



IDUG

The Worldwide DB2 User Community

IDUG 2009 - Europe Full-Day Educational Seminars Request for Proposal

Background

The International DB2 Users Group (IDUG) Conference is an independent, user-run, not-for-profit event which has evolved into the premier DB2 technical conference. Each year, IDUG helps thousands of database administrators, application developers and systems programmers to better understand and exploit the entire DB2 family of products (DB2 for z/OS and OS/390, DB2 for Linux, UNIX, Windows, etc.).

Contributing to the success of IDUG are Full-Day Seminars that take place in conjunction with the IDUG conference. These seminars are available to both conference attendees and non-attendees. IDUG educational seminars are conducted by prominent technical experts, and offer advanced training in a variety of DB2 related topics. Seminars covering the following topics have been conducted at previous IDUG conferences:

Web-Enablement

Transitions to new versions and platforms of DB2
Business Intelligence/Data Warehousing
High Availability DB2 Systems
Enterprise Packaged Solutions

DB2 Fundamentals

Database/Systems Performance and Tuning
Advanced SQL Coding
Application Design
Advanced Database Design

Selection Process

Each year, the IDUG Conference Planning Committee solicits many of the industry's experts for seminars that will provide the highest level of DB2-related education. This process is done via a Request for Proposal (RFP).

If you feel that you (or your company) have developed a Full-Day educational seminar that meets IDUG's high standards for technical education, we invite you to respond to the One-Day Seminar RFP. More details about the IDUG educational seminars and instructions on how to reply to the RFP are fully covered in this document.

Timeline of Deliverables

Before you respond to the IDUG educational seminar RFP, please review the following list of deliverables and due dates. For your proposed seminar to be considered for IDUG, you must be able to provide all the materials highlighted, on or before the dates indicated.

27 February 2009

Week of 14 April 2009

15 May 2009

RFPs due at IDUG Headquarters

Instructor Notifications sent from IDUG Headquarters

Seminar materials due to IDUG Headquarters for review. Seminar materials include:

- Seminar final outline
- Audio/visual requirements
- Indications of any restrictions/problems providing correctly formatted seminar materials

29 June 2009

Draft Presentations due to IDUG HQ

18 September 2009
5-9 October 2009

Final Presentations and Hand-outs due to IDUG HQ
IDUG 2008 – Europe (**Full-Day Seminars to take place on 9 October 2009**)

Important Information

Any person (or company) who elects to respond to the IDUG Full-Day Educational Seminar RFP must first review and understand the following information:

- Responding to the IDUG Full-Day Educational Seminar RFP does not guarantee that the instructor/seminar will be selected.
- Educational seminar selections will be based on providing a balanced overall educational program.
- More than one (1) seminar can be taught by instructors from the same company, but only if the educational content differs.
- One (1) seminar may be taught by more than one instructor; however they will together share in any relevant compensation package for that seminar.
- Advertising for the seminar will be done by IDUG.
- The instructor, or the instructor's company, may also advertise for the seminar, but only if the advertising makes it clear that:
 - This is an IDUG educational seminar.
 - Registration for the seminar is exclusively handled by IDUG.
 - Material does not include non-seminar information or marketing material.
 - All company advertising must be approved by IDUG.
- Seminar attendees will evaluate the seminar and the instructor. The evaluation will be done using an evaluation form provided by IDUG. The instructor will be responsible for handing out the evaluation form at the end of the seminar, and collecting the completed forms. The evaluation will be used by IDUG when considering the instructor (or the instructor's company) for future educational seminars. The evaluation will also be used by IDUG to identify areas where the educational seminars can be improved.

IDUG is solely responsible for:

- Registering the attendees and collecting seminar registration fees.
- Duplicating student handbooks from materials received by the instructors according to the timeline of deliveries schedule.
- Scheduling the room.
- Providing lunch for the attendees.
- Providing beverages for the attendees during scheduled breaks.

The seminar is conducted in a classroom format. No "hands-on" computer labs are available, and none will be scheduled or approved. Demos on the instructor's laptop are allowed.

RFP Evaluation Criteria

Each response to the IDUG Full-Day Educational Seminar RFP will be evaluated in the following way:

- Each RFP response will be reviewed by every member of the IDUG Conference Planning Committee. As a group, the IDUG Conference Planning Committee will determine which classes are best suited for the upcoming seminars. All decisions made by the IDUG Conference Planning Committee are final

The following criteria will be used to evaluate all responses to the IDUG Full-Day Educational Seminar RFPs:

- Instructor
 - The ability of the seminar and the instructor to meet all the standards of high-quality education expected by IDUG attendees.
 - The ability of the instructor to meet the deadlines previously noted in this document.

- The instructor's background, reputation, and experience.
- The number of times this class, or one like it, has been taught by the instructor.
- Any feedback available to IDUG on the seminar/instructor, including critiques from previous sessions.
- Presentation Topic
 - Must be related to one or more IBM DB2 products.
 - Must present useful information for DBAs, application programmers and/or system programmers, IT managers and data architects.
 - Must not endorse or sell any product or service.
 - Must be at an appropriate level of detail. Instructor must be able to cover the topic in about 6 hours of lecture.
- PowerPoint Presentation/Slides
 - Must present the topic in a clear and concise way.
 - Must present the topic in bullet format.
 - Must present the topic in an interesting manner.
 - Must contain technically accurate information.
 - Cannot endorse or sell any product or service.
 - Must be reviewed by IDUG prior to the seminar.
- Participant Workbooks
 - A master copy of the student workbook (handouts) must be submitted to IDUG Headquarters by 15 September 2008 in order for the workbooks to be duplicated. If the original is not submitted to IDUG by the above date, the cost of duplicating the workbooks will be at the instructor's or the instructor's company's cost. The cover of the workbook will be provided by IDUG, indicating that this class is an IDUG post-conference seminar.
 - Must parallel and detail the presentation material.
 - Must have room for student notes.
 - Can include references to journals, periodicals, glossaries, appendices, etc.
 - The instructor is responsible for honoring all copyright laws. IDUG will not be responsible for any copyright violations incurred by the instructor.
- Instructor
 - Must have solid technical skills related to the subject of the seminar.
 - Must have working experience related to the subject of the seminar.
 - Must have excellent presentation skills.
 - Must have public teaching experience.
 - Must present the seminar within the allotted time frame.
 - Must be punctual and maintain a professional demeanor during the seminar
 - The instructor identified on the RFP must be the instructor who teaches the seminar.
 - No substitute teachers will be allowed.

To complete the Educational Seminar Request for Proposals, complete the 2008 - Call for Presentations form and choose "Full Day Seminar" as your Presentation Class. Contact euspeakers@idug.org with any questions.

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