VMworld 2019 Call for Proposals

Frequently Asked Questions

Q. When does the VMworld Call for Proposals open and close?

A. [The Call for Proposals](#) opens on March 12, 2019 and closes at 5 pm PDT on April 9, 2019.

Q. Who can submit a session proposal for VMworld 2019?

A. The full VMworld Call for Proposals (CFP) is open to only VMware employees. We encourage VMware employees to include customers, partners, and non-VMware subject matter experts on their submitted sessions.

Q. How do non-VMware employees pursue a speaking opportunity?

A. VMware customers and partners can submit interest forms that ask for information on the tracks and products they want to present but will not ask for titles, abstracts, outlines, etc., that are required in the full CFP. The VMworld content team will review these interest forms and, if there is an opportunity for inclusion in the program, will contact the submitter for additional session information. The forms will be available on www.vmworld.com from March 19 to April 16, 2019.

FAQs for non-VMware Employees Submitting Interest Forms

Q. How can I improve the likelihood that I will be contacted for inclusion as a speaker at VMworld?

A. In your interest form, share a product success story that clearly lays out the challenges that the VMware product solved and how the implementation of the VMworld solutions was executed.

Q. When will I be notified if I have been selected as a speaker?

A. The content team will review forms between April 29 and May 24. If the content team is interested in your submission, they will contact you during that period. All submitters will receive an email notification of their submission status on June 11.

FAQs for VMware Employees Submitting Proposals

Q. What do I need to know in order to submit the best proposal and increase the likelihood of selection?

A. Reviewing the submission guidelines posted in Vault will provide you with the most comprehensive information on submitting a winning proposal.

Q. Can I edit/update my submission before it is reviewed?

A. You can "Save and Quit" at any time during the submission process and your submission will be saved as "partial". Once you mark your submission "complete", the edit function goes away. However, until the closing date (5 pm PDT on April 9), you can click on your submission link to reopen and edit your content. Make sure to mark your submission "complete" after making your edits.

Speaker information can be edited by clicking on the speaker name(s) or on "Add Participant."

Q. Do I need to get management approval to present at VMworld 2019?

A. All VMware employees must have their manager's approval prior to submitting a proposal. If you are inviting a non-VMware employee to speak on your session, please verify that company's policy regarding presenting at this type of event. Note that replays of many sessions will be available on VMworld's videos site after the event.

Q. Do I get a free pass to the conference if my session is accepted?

A. The speaker pass policy is as follows:

- 30-minute sessions (Breakout or {CODE}) receive one VMworld full conference pass for the speaker.
- 60-minute sessions (Breakout, {CODE} and Professional Development) receive two VMworld full conference passes for the speakers.

- 90-minute breakout sessions receive two VMworld full conference passes for the speakers.
- Panel discussions receive one VMworld full conference pass for the moderator and up to two full conference passes for approved customer/partner panelists. VMware employee panelists must purchase passes through the employee registration.
- Workshops receive one VMworld full conference pass for the workshop facilitator and up to two VMworld full conference passes for approved workshop presenters.
- Expenses for travel and hotel accommodations are the responsibility of all speakers and may be submitted for reimbursement according to the VMware Travel Policy.

Q. When do I find out if my proposal has been accepted?

A. Acceptances will be sent out by end of day on June 11, 2019.

Q. If accepted, when are presentations due?

A. For VMworld US, presentation review opens July 9, 2019 and final presentations are due August 16, 2019. For VMworld Europe, presentation review opens September 24, 2019 and final presentations are due October 15, 2019.

Q. What are the different session types for which I can submit a proposal?

A. Session types:

- Breakout Session – provides attendees with knowledge of a product feature or use. Can be either for current or prospective users at various levels of learning as designated by different levels. Breakout sessions are 30, 60, or 90 minutes in length.
- Workshop – provides attendees a thorough explanation and demonstration of a product feature or use. Workshops are 2 to 6 hours in length.
- Panel discussion – provides attendees with a discussion format presenting a variety of experiences and perspectives, typically highlighting customer success stories. Panel discussions are 60 minutes in length.
- {CODE} – provides attendees with the latest microservices, cloud-native applications, and agile development methodology. {CODE} sessions are 30 or 60 minutes in length.

- Professional Development – provides attendees ways to master today's most pressing IT priorities in order to take advantage of rising technologies, methodologies, and best practices. Professional development sessions are 60 minutes in length.

Q. Are session levels the same as last year?

A. There are two categories of levels this year, business (with levels B100 and B200) and technical (with levels T100, T200 and T300). For detailed information, please refer to the <u>submission guidelines</u>.

You can provide your preferences for session duration and level with our submission; however, the content review team will assign the appropriate session duration and level if your submission is accepted.