

FM in WA Annual Conference, Call for Abstracts Form

- The University Club of Western Australia, Hackett Drive, Crawley, Western Australia, 6009.
- Thursday, 26th of July, 2018
- 09:00 am — 05:00 pm



INVITATION TO PARTICIPATE

The FMA in WA annual conference is on again, when facilities management professionals representing every aspect of the FM industry come together to share information and build knowledge at this must attend industry event.

Facilities management is an industry that continually raises the bar for itself. It constantly seeks and finds opportunities to innovate and implement new ideas, works to develop and adapt technologies and regularly rethinks and strategically re-engages with the built environment to better meet the needs of facility users owners, and the wider community. The 2018 Conference will offer you and your colleagues a valuable forum that brings together learnings from the past year.

We invite you to participate in the FM in WA Conference, presenting within a range of key areas addressing strategic and technological innovation, policy and education related topics that will affect, and influence the industry for years to come. Places are limited, don't miss out.

On behalf of FMA, we are pleased to announce the call for abstracts for FMA in WA is now open. We invite you to submit abstracts of your original work to be considered for presentation at the WA State Conference, 26th of July at the University Club of WA.

THE CONFERENCE

The Facilities Management State Conference aims to provide a forum for facilities managers, property managers, space occupiers and other professionals who interact with the FM industry to become informed and to address current issues, including compliance, legislative change, public policy and industry developments.

The purpose of the conference is to promote the opportunities, challenges and solutions in facilities management.

Over a full day on the 26th of July, we will once again bring together practitioners, suppliers, service providers, owners, occupiers, experts and researchers in our industry to learn, be inspired and network.

TARGET AUDIENCE

Our target audience ranges from CEOs to practitioners, from Facilities Services Providers to Academics representing public, private and educational property, infrastructure and natural resources sectors. All come together to learn and interact to advance the industry, the technology within it and explore concepts that could shape the future.

YOUR ABSTRACT

Abstracts submitted should align with one or more of the below themes and sub-themes, and should focus on the opportunities, challenges and solutions that drives the industry forward.

- SUSTAINABILITY & RESILIENCE
- DIVERSITY & INCLUSION
- ARTIFICIAL INTELLIGENCE & TECHNOLOGY

We are interested in hearing case studies or white papers to be presented with thought provoking and stimulating ideas and concepts, future aspirations and development for our industry, that address one or more of the areas below:

- SUSTAINABILITY & RESILIENCE

- DIVERSITY & INCLUSION
- ARTIFICIAL INTELLIGENCE & TECHNOLOGY

Sub themes are explored below

SUSTAINABILITY & RESILIENCE

- o Sustainability – reporting, managing
- o Energy Security
- o Compliance
- o Security – strategies, innovations
- o Risk Management
- o Asset Protection
- o Long-term Security Planning
- o Counter Terrorism – Emergency Preparedness

DIVERSITY & INCLUSION

ARTIFICIAL INTELLIGENCE & TECHNOLOGY

PRESENTATION INFORMATION

Oral Presentations will be allocated 25 minutes slots in the conference program. Questions and answers will be held at the conclusion of each presentation and included in the time allocated.

ABSTRACT SUBMISSION

All abstract submissions will be subject to peer review. Authors should ensure that the following criteria are met in their abstract submission:

- o The topic is relevant and important to the chosen theme or sub theme
- o Subject matter is original or innovative
- o Paper must add to the knowledge-base of the discipline

The topic and its presentation must not directly or overtly promote proprietary technology or service offerings.

In order to ensure the integrity of the conference and the information presented to conference delegates we ask that both your presentation and paper remain purely information based with little or no reference to your organisation. Papers and presentations that are seen to be advertorials by the conference committee will be removed from the program.

ABSTRACT GUIDELINES

Please make sure your abstract is in line with the following guidelines:

- o Original content, with a clear link to the theme
- o Must include a clear aim and a statement what a delegate might gain by attending
- o Should be concluded by a single sentence that provides a strong summary of the content
- o Accompanied by a maximum 50 words speaker biography – including speaking references
- o Limited to 350 words
- o Must be submitted in the template format as provided below
- o Abstracts sent by fax will not be accepted

Abstracts will be rated and prioritised on merit based criteria:

- Alignment and value added to conference theme
- Potential contribution to FM knowledge
- Relevance to the envisaged audience
- Quality and compliance with these guidelines

Abstracts must be submitted using the template and form below

IMPORTANT DATES

Call for abstracts open	Tuesday, 20 March 2018
Call for abstracts closing date	Tuesday, 24 April 2018
Notifications sent	Thursday, 3 May 2018
Registration opens	Tuesday, 24 April 2018
Early Bird discount closes	Friday, 1 June 2018
Presentations Submitted	Thursday, 12 July 2018

ABSTRACT SUBMISSION

TERMS AND CONDITIONS

1. Presenters are responsible for own accommodation, transportation, disbursement and conference fee. Submission and acceptance of an abstract does NOT entitle authors to a complimentary registration. **All speakers are required to register for the conference.** A discounted registration fee will be available for speakers.
2. Presentation must be presented by the named presenter, proxies and replacement are not permitted except for unforeseeable circumstances and illness
3. First presenter on the form will be the main and only contact for FMA and the organising committee
4. Mandatory presentation guidelines will be provided to selected presenter to adhere to
5. Submission and selection of an abstract transfers the copyright of the content to FMA for marketing purposes in relation to FMA in WA, 2018
6. FMA and the organising committee reserves the right accept and refuse any abstract and is not obligated to provide any feedback to the author(s)/presenter(s) on their abstract submission
7. FMA and the organising committee reserve the right to allocate presentation time and format (oral or poster)
8. Presenters commit to presenting the content as per the abstract on the allocated date and time, by PowerPoint Template provided by conference committee if their abstract is selected
9. Presentations must be provided in their final format ready for presenting two weeks prior to FMA in WA conference, ensuring approval is received from FMA to proceed
10. If successful, FMA and the organising committee reserve the right to display and distribute the successful PowerPoint presentation post conference as a PDF document
11. Successful presenters provide consent for photographs to be taken during their presentation at the Conference