



# JFTEC 2022 Virtual Sessions Author's Kit

Joining and Fabrication Technologies (JFTEC)  
May 25-26, 2022

**PLEASE READ CAREFULLY**

## **DATES & DEADLINES**

Abstracts & Bios:  
September 16, 2021

Papers:  
December 9, 2021

Presentations:  
February 3, 2022

Practice Sessions Begin:  
TBD

JFTEC 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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Website: [www.gamcinc.com](http://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.



# Global Automotive Management Council

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Technical Publication: Proceedings

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# Registration Form: May 25-26, 2022

**ADVANCE REGISTRATION IS REQUIRED. PAYMENTS WILL NOT BE TAKEN IN PERSON.**

Secure Online Registration at [www.gamcinc.com](http://www.gamcinc.com)

## FEE SCHEDULE AND ATTENDANCE OPTION(S) FOR REGISTRANTS

JFTEC General Registration/Co-Author Registration

- Attending in person: **\$1595.00** (increases to **\$1795.00** after April 21, 2022)
- Attending virtually: **\$1595.00** (increases to **\$1795.00** after April 21, 2022)

JFTEC Authors, Chairs, and Director of GAMC Registration

- Attending in person: **\$995.00**
- Attending virtually: **\$995.00**

**NOTE:** If you are attending both in person and virtually, **you must pay for both.**

### PLEASE PRINT OR TYPE (ALL FIELDS REQUIRED)

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

I'd like to receive email communications about this and future GAMC events:

Full Name:

Position:

Organization:

Email:

Card Number:

Expiration Date:

CVC:

Amount:

Street Address:

ZIP:

Phone (Office):

Mobile:

Signature:

Date:

Please indicate by circling the dates

I will attend on: May 25                      May 26

**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@gamcinc.com](mailto:tareku@gamcinc.com)

P.O. Box 131221

Ann Arbor, MI 48113 USA

Fax: (734) 786-2242

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

Participant(s) agrees to comply with (i) all applicable federal, state, and local laws; (ii) all applicable ordinances, policies, and procedures established by Michigan State University; and (iii) all rules of the MSU Management Education Center and Global Automotive Management Council (GAMC) related to guest conduct, including, without limitation, rules designed to prevent the spread of the novel coronavirus or other infectious disease. The venue, MSU-MEC requires the use of facial covering while indoors regardless of vaccination status.

## Submission of PowerPoint Presentation

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

### Requirements

JFTEC 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 February 3, 2022. Please label presentations clearly with Author/Presenter's last name, and presentation. Example: Diane Smith would label her presentation Smith Presentation.

If you wish to make changes to your presentation after already submitting to JFTEC, please notify changes to JFTEC via e-mail immediately.

## 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 Global Automotive Management Council  
ONE WEEK prior to the conference.



# Proceedings

GAMCINC.COM

Conference attendees will be able to access proceedings from the conference for one month after the conference concludes in our online library.

Historical proceedings are available for purchase from [proceedings.com](http://proceedings.com)

## JFTEC Innovation Award Entry Form

The Technical Program Committee of the 2022 Joining and Fabrication Technologies will present two prizes to the best JFTEC innovations. The areas of the JFTEC 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 GAMC 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 JFTEC 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 Joining and Fabrication 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 JFTEC 2022 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  
JFTEC Award Committee  
P.O. Box 131221, Ann Arbor, MI 48113 USA  
Phone: (734) 997-9249  
Fax: (734) 786-9443  
Email: [nasimu@gamcinc.com](mailto:nasimu@gamcinc.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: DIANE SMITH'S FILES WOULD BE LABELED SMITH BIO, SMITH ABSTRACT, SMITH PAPER AND SMITH PRESENTATION.
2. BIOGRAPHY/CURRICULUM VITAE
3. COLOR PROFESSIONAL PHOTOS (2) AUTHOR AND CO-AUTHORS
4. COPYRIGHT AGREEMENT
5. REGISTRATION FORM
6. AUTHOR/CO-AUTHOR CONTACT INFORMATION FORM
7. PROCEEDINGS ORDER FORM
8. POWERPOINT PRESENTATION (DIGITALLY) BY FEBRUARY 3, 2022
9. EMAIL YOUR SUBMISSIONS TO [NASIMU@GAMCINC.COM](mailto:NASIMU@GAMCINC.COM)
10. IF YOU EMAIL ALL YOUR MATERIALS, DO NOT SEND THEM BY MAIL

### PRACTICE SESSIONS: YOU WOULD REQUIRE THE FOLLOWING

- LAPTOP OR DESKTOP COMPUTER WITH BUILT IN AUDIO AND VIDEO
- EXTERNAL MICROPHONE IF YOU DO NOT WANT TO USE COMPUTER AUDIO SYSTEM



## Submission of Manuscripts

Author and Co-Author(s) of a paper for oral presentation at the JFTEC 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 JFTEC 2022 Proceedings and made available on the JFTEC Online Library. In keeping with JFTEC 2022 guidelines of a “neutral ground for technical exchange,” JFTEC 2022 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 JFTEC). 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