GNSO WG Communication tool classroom
Your GNSO Team contacts: for content purposes

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Secretariat Services Coordinator, GNSO & GDD
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Agenda – Communication Tools Classroom

1. Where to find information
2. Mailing lists
3. Working Group Members
4. Adobe Connect & Conference calls
5. ICANN Public Meetings
6. GNSO Learn
Where to find information
## GNSO Master Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Place</th>
<th>Time</th>
<th>Agenda</th>
<th>Minutes</th>
<th>Media</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 January</td>
<td>Motions and Documents Due for GNSO Council Meeting 14 January</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11 January</td>
<td>Motions and Documents Due for GNSO Council Meeting 21 January</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>11 January</td>
<td>CWG on Country and Territory Names as TLDs</td>
<td>21:00 UTC</td>
<td>Transcript</td>
<td>Mp3</td>
<td></td>
</tr>
<tr>
<td>14 January</td>
<td>GNSO Council Teleconference</td>
<td>12:00 UTC</td>
<td>Agenda</td>
<td>Transcript, Chat Transcript</td>
<td>Mp3</td>
</tr>
<tr>
<td>19 January</td>
<td>Standing Committee on GNSO Improvements Implementation (SCI) Subteam A</td>
<td>18:00 UTC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 January</td>
<td>GAC GNSO Consultation Group</td>
<td>14:00 UTC</td>
<td>Transcript</td>
<td>Mp3</td>
<td></td>
</tr>
<tr>
<td>20 January</td>
<td>Standing Committee on</td>
<td>17:00 UTC</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Next-Generation gTLD Registration Directory Services to Replace Whois

Welcome to the Next-Generation gTLD Registration Directory Services to Replace WHOIS workspace.

This Policy Development Process (PDP) was initiated by the ICANN Board on 8 November 2012 when it launched an Expert Working Group on gTLD Registration Directory Services (EWG) to (1) help redefine the purpose of gTLD registration data and consider how to safeguard the data, and (2) propose a model for gTLD registration directory services to address accuracy, privacy, and access issues.

Upon publication of the EWG's Final Report in 2014, an informal group of GNSO Councilors and ICANN Board members collaborated to propose a Process Framework for structuring this PDP. On 26 May 2015, the ICANN Board adopted that Process Framework and reaffirmed its request for a Board-initiated PDP, using the recommendations in the EWG's Final Report as an input to, and, if appropriate, as the foundation for a new gTLD policy. Both Preliminary and Final Issue Reports for this PDP were published for public comment in 2015.

On 19 November 2015, the GNSO Council approved a Charter for the Next-Generation gTLD Registration Directory Service (RDS) to replace WHOIS (Next-Gen RDS) Policy Development Process (PDP) Working Group.

A call for volunteers to join this PDP WG was initiated on 4 January 2016: https://www.icann.org/news/announcement-2016-01-04-en

If you are interested in joining the WG as an individual participant or mailing list observer, please fill in the sign up form or send the Word document [DOCX, 72 KB] filled in to the GNSO Secretariat. When this WG convenes, all members and observers will be listed on the WG Members page.
Working Group Mailing lists
Two different mailing lists

- **Gnso-rds-pdp-wg@icann.org**: Discussion mailing list. Accessible to reading by observers and members. Only members can post to it. Call details must NOT be sent here.

- **Ntfy-rds-pdp-wg@icann.org**: Dial in information diffusion list. Accessible to reading by members. Only staff support can post to it.

If you wish to change your status to observer or member, please email the GNSO Support staff: **gnso-secs@icann.org**
Mailing list etiquette

- Subject line should be clear. This makes it easier for members to search and respond to the thread.

- Remember to sign with your full name

- Be mindful of inbox overload

- When quoting a previous email, copy selected passage only, not the entire email

- Message to the entire list should only be sent when it contains information that is beneficial to everyone. Messages such as “thanks for the information” or me too” should be sent to individuals rather than the entire list.

- Administrative messages such as dial out requests, apologies or Statement of Interest issues should not be sent to the entire list

- Do not hesitate to ask questions or comments!
Working Group Members
New Statements of Interest

GNSO Statements of Interest (SOI)

You have reached the main repository for GNSO Statements of Interest (SOI).

