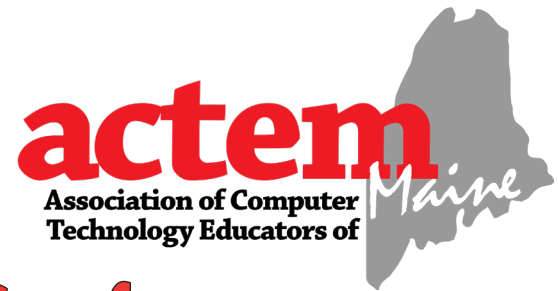




# Call for Exhibitors

## Information Packet



# ACTEM 2019 Conference

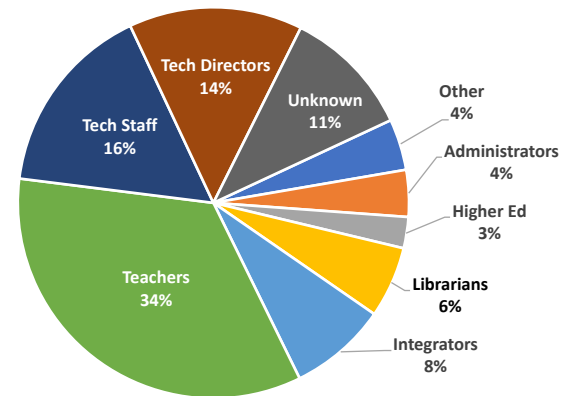
The 32nd Annual Maine Education Technology Conference

October 10-11 | Augusta Civic Center | Augusta, ME

### About our conference...

- ACTEM's annual conference is the largest educational technology event in Maine for educators and administrators.
- Our two-day conference features a combination of over 100 one-hour breakout and half-day workshops sessions.
- ACTEM 2018 attendance statistics showed 356 attendees on Thursday and 749 on Friday along with 42 Exhibit booths and 96 exhibitor reps.
- One Maine school district [RSU 1] brought all 230 staff to the 2018 conference for a professional development day.
- ACTEM has a commitment from another Maine school district [AOS 93] to bring all 194 staff to the ACTEM 2019 conference.
- Conference attendee breakdown by position is shown in the pie chart at right
- The Exhibit Hall will also be the primary location for keynotes and lunch seating
- An Exhibitor's Reception occurs in the hall with cash bar and hors d'oeuvres on Thursday afternoon from 4:00-5:30 PM.
- ACTEM's annual ACHIEVE award winners will be announced Thursday just before the Exhibitor Reception from 3:25-4:00 PM.
- Friday's conference program includes a dedicated 45-minute mid-morning break for EXHIBITS ONLY.

### Who Attends ACTEM...



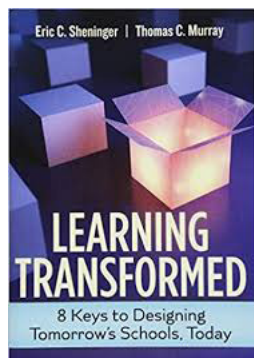
### Thursday Keynote:

#### Thomas C. Murray

Tomas Murray serves as the Director of Innovation for Future Ready Schools, a project of the Alliance for Excellent Education, located in Washington, D.C. He has worked alongside the US Senate, the White House, the US Department of Education, state departments of education, and school districts throughout the country to implement student-centered, personalized learning while helping to lead Future Ready Schools and Digital Learning Day.



Prior to moving to his role in Washington, D.C., Murray's experiences in K-12 digital leadership included implementing a 1:1 program, BYOD, blended learning, and a K-12 cyber school, where he served as the director of technology and cyber education for the nationally recognized Quakertown Community School District in Bucks County, PA. A former school principal and teacher, Murray is passionate about creating cultures of innovation where teachers are empowered to create the types of learning experiences today's modern learners need to thrive in their future.



Murray is a regular featured conference keynote speaker around the country, was named one of "20 to Watch" by NSBA, the "National/Global EdTech Leader of the Year" in 2018, the "Education Thought Leader of the Year" in 2017, and the "Education Policy Person of the Year" by the Academy of Arts and Sciences in 2015. His best-selling book, Learning Transformed, was released in 2017 with ASCD.

