

Inviting Reviewers

The screenshot shows a Windows Internet Explorer browser window displaying the SAE MyTechZone login page. The address bar shows the URL <http://www.sae.org/servlets/techpapers/logout.do>. The page title is "SAE MyTechZone".

The main content area features a login form on the left and a central message box. The login form includes:

- SAE Login
- User Id:
- Password:
- Remember Me
- [Need a User ID and Password to Login?](#)
- [Forgot your Password?](#)
-

The central message box, titled "MyTechZone", contains the following text:

Welcome to the online SAE technical paper and session development tool - MyTechZone. This system is a tool for all of SAE's conference volunteers, including authors, co-authors, presenters, technical paper reviewers, technical session organizers, and activity chairs. You must log in (using your SAE website login) to access MyTechZone.

A red rectangular box highlights the URL www.sae.org/mytechzone in the text "Log in to www.sae.org/mytechzone". A red arrow points from this box to the "User Id" input field in the login form.

At the bottom of the page, there is a footer with the following text:

©2008 SAE International. All rights reserved. [Site Map](#)
[Copyright](#) | [Intellectual Property Policy](#)
[Contact Us](#) | [Our Privacy Policy](#)

The browser's status bar at the bottom shows "Done", "Trusted sites", "100%", and the time "8:15 PM".

SAE MyTechZone - Windows Internet Explorer

http://www.sae.org/servlets/techpapers/userHome.do

File Edit View Favorites Tools Help

SAE MyTechZone

SAE International SAE Home Contact Us | Help | Shopping Cart Hi, Nori Fought My Home

SAE MyTechZone

My Sessions

- Sessions / Papers
 - NVC
 - ANNUAL
 - CONVERGENCE
 - CVTA

My Tasks

- My Tasks

Event Search

Event Name: Search

% = wildcard

Quick Links

- My Reviewer Expertise
- Participant Resources
- Author Copies
- SAE Membership
- SAE Store
- Logout >

My Events & Sessions Expand All Collapse All

SAE 2011 Noise and Vibration Conference and Exhibition

[View Critical Deadline Dates](#)

NVC100	Structural Analysis: Engine / Powertrain / Driveline	View Session Description
NVC101	Intake / Exhaust	View Session Description
NVC102	Components / Accessories	View Session Description
NVC103	Driveline	View Session Description
NVC104	Diesel	View Session Description
NVC200	Body Structure / Chassis	View Session Description
NVC201	Brakes	View Session Description
NVC202	Tires	View Session Description
NVC203	Inflatable Restraint Deployment	View Session Description
NVC204	Buzz, Squeak and Rattle	View Session Description
NVC205	Interior Noise and Vibration Sources	View Session Description
NVC206	Mounts and Shock Absorbers	View Session Description
NVC207	Drive-By-Noise	View Session Description
NVC208	Windnoise and Aeroacoustics	View Session Description
NVC300	Materials	View Session Description
NVC301	Material Production and Part Fabrication	View Session Description
NVC302	Active Noise and Vibration	View Session Description
NVC400	Facilities	View Session Description
NVC401	Instrumentation Systems, Sensors and Methods	View Session Description
NVC402	Sound Source Identification	View Session Description
NVC500	Product Development Process	View Session Description
NVC501	Business Management Perspectives	View Session Description

Roles: Staff Rep

http://www.sae.org/servlets/techpapers/sessionHome.do?evtSchedGenNum=187817&evtName=NVC205&prodGrpCd=1

Trusted sites 100% 8:18 PM

Drill to the Session Home by one of two ways:

- 1) Left-nav panel
- 2) Center nav panel

SAE MyTechZone - Windows Internet Explorer

http://www.sae.org/servlets/techpapers/sessionHome.do?evt5chedGenNum=183772&evtName=AC600&prodGrpC

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My Sessions Refresh

- Sessions / Papers
 - NVC
 - ANNUAL
 - CONVERGENCE
 - CVTA

My Tasks

Event Search

Event Name: Search

%= wildcard

Quick Links

- My Reviewer Expertise
- Participant Resources
- Author Copies
- SAE Membership
- SAE Store
- Logout >

SAE 2011 World Congress & Exhibition >

Active Safety

AC600 Main Participants Reviewers Approval Email

Session Home Session Description

Accepted Abstracts/Papers View Pending Papers > View Other Papers >

Withdraw Reject Ordering Complete? Enable Session Ordering? Hide Titles and Authors

Move to Session ...

