**2nd** [**DCAD**](http://www.itu.int/en/ITU-T/accessibility/dcad/Pages/default.aspx) **conference call on** [[4 October 2018, at 11:30 - 13:00 (UTC)](https://www.timeanddate.com/worldclock/fixedtime.html?msg=2nd+DCAD+conference+call&iso=20181004T1130&p1=1440&ah=1&am=30)](https://www.timeanddate.com/worldclock/fixedtime.html?msg=DCAD+conference+call&iso=20180518T12&p1=1440&ah=1&am=30)

(Corresponding time in Geneva (CEST, UTC+2): 13:30 – 15:00)

Planning for the **2018 Internet Governance Forum (IGF)**

* Virtual meeting room ([Zoom session link](https://itu.zoom.us/j/842745095))  (users' guide: [Zoom support page](https://support.zoom.us/hc/en-us), [Zoom accessibility features](https://zoom.us/accessibility#accessibility)
* [Realtime caption stream](https://www.streamtext.net/text.aspx?event=CFI-DCAD)

For those who need to be called from the Zoom, please let the Secretariat know by the end of 03 Oct 2018 11:59 CEST by email. (DCADsecretariat@itu.int).

**Draft Agenda**

# Discussion accessible conference tools and testing of Zoom

* Luis Bobo IGF and Gent Bajrami ITU discuss the different tools
* DCAD members give the current problems and suggestions.
1. **IGF 2018 DCs Participation in the Main Session**: Proposed Short Policy Papers on the SDGs requirements. Discussion by DCAD members with a decision
	* Deadline: Abstract due on Friday 5 October 2018
	* Deadline Final: The one page paper due Friday 19 October midnight UTC

#  Review DCAD workshop (see https://www.intgovforum.org/multilingual/content/igf-2018-ws-45-13-billion-reasons-for-making-technology-accessible )

* Gerry Ellis replaces Andrea Saks in this workshop as IGF meetings in Paris 2018 are in direct- conflict with ITU 2018 Dubai PleniPot meetings Dubai
	+ **Speaker 1:**[Gunela Astbrink](http://www.intgovforum.org/multilingual/user/1448), Civil Society, Western European and Others Group (WEOG)
	+ **Speaker 2:**[Shadi Abou-Zahra](http://www.intgovforum.org/multilingual/user/1925), Technical Community, Western European and Others Group (WEOG))
	+ **Speaker 3:**[Muhammad Shabbir](http://www.intgovforum.org/multilingual/user/2939), Civil Society, Asia-Pacific Group
	+ **Speaker 4:**[G. Anthony Giannoumis](http://www.intgovforum.org/multilingual/user/8444), Technical Community, Western European and Others Group (WEOG)
	+ **Speaker 5:**[Gerry Ellis](http://www.intgovforum.org/multilingual/user/1927), Civil Society, Western European and Others Group (WEOG)
* Organizer(s) Andrea Saks and Gerry Ellis
* Round Table: 90 minutes

# DCAD activities

* Live DCAD meeting at IGF
* Discussion of the proposed agenda
* Shadi Abou Zahra’s proposal as sent by email
1. **AOB**
2. **Next DCAD call.**

Resources

* ITU Technical paper [FSTP-AM](http://www.itu.int/pub/T-TUT-FSTP-2015-AM) "***Guidelines for accessible meetings***" (10/2015) – which was developed based on the DCAD Accessibility Guidelines
* ITU Technical paper [FSTP-ACC-RemPart](http://www.itu.int/dms_pub/itu-t/opb/tut/T-TUT-FSTP-2015-ACC-PDF-E.pdf) "***Guidelines for supporting remote participation in meetings for all***" (10/2015)
* [FSTP-ACC-RCS (2018)](https://www.itu.int/pub/publications.aspx?lang=en&parent=T-TUT-FSTP-2018-ACC-RCS) - Overview of remote captioning services