I want to:

⭐ Create a New SOI page

⭐ Check to see if an Old SOI exists before the new GNSO format was approved (2011 or earlier)

For comments, suggestions, or technical support concerning this space, please email: ICANN Policy Department
Examples of Statements of Interest

### Chuck Gomes SOI

**Created by Chuck Gomes, last modified by Ken Bour on Jan 07, 2016 Translate**

<table>
<thead>
<tr>
<th>1) Your Name:</th>
<th>Chuck Gomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Picture/Image:</td>
<td><img src="example.com" alt="Image" /></td>
</tr>
<tr>
<td><strong>Instructions:</strong> Click in the field to the right to open the text input window. Then click the &lt;Insert&gt; menu button, select &lt;Image&gt;, then choose (or browse) to locate an image file (e.g., JPG, PNG, BMP) from your local computer to upload. After insertion, please click on the picture and adjust the size to no larger than 200 pixels.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2) Stakeholder Group:</th>
<th>Registries</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>3) Constituency:</th>
<th>Not Applicable</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>4) ICANN Affiliation (if not covered by item 2 or 3):</th>
<th>VeriSign, Inc.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>5) Please identify your current employer(s):</th>
<th>VP, Policy</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>6) Please identify your current position(s):</th>
<th>Represent Verisign in policy development activities</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>7) Please identify the type(s) of work performed:</th>
<th>USA</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>8) Please identify your declared country of primary residence (e.g., country to which you pay taxes):</th>
<th>I own a de minimus amount of Verisign stock</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>9) Please list any financial relationship beyond de minimus stock ownership you may have with any company that to your knowledge has a financial relationship or contract with ICANN:</th>
</tr>
</thead>
</table>
Email invitations

From: Nathalie Peregrine (Nathalie Peregrine)
To: ntfy-gnso-rds-pdp-wg@icann.org
c: gnso-secs@icann.org

Subject: Meeting invitation: GNSO Next-Gen RDS PDP WG – Tuesday 26 January 2016 – 16:00 UTC

Dear All,

The first GNSO Next-Gen RDS PDP Working Group teleconference is scheduled for Tuesday 26 January at 16:00 UTC for 90 minutes.

08:00 PST, 11:00 EST, 16:00 London, 17:00 CET For other times: http://tinyurl.com/js7e3r

Adobe Connect WITH AUDIO enabled:

For those of you using the Adobe Connect audio, you may do so by activating your computer microphone via the Adobe room (Using a headset is preferable here).

Make sure your speakers and microphone are not on mute.

- Select the TELEPHONE ICON at the top of the AC toolbar and choose CONNECT MY AUDIO (only option).
- Select USING COMPUTER twice
- Select ALLOW access to the ICANN Adobe room
- the TELEPHONE ICON at the top of the toolbar should then have changed into a MICROPHONE ICON
- You may click on this MICROPHONE ICON to mute yourself (Icon will then have a line through it) and to unmute yourself (Line disappears)

Participants must ALWAYS have their microphone or telephone on MUTE as default setting. You are requested to RAISE YOUR HAND if you wish to participate to avoid disruption.

Dial-in details are below.
If you require a dial-out, please let me know.

Please confirm your dial-out requests to GNSO Secretariats

gnso-secs@icann.org

Participant passcode: XXXXXXXX

Dial in numbers:

<table>
<thead>
<tr>
<th>Country</th>
<th>Toll Numbers</th>
<th>Freephone/Toll Free Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARGENTINA</td>
<td></td>
<td>0800-777-0519</td>
</tr>
</tbody>
</table>
Calendar invitations

• Calendar invites will contain the same information as the email invitation. Once you accept the calendar invitation, you will not longer need to email for dial in details

• Back up: calendar invitation as ics attachment on emails
Adobe Connect and Conference calls
Adobe Connect Overview

- Signing in as Guest with first and last name
- Running tests with http://tinyurl.com/icannactest
- Share pod
- AC Chat
- Adobe Connect room protocol in the GNSO
  - Hand raised
  - Approval/ Objection
  - ICANN Expected Standards of Behavior
ICANN EXPECTED STANDARDS OF BEHAVIOR

Act in accordance with ICANN's Bylaws. In particular, participants undertake to act within the mission of ICANN and in the spirit of the values contained in the Bylaws.

Adhere to ICANN's conflict of interest policies.

Facilitate transparency and openness when participating in policy development and decision-making processes.

Conduct yourself in accordance with ICANN policies.

Work to build consensus with other stakeholders in order to find solutions to the issues that fall within the areas of ICANN's responsibility. The ICANN model is based on a bottom-up, consensus-driven approach to policy development. Those who take part in the ICANN process must take responsibility for ensuring the success of the model by trying to build consensus with other participants.

Act in a reasonable, objective and informed manner when participating in policy development and decision-making processes. This includes regularly attending all scheduled meetings and acting in the best interest of the Internet community, irrespective of personal interests and the interests of the entity to which an individual might owe their appointment.

Protect the organization's assets and ensure their efficient and effective use.

Act fairly and in good faith with other participants in the ICANN process.

Listen to the views of all stakeholders when considering policy issues. ICANN is a unique multi-stakeholder environment. Those who take part in the ICANN process must acknowledge the importance of all stakeholders and seek to understand their points of view.

