

PLM WORLD

Technical Organization Structure

Introduction

The charter of the PLM World Technical Organization is to provide a forum for the exchange of technical information between PLM World's members and UGS PLM development and marketing organizations. The following is the structure of the organization:

- Special Interest Group (SIG)
- Focus Group
- Technical Track

Special Interest Group (SIG)

A Special Interest Group (SIG) represents a functional area rather than a specific UGS PLM application, and is aligned with the UGS PLM Product Line area. The purpose of the Special Interest Group is to serve as PLM World community representative to UGS PLM. SIGs are accountable to the PLM World members.

Structure and Leadership:

- The SIG Chairperson reports to PLM World Executive board of directors through the Technical Director.
- A SIG shall have a Chairperson who is appointed, or elected by the PLM World members as specified in the Policies and Procedures (P&P) document.
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- The Chairperson shall be a volunteer who is actively involved (a champion) in the area covered by the Special Interest Group that he/she leads.
- Each SIG shall have an UGS PLM representative from the UGS PLM development organization.

SIG Chairperson Responsibilities:

- Assist the Technical Director in preparation for the conference on issues related to the SIG's.
- Plan and chair face-to-face committee meetings once or twice per year, which may include a general meeting at the annual PLM World conference
- Plan and chair committee meetings via conference calls at least twice a year to review the committee's activities and discuss specific project status
- Maintain a moderated discussion area on the PLM World web site discussion area
- Provide progress reports on a quarterly basis to the Technical Director on the committee's activities
- The SIG Leader and members shall participate in UGS PLM Customer Involvement Process (CIP) including review of enhancement requests (ER) and provide detailed input and/or white papers to UGS PLM developers to clarify ERs as needed
- The SIG Leader and members are encouraged to participate in Joint Application Development (JAD) sessions hosted by UGS PLM development organizations
- Solicit technical presentations for the annual conference
- Organize one 60-90 minute session at the annual conference during which UGS PLM can present details of future plans, visions and strategies
- Review and select conference presentations, and forward selections to the Technical Director
- Chair the SIGs Technical Track Sessions at the annual conference
- Be responsible for submission of at least two technical articles to the PLM newsletter or E-update during the current year

SIG Chairperson Benefits: The main benefit of volunteering for the position of SIG Chairperson is the opportunity to interact directly with UGS PLM Solutions representatives from the management and development organizations and influencing the current and future direction of the product. This line of communication can greatly benefit the volunteer's company by participating in Joint Application Development (JAD) and promoting his/her company's technical requirements directly to UGS PLM Solutions.

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Time Commitment:

- Travel up to two weeks per year for PLM World activities including the annual conference and Joint Application Development (JAD) meeting with UGS PLM developers.
- An average of 4 hours per week during the year. This time includes moderating the Web discussions, working on Technical Committees projects, soliciting presentations to the annual conference and preparation for the conference.
- Author or Solicit a minimum of two (2) Articles for the PLM World Newsletter, or E-Updates.

Management Commitment and Support: The SIG Chairperson is expected to receive the commitment and support of his/her company's management prior to accepting the Chairperson's position. This include support for meeting the estimated time commitment described above, and providing financial support for attending the annual conferences in the event that the chairperson is not qualified for reimbursement of travel expenses as described later in the Reimbursement Policy section of this document.

Forming a New SIG: New SIGs may be formed by first establishing a Focus Group and then changing to a SIG based on the criteria specified in the Focus Group section.

Maintaining Status of the SIG: A SIG maintains its status as long as the UGS PLM software covered by the SIG is in full production and provided that the SIG can maintain a level of participation that is above the required level for a Focus Group. To remain a SIG, there must be sustained user interest across a broad userbase. One rule of thumb that may be used is to have at least 12 related presentations at the annual conference, of which at least 8 must be non-UGS PLM presentations.

SIG Sub-Committees: A sub-committee may be formed under a SIG to address specific technical topics. In order to establish a sub-committee, the Chairperson of the SIG shall make a proposal to the Technical Director. The proposal shall include the purpose of the sub-committee, the name of the volunteer who will lead the sub-committee, the name of an UGS PLM technical representative willing to work with the committee and the names of the committee members.

Focus Groups

Purpose: The purpose of a Focus Group is to represent the interests of a group of PLM World members who are interested in a particular technical area that is not related to an existing Special Interest Group and does not yet meet the requirements for a SIG status. A Focus Group may also represent a smaller group of PLM World members who have an interest in emerging technologies offered by UGS PLM Solutions not yet widely used by many users. Focus Groups may serve as the staging ground for forming a new Special Interest Group.

Structure and Leadership:

- Each Focus Group shall have a group coordinator
- The Focus Group coordinator shall be a volunteer who is a champion in the area of concentration of the Focus Group.
- The Focus Group Coordinator reports to PLM World Executive board of directors through the Technical Director.
- The Focus Group Coordinator is selected by the PLM World Technical Director from a list of nominees provided by the nomination committee.



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- Each Focus Group shall have an UGS PLM technical representative from the development organization who shall actively participate in all committee's activities. The structure of a Focus Group is similar to the structure of a SIG.

Focus Group Coordinator Responsibilities:

- To act as the liaison between the interested members and UGS PLM developers
- To solicit presentations for the conference and host the technical sessions of the Focus Group at the annual conference. It is expected that a Focus Group will have at least two 45-minute sessions at the conference
- The coordinator is encouraged to participate in Web discussions throughout the year

Focus Group Coordinator Benefits: The main benefit of volunteering for the position of Focus Group Coordinator is the opportunity to interact directly with UGS PLM Solutions representatives from the management and development organizations and influencing the current and future direction of the product. This line of communication can greatly benefit the volunteer's company by participating in Joint Application Development (JAD) and promoting his/her company's technical requirements.

