Guidelines for the Global Next Generation Network Presentation Showcase at CIGRE Paris Session 2020

A   INTRODUCTION

The first two global Next Generation Network (NGN) presentation showcases were held at the CIGRE Paris Sessions in 2016 and 2018, and both turned out to be great successes: 14 countries participated and 22 NGN members got the chance to present their work in 2016, and 21 countries participated and 31 NGN members got the chance to present their work in 2018. With the positive feedback received from participants, Study Committee (SC) chairs and audiences, it is planned to hold the third event at CIGRE Paris Session 2020. It should be noted that this initiative is a showcase of presentations only, and not papers.

The initiative was initially developed and led by the CIGRE-UK NGN and the intention of these presentation slots is to showcase the talent of NGN members from around the world, benefitting the individual NGN members by providing a fantastic development and networking opportunity early in their careers. It also supports CIGRE in its aim to drive sustainable membership growth by engaging with potential future experts in the industry.

In each SC Discussion Session at the Paris Session 2020, two "NGN Showcase" presentation slots will be made available to CIGRE NGN members. Selected candidates from participating countries will have the opportunity to be allocated one of these showcase slots and present their work in front of an international audience.

This note provides guidance to National Committees and NGN members who wish to participate in the presentation showcase at CIGRE Paris Session 2020.

B   PROCESS

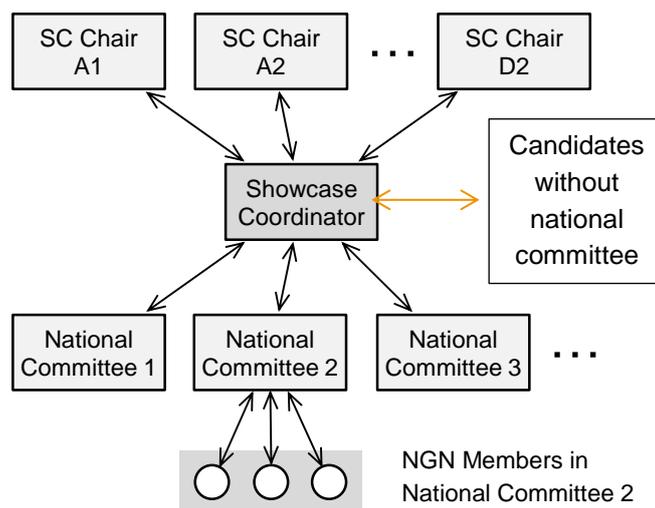### B.1   Showcase Coordinator

Figure B.1 – Interactions between NGN candidates, the National Committees, the Showcase Coordinator and the Study Committee Chairs

In the first NGN Showcase at CIGRE Paris Session 2016, a role of NGN Showcase Coordinator was created. This person acted as the single point of contact between National Committee representatives and the Study Committee chairs to coordinate the entire process. This role was played by a representative from the CIGRE-UK NGN at the 2016 and 2018 events. Following discussion between the chairs of the NGN groups from around the world, it has been agreed that for the coming showcase event in 2020, the CIGRE-USA NGN will provide someone for this NGN Showcase Coordinator role now that the NGN Showcase is fully established as a recurring event. Volunteers from other NGN groups will also be involved in a team supporting the Coordinator for the 2020 Session, with the view that another NGN group will take over responsibility for coordination for the 2022 Session.

The NGN Showcase Coordinator will again act as the single point of contact for National Committees putting candidates forward for the showcase, and for liaising with the SC Chairs. Where a candidate does not have a National Committee, they may contact the Coordinator directly. The Coordinator will administrate the process but will not have any influence on which candidates are finally selected and allocated showcase presentation slots. The Showcase Coordinator can be contacted via email at anthony.giacomoni@pjm.com.

B.2   Before the Paris Session: nomination of candidates

1. National Committees that are interested in putting forward candidates for the showcase should notify the Showcase Coordinator by 6th December 2019 that they wish to participate. The Secretary of an interested National Committee should be the point of contact that emails the Coordinator.
2. National Committees are responsible for recruiting and selecting their candidates, and ensuring the technical quality and presentation skills of the candidates they put forward. The National Committee should determine the most appropriate way of selecting the best candidates within their countries, which could, for example, be achieved through a competition or a peer review process.
3. Once a National Committee has determined their candidates, they can nominate them by (the National Committee Secretary) emailing the Showcase Coordinator by the deadline of 14th February 2020.
4. Each nomination made by a National Committee must include each of the following:
    o   The candidate's presentation (please refer to Section C)
    o   A synopsis of the presentation prepared by the candidate (please refer to Section D).
    o   Supporting information to be provided by the National Committee (please refer to Section E).
5. Each candidate must fulfil the eligibility criteria given in Section F.
6. Nominations can only be made by National Committees; therefore, **candidates cannot nominate themselves directly to the Showcase Coordinator** (unless the candidate is from a country that does not have a National Committee, where the candidate can directly contact the Showcase Coordinator).
7. Each National Committee can nominate up to four candidates (in total across all 16 SCs), and each candidate must be for a different SC.

