

## I. Presentation Condition and Presentation Fee

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### 1. Presentation Condition

- (1) Presentations must be previously unpublished  
Japanese or English
- (2) Presentations must exhibit originality and lasting value in terms of engineering and/or technology.
- (3) Presentations must emphasize the degree of contribution to engineering and technology, and must exhibit practicality and timeliness.
- (4) The main title, sub-title, text, and presentation data must not contain product or company names or logos representing such names.
- (5) Displays on screens (slides) during presentations must not contain product or company names or logos representing such names (however, this rule shall not apply to the first page of a presentation).
- (6) Presentations must not contain matters under dispute or contents that defame other parties.
- (7) Research involving human subjects must be performed in accordance with the Ethical Guidelines for Research Involving Human Subjects prepared by the JSAE. Proceedings manuscripts must state that experiments and so on were accepted by an Ethics Review Board or the like, and that the participants in these experiments provided their informed consent.

See the following address for the Ethical Guideline for Research Involving Human Subjects:

[http://www.jsae.or.jp/e01info/kenkyu\\_rinri\\_e.pdf](http://www.jsae.or.jp/e01info/kenkyu_rinri_e.pdf).

### 2. Qualifications of Presenters

Membership of the JSAE is not required. However, undergraduate students may not make a presentation application. As a rule, a presenter may make only one presentation application (one presentation).

### 3. Notification of Acceptance or Rejection

After the Symposium Technical Committee decides whether to accept or reject presentations, the applicant will be notified of the decision by email, along with the session name and presentation schedule in the end of July, 2015.

### 4. Deadline for Manuscript and Summarized Paper

October 9, 2015.

#### Schedule

Deadline for abstract: July 6, 2015.

Notification of Acceptance: End of July, 2015.

Deadline for final paper: October 9, 2015.

### 5. Preparation of Manuscript and Summarized Paper

**Manuscript : Up to six pages,A4 size.**

**Summarized Paper : One page,A4 size.**

### 6. Registration Fee

Registration Fee is including Proceeding in CD-ROM.

JSAE Member 13,000yen until November 9.

Non-member 28,000yen until November 9.

JSAE Member 15,000yen on and after November 10.

Non-member 30,000yen on and after November 10.

Students.

JSAE Student Member 4,000yen until November 9.

Non-member 8,000yen until November 9.

JSAE Student Member 6,000yen on and after November 10.

Non-member 10,000yen on and after November 10.

## II. Guidelines for Presentations

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### 1. Presentation

- (1) Language: Japanese or English shall be permitted for presentations and papers.  
It is not permitted to change the language after the sessions have been fixed.
- (2) Presentation Time: 25 minutes (15 minutes for presentation and 10 minutes for Q&A)

### III. Manuscript Drafting Procedure

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#### 1. Format and Preparation of Proceedings Manuscript

1.1 Official Languages: Japanese or English

1.2 Columns and Lines.

- (1) Two-column layout / 47 lines per column / 27 characters per line  
Column height 247 mm / Column width 83 mm / 8 mm between left and right columns

1.2.1 Manuscript be sure to use the Manuscript template posted on the JSAE website.

(1) Document Control Number

In the upper corner of the first page, enter the 8-digit number that was assigned automatically when the presentation application was submitted.

⇒ 12-point, Times New Roman

(2) Presentation Number

Enter in front of the main title

⇒ 14-point, Times New Roman,

(3) Main Title

If the presentation is one in a series of related presentations, append “(Report No. X)” to the main title.

⇒ 11-point, Times New Roman, upper and lower case

(4) Sub-title

Avoid using a sub-title as much as possible, unless a sub-title is necessary to provide a supplementary explanation.

Place a dash “-“, at the beginning and the end.

⇒ 9-point, Times New Roman, upper and lower case

(5) Authors' Names

1. Put the presenter's name first, including first and last names.

2. If there are multiple authors, limit the cited names only to those who made a significant contribution to the research.

