PRESENTATION PROPOSAL REVIEW CRITERIA

Proposal Submission Deadline is Monday, April 15, 2019 at 11:59 p.m. Eastern
Visit ATMAE 2019 Call for Proposals to submit your conference presentation proposal

Proposal Submission Deadlines:

• Abstract Proposal Submission Open February 4, 2019
• Abstract Proposal Submission Closed April 15, 2019
• Presenters informed of Proposal Decision June 3, 2019
• Invited Conference Paper Submission Open July 8, 2019
• Invited Conference Paper Submission Closed September 9, 2019
• Authors informed of Conference Paper Decision October 7, 2019
• Final Conference Paper Collection Open October 8, 2019
• Final Conference Paper Due October 27, 2019

All abstract proposals must be submitted using Catalyst, ATMAE’s online abstract submission and peer review system.

Abstract proposals are selected for poster or oral presentation through a double-blind peer-review process by a review committee consisting of the Division and/or Focus Group leadership. The Authors’ identities will not be known to the Reviewers, and the Reviewers will withhold their identity from the paper’s Author.

There is a three-presentation limit for those listed as the primary presenter. Abstracts accepted for oral presentation may submit a full conference paper for publishing in ATMAE’s Annual Conference proceedings. Paper submissions are also selected through a double-blind peer-review process by the same review committee.
Visit the ATMAE’s Paper Submission Guidelines for more information.

Proposal Submission Guidelines:
Authors will be prompted to provide the following information into the submission platform.

Sections:
• Suggested programming track and presentation title
  o Subtopics
• Presenter(s) information: name, institution, city, state, phone, email. **This information should be completed for EACH person planning to present at the ATMAE annual conference. Presentations are limited to a maximum of 1 Primary Presenter and 3 Co-Presenter. The primary presenter is listed first, and the co-presenters should be listed in the same order as required for publishing in the conference program book.
• Co-Author(s) Information: name, institution, email address **This information should be completed for those that DO NOT plan on attending in a presenter role at the annual conference. Authors should be listed in the same order as required for publishing in the conference proceedings publication.

Given concerns of maintaining a double-blind process, submitting your proposal will be a simple process of cutting and pasting data into five fields:

• Need (a statement on the importance of the presentation)
• Overview (a summary of the presentation)
• Major points (provided in bullets)
• Summary (a brief description of what attendees will gain from the presentation)
• Abstract (The recommended proposal length is 200 to 300 words, with a short, descriptive title.)

Presentations proposals will be reviewed for acceptance based on the following criteria:

Relevance of the proposed presentation topic to the broad range of division/focus group interests represented by the ATMAE membership and the technology, and applied engineering community generally. The division or focus group leaders will review abstracts. In assessing relevance, the review committee may consider usefulness of the presentation to colleagues or students, as well as the pertinence of the proposal to the AMTAE conference’s theme.


See below for detailed list of Programming Track Topics

Expected quality of the presentation, based on stated claims in the proposal, e.g., novel technical concept, or novel application of current technology, or problems in technology, management, and applied engineering, or novel introduction of advanced technical content into undergraduate, graduate or continuing education.

Well-written proposal in terms of language, grammar, and formatting. The abstract limit is a minimum of 200 to a maximum of 300 words, and may include up to 10 keywords, or phrases that closely reflect the content of the presentation. Proposals written with poor grammar, spelling, syntax, language usage, and lack of organization will not be accepted.

Do not include biographical information about any authors in the abstract text, full paper, or cover sheet. Submissions including any information that identifies the author, or authors institution will be automatically disqualified by the review committee.

Please remember to list the presenters in the order they should appear in the onsite program book. The primary presenter is listed first, and co-presenters are listed in the order provided in the abstract proposal Speaker 1, 2, 3, etc. Please forward presenter changes to admin@atmae.org after September 20, 2019.

• Oral Presentations are scheduled in 25-minute increments.
• Poster specifications will be provided upon abstract acceptance.
• A full paper is not required at the time the abstract proposal is submitted. All accepted abstract proposal authors have the option to submit a full paper for peer-review.

Membership Requirements:
• Those named as “Presenters” on accepted abstract proposals must be a member at the time of the conference.
• Upon submission of conference full papers, at least 50% of the named full paper authors must be ATMAE members.
• After acceptance of a conference full paper by ATMAE, all named authors must be ATMAE members.
Registration:

All named presenters must register by September 26, 2019 and attend the conference.

After September 26, 2019 the presenters listed but not registered will be removed from the program.

To acknowledge a contributor to your work who will not attend the conference, please designate that person as a “Co-Author” separate from the named “Presenters.” Only presenters are listed in the onsite program book. Co-Authors are recognized in the Conference Proceedings Publication.

At least one named author of the paper must present the underlying presentation at the conference. All presenters must register and pay all fees (or submit proof of a Purchase Order from your school) by September 26, 2019. The “Bill Me” option does NOT meet this requirement.