B.3   Before the Paris Session: selection of candidates by the SC Chairs

1. The Showcase Coordinator will provide each SC Chair with the presentations, synopses and supporting information for each of the nominated candidates within an SC.
2. The SC Chairs will have the final decision of which presentations/candidates are of sufficient technical quality for inclusion in the discussion session and are therefore allocated one of the two showcase slots per session. **There is no guarantee of a candidate being allocated a presentation slot** and the SC Chairs have the right to reject all submissions to their Study Committee if they do not feel they are of sufficient technical quality or appropriately related to one of the given Preferential Subjects.
3. The SC Chairs will inform the Showcase Coordinator of their decisions.
4. The Showcase Coordinator will then contact the nominated candidates and National Committees regarding the allocation of showcase slots.

5. Each candidate allocated a presentation slot will also have the option of participating in the NGN Presentation Showcase Competition, which will take place in addition to the NGN Presentation Showcase. Each interested and eligible candidate must inform the NGN Showcase Coordinator of his or her intention to participate by April 1, 2020.

B.4   During the Paris Session: presentations by selected candidates

1. Each candidate allocated a presentation slot must attend the Paris Session and the relevant SC discussion session in order to deliver his or her presentation.
2. Each showcase presentation slot is up to 10 minutes in total, including time allocated for discussion by the SC Chair.
3. Each candidate that elects to participate in the NGN Presentation Showcase Competition must also present at the dedicated NGN Presentation Showcase Competition session at the Paris Session.

C   PRESENTATION GUIDELINES

Each presentation provided by a nominated candidate must:

1. Be in English.
2. Have a subject that aligns with one of the Preferential Subjects of the relevant Study Committee. The Preferential Subjects are listed here.
3. Use the required PowerPoint template (the formal template will be provided before the conference). The candidate can use the draft template, which is available here.
4. Be no longer than 7 minutes in length.

D   SYNOPSIS GUIDELINES

The synopsis provided with a presentation should summarise the contents of the presentation, and will be used by the SC Chairs to assess each candidate in conjunction with the presentation slides.

The synopsis must:

1. Be in English.
2. Use the template available from here.
3. Be a maximum of two pages, but a minimum of 500 words.
4. It is important to note the candidates do not need to submit a full paper for this event: this is a showcase of presentations only.

E   SUPPORTING INFORMATION TO BE PROVIDED

National Committees must provide the following information with each nomination. A template of this document is available here, and should contain the following information:

1. Name and email address of National Committee contact (e.g. Secretary).
2. First and last name of candidate.
3. Membership type of candidate (e.g. Individual I, Individual II (NGN Member), Student Member, Collective).
4. If the candidate is a member of a CIGRE NGN group (recognised by the National Committee), the group name must be provided.
5. State the Preferential Subject (and corresponding Study Committee) that is addressed.

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6. A recommendation from the National Committee regarding the technical quality and presentation skills of the presentation/candidate.
7. Confirmation that the candidate will be able to attend the Paris Session if they are allocated a showcase presentation slot.
8. PowerPoint presentation
9. Presentation synopsis

F   ELIGIBILITY

The showcase candidates proposed by each NC must meet the following conditions:

1. The candidate's presentation must not be based on a paper that has been accepted as a Session Paper. The SC chair will reject such duplicated work.
2. The presentation must be aligned with one of the Preferential Subjects for the relevant Study Committee (see presentation guidelines in Section C above).
3. The candidate must be a member of CIGRE either as an Individual I, Individual II (NGN Member), Student Member, or belong to an organisation covered by Collective membership.
4. The candidate must be under the age of 35, as per CIGRE's definition of an NGN member.

G   TIMELINE

- **27th September 2019:** Showcase Coordinator confirmed and sends out the invitation to National Committees.
- **6th December 2019:** National Committees to confirm their intention of participating in the presentation showcase.
- **14th February 2020:** Each participating country should complete the nomination of the candidates they will put forward for the showcase by providing all of the supporting information listed in Section E. The Showcase Coordinator will gather the information of all the nominated candidates, and circulate the information to the corresponding SC Chairs.
- **21st March 2020:** The SC Chairs should complete the selection and allocation of the presentations and inform the Showcase Coordinator.
- **28th March 2020:** The Showcase Coordinator will inform the candidates about which showcase presentation slots they have been allocated, or if they have not been allocated a slot.
- **1st April 2020:** Each selected candidate must inform the Showcase Coordinator if he or she intends to participate in the Presentation Showcase Competition.
- **1st May 2020:** The Showcase Coordinator will inform all Presentation Showcase Competition candidates of their scheduled presentation times during the Presentation Showcase Competition.
- **July 2020:** SC Chairs to provide final programme to the Showcase Coordinator. Showcase Coordinator to give presenters notice on presentation time and venue.
- **August 2020:** Showcase presentations and Presentation Showcase Competition at the Paris Session.