



# Student Grant Recipient Guide:

## Schedule, Poster Preparation & Responsibilities

Deadline Date	Time (if applicable)	Action Due	Details
April 3		Photo and Bio Deadline for Conference App	Deadline to submit your photo and biography, email these to <a href="mailto:dstab@mpif.org">dstab@mpif.org</a>
April 21		Optional - Draft Manuscripts Deadline	All draft manuscripts must be submitted to their session chairperson
May 3		Advance Registration Deadline	Advance Registration Deadline (All speakers and members of the Technical Program Committees can take advantage of the reduced rate)
May 5		Chair Review due back to Speaker	By this date, the Chair should have reviewed the speaker's manuscript and responded with comments.
May 17		Optional - Final Manuscripts Deadline	All manuscripts for Technical Sessions are to be emailed to <a href="mailto:paper@mpif.org">paper@mpif.org</a> or uploaded to <a href="https://filerequestpro.com/up/powdermet2024">https://filerequestpro.com/up/powdermet2024</a> by the author by this date. Author must submit: <ul style="list-style-type: none"> <li>· Copy of Manuscript</li> <li>· Transfer of Copyright Agreement</li> <li>· Keyword Form</li> </ul>
May 29		Final Day to submit Digital Posters for Outstanding Poster Competition	For consideration for the Outstanding Poster Competition, author must upload a digital .pdf file of their poster to <a href="https://filerequestpro.com/up/powdermet2024">https://filerequestpro.com/up/powdermet2024</a> by this date.
June 16	2:00 -5:00 pm	Poster Setup	Authors bring physical printed posters to conference and set up in poster area.
June 17		Poster Discussion	Poster authors should be at their posters and available for discussion during Monday Alehouse in the exhibit hall
June 18	1:00-3:30 pm	Poster Removal	Poster authors are responsible for removing their posters. Posters not removed by 3:30 pm will be discarded.
July 21		Optional - Final Replacement Manuscript Deadline	All replacement manuscripts are to be emailed to <a href="mailto:paper@mpif.org">paper@mpif.org</a> or uploaded to <a href="https://filerequestpro.com/up/powdermet2024">https://filerequestpro.com/up/powdermet2024</a> by author by this date

## General Information and Instructions:

### MPIF Staff Contacts

Questions concerning your conference participation should be directed to the appropriate individual:

Debby Stab – [dstab@mpif.org](mailto:dstab@mpif.org) or 609-452-7700, ext. 111

- Poster Program
- Submission of Biography & Photo for Conference Mobile App
- Manuscript Preparation, Publication

Stephanie Schember – [sschember@mpif.org](mailto:sschember@mpif.org) or 609-452-7700, ext. 114

- Registration/Hotel Accommodations
- Outstanding Technical Paper Awards: Howard I. Sanderow and Metal Additive Manufacturing
- Letters of Invitation for U.S. Entrance Visas
- Student grant questions

### Posters – Applies to Student and Non-Student Posters

#### Poster Awards

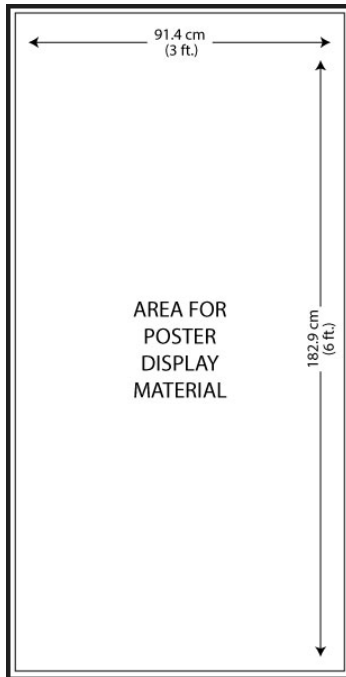
The designation of “Outstanding Poster” and “Poster of Merit” will be awarded by the Poster Program Awards Committee based on the following criteria:

- Technical, scientific, and professional integrity
- Presentation clarity and overall esthetic appearance
- Enhances practical or industrial value for the industry

In order to be eligible for judging, digital .pdf files of the poster must be uploaded **by the required submission date** (see page 1) to: <https://filerequestpro.com/up/powdermet2024> and **author must bring a physical printed copy of the poster to the conference.**

