

2020-05-07 At-Large Capacity Building WG Webinars Team Call- CANCELLED

Date: Thursday, 07 May 2020

Time: 19:00 - 20:00 UTC (for the time in various time zones [click here](#))

Meeting Number: AL.CB/WG.0423/1

English Conference ID = 1638

Spanish Conference ID = 1738

French Conference ID = 1838

Zoom Room: <https://icann.zoom.us/j/97207074481>

Passcode: 2v=qMsRhNi

Action Items: EN

Transcript: EN, ES, FR

Zoom Chat: EN

Recording: EN, ES, FR

Participants:

EN: Olivier Crepin-Leblond, Maureen Hilyard, Cheryl Langdon-Orr,

ES:

FR:

Apologies: Pierre-Jean Darres,

Staff: Heidi Ullrich, Gisella Gruber, Claudia Ruiz

Call Management: Claudia Ruiz

ES Interpreters: Lilian & Marina

FR Interpreters: Claire & Isabelle

Agenda:

1. Welcome and Roll Call - Staff (2 mins)
2. Adopting the agenda (1 min)
3. Review Pending [Action Items from the 30 April 2020](#) At-Large Capacity Building WG Call - Hadia (2 mins)
4. Reviewing the DNS Webinar - Hadia / All (10min)
 - a. Review of [survey questions - are they adapted?](#) - Hadia / All (10min)
5. [Best Practices](#) in preparation for our Webinars - Alfredo/All (5min)
 - a. [See feedback from interpreters](#)
6. Agreeing on Webinar initial slides and instructions on the format of the session - Natalia/Alfredo (10 mins)
 - a. [Slide graphics](#)
 - b. [Mail Card](#) to promote webinars - how to move forward
7. Zoom Webinar room Discussion and agreeing on the 1st June Zoom room - Alfredo (10min)
8. Suggestions for future webinar topics - Hadia/All (10min)
9. Start discussing the targeted audience - Alfredo/All (5min)

10. Agreeing on our next meeting - Hadia/All (3 mins)
11. AoB - Hadia (2 min)