

A Guide for SPE[®] Authors & Presenters



12TH-ANNUAL AUTOMOTIVE COMPOSITES CONFERENCE & EXHIBITION
World's Leading Automotive Composites Forum
SOCIETY OF PLASTICS ENGINEERS
AUTOMOTIVE & COMPOSITES DIVISIONS

Unleashing
the POWER of Design

September 11-13 2012

CALL FOR PAPERS
EXHIBIT & SPONSORSHIP OPPORTUNITIES

ATTEND THE WORLD'S LEADING AUTOMOTIVE COMPOSITES FORUM
The Automotive and Composites Divisions of the Society of Plastics Engineers (SPE[®]) International invite you to attend the 12th annual SPE Automotive Composites Conference and Exhibition (ACCE), September 11-13, 2012. The show – which has become the world's leading automotive composites forum – will feature technical paper sessions, panel discussions, keynote speakers, networking receptions, & exhibits highlighting advances in materials, processes, and applications technologies for both thermoset and thermoplastic composites in a wide variety of ground-transportation applications.

PRESENT BEFORE AN ENGAGED, GLOBAL AUDIENCE
The SPE ACCE typically draws almost 500 attendees from 14 countries on 5 continents who are interested in learning about the latest composites technologies. Fully a third of attendees work for an automotive, heavy truck, agricultural / off-road equipment, or aerospace OEM, and roughly a fifth work for a tier integrator. Few conferences of any size offers such an engaged, global audience vitally interested in hearing the latest composites advances. Interested in presenting your latest research? Abstracts are due no later than March 31, 2012 and Papers no later than May 31, 2012 to allow time for peer review. E-mail abstracts or papers to ACCEpapers@speautomotive.com. Approved papers will be distributed on a CD to conference attendees and posted on our website after the event.

SHOWCASE YOUR PRODUCTS & SERVICES WITH EXHIBIT & SPONSORSHIP OPPORTUNITIES
A variety of sponsorship packages – including displays, conference giveaways, advertising and publicity, signage, tickets, and networking receptions – are available. Companies interested in showcasing their products and/or services at the SPE ACCE should contact Teri Chouinard of Intuit Group at teri@intuitgroup.com.

FOR MORE INFORMATION
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MSU MANAGEMENT EDUCATION CENTER 811 W. SQUARE LAKE RD. TROY, MI USA

Some
Words
to help
you
WRITE
NOW



Questions?

Contact our Technical Program Chair...

Shashank Karnik, skarnik@sbcglobal.net ; Phone: +1.248.686.4632

Bob Egbers, regbers@chisso-comusa.com ; Phone: +1.248.912.8154

Please send abstracts, papers, & presentations to:
ACCEpapers@speautomotive.com

WRITE NOW...

We are pleased that you wish to prepare a paper for presentation at the **SPE Automotive Composites Conference & Exposition (ACCE)**, *the world's leading automotive composites forum*. We aspire to sponsor a high-quality conference and, as an active participant, we need your help.

To assist you in this endeavor, we have prepared this document (*adapted from SPE-ANTEC guidelines*) that contains basic information on what we need from authors, plus some helpful information on preparing a manuscript and presentation.

How this Resource is Organized

This guide is organized into seven sections:

1. The Process & Timing of Events
2. What is Required
3. How the Paper & Presentation Should Look
4. Now those Publication Details
5. Helpful Writing Hints
6. Problems with Submission of Full Papers
7. Author Release Form

As you might expect, The Society of Plastics Engineers International assumes no responsibility for statements made by authors in articles appearing in publications of the Society or in papers or oral presentations at Society conferences.

Overview on Paper Submission

A paper submitted to the SPE Automotive Composites Conference must be accompanied by a signed release clearly stating that the paper is released to the Automotive Composites Conference with the approval of the employer and, where necessary, military clearance. **THE AUTHOR'S RELEASE FORM AT THE END OF THIS DOCUMENT MUST BE SUBMITTED TO US BY MAIL, FAX, OR E-MAIL.**

Your paper should be delivered to us in either MICROSOFT® WORD® or ADOBE® ACROBAT® format. Your presentation should be delivered in either MICROSOFT® POWERPOINT® or ADOBE® ACROBAT® format. No other programs will be accepted. Your delivery options are as follows:

- ✦ IF YOUR FILE IS SMALLER THAN 40 MEGABYTES IN SIZE, we suggest you e-mail the paper to us at ACCEpapers@speautomotive.com. Please mail us the Author Release Form separately.

