



Request for Presentations

for our

58th Anniversary SEAoA Convention and Conference

Date: Thursday to Saturday, June 20th – 22nd, 2024

Location: WeKoPa Resort, Scottsdale

The Structural Engineer's Association of Arizona (SEAoA) Convention Committee invites engineering professionals and partners to share their knowledge and expertise with their colleagues at our 2024 conference.

The SEAoA Annual Convention and Conference is attended by almost 200 member and sponsor attendees from Arizona and surrounding states. The convention is known for the breadth and depth of seminar topics provided and we encourage you to become part of this event.

1. Submission Process:

Submissions must follow the format provided below.

Submission documents must be emailed to info@seaoa.org with the subject line **2024**

SEAOA PRESENTATION SUBMISSION no later than February 22, 2024. Submissions will be reviewed for overall coordination with other topics being presented.

2. Submission Requirements

- A. Statement of presenter(s) qualifications and complete Contact Information including name, company, phone number and email.
- B. Title of proposed presentation.
- C. A summary of the proposed presentation in 200 words or less.
- D. Fees that may be required for travel, honorarium, etc. for attendance to the convention.
- E. Audio Visual needs for execution of the presentation.
- F. Additional relevant documentation.
- G. Total email submission is not to exceed 3MB.

Submit the complete proposal to info@seaoa.org no later than 11:59PM MST Friday February 22, 2024.

Session Length Options:

- 90 Minute Session:** The 90-minute session includes up to 15 minutes for questions or discussion with the attendees. These sessions are scheduled on **Thursday afternoon or Friday** of the Conference and typically attract between 50-100 individuals.
 - *Multiple sessions on related topics may be proposed (ie. Part 1 and Part 2), however each session should be structured as standalone and attendance at the first is not necessary for the second session. The SEAoA may choose to host just one of these sessions due to schedule needs.*
- Long Format Session:** These sessions are to be about of 4 hours and are held on **Thursday Morning or Saturday** of the conference and typically attract between 20-60 attendees depending on the topic. The session period will include a mid-session break and question/comment periods not exceeding 45 total minutes.
 - *Please specify if there is a scheduling restriction where the presenter would only be available Thursday or Saturday.*

(Submission requirements continued...)

- Please include previous presentation experience to professional conferences or other relevant public speaking experience.
- Include a biographical sketch (½ page or less).
- Include similar information for any co-presenters in accordance with the above requirements.

3. Review

Members of the selection committee will review all proposals and will make final selections from the submissions. Notification of status of submission will be determined and email notifications sent no later than March 11th, 2024. Selected participants must confirm availability and attendance no later than March 22nd, 2024.

4. Selection Criteria

SEAOA strives to offer a balanced program of educational sessions by selecting proposals that best fit within the framework of the conference. Submissions will be selected based upon creating an attractive program for practicing structural engineers. The members of the SEAOA work on a variety of projects including small residential projects, local and secondary education facilities, large commercial projects, transportation facilities, international mining operations, and advanced technology manufacturing facilities; in geographies spanning all 50 states and countries on 6 continents. The goal of the conference is to provide for a varied selection of topics relevant to engineers in their day-to-day practice.

Practical Application: Sessions conducted by practitioners that include practical, immediately applicable tools will be given preference. SEAOA seeks presentations that will provide our attendees with information that will improve their effectiveness on the job. Practical applications do include project case studies or natural disaster analyses that are relevant to the practice of structural engineering.

Local Project Case Studies: Case studies on project local to the Southwestern United States and Northern Mexico that provide relevant peer-to-peer experience for our members are enthusiastically welcomed.

Proven Speaking Ability: The SEAOA Convention Committee seeks experienced presenters with proven speaking ability. Those with a track record of speaking and performing well at large, regional or national conferences or other public-speaking forums will be given preference.

Proof of Performance (optional): A web link to streamed video or evaluations from past speaking engagements are strongly encouraged forms of proof of performance. Videos should reflect the speaker presenting a session. Promotional videos about the speaker's organization or highlighting products & services are NOT desired.

5. Expectations

SEAOA expects presenters to:

- Meet all deadlines.
- Retain the session content and audio/visual needs as originally submitted for approval.
- Honor SEAOA's commitment to provide education by NOT showcasing or promoting your practice, services or products. "Selling from the podium" is strictly prohibited.
- Respect SEAOA as the sponsoring organization with either positive or neutral comments from the platform.
- Be available for questions. Please try to accommodate attendee's questions offline following your presentation.
- Presentations should not have been presented for 90 days previous in the Phoenix Metropolitan area.
- Permission to add a co-presenter or change the identity or number of presenters should be pre-obtained from the SEAOA Convention Committee.
- Provide an electronic copy of the information to be presented and distributed to the attendees no later than June 1, 2024. Handouts to attendees will not be provided by the SEAOA to attendees only electronic versions

of the presentation. Handouts are discouraged as they are not in keeping with the overall environmental and sustaining goals of the SEAOA. If handouts are deemed necessary by the presenter they should be provided by the speaker at their own expense.

In return, the SEAOA Convention Committee will:

- Provide a complimentary registration for the conference, including admission to the exposition, educational programs, meals and social events for the presenter, this includes PDH credit if desired.
- Provide you with valuable professional exposure and the opportunity to network with a wide variety of engineering professionals and partners.
- Provide you any feedback provided by attendees about your presentation.

6. Tracks and Conference Program

Session tracks will attempt to reflect the varied interest of our member attendees. The Convention Committee will strive to develop a two-track program with topics that will interest approximately half of the expected attendees. Attendees will not be required to pre-register for any specific sessions. The overall program is expected to include two afternoon two-track sessions on Thursday, two morning and afternoon two-track sessions on Friday for a total of 12 technical sessions. On Thursday Morning or Saturday, there will be a single-track extended topic session.

Questions:

Please contact Arpan Tailor (atailor@arunse.com) or Sarah Betts (sbetts1013@gmail.com)

The SEAOA appreciates your interest and submission in our 58th Anniversary Convention and Conference and hopes we can work together to make it a successful conference for you, our member attendees and our sponsors.