



Society for Experimental Mechanics, Inc.

## *Guidelines for Submitting a Paper to Experimental Mechanics*

### **Paper Submission Guidelines**

Guidelines for Submitting a Paper to E/M (September 2004)

The journal *Experimental Mechanics* welcomes for review original articles reporting on both fundamental and applied aspects of experimental mechanics. Emphasis is on development of experimental methods, improved analysis of experiments, and application of these experimental/ analytical tools for understanding technological phenomena such as material response, structural reliability, or device performance. Articles addressing novel methods that extend the frontiers of experimental mechanics from macro- to nanoscale are highly encouraged.

The following classes of papers can be submitted to the journal:

- a. RESEARCH papers describing original investigations relevant to experimental mechanics;
- b. APPLICATIONS papers emphasizing the use of experimental methods for the solution of significant technological problems in mechanics;
- c. REVIEW articles describing experimentation in emerging areas of mechanics.
- d. BRIEF TECHNICAL NOTES for rapid communication of original investigations relevant to experimental mechanics.

Authors submitting review articles or brief communications should designate them as such in a cover letter.

### **MANUSCRIPTS SUBMITTED FOR REVIEW**

Papers will be accepted for review in either electronic format or as a hard copy document. For electronic submissions, confirmation that we have received the manuscript will be sent out via email within three days. Manuscripts submitted for review electronically should be in a single PDF or Microsoft Word file. For hard copy submissions, confirmation will be sent via email within one week of receiving the manuscript at SEM Headquarters. On all submissions, please designate which class (see above) the submission falls under.

**Please Note: Authors should also provide 5 keywords and three potential reviewers, with contact and affiliation information, for the manuscript.**

### **Electronic Submission**

Authors should submit an electronic version of the manuscript as either a Microsoft Word document (".doc") or as an Adobe Acrobat PDF file (".pdf"). Manuscripts should be submitted for review in one single file. Files may be uploaded to SEM's ftp site, <ftp.sem.org>. The file should be uploaded to the "expmech" subdirectory within the "Public" directory. You should Login with the user name "expmech" and password "empaper." You may need to consult with your network administrator for details on the preparation and transmission of files via <ftp.sem.org>. Any file which is 8 MB or greater in size must be uploaded to the ftp site. Alternatively, files may be sent as email attachments to: [empapers@sem1.com](mailto:empapers@sem1.com).

### **Hard Copy Submission**

If it is necessary to submit the manuscript in paper form, send two copies of the paper, clearly legible, typed double-spaced on only one side of the paper, with illustrations, to: EM Editorial Staff, SEM, 7 School Street, Bethel, CT 06801. Authors are requested to retain the original manuscript, figures, and graphs. Include a PC-formatted disk or CD containing the text file of the manuscript with final submission. Note software and version of the word processing program used.

### **MANUSCRIPTS ACCEPTED FOR PUBLICATION**

Manuscripts accepted for publication can be uploaded to the SEM ftp site, <ftp.sem.org>, or sent to SEM Headquarters either via email to [empapers@sem1.com](mailto:empapers@sem1.com) or on a PC-formatted disk or CD to 7 School Street, Bethel, CT 06801 USA.

**The manuscript text MUST be prepared as a Microsoft Word document (".doc"). Each illustration should be prepared in a separate file, identified with figure number, caption and author's name.**

**Preferred illustration files are “.tif, .eps, .jpeg.” Captions for all illustrations must be typed in a list on a separate file with the proper figure number preceding each caption.**

The Author Agreement and Author Affiliation forms must accompany the final manuscript. These forms can be found on our website, [www.sem.org](http://www.sem.org).

## **GENERAL REQUIREMENTS**

Please submit the full author name, job title, address, phone, fax and email for all authors listed on the paper. Papers should usually be no longer than 4,000 words, with approximately 2 illustrations per 1000 words. A typical full paper would be approximately 13, double-spaced pages and include 8 illustrations.

### **Text**

The title of the paper should be explicit, descriptive and as brief as possible - no more than ten words in length. A short abstract of up to 150 words, clearly indicating the object and scope of the paper as well as the results achieved, should appear on the first page. Headings and subheadings should be used throughout the text to divide the subject matter into its important, logical parts. Typical headings include: Introduction, Theory, Experimental Procedure, Results, Discussion, Conclusions, Acknowledgments, Appendixes and References.

Metric units are used in the journal. SI Units (International System of Units) is the only acceptable system. Authors are directed to refer to 'Standard Number E 380' of the American Society for Testing and Materials for a complete description of the SI Units.

### **Illustrations**

A well-balanced paper contains approximately two illustrations for each 1,000 words of text. Only black and white illustrations will be accepted for publication. Preferred illustration files are “.tif, .eps, .jpeg.”

If the manuscript is submitted in paper form, each illustration should be on a separate sheet, properly identified by the figure number and author's name. Captions for all illustrations must be typed in a list on a separate sheet - or sheets of paper, with the proper figure number preceding each caption. Graphs, charts, line drawings, sketches and diagrams should be drawn with black ink on heavy white paper.

Graphs should be practically self-explanatory. Readers should be able to understand them at a glance. Dimensional drawings and diagrams should include only the essential details and as little lettering as possible. They should present more of a picture than a working drawing. Photographs must be clear and sharp, black and white glossies, 203x254 mm (8x10 in.). In the case of photographs, each copy of the paper must include glossy prints.

Note on final illustrations and photos if originals are to be returned. Originals will not be returned unless specifically requested.

### **Additional Instructions**

Prospective authors should consult a recent issue of *Experimental Mechanics*. Manuscripts that are not prepared according to the guidelines result in delays in the review process. Manuscripts with serious deficiencies will be returned to the authors for corrections. More information is available from SEM headquarters, 7 School Street, Bethel, CT 06801, (203) 790-6373, fax: (203) 790-4472, [empapers@sem1.com](mailto:empapers@sem1.com).

Due to high printing costs, SEM chooses to follow the NSF-endorsed policy of requesting voluntary page charges from the organization supporting the author's research after a paper has been accepted for publication. A paper's acceptance or publication is not affected by the payment or nonpayment of page charges.

### **Further Information**

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