

**Production Conference
Program Committee**

Important Deadlines	
Detailed Outline	September 15, 2024
1 st Draft of Presentation	December 1, 2024
Final/Revised Presentation	March 15, 2025

Speaker Benefits

- Paper & Video **published** in PMCA's world-class proceedings
- Paper published in *Manufacturing Confectioner* magazine
- **Complimentary registration** for the entire 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.
- PMCA must be the first public publisher of the paper.
- PMCA Proceedings are covered under copyright law; sources should be clearly referenced.
- The published written paper may exceed the length of the presentation to comprehensively address the topic.

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