



2022 MTUG IT Summit Workshop Request-For-Proposals (RFP)

The Maine Technology Users Group is soliciting proposals for our educational workshops at the 2022 MTUG IT Summit scheduled for **THURSDAY, MAY 26, 2022** – we would love to spotlight your workshop ideas!

Workshops that share IT challenges and solutions are the essence of our User Group tradition, and – with your help – we are planning a rich, informative program for our attendees. **If you have an interesting tech implementation, lesson, project, or perspective to share for the Summit**, please submit the 1-page form on page 3.

Required Format

- Please submit proposals by ~~Wed, March 30~~ the **extended Submit Date of Wed. April 6, 2022**. Please submit to programs@mtug.org. **Please submit early if possible as Board Members may give feedback.**
- **IMPORTANT: All workshops must have "End-User" Tech Professionals as co-speakers or primary speakers.** "MTUG End-Users" are tech professionals or decision-makers who do not work for an IT sales/service company. IT sales/service providers proposals MUST have a substantial co-speaker role for a committed end-user (such as a customer's IT admin or business manager who can speak about the technology).
- **Topic should be relevant to one of the Workshop Tracks listed on the form** (descriptions on next page).
- **Most topics should be approx. 1 hour in duration**, which should include 10 minutes for Q&A.
- **Please try to limit proposals to 1 page.**

Other Considerations

- If appropriate, we welcome multiple-speaker panels.
- **"TECH LEVELS"** – Please indicate a "Level" of prior technical knowledge recommended for attendees to benefit most (Basic, Intermediate, Advanced). *Not needed for I.T. Workforce or Tech Mavericks tracks.*
- Presenters are encouraged to consider their topic's impact on Maine small businesses (<500 employees).
- The format/timing of Workshops may adjust to meet health guidelines.

What do we mean by "End-User" Speaker?

"End-User" Speakers/Co-Speakers in the "MTUG world" are tech/business professionals who are NOT employed by a tech sales company (i.e., a tech vendor could include a co-speaker from the IT department within a customer's company, or a university, think-tank, nonprofit, or government expert).

NEW! "End-User" Speakers, if session is selected, may bring 1 complimentary guest (should also be non-tech-sales).

Our volunteer nonprofit Board of Directors will evaluate proposals based on the above criteria. **If you are selected to lead a workshop session for the 2022 MTUG Summit, we will contact you in mid April.** *Chosen workshop presenters will be given a free pass for the whole Summit* – for Workshops with 4 or more presenters, available passes may be limited to the workshop's "end-user" speakers first (remainder based on availability).

For more information about the Summit – including attendee, exhibitor and sponsor registration – please see the event web page at <http://www.mtug.org/summit>. Thank you very much for your help and support!

Kate Carpenter, MTUG Executive Director • Contact MTUG at programs@mtug.org • 207-370-5327

COVID-19 Safety Statement

MTUG will work to provide the safest event possible. We will follow federal and state guidance and health official recommendations. Attendees, including sponsors, exhibitors, and speakers, are subject to health safety protocols MTUG may deem best to implement at the time, including but not limited to mask-wearing, social distancing, and possibly vaccination requirements. The COVID-19 Pandemic is an evolving situation, and we appreciate your patience as we navigate rules and guidance to ensure a healthy and successful event for all. Please contact Kate Carpenter at 207-370-5327 if you have any questions.

2022 MTUG I.T. Summit Workshop Track Descriptions

C3: Collaboration, Communication & Control Track (NEW!)

Organizations large and small are looking for different ways to communicate and collaborate with fellow employees and customers to enhance business operations, track teams, and drive revenue/mission goals. How can organizations leverage voice, video, remote meetings, team management tools, and chat securely under one solution or platform? Can users collaborate on projects, and share/edit documents efficiently? Is a history of internal/external communication saved and easily accessible? And how can business leaders optimize adoption rates? MTUG looks forward to your C3 lessons! **Please Indicate “TECH LEVEL” (Basic, Intermediate, Advanced).**

D3: DevOps, Data Analytics & Design Track (NEW!)