- ✦ IF YOUR FILE IS LARGER THAN 40 MEGABYTES IN SIZE – *and please try to size graphics down to low-to-medium resolution. If the file is still larger than 40 MB, use the free FTP service at www.yousendit.com (using the same ACCEpapers@speautomotive.com address). Please send us the Author Release Form separately.*

Authors subsequently wishing to republish their paper in part or in whole in a trade publication, on their company's website, or at another conference need to contact the organizers for permission. This will be readily given as long as the following credit line is used "Paper was previously published by SPE at the 2012 Automotive Composites Conference & Exhibition, Troy, Mich. (DATE)." *Please note that what is being copyrighted is the exact wording and exact layout of the paper in SPE conference format, not the information contained therein.* If an author wishes to rewrite a paper using different wording and a different layout, no permission is required to do so.

Best Paper Awards

SPE will again bestow three ***Best Paper Awards*** at this year's conference for excellence in technical writing. An award will be given in the categories of ***New Materials, Processing / Enabling Technologies, and Composite Applications.***

Only complete papers (not slide presentations) ***submitted for peer review in the proper format*** are eligible for an award.

The three winners will be notified prior to the event so they may be on hand during opening ceremonies to receive their award if possible. Winners will receive a plaque commemorating their achievement in a special ceremony held at the start of the ACCE show.

SPE will do pre- and post-show publicity on the awards and may request a photo and author background information on each recipient that will be used to communicate with the media and also to introduce the winners as they are called up to receive their awards.

If you have any questions about the awards, please contact your technical program chair.

THE PROCESS & TIMING OF EVENTS...

Timing for Paper Submission

Following is the schedule for the **2012** conference:

- ✦ **Abstracts** are due by e-mail to the session co-chairs by 5 pm **March 31, 2012**.
- ✦ Assuming the abstract is accepted, the technical program co-chair or a session organizer will re-contact the author(s) within 3 weeks indicating the abstract has received conditional acceptance. At that point (if not sooner), writing of the manuscript should begin by authors.
- ✦ **Manuscripts** (complete papers or slide presentations) must be submitted for peer review by **May 31, 2012**. It does not have to be in SPE format at this point, but it does need to have completed all requisite company and military / government approvals.
- ✦ The paper will then be peer reviewed. If the manuscript has been received on time, a technical program co-chair will be back in touch with authors no later than **July 18, 2012** with the committee's disposition regarding the paper or presentation. The paper will be *accepted as is*, *accepted pending some rewriting* (the requirements of which will be described), or *rejected entirely* (for reasons that will also be given). ***If you have not received an e-mail with comments on your paper by this date***, please contact us at once. It may be that we have a bad eMail address for you.
- ✦ For papers requiring rewriting, a second draft should be resubmitted to the committee ASAP. After a second round of review, the author will again be contacted with the committee's disposition.
- ✦ Assuming the paper is approved, the final electronic version of the completed, approved paper – in Microsoft® Word®, PowerPoint®, or Adobe® Acrobat® format – must be received by e-mail, file-transfer protocol (FTP), or overnight courier to the co-chairs by 5:00 PM on **August 6, 2012**. The Author's Release Form must accompany the paper at that time. The paper will not be published (or the author allowed to present) until that form is received along with the approved paper.

Preparing Your Presentation

Some helpful tips for making an effective presentation are included in this brochure. An LCD projector and a laptop are provided in each auditorium and amphitheatre. Authors should bring their slide presentation (in MS PowerPoint® format for Office® 1997-2003 or 2007 format) on a CD, DVD, or memory stick to the conference. The file will be loaded onto the laptop in the proper presentation room by conference-center staff for fast and easy access when the speaker presents.

A *Speaker Ready area* will be available for authors wishing to review their presentation before they speak. However, please note that the conference facility does not provide a laptop or LCD projector in the *Speaker Ready Room* on which to practice. If you need such equipment, please plan to supply your own.

The Automotive Composites Conference

Enjoy the conference! When it is time for your presentation, remember the most important fact: attendees are there because they want to hear what you have to say and believe that listening to you is worth their time.

