

e\*\* All changes are in [blue](#)

## **Proposal to the IGF MAG 2016 for establishing the Newcomers Track at the IGF 2016 Meeting**

### **About**

As the IGF's mandate is extended for the next 10 years, participation is critical for developing, enriching and implementing the intersessional work. Bringing [new](#) experts and fresh ideas to the global IGF is equally important to enrich these discussions and to ensure all sectors and regions are well represented. Alongside implementing the global IGF's outcomes on a national and regional level, enhancing local discussions are also a crucial aspect. Thus, outreach and people-focused capacity building should be the IGF's focus. The communities on all levels need to have a broader understanding of the Internet Governance (IG) processes in order to be fully engaged in the overall IGF work and help spread the message and impact of the IGF. Outreach to different interested stakeholders and communities regarding the IGF intersessional work is key to its continued success.

Historically, the IGF has not gathered data on the number of newcomers who participate each year at its annual meeting. In order to allow these stats to be tracked and improved on, it is recommended to insert an additional field in the online Registration Form for the Newcomers to indicate if it is their first IGF Meeting. It is also suggested that the Newcomers should also receive a badge with a visible colour mark on it, in order to identify them as Newcomers and encourage more experienced IGF participants to help integrate them into community, and make their first IGF as productive and welcoming as possible. [The IGF2016 app could also be used to facilitate Newcomer identification.](#)

### **Proposal**

The Proposed activities are aiming for continuous activities over all five days of the IGF, including Day 0, as described below. The intention is to be fully inclusive in this work, thus a series of dedicated sessions will be developed, as explained below. As there are concerns that having only onsite sessions might have an exclusive impact on the participants that will come later to the venue, or more importantly, the interested participants that would like to be involved and informed on this way, but cannot attend in person, a set of pre-meeting briefing packages will be created and shared online with the wider community, two weeks before the meeting dates. These briefing packages might also help the Newcomers to engage better with the IGF and become encouraged to attend, onsite or online, for the future time being.

Online participation should be available within all proposed sessions.

### **Day 0: Mentor Session**

This is intended to be a 90-minute session, where representatives of the IGF Secretariat and MAG Members will begin by explaining the history of the IGF, and its main principles and work modalities in order for the newcomers to be able to understand the background, and how the multi-stakeholder model is being implemented in practice.

After this introduction segment (of approximately 20 minutes), the rest of the session will be a substantive one, focusing on the overall theme, as well as the thematic workshops, BPFs and other main sessions.

The last segment of the session will be a Q&A section, and will invite the participants to ask questions and express any suggestions and comments they may have.

It was suggested by one MAG member for this session to be shorter, of 60-minutes length.

However, as there will be introduction by the MAG and IGF Secretariat, we are of an opinion that it is better to keep it of 90 minutes length, so that there is enough time for the Participants to ask questions.

It was suggested and supported by some of the MAG Members to invite the facilitators of the IGF2016 main sessions to introduce the objectives of their sessions to the Newcomers.

Full support of this idea, in terms that the facilitators come and present their objectives in a 3 minutes presentation.

It was suggested to contact the partner organizations that have different types of programs for bringing the Newcomers to the IGF (ISOC, ICANN etc.) The Secretariat will conduct the outreach and necessary coordination with all organizations that might have these types of programs.

It would be desirable if Mentors would be the co-facilitators of the IGFs Main/Focus Sessions.

#### **Volunteer:**

- Sloba
- Alejandra Erramuspe, Spanish speaking

#### **Suggestions:**

**Sloba:** For the Zero Day event, it would be good to provide the newcomers with a general overview of where they came :) I know from my own past newcomer experiences (e.g. at WSIS in Geneva and Tunisia) that events of such size and breadth can be intimidating to the newcomers.

