

At-Large Capacity Building Program-2016: First Webinar on the Topic: At-Large WGs: Best practices in Chairing, Organization, Participation 2016-03-23

First Webinar on the Topic: At-Large Best practices in Chairing, Organization, Participation 2016-03-23

Meeting Number: AL.ALAC/CC.ALCB/0316/01

Date: Wednesday 23 March 2016

Time: 21:00 to 22:00 UTC (60 minutes) - For the time in various timezones [click here](#)

Adobe Connect: <https://icann.adobeconnect.com/alcb2015/>

Interpretation Available: YES: French and Spanish

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

Conference ID: 1638 (EN) 1738 (ES) 1838 (FR)

Speakers: [Cheryl Langdon-Orr](#) & [Olivier Crépin-Leblond](#)

Participants:

EN: Wafa Dahmani, Tijani Ben Jemaa, Cheryl Langdon-Orr, Olivier Crepin-Leblond, Mona Al achbar, Beran Gillen, Sebastien Bachollet, Sarah Kiden, Garth Graham, Dev Anand Teelucksingh, Carlton Samuels, Bartlett Morgan, Otunte Otuneh, Nadira AlAraj, Jimmy Schulz, Alberto Soto

ES: Harold Arcos, Aida Noblia, Humberto Carrasco

FR: Milo Paraison, Abdeldjalil Bachar Bong

Apologies: Maureen Hilyard, Ron Sherwood, Alan Greenberg

Staff: Heidi Ullrich, Elizabeth Andrews, Silvia Vivanco, Terri Agnew

Interpretors: **ES:** Veronica and David

FR: Isabelle

Call Management: Terri Agnew

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

Transcript: [EN](#), [FR](#), [ES](#)

Adobe Connect Chat: [EN](#)

Adobe Connect recording (slides): [EN](#)

Question and Answers: EN

Speakers: [Cheryl Langdon-Orr](#) & [Olivier Crépin-Leblond](#)

Agenda:

1. Welcome and Introduction to the webinar - Tijani Ben Jemaa, Chair of the Capacity Building Working Group (1 minute)
2. Housekeeping Items - Terri Agnew (1 minute)
3. Presentation - Cheryl Langdon-Orr and Olivier Crépin-Leblond (40 minutes)
 - a. Overview of Working Groups
 - b. Working Group Types
 - c. Requirements for a working group
 - d. What needs to be decided as soon as possible?

- e.What does a Chair do?
- f.Working Plan
- g.Monthly Reports
- h.Conducting Meetings and calls
- 4. Pop Quiz - Terri Agnew (3 minutes)
- 5. Question & Answers - All (12 minutes)
- 6. Evaluation - All (3 minutes)

Presentation: [At-Large Working Groups: Best Practices in Chairing, Organization and Participation](#)