

Requirements for Research Reports

Fundamental Requirements

Submittals should be in English, have consecutive page numbering, and contain contact information for the author(s). There is a preference for U.S. Customary units, although S.I. may be used as long as the U.S. Customary equivalent appears in parentheses.

References and citations may be given in any of the major referencing styles, and please supply captions for any figures/tables/images.

Unless there is a particular reason to do otherwise, Reports should be in PDF form and images should be formatted for clarity (color or B/W is not a concern).

Final Reports

Document Sections

- Title page with bibliographic information
- Table of Contents
- Abstract
- Objectives
- Methods
 - This includes the tests performed and variables evaluated, taking care to note and explain deviations from original plan (even though you will have previously explained these deviations and sought approval from AISC, it is important that they be recorded here for posterity).
- Results
- Conclusions
 - If you believe your work should be considered by the Committee on Specifications or any Task Committee please indicate this here, along with your reasoning. Please do not, however, try to develop Specification proposals here.
- References
- Appendices as necessary
 - Background information
 - Details (see note below)

Regarding Details

The results of your research may be consulted in the course of developing Specification provisions. As such, it is necessary to provide fairly extensive details on tested configurations, materials, and the like so that Committee members may compare your results to those found elsewhere. The types of information needed to support this work include:

- Design drawings
- Fabrication shop drawings

- Material Test Reports
- If welds are critical to the research results, then complete WPSes for those welds
- If welds are not critical to the results, then basic information (eg: process used, consumables, etc.) will suffice
- Type and dimensions of all fasteners and fastener components
- Test results *prior* to any filtering or adjustments
 - For finite element work, the program *and version* being used, the type of element(s) used, and example mesh and relevant boundary conditions. Please also report the nature of your calibrations (major variables and selected values)

These details may not be amenable to inclusion in the report itself for reasons for format, length, or the like, so they may be provided as separate supplementary material (electronically).

Please note the existence of supplementary information (and its general substance) within the body of your report so that future readers know it exists in our records.