Time Commitment:

- Travel up to two weeks per year for PLM World activities including the annual conference and Joint Application Development (JAD) meeting with UGS PLM developers.
- An average of 1-2 hours per week during the year. This time includes working on Focus Group projects and planning for the annual conference.

Management Commitment and Support: The Focus Group Coordinator is expected to receive the commitment and support of his/her company's management prior to accepting the Chairperson's position. This include support for meeting the estimated time commitment described above, and providing financial support for attending the annual conferences in the event that the Focus Group Coordinator is not qualified for reimbursement of travel expenses as described later in the Reimbursement Policy section of this document.

Sub-Committees: A sub-committee may be formed under a Focus Group to address specific technical area. The Focus Group Leader shall make the proposal to the Technical Director. The proposal shall include the purpose of the sub-committee, the name of the volunteer who will lead the sub-committee, the name of an UGS PLM technical representative willing to work with the committee and the names of the committee members.

Establishing a Focus Group: A Focus Groups may be established at any time by a group of PLM World members who have a common interest in a particular technical area that is not covered by an existing SIG or a Technical Committee and has the potential of becoming a new Special Interest Group as described above. In order to form a Focus Group, the interested members must have a volunteer who is willing to be the coordinator of that focus group. The coordinator shall be a volunteer who is a "champion" in the area covered by the Focus Group. The coordinator shall contact the Technical Director with a "Mission Statement" of the Focus Group and a list of at least 10 users who are interested in the topic and are willing to actively participate in the Focus Group. The Executive Board of Directors must approve the Focus Group coordinator.

Transition into a SIG: A Focus Group may be granted the status of a Special Interest Group by the Board of Directors after it demonstrated large sustained interest in this topic. Having 12 or more Technical Presentations (45 minute each) at two consecutive conferences where at least 60% of the Technical Presentations are given by end users may indicate a large sustained interest.

Maintaining the Status of the Focus Group: A Focus Group shall maintain its status as long as there is user interest in the subject covered by the Focus Group and there is opportunity for the group to provide input to UGS PLM for future development of the product.

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Technical Tracks

The term Technical Tracks refers to technical sessions at the Annual Conference. The number of Technical Tracks is based on the type of presentations submitted and accepted by PLM World Technical Selection Committee (Group Leaders). Some Technical Tracks may not be part of any Special Interest Group or Focus Group and will only be active during the conference. They will include presentations that are not part of any current SIG or Focus Group or presentations that are related in some way to all existing SIGs and Focus Groups. They generally are not involved in providing technical feedback to UGS PLM on improving software through the Customer Involvement Process.

Technical Track Coordinators: during the annual conference, a member volunteer will chair Technical Track sessions that are not part of an existing SIG or a Focus Group.

Reimbursement Policy

Waiver of Conference Registration Fee

In recognition of their support, the conference registration fee will be waived for the leaders of the SIGs, Focus Group or the Chairperson of any Technical Track session who are actively involved in soliciting and organizing the technical presentations for that session(s) provided that the session includes at least four 45-minute technical presentations of which at least two are user presentations.

Speaker Dinner and Gift

All volunteers who preside over 6 or more technical sessions at the conference will be invited to the Presenter Dinner and will receive a Presenter Gift.

Travel Expenses to the Annual Conference

In recognition of their extended contribution to the PLM World organization and the annual conference, SIG Chairpersons, Technical Committee and Focus Group Leaders, may receive reimbursement of travel expenses to the conference. The Executive Board shall determine the amount of funds available for reimbursement as part of the PLM World annual budget but at least 12 months prior to the next conference. In order to be eligible to receive reimbursement of Travel Expenses to the next annual conference, the SIG Chairperson or the Focus Group Leaders must meet the following requirements:

- The leader has actively solicited and organized presentations to fill at least eight 45-minute technical sessions with at least 5 user presentations, 2 UGS PLM technical presentations and one PART/Technical Committee session. The determination of whether this requirement has been met will be based on the number of abstracts available for the session three weeks after the abstract submittal due date.
- Submit at least two technical articles to the PLM newsletter or E-Update during the current year
- Maintain a moderated discussion area on the PLM World web site
- Plan and chair at least two committee meetings via conference calls with interested users
- Determination that the leader has maintained the responsibilities as stated in this document

For the purpose of determining the eligibility for meeting the requirements for reimbursement, one of the following may be substituted for one 45-minute technical session (one per leader):

- Organize a Technical Committee meeting that is held on the weekend prior to or immediately following the conference. An agenda and the names of at least 10 committee members who plan to attend must be submitted to the SIG Chairperson at least three months prior to the conference.
- Organize or participate in a UGS PLM technical JAD during the year
- Submit an additional one page technical article to the newsletter during the prior year
- Coordinate and chair sessions of one of the Technical Tracks which does not have a leader



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The Executive Board of directors will make the final determination and will notify the leaders on their eligibility to receive travel expenses reimbursement no later than four weeks after the Abstract Submittal deadline for the next conference.

On a case-by-case basis, PLM World may cover some or all of the expenses for other technical leaders attending committee meetings that are not held in conjunction with the annual conference.

Revision History:

07/20/2007 T. Both - Removed Technical Committees,, from Technical Organization, These will now be considered SIG Sub Committees. Also raised the bar for SIG Leaders to require 2 articles for PLM World Newsletter.