



# 2025 ACTION TEAM EVENT

# **Speaker and Presentation Guidelines**

Share your insights and expertise regarding Large Scale Additive Manufacturing technology.

## Topics Include, but are not limited to the following:

- Wire Arc DED
- Additive Friction Stir Deposition (AFSD)
- Laser Powder Bed Fusion
- Defense
- Aerospace/ Aviation
- Special Projects & Programs

### **Presentation Abstracts**

We request a 100 word abstract to ensure your talk aligns with our event and so we can promote it to attendees to help drive them to attend the conference.

#### **Submission Instructions:**

- Provide a 100-word count in Microsoft Word.
- Abstracts should include a concise description of the content, conclusions, and significance of the proposed presentation.
- Presentations should align with Topics, or similar, above.
- Must be <u>Distribution A</u> approved for public release.

**Send to:** <a href="mailto:submissions@largescaleadditiveteam.com">submissions@largescaleadditiveteam.com</a>

Submission Due Date: February 25, 2025

## **Biography and Headshot**

Please provide a short bio and headshot so we can publish the presentation online to promote your presentation and for session moderators to introduce you at the event.

Biography: 75-to-100-words recommended

Headshot: jpg or png format

Send to: submissions@largescaleadditiveteam.com

**Due Date:** April 25, 2025

#### Presentation Files and Format

Presentation should be well-researched, with impactful content that resonates with the conference attendees. It should not be an advertisement of your business but be educational and inspirational.

Files size: Less than 100 MB recommended.

File Type: PowerPoint, PDF's

PowerPoint Size: Use the 16:9 wide screen PowerPoint format.

**Video:** MP4 format. Video can present issues when streaming. Please keep video to a minimum in your presentation.

**Q&A:** Include 5 minutes for Q&A discussion in your presentation.

**Time limit:** keep within a 15-minute time limit with included discussion time.

**Distribution Statement:** All presentations should be <u>Distribution A</u> and contain the following statement

"This document is available for public release: distribution is unlimited."

**Release Form:** Send signed Release Form (attached) to <u>submissions@largescaleadditiveteam.com</u>

**Due Date:** May 2, 2025. Presentations are compiled into each session, so it is crucial to meet this deadline.

## Registration

Ensure to Register at <a href="https://www.coldsprayteam.com/event-details/2025-action-team-event">https://www.coldsprayteam.com/event-details/2025-action-team-event</a>. See below cutoff dates.



## **Presenting Guidelines**

Availability: Be prepared to present within 15 minutes of the previous presentation.

**Introduction:** The moderator will provide a short introduction. Make way to the podium as he wraps up.

**When Presenting:** Do not move far from the podium as the session is being recorded with the camera focused on the podium.

**Q&A:** During Q&A to ensure the audience hears the attendees question we suggest that you repeat the questions.

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