

**Production Conference - Program Committee 2023**

<b>Important Deadlines</b>	
Detailed Outline	<b>August 31, 2022</b>
1 <sup>st</sup> Draft of Presentation	<b>December 1, 2022</b>
Final/Revised Presentation	<b>March 15, 2023</b>

**Speaker Benefits**

- Paper & Video **published** in PMCA's world-class proceedings
- Paper published in *Manufacturing Confectioner* magazine
- **Complimentary full registration** for the 2023 PMCA Production Conference
- **One night's accommodation** at the Lancaster Marriott at Penn Square
- **Recognition** in the global confectionery industry; attendance is 500+
- **Contribute** to the education of confectionery professionals
- **Eligible** for the distinguished **Marie Kelso Memorial Award**; <https://pmca.com/production-conference/mariekelsoaward/>

**General Requirements and Guidelines:**

- A presentation with slides & a paper for publication are required for participation.
- Submit materials via a link sent by PMCA. Committee will provide feedback & request revisions.
- The presentations are 45 minutes, including 10 minutes for Q&A.
- Logos & trade names are permitted on first slide only because the purpose is education.

**Written Paper Requirements:**

- The PMCA Conference must be the first public presentation of the paper.
- The **published** written paper may be longer than the presentation to cover the topic entirely.
- *PMCA Proceedings* are covered under copyright law; sources should be clearly referenced.

**Slide Presentation Requirements:**

**Do:**

- Use Microsoft PowerPoint with a font size 24 point or greater
- Use simple charts, graphs, and diagrams, instead of tables, to illustrate data
- Compress videos and photos to 10 megabytes or less
- Submit 2-3 questions to the moderator to start the Q&A

**Don't:**

- Don't use script fonts or mix more than two font types on a slide
- Don't use excessive text (max. 7 words across and 7 lines down)
- Don't use all capital letters or all red text (hard to read)
- Don't use a company template (logo is limited to first slide only)

**Please Note!**

- Speaker participation at the Conference is dependent on committee approval
- Presentations are recorded during the conference and become the property of PMCA