

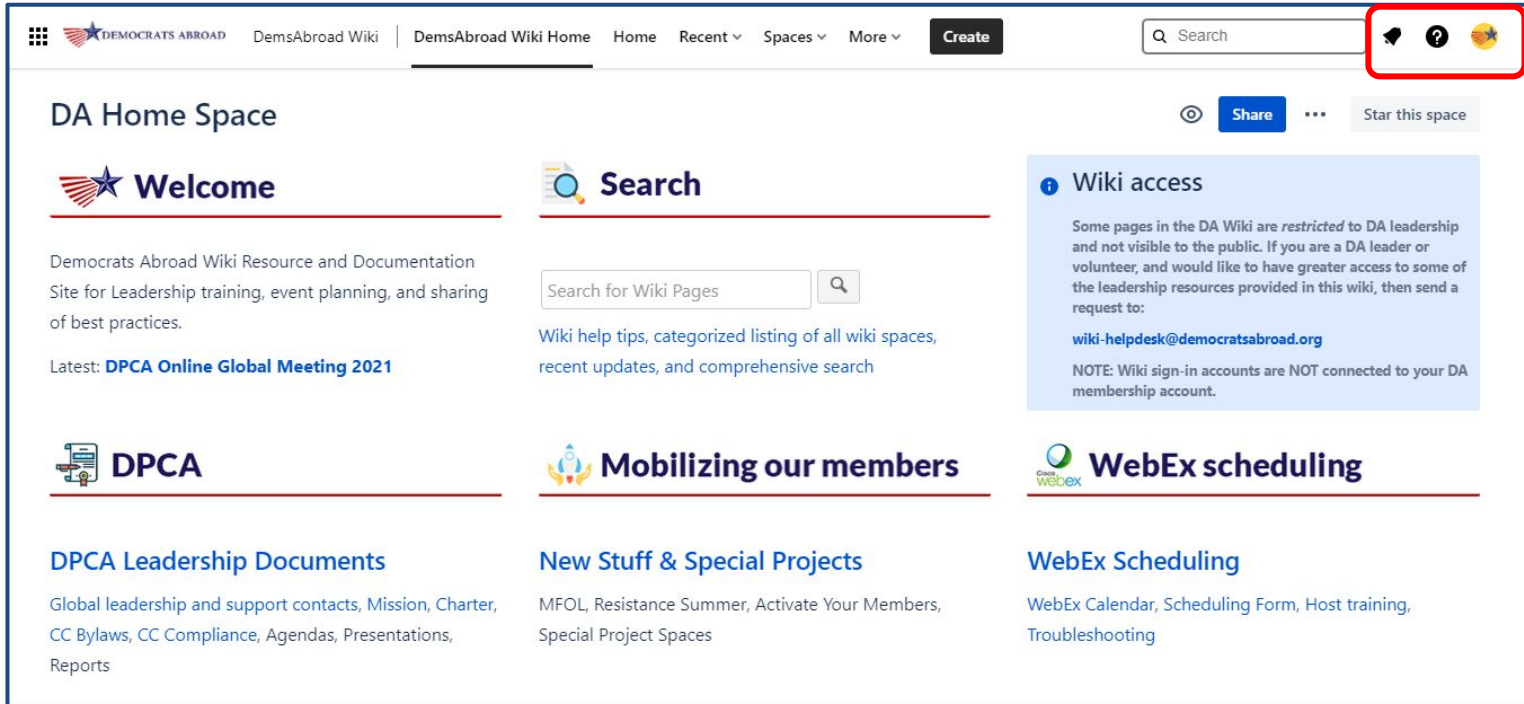


DA Wiki Overview

Democrats Abroad New Leader Orientation

April 24th, 2021

DA Wiki Overview for the New Leader Orientation - April 24th, 2021



The screenshot shows the DA Wiki Home page. At the top, there is a navigation bar with the Democrats Abroad logo, the text "DemsAbroad Wiki", and a breadcrumb trail: "DemsAbroad Wiki Home | Home | Recent | Spaces | More". A "Create" button is on the right. A search bar is also present. In the top right corner, a red box highlights three icons: a bell, a question mark, and a star.

DA Home Space

[Share](#) [Star this space](#)

Welcome

Democrats Abroad Wiki Resource and Documentation Site for Leadership training, event planning, and sharing of best practices.

Latest: [DPCA Online Global Meeting 2021](#)

Search

Search for Wiki Pages

Wiki help tips, categorized listing of all wiki spaces, recent updates, and comprehensive search

Wiki access

Some pages in the DA Wiki are *restricted* to DA leadership and not visible to the public. If you are a DA leader or volunteer, and would like to have greater access to some of the leadership resources provided in this wiki, then send a request to:

wiki-helpdesk@democratsabroad.org

NOTE: Wiki sign-in accounts are NOT connected to your DA membership account.

