Abstract Submission Guidelines & Worksheet

MainTrain is the annual conference of PEMAC Asset Management Association of Canada. PEMAC invites you to connect with industries' top decision makers at Canada's largest annual peer-developed maintenance, reliability, and asset management hybrid online and in person conference and trade show. MainTrain 2024 promotes its three-day conference, featuring numerous speakers, seminars, workshops exhibits and an award ceremony.

Contact Ghaz Marinho to be a part of this popular event:

events@pemac.org | 1 (905) 823-7255 x4 | MainTrain.ca

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Table Of Contents

Important Dates

January 18	Call for Abstracts Open
May 15	Call for Abstracts Closed & MainTrain Review Committee scores abstracts
May 27	Selected presenters are invited to submit PowerPoint and speaker notes
July 28	Draft PowerPoint and ~2000 (approx. 4 pages) submitted by presenters
August 15	Committee conducts final review of presentations and presenters are notified of any suggested changes
Sept 1	All final PowerPoint and ~2000 (approx. 4 pages) submitted by presenters
Sept 6	Mandatory Speaker Orientation
September 3-19	Pre-Conference Online Presentations
September 23-25	Live MainTrain Conference
October 1 & 3	Post-Conference Online Presentations
December 31	Virtual Access Closes

Abstract Submission Process

1. Become a member **-or-** Register as a Content Submitter
2. Log in
3. Use the Worksheet below to draft abstracts then copy and paste to the online form. The online form has a time limit, therefore this way you will not lose your work
4. Submit your abstract (As many as you like)

Evaluation Process

Seeking A Balance Between

- Subject areas
- Location Regions
- Industries
- Years of Professional Experience (All ranges)
- Organization's Asset Management Maturity Levels
- Diversity Representation

Abstracts which show the following will be evaluated higher

- Subject is relevant to Maintenance, Reliability or Asset Management
- Presentation objectives are clearly defined
- Based on actual work or instructional and gives information about a theory, knowledge framework or solution without significant reference to a specific applied case
- Learnings can be applied across all industries
- Content will provide new or additional value
- Speaker reputation and experience will be considered, however speaking at a public event is not a prerequisite
- First-time presenters will be prioritized for a certain number of spots to encourage the development of speaking experience among our members
- French presentations
- Diversity of speakers are highly considered

Additional Information

- Chosen abstracts will have the opportunity to attend the conference at a reduced rate
- Presenters must refrain from being commercial in nature with their presentations
- More than one abstract with a different topic can be submitted by each presenter

Subject Areas

PEMAC educational programs, certifications and events are defined by, and aligned to two subject outlines, which could be thought of as two different lenses on the overall life of assets:

1. The "**Asset Management**" lens is made up of the 6 subject groups and the 39 subjects of the GFMAM Asset Management Landscape (listed on page 12 of this document)
2. The "**Maintenance Management**" lens is made up of 10 subject groups and the 56 subjects of the PEMAC Maintenance Management Framework which has been based on the GFMAM Maintenance Management Framework

An overview of the subject areas and the relationships between them can be found in the Knowledge tab of the PEMAC website. Many categorized examples of past presentations are available in the Shared Learning Library. Appendix 1 of this document shows an example of a presentation for each subject from past Conferences.

Benefits Of Presenting

1. **Connect** with your industry peers through promotion, program, and the conference platform
2. **Learn** from delegates on what is being asked in your industry through the question-and-answer period of your presentation
3. **Contribute** to the advancement and education of attendees by showcasing your work, lessons learned, success stories, results, and expertise
4. **Receive** a discounted rate to attend the MainTrain Conference & certificate of presentation

New Presenters

PEMAC knows that many of our members are doing some great things at their organization. We encourage you to share those stories, even if you are not accustomed to presenting. If you are new to presenting let us know in your abstract and describe how you will prepare. For example, we encourage you to find a mentor to help you develop and practice your presentation. In addition, you can book a time with Ghaz Marinho at events@pemac.org where you can practice your presentation. We will also host a mandatory speaker orientation in the weeks before the conference.

Diversity and Inclusion

We strive to recognize diverse talent and are committed to supporting the development and contribution of individuals from typically underrepresented groups. PEMAC is committed to including a wide range of talent with unique perspectives in their asset and maintenance journeys. Complex problems need diverse approaches to solve the emerging and persistent maintenance, reliability and asset management challenges faced by organizations and society at large. MainTrain is an opportunity to have diverse speakers present to counter "groupthink" and deliver insights that engage delegates and enhance the collective learning that will power solutions and a commitment to excellence in maintenance, reliability, and asset management.

