

# Session Planning Timeline

April 1

- Steering Committee Meeting #4
- Finalize Topics

April 2 - 6

- Session Team Sign-ups

April 8 - 15

- Hold First Team Calls
- Choose Session Lead(s)
- Updated Working Title
- Summary of the direction of the session

April 22

- Steering Committee Meeting #5
- Address any gaps, team shortages, other issues
- Draft Titles and Descriptions are due
- Identify 3 priority issues for NRI collaborative sessions

May 6

- Steering Committee Meeting #6
- Summary of all Titles and Descriptions
- Verify that sessions don't overlap too much

May 27

- Final Panel Titles, Description, and Speakers Due
- Steering Committee Meeting #7
- Begin scheduling sessions - Submit any time slot requests

June 10

- Steering Committee #8
- Finalize Schedule

June 24

- Steering Committee #9
- Address any outstanding issues

July 14-15

- IGF-USA 2021