3. Omit positions, ranks, and titles.

4. Append a superscripted footnote number followed by a right parenthesis to each author's name. Indicate the authors' place of employment in the lower left corner of the first page as footnotes.

Examples: Taro Jidosha <sup>1)</sup> Michael J. Fox <sup>2)</sup>

⇒ 9-point, bold, Times New Roman

(6) Authors' place of employment

1. Put the authors' affiliations where the researches are being conducted.

(7) Abstract

Explain the essential points in 100 words or less

⇒ 9-point, Times New Roman

(8) Abstract

Keywords

Select 5~10 suitable keywords from the title, abstract or main text that are related to the content of the paper.

9-point, Times New Roman, upper and lower case

(9) Figures (and Photographs) and Tables

Place figure titles below the figures and table titles above the tables.

⇒ Titles: 9-point, Times New Roman

⇒ Characters in figures and tables: 7-point or larger

(10) Information of Authors

a. Put the authors' affiliations, addresses (including zip codes), and email addresses option in italics under the authors' names in the lower left corner of the first page as footnotes.

b. Collect multiple authors working for the same affiliation above a single address.

Example: **Main author's Name** <sup>1)</sup> **Co-author's Name** <sup>1)</sup> **Co-author's Name** <sup>2)</sup>

*1), 2) The University of JSAE, Graduate School of Engineering  
10-2 Gobancho, Chiyoda, Tokyo, 102-0076, Japan (email: taro@jsar.or.jp)*

(11) References

References are listed after the main text of the paper. Where a reference is cited, enter the superscripted number of

the reference in parentheses at the appropriate location in the text. The format for reference entries is described in SIST 02-2007.

⇒ 9-point, Times New Roman

Example: Michael J. Fox: Vehicle Dynamics System, SAE Technical Paper (2014),  
2014-01-0000, doi:10.4271/2014-01-0000

(12) Other Important Points

1. Please avoid the use of company names, product names, and commercial content in the title and text.
2. Manuscripts describing research involving human subjects must state that experiments and so on were accepted by an Ethics Review Board or the like and that the participants in these experiments provided their informed consent.
3. Assign numbers to chapters, sections, and sub-sections. Each number should be a combination of Arabic numeral(s) and period(s). As a rule, up to 3 levels of headings (chapter, section, and sub-section) can be used.
4. Where an abbreviation is used, use the original term, regardless of whether it is a common noun or proper noun. If the abbreviation is not in general use, then the first time the term appears in the text, use the unabbreviated term followed by the abbreviation in parentheses. Use the abbreviation in all subsequent cases. The character style should be normal.
5. Technical terms shall conform to the technical terms established by the Ministry of Education, as well as to the terminology standards of JIS and JASO. Non-technical terms shall also conform to the terms established by the former Ministry of Education, where applicable.  
Where the official terms are not applicable, use appropriate common expressions.
6. Where a number with a large number of digits is used, place a comma after every third digit, moving leftward from the decimal point. Commas are not used to the right of the decimal point.
7. Use the International System of Units (SI). For important numerical values, conventional units may also be used.
8. See JIS Z 8202 (Quantities and Units) for quantity symbols, JIS Z 8201 (Mathematical Symbols) for mathematical symbols, the international chemical symbols for chemical symbols, and JIS B 0001 (Technical Drawings for Mechanical Engineering) for drawing symbols.
9. Mathematical equations must be written within the width of a single column and cannot run over to the next column. If the equations are numbered sequentially, place the numbers in parentheses and to the right of the equations. Refer to equations in the text as Equation (1), Equation (2), and so on. Letters and symbols used to indicate equations and physical quantities shall be in italics and units shall be in English.

## 2. Notes for Preparation of Manuscript

Color figures and photographs may be used.

Note that submitted manuscripts for summarized paper will be printed in a monochrome format.

