

# **Guidelines for Cross Community Discussion Topics and Session Planning [DRAFT v2.1]**

ICANN Public Meetings

27 November 2017



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# 1 Cross Community Session Overview

Cross Community Sessions at ICANN Public Meetings are intended to:

- ⦿ Encourage community involvement and participation in active discussions on important topics of interest;
- ⦿ Maximize the opportunity of bringing various community groups together (in person and virtually) to explore content from multiple perspectives
- ⦿ Promote efficient use of community time by consolidating like topics into one session with increased community participation;
- ⦿ Advance the community's deliberations on key issues, with a view toward formulating concrete action by the appropriate group(s) and further work as needed.

Cross-community sessions at ICANN Public Meetings are not intended to provide a platform to showcase the viewpoints or achievements of a single group.

# 2 Cross Community Topic Proposal Form

All proposed topics must be submitted via the online Cross Community Topic Proposal Form. All fields must be completed with as much detail as possible for consideration. ICANN Meetings and Policy staff will review all forms for completeness before sharing submissions with the SO/AC Scheduling Group for further consideration and collective review.

## REQUIRED FIELDS

- ⦿ Topic
- ⦿ Background/Importance
  - Relevant Documentation
- ⦿ Goals and Expected Outcomes
- ⦿ Proposed Format

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### 2018 | Cross Community Topic Proposal Form

Use this form to propose a topic for cross-community discussion at an ICANN Meeting in 2018.

**Topic \***

**Background/Importance \***

**Goals/Expected Outcomes \***

**Proposed Format \***

**Other Comments**

**Proposer \***

ASO  ALAC  ccNSO  GAC  GNSO  
 NOMCOM  RSSAC  SSAC  ICANN Org  
 Other

Maximum Allowed: 250 characters. Currently Used: 0 characters.

**Entered by \*** **email \***

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Proposed topics should be of community-wide interest and have a format that allows for adequate audience participation.

For example, instead of a panel of speakers, consider:

- ⦿ A “**TED-style**” talk, i.e. a simple, concise, strictly time limited speech by a single speaker to elicit responses and discussions;
- ⦿ A **debate**, possibly between two participants or teams representing different viewpoints, with the audience being able to “vote” on the results;
- ⦿ A session modeled on the ICANN **Public Forum**, with a moderator/host;
- ⦿ Using a professional or **community facilitator**, etc.

If approved, topics must be re-submitted via the EMS Session Request Form to be formally placed on the meeting schedule.

## 3 Guidelines for Cross Community Session Organization

- ⦿ The community group that proposed a successful submission is expected to take the lead as session organizer and work with the community to develop an event designed to minimize speeches and advocacy, while maximizing community participation and feedback.
- ⦿ Session organizers are expected to circulate a proposal to all SO/ACs with a request for input and to collaborate on all aspects of session development.

### 3.1 Standard Services for Cross Community Sessions

#### 3.1.1 Room setup

Cross community sessions will be accommodated in the Main meeting room (theatre style) or GAC meeting room (classroom style).

#### 3.1.2 Audio-Visual and Remote Participation Services

All cross-community sessions will receive the following services:

- ⦿ An Adobe Connect 'virtual room' linked to the physical room at the meeting venue
- ⦿ Audio and video live streaming
- ⦿ Live Real-Time Transcription (RTT) in English
- ⦿ Live Interpretation in all six UN languages + Portuguese

Additional services such as wireless microphones, etc. may be provided upon request (as available). Audio recordings and transcripts in all presented languages will be produced and posted on the session event page of the public schedule.