<input type="checkbox"/>	11AC-0007	Type: Written & Oral Presentation	Time: 00 PM
Scenario-based development tools for active safety systems. R.C.H. Bours, M. Tideman, TASS Review Ready Manuscript Submitted Reviews: 0 of 0 completed			
<input type="checkbox"/>	11AC-0018	Type: Written & Oral Presentation	Time: 00 PM
Issues Related to the Use and Design of a Backing Rear Cross Traffic Alert System M. Lucas Neurauter, Robert E. Llaneras, Virginia Polytechnic Inst. & State Univ.; Brian Li, Charles Green, General Motors LLC Review Ready Manuscript Submitted Reviews: 1 of 1 completed			
<input type="checkbox"/>	11AC-0022	Type: Written & Oral Presentation	Time: 00 PM
A Parametric Study for Optimizing Vehicle Dynamics Control Systems in Offset Impacts			

javascript:searchEvent()

Trusted sites 100% 8:05 PM

Session Home-
This is where you will see
all the accepted papers in
your session.

You can invite reviewers two ways:

- 1) Assign multiple reviewers to single papers at once. Click the paper number to get to the Paper Details page.
- 2) Assign a single reviewer to multiple papers at once. Go to page 9 of these instructions.

Invite individual reviewers to review individual papers

The screenshot shows the SAE MyTechZone web application in a Windows Internet Explorer browser. The main content area displays the details for paper 11NVC-0001, titled "Pulley Optimization for Improved Steering Pump Airborne Noise Performance". The interface includes a navigation menu with tabs for Main, Progress, Abstract, Participants, Submit Manuscript, Copyright Assignment, Reviewers, and Monitor. The "Reviewers" tab is highlighted with a red box and an arrow pointing to it from a text box that says "To assign reviewers to this paper Click on Reviewers Tab". Another red box labeled "Paper Details" points to the "Paper Details" section of the page, which contains the title, abstract, status, and participant information.

SAE MyTechZone - Windows Internet Explorer

SAE http://www.sae.org/servlets/techpapers/paperHome.do?evtSchedGenNum=188000&evtName=11NVC-0001&prod

File Edit View Favorites Tools Help

SAE MyTechZone

SAE International SAE Home Contact Us | Help | Shopping Cart Hi, Nori Fought My Home

My Sessions Refresh

- Sessions / Papers
 - INVC
 - ANNUAL
 - CONVERGENCE
 - CVTA

My Tasks

- My Tasks

Event Search

Event Name: Search

%= wildcard

Quick Links

- My Reviewer Expertise
- Participant Resources
- Author Copies
- SAE Membership
- SAE Store
- Logout >

SAE 2011 Noise and Vibration Conference and Exhibition > Body Structure / Chassis (NVC200) >

11NVC-0001 - Pulley Optimization for Improved Steering Pump Airborne Noise Performance

Main Progress Abstract Participants Submit Manuscript Copyright Assignment Reviewers Monitor

Email

Paper Details

Title: Pulley Optimization for Improved Steering Pump Airborne Noise Performance

Abstract: Show

Status: Abstract Accepted

Participants

Printed Program Format View

Christian Fernholz, Ronald Perri, David Watts, David Willmer, Jeff Williams, Ford Motor Company

Presentation

Type: Written & Oral Time: May 17 @

Presenter

To assign reviewers to this paper Click on Reviewers Tab

Paper Details

Sessions / Papers (/servlets/techpapers/userHome.do)

Trusted sites 100% 8:24 PM

Invite individual reviewers to review individual papers

The screenshot shows the SAE MyTechZone interface. The main content area is titled "11AC-0007 - Scenario-based development tools for active safety systems". Below this, there is a "Paper Reviewer Assignment Form" with the following sections:

- Add Reviewer to List:** Shows "3 Reviews Required".
- Add an Organizer as Reviewer:** Lists "Lind, Richard C." and "Shulman, Michael" with checkboxes. Below them is a button "Add Selected Organizers below>".
- Or Search for Reviewer:** Includes a "Reviewer Search Screen" button.
- Reviewer List:** A table with columns: Reviewer, Sent, Accepted for Review, Completed Review.

Reviewer	Sent	Accepted for Review	Completed Review
<input type="checkbox"/> Kanianthra, Joseph ()	11/01/2010		
<input checked="" type="checkbox"/> CC Self			

Below the Reviewer List is a "Send Email to Selected Reviewer(s)" section with a "Review Due Date" field and a text area for a message starting with "Hello,".

To assign an organizer to review, click the tick box to the left of the name and Click Add Selected Organizers below button

To assign someone who is not listed above, click the Reviewer Search Screen button/bar.