So, an introductory story about what is IGF, what is MAG, how did we get here, etc. It is important, I think, to clearly explain what are the different outputs of the IGF and how they get delivered (no voting, consensus seeking, non-binding decisions etc), so that people can practically join the work streams and meaningfully contribute (including at the open mic session), not waste their time on rooting for something they will not get from the forum like IGF (like, for example, some binding resolutions, rules or standards). An important part of this could also be some guidance on how to practically use the many outputs of IGF and „localize” them upon returning home, and how to prepare for the next IGF i.e. how to „globalize” the local issues, including through the work of national and regional IGF-like events.

I think it's a great idea to include co-facilitators of the Main Sessions to present key issues they will cover during the week. This part of the session would probably work best in the "world cafe discussion format" or similar, where people join different topic groups based on their general interest and then, in the end, share key group insights with the rest of the audience.

I also know that at every IGF there are a number of „newcomers/ambassadors/fellowship” groups around, such as the people brought to the IGF by the IGF Secretariat, ICANN, ISOC, Freedom House, Diplo etc. We could perhaps reach out to those organizations and see if we can somehow cooperate on the newcomer track.

**Renata:** In ICANN we have a "coach matrix" - a huge spreadsheet matching mentors w/ mentees

This helps greatly because sometimes people can consult others, those that may not be their direct mentors but may find themselves in need of guidance from those people too.

For instance, I am a civil society activist but I am also a journalist and a designer, which brings me close to creative industries and digital economy (hence my interest in trade), so I would certainly like to talk to private sector MAG members who could advise on small businesses and creative industries. This is just an example but I am certain some stakeholder group exchanges (and geographical too) can be thought on similar models.

**Elizabeth Thomas:** I will put the newcomer group in touch with my teammate Sophie Tomlinson so she can offer assistance and help connect private sector participants with those with lots of experience as we should have lots of great mentor profiles to identify beyond usual suspects or the MAG.

**Meeting Days:**

**Knowledge Cafe Sessions**

On the regular meeting days, during the lunch period, there will be a 45-60 minute informal session open to all Newcomers. The proposed idea is for the Participants to have close interaction with some of the experienced stakeholders from the IGF community and to discuss the IGF processes, substantive issues and ways of engagement for them. The aim is to create a more intimate and relaxing atmosphere, where networking and sharing experiences will be easier than the large day 0 session. The knowledge café sessions will also have remote participation.

**Volunteer:**

- Sloba

Marilyn: I also suggest that the focus might be only one or two "cafes". Developing cafes is time consuming and important to do it quite well. Perhaps only on Day 1 and 2. Not on Day Zero

Setting the Scene” in a New Format (60 minutes)

Sl. #	Time	Activity
1.	2 minutes	Welcome and introduction to the session by Moderator
2.	5 minutes	Presentation by MAG Chair. To include: History of IGF, its objectives, its multistakeholder nature, its distinction from other UN forums, role of MAG, secretariat and hosts, 10 year record and extension process, brief insight into planning of main themes and subthemes leading to IGF 2016.
3.	5 minutes	Designated speaker to present overview of IGF 2016. To include: The structure of IGF 2016, number of main sessions, workshops and other sessions, insight into venue, navigating the program, making enlightened choices, and contributing to discussions from the floor. Any housekeeping announcements on behalf of the host.
4.	2 Minutes	<i>Main Session 1 organizer</i> – Assessing the Role of Internet Governance in the Sustainable Development Goals (SDGs). To include: Objectives of the session, highlights of the session, who participated, key outcomes, linkages to workshops for those interested in SDGs. <i>(this main session would have been completed)</i>
5.	2 minutes	<i>Main Session 2 organizer:</i> Sustainable Development, Internet and Inclusive Growth