#### Poster Preparation

- Posters must contain authors' names, title of poster, objective of the work, along with materials such as graphs, charts, tables and photographs that are necessary to convey the research.
- Posters should a visual representation of the work and should be easy to read from a distance of 304 cm (10 feet).
- A poster with extensive written text is not easily read at distance. An abstract and a list of references is **not required** for posters & may degrade the visual aspect of the poster.
- Digital copies of posters must be prepared in **PORTRAIT format** and should be uploaded in **.pdf format**.
- Digital Copies of posters should be named with your Poster Number and Authors last name, i.e., Poster 014 from John Smith would be 014-Smith.pdf
- **The author must bring to the conference a Physical Printed Copy of their poster in PORTRAIT format for hanging in a 91.4 cm wide x 182.9 cm long area (see below diagram).**
- The maximum size of poster is 91.4 cm wide x 182.9 cm long area.
- It is recommended that poster be laminated as one sheet (author's responsibility).
- Poster shall be written in English.
- Each presenter will be provided a hard-standing panel with a 91.4 cm x 182.9 cm (3' x 6') area in which the poster information will be affixed **to panels with Velcro provided by MPIF.**
- MPIF will provide a sign for each poster with authors' name, affiliation, and poster number.
- All units of measurement must be expressed in SI units. Inclusion of Inch-Pound units in parenthesis is optional.
- Manuscripts are optional but encouraged. See [Technical Manuscript Preparation Guidelines](#) on the MPIF PowderMet2024 website.



### Poster Setup/Display

- Authors must bring printed copies of their posters to the conference.
- Authors will be responsible for hanging their posters, see page 1 for Setup Time.
- Poster authors shall be at their display for the Grant TNT: Talk'N Technology sessions

### Removal

- Authors are responsible for removing posters, see page 1 for poster removal time.
- Posters not removed per the schedule will be discarded.
- MPIF is not responsible for returning/shipping posters to authors.

### Figures and Tables

- Photos, illustrations, tables, etc. should be clear and legible from about 304 cm (10 foot).
- Photomicrographs should include a magnification marker within the body of the image, preferably on the lower right corner of the image.

## Speaker Photo & Biography

Submit your photo and bio to Debby Stab ([dstab@mpif.org](mailto:dstab@mpif.org)) by the deadline.

### Photos

- Color, portrait orientation at least 200x300 pixels, saved as a jpg, or tif.

### Bios

- 75 words or less.
- The Bio should cover your current university, status of schooling, degrees received or working towards, awards, interests, internships, relative studies or work in the field of powder metallurgy.

## Technical Presentations

All conference grant award winners must submit a narrated PowerPoint Presentations in English based on their Poster research project.

### PowerPoint Presentations

- PowerPoint should be widescreen 16:9 resolution.
- Title slide should include the presentation title, authors, co-authors, school or/and company, and the PowderMet2024/AMPM2024 conference logos.
  - Attain Conference Logo at [PowderMet2024/AMPM2024](https://powdermet2024.com)
- Subsequent slides may include school/company name and style per speaker's school/company policy.
- Please name the file with your Paper Number and Authors last name, i.e., Paper 0214 from John Doe would be 0214-Doe.pptx or 0214-Doe.ppt
- Upload file to <https://filerequestpro.com/up/powdermet2024>