Invite individual reviewers to review individual papers

15PFL-0246 - NZO Emissions of Low Emission Vehicles

Main Progress Abstract Participants Submit Manuscript Copyright Assignment Reviewers Monitor

Email

Reviewer Search Form [Search Tips](#)

Find Specific Reviewer

Last Name:

AND at least one of the following:

First Initial:

Country/State:

Email:

Do not use email as one of the first review search criteria.

Specific Reviewer Search >

My Preferred Reviewer(s)

[Find My Preferred Reviewer\(s\)](#)

Industry Sector (Select at least one)

Aerospace Sector Automotive Sector Commercial Veh Sector

Find by Expertise -- Reviewer must have each expertise selected:

Technology [Instructions:](#)

- Bodies and Structures
- Chassis
- Design Engineering and Styling
- Electrical, Electronics and Avionics

Complete the last name field and **only one** of the following:

- 1) First initial
- 2) Country and state

Click the Specific Reviewer Search button

DO NOT SEARCH ON EMAIL UNLESS YOU ARE NOT ABLE TO FIND THE INDIVIDUAL.

Invite individual reviewers to review individual papers

The screenshot shows the SAE MyTechZone interface. The main content area displays the paper title "11AC-0007 - Scenario-based development tools for active safety systems." and a "Reviewer Search Results" section. The search results show one reviewer, Nori Fought, with a checked tick box to the left of their name. Below the reviewer's name is the "Assign Reviewers" button. A red box highlights the "Assign Reviewers" button and the reviewer's name "Nori Fought".

Reviewer Name	Reviewing	Reviewed	Location
<input checked="" type="checkbox"/> Nori Fought	19 currently	0 in past 6 months	Michigan, United States

Great! We have results.

Click the tick box to the left of the reviewer's name and click Assign Reviewers button.

Invite individual reviewers to review individual papers

The screenshot shows a web application interface with a navigation bar at the top containing buttons for 'Main', 'Progress', 'Abstract', 'Participants', 'Submit Manuscript', 'Reviewers', 'Monitor Reviews', and 'Email'. Below the navigation bar is a section titled 'Reviewer Search Results'. This section includes a 'Showing to of' label followed by links for 'FirstPage', 'Previous', 'Next', and 'LastPage'. There is a 'Select All' checkbox. A table lists search results, with one entry for 'aoerised@gmail.com'. This entry has a checkbox and three status indicators: 'Reviewing : currently', 'Reviewed : in past 6 months', and 'Reviewed : in past 7 years'. At the bottom of the search results area are two buttons: 'Assign Reviewers' and 'Back to Reviewer Search Screen'. A red arrow points from a text box on the right to the email address in the table.

Reviewer	Status
<input type="checkbox"/> aoerised@gmail.com	Reviewing : currently Reviewed : in past 6 months Reviewed : in past 7 years

If the reviewer is NOT in the SAE database, only the email address will return in the results.

SAE MyTechZone - Windows Internet Explorer

http://www.sae.org/servlets/techpapers/reviewPaperAssign.do?method=formView&evtSchedGenNum=178196&evtName=10B-0270&prodGrpCd=PPRES&prodCd=10B-

File Edit View Favorites Tools Help

Share Browser WebEx

SAE Session List : SAE Green Engi... SAE MyTechZone Intercall-Ford WebEx Enter...

My Tasks

- My Tasks
- Abstract Evals

Event Search

Event Name: [Search]

%= wildcard

Quick Links

- My Reviewer Expertise
- Participant Resources
- Author Copies
- SAE Membership
- SAE Store
- Logout >

Paper Reviewer Assignment Form

Add Reviewer to List 3 Reviews Required

Add an Organizer as Reviewer

Miller, P. Michael Chou, Clifford C.

Add Selected Organizers below >

Or Search for Reviewer

Reviewer Search Screen

Reviewer List

<input type="checkbox"/>	Reviewer	Sent	Accepted for Review	Completed Review
<input type="checkbox"/>	hkaleto@ngaresearch.com	12/14/2009		
<input type="checkbox"/>	Schuster, Peter (California Polytechnic State Univ)	10/29/2009		
<input type="checkbox"/>	paul.wilkowski@vcana.com	12/14/2009		
<input type="checkbox"/>	Sundararajan, Srinivasan (Ford Motor Co)	10/29/2009		
<input type="checkbox"/>	ymatsui@jari.or.jp	10/29/2009		
<input checked="" type="checkbox"/>	CC Self			

Send Email to Selected Reviewer(s)

Review Due Date: (if typing please use this format mm/dd/yyyy) (month/day/fullyear)

The date entered will be inserted in email with text "If possible, please complete by <date entered>."

