



2024

# Author's Guide

Submission Requirements

for

Papers, Presentations & Panels



## 2024 Paper/Presentation Submission Requirements

All papers must adhere to the following requirements and use the *AFS Paper Template* at: [AFS Author's Template](#)  
For assistance contact: [castingcongress@afsinc.org](mailto:castingcongress@afsinc.org)

### Submission Categories

<p><b>PRESENTATION &amp; PUBLICATION</b>—your paper must be submitted in the latest version of MS Word only. The file must include a text file with all artwork (tables, figures and photos) embedded within the text at the point of reference.</p> <ul style="list-style-type: none"> <li>✓ <b>All Abstracts Due</b>.....</li> <li>✓ <b>Complete Technical Paper Due</b>.....</li> <li>✓ <b>Author's/Speaker's Copyright &amp; Publication <a href="#">Agreement</a> Due</b>.....</li> <li>✓ <b>Final PowerPoint Due</b>.....</li> </ul>	<p><b>August 15, 2023</b> <b>September 15, 2023</b> <b>September 15, 2023</b> <b>February 15, 2024</b></p>
<p><b>INDIVIDUAL PRESENTATION ONLY</b>—your entire presentation must be submitted in the latest version of PowerPoint.</p> <ul style="list-style-type: none"> <li>✓ <b>Presentation Only PowerPoint Due (for review purposes)</b>.....</li> <li>✓ <b>Author's/Speaker's Copyright &amp; Publication <a href="#">Agreement</a> Due</b>.....</li> <li>✓ <b>Final PowerPoint Due</b>.....</li> </ul>	<p><b>September 15, 2023</b> <b>September 15, 2023</b> <b>February 15, 2024</b></p>
<p><b>PANEL PRESENTATION ONLY</b>—your entire presentation must be submitted in the latest version of PowerPoint.</p> <ul style="list-style-type: none"> <li>✓ <b>Panel Presentation Abstract Due</b>.....</li> <li>✓ <b>Author's/Speaker's Copyright &amp; Publication <a href="#">Agreement</a> Due</b>.....</li> <li>✓ <b>Final PowerPoint Due</b>.....</li> </ul>	<p><b>October 15, 2024</b> <b>October 15, 2024</b> <b>February 15, 2024</b></p>

**AFS Author's/Speaker's Copyright Publication Agreement form:** [Copyright Publication Agreement](#)  
**AFS Author Copyright Permission Form for Rightsholders:** [Copyright for Rightsholder](#)

**REMINDER**—papers will be published from your original submission with minimal editing and/or reformatting. If English is not your native language, you will need to have your technical paper edited by a native English speaker prior to submission. A clear and concise submission will ensure a smooth peer review process. Failure to comply with the submission guidelines may prohibit your technical paper from being published.

### Basis for Rejection of Papers

Papers will be peer-reviewed for technical and scientific merit and can be rejected for the following reasons:

- Insufficient data and/or experimentation
- Subject matter does not fall within the field of AFS activities
- Contents are of a commercial nature, trivial or over expanded
- Subject matter is of a speculative nature
- Content is defective in literary form, continuity of thought and clarity of expression

Papers that do not adhere to the guidelines will not be accepted for publication. The respective Program and Papers Committee reserves the right to reject papers on grounds other than those listed.



## Submission Format

Go to: <https://afsinc.secure-platform.com/mcc/page/templates> for: Technical Paper Style Palette, Paper Template and Sample Paper.

### Text

- **Title**—upper and lower case font, centered at the top of the first page.
- **Author Information**—author(s) names(s) and affiliation/city, state & country in upper and lower case. Use author’s first name, middle initial, and last name.
- **Abstract**—75 to 150 words in length.
- **Keywords**—locate after the Abstract, up to 10 words.
- **Text**—single-spaced, double column, with 3/4-inch margins all around. Use Times New Roman 10-pt font for body text except in Title, Headings, and Captions. Use an extra line space between paragraphs; do not indent paragraphs or justify columns. Use tab key to align data; do not use the space bar. Text must flow from top-to-bottom, left-to-right.
- **Do not use headers, footers, page numbers, linked references, or footnotes.**
- **Columns**—left-justified.
- **Graphics**—all artwork, graphs and charts should be embedded in the text after it is cited. Do not wrap text around artwork or tables.
- **References**—list at the end of the paper. Follow the example in the *AFS Paper Template*.
- **Equations**—create equations in *Equation Editor* (found under the Insert/Equation tab) and number the equations consecutively. Left align the equation and right align the equation number.