### Friday Keynote:

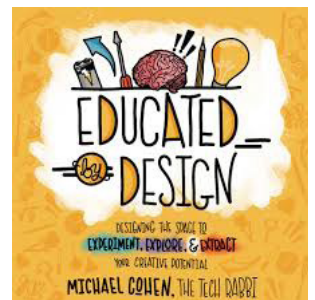
#### Michael Cohen - The Tech Rabbi

Michael Cohen, known as The Tech Rabbi, is a designer and technologist turned educator. As a speaker, writer and creativity instigator, he's on a mission to help young people develop the creative confidence they need to become challenge seekers and solution designers. He currently serves as the director of innovation at Yeshiva University of Los Angeles Boys School (YULA), and creator of the Schlesinger STEAM and Entrepreneurship Center.



He works with schools, institutions and businesses to help them create or refine opportunities for students to leverage technology, media creation and digital age skills in ways that foster inquiry and the drive to solve the complex challenges of our global society. Cohen shares his story of design and creativity through social media, keynote addresses and featured talks on international stages, including ISTE, SXSW EDU, Congreo Mexico, EdTechTeacher Summits and Apple Education events.

He is the author of the book Educated By Design, which outlines his principles for revealing and nurturing our innate creative courage and capacity. Michael is also an Apple Distinguished Educator, Google Certified Trainer, Adobe Certified Trainer and has been ranked as one of today's top 50 edtech influencers.



# Reserve your booth today at [www.actem.org](http://www.actem.org)

## Exhibit Booth Options:

*All exhibitor booth options include electrical outlets, tables (7'), chairs and Wi-Fi Internet access.  
Please note that the exhibit hall is not carpeted.*

### Standard Exhibitor Booth - \$750 [40 Available]

Standard booth space is 8' x 10' and includes one table, Chairs, lunch tickets plus credentials for **two exhibitor representative**.

### Double Booth - \$1,000 [10 Available]

Double booths are twice as wide (8' X 20'), prime location exhibit spaces with two tables, chairs plus credentials for **three exhibitor representatives**.

### Learning Booths - \$1600 [3 Available]

Includes a 20' X 20' area draped on three sides with hard wired Internet connection, custom number of tables and 10+ seating for a presentation area (upon request). Lunch tickets and credentials for **four exhibitor representatives** are included.

**Booths for Non-Profits** - Contact ACTEM for pricing and availability.

*Additional exhibitor credentials and lunch tickets are available at \$40 per company representative for any booth space.*

## Conference Sponsorship Opportunities

**Tier One Conference Sponsorships** - Customized to fit the specific exhibitor's needs. - Tier One Sponsorships begin at \$5,000 [Options might include dedicated workshops rooms, speakers, App banner advertising, meals and coffee/refreshments]

**Keynote Sponsorship** - Support of our national keynote speakers with recognition in the conference App - \$1,500

**Thursday Coffee/Refreshment Sponsorship** - \$1,000

**Open Bar Sponsorship** - Thursday Exhibitor Reception - \$1,000

**Friday Coffee/Refreshment Sponsorship** - \$1,500

Contact Gary Lanoie, ACTEM Executive Director for information on any of these sponsorship opportunities.

**Email:** director@actem.org      **Phone:** 207.222.4353

## Exhibit Facilities:

The Augusta Civic Center is located just off Interstate 95 at exit 112A, approximately a one-hour drive from the Portland Jetport. The exhibit hall is a spacious basketball auditorium. The Civic Center has wireless Internet throughout the building.

**Augusta Civic Center, 76 Community Drive, Augusta, ME 04330**

**Augusta Civic Center phone:** 207.626.2405

## Conference - Exhibit Hours

### Conference Hours:

**Thursday, Oct. 10th** - 8:00 AM - 6:00 PM

### Exhibit Hours:

**Thursday, Oct 10th** - Noon to 5:30 PM

Exhibitor Reception 4:00-5:30 PM - Appetizers will be served.  
Wine and beer available to be purchased in the Exhibits Hall.  
Drink tickets are available for \$5 each to use as handouts to customers visiting your booth during the Exhibitor Reception. Security will be provided in the exhibit hall Thursday evening.

### Exhibitor Setup Hours:

**Thursday, Oct. 10th** - 9:00 to 11:00 AM

Thursday Keynote 11:00 AM - Noon just before Exhibit Hall opens

### PLEASE NOTE:

*The Augusta Civic Center staff are very accommodating to assist exhibitors in any needs or changes you may have as you set up your exhibit space.*

### Conference Hours:

**Friday, Oct. 11th** - 7:00 AM - 4:00 PM

### Exhibit Hours:

**Friday, Oct. 11th** - 7:00 AM to 2:30 PM

Coffee, juice and pastries are available in the exhibit hall in the morning for participants and vendors.  
An "Exhibits Only" break is listed on the program from 10:15 - 11:00 AM.

