



# InterConnect2015

The Premier Cloud & Mobile Conference



## Instructions for IBM Business Partners: How to Submit a Document to the e-Literature Library

Dear IBM Business Partner,

We are encouraging all IBM Business Partner sponsors / exhibitors to use the e-Literature Library capability to share collateral with conference attendees. Rather than incurring the cost of shipping hard copy brochures, white papers and flyers to the conference, please consider creating a PDF version of your collateral and sending it to our e-Literature Library. Each Business Partner sponsor / exhibitor will have a specific category (by company name) in the e-Literature Library, so it will be easy for attendees to find your collateral.

The IBM InterConnect 2015 e-Literature Library will be open to receive documents on **December 08, 2014**. You will have until **February 10, 2015** to send PDF copies of your collateral. The Library will **CLOSE on February 10, 2015** – no files will be accepted after this date.

Please follow these requirements to submit your PDF files to the e-Literature Library:

- Send your e-Literature collateral to [intercon@us.ibm.com](mailto:intercon@us.ibm.com) before February 10, 2015
- PLEASE DO NOT SEND MORE THAN 5 DOCUMENTS PER EMAIL**
- All documents **MUST** be PDF files – no other file types will be accepted
- Each PDF file must be **no larger than 1.5 MB** – if you have a larger document, you will need to break it up into part 1 and part 2
- All document submissions must contain the following details in this exact format:



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**Category:** Business Partner's Company Name

**Attachment:** PDF file - must be no larger than 1.5 MB

**Owner:** e-mail address of the person who owns the document

**File Name(s) / Brief Description(s):** the actual PDF file name and a 1 sentence description.

*(Note: please use descriptive file names, not numbers, to help attendees understand the contents; i.e., ABC Industry Solution. Keep in mind that the e-Literature Library can also be accessed from the attendee's smartphone so brief file names / descriptions are recommended)*

## FOR MORE INFORMATION:

Once your sponsorship is secured, if you have any questions, contact Janardhan Ds at [janardhan.ds@in.ibm.com](mailto:janardhan.ds@in.ibm.com)