Preliminary Call for Proposals
Human Factors and Ergonomics Society 48th Annual Meeting
New Orleans, Louisiana • September 20–24, 2004

Barrett Caldwell, Chair, Technical Program Committee

The 48th Annual Meeting of the Human Factors and Ergonomics Society offers opportunities for participants to submit creative proposals for program materials of all kinds. Proposals are welcome from HFES members and nonmembers. New formats for presenting human factors efforts are also encouraged. Participants are invited to present proposals that will include case studies, debates, demonstrations, competitive product designs, videotapes, new methodologies, on-site experiments, and posters. Although traditional lecture and panel sessions will be the core of the program, innovative formats are especially welcome.

The meeting will be held at the Sheraton New Orleans Hotel, New Orleans, Louisiana. The Call for Proposals will be distributed to the membership in November 2003 and posted at the HFES Web site (http://hfes.org). This early announcement’s purpose is to stimulate your interest in advance of the formal solicitation.

Most of the sessions will be organized by the Society’s technical groups. The Call for Proposals will include the names of program chairs for each of these groups. In addition, you will have the opportunity to submit proposals to the chairs of General Sessions, Workshops, and Special Sessions.

On-line submission and review will be available to expedite the review process. Authors whose proposals are accepted will be encouraged to submit a five-page proceedings paper.

Key Dates
Proposals of all presentation types (lecture, panel, symposium, demonstration, workshop, seminar, alternative format, debate, poster, etc.) are due FEBRUARY 9, 2004. Acceptance notification will be sent in late March.

Submitting Proposals
Detailed instructions for submission materials will be included in the Call for Proposals. Proposals should be submitted to one program chair only; do not send duplicate proposals to different chairs. All research and analyses described in your proposal must be complete at the time the proposal is submitted.

Visual aids used during presentations at the annual meeting will be expected to conform to written guidance that will be included with the proceedings paper instruction kit. Computers and computer projectors will be provided for displaying PowerPoint and other electronic visual aids.

Workshops
Workshops emphasize how-to, hands-on instruction and may be offered for continuing education credit in three- or six-hour sessions. Of particular interest are advanced-level workshops dealing with applications of human factors to design, state-of-the-art multimedia (hands-on) hardware and software, training techniques (including team training, visual performance, and/or display techniques), the use of theories and models in human factors, adaptive design for special populations, psychophysiology, and mathematical modeling techniques.

Decisions on final acceptance will be made after receipt of all course materials in acceptable and presentable form by the Workshops chair. Underenrolled workshops are subject to cancellation at the sole discretion of HFES.

An honorarium of $500 is paid for each three-hour workshop and $1,000 for full-day workshops, to be divided among the instructors. Continuing Education Units are provided by North Carolina State University. The Society provides copies of handouts required for the workshop.

Posters
Poster sessions are intended for presenters who desire a more intimate and interactive relationship with the audience and/or wish to give a more detailed presentation than can be accommodated in conventional lecture sessions. Posters are on display for half a day and provide the entire 1-1/2-hour period for your presentation.

Proposals for work that has not been completed by the proposal due date will not be considered.

Student Forum Sessions
HFES encourages proposals geared toward students. Past sessions include presentations on skills for transitioning from school...
Invitation for Fellow Nominations

The Human Factors and Ergonomics Society’s Fellows Selection Committee hereby invites nominations for Fellows and Honorary Fellows of the Society to be elected in 2004. “Fellow” is a special class of Society membership, as established in the Bylaws, Article I, Section 4.

Election to Fellow status is an honor conferred by distinguished colleagues to recognize outstanding achievement, consistently superior professional performance, exceptional contributions, personal service to the Society, and other meritorious accomplishments by Society Members. For Honorary Fellows, there is no criterion of service to the Society. Any voting Member of the Society in good standing (except members of the Fellows Selection Committee) may initiate a nomination by completing the nomination forms for Fellow. No limitation is placed on the number of times a Member may be nominated for election to Fellow or Honorary Fellow.

Prospective nominating Members should carefully review the rules and regulations for Fellow designation and the guide for preparing the contribution statement for nomination of HFES Fellows prior to initiating the process. These documents will be included in the nomination package provided to nominating members.

The nominating member initiating the nomination must solicit recommendations from three other Full Members who are willing to provide written recommendations in support of the candidate. The meritorious contributions of the nominee on which the nomination is based must be detailed in the nomination form and must be supported by evidentiary documentation and included with the package.

The Fellow Nomination Package, including instructions, nomination and recommendation forms, and supporting information, may be obtained from HFES, P.O. Box 1369, Santa Monica, CA 90406-1369, carlos@hfes.org. The completed nomination package (nomination form, recommendation form, nominee’s vitae or résumé, and supporting documentation) must be received by the Fellows Selection Committee at HFES headquarters on or before February 2, 2004. Nominations approved by at least two-thirds of the Fellows Selection Committee and a majority of the full Executive Council will be recommended for approval to all Fellows by mail ballot.