Practitioner Presenters

The challenge of developing and giving a presentation to share what you have learned from your practice is a very rich learning experience. Committing to present forces you to undertake some important work that may have been on your list, but you haven't gotten around to. For example, it might motivate you to engage your team to clarify and pull together information that summarizes concisely what the team has set out to do on a particular improvement initiative and to review what the results have been. You will be able to use that information to present internally and to drive further improvement as well. You will learn even more as you get feedback from the audience as you begin to form connections with those who attend and have questions or suggestions for you.

Service Provider Presenters

Service providers tend to have developed a broad view from working with different businesses and sectors. They have much to offer in specific areas of maintenance, reliability, and asset management improvement. Presenting at MainTrain challenges you to articulate the general concepts that drive the solutions you provide in an engaging way, which helps you, build meaningful relationships with customers and potential customers. The feedback and questions you get will help drive improvements for your business as well.

Technology User and Producer Presentations

Technology is an important aspect of asset management and maintenance activity and in today's fast-moving world there are an increasing variety of technology innovations for our community to learn from. Have you seen a benefit to organisational objectives from use of new technology, or perhaps innovative application of old techniques? We want to hear about it.

Earn CPD Credits (Continuing Professional Development Credits)

Most professional associations such as Engineering bodies recognize the value of making presentations for their members' continuing professional development. If you have letters behind your name, there is a very good chance that the organization that awarded them recognizes the time you spend giving presentations in the certification or professional designation renewal process, including PEMAC's MMP and CAMP designations.

Abstract Submission Worksheet

Below are the fields on the online abstract submission form. You may wish to use this as a working document and then copy and paste them into the form. In that way if there is any internet disruption you will not lose your work. Once you submit your abstract online, you cannot change it.

Main Presenter Information

* Email
* First Name
* Last Name
* Job Title
* Employer
* Phone and Extension-Phone
* City

Type of Qualifications*

(Choose one)

☐ Trade / Technician
☐ Dual Ticket
☐ Certificate / Diploma
☐ Undergraduate Degree
☐ Masters / PhD
☐ No Formal Qualifications

Years of related professional experience*

(Choose one)

☐ Less than 10 years
☐ Between 10 and 20 years
☐ More than 20 years

If you are an author, please list published titles

Bio*

(Up to 250 words – If more than 250 words, it will cut off)

Photo*

Head and shoulder profile picture in .png or .jpeg format. 164w by 205h)

Abstract Information

Language*

We encourage French speaking presenters to submit French Abstracts. Please choose "Language Neutral" if you can present in either French or English

☐ **English**   ☐ **French**   ☐ **Language Neutral**

Title*

This is the title of your presentation. Please ensure spelling and punctuation is correct. Please use sentence case and do not uppercase each letter

Abstract*

Presentation Description – 300-word limit (if more than 300 words, it will cut off):

Subject Group* (choose the best fit):

Tag an 'Asset Management' subject area, if the context relates significantly to non-Maintenance lifecycle phase (such as design) -or- the broader, strategic, context of the organization. Tag a Maintenance Management subject area if the context relates most significantly to Maintenance Management.

Asset Management Landscape Subject	Maintenance Management Framework Subject
☐ Strategy and Planning	☐ Business and Organization Context
☐ Asset Management Decision-Making	☐ Maintenance Program Management
☐ Lifecycle Delivery	☐ Asset Strategy Management
☐ Asset Information	☐ Tools and Tactics
☐ Organization and People	☐ Maintenance and Reliability Engineering
☐ Risk and Review	☐ Work Management
	☐ Human Resource Management
	☐ Material Resource Management
	☐ Information Management
	☐ Continuous Improvement
If more than one subject group applies or is not listed above, please add here:	

Target Audience*

Choose one:

☐ **Executive**
☐ **Management**
☐ **Supervisor**
☐ **Engineering**
☐ **Maintenance Professionals**
☐ **Trades/Technicians**

Other

Presentation Type* View Draft Program Here

☐   **1-Hour Virtual Pre or Post Conference Session**
       45 minutes with 15 minutes Q&A
       8 Available Spots

☐   **45-Minute Session**
       35 minutes with 10 minutes Q&A
       31 Available Spots

☐   **½-Day Workshop**
       2.5 hours of total presentation
       2 Available Spots

☐   **¼-Day Workshop or Presentation**
       75 minutes of total presentation
       8 Available Spots

☐   **Keynote**
       20 minutes with 10 minutes Q&A
       3 Available Spots

Is this a case study?*

☐ **No**
☐ **Yes**

- A case study is defined as a presentation applied in a real-life situation, and includes information about the pitfalls, challenges, and benefits of the implementation process.
- A non-case study presentation is instructional; and gives information about a theory, knowledge framework or solution without significant reference to a specific applied case.
- We welcome both types of presentations.

