**IGF 2018 Pre-Session Synthesis & Short Report Template**

**Pre-Session Synthesis Due: 2 November 2018**

**Short Report Due: Within 12 hours of when session is held**

 ***[sample report*** [***here***](https://www.intgovforum.org/multilingual/index.php?q=filedepot_download/5902/847)***]***

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| --- | --- |
| Session Type (Workshop, Open Forum, etc.) |  |
| Title |  |
| Date & Time |  |
| Organizer(s) |  |
| Chair/Moderator |  |
| Rapporteur/Notetaker |  |
| List of speakers and their institutional affiliations (Indicate male/female/ transgender male/ transgender female/gender variant/prefer not to answer) |  |
| Theme (as listed [here](https://www.intgovforum.org/multilingual/index.php?q=filedepot_download/6037/1375)) |  |
| Subtheme (as listed [here](https://www.intgovforum.org/multilingual/index.php?q=filedepot_download/6037/1375)) |  |
| Please state no more than three (3) key messages of the discussion. (150 words or less)  |  |
| Please elaborate on the discussion held, specifically on areas of agreement and divergence. (150 words)*Examples:* *- There was broad support for the view that…**- Many [or some] indicated that…**-Some supported XX, while others noted YY…**-No agreement…* |  |
| Please describe any policy recommendations or suggestions regarding the way forward/potential next steps. (100 words) |  |
| What ideas surfaced in the discussion with respect to how the IGF ecosystem might make progress on this issue? (75 words) |  |
| Please estimate the total number of participants.  |  |
| Please estimate the total number of women and gender-variant individuals present. |  |
| To what extent did the session discuss gender issues, and if to any extent, what was the discussion? (100 words) |  |