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**TOPIC:** "Hands on" Training for IEEE volunteers (regardless of Section affiliation)

**SPEAKERS:** Dorian Kcira , Marguerite Gargiula & Christopher Wright

**EVENT CHAIR:** Eremita Miranda, P.E., MBA -Metro LA Education Chair

**LOCATION:** Cameron's restaurant. 1978 east Colorado Blvd. Pasadena, ca 91107. (free parking)

**DATE & TIME:** Saturday, August 20, 2016; 08:00 am - 4:00 pm

**RESERVATION/RSVP:** Please email your reservation request with your IEEE number to: [e.miranda@ieee.org](mailto:e.miranda@ieee.org) and [cc.kay.nguyen@sce.com](mailto:cc.kay.nguyen@sce.com).

**ABOUT THIS TUTORIAL:** This is" a hands on" training be sure to bring your computer (Wi-Fi is available with no charges to attendees.)

## **AGENDA:**

**8:00-8:30 - Continental Breakfast**

**8:30-8:45 - Overview of Officers' and Committee Position Duties found at:[www.ieee.org](http://www.ieee.org)/ CLE- Dorian Kcira-Metro LA Computer Chapter secretary, Caltech**

**9:00-10:00 - vTools essentials for volunteers to do their "duties"- Marguerite Gargiula, Project Manager for vTools, IEEE MGA**

**10:00-10:15 - Break**

**10:15-12:00 - vTools essentials for volunteers to do their "duties" continue Marguerite Gargiula**

**12:00-1:00 - Lunch Break**

**1:00-2:30 - Membership Development - Christopher Wright, Membership Marketing, IEEE MGA**

**2:30-2:45 - Break**

**2:45-4:00 - Membership Development continue - Christopher Wright**

## **ABOUT THE MGA SPEAKERS:**



Marguerite Gargiula joined IEEE in 2012 as the MGA Information Management Project Manager for vTools. She holds a B.S. in Computer Science. Her professional background covers the areas of technical support, quality assurance, systems and business analysis. Marguerite provides project management for MGA staff and volunteers. She works with the vTools Committee to define goals and objectives, project requirements for key business processes in IEEE membership and/or geographic activities with a focus on enhancements of vTools web applications.



Chris Wright works for IEEE Member Geographic Activities as a Membership Marketing Specialist. He is responsible for a number of traditional marketing programs to drive membership, as well as supporting the volunteers of Regions 3, 5 and 6 in their membership efforts. In his 15+year career, Chris has a demonstrated ability to use data driven decision making in the development and evaluation of marketing campaigns and business strategies. He attended Northeastern University in Boston, MA and has a Bachelor of Science in Business Administration with a focus in Marketing and a Communications minor.

