

DRAFT Starter Kit for ALS Representatives

Dear [name of ALS Representative]

Welcome to the constituency of individual Internet users (denominated as the At-Large community) of the Internet Corporation for Assigned Names and Numbers (ICANN)! This document provides you with an overview of the collaboration tools used by the At-Large community, help you to familiarize yourself with ICANN and keep the members of your organization informed.

All acronyms used in this document are explained at their first occurrence. In addition to that, you may also review the ICANN glossary and search for acronyms under:

- ICANN Glossary: <http://www.icann.org/en/general/glossary.htm>
- ICANN Acronym Helper: <http://www.andalucia.com/icann/>

1. Mailing Lists:

You have been subscribed to the following mailing lists:

1.1. alac-announce@atlarge-lists.icann.org

This is the mailing list for announcements from the At-Large Staff to the At-Large community. All members of the At-Large Advisory Committee (ALAC), officers of Regional At-Large Organizations (RALO) and representatives or At-Large Structures (ALS) are automatically subscribed to this list. Only At-Large Staff can publish on this list. The list is publicly visible and everybody can subscribe to it.

1.2. Mailing list of your RALO

All ALS representatives are automatically subscribed to the mailing list of their region. The regional lists are publicly visible and everybody can subscribe to them. Here is a list of the regional mailing lists:

Asian, Australasian and Pacific Islands Regional At-Large Organization (APRALO):

apac-discuss@atlarge-lists.icann.org

African Regional At-Large Organization (AFRALO):

afri-discuss@atlarge-lists.icann.org

European Regional At-Large Organization (EURALO):

euro-discuss@atlarge-lists.icann.org

Latin American and Caribbean Islands Regional At-Large Organization (LACRALO)

lac-discuss-en@atlarge-lists.icann.org (English), lac-discuss-es@atlarge-lists.icann.org

(Spanish)

North American Regional At-Large Organization (NARALO):

na-discuss@atlarge-lists.icann.org

1.3 Other At-Large Mailing Lists

There are several other mailing lists in addition to those to which you have already been subscribed. You will find the full list of public At-Large mailing lists to which you can subscribe independently under:

<https://atlarge-lists.icann.org/mailman/listinfo>

In particular, we would like to point out two mailing lists, which could be of interest to you:

at-large@atlarge-lists.icann.org

This is the worldwide At-Large mailing list to discuss policy matters. It is publicly visible and everybody can subscribe to it.

alac@atlarge-lists.icann.org

This is the mailing list for policy discussion of the ALAC. It is not publicly listed and only ALAC members, RALO officers and liaisons from the ALAC to other ICANN bodies are subscribed to it. However, the archive is publicly visible under:

<http://atlarge-lists.icann.org/pipermail/alac/>

2. Confluence Wiki Workspaces

You have also been added to the online confluence wiki workspace of your RALO. A separate invitation email with log in instructions was recently sent to you. When you log in with your email address and password, you will be able to edit the Wiki workspaces and keep them up to date. Please note that in EURALO, only officers and ALAC members have editing rights on the regional wiki.

The regional wikis are visible under:

<https://community.icann.org/display/AFRALO>

<https://community.icann.org/display/APRALO>

<https://community.icann.org/display/EURALO>

<https://community.icann.org/display/LACRALO>

<https://community.icann.org/display/NARALO>

The RALO wikis are an important source for information on current RALO activities. Perhaps most importantly, you can find the complete information on upcoming and past meetings including agendas, summary minutes, action items and recordings.

In addition to that, there are wiki workspaces for the ALAC, the regional secretariats, the ALAC liaisons, the At-Large working groups and soon there will be an ALS wiki workspace. The ALS wiki will allow each ALS to publish and administer publicly available information on the At-Large wiki.

ALAC, ALAC liaisons, working groups and At-Large Structures workspaces:

<https://community.icann.org/display/atlarge>

Secretariat workspace:

<https://community.icann.org/display/CRALO>

3. Important ICANN and At-Large Websites

In addition to the collaboration tools outlined above, please also regularly check the following websites:

3.1. At-Large Homepage www.atlarge.icann.org

This is the main starting point for news and reference documents about the At-Large community.

In particular:

- At-Large organizational diagram:
<http://www.atlarge.icann.org/orgchart>
- At-Large announcements:
<http://www.atlarge.icann.org/en/atlarge/announcements/en>
- Correspondence (policy statements and advisories):
<http://www.atlarge.icann.org/correspondence>
- Learning documents on policy issues from an Internet user perspective:
<http://www.atlarge.icann.org/issues>
- At-Large community background information:
<http://www.atlarge.icann.org/en/whatis.htm>
- RALO details (such as member organizations, officers etc.):
<http://www.atlarge.icann.org/regions>
- ALAC details (such as current members and officers etc.):
<http://www.atlarge.icann.org/alac>

3.2. ICANN Homepage www.icann.org

In particular:

- ICANN for newcomers: <http://www.icann.org/new.html>
- ICANN organizational structure diagram: <http://www.icann.org/en/structure/>
- ICANN background information: <http://www.icann.org/en/about/>
- What does ICANN do? <http://www.icann.org/en/participate/what-icann-do.html>
- What is ICANN's effect on the Internet?
<http://www.icann.org/en/participate/effect-on-internet.html>
- E-learning section: <http://www.icann.org/en/learning/>
- ICANN glossary: <http://www.icann.org/en/general/glossary.htm> (see also ICANN acronym helper under: <http://www.andalucia.com/icann/>)
- Key ICANN topics: <http://www.icann.org/en/topics/>
- Key ICANN documents: <http://www.icann.org/en/documents/>
- Current ICANN policy development areas: <http://www.icann.org/en/policy/>
- ICANN Announcements: <http://www.icann.org/en/announcements/>
- International ICANN meetings: <http://meetings.icann.org/>
- Public Consultation Page: <http://www.icann.org/en/public-comment/>
- ICANN Bylaws: <http://www.icann.org/en/general/bylaws.htm>
- ICANN Board: <http://www.icann.org/en/general/board.html>

3.3. At-Large Facebook Page

You may wish to join the At-Large Facebook fan page under:

<http://www.facebook.com/icann.atlarge>

Please note that depending on your geographical region, you might not be able to use the At-Large Facebook page.

3.4. At-Large LinkedIn Page

A group for registered members of ICANN's At-Large community has been set up on LinkedIn under:

www.linkedin.com/groups?home=&gid=2238621

This website is not being maintained by ICANN Staff.

4. At-Large and Regional Events Calendar

The At-Large Google calendar under <http://www.atlarge.icann.org/calendar> shows all At-Large meetings and teleconferences.

In addition to that, there is a regional events calendar incorporated in the general At-Large calendar highlighting the Internet Governance events taking place in your region. We use this calendar to track events that take place outside of ICANN, but which are attended by At-Large members and ICANN staff. The regional events are highlighted in yellow.

To ensure that all regional events are included on the external events calendars, the RALO officers check regularly with their regional colleagues regarding upcoming events. Such events might include meetings of regional country code top-level domain (ccTLD) managers, regional Internet registries (RIR), number resource organizations (NRO) and regional Internet Governance Fora among others.

Please contact your RALO officer if you would like to add new events to the external events calendar. You can find your regional officers under:

[AFRALO Officers](#)

[APRALO Officers](#)

[EURALO Officers](#)

[LACRALO Officers](#)

[NARALO Officers](#)

Please note that depending on your geographical region, you might not be able to use the At-Large Google calendar.