NCMA World Congress 2016 Presentation Submission

Please be sure to have all of the specified information ready to go before completing this form as you will not be able to log back in and make changes.

Terms & Conditions  Presenter Information  Co-Presenter Information  Presentation Information  Presentation Benefits  Presentation Style

Submission & Selection Information

The goal of NCMA’s World Congress breakout sessions is to meet the educational needs of a broad diversity of contract management professionals. The event draws approximately 1600 attendees, the majority of whom are contract management professionals employed by the government (35%), government contractors (37%), commercial businesses (17%), professional services (9%), and academia (2%). Attendee experience levels range from new professionals to senior procurement executives and vice presidents.

We are looking for content leaders who can provide timely, meaningful, and thought-provoking content to engage attendees in critical thinking and discussion.

The goal for World Congress 2016 is to provide education and training for all levels of contract management professionals in alignment to the technical, business, and professional competencies as outlined in the Contract Management Body of Knowledge (CMBOK), Defense Acquisition Workforce Improvement Act (DAWIA), and Federal Acquisition Certification in Contracting (FAC–C). Our evaluation feedback from World Congress 2015 noted that our attendees want more interactive and discussion-based sessions and sessions that provide a greater wealth of in-depth information and practical takeaways.

Those interested in presenting a breakout session must complete this online form no later than January 21, 2016. NCMA’s education committee will review abstract submissions and announce selections via e-mail by February 18, 2016.

Selections will be made by NCMA based on (1) relevance and importance of the topic; (2) past performance of the speaker and/or presentation benefits and style; and (3) session’s alignment to the technical, business, and professional competencies as outlined in CMBOK, DAWIA, and FAC–C.

1. Pre-Award (CMBOK 1.0)
   A. Legislative and Regulatory Updates
   B. Commercial Contracting Practices and Authorities
   C. Contract Ethics and Conflicts of Interest
   D. Small Business Programs

2. Acquisition Planning and Strategy (CMBOK 2.0)
   E. Cost and Price Analysis
   F. Negotiation and Alternative Dispute Principal Strategies
   G. Source Selection Policies and Best Practices

3. Post-Award (CMBOK 3.0)
   H. Contract Performance and Administration
   I. Subcontract Management
   J. Contract Disputes, Suspension, Terminations and Debarment

4. Specialized Knowledge Areas (CMBOK 4.0)
   K. Information Technology
   L. Cyber Security
   M. Cloud Computing

5. Business (CMBOK 5.0)
   N. Human Capital Program/Project Management/Human Relations/Communication Skills/Leadership Skills/Risk Assessment and Mitigation
   O. Business and Proposal Development

6. Acquisition Innovation
   P. Case Studies

Presentation Information

Speaker Registration & Expenses: Presenters and co–presenters (up to three presenters per session maximum) are provided complimentary admission for the day of their presentation. It is important that you make us aware of any co–presenters prior to your arrival at the event site to ensure that they are included in event promotional materials and that we properly set up your room and all required A/V equipment to accommodate your presentation. Should you choose to stay for the entire event, we are happy to offer a prorated speaker registration fee of $200.00 for each additional day you attend and are not speaking. Please be mindful that registration does not include travel, lodging, personal expenses, or special events. Also, NCMA does not provide honoraria for session presentations.

Presentations: Please note that you must use the official NCMA World Congress 2016 Microsoft PowerPoint template when presenting your presentation. All
presentations must be submitted by e-mail prior to the event. Please ensure that you obtain necessary approvals by employers prior to submitting your presentation.

Session Length: Each breakout session will be 75 minutes long, including 60 minutes presentation and 15 minutes for a question-and-answer period. NCMA may accept presentations that require two consecutive breakout sessions, please request this in your submission.

General Speaker Expectations: NCMA expects speakers to adhere to the timing as listed in the event agenda, to provide a quality session, and to be respectful of all participants and their views. NCMA forbids you from selling, promoting, or endorsing any products and/or services within your presentation. You may mention products or services, but further promotion is prohibited. NCMA members are traditionally vocal in their displeasure with sessions that appear to be sales presentations or promotions. Any speaker who chooses to make a pitch during their presentation will not be selected to speak at any future NCMA educational events. One or two slides discussing your background, the organization you work for, and what your position entails is sufficient to set the context for your presentation.