The speaker is entitled to a complimentary conference badge for all three days of the Conference. However, co-authors not presenting must register for the Conference and pay the full fee.

WHAT IS REQUIRED...

The Automotive Composites Conference has certain quality requirements that it expects from its authors. These can be summarized as follows:

1. The paper – in its current form -- should not have been previously published to avoid copyright issues. If an exceptionally good paper with broad audience appeal has been previously presented, it can only be republished and represented at this Conference with the permission of one or both of the Technical Committee Co-Chairs and if it has been modified and/or updated.
2. The paper must not be commercial in nature. Brand names and company logos must be avoided wherever possible. Authors are allowed **ONE** use of a commercial tradename per product or service per paper. After that, the product or service must be referred to in a generic fashion. *Excessive commercialism will be grounds for rejection of a paper or presentation.* The manuscript will only be accepted if the author removes the commercialism.
3. The manuscript must adhere to format instructions, detailed in the next section. Visuals should be of good quality, but need not be high resolution since the document will not be printed. Please try to keep the size of graphic files embedded in the paper small (under 500 kilobytes each) to keep the ultimate file size to a manageable level. Very large files are slow to open and may crash older computers or those with limited memory.
4. The final, peer-reviewed paper or slide presentation must be submitted via e-mail, FTP, or overnight courier by **August 6, 2012** to accepapers@speautomotive.com. If received in time, the paper will be included on a CD of the complete conference proceedings for availability to registrants at the meeting.
5. **Each author** must submit a signed **Author's Release Form** with the paper. This form is located at the end of this publication.

HOW THE PAPER & PRESENTATION SHOULD LOOK...

Papers not submitted in accordance with these instructions will be returned to the author(s).

The CD of the conference proceedings will contain your paper in Adobe Acrobat format ***exactly*** as you submit it. This method saves both time and expense. To aid in preparing the manuscript, special formatting requirements are outlined below.

For those familiar with working in templates, a template for the paper in Microsoft® Word® format is available for use on the SPE Automotive Division website at: www.speautomotive.com/comp.htm.

1. **CORRECTIONS** – Authors are responsible for making final corrections and formatting changes to their manuscript before submitting for publication. Where possible, we will assist with formatting/layout issues when needed, but will not make technical corrections to content.
2. **ENGLISH** – All papers are to be written and presented in English.
3. **ABSTRACT** – An abstract must be included with your paper. Feel free to modify the one you sent initially if the slant of your paper changes slightly. If the topic changes significantly, make sure you get approval from one of the Conference Technical Program co-chairs before submitting the paper. In addition, in a separate e-mail, ***please include a 2-3-sentence summary about the content of your paper to be included in the proceedings guide.*** This sentence should be e-mailed to ACCepapers@speautomotive.com at the same time you submit your final paper or slide presentation. This mini-abstract will appear online and in the conference program guide, so please write it with care.
4. **MANUSCRIPT REQUIREMENTS** – All text is to be contained within a **single-column**, A4 or 8-1/2 x 11 inch-inch page with 2.5 cm (1 inch) margins on all sides. Body text should be set in 11 pt type using Arial font.
5. **TITLE** – Title of the manuscript, names of authors, and company affiliations and addresses must be indicated on the first page of the manuscript. Titles should be in 14 pt bold uppercase letters. Names of authors and company affiliations and addresses must be in 12 pt italic upper- and lowercase letters.
6. **HEADINGS** – Major headings must be bold 13 pt upper- and lowercase letters, centered on the page. Use double spacing between these headings and the text that follows.
7. **SUBHEADINGS** – Subheadings must be flush left 12 pt bold, in upper- and lowercase letters.
8. **CAPTIONS FOR TABLES & GRAPHS** – Centered over tables and under figures in 11 pt. italics Arial Narrow font. Number tables (using Roman numerals) and figures (using Arabic numbers) sequentially and intersperse throughout text as close to where they are referenced as possible.
9. **EQUATIONS** – Each equation is to be unique. Equations used should be numbered consecutively throughout the paper. Enclose the numbers in parentheses and place to the right of each equation.
10. **SI UNITS** – Use of SI (International System) Units is **mandatory**. Values can be dual-dimensioned in Imperial units contained within parentheses to the right of the SI units if the author wishes. ***Papers that contain values expressed solely in Imperial units will be returned for recalculation.***

