOCA.
    - European Committee for Standardization. (1992). *Design of steel structures, Part 1.1: Eurocode 3*. CEN.

Data Sets

- Template: Author, A. A., Author, B. B., & Author, C. C. (Year). *Title of dataset* (Version number) [Data set]. Publisher or Repository. DOI or URL
    - Ansolabehere, S., Palmer, M., & Lee, A. (2014). *Precinct-level election data* (Version 1) [Data set]. Harvard Election Data Archive. https://doi.org/10.7910/DVN/YN4TLR
    - Thernstrom, S. (1986). *Boston mobility study, 1880* [Data set]. Inter-university Consortium for Political and Social Research. https://doi.org/10.3886/ICPSR07550

Electronic Materials

- Template - CD-ROM: Author, A. A., & Author, B. B. (Year). Title of section or chapter. In *Title of work* (pp. xx–xx) [CD-ROM]. Publisher.

    - Liggett, J. A., & Caughey, D. A. (1998). Fluid statistics. In *Fluid mechanics* (pp. 140–156) [CD-ROM]. ASCE.

- Template – Website: Author or Organization. (Year). Title of webpage. *Website Name*. URL

    - Arizona Department of Commerce. (2005). Community profile: Hualapai Indian Reservation. https://www.azcommerce/com/doclib/commune/hualapai.pdf

    - Foucher, J. (2017). The role of construction companies before, during, and after disaster. *ConstructConnect Blog*. https://www.constructconnect.com/blog/operating-insights/role-construction-companies-disaster/

Journal Articles

- Template: Author, A. A., & Author, B. B. (Year). Title of article. *Journal Name, Volume*(Issue), page–page. https://doi.org/xxxxx.

    - Beskos, D. E. (1987). Boundary element methods in dynamic analysis. *Applied Mechanics Reviews, 40*(1), 1–23. https://doi.org/10.1115/1.3149529

    - Irish, J. L., & Resio, D. T. (2013). Method for estimating future hurricane flood probabilities and associated uncertainty. *Journal of Waterway, Port, Coastal, and Ocean Engineering, 139*(2), 04013001. https://doi.org/10.1061/(ASCE)WW.1943-5460.0000157

Conference Proceedings

- Template: Author, A. A. (Year). Title of paper. In A. A. Editor (Ed.), *Title of proceedings* (pp. xx–xx). Publisher. DOI or URL

    - Eshenaur, S. R., Kulicki, J. M., & Mertz, D. R. (1991). Retrofitting distortion-induced fatigue cracking of noncomposite steel girder-floorbeam-stringer bridges. In *Proceedings of the 8th International Bridge Conference* (pp. 380–388). Engineers' Society of Western Pennsylvania.

    - Tommelein, I. D., & Gholami, S. (2012). Root causes of clashes in building information models (BIM). In *Proceedings of the 20th Annual Conference of the International Group for Lean Construction* (pp. 121–130). International Group for Lean Construction. https://doi.org/10.5642/jhummath.201102.05

Technical or Committee Reports

- Template: Organization Name. (Year). *Title of report*. Publisher.

    - Technical Committee for the Underground Technology Research Council. (2007). *Geotechnical baseline reports for underground construction: Suggested guidelines*. ASCE.

Foreign Language Journal Articles

- Template: Author, A. A. (Year). Title of article in original language [English translation]. *Journal Name, Volume*(Issue), pages.

    - Glock, D. (1977). Überkritisches Verhalten eines starr ummautelten Kreisrohres bei Wasserdruck von außen und Temperaturdehnung [Critical behavior of liners of rigid pipeline under external water pressure and thermal expansion]. *Der Stahlbau, 7*, 212–217.

Forthcoming (In Press) Articles

- Template: Author, A. A., Author, B. B., & Author, C. C. (in press). Title of article. *Journal Name*. DOI

    - Han, C.-Y., Wang, J.-H., Xia, X.-H., & Chen, J.-J. (in press). Limit analysis for local and overall stability of slurry trench in cohesive soil. *International Journal of Geomechanics*. https://doi.org/10.1061/(ASCE)GM.1943-5622.0000268

Maps

- Template: Author, A. A. (Role). (Year). *Title of map* (Map No.). Publisher.

    - Brown, R. J. E. (Cartographer). (1967). *Permafrost in Canada* (Map 1246A). Geological Survey of Canada.

    - Smith, R. L., Bailey, R. A., & Ross, C. A. (Cartographers). (1970). *Geologic map of the Jemez Mountains, New Mexico* (Map I-571). U.S. Geological Survey.

Newspaper Articles

- Template: Author, A. A. (Year, Month Day). Title of article. *Newspaper Name*.

    - Mossberg, W. S. (1993, December 2). Word isn't perfect but new WordPerfect is too much for words. *The Wall Street Journal*.

Unpublished Material

- Template: Unpublished material should **not appear in the reference list** but may be cited in the text.

    - (Orton et al., unpublished data, 1992)

    - W. Pinter, personal communication, 1979)

Authors should ensure that all reference information is complete and accurate, including author names, year of publication, title of the work, publication title (journal or book), volume and issue numbers (if applicable), publisher information (for books or proceedings), and page numbers. References to websites should include the full URL and the date the webpage was accessed. For additional examples and detailed guidance on APA reference formatting, authors may consult: link

7. DISCUSSIONS

Discussions on published papers are welcome. Discussions should not be longer than 2,000 words. They should generally intend to request information on a paper to make the presented case history more useful to the profession. A discussion could include questions that intend to make a piece of information presented in the paper clearer, or request additional information on a specific topic. Any discussions should be submitted in the format presented in Section 5 and will also be reviewed before publication. Discussions need to be submitted within six months after the publication date of the paper they intend to discuss.