DPCA

DPCA Leadership Documents

Global leadership and support contacts, Mission, Charter, CC Bylaws, CC Compliance, Agendas, Presentations, Reports

Mobilizing our members

New Stuff & Special Projects

MFOL, Resistance Summer, Activate Your Members, Special Project Spaces

WebEx scheduling

WebEx Scheduling

WebEx Calendar, Scheduling Form, Host training, Troubleshooting

URL - <https://wiki.democratsabroad.org>



Publicly Accessible & Some Restricted Content

Shared Access Login Account

DEMOCRATS ABROAD | DemsAbroad Wiki | More ▾ | + | Search | ? | ↗

DA Home Space

Welcome



Log in to continue to:

Confluence

dems@democratsabroad.org

Continue

OR

Continue with Google

Continue with Microsoft

Continue with Apple

[Can't log in?](#) • [Sign up for an account](#)

[Privacy Policy](#) • [User Notice](#)



wiki.DemocratsAbroad.org

> <https://democratsabroad.atlassian.net/wiki/spaces/home/>

Distributed Content Management

- Many different “Space” content managers
- All volunteer development
- Evolving Content > Open for Improvement
- Explore/ Discover/ Learn/ Contribute



DA Wiki Overview for the New Leader Orientation - April 24th, 2021

A few key New Leader Resource Links: **wiki.DemocratsAbroad.org**

- Information for New Leaders & Volunteers
<https://wiki.democratsabroad.org/display/home/New+DA+Leaders+and+Volunteers>
- Information on our Online DPCA Global Meeting 2021
<https://wiki.democratsabroad.org/display/DPCA2021>
- Democrats Abroad Confidentiality Agreement
<https://wiki.democratsabroad.org/display/ZORA/Confidentiality+Agreement>
- GOTV Voter Information Resources
<https://wiki.democratsabroad.org/display/gotv2021/>



DA WebEx Overview

Democrats Abroad New Leader Orientation

April 24th, 2021

How can you Host DA meetings using WebEx?

Once you've been Certified as a WebEx Host, you can host meetings for your:

- Chapters/Precincts
- CC Executive Committees
- Caucuses
- Training Sessions
- Regional Calls
- Webinars & Guest Speakers



| Mon | Tue | Wed | Thu | Fri | Sat | Sun | Agenda |
|---|--|---|--|---------------------------|--|--|--------|
| 1 5am EMEA RV/ NEC 8pm SanDiego For AC | 2 11:30am SanDiego; M 12pm DA Western S 1:30pm DA Canada Box | 3 11am GWC Economic 1pm GWC Outreach | 4 7am DAIT Knowledge 10am GWC Steering 12pm Skárine Chapter | 5 | 6 1:30pm DAJ Excom a | 7 | |
| 8 5am EMEA RV/ NEC 11am GBC Steering 11am EMEA RV/ NEC 1pm DA Sweden ExC | 9 2am DA Global Cau 1pm Action Commit | 10 2am Inclusion on-bo 1pm April 2021 EME 1pm DA Sweden 20 | 11 12:30am AP RV/ S 2am AP - EMEA Act 2:30am DAJ SipakEx 11am GWC Reproduc 1pm IT Q&A Help Se | 12 8:30pm AP RV/ DRV | 13 1:30pm AP April Regi | 14 2:30pm AP - Legislat | |
| 15 5am EMEA RV/ NEC 8pm DAIT ExCom S 1pm EMEA trainin 1pm GWC Webinar 1pm IT training (con | 16 1am HC China webin 1am Inclusion on-bo | 17 1am Inclusion on-bo 11am SANDBOX Viol 1pm DAIT training | 18 10am Andy Host - S 11am AP & Americas | 19 10:45pm AP SanDiego | 20 | 12am DA Japan AGM 12:30am DAJ AGM J 1pm DA Japan Wellb | |
| 21 5am EMEA RV/ NEC 10am SanDiego - A 10am Working Group 11:30am CRAIG 54/62 1:15pm DA Germany 7pm DA Mexico Guat | 22 10am DAIT Practica 1pm Americas Regio 1pm April 21, 2021 1pm DA Guatemala 1pm DA Mexico IT & 7pm DA Mexico; Mex | 23 4pm DAIT Knowledge 1pm Working Group | 24 11pm DARC 2021 | 25 2am New Leader Ori | 26 7am DA Sweden An 8am GBC, C&G, Meet | 27 12:30am DA India AC | |
| 28 5am EMEA RV/ NEC 7:30am DAIT Tax Sess 12pm DA Western S 12pm DA Portugal S 1:30pm DA Franco Ex | 29 2am IT Admin Traini 12pm DAIT Tax Sess 12pm DA Western S 12pm DA Portugal S 1:30pm DA Franco Ex | 30 1pm DA Portugal - F | 31 | 1pm DA Canada - W | 1:30pm Canada Ann | | |