# Click to edit Master title style

- Click to edit Master text styles

- Second level

- Third level

- Fourth level

- Fifth level



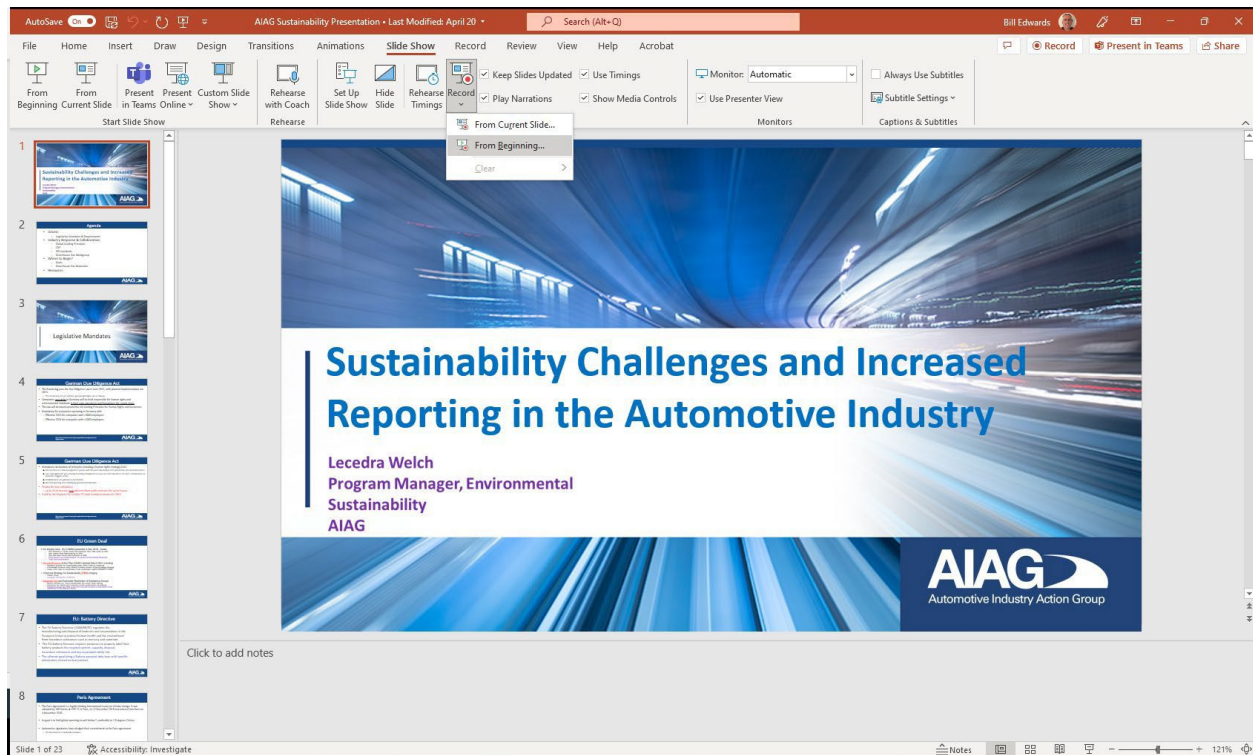
School/Company Logo



## Narrated PowerPoint Presentation

### The narrated PowerPoint shall be:

- Presentation length should be about **10 minutes**
- **Convert** the narrated PowerPoint presentation to a **MP4 Video file** for submission to MPIF
- Please name the file with your Paper Number and Authors last name, i.e., Paper 0214 from John Smith would be 0214-Smith.mp4
- Upload your narrated presentation MP4 file to <https://filerequestpro.com/up/powdermet2024>
- A quick Microsoft tutorial on recording in PowerPoint be found at: <https://support.microsoft.com/en-us/office/video-record-a-presentation-2570dff5-f81c-40bc-b404-e04e95ffab33>
- With PowerPoint file open, and in edit mode, you should click on the Slide Show tab.
- When you open the Slide Show tab, you will have the choice to **Record Slide Show** with the options to Record current slide or from beginning.
- Most speakers prefer recording slide by slide and then PowerPoint stitches together a seamless presentation. Advanced speakers are comfortable narrating the entire presentation in a single take, these speakers use the Narrate from beginning choice.



## Recording recommendations

- Find a quiet area without distractions to do recordings.
- Test before trying to narrate the entire presentation to verify the microphone works and the recording is clear and loud enough.
- We have found it is better to use a head set with an attached microphone (USB connection) for recording to attain consistent recorded sound volume.
- Do not be overly critical of your recordings.
- Please double check the slides match up to your narration as you record.
- Once you hit **Record Current Slide**, you get this screen. Use Red **Record Button** to Record and then the Stop button once done.
- Hint: If you want to also combine a laser point option while recording, if you right click your mouse, one of the options is Pointer. This is where to select a Laser Pointer, Highlighter or even a draw around option to be seen as you narrate.
- You can include a camera image of yourself conducting the presentation in the lower right corner if you wish. To do this, open the camera in the lower right hand of the image below.

Basic PM Short Course Introduction - PowerPoint Record Slide Show View

RECORD STOP REPLAY NOTES CLEAR SETTINGS

## Metal Powder Industries Federation (MPIF)

- MPIF is a “not –for-profit trade association” formed by the PM industry to advance the interests of metal powder producing and consuming industries
- It is a federation of trade associations, all concerned with some aspect of powder metallurgy, metal powders, or particulate materials
  - Powder Metallurgy Parts Association
  - Metal Powder Producers Association
  - Powder Metallurgy Equipment Association
  - Metal Injection Molding Association
  - Refractory Metals Association
  - Association for Metal Additive Manufacturing

Slide 3 of 15  
0:33 / 5:48

MPIF Basic Short Course

- Upon completion of your recording, convert the PowerPoint file into an MP4 file.
- It is acceptable to use other software to create the MP4 file.
- Upload completed video file to <https://filerequestpro.com/up/powdermet2024>
- If you need help converting your presentation to a video, please watch this video: <https://www.youtube.com/watch?v=t6W5p-Nz1oA>

### Other Important Information

#### Conference Mobile App

A mobile app will be released prior to the conference. The mobile app will provide personalized schedules, meeting room locations, abstracts, exhibitor and exhibit hall information, attendee lists, etc.



