



## Submission Schedule

*Schedule is subject to change.*

### October 18, 2023

Online portal opens for abstract submissions.

### January 19, 2024

All abstract submissions for the 2024 FTM due to AGMA through the online portal.

### May 17, 2024

Completed draft of paper due for peer review. This draft should have all relevant parts.

### July 1, 2024

Peer reviewers' comments available to authors for preparation of the final draft technical paper through online portal.

### August 30, 2024

Final draft of technical paper due.

### September 20, 2024

PowerPoint presentations due.

### October 7, 2024

MANDATORY speaker orientation meeting.

### October 7-9, 2024

Presentations given during 2024 FTM.

# 2024 CALL FOR PAPERS

FALL TECHNICAL MEETING | OCTOBER 7-9, 2024  
HYATT ROSEMONT | CHICAGO, IL, USA

## DEADLINE January 19, 2024

For each FTM, AGMA selects abstracts submitted by authors for development into technical papers. Subject matter may include topics relevant to the gear industry, such as design and analysis; manufacturing and quality; materials, metallurgy, and heat treatment; operation, maintenance, and efficiency; and gear failure. The papers then go through a double-blind peer review process in order to ensure the efficacy of the research. The authors then present the results of their work at the FTM. We encourage gear industry experts and professionals to submit an abstract. Abstracts that are selected to become papers should be on relevant technical subjects, original to the AGMA audience (not a paper that has been previously published in its submitted form), technically accurate, and free of commercialism. All papers presented at FTM will be indexed in Scopus, the international database of peer-reviewed literature.

## IMPORTANT NOTES

- For your paper to be considered for publication and presentation at the FTM, you must first submit an abstract to AGMA. Late abstracts will not be accepted.
- The submission process for this event will take place entirely online; abstracts submitted any other way will not be considered for the event. More information regarding the abstract submission process is available on AGMA's website and in our ongoing email communications. You can access the online submission system—starting after the 2023 FTM on October 18—through a link on the AGMA website at [www.agma.org](http://www.agma.org).
- AGMA holds copyrights to all accepted and presented papers; authors will sign a copyright form prior to publication of their papers.
- All papers should have supporting data to back up claims. If your project has security concerns, such as inability to share proprietary client information and data, please consult your legal department before submitting your abstract.
- It is recommended that authors of selected papers begin early in obtaining any required company approvals or funding for submitting and presenting a paper at FTM. All presenters are responsible for their own travel expenses, including airfare, hotel accommodations, and any necessary visas or travel documentation.
- If the presenter is required to obtain a visa to enter the United States, he or she should forward the visa application to AGMA staff by March 29, and the presenter must be able to obtain the visa by June 23.
- All testing and data must be completed before the first draft is due on May 17, 2024.



## AGMA TECHNICAL DIVISION EXECUTIVE COMMITTEE

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## CONTACT INFORMATION

All Fall Technical Meeting  
questions should be sent to  
[FTM@agma.org](mailto:FTM@agma.org).

## ABSTRACT GUIDELINES

Abstracts should be between 200 and 300 words.

For abstract samples and guidance on abstract writing, see the following: <http://ecp.engineering.utoronto.ca/online-handbook/components-of-documents/abstracts-and-executive-summaries/>

The online portal system will only allow one abstract to be submitted at a time; each abstract submission must be completed before a second can be initiated. Do not send supplemental material (photos, articles, or full draft papers). Supplemental materials will not be seen by the abstract reviewers. The person that will be submitting all FTM materials and receiving all conference information (preferably the author/speaker) should be the one to create the online portal account. All users must add [noreply@omnipress.com](mailto:noreply@omnipress.com) to the safe senders list in their email client.

## TECHNICAL PAPER CONTENT

For abstracts selected for presentation at the 2024 FTM, the review draft of the paper (due May 17, 2024) shall consist of the completed paper and include all results, discussion, and conclusions. Testing results and data may be updated during peer review and before submission of the final draft. Authors must have approval to use any copyrighted or trademarked terms, images, or graphics in their papers.

Complete instructions for speaker and paper presentation will be provided upon notification of an abstract's acceptance. If you have not received a notification email informing you of your abstract acceptance/rejection status by late February 2024, please notify AGMA at [FTM@agma.org](mailto:FTM@agma.org). Please use the "Support" link provided at the top of the abstract management system if you have any questions about or have problems with the online submission system.

**NOTE:** AGMA will waive the FTM registration fee for ONE presenter per paper accepted for presentation. Full registrations will include all FTM events.