11. **ACKNOWLEDGMENTS** – Acknowledgments may be made to individuals or institutions – not mentioned elsewhere in the paper – which have made important contributions to the work being presented. They should appear at the end of the text preceding the references.
12. **REFERENCES** – If there are five or fewer references, use footnotes. If more than five references are cited, use a list of references at the end of the paper. In this case, each reference should be numbered consecutively and enclosed in brackets.
13. **BIBLIOGRAPHY** – Quotations and references to other published material should be correlated in the text. To do this, use numbers in parentheses. Each reference should consist of the following: Author(s) last name, first and middle initials, *Publication Name*, volume: number, pages, (date). E.g.: **Smith, J.L. and B.M. Jones, *Advances in Formatting*, 14:3 23-26 (1999).**
14. **APPENDIX** – Other related but nonessential materials such as description of an apparatus may be included in the appendix.
15. **TABLES** – Data presented in tables should be set to the same width as the manuscript. All tables should be numbered consecutively in *Roman numerals* (e.g. I, II, III, IV, etc.) and have a caption consisting of the table number and a brief title placed *above* the table. The title should appear *above* the table on the page. Place tables near to the section of the text where they are referenced, not all in the end of the paper as in previous years.
16. **ILLUSTRATIONS** – Figures to be included must be embedded in this final position in the paper. They should be numbered sequentially in *Arabic numbers* (e.g. 1, 2, 3, 4, etc.) and have a caption consisting of the figure number and a brief title. The title should appear *below* the illustration on the page. Place figures near to the section of the text where they are referenced, not all in the end of the paper as in previous years.
17. **CORRECTIONS** – This bears repeating: Authors should note that NO corrections will be made by SPE once the manuscript passes Peer Review. What you send is what we publish!



FORMATTING GUIDE

SINGLE COLUMN FORMAT

MARGINS-	left and right margins	1 in. / 2.5 cm	<i>See template and example on following page</i>
	top margin	1 in. / 2.5 cm	
	bottom margin	1 in. / 2.5 cm	

FONT & BODY SIZE 11 pt Arial

TITLE 14 pt Arial / Bold / All Uppercase – maximum of 3 lines

AUTHOR BY-LINE 14 pt Arial Italic / Upper and lowercase

HEADS Centered over column / 13 pt Arial / Bold / Upper & lowercase

SUBHEADS Left-justified over column / 12 pt Arial / Bold / Upper & lower case

PARAGRAPHS Single space / First line indented 0.25 in. / 0.63 cm / Use one-half line spacing between paragraphs. Try not to let lines break between paragraphs on succeeding pages (force a paragraph to the next page by hitting *Control-Enter* rather than break text between pages).

CAPTIONS Titles (captions) for tables and graphs should be centered over or under the art and use 11 pt Arial Narrow Italics. Captions are placed above table and use Roman numerals (e.g. *Table V: Comparative Material Properties for 5 Composites*). Figure captions are placed below graphs or photos and use Arabic numbers (e.g. Figure 5: Stiffness vs. Strength for Tensile Bar Specimens). Intersperse both figures and tables throughout the text, as close to the location where they are referenced in the text as possible.

FOOTNOTES Use numbers (e.g. 1,2,3, etc.) / 9 pt *Arial Narrow italics* at bottom of page or end of paper

REFERENCES 11 pt Arial / Number them beginning with 1

NEW 2-LAYER AUTOMOTIVE BODY-PANEL SYSTEM USING LIGHTWEIGHT THERMOPLASTIC COMPOSITE BACKSIDE & AESTHETIC SURFACES

*H. Dittmar, T. Hofmann, D. LoPresti, B. Vos, D Urban,
Quadrant Plastic Composites*

Abstract

The automotive industry has long sought new materials for exterior body panels. Metals are heavy, easily dented, many corrode, and all require complex tooling to meet today's styling requirements. Thermoplastics offer good impact strength, design freedom, Class-A finish, and cost effectiveness, but lack stiffness and strength for truly structural applications. Thermoset composites are lighter, stiffer, and have simpler tooling than metals or injection-molded thermoplastics, but require extensive secondary-finishing operations to achieve Class A. Thermoplastic composites offer significantly higher stiffness and strength than unreinforced thermoplastics, but cannot provide a glossy, Class-A surface, although they have long been used in applications where a grained first surface is acceptable.