WebEx Overview for the New Leader Orientation - April 24th, 2021

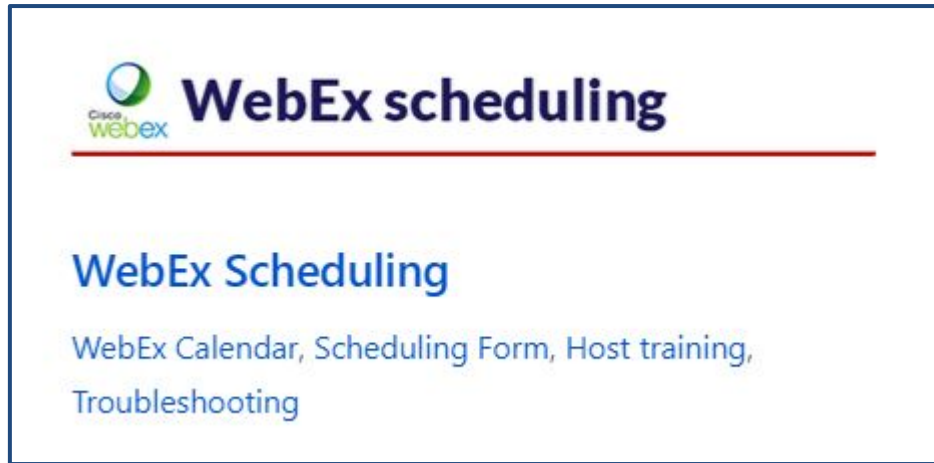
The Democrats Abroad Global WebEx program has:


- A dedicated volunteer team
- Three Host Accounts across all of DA
- One shared meeting calendar
- **160+ Certified Meeting Hosts**
- **1000** attendees possible per meeting
- **Two** training skill levels with Certification Quizzes

The screenshot shows a Google Calendar for April 2021. The calendar is viewed in a grid format with days of the week as columns and dates as rows. Meetings are listed in the cells, with some highlighted in yellow. The meetings include:

- April 1: EMEA RVC NEC, GWC Economic, DAIT Knowledge, GWC Outreach, GWC Steering, Skåne Chapter
- April 2: DAJ Extern
- April 3: DAJ Extern
- April 4: DAJ Extern
- April 5: DA Global Caucus, Inclusion on-Bo, AP RVC, AP RVC, AP April Regi, AP - Logistics
- April 6: GBC Steering, Action Commit, April 2021 EME, AP - EMEA Acti, SA Sweden BL, April 10 2021 L
- April 7: EMEA RVC NEC, DA Sweden 202, Inclusion on-Bo, DAJ SipakEa, GWC Reprodu, DA Canada - W
- April 8: EMEA RVC NEC, HC China webin, Inclusion on-Bo, Andy Host - S, AP & Americas, DA Japan AGM, DA AGM JI
- April 9: Tokami Abroad, Inclusion on-Bo, SANDBOX Viol, DAIT ExCem, DA Australia Ap, DA Japan Webin, April 18 2021 L
- April 10: DAIT ExCem, EMEA training, GWC Webinar, IT training (cont)
- April 11: EMEA RVC NEC, DAIT Practice, IT Q&A Help Se, DAIT Knowledge, DAIT 2021, New Leader Ori, DA India AC
- April 12: SA Sweden - April, Americas Regi, GBC Steering, Working Group, April 21 2021 L, DA Guatemala, DA Mexico IT &, Canada - Lond, DA Mexico Mex
- April 13: Working Group, April 21 2021 L, DA Guatemala, DA Mexico IT &, Canada - Lond, DA Mexico Mex
- April 14: DA Germany, DA Mexico Guat
- April 15: EMEA RVC NEC, IT Admin Traini, DAIT Tax Sess, DA Western S, DA Portugal S, DA Franco Ex, DA Canada Bos
- April 16: IT Admin Traini, DAIT Tax Sess, DA Western S, DA Portugal S, DA Franco Ex, DA Canada Bos
- April 17: DA Portugal - P
- April 18: DA Canada - W, DA Canada Ann