Treat all members of the ICANN community equally, irrespective of nationality, gender, racial or ethnic origin, religion or beliefs, disability, age, or sexual orientation; members of the ICANN community should treat each other with civility both face to face and online.

Promote ethical and responsible behavior. Ethics and integrity are essential, and ICANN expects all stakeholders to behave in a responsible and principled way.

Support the maintenance of robust mechanisms for public input, accountability, and transparency so as to ensure that policy development and decision-making processes will reflect the public interest and be accountable to all stakeholders.
Adobe Connect Audio

• 1- By dialing into the audio bridge, with the usual numbers and passcodes found on the email invitations

• 2- By activating your computer microphone via the Adobe room. (Using a headset is preferable here)
  - Make sure your microphone is not on mute.
  - Select the TELEPHONE ICON at the top of the AC toolbar and choose CONNECT MY AUDIO (only option).
  - Select USING COMPUTER twice
  - Select ALLOW access to the ICANN adobe room
  - the TELEPHONE ICON at the top of the toolbar should then have changed into a MICROPHONE ICON
  - You may click on this MICROPHONE ICON to mute yourself (Icon will then have a line through it) and to unmute yourself (Line disappears)

**ALWAYS have your microphone/telephone on MUTE as default setting.**
Joining a WG: Adobe Connect & Conf Calls

1. Email invitation
   - Remember to send apology or ask for a dial out

2. Dial into the bridge
   - Remember to provide full name

3. Joining the AC room
   - Log in with first and last name

4. AC Chat & VoIP
   - Chat is archived

5. WG Traditions
   - Mute/Unmute and Hands Raised
ICANN Public meetings
News and Announcements

WEBINAR: ICANN57 Hyderabad
05 Sep 2016 | Announcement, Civil Society
Download Presentation [PDF, 432 KB] | Adobe Connect Session Recording

ICANN57 Hyderabad: What You Need to Know (Part 2)
16 Aug 2016 | By Nicholas Tomasso

ICANN57 Hyderabad: What You Need to Know
25 Jul 2016 | By Nicholas Tomasso

ICANN56 Technical Report Now Available!
18 Jul 2016 | By Josh Baulch

Call for Expressions of Interest to Host ICANN Meetings in 2019 and 2020
15 Jul 2016
## Remote Participation details: GNSO Wiki

**Monday 27th June 2016 -** [https://meetings.icann.org/en/icann56-sched](https://meetings.icann.org/en/icann56-sched)

<table>
<thead>
<tr>
<th>Time</th>
<th>Meeting Title</th>
<th>Room</th>
<th>Adobe Connect Room</th>
<th>Audio bridge pass code</th>
<th>Meeting page</th>
</tr>
</thead>
</table>
## Class Curriculum

### Introduction to the GNSO

- **100% Complete**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>Introduction to the GNSO</td>
<td>✔️</td>
</tr>
<tr>
<td>GNSO - what does it stand for?</td>
<td>✔️</td>
</tr>
<tr>
<td>Who makes up the GNSO?</td>
<td>✔️</td>
</tr>
<tr>
<td>Who are the GNSO’s Stakeholder Groups?</td>
<td>✔️</td>
</tr>
<tr>
<td>Who are the GNSO’s Constituencies?</td>
<td>✔️</td>
</tr>
<tr>
<td>What does the GNSO do?</td>
<td>✔️</td>
</tr>
<tr>
<td>What is Consensus Policy?</td>
<td>✔️</td>
</tr>
<tr>
<td>Does the GNSO just develop Consensus Policy?</td>
<td>✔️</td>
</tr>
<tr>
<td>How To Participate</td>
<td>✔️</td>
</tr>
<tr>
<td>More Information</td>
<td>✔️</td>
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Items covered by GNSO Learn

- Introduction to the GNSO
- The GNSO Stakeholder Groups and Constituencies
- The GNSO Council
- What is expected of GNSO Councilors
- The GNSO Policy Development Process (PDP)
- Role and Responsibility of a GNSO Working Group Chair
- How to keep up to date with the GNSO
- Meet a few members of the GNSO
- Some helpful tips and tricks
Additional tips

- Acronym Helper – see GNSO home page
- ICANN Learn - [http://learn.icann.org/](http://learn.icann.org/)
- Find an experienced WG member either from your SG/C to provide guidance / answer questions
- Contact the GNSO SO/AC Admin support: [gnso-secs@icann.org](mailto:gnso-secs@icann.org)
Engage with the GNSO

Thank You!

Reach us at:

Email: gnso-secs@icann.org
Website: gnso.icann.org

twitter.com/icann_gnso  facebook.com/icannngnso