Registrations cancelled before Friday, October 4, 2019 will be refunded all fees minus a $50 processing fee.

Registrations cancelled after Friday, October 4, 2019 will not be refunded.

Please forward any presenter name changes to admin@atmae.org by October 4, 2019 if any of the presenters are unable to attend the conference. After this date ATMAE is unable to make changes to the onsite program book.

Contact Information
All conference logistics questions should be directed to admin@atmae.org

Programming Tracks and Topics

Administration: Academic administration issues (i.e., program and curricula development, Course objectives, outlining course competencies, Program funding, Grant-writing, recruitment, retention, outreach to industry, external relations & partnerships, accreditation, assessment, etc.) which are not limited to a specific topical area.

Construction: Proposals on a broad range of topics within the Construction & Construction Management area are welcome. Proposals involving technology, nanotechnology, and knowledge management in construction are particularly encouraged.

Distance Learning: Proposals on the following subtopics are particularly encouraged: Best practices in online teaching; strategies for developing online, hybrid and blended delivery formats; Technologies and innovations in distance education; Pedagogical aspects of online instruction; Instructor/student interaction in online classes; Online and distance advising; Workload of online instructors vs. F2F; Professional development in distance education; Assessment and Evaluation methods for distance courses and programs; Proctoring strategies; Managing growth in distance education; Training & support for distance instructors; Support for distance students; Budget and cost-benefit of distance education; Marketing distance courses and programs; Distance learning ethics and copyright; organizational issues in distance education; electronic portfolio in online courses; and learning management systems (LMS) features.

Electricity, Electronics, Computer Technology & Energy Issues: All subtopics within the EECT area are welcome. Proposals on the following subtopics are encouraged: Automation and Control Systems; Computer Applications and Networking; Cyber Security; Health Informatics, Electronic Military and Security Applications; Data Mining and Machine Learning; Robotics and Computer Vision; Simulation and Game Development; Databases and Data Warehouses; Bioinformatics, Software Technology, Optics and Optoelectronics; Embedded Systems, Sensor Networks, Devices and Semiconductors; Electromagnetics and Microwaves; Instrumentation & Measurements; Signal and Image Processing; Cloud Computing, Power Technology and Electronics; Alternative Energies, Technologies, and Energy Conservation.

Graphics: All graphics-based subject matter and technologies, including Computer Aided Design, the Graphic Communications, Technical Illustration, Digital and Graphic Imaging, Digital Photography, Rendering and Animation, Gaming, Multimedia, Web Publishing, Conventional and Digital Printing, 3D Printing and Prototyping, Color Management and Data Management and Variable Data Printing. Proposals on the following subtopics and
research are particularly encouraged: Graphic Innovations, Student Mentoring, Grant-writing; Networking, Sustainability, Visual Communications, Connections & Innovations, Packaging, Data, Analytics, Visualization, Infographics, Interactivity, Mobile and New Media.

Management: This track includes all industry and/or technology management related issues, including topics in Project Management, Risk Management, Quality Management, Financial Management, Operations Management, People Management, and Self-Management/Ethics. Other subject matter may include Technology Management Body of Knowledge, Technology Management vs. General Management, Manufacturing Industry Management, Service Industry Management, Leadership and Technology Portfolio Management.


Micro/Nanotechnology: Proposals on the following subtopics are particularly encouraged: Nanotechnology fabrication; nanomaterials; nanomaterial safety; microtechnology; product applications (sensors, biomedical, photovoltaics, flow membranes, etc.), academic program development, and external partnering. Nanomanufacturing, and the growing field of Direct Digital Manufacturing (DDM) Rapid Prototyping Processes such as FDM, Polyjet, or SLS are particularly encouraged.

Safety: All topics within the broad field of occupational safety and health are welcome. Proposals focusing on the following topics and research are especially encouraged: Worker safety in diverse fields; Hazard identification, analysis, and communication; Innovative safety intervention in the classroom or workplace; Workplace security and violence prevention programs; Nanotechnology and microtechnology safety issues.

Teaching Innovations (TI): Implementing new pedagogy, technology, strategy, techniques in the classroom - How and why? What were the results? Proposals on the following subtopics are particularly encouraged: How to address industry needs; Delivering curriculum to meet industry partner needs; Training students for immediate entry to work force; Development of “Soft skills”; How to get industry involved in your class room; Involving industry so they hire your graduates, Adopting new technologies for use in the classroom as well as lab, Overview and presentations of effective use of trainers in a lab setting (what types of equipment are instructors using, which do they feel does the best job, etc.).

WITMAE (Women in Technology, Management and Applied Engineering): The WITMAE paper track will accept papers and presentations related to the challenges and solutions for women and under-represented persons in STEAM disciplines and industry. Topics relating to workplace challenges for under-represented persons or groups, teaching challenges for diverse student populations, recruitment challenges or success strategies for diverse worker and/or students in programs, etc. are highly suitable for this track.