

# The Indico.UN Summer Camp 2022

*8<sup>th</sup> to 12<sup>th</sup> August, First edition*

*[Draft 1.0]*

The IndicoUN team is planning its first IndicoUN summer Camp gathering from the **8<sup>th</sup> to the 12<sup>th</sup> of August 2022**, at the Palais des Nations in Geneva.

<https://indico.un.org/e/IndicoSummerCamp2022>

## Objectives

This event will provide an opportunity for the IndicoUN team and community from various duty stations and UN family organizations to meet, get to know one another, consolidate or deepen our knowledge of the IndicoUN solution, ask questions and share feedback, exchange experiences, and learn from one another.

One of our main goals is for you to leave this IndicoUN first Summer Camp better equipped to manage different types of meetings and participants using IndicoUN as well as better informed about Indico's current and future capabilities and features.

## Theme

The theme of this first edition of the IndicoUN Summer Camp will be [*"Sharing years of experience"*]

## Format and context of the Summer Camp activities

This event will be an in-person and will be dependent upon the host country's Covid measures. If the IndicoUN Summer camp cannot be held on scheduled dates, it will be moved to a later and more convenient date.

The IndicoUN Summer Camp is a mix of activities that include exchanges, training, workshop and information sessions with different speakers and contributors.

## Intended audience

The IndicoUN Summer Camp programme is aimed at a diverse audience, ranging from new to experienced IndicoUN users. It is open to conference organizers, Security officers and anyone else interested in learning more about the system.

This program is designed for you if your activities include managing registrations, participants, or press accreditation, generating participant lists, IT support, Security officer, or badge printing officer.

The following are the program's main topics:

- IndicoUN Overview - IndicoUN for Specific Use Cases: Meetings that are hybrid or virtual
- Making use of less commonly used modules
- Conference organizer workshops; security officers; IT support
- Exchanging experiences
- New features and future development updates and tutorials
- Project IndicoUN updates
- Meet, learn, and connect with other members of the community in person
- Get to know the IndicoUN team in person.

### Venue and practicalities

The Palais des Nations in Geneva, Switzerland.

All participants are encouraged to bring their own laptops. In case a participant does not have any, kindly let the IndicoUN team know in advance so that we can prepare one for you to use during the duration of the IndicoUN Summer Camp

### Other important information

The participating organization will cover its participants' travel, DSA, and any other related costs.

### Event registration

Kindly find below the link to the event registration page on IndicoUN.

Registration will be available at <https://indico.un.org/e/IndicoSummerCamp2022>

## Indico.UN Summer Camp 2022 provisional agenda,

from Monday 8<sup>th</sup> to Friday 12<sup>th</sup> August 2022 in Geneva

**Building H - ROOM H208**

Monday 8 <sup>th</sup> August	Tuesday 9 <sup>th</sup> August	Wednesday 10 <sup>th</sup> August	Thursday 11 <sup>th</sup> August	Friday 12 <sup>th</sup> August
<b>09h00 - 09h30</b> [IS01]  Coffee and refreshments	<b>09h00 - 10h00</b> [IS09]  IndicoUN project presentation (outline for 2023: accessibility, integration, multilingualism, 2FA, ...)  <b>Speaker:</b> Frank	<b>09h00 - 10h00</b> [IS15]  <b>Hands-on Session</b> How to use IndicoUN in the context of virtual or hybrid meetings  <b>Speakers:</b> Da & Giorgio (on call)	<b>09h00 - 10h00</b> [IS22]  Security Geneva  At <b>PREGNY GATE</b>  <b>Speaker:</b> C. Marchat	<b>09h00 - 10h00</b> [IS31]  Indico.UN and FAST Presentation & Demo  <b>Speaker:</b> Sofia (remotely) & David
<b>09h30 - 10h00</b> [IS02]  - Welcome message - Presentation of the programme Speakers: Frank & Da	<b>10h00 - 10h05</b> 5min break	<b>10h00 - 10h05</b> 5min break	<b>10h00 - 10h15</b> Break and walk back to room H208	<b>10h00 - 10h05</b> 5min break
<b>10h00 - 10h30</b> [IS03]  Group Photo with all the participants <b>Moderator:</b> Lai  <b>10h30 - 11h30</b> [IS04] IndicoUN extensive overview presentation and demo  <b>Speaker:</b> Da	<b>10h05 - 11h20</b> [IS10]  Demo/Hands-on Session (Continued)  <b>Speaker:</b> [Da]	<b>10h05 - 10h50</b> [IS16]  Documents and Services (DaS)  <b>10h50 – 11h20</b> [IS17] <a href="#">Migration from v1 to v2</a>  <b>Speakers:</b> Christophe M & Team	<b>10h15 - 10h45</b> [IS23]  Security Officers related roles & features  <b>Speakers:</b> Sehar  <b>10h45 - 11h20</b> [IS25] Demo how Indico designs badges  <b>Speaker:</b> Anand	<b>10h05 - 11h30</b> [IS32]  <ul style="list-style-type: none"> <li>Analytical Module (Reporting)</li> </ul> <b>Speaker:</b> Federica (remotely) & Sehar for the Demo

