



**22-23 November 2012**

## **Call for speakers form and guidelines**

**Deadline for Speaker Submissions is March 15, 2012**

### **The Summit**

The summit presents some of the best examples of Lean thinking and practice from the IT world. The Lean IT Summit is an opportunity for the Lean and IT worlds to forge closer ties and share their knowledge and experience. Given the global scope and increasingly fragmented nature of lean consulting (especially in the IT world), we hope that this conference also serves to reinforce the foundations of lean practice as taught by Jim Womack, Dan Jones and [theleanedge.org](http://theleanedge.org) authors.

The conference caters to three types of professionals: Lean experts provide an opportunity for early adopters to achieve a better comprehension of lean. IT leaders and practitioners come to explore a new approach or share their experiences. CEOs and CIOs will see concrete examples of how lean can quickly help their IT teams deliver high-quality products in a timely manner, while reducing project lead time and costs.

### **We are looking for experienced professionals...**

...such as CIOs, IT managers, or other IT professionals who have successfully implemented Lean in IT operations (such as software development, product management, help desks, data centers, IT infrastructure, support, QA, IT applied to the supply chain...). Specifically, we are looking for speakers proposing concrete case studies. We know that the field of Lean and IT is in its infancy and it is important, at this stage, to just share and consolidate the various pioneering experiences.

### **Session Format**

#### **Case Study**

Duration: 60 minutes (up to 50 people)

A case study reports on a practical application of lean IT in the field (or the “gemba” as we say in the lean world). Speakers must be able to demonstrate that they have applied a PDCA approach, and show the resulting gains in performance and savings.

We advise the speaker to make extensive use of visuals (slides, large posters, A3s, etc.) to illustrate their case. The speaker should allow 10 to 15 mins for Q&A at the end of (or during) the session.

We invite you and your local lean IT experts/practitioners to submit your proposals by following the guidelines below and completing the submission form no later than **March 15, 2012**.

Please keep the following in mind when you submit your proposal:

- This conference focuses on offering participants practical advice and inspiration so they can take something of real value back home. So we ask every speaker to provide a "Take Away" statement that clearly summarizes what a participant can expect to get out of the session.
- The proposed outline you submit now must match the presentation you give at the Lean IT Summit

## Submission guidelines

### 1. Contact Information and Bio

Please provide full contact details plus a biography of up to 150 words and a high resolution photograph.

### 2. Title of your proposed presentation

This needs to stand-alone as well as with the session description, so keep it concise and relevant so participants can easily understand what this session is about.

### 3. Session Summary

This is a summary of your lean IT story. It will be used on the website and in the Event Guide so participants can determine whether or not they should attend this session. Please describe your PDCA approach, as well as the gains you obtained in performance and savings. 400 words max.

### 4. Audience Level

Is your session aimed at all experience levels so no specific experience needed, intermediate - up to 5 years' experience in this field or advanced - more than 5 years' experience?

### 5. Intended Audience

Exactly who would benefit from attending this session - you can use job titles or specialist areas of responsibility or roles. Is there any prerequisite knowledge needed for understanding the content of this session?

### 6. Session Take Away

Exactly what will participants learn in your session - please list as separate points.

### 7. Previous Speaking Engagements

Please tell us where else you have spoken - conference name, title of session and if possible any references.

### Please Note:

At the end of every session, participants are given a speaker evaluation form to complete, these are the criteria by which you will be evaluated:

- Quality of the speakers' delivery and presentation skills
- Relevance of content to the audience and speaker's knowledge of the topic
- Whether the session met expectations - did it match the publicised session description?
- Quality of visual aids

- Would they recommend this session to a colleague?

Be nice to send your submission to [contact@lean-it-summit.com](mailto:contact@lean-it-summit.com).