

GENERAL INFORMATION

SEM XII International Congress & Exposition on Experimental & Applied Mechanics
Hilton Orange County, Costa Mesa, California • June 11–14, 2012

The Technical Program and all author forms are available on the SEM web site [http:// sem.org](http://sem.org). This listing will be regularly updated as changes are made. Please check the web site for the latest information.

1. **PROCEEDINGS PAPER:** Preparation instructions are available at <http://sem.org/PDF/ProcPaperPrep.pdf>. Submit your paper for the proceedings according to the guidelines. Proceedings papers must be **RECEIVED BY MARCH 1, 2012**.
2. **AUDIO VISUAL EQUIPMENT:** Each session room will be supplied with an LCD projector. Other equipment can be made available if the request is **RECEIVED BY MARCH 1, 2012**.
3. A short biographical sketch about the professional background of the speaker, who will orally present the paper, is needed as an introduction by the session Chair. A **Biographical Form** (get at <http://sem.org/CONF-AC-TOP.asp>) must be sent to SEM by **MARCH 1, 2012**.
4. Authors are allowed a total time of twenty (20) minutes, including questions and answers, for presentation of their papers (unless advised otherwise by your session organizer). Authors and co-authors are expected to attend the conference or to have a designated representative available for the oral presentation(s) of their paper(s). The failure of authors to appear causes disappointment to the attendees and creates problems with the program schedule. Please advise the SEM staff if there is any possibility of a conflict which will prevent you from making your presentation.
5. Please read, sign and return, via email or postal mail, the **Copyright Transfer Form** (get at <http://sem.org/PDF/12s-CTF.pdf>) by **MARCH 14, 2012**. If a substitute speaker will present the paper, please let SEM know.

All accepted papers will be published in the Conference Proceedings.

6. The Conference will be held at the Hilton Orange County, 3050 Bristol Street, Costa Mesa, California 92626 USA, Reservations Phone: (714) 540-7000 or on SEM web site: <http://sem.org>.

The **hotel cut-off date is MAY 17, 2012**. After the cut-off date, rooms will be confirmed on a space-available basis, and will not be guaranteed the group rate.

7. If changes occur that affect the presentation date or session of your paper, you will be notified by email in mid-April 2012.
8. **Abstracts:** To promote the conference, submitted abstracts will be posted on the SEM web site. Simply go to the Technical Program under session number of your presentation or to Accepted Authors under your last name and select the paper of interest to view the abstract. Please check for accuracy.

All author information, proceedings instructions and forms are available on the web site. The Technical Program on the website will be regularly updated and is the best source for the latest information. In March, you will receive additional information regarding your invitation to the chairs/speakers' briefing.

If you have any questions, please contact Jennifer Tingets at SEM/Congress, 7 School Street, Bethel, CT 06801, USA; telephone 203.790.6373; Fax 203.790.4472; email jen@sem1.com or Shari Matthews, Conference Assistant at above numbers or shari@sem1.com.

PLEASE STATE YOUR PAPER NUMBER(S) ON ALL CORRESPONDENCE.

Note: All participants are required to pay the conference registration fee