In this case, since the details of color figures and photographs may not be shown correctly, make sure to print out the manuscript in black and white and check the contents before submission.

- (1) The use of **Adobe Acrobat 8.0** or above is recommended for converting papers to PDF files properly.
- (2) All fonts must be embedded. PDF quality settings must always be set to Press Quality.
- (3) Set the color mode to "Color".
- (4) Set the resolution to at least 300 dpi for color or grayscale figures and photographs, and to at least 600 dpi for monochrome figures and photographs.
- (5) Do not make any security settings on the PDF file.
- (6) The size of the PDF file should not exceed 5 MB.
- (7) The Proceedings Manuscript and Summarized Paper should be converted into separate PDF files.
- (8) The use of pastel colors that are difficult to distinguish after printing must be avoided wherever possible.
- (9) When using colors to create categories in graphs (bar graphs, line graphs, pie charts, and the like), differences within the graph should be expressed using markers, patterns, or lines. Gradation must be avoided wherever possible.
- (10) A line thickness of at least 0.25-point must be used at all times. Dotted or color lines with a thickness of less than 0.25-point are difficult to distinguish after printing.
- (11) If the contrast of a color photograph is unclear, raise the contrast by image processing or take other steps to clarify the contrast.
- (12) When adding text, explanations, or the like to a photograph, dark sections may become noticeable. In this case, the use of white or outline text is recommended.
- (13) When extracting images (such as figures, tables, photographs, and the like), make sure that the image resolution is at

least 300 dpi.

## Keywords

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### 1. Keywords

The author selects suitable keywords from the title and/or main text in accordance with procedure below.

- ① Select phrases that have specific meanings and are as narrowly defined as possible.
  - (NA) Critical, Speed           ⇒       Critical Speed
  - (NA) Life                        ⇒       Tool Life, Fatigue Life
- ② Use noun forms
  - (NA) Studied Experimentally ⇒       Experimental Study
- ③ Limit the use of abbreviations to those that are widely and globally used in the particular field.  
(As a rule, author-invented terms must not be used.)
  - (NA) ATC                        ⇒       Automatic Tool Change, Automatic Train Control
- ④ Compound words and phrases must be ones that are commonly used.
  - (NA) Fatigue Strength at Elevated Temperature  
                                          ⇒       Fatigue Strength, Elevated Temperature
- ⑤ Spell out the full names of alloys, chemical compounds, elements, and nuclides instead of using symbols.
  - (NA) CrMo Steel                ⇒       Chromium Molybdenum Steel
  - (NA) Al<sub>2</sub>O<sub>3</sub>                       ⇒       Aluminum Oxide
  - (NA) Cu                           ⇒       Copper
- ⑥ When there are multiple words with the same or similar meanings, choose the most concise and frequently-used one.
- ⑦ If unsure whether to include or delete any content, include it.

## Presentation Equipment

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### 1. Presentation Equipment

(1) Equipment Available in Presentation Rooms (at no charge)

1. Personal Computer Projector\*
2. Screen (1 panel)
3. Laser Pointer
4. Microphone

**\*Presenters must bring their own PC.**

Please verify at the site prior to the presentation that your laptop is compatible with the projector.

Please make sure that your laptop is equipped with mini D-sub 15pin output or compatible adaptor.

Please bring your presentation data with you in a USB memory device in case any problem should occur.

Also please select the equipment you wish to use when you register at the website.

(2) Equipment Operation

Presenters must operate the personal computer themselves during the presentation. Please note that presentation assistants must also pay the registration fee for participation.

(3) Setup and Handling of Equipment (besides than presenter's own PC)

1. The use of such equipment must be approved in advance by the JSAE.
2. The presenter will be charged for any costs incurred for set-up.
3. Presenters are responsible for setting up and handling of any equipment brought to the presentation.
4. When setting up or testing equipment, please follow the instructions given by the personnel in charge of on-site setup.