Call for Presentations Guidebook

2018 IACA/CCIAA Training Conference – Newport Beach, CA

Contents

IACA International Association of CRIME ANALYSTS

Introduction

The International Association of Crime Analysts and the California Crime and Intelligence Analysts Association are proud to be partnering for the 2018 IACA/CCIAA Training Conference, to be held September 17-21 in Newport Beach, California. Presentation proposals for training sessions are now being accepted for consideration. Please carefully read the instructions in this guidebook before submitting your presentation.

The submission process

Submitting your presentation proposal is as easy as 1-2-3:

1. Thoroughly review this guidebook as well as the required information on the submission form itself at https://www.iaca.net/cfp.asp.

2. Gather all the information required to complete your submission *before* you begin filling out the form. It is recommended that you type out all the required information in advance (including biographies and abstracts) so you can simply copy and paste them into the submission form.

3. Go to https://www.iaca.net/cfp.asp, enter the information and submit your proposal.

About submitting a presentation

Once you submit your proposal online, you will receive an email confirmation receipt. If selected, you will also receive your acceptance confirmation via email. Please make certain the information you enter in the submission form is correct and thoroughly read all emails you receive from the IACA as they will contain important updates. **If you do not receive an email confirmation after submitting your proposal, email conference-speakers@iaca.net.**

The Conference Committee reserves the right to cancel presenters at any time if they do not respond to communications from the committee. **If you do not respond to your acceptance email, your session will be replaced.**

The Conference Committee will schedule accepted presentations based on available time and space, as well as the content of the presentation. If your presentation is selected, you will be notified of the length of your session as well as the tentative date and time you will be scheduled to present.

The Conference Committee reserves the right to edit presentation titles, biographies and abstracts for clarity and space considerations.

Deadlines

All proposals must be submitted online at https://www.iaca.net/cfp.asp no later than Friday, April 13, 2018 at 23:59 EDT. No late or incomplete proposals will be accepted.

Submissions will be reviewed by members of the Conference Committee and you will be notified during the week of May 14, 2018 with a decision regarding your presentation.

Primary presenter benefits

If chosen to speak at the 2018 IACA/CCIAA Training Conference, the primary presenter (only) will receive the following benefits: waiver of the 2018 conference registration fee and one night's stay at the hotel (for each session taught).

These benefits are not transferable or negotiable. Secondary presenters are not eligible to receive any benefits; they must pay for their registration if they plan to attend conference sessions and are responsible for any hotel accommodations they require.

Audio / Video / Laptop

Presenters must provide their own laptop if chosen to present; if your presentation requires audio, you will also need to provide your own portable speaker. A projector, screen and microphone will be provided for you.

Presentations

- DO NOT submit a presentation under anyone else's name - only submit a presentation if YOU are the person who will be presenting.

- Do not submit a presentation if you will be unable to attend the conference.

- Sessions are considered based on the abstract and the speaker's background and experience as submitted. Because of these criteria and the limited number of speaking slots, if a speaker can no longer present at the conference, any potential replacement speaker will be reviewed by the Conference Committee as if it were a new submission.

- If you plan to present your session with a vendor or discuss a specific software solution, the primary speaker must be employed by a law enforcement, public safety or other criminal justice entity that is not paid or compensated by the vendor.

- If you would like to submit more than one presentation for consideration, you must complete a separate submission form for each presentation.

- Most presentations will be 1 hour and 15 minutes in length but if you feel you have a topic that may require more or less time, please utilize the drop-down menu on the submission form to indicate the desired length. Requests will be assessed on a case-by-case basis by the Conference Committee. Sessions may be presented in either a lecture or a hands-on computer lab format; please indicate your intentions within the abstract.

Special note about case-study presentations

We will once again have a hosted luncheon during the conference, to be sponsored by LexisNexis. This luncheon will feature two (2) case-study presentations, where work done by an analyst was central to solving a crime problem. Each of the two presentations will be approximately 40-45 minutes in length. The primary speakers must be analysts employed by law enforcement, public safety or other criminal justice entities. All case study presentations submitted through this CFP process will be considered for the luncheon spots unless a presenter expressly asks not to be considered for this opportunity.

Information you will need for your submission

- Primary presenter's contact information

- Title of presentation

- Primary presenter's biography (max 250 words)

- Short presentation abstract (max 250 words)

- Full presentation abstract (max 500 words)

- Headshot photograph for the primary presenter in jpg or png format, 200px X 200px square and less than 1Mb in size.

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Tips for a smooth submission

- While submissions do not require formal learning objectives to be outlined, it may be helpful to identify the skills or knowledge that participants can expect to gain from your presentation. This will assist the reviewers in determining the relevance of your presentation. If it is chosen, the abstract will then become the tool for attracting attendees to your presentation.

- Make sure the topic of your presentation addresses contemporary crime analysis needs and will be relevant to a diverse audience of international practitioners, educators, students and/or command staff.

- Give your presentation an accurate, concise title that will help attendees understand what you will be discussing.

- Be realistic about how much material you can cover in the allotted time for your session.

- For the primary presenter's headshot, clear and professional-looking photos are highly encouraged. The formatting restriction listed above is for uniformity and ease when importing photos into the conference program and the mobile app. There are free online tools, such as fotor, that can help you easily crop and resize your photo.

- If you have questions not addressed in this guidebook, please contact conference-speakers@iaca.net.

Suggested topics for presentations

The Conference Committee will be looking for contemporary, high-quality presentations to ensure that this year's conference upholds the expectation for valuable and relevant training that both the IACA and the CCIAA pride themselves on. While you are free to submit presentations on any topic you feel is of value to your colleagues in this field, the following suggestions have been identified as topics of interest for our members.

- Crime analysis case studies – tactical, investigative, special projects, redistricting, workload allocations or other relevant examples

- Digital evidence analysis, including call data record analysis or other examples

- Tactical, strategic, administrative or investigative analysis techniques

- Social Media – situational awareness or investigative purposes

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- At-risk populations – persons with mental illness, elderly, homeless or other examples

- Statistical products and analysis

- Crime analysts within District Attorney assignments

- NIBRS reporting procedures

- Courtroom testimony for analysts

- Legislative impacts on crime/offenders (California-specific examples: AB109, Prop47, Prop57, AB953)

- Role of analysts in high profile cases (e.g., human trafficking, internet crimes against children, counterterrorism, money laundering, homicides)

- Managing crime analysis units

- **Having a large contingent of members and attendees from Latin American countries, the IACA and the CCIAA are interested in including a number of presentations in Spanish. If you speak Spanish and are considering presenting at this year's conference, these proposals are welcomed and highly encouraged.**

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