



Submission Guidelines and Resources

Key Dates

Deadline for abstract submission: January 19, 2021

Acceptance notifications will be sent the week of February 7, 2021

Draft Session Presentations due in PowerPoint format: May 3, 2021

FINAL Session Presentations due in PPT format: May 13, 2021

JETC takes place May 17 – May 21, 2021 | Virtual EDT

Submission Guidelines

IMPORTANT! We suggest you first develop and save your submission proposal in Word then copy and paste the information into the appropriate sections in the online form. The online form does not have spell check so editing your submission in advance ensures greater accuracy.

NOTE: Presentations must offer professionally relevant topics and avoid marketing any particular product, person or business service. All sessions are intended to provide professional development and, therefore, attendees receive Professional Development Hour credits. The National Council of Examiners for Engineering and Surveying (NCEES) defines a PDH presentation as a professionally relevant instruction or presentation. Sessions can be individual presentations, moderated panel discussions, moderated roundtable discussions, or case studies.

Submission Instructions & Important Tips for Completing the CFP

- All presentations are VIRTUAL. By submitting an abstract you agree to presenting virtually and that you will read and adhere to all technical requirements and suggestions and participate in technical trainings and dry-runs.
- All speakers must accept the [Content Speaker Agreement](#) terms and conditions at time of submission
- Create a session title that captures the essence of your session in ten (10) words or less
- A 200-400-word description of the session content – the description should “sell” your session to the reviewers – be concise about the value to the audience
- A 50-word summary of the session to be used in conference promotional materials –this brief summary should tell people exactly what they’ll get out of your session! Make it catchy so people want to attend.
- Four (4) learning objectives are required – this is the list of the knowledge the participants will leave the session with
- A 100 to 150-word biography of the presenter or each panelist is needed
- Presenter(s) qualifications on the subject matter – what makes this person the one who should be chosen to speak on this topic
- If applicable, other conferences where this information has been presented, including references
- Co-presenters must to be identified by name (do not just say “representative from USACE”) and included in the abstract submission along with their contact information.

PLEASE NOTE: Upon acceptance, we may modify the session title and description to match our writing style and format for promotional materials, the website and program guide.

Please submit no more than two (2) presentation proposals.



FOCUS AREAS

Educational sessions will be organized into focused topic areas. Each topic's sub-set clearly defines the type of presentation proposals desired. Be sure to indicate your targeted audience (beginner, intermediate level, advanced) as well. A session could be a stand-alone topic or grouped together with other topics for a broader session. All sessions are one (1) hour in length, including time for Q&A.

Architecture, Engineering & Construction

- Architectural/Engineering/Construction Technical Topics
- Technology Advances
- Design Excellence
- Effects of COVID on the design and construction of facilities, emphasis on health care facilities
- Changes in facility standards and designs to support Army Modernization
- Construction Management & Operations

Business Development & Marketing

- Business Development Tactics
- Sales
- Marketing
- Proposal Writing
- Best Practices for Outreach in the Virtual Environment

Energy & Sustainability

- Energy Independence for Mission Critical Systems
- Data Systems, Artificial Intelligence, and Cyber Security in Energy Management
- Water Security, Resilience, and Independence
- Case Studies on Implemented Alternative Delivery, Community Partnering and Contributions to Mission Assurance
- Case Studies on Installation Energy Plan use in driving investments and other decisions
- Technological Advances -- Challenges and Opportunities for Military Bases

Environmental

- Emerging Contaminants (PFAS, 1,4-Dioxane)
- Popular issues like- Innovative Environmental Investigation and Remedial Technologies
- Restoration Program Funding and Contract Mechanisms (ORC and Performance Based Remediation)
- Environmental Program Management (i.e. Fence-to-Fence Services)
- UXO
- Vapor Intrusion
- NEPA

Joint Engineering

- Current Trends in Overseas Contingency Basing - "US Forces Basing in/on Allied Military Bases"
- Integrating Industry Support into Military Recovery and Reconstruction Missions Post Natural Disaster
- Augmentation Contracts (LOGCAP, AFCAP, etc.) in Providing Contingency Engineering Support to Combat Operations and Natural Disaster Response
- Integrating Interagency Efforts and Objectives with Military Engineering Plans and Operations
- Role of Geo-Spatial Information and Technology in Combat Engineering Operations and Joint-Engineering Planning



- Engineer Support to Emerging Innovation in Warfighting Doctrine, Operations and Tactics
- Adequacy of Joint Engineer Staffs to Engage in the Joint Planning Process in Terms of Size, Organization, and Skills

Leadership & Operations

- Management & Operations
- Leadership Skills & Development
- Strategic Thinking
- Personal Development
- Ethics
- Career Planning
- The New Virtual Workforce

Resilience

- Cyber Infrastructure - Industrial Control Systems, Cyber Facility Design, and Risk-Management Processes
- Buildings/Facilities - Man-made and Natural Threats, Continuity of Operations
- Physical Infrastructure - Transportation, Water, Energy, Power Distribution, Flood Risk Reduction sectors
- Risk-Based Approaches to Resilience - Probabilistic Methods and Consequence Analysis
- Natural Hazard Planning and Disaster Response - Warning, Evacuation, and Response systems
- Integrated Resilience - Planning and Implementing Across Multiple Sectors
- Building Code Restrictions and a pathway to updating for new Resilience Codes - Land Use Planning and Design Codes for Infrastructure
- Pandemic Operations – sustained virtual operations; designing workspaces for current and future pandemics

Abstract Evaluations and Notification Process

Abstracts are evaluated using a peer review process. Each abstract will be evaluated by a panel of SAME National Community of Interest (COI) members and Subject Matter Experts from SAME, USACE, NAVFAC, USAF, USGC, and USPHS using the following criteria: quality of abstract, accuracy, overall quality of writing, references, and relevance of the subject to the focus areas.

The review process takes four weeks to complete. Notifications of acceptance for the SAME 2021 Joint Engineer Training Conference will be sent the week of February 7, 2021.

Registration

All speakers must register for the conference. Your speaker registration is complimentary and includes access to all sessions live or via recording.

NOTE: Any government speaker who submits an abstract is responsible for his/her own approval to participate and is assumed to have received that confirmation prior to submitting. SAME cannot be the advocate to work your approval, however, we will inform the Service which speakers have been chosen.

Conference Information and Questions



The JETC Call for Presentations is managed and executed by the Society of American Military Engineers (SAME). For conference details such as the schedule at a glance, registration fees, exhibiting and sponsorship opportunities, please refer to the conference website at www.samejetc.org.

If you have any questions or need assistance, please contact us at sessions@same.org.

Thank you for your willingness to share your time and expertise!