

It's a Zoo out there!

11-13 May 2026, A Room with a ZOO, Antwerp, Belgium

Authors' Guidance

Guidelines for the preparation and submission of papers for CEDA DREDGING DAYS 2026

Issued by: CEDA – Central Dredging Association
for the Technical Papers Committee of CEDA Dredging Days 2026

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1 INTRODUCTION

CEDA Dredging Days papers should describe original work and should not have been published or offered for publication elsewhere. It is the authors' responsibility to obtain all necessary approvals for publication from employers or others involved, before the submission of the paper.

2 CONTENT

Papers must be written in English in a clear and straightforward manner so as to be easily read and understood. It should be remembered that they will be read by many whose first language is not English. Simple sentence construction will assist clarity.

The maximum time allotted for presentations is **20 minutes** (18 minutes presentation/2 minutes Q&A).

2.1 Abstract

The abstract should give a concise and informative description of the paper (maximum of 300 words) written to interest the reader as well as for information retrieval. Please note that the abstract in your manuscript should be identical to the abstract in the Presentation Portal.

2.2 Text

The paper must address the interests of readers with diverse specialities and backgrounds. Abbreviations and synonyms should be spelled out and identified the first time they are used. Trade names and professional jargon should be kept to a minimum. **The paper should be free from explicit and implicit commercialism or private interest.** Company and product names, if used, should be included for identification purposes only. References to earlier work in the field and credits to recent contributors should be included.

2.3 Terminology

The TPC requests the authors to avoid the use of the words listed below since due to their negative connotations those words propagate a negative image of dredging. Examples of preferred alternative words are also given.

- ~~Sanitation~~ → remediation/cleanup
- ~~Sanitised~~ → remediated/cleaned up
- ~~Dumping~~ → relocation, placement, disposal
- ~~Spoil~~ → sediment, silt, dredged material
- ~~Sludge~~ → sediment, silt, dredged material
- ~~Noise~~ → sound
- ~~Polluted~~ → contaminated

2.4 Symbols

All symbols must be shown in the nomenclature list that follows the text. The SI system of units should be used. If units other than SI units are included, they should be given in parenthesis after the relevant SI unit. The common units of time will persist, and also in appropriate contexts, the angular measurements.

2.5 Graphics and tables

Avoid commercial endorsements in illustrations. A graphic which includes a trade name incidentally is acceptable, but illustrations incorporating the logo of the company with which the author is associated will not be included in the proceedings.

2.6 References

Please use Harvard referencing style. Citations in the text should be given in parentheses, for example: (Author, Year) or (Author et al.,Year) or (Author1 and Author2, Year). List your bibliographical references at the end of your paper in alphabetical order. For some typical reference list examples please see below.

Journal article – printed, with two authors:

Jones A. and Other A.N. (1987). Title of the very interesting and informative article. *Name of the international highly respected professional journal*, Vol. 2, No. 3, 1-20.

Journal article – online, with two authors:

Jones A. and Other A.N. (1987). Title of the very interesting and informative article. *Name of the international highly respected professional journal*. [Online] Vol. 2, No. 3, 1-20. Available from: <http://www.website.org/filename.html> [Accessed 20 January 2015]

Book:

Jones A., Other A.N. and Black J.K. (2000). *Title of the very interesting and informative book*. Publication information, 1-30.

Congress article:

Jones A., Other A.N. and Black J.K. (1999). *Title of the very interesting and informative congress paper, in proceedings of the very interesting and highly successful congress*, City, Country, 315-350.

3 FORMAT

To ensure a degree of uniformity authors are requested to use the template provided. Please find below the corresponding typing instructions.

