



**Canadian Airports National Electrical Workshop
CANEW 2018**

CANEW PRESENTATION GUIDELINES

The presenters must follow these rules:

- All presentations for CANEW are to be technical and cannot contain sales pitches or equipment or company promotions , these are only allowed at the tradeshow.
- Presentations for airport projects are to provide educational information to the delegates and are usually limited to 30 minutes.
- Your company logo is limited to title page and ending page of the presentation.
- Your presentation must be forwarded to the CANEW Presentation Committee a minimum of 2 weeks prior to CANEW for approval of content.
- You will be allotted a specific presentation time slot which you must ensure you complete your presentation within, including questions.
- If a presenter wants to discuss a specific project, consent from the client is required.
- You must be ready at the workshop a minimum of 20 minutes before your scheduled time.
- Please have your presentation available on a USB stick which the CANEW Presentation Director will work with you to setup prior to your presentation.
- Please provide your cellular number in case we need to contact you, especially if you are not a registered delegate.
- Please do not get into any one on one discussions during question period, if you do not agree with the audience, leave it up to the chair person to resolve the issue.
- Respect your competition – do not put down other competing products even if there is evidence proving any negative comments about said products.

CANEW Presentation Committee contacts for information and booking of presentations:

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To obtain additional information for CANEW 2018, please visit our website at www.canew.ca .

Canadian Airports Electrical Association (CAEA)