<b>11h30 - 11h40</b> 10min Break	<b>11h20 - 11h30</b> 10min Break	<b>11h20 - 11h30</b> 10min Break	<b>11h20 - 11h30</b> 10min Break	<b>11h20 - 11h30</b> 10min Break
<b>11h40 – 12h10</b> [IS04 - continued]  IndicoUN extensive overview presentation and demo  <b>12h10 – 12h30</b> [IS05]  One-on-one meeting btw UNESCO & Frank, [Da]	<b>11h30 - 12h30</b> [IS11]  Hands-on session  <b>Speaker:</b> [Da]	<b>11h30 - 12h00</b> [IS18]  <a href="#">Demo of Indico.UN Access Authorization Module (AAM)</a>  <b>Speaker:</b> Vasant & B.A.  <b>12h00 – 12h30</b> Hands-on/demo session on Indico.UN new features  <b>Speaker:</b> [Sehar]	<b>11h30 - 12h00</b> [IS26]  • IndicoUN & cCure9000 integration updates  <b>Speaker:</b> Frank (remotely)  <b>12h00 – 12h30</b> [IS27] Buffer slot	<b>11h30 - 12h30</b> [IS34]  • UMOJA and Indico.UN  <b>Speaker:</b> Federica (remotely) & Sehar for the Demo
<b>12h30 - 14h00</b> Lunch break	<b>12h30 - 14h00</b> Lunch break	<b>12h30 - 14h00</b> Lunch break	<b>12h30 - 14h00</b> Lunch break	<b>12h30 - 14h00</b> Lunch break
<b>14h00 – 15h00</b> [IS06]  Meet the IndicoUN service desk Team and presentation of operations, top tickets, ...  <b>Speakers:</b> Christophe H. & team]	<b>14h00 - 15h00</b> [IS12]  Meet the IndicoUN Developers' team and learn about their processes and ongoing work  <b>Speaker:</b> Giuseppe & team	<b>14h00 - 15h00</b> [IS19]  <b>Hands-on session</b> [Clients proposed agenda item]  <b>Speakers:</b> Dee, Da & Dev team on call	<b>14h00 - 15h00</b> [IS28]  - List of Participants: ListFlow - Tips and How-Tos <b>Hands-on:</b> Create your LoP using ListFlow  <b>Speaker:</b> Deidre	<b>14h00 - 14h50</b> [IS35]  IndicoUN community – Share experience and good practices on how your organization uses IndicoUN GROUP SESSION <b>[ECA, Vienna, UNESCO, ESCAP]</b>
<b>15h00 - 15h10</b> 10min Break	<b>15h00 - 15h10</b> 10min Break	<b>15h00 - 15h10</b> 10min Break	<b>15h00 - 15h10</b> 10min Break	<b>14h50 - 15h00</b> 10min Break
<b>15h10 – 15h45</b> [IS07]	<b>15h10 - 15h45</b> [IS13]	<b>15h10 - 15h45</b> [IS20]	<b>15h10 - 15h45</b> [IS29]	<b>15h00 - 16h45</b> [IS36]

<p><i>*IndicoUN community – Share experience and good practices on how your organization uses IndicoUN</i></p> <p><b>Speaker:</b> Da &amp; X, Geneva]</p> <p><b>POSTPONED TO FRIDAY</b></p>	<p>*IndicoUN community – Share experience and good practices on how your organization uses IndicoUN</p> <p>[ECA]</p> <p><b>POSTPONED TO FRIDAY</b></p> <p>Meeting with Dev team overflowed</p>	<p>*IndicoUN community – Share experience and good practices on how your organization uses IndicoUN</p> <p>[ESCAP]</p> <p><b>POSTPONED TO FRIDAY</b></p> <p>Use this slot for more hands-on sessions</p>	<p>*IndicoUN community – Share experience and good practices on how your organization uses IndicoUN</p> <p>[Vienna]</p> <p><b>POSTPONED TO FRIDAY</b></p> <p>Use this slot for more hands-on sessions</p>	<p>Hands-on activities: An end-to-end process from registration to badge printing and generating the list of participants.</p> <p><b>Moderators:</b> Houria, David, Da</p>
<p><b>15h45 – 17h15</b> [IS08]</p> <p><a href="#">Guided hands-on session (focus on in-person events)</a></p> <p><b>Moderators:</b> Da</p>	<p><b>15h45 - 17h15</b> [IS14]</p> <p>Guided hands-on session (Build on the morning session)</p> <p><b>Moderators:</b> Sehar</p>	<p><b>15h45 - 17h15</b> [IS21]</p> <p>Guided hands-on session</p> <p><b>Moderators:</b> Da or Sehar</p>	<p><b>15h45 - 17h15</b> [IS30]</p> <p>Hands-on session on IndicoUN features and for Security Officer related features.</p> <p><b>Moderators:</b> Sehar &amp; X</p>	<p><b>16h45 - 17h15</b> [IS37]</p> <ul style="list-style-type: none"> <li>• Wrap-up day 5</li> <li>• Closing message</li> </ul> <p><b>Speaker:</b> Frank (remotely)</p>
<p><b>17h15 – 17h30</b></p> <p>Wrap-up day 1, 15min</p>	<p><b>17h15 – 17h30</b></p> <p>Wrap-up day 2, 15min</p>	<p><b>17h15 – 17h30</b></p> <p>Wrap-up day 3, 15min</p>	<p><b>17h15 – 17h30</b></p> <p>Wrap-up day 4, 15min</p>	<p><b>17h15 – 17h30</b></p> <p>IndicoUN summer camp certificate</p>