



CALL FOR PRESENTATIONS

ACEC/MN Building Engineering and Construction Conference
Earle Brown Heritage Center, Brooklyn Park, MN
October 18, 2016

INVITATION TO PROSPECTIVE PRESENTERS:

Share your special knowledge and expertise at the **ACEC/MN Building Engineering and Construction Conference**, being held at Earle Brown Heritage Center, Brooklyn Park, MN on October 18, 2016. This program features three thematic tracks and a broad A/E/C industry audience. The conference focuses on engineering business management, including emerging or expanding markets, creative leadership, new technologies and unique solutions developed by practitioners and facility/infrastructure owners.

Due date is Monday, July 1, 2016

SUBMISSION GUIDELINES AND PROPOSAL EVALUATIONS

Building Engineering and Construction Conference Planning Committee, which is responsible for conference content will give priority to presentations that support business growth and business practices of A/E/C firms. ACEC is seeking **50 minute** presentations in three different tracks/curriculum areas:

- 1. Emerging Technologies/Design**
- 2. Design/Construction Processes and Project Management**
- 3. Design/Construction Markets/Risk Management/Contracts**

SUBMISSION REQUIREMENTS:

Please provide the following:

- 1. Session Title** - The title must reflect the primary content of the session
- 2. Session Practical Outcomes** – Describe what an attendee will know, understand or be able to do as a result of attending this session.
- 3. Session Speakers** - The interest and availability of all presenters must be *confirmed* in advance, and you must identify these individuals in your submission.
- 4. Session Abstract** – Provide a summary of the presentation contents. Must be no more than 75 words (excluding presenter names).
- 5. Deadline** – July 1, 2016. Submissions received after that date will be moved to a second tier and considered only if there are open slots after Tier One submissions have been considered.

SELECTION CRITERIA

Selection criteria include the clarity of the proposal; strength of the learning objectives; relevance of the topic to A/E/C professionals and building owners; motivational and practical value; and inclusion of facility/infrastructure owners as presenters in the session. Presentations are expected to make significant contributions to the professional dialogue and development of attendees' skills. Presenters may not market particular products or services.

EXPECTATIONS

- Only proposals that include valid business outcomes will be considered.
- Submit no more than two proposals per speaker.
- Agree to provide a PowerPoint presentation on your topic for distribution electronically to attendees after the conference. (this applies only if your proposal is selected).
- Make no substantive changes in content, or of presenters, without prior approval.

BENEFITS OF PRESENTING

- Complimentary registration to the conference for presenters.
- Session summary and PowerPoint presentation will be posted online and available to attendees.
- Expanding your business networking contacts and providing further opportunities for public speaking to a broad A/E/C industry audience, allowing you to demonstrate your specialty knowledge and expertise.

Please Note: ACEC/MN does not reimburse presenters for any of their expenses related to presentations at the Building Engineering and Construction Conference.

PROPOSAL SUBMISSION

If you have any questions, contact David Oxley at (952) 593-5533 or email doxley@acecmn.org. Proposals must be received by July 1, 2016, 5:00 p.m. CST.

Due date is Friday, July 1, 2016.

TIME LINE:

July 1, 2016	Proposals due to ACEC/MN by 5:00 p.m. Central time
August 2016	Notification sent to Prospective Speakers
October 18, 2016	ACEC/MN Building Engineering and Construction Conference Earle Brown Heritage Center Brooklyn Park, MN