

# ATLAS II Communications WG 2014-02-21

ATLAS II Communications Working Group

Date: Friday, 21 February 2014

Time: 19:00 - 20:00 UTC . (For the time in various timezones [click here](#))

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[How can I participate in this meeting?](#)

Adobe Connect: <http://icann.adobeconnect.com/atlas2/>

Conference ID: English: 1638 & Spanish: 1738

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## Participants:

ES: Carlos Aguirre, Natalia Enciso, Eduardo Diaz, Franco Moya, Sergio Salinas Porto

EN: Sarah Kiden, Olivier Crépin-Leblond, Philip Johnson, Konstantin Kalaitzidis, Inam Ali, Darlene Thompson, Dev Anand Teelucksingh, Matthieu Camus, Seun Ojedeji

Apologies: Maricarmen Sequera, Andreea Gherasim

Staff: Heidi Ullrich, Carlos Reyes, Gisella Gruber, Ariel Liang

Interpreter: Sabrina

Call Management: Gisella Gruber

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Action Items: [ATLAS II Communications 2014.02.21 Action Items EN](#), [ATLAS II Communications 2014.02.21 Action Items ES](#)

Chat: [ATLAS II Communications 2014.02.21 Chat](#)

Recording: [EN](#), [ES](#)

Transcript: [ATLAS II Communications 2014.02.21 Transcript EN](#),

[ATLAS II Communications 2014.02.21 Transcript ES](#)

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## Draft Agenda

1. Roll Call - Staff
2. Agenda approval/changes – Staff, Chairs.
3. Presentation ATLAS II Communications WG. Carlos Aguirre - Natalia Enciso - Maricarmen Sequera.
  - a. Webpage.
  - b. Newsletter.
    - i. Pre-Atlas II.
    - ii. Atlas II.
  - c. "WELCOME PACKAGES". ( promotional items such as brochures, , Pop up Banners, Pins, T-shirts, pens, etc) Working with Staff, PR WG, ATLAS II OC and ATLAS II Sponsorship Sub-Group, Staff.
4. Timeline. Carlos Aguirre.

5. Tasks. Carlos Aguirre - Natalia Enciso - Maricarmen Sequera.
  - a. DESIGN – Working with Staff.
  - b. WEB PAGE DEVELOPING – Working with Staff.
    - i. ATLAS I (<http://atlarge.icann.org/summit-en.htm>)
  - c. CONTENT. Working with other WG Chairs (Mentoring, Capacity Building, Events)
  - d. INTERVIEWS. Working with Staff, Ralos Chairs.
  - e. TRANSLATIONS. Working with Staff.
  - f. LOGISTICS. (Info about VISAS, schedules, rooms) Working With Logistics/Events WG and Staff.
  - g. ALS engagement. Working with other Ralos Chairs and staff.
  - h. Summit report. During the meeting, in London, report every day outcome.
6. Any other business - All
7. Next call and steps - Carlos Aguirre - Natalia Enciso - Maricarmen Sequera.
  - a. Next meeting -> 05/03/14 @ 19:00 UTC, Duration: 1 hr (or less)