I.T. departments increasingly must be strategic partners across the enterprise, and not simply service centers. MTUG seeks proposals that address cross-functional topics and other emerging trends in application development and deployment, including (but not limited to): UX Design, Design/Functional team collaboration, Data Lake Development, Lean Data Pipe-lining, traditional Data Warehousing, cloud data strategy via services like AWS/Azure, Data Visualization, Data Governance, Predictive Model development/deployment, etc., DevOps for rapid SDL, Agile methodology implementations, hybrid cloud infrastructure, software-defined infrastructure, team collaboration/alignment policies, etc. **Please indicate “TECH LEVEL” (Basic, Intermediate, Advanced).**

I.T. Infrastructure

Even in a cloud-based world, infrastructure is still important. This track will focus on the hardware, software, network resources, and services required for the existence, operation, and management of an enterprise IT environment that allows an organization to deliver IT solutions and services to its employees, partners and/or customers. Some examples could include presentations on: hyperconvergence, cabling, wireless LANs, WAN, infrastructure, virtualization, monitoring, MDM, IPv6, secure remote access, video and audio conferencing, mobile devices, backup and disaster recovery infrastructure, phone systems, etc. **Please indicate “TECH LEVEL” (Basic, Intermediate or Advanced).**

I.T. Workforce Development

Proposals for this track should highlight trends or topics supporting Maine’s IT professionals in advancing their own careers and helping others to develop their skills and expertise. This may include sessions on soft skills, technical skills, leadership, or IT Methodology. Broad subjects may include hands on technical training, career paths, staff and new employee development, Diversity/Equity/Inclusion, staffing, management, etc. We also encourage panel discussion groups or “lightning talks” featuring an array of perspectives.

Security Track

This track focuses on issues of information security for business data systems. It covers the implementation of successful security programs, training, policy and compliance concerns, and explores technology tools, emerging threats, and latest trends in the infosec industry. **Please indicate “TECH LEVEL” (Basic, Intermediate, Advanced).**

“Tech Mavericks”

Are you a technology maverick? Do you have unique tech-enabled approaches to solve problems that “break the mold”? MTUG seeks proposals that spotlight nontraditional approaches to tech in business and everyday life, and push Maine’s technology leaders to consider a different perspective. Proposals may highlight your unique approach to a problem with a goal to elicit discussions that challenge conventional thinking. Past “Maverick” style sessions included music created via code-enabled sensors, DIY secure open-source home routers, and facility environmental data collection with Raspberry Pi devices.

Workshop Proposal Form - 2022 MTUG Information Technology Summit

All fields required.

Workshop Title:

Presenting END USERS(s), including Name, Position and Company (non-I.T. sales-company speakers):

COMMITTED END-USER REQUIRED. An end-user implements technology & does not work for an IT-sales organization. Can include technical staff or business operations/managers from an organization that is not an IT-sales organization.

All Other Presenter(s), including Name, Position and Company (from I.T. sales organizations):

Technology Presented:

Description of Workshop Content:

Describe Benefits to Workshop Attendees:

Workshop Track (Type "X" next to the ONE track listed below that best aligns to your proposal):

Complete Track Descriptions can be found on the previous page of this RFP package.

If your presentation applies to multiple tracks, number those tracks in order of preference (1 = 1st choice, etc.).

<input type="checkbox"/>	C3: Collaboration, Communication & Control	<input type="checkbox"/>	D3: DevOps, Data Analytics & Design Track
<input type="checkbox"/>	I.T. Infrastructure	<input type="checkbox"/>	I.T. Workforce Development
<input type="checkbox"/>	Security Track	<input type="checkbox"/>	"Tech Mavericks" Track
TECH LEVEL:	<input type="text"/>	← Enter "Tech Level" of <u>Basic, Intermediate, or Advanced</u> (for all submissions except Workforce & Mavericks)	

IMPORTANT: MTUG reserves the right to merge a workshop proposal with other/similar proposals to create a panel of presentations. This may result in a delivery time period of 20 or 30 minutes. MTUG will seek approval from the RFP submitter of this type of change.

A/V/Connectivity Requirements & Contact Information:

Contact Name and Company:

Contact Phone and Email:

Please email by ~~WED, MARCH 30~~, the extended date of **Wed, April 6, 2022**, to MTUG at programs@mtug.org (207-370-5327)

Reminder – the Summit is **Thursday, May 26th, 2022** – Please clear this date with all speakers.