This paper reviews innovative work on a 2-layer body-panel system incorporating a new, lighter weight, structural thermoplastic composite backside and an aesthetic surface layer – either precoated aluminum or inherently colored thermoplastic or paint films – to meet aesthetic requirements. Topics to be covered include materials, molding, and target applications.

The Ideal Body-Panel Material

The ideal material for use in an exterior automotive body panel would have a wish list of properties that included:

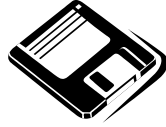
- Corrosion, chemical, and dent resistance,
- Light weight but with sufficient stiffness & strength,
- Class-A surface finish,
- Design freedom with capabilities for parts consolidation,
- Easy manufacturing and inexpensive tooling,
- Good repeatability and reproducibility (R&R),
- Readily available and with a long history of use,
- Inexpensive and reliable with good customer acceptance.

Unfortunately, no single material now in use meets all these criteria.

Classes of Candidate Materials

While long used in the industry, steel is relatively heavy, prone to denting and corrosion, and is more limited in terms of design flexibility and parts consolidation without costly tooling and secondary operations. Aluminum and more-exotic metals still suffer from denting, can be quite costly, and share many of steel's design challenges with high tooling costs.

YOUR FILE...



Your paper or slide presentation for the Automotive Composites Conference must be sent electronically as an attachment to the e-mail address shown on the front cover – either directly or via an FTP service such as www.yousendit.com . Please **do not** mail the paper or presentation to the technical program co-chairs or your session organizer without asking us ahead of time. Submissions can be lost this way. Summer is a busy time when many people are on vacation. A conference program guide and a CD of all approved papers or presentations received by the deadline will be prepared for distribution to the meeting's attendees. Following is a list of specifications that we need your file to meet in order for SPE to display your work appropriately.

Formatting of Papers

File format – MS Word[®] or PowerPoint[®] (preferably for Office[®] 2003 or 2007, although earlier versions of the software will be accepted) or Adobe Acrobat[®] (created in a version no older than Acrobat 5.0) are the only approved programs for files. If you create your paper in WordPerfect[®] or other programs, please convert it to one of the acceptable formats before submitting.

Place the paper in single-column format. To make this easier, we are also providing an MSWord[®] template that is already set up for your use. Ask your session organizer for a copy of this template by e-mail, or download it yourself from our website at www.speautomotive.com/comp.htm .

Since the papers will be published electronically, it is not necessary for authors outside North America to convert A4 documents to 8-1/2 x 11 (North American) format.

Graphics and images should be actual size or sized to fit on the page in portrait not landscape orientation. Please try to reduce the size of each embedded graphic to 500 kilobytes or smaller in order to keep the total file size at a manageable level. Very large electronic files are cumbersome to transmit over e-mail, are slow to open, and may crash older computer systems with limited memory. *Have pity on your reviewers and your conference attendees!*

Submitting Papers Electronically by File Transfer Protocol (FTP)

If your file is less than 20 megabytes, you may e-mail it directly (*as an attachment*) to the ACCEpapers@speautomotive.com address we have set up for this purpose.

If your file is greater than 20 megabytes, you may FTP your file to us using a service such as www.yousendit.com. Please make sure you input the ACCEpapers@speautomotive.com address before sending.

If you have any problems or require any additional information on submission of material for the conference CD, please contact:

Peggy Malnati – Malnati & Associates, media@speautomotive.com or at the following numbers: Office: +1.248.592.0765, or Mobile: +1.248.521.5643.

To make sure your e-mail is not blocked by our firewall, please ensure you indicate in the subject line: ACCE'12 [*and then the nature of your question*].

NOW THOSE PUBLICATION DETAILS...

It is the author's responsibility to secure such approvals and clearances, including company, governmental, military, etc. as may be required. If this is a problem, please discuss it with the Technical Program Co-Chairs **ASAP**.

CONFERENCE PROGRAM GUIDE / CONFERENCE CD - All accepted manuscripts that are received in time will be included on the Conference CD. Additionally, a short (2-3 sentence) mini-abstract (supplied by the author) will be listed in the Conference Program Guide. Both items will be distributed to all conference attendees as part of their registration packet. To assure publication, final papers / slide presentations must meet the deadlines outlined previously in this booklet.

