**STEPS FOR PAPERS SUBMISSION TO ABM EVENTS**

Papers to the ABM events should be submitted and approved by the following steps:

**Step 1 – Paper Submission**
Paper should be submitted via event's site, during the period of call for paper.
- To supply the complete paper, author should choose the Knowledge Areas and then the Subject to which wants to send its contribution;
- The paper **must attend** to the Template indicated when choosing the Subject, beyond attending to the **standards for paper submission**;
- Provide full name and contact from all authors, as well as fill in, correctly, all fields of the submission system – **the information provided in this step, will be used to feed the event's schedule and the ABM Proceedings**. The contact author will be informed of the **registration confirmation** and the **paper code number** by e-mail.

**Step 2 – Paper Evaluation**
The Technical Committee will evaluate the papers, including its attendance to the submission standards and to the Template. The evaluation is done according to the **criteria** established by ABM. The responsible contact author will be informed about the definitive **approval of the paper for publication**. Possible additional solicitations or corrections will be informed by e-mail and, only in this case, authors will be able to send the complete paper again, by the system informed at the review solicitation. The papers presented in the event, that reach at least 70% of the maximum score, and who have at least one author that is an ABM member, will be able to compete for Technical Recognition Awards sponsored by ABM member companies.

**Step 3 – Presentation Submission (.ppt)**
For all events, **it is mandatory to send the oral presentation in ppt in advance to ABM**, following guidelines that will be sent to the contact authors, and the **slides must be in English**.

**Step 4 – Presentation and Publication**
Only **the presented papers** will integrate the event's proceedings, that will be sent, in future communication, to the participants of the event and the ABM members.

The paper must be presented by **one of the authors** listed in complete paper. The same presenter may only present a maximum of **02 papers per session of the same event**, and a maximum of **10 papers in all the technical sessions** of ABM Week.

Papers presented by people not listed in full paper will not be published in the ABM Proceedings, nor will they receive a certificate of presentation.

**Scientific-technological initiation papers submitted to ENEMET** must be presented by an **undergraduate student**, listed in full paper as author. In the event of non-compliance, without a strong justification having been sent to the ABM, the paper will not be eligible for awards and will not be published in the ABM Proceedings.

**Poster session papers that are not with the presenter at the stipulated time for presentation, will be considered as NO SHOW** (not presented) and will therefore not be published in the ABM Proceedings.