

VMworld 2017 Call for Papers

Frequently Asked Questions

Q. Who can submit a session proposal for VMworld 2017?

A. VMworld Call for Papers (CFP) is open to the public. The VMworld Sponsorship Program will include session opportunities as a benefit for some sponsorship levels. CFP Opens on Tuesday, February 14, 2017.

Q. When is the last day to submit a paper for consideration?

A. Call for Papers deadline is Tuesday March 14, 2017.

Q. Can I edit/update my submission before the content committee reviews it?

A. You can "Save and Quit" at any time during the submission process and your submission will be saved as "Partial." Please note: The system times out after 15 minutes of inactivity. Also, once you mark your submission "Complete", the edit function goes away. Draft submissions will not be considered. All proposals must be submitted as complete/final by the March 14th deadline.

Q. Do I need to get management approval to present at VMworld 2017?

A. All VMware employees must have their manager's approval prior to submitting a proposal. For all non-VMware presented proposals, we kindly ask that you verify your company's policy regarding presenting sessions at an event of this type. Note that replays of sessions will be available on www.vmworld.com after the event. All session submissions will be reviewed as part the program's standard voting process. If accepted, most session types come with a full conference pass at no charge to the speaker. Panel sessions offer discounted passes for the approved panelists (limits per session apply).

Q. Do accepted speakers receive discounted registrations?

A. Yes. If you are a non-VMware speaker and your session has been selected for the 2017 program, you will receive a complimentary pass or discount on your registration (based on the type of session). For most breakout sessions, a maximum of two passes will be provided. For panel sessions, a 50% discount off the registration fee will be provided to the approved panelists. VMware employees should refer to the employee pass guidelines posted to SharePoint and Vault (VMworld page) for information about employee pass eligibility. *All expenses for travel and hotel accommodations will be the responsibility of the speakers.*

Q. What is the T&E policy for a VMware employee speaker?

A. The VMware employee pass and VMworld policy will be posted to SharePoint and Vault (VMworld page). The VMworld Content Team will also communicate the T&E policy to all accepted employee speakers.

Q. What are the different session types?

A. There are four (4) different session types this year:

- **Breakout Session** – 60 minutes

The majority of the VMworld agenda is made up of content-rich breakout sessions. These one-hour presentations are presented by one to two experts from VMware, a VMware partner, or a VMware customer organization. While the majority of these sessions are lecture-style, PowerPoint-based, many presenters may augment their presentation with video or live demonstration. Most breakout sessions are 45 minutes of presentation and 15 minutes of Q&A.

Q.What are the different session types? (continued)

- **Group Discussion** – 60 minutes
Group Discussions are informative and interactive roundtable discussions (no audio-visual support) intended to bring together like-minded colleagues in similar industries or roles to discuss common challenges and best practices. These sessions are typically led by a VMware expert moderator and limited to 40 attendees.
- **Panel Session** – 60 minutes
Panel Sessions are hosted by one moderator and up to four panelists. These one-hour presentations have panelists who are knowledgeable on the same subject but with different emphasis or experience. These sessions typically have some lecture-style, PowerPoint-based presentation with a significant portion of the session dedicated to Q&A and audience engagement.
- **Quick Talk** – 30 minutes
Quick Talk sessions takes a traditional breakout session topic and trim it down to essential messages, information and clarity in a targeted half-hour timeslot. They are often used for niche topics, business overviews or other topics that do not require a full 60-minute session.

Q. How many speakers are allowed for sessions?

- A. Two (2) speakers are allowed for Breakout Sessions and one (1) moderator with up to four (4) panelists for Panel Discussions.

Q.What information should I include in the Key Takeaways section?

- A. Key Takeaways are the key concepts / top messages you want your audience to walk away with. For example:
- An understanding of the software-defined data center and the role services plays in the new era of IT
 - Clarity on the action audience needs to take to run a profitable business
 - Knowledge of the services to support a major implementation and their competitive differentiation

Q.What is the audience level we should consider when submitting a proposal?

- A. We ask that you mark your submission according to the audience level it applies to. VMworld 2017 will offer content that applies to the following audiences:
- Beginner: attendee has very little knowledge if any of the topic or is new to using the product.
 - Intermediate: attendee has some knowledge of the topic or has some experience with the product.
 - Advanced: attendee has strong familiarity with the topic and is highly experienced with the product.

Q.When will I find out if my paper has been accepted?

- A. Notifications will go out mid-June 2017 for both VMworld US and Europe.

Q. If accepted, when are presentations due?

- A. For both VMworld US and Europe, first Draft Presentation will be due July 19, 2017 and Final Presentations will be due August 3, 2017. Sessions may be cancelled if draft/final presentations are not received by deadlines.