

SAE AEROSPACE CONTROL AND GUIDANCE SYSTEMS COMMITTEE

Speakers Information and Guidelines

Objective: The objective for the ACGSC is to provide a forum for timely and rapid information dissemination on significant topics in control, guidance, and related fields. These include but are not limited to system concept definition, design and analysis techniques, requirements and specifications, design and development, systems and vehicle integration, and systems operation and maintenance. The audience consists of government, academic, and industry representatives. To appeal to this diverse group, successful presentations typically focus on technology/theory application, implementation, and test, and results/lessons learned from that implementation and test. Results and lessons learned from unsuccessful implementations/test, and new concept implementation and test are also of high interest.

Atmosphere: The ACGSC maintains an informal atmosphere that encourages discussion and suggest that you plan an informal presentation that allows discussion during and after your talk. There are typically 40-60 people in the audience and they are accustomed to this informal discussion approach. You are welcome to use whatever graphic material you wish, but electronic presentations are the norm. An LCD projector, screen, and laptop will be provided. You may use your own laptop, or provide your electronic presentation to your session chairman if you do not bring a laptop. Other presentation media will be provided **upon request**. Please complete and return the Audiovisual Equipment Order Form if you need other presentation media. Request this form from your Subcommittee Chairperson. In fairness to the other speakers, please plan your presentation so that you finish and have time for questions within your allotted time.

Documentation: We would appreciate a “hand-out” to accompany your talk, but there is no specific format. It may be a formal technical paper, a summary narrative, or copies of your view graphs (**please, no more than 2 slides per printed page**). Please identify on a title page the meeting, location, dates, and authors. We request you bring 60 copies of the hand-out. We also request an electronic copy of your presentation to be posted on the ACGSC website. A brief abstract is also needed for inclusion in the meeting summary (one paragraph of about 250 words is adequate). **All speakers should submit an abstract of their presentation to their Subcommittee Chair or General Session Chair no later than 2 weeks before the meeting (electronic submission preferred).**

Public Release: It is the author’s responsibility to obtain the necessary public release for your presentation and paper. Be sure to **allow adequate time to obtain a release**. Our experience has shown it usually takes longer than you expect. Note that ACGSC meetings will have **international representation**.

Thanks for your participation!

ACGSC Chairman