Hello,

The following SAE Technical Paper offer(s) requires review:
10B-0270 : A Comprehensive Overview of the Pedestrian Protection Requirements and Test Methodology

Please accept or decline the task of reviewing the paper(s) here: www.sae.org/mytechzone. Once you're logged in, go to My Review Invitations and select the appropriate paper.

If you accept, you will be taken directly to the online evaluation form, and may access the manuscript directly. Your identity will be kept confidential at all times. Therefore, please give an open and honest review.

To review additional papers after the first, please click the Home button in the upper right hand corner of your MyTechZone workspace.

Send Email >

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Site Map

ANNUAL (/servlets/techpapers/userHome.do?mtgId=174509)

Trusted site

3:17 PM

Now you will prepare and send the invite letter to reviewers.
Click the tick box to the left of the reviewer you wish to assign

Review and modify (if necessary) the letter, add a due date if applicable using the calendar function and click Send Email button

Invite individual reviewers to review multiple papers at once

The screenshot shows the SAE MyTechZone web application in Internet Explorer. The browser address bar shows the URL: <http://www.sae.org/servlets/techpapers/sessionHome.do?evt5chedGenNum=183772&evtName=AC600&prodGrpC>. The page title is "SAE MyTechZone". The main content area is for the "SAE 2011 World Congress & Exhibition" under the "Active Safety" session. The "AC600" session has tabs for "Main", "Participants", "Reviewers", "Approval", and "Email". The "Reviewers" tab is selected and circled in red. Below the tabs, there is a "Session Home" link and a "Session Description" link. The main content area displays a list of "Accepted Abstracts/Papers" with columns for checkboxes, paper IDs, types, times, and review status. Three papers are listed:

Check	Paper ID	Type	Time	Review Status
<input type="checkbox"/>	11AC-0007	Written & Oral Presentation	00 PM	0 of 0 completed
<input type="checkbox"/>	11AC-0018	Written & Oral Presentation	00 PM	1 of 1 completed
<input type="checkbox"/>	11AC-0022	Written & Oral Presentation	00 PM	1 of 1 completed

Two red callout boxes are present. The first, at the top right, says "Session Home- This is where you will see all the accepted papers in your session." and points to the "Session Home" link. The second, at the bottom right, says "Click the Reviewers Tab" and points to the "Reviewers" tab.

Invite individual reviewers to review multiple papers at once

13PFL-0246 - NZO EMISSIONS OF LOW EMISSION VEHICLES

Main Progress Abstract Participants Submit Manuscript Copyright Assignment Reviewers Monitor

Email

Reviewer Search Form [Search Tips](#)

Find Specific Reviewer

Last Name:

AND at least one of the following:

First Initial:

Country/State:

Email:

Do not use email as one of the first review search criteria.

My Preferred Reviewer(s)

Industry Sector (Select at least one)

Aerospace Sector Automotive Sector Commercial Veh Sector

Find by Expertise -- Reviewer must have each expertise selected:

Technology [Instructions:](#)

- ▣ Bodies and Structures
- ▣ Chassis
- ▣ Design Engineering and Styling
- ▣ Electrical, Electronics and Avionics

Complete the last name field and **only one** of the following:

- 1) First initial
- 3) Country and state

Click the Specific Reviewer Search button

DO NOT SEARCH ON EMAIL UNLESS YOU ARE NOT ABLE TO FIND THE INDIVIDUAL.

Invite individual reviewers to review multiple papers at once

The screenshot shows the SAE MyTechZone interface in a Windows Internet Explorer browser. The page title is "SAE MyTechZone - Windows Internet Explorer" and the URL is "http://www.sae.org/servlets/techpapers/reviewerPoolSearchResult.do". The page content includes a navigation menu on the left with sections like "My Sessions", "My Tasks", "Event Search", and "Quick Links". The main content area displays "SAE 2011 Noise and Vibration Conference and Exhibition" and "Body Structure / Chassis". Below this, there are tabs for "Main", "Participants", "Reviewers", "Approval", and "Email". The "Reviewers" tab is active, showing "Reviewer Search Results" for "Nori Fought". A red arrow points to the "Assign" button in the reviewer list. A red box highlights the text "Great! We have results. Click the Assign button." in the bottom right corner.

