



# IMD 2020 Huntington Beach Author's Kit

International Medical Devices (IMD)  
September 30<sup>th</sup>, 2020

[Hyatt Regency Huntington Beach Resort](#)

21500 Pacific Coast Highway, Huntington Beach, CA 92648

**PLEASE READ CAREFULLY**

**Abstract and biography due  
March 26, 2020**

**Papers due  
May 21, 2020**

**PowerPoint Presentation due by  
July 23, 2020**

IMD 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:

Nasim Uddin

5340 Plymouth Road, Suite 205

Ann Arbor, MI 48105

Telephone: (734) 997-9249

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Email: [nasimu@imdsociety.com](mailto:nasimu@imdsociety.com)

Website: [www.imdsociety.com](http://www.imdsociety.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

## Copyright Agreement

Technical Publication: Proceedings

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Author(s):

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# Registration Form

## FEE SCHEDULE FOR REGISTRANTS

General Registration Fee is \$595.00 (*Access to sessions for all days of the conference; also includes an access to the IMD 2020 Huntington Beach Library for the available abstracts, papers and presentations for one month starting 5 – 10 days after the conclusion of the event, coffee breaks, lunch, and Login information will be delivered to you via email.*)

- General Registration/Co-Author Registration Fee is \$595.00
- Authors, Chairs, and Director of IMD Society Registration Fee is \$595.00
- Graduate Student Registration Fee (No online library access) is \$250.00
- Student Registration Fee (No online library access) is \$150.00

PLEASE PRINT OR TYPE (ALL FIELDS REQUIRED)

The address you provide must be the **billing address** associated with the account

<b>I'd like to receive email communications about this and future IMD Society events:</b> <input type="checkbox"/>	
<b>Full Name:</b>	
<b>Position:</b>	
<b>Organization:</b>	
<b>Email:</b>	
<b>Card Number:</b>	
<b>Expiration Date:</b>	
<b>CVC:</b>	
<b>Amount:</b>	
<b>Street Address:</b>	
<b>ZIP:</b>	
<b>Phone (Office):</b>	<b>Mobile:</b>
<b>Signature: X</b>	<b>Date:</b>

Please indicate by an "X" in the appropriate blank box (es).

I will attend the CONFERENCE on: September 30, 2020

**PAYING BY CHECK:** (*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\$ \_\_\_\_\_

Mail, Fax or Email Registration Form to: Tarek Uddin, Business Development Manager, tareku@imdsociety.com, 5340 Plymouth Road, Suite 205, Ann Arbor, MI 48105, USA FAX: (734) 786-2242

**REFUND POLICY:** No refunds. All returned checks receive a \$50.00 fee. Prices subject to change. Online Registration Available at [www.imdsociety.com](http://www.imdsociety.com)

Comments: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_



## Submission of PowerPoint Presentation

<b>Author(s) of Paper:</b>
<b>Presenter(s):</b>
<b>Title:</b>

### Requirements

IMD 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 July 23, 2020 Please label presentations clearly with Author/Presenter's last name, and presentation.

Example: Diane Damian would label her presentation Damian Presentation.

If you wish to make changes to your presentation after already submitting to IMD, please notify changes to IMD via e-mail. Deadline for presentation changes: July 30, 2020.

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



## Author/Co-Author Contact Information Form

Author: \_\_\_\_\_

Position: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

## Co-Author Contact Information Form

Co-Author: \_\_\_\_\_

Position: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

If you would like to replace a speaker, you must contact IMD Society ONE WEEK prior to the conference.



## **LIBRARY PURCHASE ACCESS**

<https://imdsociety.org>

### **FEE SCHEDULE FOR PAPERS & PRESENTATIONS:**

- For one month, individual access of all files pertaining to ONE conference program, \$895.00
- For one month, individual access of all files pertaining to TWO conferences programs, \$1,395.00
- For one month, individual access of all files pertaining to ALL conferences programs, \$1,995.00

### **FOR SHARED OR CORPORATE LICENSING:**

Please contact Tarek Uddin, [tareku@imdsociety.com](mailto:tareku@imdsociety.com) , Phone: (734) 997-9249 to receive a quote.

- Library access will be reviewed and granted within 10 days of purchase, at which time you will receive login information by email.
- All files are intended for individual use only, they cannot be transferred, copied or distributed without express written permissions.
- Papers and presentations are received through digital library access.
- If you are interested in purchasing papers or presentations individually, please see our published items at J&N Group Ltd. ([www.jandngroup.com](http://www.jandngroup.com))



## 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
3. COLOR PASSPORT PHOTOS (2)-AUTHOR AND CO-AUTHORS (*Please indicate if you do not wish to include photos*) I DO NOT WISH TO INCLUDE PHOTOS
4. COPYRIGHT AGREEMENT
5. REGISTRATION FORM
6. AUTHOR/CO-AUTHOR CONTACT INFORMATION FORM
7. PROCEEDINGS ORDER FORM
8. POWERPOINT PRESENTATION (DIGITALLY) BY JANUARY 30<sup>TH</sup>, 2020
9. You can email your submissions to [nasimu@imdsociety.com](mailto:nasimu@imdsociety.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)*

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LASER POINTER

POWERPOINT (Speaker must bring their own laptop)



## IMD Innovation Award Entry Form

The Technical Program Committee of the 2020 International Medical Devices will present two prizes to the best IMD innovations. The areas of the IMD innovations are design, engineering, materials, manufacturing, processes, systems, components, hardware, software, testing and diagnostic systems will be considered.

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

The IMD 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 Medical Device 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 IMD 2020 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

IMD Award Committee

5340 Plymouth Road, Suite 205 Ann Arbor, Michigan 48105 USA

Phone: (734) 997-9249

Fax: (734) 786-9443

Email: [nasimu@imdsociety.com](mailto:nasimu@imdsociety.com)

**Last Date for Submission: July 30, 2020**



## **Submission of Manuscripts**

Author and Co-Author(s) of a paper for oral presentation at the IMD 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 IMD 2020 Proceedings and made available on the IMD Online Library. In keeping with IMD 2020 guidelines of a “neutral ground for technical exchange,” IMD 2020 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.

### **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.
2. Digitally Prepared Graphics Photographs and other scanned art must be saved as TIFFs or JPEGs. Do not apply LWZ compression to these files. All files must be at 300dpi, at the desired final size. All bit mapped scans (black & white bmps) should be at least 600dpi, at the final size. All other types of graphics should be saved as eps documents or converted to TIFFs or JPEGs. Authors must include hard copy of their graphic files along with all original photographs and artwork.
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 IMD). All graphics must have a figure caption.

# **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, **NUMBERED** 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.

Ex.

1. Reference
2. Reference
3. Reference
4. Reference