

# **Presenting Author Agreement**

### SPEAKER'S RELEASE

If accepted,

- I understand that I will be required to register for the Congress no later than May 6, 2016, to confirm my acceptance and be included in the Congress Program and Proceedings and if I do not register by the deadline I will not be included.
- I understand that I will be responsible, at my cost, to attain the necessary travel documentation to enter Canada and will initiate any applications with sufficient time to meet the necessary deadlines.
- I will adhere to the deadlines presented to me upon receipt of a letter of acceptance.
- I understand that if I am unable to meet my obligations to present, that I will notify the Congress Management Office immediately in order to allow an opportunity for a replacement to be found.

## PRIVACY, DATA SECURITY AND LICENSE TO PUBLISH POLICY

The International Union of Theoretical and Applied Mechanics (IUTAM) respects your privacy and is committed to protecting the confidentiality of your personal information.

## How the ICTAM collects personal information

The IUTAM activities require the handling of personal information and hence the IUTAM collects personal information. This information may be collected from paper forms received through the postal services or by fax, or electronically through registration on the ICTAM 2016 Web Site.

The information may be provided by the individuals themselves or by third parties acting on behalf of individuals (e.g. an agent submitting a Paper).

The ways in which the IUTAM collects personal information are:

- When you register personal details when creating or updating your account
- When you, or someone on your behalf, submit proposals or content in connection with scientific sessions at the Congress (e.g. Abstracts & Paper submission)
- When an association affiliated to the IUTAM supplies the IUTAM with details of their Members' personal information

## What personal information is collected by the IUTAM

In order for your request, application, etc. to be processed, Title, First Name(s), Family Name(s), Full Postal Address, Email address must be provided. Other information may be requested to help identification (e.g. date of birth), to

contact you in case of need (telephone and fax), or to provide you with appropriate products and services (e.g. Travel Grants Programs).

The Profile page enables you to manage your personal information.

#### **Email addresses**

For your convenience and security, your email address is unique to you in the system and we do not permit more than one account per person to avoid confusion. This is to ensure that communications, which are sent to you personally, are not read by others, and that others do not gain access to the information in your account.

### **Disclosure of Information and Marketing**

The IUTAM complies with the Privacy Act 1980-81-82-83, c. 111, Sch. II "1" and takes all reasonable care to prevent any unauthorized access to your personal data.

We do not sell, trade, or rent your personal information to others. We may supply your information to our contractors to perform specific services (such as to the publishers to deliver ICTAM 2016 Proceedings). Otherwise, the IUTAM does not disclose personal information to any other person or organization without your consent.

### Right of access to your IUTAM information

You have the right to access, amend, and oppose the use of your personal data. You have direct control over the information in your personal profile. You can access and change this information at any time from your profile page.

If you want to know exactly what personal information the IUTAM holds on you, you can obtain it. If it transpires that the information is inaccurate, or you wish to oppose its use in future, the IUTAM will make the necessary amendments and confirm that these have been made.

#### **Data security**

To protect your information, the IUTAM uses an industry standard security protocol called Secure Sockets Layer (SSL) to encrypt the transmission of sensitive information between you and our website.

## **Use of Cookies**

Cookies are pieces of information that a website transfers to your computer's hard disk for record keeping purposes. They are small text files that a website can use to recognize repeat users and facilitate their ongoing access to, and use of, the site. They do not pose a threat to your system or files. You can set your computer to reject cookies. However, if you do choose to disable cookies, you will not be able to use the online services offered.

#### **External Links**

The IUTAM Web Site contains links to other websites. Please be aware that the IUTAM is not responsible for the privacy policies of other sites.

## **License to Publish Agreement**

By submitting your paper(s), subject to acceptance, you agree to the following Terms and Conditions:

License to Publish - Your paper(s) is /are being submitted to the National Research Council of Canada acting as the Management Office for the 24th International Congress of Theoretical and Applied Mechanics (ICTAM 2016). In consideration of publication of your paper(s) by the International Congress of Theoretical and Applied Mechanics 2016 Management Office, you as the holder of the Copyright, hereafter called the "Owner" (the Author(s) or other owner of the copyright) hereby grant to the International Congress of Theoretical and Applied Mechanics a non-exclusive royalty-free, worldwide license for the full period of the copyright in the paper(s) in each applicable jurisdiction to publish, reproduce or authorize others to use or post the paper(s) and distribute in all forms, formats and media the compendium of scientific peer-reviewed matter for the International Union of Theoretical and Applied Mechanics.

You, as Owner or on behalf of the Owner, declare that:

You are authorized by all the author(s) to enter in this agreement;

The paper(s) is the original of the Author(s), no part of the paper(s) is copied from any other source;

All required permissions have been obtained for any material used from copyrighted works of other persons;

The paper(s) will not be submitted for publication other than for the 24th International Congress of Theoretical and Applied Mechanics;

The exercise of rights granted under this license will not infringe the copyright of any person or result in any breach of confidentiality or breach of any contract or of any law.

The Owner agrees to indemnify the International 24th International Congress of Theoretical and Applied Mechanics against all losses, costs and expenses (including legal costs and expenses) arising from any claims made against the 24th International Congress of Theoretical and Applied Mechanics by third parties as a consequence of breach of the Owner's above warranty.

This license sets forth the understanding of the parties and supersedes all prior understandings and written agreements relating to the subject of this licence.

#### **Your Comments**

If you any further questions about our Privacy, Security or License to Publish Policies or its implementation, or if you believe that we have not adhered to the principles stated in this Policy, please contact us by <a href="mailto:emailt