General

- ☐ Top, bottom and side margins: 2,54 cm (1 inch)
- ☐ Fonts: Calibri pt 10 (or equivalent), with the exception of the title (Calibri pt 12) and the author details at the bottom of the page (Calibri pt 9)
- ☐ Manuscript should be single-spaced, with no distance above or below text
- ☐ Use full justification
- ☐ Use the A4 page fully i.e. do not leave empty spaces
- ☐ Papers should consist of 4,000 – 6,000 words
- ☐ Total number of pages, including images, should not exceed 15
- ☐ Do not use tabs to start new paragraph
- ☐ Do not number pages
- ☐ Do not draw a frame around your text
- ☐ Do not use header or footer
- ☐ Do not use company headed paper

Title page

- ☐ Title (+subtitle, if any): Calibri pt 12, all capitals, centered
- ☐ Two blank lines between title and authors and between authors and abstract text
- ☐ Author names in bold and in pt 10, centered: **B. Jones¹, W. Smith² and H.X. Williams³ (Calibri 10)** (so initials first, followed by last name plus use the word “and” before the last author name)
- ☐ The word **Abstract**: in bold to the left, directly followed by text
- ☐ No figure on abstract page
- ☐ Author information, consisting of affiliation, country, email, in pt 9 at the bottom of the page

Headings and subheadings of content pages

- ☐ Major headings: in capital letters in bold, aligned left, preceded by two (unless at the top of a page) and followed by one blank line
- ☐ Subheadings: started with capital and followed by lower case letters, in bold, aligned left, preceded by one blank line
- ☐ Do not use colon at end of heading

Example:

1 THIS IS A MAJOR HEADING

1.2 This is a subheading

(use a tab after 1, 1.2 etc.)

Figures, tables and captions

- ☐ Incorporate figures and tables into the body of the text as close as possible to their first mention in the text.
- ☐ Two blank lines between actual text and figures
- ☐ Center captions in 10 pt normal (not bold) and number them consecutively in the order in which reference is made
- ☐ Figure caption below figure, table caption above table
- ☐ Use a dot after Figure X. Text of caption and Table X. Text of caption

Example:



Figure 1. Example for figure caption

Table 1. Example for table caption

	A	B	C
1			
2			
3			
4			

Formulae and equations

- ☐ Formulae and equations indented and successively numbered (in parenthesis) flush with the right-hand guidelines

Example:

$$y = a + b + cx^2 \quad (1)$$

References

- ☐ See examples given under 2.6
- ☐ Citations in the text in parentheses (Author, Year)
- ☐ References in alphabetical order
- ☐ A blank line in between 2 references

4 SUBMISSION

Both draft manuscripts for review by the TPC and final papers must be uploaded in the Presentation Portal. The maximum size of the document is 5 MB. You have received a link via email to access the Presentation Portal.

4.1 Draft manuscripts for review by the TPC

Draft manuscripts must be submitted by **13 January 2026**. All draft manuscript will be peer reviewed. Comments from the reviewers will be available to the authors by **17 February 2026 the latest**.

4.2 40 word summary

Authors are requested to also upload a 40 word long summary, containing the innovative aspects of your paper (in other words, tell why people should read your paper/listen to your talk), as well as a high res, copyright free image related to your paper as a separate graphic file by **13 January 2026** the latest. We will use it in social media posts and other promotional activities relating to the conference.

Follow CEDA on linkedin (<https://www.linkedin.com/company/central-dredging-association---ceda/>) and X (@CEDAdredging) so that you can engage with these posts.

4.3 Final papers

The final papers will be published in the Conference Proceedings. The final papers must be submitted by **10 March 2026**. Please note that the TPC reserve the right to remove a paper from the programme and from publication if it finds that the reviewers' recommendations have not been followed, or discovers that the paper has been previously published.

Each final paper submission must include:

- The full final paper
- Registration as speaker
- The completed CEDA Dredging Days 2026 Copyright Form (to be uploaded via the speaker registration form)

Please note: The submission deadlines will be strictly enforced.

Important: It is understood by the submission of the final paper that one or more of the authors will register for the conference, pay the appropriate fee(s), attend the conference and present the paper in English. The presenting author (one author per paper) is entitled to a discount on the registration fee and will receive a link to the speaker registration form once the draft paper has been accepted.

4.4 Summary of important dates

Submission of draft manuscripts:	13 January 2026
Submission of summary and image:	13 January 2026
Reviewer comments to authors:	17 February 2026
Submission of final paper:	10 March 2026
Registration as speaker:	10 March 2026

5 ENQUIRIES

CEDA Dredging Days 2026 Conference Secretariat
Sylvia Minten
E-mail: sylvia@mintenprojectmanagement.nl
Tel: +31 61 660 3947