Deadline & Procedures
January 21, 2016:
All presentation proposals must be received online.

February 18, 2016
Notification of proposal selections by e-mail.

Please indicate that you understand these terms. *

☐ I have read and agree to the information, deadlines, and procedures as outlined above.
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Presenter Information:
Please provide the following information for the lead presenter.

Prefix:

First Name: *

Middle Initial:

Last Name: *

Professional Designations:

Organization: *

Job Title: *

Address: *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Phone Number:
XXX–XXX–XXXX *

E-mail Address: *

Biography: *
**Co-Presenter Information:**

Please provide the following information for session co-presenter(s).

**Full Name (Co-Presenter 1):**
Example – Dr. John A. Doe, CPCM, Fellow

**Organization (Co-Presenter 1):**

**Job Title (Co-Presenter 1):**

**Phone Number (Co-Presenter 1):**
XXX-XXX-XXX

**E-mail Address (Co-Presenter 1):**

**Full Name (Co-Presenter 2):**
Example – Dr. John A. Doe, CPCM, Fellow

**Job Title (Co-Presenter 2):**

**Organization (Co-Presenter 2):**

**Phone Number (Co-Presenter 2):**
XXX-XXX-XXX

**E-mail Address (Co-Presenter 2):**
## Presentation Information

Please provide the following information for your proposed session.

### Track Category:
- Please Choose One

### Presentation Title:
- Maximum Allowed: 75 characters.    Currently Used: 0 characters.

### Brief Presentation Abstract:

### Full Presentation Abstract:

### Level of Difficulty:
- Please Choose One

### Intended Audience:
- Government

Please elaborate how this session is designed for the type of contract management professional indicated above:

Please explain how this session will meet the needs of the audience(s) you've specified.

### Primary CMBOK Knowledge Area:
- View CMBOK Competencies Matrix
- Please Choose One
Secondary CMBOK Knowledge Area:

Please Choose One
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Presentation Benefits:
Please provide the following information to give us a better understanding of how attendees would benefit from your presentation.

Key Takeaways:
Specify what attendees will glean from the session to enhance/support them personally and/or professionally.

Takeaway 1: *
Maximum Allowed: 75 characters. Currently Used: 0 characters.
Takeaways should be brief learning objectives.

Takeaway 2: *
Maximum Allowed: 75 characters. Currently Used: 0 characters.
Takeaways should be brief learning objectives.

Takeaway 3: *
Maximum Allowed: 75 characters. Currently Used: 0 characters.
Takeaways should be brief learning objectives.
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Please be sure to have all of the specified information ready to go before completing this form as you will not be able to log back in and make changes.

**Presentation Style:**
Please provide the following information to give us a better understanding of your presentation style.

**Using specific detail, please describe the flow of your session:**
We have received feedback on previous conference evaluations that attendees want to better know what to expect from each session. Things to consider:

- Will the attendees be spending the majority of the session “doing the work” by having table conversations — or perhaps will they be spending the majority of the time just listening?

- Will this be a “comfort zone” session or a “stretch session?”

- The event needs the right balance of sessions, so please clearly outline how much or how little attendees will be required to participate. *

Maximum Allowed: 250 characters.  
Currently Used: 0 characters.

**Please discuss how are you going to keep the energy level up in the room:**
While you are the content leader for this proposed session, we recognize there is a great deal of knowledge among the attendees. As such, how will you engage the participants and allow them to network, connect, and learn from one another? *

Maximum Allowed: 250 characters.  
Currently Used: 0 characters.

NCMA is incorporating a track of interactive sessions into our programming. Sessions declared interactive will encourage attendee participation with interactive room sets. These room sets will not have standard PowerPoints and presenters will be required to roam the room. Could your session be tailored to fit this format? *

- Yes please consider my session
- No

Please discuss how your session could fit into the interactive format above. If you answered no, please answer NA. *