



ALAC 2018 Frankfurt

Author's Kit

Advanced Laser Application Conference (ALAC)
June 26th and 27th, 2018

[Am Buesing Palais](#)

Berliner Strasse 111, 63065 Offenbach am Main, Frankfurt, Germany

PLEASE READ CAREFULLY

Abstracts and Bios due

October 12th, 2017

Papers due

February 22nd, 2018

PowerPoint Presentation due

April 26th, 2018

ALAC views as unprofessional, the arbitrary withdrawal of a paper once it has been committed to by the author, accepted by the program committee and widely announced in the advanced technical program.

Direct Manuscript and All Questions to:

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Ann Arbor, MI 48105

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Email: nasimu@gamcinc.com

Website: www.gamcinc.com

Please fax or email full names (no initials), current address(es), email address(es), phone(s) and fax(es) of author and co-author(s) upon receipt of this kit.

(Form attached - pg. 5)



Global Automotive Management Council

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Technical Publication: Proceedings

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Registration Form

FEE SCHEDULE FOR REGISTRANTS

General Registration Fee is €1755 (**€1940 after May 3rd, 2018**) (Access to sessions for all days of the conference; also includes an access to the ALAC 2018 Frankfurt Library for the available abstracts, papers and presentations for one month starting 5 – 10 days after the conclusion of the event, coffee breaks, lunch(es), reception, and access to the exposition) Login information will be delivered to you via email.

- General Registration/Co-Author Registration Fee is €1755 (**€1940 after May 3rd, 2018**)
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I will attend the Reception on: June 26th

I will attend the CONFERENCE and EXHIBITS on: June 26th June 27th

PAYMENT METHODS: We accept Visa, MasterCard, and American Express. (All checks must be drawn from U.S. banks in U.S. funds)

Make Check Payable to: Global Automotive Management Council in the amount of, US\$ _____

Signature: X _____ Date: _____

Mail or Fax Registration Form to: Global Automotive Management Council, 5340 Plymouth Road, Suite 205, Ann Arbor, MI 48105, USA. FAX: (734) 786-2242 EMAIL: nasimu@gamcinc.com

REFUND POLICY: Refunds are available with a 50% surcharge until 60 days before the conference. In addition, a €35 administrative fee will be charged. Refunds are no longer available in the 60 days prior to the conference date. All returned checks receive a €25 fee. Prices subject to change. Online Registration Available at www.gamcinc.com

Comments: _____

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Submission of PowerPoint Presentation

Author(s) of Paper:
Presenter(s):
Title:

Requirements

ALAC requires the submission of intended PowerPoint Presentation for the purpose of review, and for their compilation on digital library and access to on-line library will be available at the conference.

All Authors are to email their PowerPoint Presentation by no later than April 26th, 2018. Please label presentations clearly with Author/Presenter's last name, and presentation. Example: Samantha Jordan would label her presentation Jordan Presentation.

If you wish to make changes to your presentation after already submitting to ALAC, please notify changes to ALAC via e-mail. Deadline for presentation changes: May 10th, 2018.

Please consider your colleagues sitting in the back and make the font legible from a distance.



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If you would like to replace a speaker, you must contact Global Automotive Management Council ONE WEEK prior to the conference.



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- For one month, individual access of all files pertaining to ONE conference program, \$895
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Please contact Tarek Uddin, tareku@gamcinc.com, Phone: (734) 997-9249 to receive a quote.

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ALAC Innovation Award Entry Form

The Technical Program Committee of the 2018 Advanced Laser Applications Conference will present two prizes to the best ALAC innovations. The areas of the ALAC innovations are design, engineering, materials, manufacturing, processes, systems, components, hardware, software, testing and diagnostic systems will be considered.

I'd like to receive email communications about this and future GAMC events: <input type="checkbox"/>	
Full Name:	Position:
Organization:	
Email:	
Developed By:	
Innovation	
Street Address:	ZIP:
Phone (Office):	Mobile:
Date Completed:	Date Commercialized:
Was this innovation submitted elsewhere before?: Yes <input type="checkbox"/> No <input type="checkbox"/>	
(If Yes) - Date:	Where:
Patented?:	Patent Number:

The ALAC Innovation Award Entries will be judged based upon the following criteria:

- 1. Innovation** - An innovative idea or process that stimulates new ways of thinking and will create a substantial improvement in the Laser area.
- 2. Uniqueness** - The difference that the idea or process will make compared to present methods.
- 3. Manufacturing Feasibility** - The ability of the concept or process and its applicability over overall effects in the industry.
- 4. Benefit to User** - Improvement that concept or process will have in cost, timing and productivity and environment.

Please provide ALAC 2018 with information that will help identify how your entry effected these four areas. Examples that provide this information are a report summarizing your entry, drawings, case studies, technical reports, etc.

PLEASE SUBMIT ALL SUPPORTING MATERIALS ELECTRONICALLY

Submit entry to: Chairman
ALAC Award Committee
5340 Plymouth Road, Suite 205 Ann Arbor, Michigan 48105 USA
Phone: (734) 997-9249
Fax: (734) 786-9443
Email: nasimu@gamcinc.com
Last Date for Submission: April 26th, 2018

AUTHOR'S SUBMISSION FORM

PLEASE SEND ALL THE FOLLOWING MATERIALS WITH YOUR SUBMISSION

1. Digital Copies of all Papers & Presentations
All files are to be label with the author's/presenter's last name and what file it is.
Example: Samantha Jordan's files would be labeled Jordan Bio, Jordan Abstract, Jordan Paper and Jordan Presentation.
2. BIOGRAPHY/CURRICULUM VITAE
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9. You can email your submissions to nasimu@gamcinc.com
10. If you email all your materials, you aren't required to send them by mail.