Update Your Profile

Please update your contact and professional information by visiting the On-line Member Directory at http://hfes.org. You may log in with your last name and member ID number or personal password (see below). You can also call HFES headquarters at 310/394-1811.

HFES announcements and most TG newsletters are sent to members via e-mail. If you are not receiving this information, it may be that we don’t have an e-mail address for you. Please add an e-mail address to your member profile or update an old e-mail address.

Members: Create Your Own Password!

The Members-Only area of the HFES Web site (http://hfes.org) can now be accessed with user-customizable passwords.

Formerly the log-in process required members to locate and enter their HFES membership ID code. Now you can create your own password to view or search the Member Directory, Consultants Directory, or Placement Service. If you enter a password that is already taken, the system will prompt you to create a new one. Be sure to keep your password handy (but secure!). If you forget your new password, simply ask for a reminder by clicking the link “Need your password?” located at the bottom of the log-in page.

Support the HFES Book Drive

By Raegan Hoeft, Book Drive Chair

It’s that time of year again! The HFES International Book Drive continues to thrive and assist universities and libraries around the globe through donations of publications. The HFES University of Central Florida Student Chapter invites donations for the book drive. UCF has been responsible for collecting, cataloging, and mailing donated references since January 2000. Since that time, more than 2000 books, journals, and proceedings have been donated to institutions in more than 15 developing nations. We are pleased with the success of this effort and look forward to continuing this year.

If you are interested in making a book donation to support professionals and students around the world, please search your personal library and send your materials to Raegan Hoeft, 12424 Research Parkway, Suite 408, Orlando, FL 32826; 407/384-2090, hoeft2@hotmail.com.

HFES Welcomes New Members

The following individuals joined the Society between June and August. Their membership applications are subject to final ratification by the HFES Executive Council its next meeting.
National Ergonomics Month Is Here!

By Karen R. Young, Haydee M. Cuevas, & Ronald G. Shapiro

In the August issue of the HFES Bulletin, we introduced you to National Ergonomics Month (NEM). Recall that the goal of NEM is to educate and promote human factors/ergonomics through four major efforts: (a) media outreach, (b) corporate and government outreach; (c) school outreach, and (d) student membership outreach. We hope you’ve been thinking about how you can participate in NEM and have some ideas about what you can do, because NEM is now upon us! Visit the new NEM Web page at http://hfes.org.

Creating Your NEM Action Plan

As you develop your NEM action plan, consider the following guidelines. First, review the suggestions we presented in the September issue. Second, consider whether you wish to work as an individual, team up with colleagues, or work with your student or local chapter. Third, you may wish to focus on only one of the outreach efforts listed above, particularly if you’re just getting started. For example, visiting one school this month would have a significant impact on school outreach.

Fourth, learn about what our HFES local and student chapters are doing for NEM. The NEW England Chapter has already adopted an impressive outreach plan (see pages 6–7 in the August issue for an article by chapter president Fayona Meyerovitz). The Old Dominion University Student Chapter, under the leadership of Chapter President Ellen Carpenter, has entered that university’s Safety Slogan campaign and plans to deliver the presentation entitled “Games to Explain Human Factors” during school visits.

Tools for Executing Your NEM Action Plan

The NEM Committee has worked hard to develop tools to help you execute your plan. For those interested in school outreach, materials will soon be available, including a package that provides guidance on how to contact schools, sample letters to principals and teachers, and sample presentations to give at the school. The NEM Committee wishes to thank Christina Mendat for creating the school contact procedures package, Jennifer Kremer and Cindy Lu for their development of the NEM Web site, and Lois Smith for her tireless efforts in the development and coordination of many NEM activities.

With regard to media outreach, we are planning a training session for the 2004 Annual Meeting in New Orleans. Make attending this session part of your personal NEM action plan and learn about tools you will need to implement the other aspects of your plan.

NEM Efforts Beyond October

When October 31st arrives, your efforts to promote the profession should not stop. We need to take advantage of the “teachable moment” whenever it occurs (even if it’s not in October), whether via an interview with the press after an accident, at a student career day, or in a company meeting. Be sure to let the NEM Committee know about all of your great ideas and your NEM activities so that we may share this information with everyone (send a note to Ron Shapiro, rshapiro@us.ibm.com). Remember that being stewards of human factors/ergonomics will translate into more numerous and higher-quality job opportunities for our profession as well as the betterment of society as a whole.
Laboratory Report

University of Virginia
HCI Lab Projects

By Stephanie Guerlain

The University of Virginia’s Human-Computer Interaction Lab (www.sys.virginia.edu/hci) is carrying out a study funded by the National Science Foundation and National Patient Safety Foundation on cognitive engineering of surgical work processes. The goal of this research is to improve patient and worker safety in the operating room by reducing or mitigating adverse events.

