

Republic of Ireland Young Members Panel Speak Out for Engineering Competition 2013

REPUBLIC OF IRELAND ABSTRACT SUBMISSION GUIDELINES

1. Background

As a means of determining which applicants should go forward to the final of the competition, the Young Members Panel is accepting abstracts outlining the presentation. Based on the submission of these abstracts, a maximum of six (6) applicants will be accepted for the competition.

Unfortunately, due to time constraints, there will not be any provision for extra participants at the Competition.

Please also note that this Competition is only open to student and postgraduate students who are members of IMechE or Engineers Ireland. This competition is open to all engineering branches but the presentation topic must be based on a Mechanical or Manufacturing related topic.

Please supply your **membership number** in the email submission. For anyone interested in taking part in the competition who is not already a member, Affiliate membership of the IMechE is free for undergraduates, with membership details found on the IMechE membership pages (<http://www.imeche.org/membership/membership-registration/How-to-apply>), with free undergraduate student membership details for Engineers Ireland found on the Engineers Ireland membership page (<http://www.engineersireland.ie/membership/membership-types.aspx>).

2. Format and layout

This year we are looking for abstracts to be submitted in a standard format.

Abstracts should not be more than 200 words in length and should include, generally in this order

1. Title of presentation
2. Name of presenter
3. Affiliation of presenter
4. Abstract (not more than 200)

A total of three (3) images can be included as part of the abstract, with appropriate captions. The inclusion of images is not a requirement. Also, the inclusion of the logos of sponsors is permitted and should not be counted as images.

The abstract should be submitted in A4 format, with portrait orientation. While the total number of words should not exceed 200, the total abstract should not exceed more than one (1) A4 page. Abstracts should be submitted in either PDF or Word (or equivalent) format.

3. Review of abstracts

All abstracts are to be submitted **before 5 pm on Tuesday, 12 February 2013**, for consideration.

Due to the short time for review and notification of acceptance, abstracts submitted after this time **cannot be considered** for the competition. The abstracts will be reviewed by members of the Young Members Committee and the selection process will be overseen by the Committee Chairman. A total of six (6) of the submitted abstracts will be selected and offered a place at the Competition.

4. Submission of abstracts

Abstracts should be submitted, **not later than 5 pm on Tuesday, 12 February 2013**, to roiymvicechair@imechenetwork.org for consideration.

5. Notification of acceptance

Successful applicants will be notified by email **not later than 5 pm on Tuesday, 19 February 2013**, of their acceptance. We ask that all entrants check their email at this time and confirm acceptance as quickly as possible.

If acceptance is not **confirmed** by **12 pm on Thursday, 21 February 2013**, the place will be offered to the next most suitable applicant.

6. Publication of materials

By submitting an abstract, the entrant acknowledges that material of a sensitive, commercial or patent nature will be in the public domain. If there are any issues regarding intellectual property, copyright or commerciality of the abstract content, the entrant is solely responsible for ensuring that permission to publish is sought and granted **before** the submission of an abstract. Any queries regarding sensitive, commercial or IP issues can be discussed with the Young Member's Panel Vice- Chairman (roiymvicechair@imechenetwork.org).

The IMechE, its agents or representatives, will not be responsible for any of the implications of publication of sensitive or proprietary information.

7. Information and assistance

Should you have any further questions, please do not hesitate to contact the Young Member's Panel Vice- Chairman (roiymvicechair@imechenetwork.org).