### Images, Charts & Tables

- All artwork must be embedded in the text file after it is cited. Artwork should be of the highest resolution possible; tables and graphs should be legible.
- **Tables**—do not use complex formatting/shading. If the table width spans two columns, follow the example in the *AFS Paper Template*.

### Captions

- **Figure Captions**—must be a complete sentence, located below each figure, flush left. The figure should be located after it is cited. Do not use a list of figures at the end of the paper. Follow the example in the *AFS Paper Template*.
- **Table Captions**—must be in phrase format and located above each table, centered. Do not use a list of tables at the end of the paper. Follow the example in the *AFS Paper Template*.

#### NOTE ON ARTWORK

Artwork that is not property of the author must be acknowledged (e.g., Artwork courtesy of ABC Co., Inc.). It is the author’s responsibility to obtain permission to use any artwork, video, table, figure, photo, etc. that is not his/her property. Proof that the author has obtained permission to use this artwork must be included with the technical paper submission along with the signed AFS Author’s/Speaker’s [Copyright Publication Agreement](#) form. If applicable, use the AFS Author [Copyright Permission for Rightsholder](#) form.



## **Measurement Units & Metric System**

- **Temperatures**—must be in Fahrenheit (F) & Celsius (C). Fahrenheit units must be followed by Celsius units in parentheses. A **degree symbol** should be used only when referring to a **temperature differential**.
- **Mechanical Properties**—should be reported in MPa. (1 MPa = 0.1450377 Ksi)
- **Metric & English Units**—are both used in the text. Metric should be converted to English and vice versa.
- **Inches and feet**—use abbreviations (in., ft.), not symbols.

## **References**

All information from other literature must be cited as a reference within the text as a superscripted number. References are listed numerically at the end of the paper in the **REFERENCE** section. End references with a period.

### Example Reference—journal article or paper presentation

1. Gundlach, Richard, “Heat Treatments to Develop High Strength Ferritic Ductile Iron,” *AFS Transactions*, Paper #19-036, American Foundry Society (2019).
2. Prucha, T., “Generative AI,” From the Editor, *AFS International Journal of Metalcasting, (IJMC)* 17, 589-591 (2023). <https://rdcu.be/dcheH> (Link last accessed 05-16-2023).

### Example Reference—book

3. Schorn, Ted J., “Process Control for Engineers,” American Foundry Society, Schaumburg, IL (2023).

### Example Reference—patent

4. Bohra, H., Ramrattan, S.N., Joyce, M.K., Fleming, P.D., III, Ikononov, P., “Patternless Sand Mold and Core Formation for Rapid Casting,” U.S. Patent No. US9901977B2 (2013).

---

## **Commercialism**

Papers and/or presentations containing commercialism will not be accepted for publication or presentation. Papers will be reviewed for commercialism as part of the peer review and editing process as follows:

- More than one reference to company or trade names will not be permitted.
- Unsubstantiated, subjective evaluations or claims will not be permitted.
- Direct comparisons with other products or companies will not be permitted.
- Selling price or cost of a product or service will not be permitted.
- Logos in artwork other than equipment photographs with nameplates will not be permitted.

For more detailed commercialism guidelines, go to: [www.metalcastingcongress.org](http://www.metalcastingcongress.org)

---

## **AFS Policy on Authorship & Use of AI Technology**

Large Language Models (LLMs) do not currently satisfy AFS authorship criteria. AFS policy prohibits naming of such “tools” as a “credited author on a research paper” because “attribution of authorship carries with it, accountability for the work, and Artificial Intelligence (AI) tools cannot take such responsibility.

- The submission of content created by AI, language models, machine learning, or similar technologies are prohibited unless it is a part of the formal research design/experimental analysis. It is not permitted without clear description of the content created and the name of the manufacturer/model/version must be included. (Note: this does not include basic tools for checking grammar/spelling.)
- If these AI tools are used to create content or assist with manuscript preparation, authors must take responsibility for the integrity of the content generated by these tools. Authors must report the use of AI technology to create content in the manuscript submission in the Acknowledgments section.
- View the full “*AFS Policy on Authorship & Use of AI Technology*” at: [AFS Policy on Authorship Criteria](#) (05-18-23)