



CIM CONNECT 2027

MONTREAL, QUEBEC, CANADA

Short Course Submission Guidelines

Purpose

The **CIM CONNECT 2027** organizing committee invites proposals for short courses to be presented at the Convention in Montreal, Quebec, Canada on **May 1 & 2, 2027**. Short courses are practical, participatory learning experiences that help mining professionals build knowledge, develop applicable skills, and exchange ideas on current and emerging industry challenges.

Program Focus

CIM CONNECT 2027 is centered on Intelligence in Operations, with a focus on better decisions, smarter operations, and practical innovation. For the short course program, CIM will prioritize proposals that align with the following themes and help advance growth, transformation, and collaboration across the minerals value chain:

- Operational Excellence & Performance
- Smart Mining & Technology
- Geology, Resources & Value Creation
- Safety, Resilience & Responsible Mining
- Workforce, Leadership & Management Excellence
- Mineral Processing & Metallurgical Innovation
- Mine Development, Capital Projects & Investment Decisions

These priority areas are intended to guide program development, not limit submissions. CIM welcomes proposals on other timely topics relevant to the mining and minerals industry, and all complete submissions will be reviewed.

What CIM Is Looking For

- A timely industry need, challenge, or opportunity with relevance to CIM audiences.
- Practical knowledge, frameworks, or approaches participants can apply.
- A balanced course design combining concepts with case studies, real-world examples, and practical application.
- Meaningful participation through exercises, working groups, facilitated discussions, breakout activities, demonstrations, or problem-solving.
- Qualified subject-matter experts with industry and presentation or facilitation experience.

Educational (not promotional)

Courses must be objective, educational, and non-commercial. They may not be used to sell or promote a company, product, software platform, consulting service, or proprietary solution. Necessary product references must be presented in a balanced educational context. The purpose is knowledge sharing, problem-solving, and the exchange of ideas.

Required Proposal Information

- 1. Clear title.** Use a concise, descriptive title that accurately reflects the topic. Avoid unnecessary acronyms, long titles and/or subtitles, and company or product names.
- 2. Course abstract.** Explain what the course covers, the issue it addresses, why it matters now, its purpose, and how it will be delivered. Identify planned case studies, exercises, discussions, working groups, demonstrations, or other interactive elements. Provide an outline of the main topics, delivery methods, and participant activities.
- 3. Learning outcomes.** List specific things participants will be able to understand, assess, use, or apply after the course. Focus on tangible takeaways rather than broad statements such as “gain an understanding.”
- 4. Target audience.** Identify relevant roles or disciplines, experience level, course level (introductory, intermediate, or advanced), and any prerequisites.
- 6. Instructor information.** Provide a short biography for each instructor highlighting relevant expertise, industry experience, and teaching, presentation, or facilitation experience.
- 7. Course details.** Confirm the proposed format, category, maximum class size, special requirements, and whether the course has been delivered previously.

Evaluation and Selection

Complete submissions will be reviewed by CIM’s Professional Development team and the appropriate CIM technical societies and/or subject-matter reviewers. Reviewers may recommend that a proposal be accepted, revised, combined with a related submission, or declined.

Evaluation Criteria

- Industry relevance and alignment with the conference focus.
- Clear purpose, participant value, target audience, and practical learning outcomes.
- Effective balance of theory, industry experience, case studies, and application.
- Strong course design with substantive participant interaction.
- Instructor expertise and ability to facilitate learning.

- Educational integrity and non-commercial content.
- Clear, complete, and well-structured submission.

Program-Level Considerations

Meeting the criteria does not guarantee acceptance. CIM must also consider topic balance and duplication, audience appeal, course-level mix, instructor and perspective diversity, anticipated demand, scheduling, room and equipment needs, and overall program capacity.

CIM may request clarification or revisions before making a final decision. Acceptance is based on the submitted content, format, and named instructors; subsequent changes require advance approval.

Course Formats and Delivery

- **Half day:** 4 hours
- **Full day:** 8 hours
- **Two days:** 16 hours

Full-day courses include a one-hour lunch at 12:00 p.m. and two short refreshment breaks. Half-day courses include one short refreshment break. The proposed length should be appropriate for the content, activities, and learning outcomes.

Instructor Commitments

- Develop and deliver the accepted course content and participant activities.
- Provide course notes in PDF format by CIM's deadline, approximately one week before the course. CIM distributes notes digitally and does not print them onsite.
- Meet deadlines for program descriptions, promotional content, materials, and logistical requirements.
- Support promotion through professional networks. CIM will provide marketing templates and request a short video introducing the instructor(s) and key course benefits.
- Advise CIM in advance of any change to course content, format, or instructors.

CIM Support and Course Logistics

- CIM provides the meeting room, standard AV, food and beverage, public Wi-Fi, registration management, course promotion, and the participant list.
- Standard AV includes a screen, projector, laptop, laser pointer, podium microphone, and wireless lavalier microphone. Additional requirements must be identified in the proposal and are subject to review.
- The host/main instructor may claim reasonable preparation and delivery expenses up to \$500 CAD; conference participation and unrelated costs are excluded. Up to two presenters may also receive a 50% discount on convention registration.

Registration, Viability, and Cancellation

Courses proceed only when financially viable. This typically requires at least 15 registrants, depending on venue costs. CIM will make the final go/no-go decision approximately 30 days before the conference date and may cancel, reschedule, or adjust a course based on registration or operational requirements.

Registration Fees

Half day: \$350 regular / \$175 student

Full day: \$600 regular / \$300 student

Two days: \$975 regular / \$500 student

Surplus Sharing

After direct course expenses are reconciled, 75% of any surplus is retained by CIM and 25% is paid to the instructor(s). Payments are processed after the course and final reconciliation.

After the Course

Participants will be invited to complete an evaluation, which will be shared with instructors. Attendees will receive a Certificate of Attendance showing the professional development hours earned.

Important Dates

Proposal deadline	November 20, 2026
Acceptance notification	December 18, 2026
Course go/no-go decision (based on registration)	April 1, 2027
Final PDF course notes due	April 26, 2027

How to Submit

Submit the complete proposal through CIM's online submission form. Proposals sent by email will not be considered.

Submission link: <https://www.xcdsystem.com/cim/abstract/abstract.cfm>

Questions: Victoria Burnie, Professional Development Specialist

Email: vburnie@cim.org or professionaldevelopment@cim.org