AUDIO/VISUAL REQUIREMENTS:

(Please indicate which Audio/Visual Equipment you will need to make your presentation)

LASER POINTER

POWERPOINT (Speaker must bring their own laptop)

Submission of Manuscripts

Author and Co-Author(s) of a paper for oral presentation at the ALAC are required to furnish a written manuscript of the paper, curriculum vitae, registration form and a completed copyright form.

The papers will be published in the ALAC 2018 Proceedings and made available on the ALAC Online Library. In keeping with ALAC 2018 guidelines of a “neutral ground for technical exchange,” ALAC 2018 has established policies that rule against commercialism in the technical (oral and written) presentation.

Please thoroughly read the following instructions regarding the preparation of the paper. Failure to comply with these instructions may make it necessary to omit the paper and the oral presentation from the program.

The length of the written paper should not exceed more than (16) sixteen pages inclusive of single spaced text, photographs, illustrations, etc. of 8 1/2" x 11" page size with a 1/2" margin all around the page and a text size of 10 points except for captions, references and biographies.

Make titles, author name(s), headings, subheadings, figures/tables, bibliographies/references headings, etc. in bold. All papers must be submitted in both, digital format as well as hard copy.

Manuscripts

1. Digital Copies Only – **Printed or Handwritten Papers Will Not Be Accepted**

2. Formatting

- a. Use Microsoft Word
- b. 1/2" margins
- c. Title of Paper: Bold/Upper & Lower Case Capitalize all words except prepositions and incidentals
- d. Body Copy: 10pt Times font
- e. Author & Affiliation: Italic/Upper & Lower Case (Please omit Dr., Professor, Engineer, etc. from author'(s) name)
- f. Headings within body of text: Such as, Abstract, Introduction, Conclusion, References, etc. in Bold/Upper & Lower Case and capitalize all words except prepositions and incidentals.
- g. Artwork: Place artwork or reference to artwork, before captions.
- h. Figures Captions: Bold/Italic
- i. Spell out and capitalize the word “Figure” throughout manuscript. Please abbreviate “Figure” in captions but not in the body of the manuscript. Please note there is no punctuation at the end of captions except for question marks and parenthesis.
- j. Tables - Captions: Bold/Italic and capitalize the word “Table” throughout manuscript. Please note there is no punctuation at the end of captions.
- k. Outlined Information: Regular/Capitalize the first work of each line. Follow the example for preparing outlined information: €Bullet item – Hyphenated item 1. Numbered item A. Lettered item. If special scientific symbols are not available, they may be inserted by using black ink. (Do not use any undefined acronyms)
- l. Equations: Please note equation number is in parenthesis and right justified. Equations are preferred to be in EPS format.
- m. References in Body of Paper: references are to be in brackets, [7], while multiple references are, [4,8,10]
- n. References: Numbered 1., 2., etc. - Regular & Italic/Upper & Lower Case/Numbered, 9 point text, for example: 1. J. Doe et al., “Electric Vehicles”, Electric Vehicle Symposium, Bruxelles, October 1998.
2. Mark A. Jenkins, Philip Woods and Kuniko Urba, “Reduction in Nox from Combustion Fuel Gases.” IEEE Transactions on Industry Applications, Vol. 33, No. 4, July/August 1997.
- o. Biographies: All authors are required to submit a short biography (not to exceed 75 words) written in third person singular style (i.e., Dr. John Doe is the chief scientist of...). This will be printed in the proceedings along with a photograph (provided by author and optional). Heading: Bold/Upper & Lower Case. For the body of the biography, use Italic/Upper & Lower Case, 9pt, with Author'(s) name in bold, must include Mr., Mrs., Ms., or Dr. designations only. Biographies must be written in the third person.

Digital Guidelines for Proceedings Papers

The following is a list of guidelines for the submission of Papers

1. All authors must submit a Word Document of their papers with graphics placed in the body of the paper. This file must not be compressed.
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3. Compression All files except for the text file can be compressed (zipped). Do not use compression programs that results in an “.arj” file extension or in multiple file segments.

Graphics

Authors may provide original art such as drawings or photographs. All original art must be 8.5" x 11" or smaller. No overheads are allowed. Authors should not submit printed material or laser/ink jet prints as final art. In no case should authors provide photocopies or faxes to be used for art of any kind. Charts cannot be color coded; use dashed lines or other keys that will work in black and white.

1. All photographs and images submitted must be digital and at a resolution of 150 DPI or higher
2. All graphics including line illustrations, charts, graphs and tables must be of the highest quality and suitable for reproduction. (Special arrangements can be made for the preparing of graphics for reproduction at the author's expense- consult with ALAC). All graphics must have a figure caption.

Thank you for your cooperation.

GAMC Style Guide for Paper Submissions

(All Font in Times New Roman, 0.5” Margins on All Sides)

Title [Bold, 18-Point Type and Centered]

Author name(s) [12-point type, centered]
Author affiliation (12-point type, centered, italicized)

Section Heading [12-point, bolded, and centered.]

The first line of the first paragraph of a section should be left aligned and indented.

Figures and Tables

Figures and tables should be centered and located inside paper margins. Text should not wrap around figures or tables.

Table captions (12-point font, italicized) should be centered below tables.
Figure captions (12-point font, italicized) should be centered below figures.

References

References should appear at the end of the paper in the order in which they are referenced in the body of the paper. The font should be 12 point, and the references should be aligned left.