### Exhibitor Setup Hours:

**Friday, Oct. 11th** - 7:00 AM

### Exhibitor Tear Down Hours:

**Friday, Oct. 11th** - Between 2:30-4:00 PM

## Delivery & Pickup

### Shipping & Delivery:

Exhibitors must take full responsibility for delivery and pick-up shipment arrangements. Please plan ahead to ensure your shipments arrive as close to October 10th as possible, and NOT BEFORE October 5, 2019. Address shipments to:

ACTEM Conference 2019  
c/o Augusta Civic Center  
76 Community Drive  
Augusta, ME 04330

### Pickup - October 11th:

FEDEX and UPS or your shipper will need to be contacted by your representative on Friday afternoon Oct. 11th to pick up outgoing shipments between 3:00-5:00 PM. Typically UPS & FEDEX drivers are easily spotted in the auditorium during those hours.

## Meals:

### Thursday Lunch:

Exhibitors on site at noon Thursday are welcome to join Thursday conference attendees for lunch served in the auditorium. Appetizers and a cash bar will be available for the Exhibitor Reception on Thursday afternoon from 4:00-5:30 PM.

There will not be an evening meal on Thursday as part of the conference. Many restaurants are available in the area around the Augusta Civic Center.

### Friday Lunch:

Exhibitors have the option of selecting a box lunch to pickup and take back to their booths or a buffet lunch in the side seating areas of the auditorium. We ask that exhibitors get their lunch early (11:15 AM) to help eliminate long lunch lines for our attendees.

## Conference Housing

Exhibitors are eligible for reduced conference motel rates of \$94 per night + tax at the following conference hotels:

**Best Western Civic Center** - Located next to the Civic Center  
Address: 110 Community Drive, Augusta, ME 04330 Phone: 207.622.4751  
Best Western Check-in time is 2:00 PM. Check-out is 12:00 noon.

**Comfort Inn Civic Center** - Located about 3/4 miles west of the Civic Center  
Address: 281 Civic Center Drive, Augusta, ME 04330 Phone: 207.623.1000  
Comfort Inn Check-in time is 3:00 PM. Check-out time is 11:00 AM.

Ask for the **"ACTEM Conference Rate"** and place your reservation prior to **September 20, 2019**.

## Vendor Sessions in the Conference Program

ACTEM has a very limited number of breakout sessions in the conference program for vendor presentations. The Program Committee will not consider an exhibitor workshop unless the lead presenter is a current educator/administrator who can share ideas for the use of the product in an educational setting. To purchase a vendor workshop session, contact [director@actem.org](mailto:director@actem.org) for availability

**Vendor Sponsored Workshop Sessions in the Conference Program - \$500 per one-hour breakout session.**

## Vendor Membership

ACTEM gratefully thanks our vendor members for supporting our mission and programs each year. Exhibitors are invited to join ACTEM as a vendor member through June 30, 2020 for a \$200 membership fee. Vendor members receive a 10-day early exhibitor registration opportunity and recognitions in our conference program, quarterly newsletters and business meetings. Vendor members also have the opportunity to use the ACTEM Office meeting space for sessions throughout the year.

## Door Prizes & Booth Drawings

**Door Prizes:** Each year ACTEM receives a generous level of support from our exhibitors in providing door prizes for the closing session at the end of the day Friday. Each contributing vendor is recognized prior to the winner's name being drawn. Please indicate your willingness to contribute a door prize on your application.

**Booth Drawings:** ACTEM encourages exhibitors to offer drawings at individual exhibit booths. We will gladly announce your winners and deliver any prizes at the closing sessions if you wish.

## Conference App Advertising

After long and serious deliberation, ACTEM is no longer will be offering a printed program for our attendees. There will be opportunities for exhibitor to advertise in our conference app. Contact the ACTEM office directly if you are interested in App advertising.

## Application for Exhibit Booths

**Applications for exhibit booths must be completed online** from a link on the **Conference/Exhibitor** page at **www.actem.org**.

