

Canadian Institute  
for Procurement  
and Materiel  
Management

Institut canadien  
d'approvisionnement  
et de gestion  
du matériel

# WEBINARS CALL FOR PRESENTATIONS

## 2020 CIPMM WEBINARS SERIES

CIPMM is pleased to launch a **Call for Presentations** for our **Webinar Series**. Webinars will be held on a regular basis from June 2020 - November 2020.



### Reasons to Present

- **Take your career to the next level** by refining your formal presentation skills to the targeted audiences;
- **Get recognition from peers** for you, your organization, and your industry;
- Receive **a mention on the CIPMM website** (your bio and Webinar description);
- **Share lessons learned** with your peers.

### General Submission Guidelines

#### Duration:

35-45 minute presentation with around 15 minutes for questions.

#### Process:

- Presenters will be introduced by a CIPMM host and then the talk will be turned over to the presenter. Presentations will be recorded at the time of presentation for use by CIPMM with the presenter's permission.

#### Presentations:

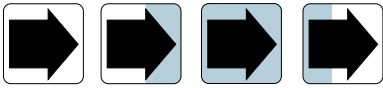
- Presentations must be submitted one month prior to the webinar for review. All presentations will be reviewed to ensure content quality and length.

#### Submission Instructions:

- Please complete the webinar form and submit to CIPMM Secretariat at [admin@cipmm-icagm.ca](mailto:admin@cipmm-icagm.ca).
- All submitted proposals will be forwarded to the CIPMM Webinars Committee for review. If selected, presenters will receive confirmation with presentation date via email. Commercially focused / vendor promotional / sales presentations will not be considered.
- Best practices presentations could include: new ways of doing business, trends, case studies, strategies, etc.
- Presentations are not limited to federal government. Other jurisdictions are welcome!
- Presenters will be responsible to prepare their presentation description and slides to accompany their presentation.

\* Please note that the webinar will be advertised and shared on the CIPMM social media and communications.

\*\* We also encourage presenters to re-share and support CIPMM on social media.



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### **Presenter** *(Submit a separate form for each additional presenter, if applicable)*

Name:

Title:

Department / Organization:

Email:

Phone:

### **Presentation Objective** *(Provide a short description of the objective and focus of the presentation)*

### **Presentation Title** *(As it should appear in promotional material)*

### **Presentation Description** *(250 words limit)*

### **Presenter Biography / Background Information** *(150 words limit)*

**Submit this form to [admin@cipmm-icagm.ca](mailto:admin@cipmm-icagm.ca)**

**Connect with us on Facebook, Twitter and LinkedIn. Use the Hashtag [#CIPMMWebinars](#)**