		To include: Objective of the session, rationale for choice, key subthemes, structure, panelists, opportunities to participate from the floor, linkages to workshops, time, duration.
6.	2 minutes	<i>Main Session 3 organizer: Shaping the Future of Internet Governance</i> To include: Objective of the session, rationale for choice, key subthemes, structure, panelists, opportunities to participate from the floor, linkages to workshops, time, duration.
7.	2 minutes	<i>Main Session 4 organizer: Human Rights: Broadening the Conversation</i> To include: Objective of the session, rationale for choice, key subthemes, structure, panelists, opportunities to participate from the floor, linkages to workshops, time, duration.
8.	2 minutes	<i>Main Session 5 organizer: Trade Agreements and the Internet</i> To include: Objective of the session, rationale for choice, key subthemes, structure, panelists, opportunities to participate from the floor, linkages to workshops, time, duration.
9.	2 minutes	<i>Main Session 6 organizer: IGF Dynamic Coalitions (DCs)</i> To include: Objective of the session, rationale for choice, key subthemes, structure, panelists, opportunities to participate from the floor, linkages to workshops, time, duration.
10.	2 minutes	<i>Main Session 7 organizer: IGF Best Practice Forums (BPFs) and Policy Options for Connecting the Next Billion(s)</i> To include: Objective of the session, rationale for choice, key subthemes, structure, panelists, opportunities to participate from the floor, linkages to workshops, time, duration.
11.	2 minutes	<i>Main Session 8 organizer: National and Regional IGFs (NRIs)</i> To include: Objective of the session, rationale for choice, key subthemes, structure, panelists, opportunities to participate from the floor, linkages to workshops, time, duration.
12.	2 minutes	Standup Introduction for MAG / other stakeholder volunteers who are willing assist new comers
13.	25 minutes	Open interaction and Q&As with new comers / delegates
14.	3 minutes	MAG Chair. To include: Closing remarks and observations, any relevant issues that need response, final welcome to all delegates and

		again invite them to participate in the proceedings from the floor.
15.	1 minute	Moderator: To include: Vote of thanks, request all present in the room to join the Opening ceremony / session ( <i>usually held in a different room</i> ) that follows immediately after

Note: Session Organizers to choose a presenter from amongst themselves.

### **Newcomers Booth**

Hosting a Newcomers Booth in the IGF would provide a focal point for newcomer integration and networking with each other, but also with more experienced IGF stakeholders. It could also serve as an information/ help point to provide ongoing support throughout the week of the IGF. The proposed activity would be to collaborate with the joint Booth of the NRIs and ask for dedicated time-slots during every meeting day. This would have the added bonus of helping link newcomers to IGF activities in their country or region, or to help give them ideas and contacts to start their own if nothing currently exists.

We will also create an email for newcomers.

Alternatively, we can also have signs for Newcomer Friendly signs.

[Comment from Marilyn: NRI booth will host experienced NRI Coordinators and all questions about a new NRI should be referred to that booth.](#)

### **Welcoming Material**

A welcoming material for the Newcomers should be developed. A 2-pager information material and online material will have a short overview of the IGF processes and will address the ways for them to engage and benefit from the IGF. This could be made available to all (new) participants on registration.

Prior to attending the IGF, a public call for all newcomers will be launched, to send their questions. These will be gathered together into a list of Q&A and shared with all Participants using the mailing list. These Q&A list will be integrated in the welcoming, information material, as well. It is desirable to organize a series of webinars for introduction (or Q&A sessions), prior

to the Meeting, to be shared with the participants and wider community. The webinars will be focused on the organizational principles of the global IGF.

Action plans:

1. Call for formation of Newcomers advocacy/outreach working group
2. Creating the email for newcomers
3. Pre-event briefing packets: Prepare scenarios for webinars and content for information materials. Develop all materials, format it and make available to the participants and the community

**Language volunteers:**

1. **Spanish:** Ginger Paque, Alejandra Erramuspe, Israel Rosas Rosas
2. **Arabic:** Zeina BOUHARB
3. **Chinese:** Bianca Ho

**1. Other suggestions:Design a survey**

- we will be able to learn the level of ignorance on the most important questions
- will provide a structure to get oriented for the newcomers
- if there are open questions, we may learn what issues they are anticipate to discuss.

**2. Coordinate with Outreach WG - Marilyn**

coordinating with Segun's Outreach WG so that any outreach ideas are collaborating. I apologize on not being clear on that, but of course, I see that there is overlap, so perhaps already that is underway.