How to subscribe to Digital Currency Global Initiative mailing list & collaboration site

Signing up to **mailing list** will allow you to receive information about the Digital Currency Global Initiative activities and upcoming meetings, and also exchange information with your peers on digital currency by sending the email you want to be distributed to dcgi@lists.itu.int.

Signing up to the **collaboration site** (SharePoint) will provide you access to all meeting documents, reports, PowerPoint presentations, etc.

Please follow the steps below:

ITU Members should use their **TIES account** to subscribe to the mailing list. Non-Members will need to create an **ITU User account** to be able to subscribe to the mailing list.

1. Do you have an ITU TIES account or an ITU User account?

    If yes, go to Step 2 below. Else follow the instructions in the **Annex: Getting Started.**

2. Once you have created and activated your TIES or ITU User account, you are ready subscribe to the mailing list and collaboration site**. To do so, please click on this link**. You will see the screen below and will be prompted to identify yourself with your TIES username and password, or your ITU User account username and password.

    Select the option box: This is a private computer as shown in the figure below.

3. Once logged in, go to **ITU-T -> Other Groups -> DCGI** under the Service Catalog tree (see figure below), select the mailing list you wish to subscribe to and then click on the "Subscribe" button (follow the steps 1-3 on the figure below in red).

If you have a **TIES account**, you will be automatically subscribed to the service. If you have an **ITU User account**, your request will be sent to the service owner for approval. Shortly afterwards you will receive an e-mail confirmation to your default e-mail address.

You are now registered on the Digital Currency Global Initiative mailing list and Collaboration site!

Please note you will also need to enter your TIES or ITU User account login credentials in order to access Collaboration site of the Digital Currency Global Initiative at:
https://extranet.itu.int/sites/itu-t/initiatives/dcgi/SitePages/Home.aspx

Annex 1: Getting Started

A. How do I register for a **TIES** account?

TIES is available without any charge to ITU Members only (Member States, ITU Sector Members, Associates and Academia) If you qualify for a TIES account, please complete the TIES Online Registration form. **For more information about TIES please click here**.

B. What is an **ITU User account**?

An ITU user account is an account allowing access to a limited number of resources available from ITU. While TIES accounts enjoy facilities such as automatic subscription to Study Group mailing lists and access to the ITU-T's Study Group documentation and informal FTP areas, user accounts have access only to public resources (for example, newsletter subscriptions). Anyone can create an ITU User account, but access to services reserved to Members may be granted on a case-by-case basis.

C. I do not have an **ITU User account.** How do I register for a User account?

You can register for a User account using the link here.

Step 1. Click on ''I am a new user'' and select your status.

− To check whether your company or organization is an ITU Member please ''Click here for information about the ITU Status''. First select the country of where your affiliated entity is headquartered. If your entity appears on the list, your company or organization is an ITU Member.

− If your company or organization is an ITU Member, then select your status in the drop-down list below.
  o Once your account is set-up please refer to A) to register to a TIES account.
  o Once your TIES account has been granted, please sign-up to Digital Currency Global Initiative mailing list and collaboration site as described in 2) and 3) on pages 1 and 2 above.

WELCOME

Logon
  ○ I already have a User Account
  ● I am a new user

Create a User Account

Create your user Account as:
ITU STATUS MEMBERS
Click here for information about the ITU Status
  ○ Member State
  ○ Resolution 99
  ○ United Nations, Specialized agency, IAEA
  ○ Sector Member
  ○ Associate
  ○ Academia, University , Research Establishment
  ○ International/Regional Organizations
NON ITU MEMBERS
  ○ Media and Other Organizations

‒ For non-Members please select ''Media and Other Organization'' as shown below.

Step 2. The next step is straight-forward and will require you to fill out your company or organization's information. Once your account has been successfully set-up, you will receive a confirmation email.

Step 3. Once your account is activated, you can then sign up to the Digital Currency Global Initiative mailing list. To sign-up to the Digital Currency Global Initiative mailing list and collaboration site proceed as described in sections 2) and 3) on pages 1 and 2 above.

D. How do I access the collaboration website of the Digital Currency Global Initiative and its Working Groups?

You can access the website of the Digital Currency Global Initiative and its Working Groups using the link: https://extranet.itu.int/sites/itu-t/initiatives/dcgi/SitePages/Home.aspx

_____