SAE MyTechZone - Windows Internet Explorer
http://www.sae.org/servlets/techpapers/reviewerPoolSearchResult.do

SAE International SAE Home Contact Us | Help | Shopping Cart Hi, Nori Fought My Home

My Sessions Refresh
Sessions / Papers
NVC
ANNUAL
CONVERGENCE
CVTA

My Tasks
My Tasks

Event Search
Event Name: Search
%= wildcard

Quick Links
- My Reviewer Expertise
- Participant Resources
- Author Copies
- SAE Membership
- SAE Store
Logout >

SAE 2011 Noise and Vibration Conference and Exhibition >
Body Structure / Chassis
NVC200 Main Participants Reviewers Approval Email

Reviewer Search Results Return to Reviewer Search

*Denotes paper where manuscript hasn't been submitted(email will not be sent to reviewer, but reviewer will be assigned)

Showing 1 to 1 of 1 FirstPage Previous Next LastPage

Assign	Nori Fought	Reviewing : 19 currently	Michigan, United States
	SAE International	Reviewed : 0 in past 6 months	
		Reviewed : 30 in past 7 years	

Great! We have results.
Click the Assign button.

Sessions / Papers (/servlets/techpapers/userHome.do) Trusted sites 100% 8:43 PM

Invite individual reviewers to review multiple papers at once

SAE MyTechZone - Windows Internet Explorer

http://www.sae.org/servlets/techpapers/reviewerPoolSearchResult.do

File Edit View Favorites Tools Help

SAE MyTechZone

*Denotes paper where manuscript hasn't been submitted(email will not be sent to reviewer, but reviewer will be assigned)

Showing 1 to 1 of 1 [FirstPage](#) [Previous](#) [Next](#) [LastPage](#)

Hide	Nori Fought	Reviewing : 19 currently	Michigan, United States
	SAE International	Reviewed : 0 in past 6 months Reviewed : 30 in past 7 years	
<input type="checkbox"/>	* 11NVC-0119	Dispersion of test-based NVH characteristics at various trim levels	0 / 0
<input checked="" type="checkbox"/>	* 11NVC-0120	Element level optimisation in Nastran – application to NVH issues in vehicle body	0 / 0
<input type="checkbox"/>	* 11NVC-0221	Modeling the vibrations of and power flows in car body structures	0 / 0
<input checked="" type="checkbox"/>	* 11NVC-0259	ACOUSTOMIZE™ A Method to Evaluate Cavity Fillers NVH & Sealing Performance "Decibels per Dollar"	0 / 0
<input checked="" type="checkbox"/>	* 11NVC-0260	Analysis for vibration of Electric Power Steering System - Mechanism study and simulation model	0 / 0

Review Due Date : (Helping please use this format mm/dd/yyyy) (month/day/year)

Save And Send Reviewer Email

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Sessions / Papers (/servlets/techpapers/userHome.do)

- Click the tick box or boxes to the left of each paper as appropriate
- Click the Calendar button and indicate a due date for the review.
- Click Save and Send Reviewer Email

Invite individual reviewers to review multiple papers at once

Paper Reviewer Assignment Form
3 Reviews Required

Add Reviewer to List

Add an Organizer as Reviewer

Teng, Yu J. Lu, Yun
 Gu, Randy

Add Selected Organizers below >

Or Search for Reviewer
Reviewer Search Screen

<input type="checkbox"/>	Reviewer	Sent	Accepted for Review	Completed Review
<input type="checkbox"/>	<input checked="" type="checkbox"/> Murty, Pilaka (WTAMU)	10/14/2010	10/14/2010	
<input type="checkbox"/>	<input type="checkbox"/> Lee, Yung-Li (Chrysler Group LLC)	10/14/2010	10/14/2010	10/15/2010
<input type="checkbox"/>	<input checked="" type="checkbox"/> yingkuolee@sbcglobal.net	10/19/2010		
<input type="checkbox"/>	<input checked="" type="checkbox"/> Altenhof, William (Univ of Windsor)	10/14/2010	10/14/2010	
<input type="checkbox"/>	<input checked="" type="checkbox"/> Lev, Leonid (GM)	10/22/2010		
<input checked="" type="checkbox"/>	CC Self			

Send Email to Selected Reviewer(s)

Review Due Date : (If typing please use this format mm/dd/yyyy) (month/day/fullyear)

The date entered will be inserted in email with text "If possible, please complete by <date entered>."

Hello,

The following SAE Technical Paper offer(s) requires review:
11B-0010 : Application of Failure Plastic Strain to Quasi-Static Finite Element Analysis for Projection Weld and Strain-based Spot Weld Evaluation

Please accept or decline the task of reviewing the paper(s) here: www.sae.org/mytechzone.

You can confirm your multiple papers assigned to individual reviewers by drilling into a paper and clicking on the Reviewer tab. The Sent column in the Reviewer List will be populated.