Work has focused on the development of a team observation and scoring software – available for download from our Web site – which we have used to measure teamwork in the operating room. Interventions such as the use of checklists and training operating teams on crew resource management skills have been investigated. A video-based training system has been developed to train the anatomy recognition skills required during laparoscopic surgery. We have used data mining techniques to determine the key factors affecting surgical patient mortality.

The lab has also been working on a project involving decision support for future naval capability, funded by the Naval Surface Warfare Center, Dahlgren Division. The goal is to determine the staffing requirements and to develop good user interface designs for supervisory control of retargetable missiles. We have developed human-in-the-loop testbeds for a single-operator workstation and will soon examine team performance using a multiworkstation environment.

A third project, funded through a university biotechnology training grant (through the National Science Foundation), focuses on visualizing protein sequence matches. The goal of this project is to develop near-optimal sequence alignments and to support biologists conducting protein research to find the most appropriate sequence alignment. A visualization tool was developed and is accessible at the HCI Lab’s Web site, www.sys.virginia.edu/hci.

In the News

William R. Brough, president, Washington Ergonomics, Inc., wrote an article titled “Defining Effective Ergonomics Not That Simple” for the July 2003 issue of Safety + Health. In the article he argues that the effectiveness of an ergonomics program may depend on “who you are and what your definition of effective ergonomics might be.” He thinks that an effective ergonomics process creates optimum human performance that generates maximum production and quality while eliminating excessive fatigue, pain, or injury.

David F. Dinges was featured in the article “NINR Sleep Research Means Wake-Up Call for Policy” in the American Psychological Society’s Observer (Vol. 16, No. 7, July 2003). His research – funded by the National Institute of Nursing Research – on the impact of chronic sleep deprivation on cognitive performance is being applied to work rules for truck drivers, airline pilots, astronauts, and medical interns. The Department of Transportation, National Transportation Safety Board, Air Force, NASA, and other government agencies are using his data to change policy.

In “Developing Effective Warnings for the Workplace” (Occupational Health & Safety, June 2003), Deane B. Cheatham, Eric F. Shaver, and Michael S. Wogalter described guidelines for the design of effective warnings as developed from research and standards (ANSI Z535, 2002).
EID Invites Your Submission!

Ergonomics in Design welcomes articles that inform readers about how human factors/ergonomics research and methods are applied to improve the design and functioning of any system, tool, environment, or product with which people interact. Articles can be up to 3000 words in length and undergo peer review by the editor and members of the Editorial Board. Authors are encouraged to provide illustrative materials (photos, drawings, graphs, tables) to support the text.

Review criteria for article selection include the following: Is the article based on applied human factors design work or design process? Did a real product, service, or system result from this work? Is it a real business case study? Could readers use the thoughts, tools, and practical results of the article to convince a client or non-human factors manager to apply human factors principles to a product or system development project? Does the article provide readers with valuable and accessible tools they could use in the real-time practice of human factors (e.g., concept analysis, design, test and evaluation, training, etc.)?

To submit an article for consideration in Ergonomics in Design, send a digital file with a paper copy backup to the editor in care of HFES, P.O. Box 1369, Santa Monica, CA 90406-1369 USA; fax 310/394-2410, lois@hfes.org.

ITEA Technology Review

The International Test and Evaluation Association Technology Review will be held June 7–10, 2004, at the Hyatt Regency Hotel and Conference Center in Monterey, California. The Technology Review provides a focused forum to network with scientists, technologists, engineers, and investment managers from across the Department of Defense. Proposal are invited on the following test technology topics: modeling and simulation, information systems, software, homeland security, human performance, and others (download the brochure at www.itea.org, go to “Events”). All papers must be cleared for public release.

Abstracts are due November 14, 2003. Submit abstracts electronically to Al Sciarretta, asciarretta@unconventional-inc.com, 703/517-2143.

SID ’04

The Society for Information Display’s 2004 International Symposium, Seminar, and Exhibition will take place May 23–28 at the Washington State Convention and Trade Center in Seattle, Washington. Proposals are invited in the areas of practical aspects of display technology (design and testing of displays); all aspects of vision, perception, and human factors as they apply to the design, image quality, and usability of all types of visual display systems; display measurement; and novel integration of displays into specialized devices.

The deadline for submitting an abstract and summary is December 1, 2003. Late-news papers may be submitted up to January 23, 2004. Send submissions via e-mail or on disc to Bill Klein (SID ‘04), Palisades Convention Management, Inc., 411 Lafayette St., 2nd Floor, New York, NY 10003; 212/460-8090 x 204, fax 212/460-5460, abstracts@sid.org.


★ Indicates new listing.
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