Additionally, please be advised that only submissions of full papers in the proper conference format will be considered for one of the three **Best Paper Awards** that SPE will bestow at this year's conference.

ALL AUTHORS MUST ALSO COMPLETE AND RETURN:



AUTHOR'S RELEASE FORM
(Found at the end of this document)

HELPFUL WRITING HINTS...

One paper, one basic idea. When complete it should be clear why you did this work, what you actually did, and what was learned. The case study method works well; state the problem, the steps taken to address the issue, the results of the effort and then finally end with the conclusions.

Vary the length of sentences and paragraphs to avoid monotony. If 40 words are required to express an idea clearly, use 40 words. If 10 words will do, try not to use more than are needed. A word of warning, though: if you need 40 words, then you probably did not express your idea clearly.

Give your manuscript to someone who is not involved with your project but who represents your intended audience. Ask your reader for specific suggestions on how to improve the readability and the presentation of the technical material.

Proper organization is the key to a readable technical paper. ACCE publications generally adhere to the following broad outlines:

- A. Title
- B. Author and company affiliations
- C. Abstract
- D. Text
 - I. Introduction
 - II. Statement of theory and definitions
 - III. Description of equipment and processes
 - IV. Application of equipment and processes
 - V. Presentation of data and results
 - VI. Interpretation of data
 - VII. Conclusions
- E. Nomenclature
- F. Acknowledgments
- G. References
- H. Bibliography
- I. Appendices (if needed)

The information contained in your paper must be original and new to the industry. Data published elsewhere is unacceptable unless used to draw conclusion or augment a point.

PROBLEMS WITH SUBMISSION OF COMPLETE PAPERS....

The ACCE Conference committee realizes that in some cases, a full paper cannot be submitted in time to meet the deadlines for completion of the CD. There may be some latitude in scheduling, so please inform us ASAP if this is the case.

Conference attendees have repeatedly indicated they prefer to receive a CD complete with all papers or presentations.

So...if a full paper is not possible, we will consider accepting the final version of your PowerPoint® presentation to include on the CD. However, it must still be reviewed and approved by our peer review committee and meet our peer review standards. In that case, please notify either of the Technical Program Co-Chairs as soon as possible, then follow the instructions for a full paper and submit a file containing your final presentation slides. We will convert that file to Adobe Acrobat and copy the file to the CD with security settings that do not allow the slides to be duplicated or otherwise manipulated.

Please note that only full papers in the proper conference format can be considered for one of the three ***Best Paper Awards*** bestowed at this year's conference. Presentations will not be eligible for an award.



ONE FINAL CHECK...

1. Did you review this brochure thoroughly?
2. Did you fill out and send in the *Author's Release Form* on the last page of this document?
3. Have you obtained company approvals and OEM / government clearances as may be required?
4. Have you submitted your 2-3-sentence summary of your paper / presentation topic for inclusion in the conference program guide?

AUTHOR'S RELEASE FORM

ACCE/SPE CONFERENCE PAPER

(To be signed and returned as soon as possible)

REVIEW, ACCEPTANCE AND ASSIGNMENT: Receipt of a paper by the Society is not a commitment for its presentation or publication. By signing this form, the author assigns to the Society of Plastics Engineers all of the author's copyright rights in and to any paper or slide presentation accepted for presentation/publication, and agrees to execute any additional documents reasonably necessary and requested by the Society in connection with the assignment granted herein.

APPROVALS AND CLEARANCES: It is the responsibility of the author to secure such company approvals and government clearances as may be required.

SOCIETY RESPONSIBILITY: Statements and opinions reflected in the papers / presentations are to be understood as individual expressions of their respective authors, and not those of the Society.

AUTHOR'S EXPENSE: The Society does not pay expenses incurred by authors in connection with the presentation of papers and attendance at meetings at which they are presented. The Society does not pay authors for papers that are accepted, presented, or published.

I am offering the paper / slide presentation entitled: _____
_____ to the
Society of Plastics Engineers, Inc. for reproduction on the Automotive Composites Conference &
Exhibition CD as well as possibly on its website, in accordance with the above conditions.

SIGNED _____ DATE _____

RETURN THIS FORM BY MAIL, FAX, OR E-MAIL TO:

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