Is this the first time you are presenting this content?*

☐ **No**
☐ **Yes**

If this content has been presented before, please provide some information and context

The presenter represents what type of organization*

☐ **Service Provider / Consultant**
Organizations that provide specialized products and services related to maintenance, reliability and asset management functions.

☐ **Asset Owning Company**
Organizations that own or steward large scale assets.

Other

Presentation Experience*

☐ **First Time Ever**
☐ **First Public**
☐ **Gaining Experience**
☐ **Experienced**

Presentation experience*

Is there any online video or samples of your presentations? If so, please share a link. Add NA if this is your first time presenting.

Would you like to book a 1 on 1 practice session? *

☐ **Yes** - I will email events@pemac.org to book a time
☐ **No** - The orientation session will be enough

We welcome first time presenters. If your presentation experience is limited, please let us know if you would like to book a one-on-one practice. We will have a mandatory speaker orientation session in September to ensure all speakers are comfortable, therefore the 1on1 will be in addition to this group orientation session. For further guidance, please view a PEMAC presented webinar on How to Give a Good Presentation.

List any volunteer roles you currently have with PEMAC

Will there be a co-presenter?*

☐ **No**
☐ **Yes**

If yes, what is the percentage presented by co-presenter?

Co-Presenter Information

All co-presenters will need to purchase a full registration pass. If more than one co-presenter, send an email to events@pemac.org

Co-presenter Name

Co-presenter Title

Co-presenter Employer

Co-presenter Bio

Co-presenter Email

Co-presenter Photo

Head and shoulder profile picture in .png or .jpeg format. 164w by 205h

Submitter Agreement

1. I have filled out the main presenter's profile by filling out the additional form. Click Here if you have not and to open a new tab.
2. I have filled in all the fields to the best of my knowledge.
3. I understand that presentations are not to be commercial in nature.
4. I acknowledge that that the information is mine and/or I have permission from the original author to present it at MainTrain.
5. If my abstract is selected, I authorize PEMAC to share my name, title, company, and abstract for the purpose of promoting MainTrain on social media, the PEMAC website and any other advertising avenues.
6. If my abstract is selected, I understand the requirements of providing a PowerPoint Presentation and ~2000-word (approx. 4 pages) speaker notes to events@pemac.org. I understand that if I don't meet the deadlines my presentation may be replaced.
7. I understand that if my abstract is chosen, I will need to purchase a discounted registration. Click here for pricing.
8. I understand I cannot change my abstract once it has been submitted online by pressing SAVE.

☐ **I have read and understood the requirements to submit an abstract for the MainTrain 2024 Conference***

Submitters additional comments:

Asset Management Landscape Subjects	Examples from past conferences
Strategy and Planning	The Value of Asset Management
Asset Management Decision-Making	Asset Decision Framework for Optimal Value
Lifecycle Delivery	Mobile Devices in a Mining Environment - A Case Study
Asset Information	Implementing an Integrated Enterprise Asset Management System
Organization and People	Setting up for Success
Risk and Review	Establishing a Governance Model to Support AM Development
Business and Organization Context	Nova Scotia Power Asset Management Journey
Maintenance Program Management	KPI Why: A Case Study in Leveraging Maintenance Metrics to Drive Improvements
Asset Strategy Management	Increasing Operational Service Levels Using Preventative Maintenance Optimization Strategies: A Case Study of the LINK APM System at Toronto Pearson International Airport
Tools and Tactics	Retrofit of Condition Based Monitoring (CBM) Technology into an Aging Facility
Maintenance and Reliability Engineering	Operational Reliability: Case Study of an RCM Analysis and the Unexpected Result
Work Management	Lean Six Sigma in Maintenance Operations
Human Resource Management	The Most Important asset on your CMMS / EAM: People
Material Resource Management	Case Study: Implementing a Lubrication Program - Cameco Cigar Lake Operation
Information Management	Getting the Most out of your CMMS/EAM
Continuous Improvement	Building the Business Case for Maintenance Improvement