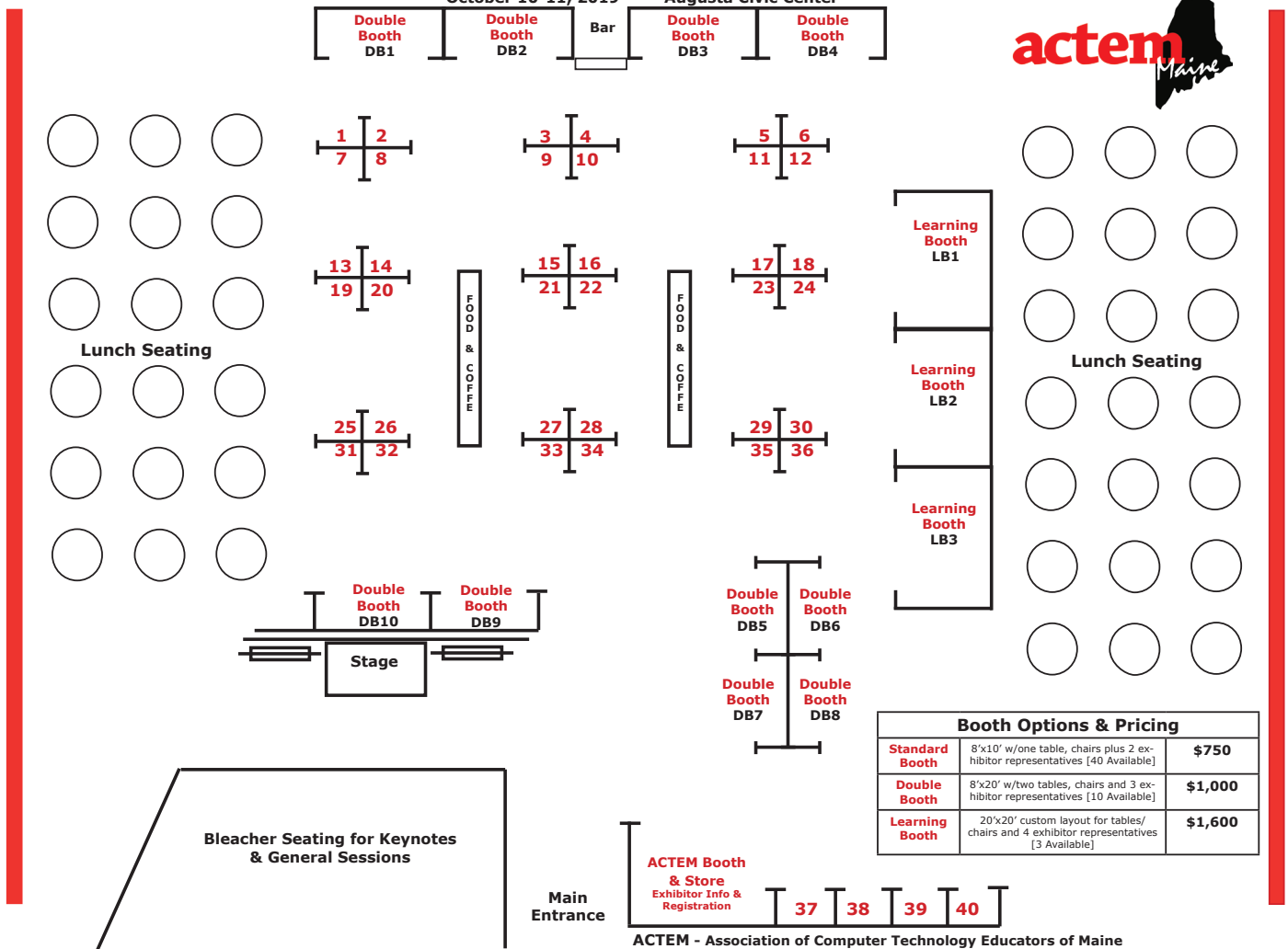
An invoice will immediately be generated and emailed to the exhibitor's primary contact. Full payment is due with the application.

ACTEM accepts online payment by PayPal, Visa, MasterCard, & American Express – Call the ACTEM office at 207.222.4353 to pay by credit card.

**PLEASE NOTE that exhibitor reservations fees are NOT refundable.**

## ACTEM 2019 Conference - Exhibit Hall

October 10-11, 2019 -- Augusta Civic Center



The 2019 Exhibit Hall layout is shown above. ACTEM vendor members and returning exhibitors will have first choice for priority booth locations. Other booth assignments will be based on the date your exhibitor registration is received and payment completed. Please indicate a 1st, 2nd and 3rd choice exhibit booth space from the map above on your online registration form.

**Online Exhibitor Registration:** Now open

**Booth Assignments:** Begin on June 30, 2019 and after that date as registrations are received

**NOTE:** ACTEM will assemble a waiting list once exhibit space is full.

## ACTEM Contact Information

**Mailing Address:** ACTEM, Attn: Gary Lanoie, P.O. Box 187, Gorham, ME 04038

**Phone:** 207.222.4353

**FAX:** 207.222.2057

**Email:** director@actem.org