## SI Units — Conversion Table

### Quantities/Terms Used by MPIF

Quantity	Designation	Inch-Pound Units	Preferred Working Unit	Symbol	Approx. Conversion to SI Units*
Apparent Density	$\rho_a$	g/cm <sup>3</sup>	gram per cubiccentimetre	g/cm <sup>3</sup>	—
Applied Magnetic Field	H	oersteds (Oe)	amperes-turns/metre	A/m	X 79.6
Atmosphere Flow	—	ft <sup>3</sup> /min	cubic centimetreper second	cm <sup>3</sup> /s	X 472.0
	—	CFH	cubic centimetreper second	cm <sup>3</sup> /s	X 7.867
Belt Speed	—	ipm	millimetre per minute	mm/min	X 25.40
Bulk Density	—	Ibm/ft <sup>3</sup>	gram per cubiccentimetre	g/cm <sup>3</sup>	X 0.016
	—	Ibm/gal	gram per cubiccentimetre	g/cm <sup>3</sup>	X 0.120
Coefficient of Thermal Expansion	—	x10 <sup>-6</sup> /°F		x10 <sup>-6</sup> /°C	X 1.8
Coercive Field Strength	H <sub>c</sub>	oersteds (Oe)	ampere-turns/metre	A/m	X 79.6
Compacting Pressure	—	tsi	megapascals	MPa	X 13.79
Crush Strength	K	10 <sup>3</sup> psi	megapascals	MPa	X 6.895
Fatigue Limit (Strength)	—	10 <sup>3</sup> psi	megapascals	MPa	X 6.895
Force	—	lbf	newton	N	X 4.448
Flow Time	—	s/50 g	second per 50 grams	s/50 g	—
Fracture Toughness	K <sub>IC</sub>	10 <sup>3</sup> psi·inch <sup>1/2</sup>	megapascals root metre	MPa·m <sup>1/2</sup>	X 1.1
Green Density	$\rho_g$	g/cm <sup>3</sup>	gram per cubiccentimetre	g/cm <sup>3</sup>	—
Green Strength	—	psi	megapascals	MPa	X 0.0069
Heating Rate	—	degree Fahrenheitper second	degree Celsius per second	°C/s	X 0.556
		(°F/sec)			
Impact Energy	—	ft·lbf	joule	J	X 1.356
Kinematic Viscosity	—	centistokes (cSt)	metres squared per second	m <sup>2</sup> /s	X 1.0 x10 <sup>-6</sup>
Magnetic Induction	B	kilogauss (kG)	tesla	T	X 0.1
Particle Size	—	10 <sup>-3</sup> in.	micrometre	$\mu$ m	—
Powder Mass	—	pound (Ibm)	kilogram	kg	X 0.454
	—	ton	megagram	Mg	X 0.907
	—	ton	metric ton	t	X 0.907
Sintered Density	$\rho_s$	g/cm <sup>3</sup>	gram per cubic centimetre	g/cm <sup>3</sup>	—
Specific Surface	—	m <sup>2</sup> /g	square metre per gram	m <sup>2</sup> /g	—
Surface Finish	—	microinches	micrometre	$\mu$ m	X 0.0254
Tap Density	$\rho_t$	g/cm <sup>3</sup>	gram per cubic centimetre	g/cm <sup>3</sup>	—
Temperature	—	degree Fahrenheit (°F)	degree Celsius	°C	5/9 (°F -32)
Tensile Strength	—	10 <sup>3</sup> psi	megapascals	MPa	X 6.895
Thermal Conductivity	—	Btu·ft/(h·ft <sup>2</sup> ·°F)	watts per metre kelvin	W/(m·K)	X 1.731
Torque	—	lbf·ft	newton metres	N·m	X 1.356
Transverse Rupture Strength	—	10 <sup>3</sup> psi	megapascals	MPa	X 6.895
Yield Strength	—	10 <sup>3</sup> psi	megapascals	MPa	X 6.895
Young's Modulus	—	10 <sup>6</sup> psi	gigapascals	GPa	X 6.895

\* Example: 1 psi = 0.0069 MPa

If 100,000 psi, then MPa = 0.0069 X 100,000 = 690 MPa

The units in the left column have been designated as obsolete and should not be used in presentations and manuscripts. The correct SI equivalent units are in the right column

Obsolete Units		Value in SI Units
Name	Symbol	
ångström	Å	Å = 0.1 nm
Atmosphere (standard)	atm	atm = 101.325 kPa
bar	bar	bar = 100 kPa
micron		$\mu$ = $\mu$ m = 10 <sup>-6</sup> m
millimeter of mercury	mmHg	mmHg = 133.3 Pa
stokes	St	St = cm <sup>2</sup> /s = 10 <sup>-4</sup> m <sup>2</sup> /s
torr	Torr	Torr = 133.322 Pa