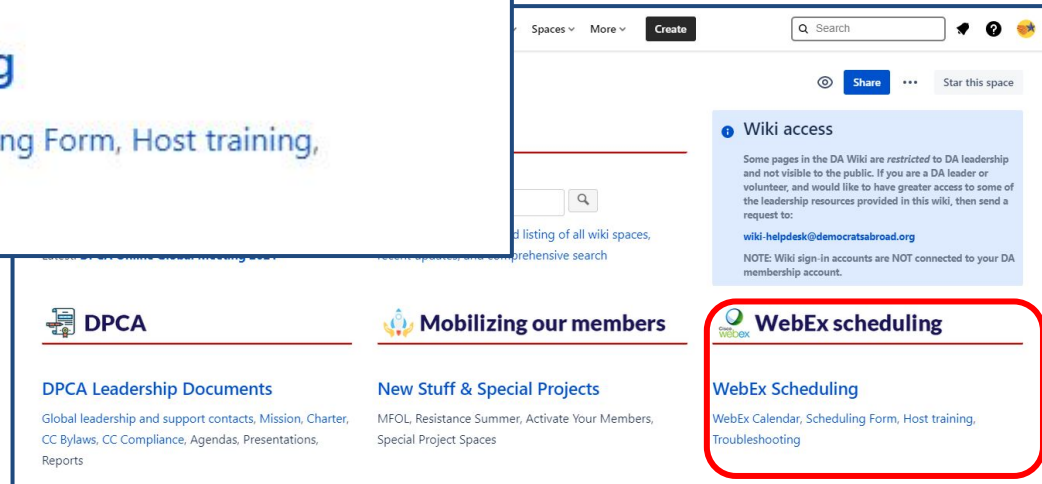
More information about hosting
Democrats Abroad meetings using
WebEx is available on the DA Wiki






 **WebEx scheduling**

WebEx Scheduling

WebEx Calendar, Scheduling Form, Host training,
Troubleshooting



Spaces ▾ More ▾ **Create**   




[Share](#) ... [Star this space](#)

Wiki access

Some pages in the DA Wiki are *restricted* to DA leadership and not visible to the public. If you are a DA leader or volunteer, and would like to have greater access to some of the leadership resources provided in this wiki, then send a request to:

wiki-helpdesk@democratsabroad.org

NOTE: Wiki sign-in accounts are NOT connected to your DA membership account.

| | | |
|---|---|---|
|  DPCA |  Mobilizing our members |  WebEx scheduling |
| DPCA Leadership Documents Global leadership and support contacts, Mission, Charter, CC Bylaws, CC Compliance, Agendas, Presentations, Reports | New Stuff & Special Projects MFOL, Resistance Summer, Activate Your Members, Special Project Spaces | WebEx Scheduling WebEx Calendar, Scheduling Form, Host training, Troubleshooting |



WebEx Overview for the New Leader Orientation - April 24th, 2021

LEVEL 1 Training

DA WebEx Host Certification Includes:

- Scheduling DA WebEx meetings
- Managing the Host Role
- Understand WebEx Meeting Screen Layout
- Coordinating with and Mentoring Participants
- Sharing PDF files and other content
- Requesting a Recording

Level 1 Host Certification Training is a prerequisite and must be completed prior to signing up for Level 2 Training.

LEVEL 2 Training

WebEx Moderating, Advanced Meeting Tools, & Management Includes:

- Co-Host and Supporting Roles
- Waiting Room and Lobby
- Meeting Moderator Skills
- Breakout Sessions
- Polls in WebEx Meetings
- Combined In-Person and Remote meetings
- Planning a large Webinar or Panelist type event
- Posting WebEx Recording on YouTube or other hosted video site
- LiveStreaming on YouTube or Facebook Live



WebEx Overview for the New Leader Orientation - April 24th, 2021

Upcoming WebEx Host Certification LEVEL 1 training session:

Wednesday May 26th - 4:00 AM ET / 10:00 AM CET

Upcoming WebEx LEVEL 2 training session:

Tuesday May 4th - 7:00 AM EST / 1:00 PM CET

Sign up to let us know you're interested in a **WebEx Certification Training:**

<https://wiki.democratsabroad.org/display/WebEx/Host+Certification+Sign-Up+Form>

These dates/times don't work for you?

Please indicate in the Sign-Up Form that you are interested in future training sessions!



WebEx Overview for the New Leader Orientation - April 24th, 2021

Important Reference Links:

- DA WebEx Wiki: <https://wiki.democratsabroad.org/display/WebEx/WebEx+Help+Pages>
- Sign up to let us know you're interested in either Level 1 or Level 2 Training:
<https://wiki.democratsabroad.org/display/WebEx/Host+Certification+Sign-Up+Form>
- LEVEL 2 Training and DA WebEx Training Pathways here:
<https://wiki.democratsabroad.org/display/WebEx/LEVEL+2+Hosting%2C+Advanced+Meeting+Tools+and+Management>

Contact the DA WebEx Team by sending your email to: webex@demsabroad.eu