

PP-14 IT FACILITIES

CYBERCAFÉ & IT SERVICE DESK

The IT Service desk is located near the cybercafé.

Computer terminals

Limited number of PCs with multilingual keyboard support and network printers will be provided at the cybercafé.

Printers

Printers are available at the cybercafé.

Connections to the printers can be made:

- via the network (wired/wireless) through a printer server;
- via USB.

NB - Printers have the server name and share name marked on them.

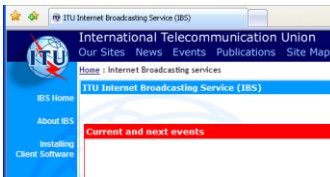


LAPTOP CONNECTIVITY

Access to the Internet at PP-14 will be available using the LAN technologies listed below:

- **Wired: Ethernet RJ45 10/100 Mbps**
 - in the main meeting rooms and cybercafé
 - use this whenever it is available as it provides better consistency and higher throughput
- **Wireless: IEEE 802.11a/n on 5 GHz and 802.11n on 2.4 GHz**
 - Good performance is only guaranteed for 5 GHz
 - Throughout the whole Conference Centre
 - SSID: PP14
 - Password will be posted inside the venue
- Wireless: IEEE 802.11b/g is only available in the cybercafé and coffee break areas

Please note that the installation and use of non-ITU wireless access points without prior authorization from the ITU/IS Department is prohibited.



WEBCAST

Selected sessions will be webcast live on the Internet and archives will be made available after the end of each session at:

<http://www.itu.int/en/plenipotentiary/2014/Pages/default.aspx>



Type C

Type F

ELECTRICAL APPLIANCES

Type C and F electrical outlet. Electrical current is 220 volts at a frequency of 60 hertz.

Appendix A

(to Annex to PP-14 Information for participants – IT facilities)

Notes on WLAN connectivity

To make the most efficient use of network resources, we strongly recommend the following:

1. Use wired Ethernet RJ45 connection if available as it provides better consistency and higher throughput. Remember to turn off your wireless radio. By doing so, you free up wireless network capacity for other delegates.
2. Check to see if your laptop has 5 GHz capability. If it does not, purchase a card that supports both 5 & 2.4 GHz and have it configured beforehand.
3. By default the wireless radio is always on, even when you are not surfing the Internet. Please turn it off to free up capacity and reduce interference to others.
4. Ensure that your user account has administrative privileges. Should you require help onsite, the ITU Service Desk staff will only be able to help you if you have administrative rights on your laptop.
5. You are kindly requested to test your wireless connection well before the opening session.
6. Download the Conference documents before entering the meeting room.
7. Refrain from using peer-to-peer connections.

Wireless LAN configuration parameters

Please follow the installation instructions delivered with the card. You may need to log in with **administrator privileges** depending on your PC's operating system and the card purchased.

The following parameters should be set in order to connect to the ITU wireless network:

- Select the SSID "PP14", your laptop will be connected to the higher bandwidth 5 GHz network based on 802.11a/n.
- If your wireless card supports only 2.4GHz, select the SSID "PP14-2.4GHz".
- Set WEP encryption to "Off".
- Set Operation mode to "Infrastructure" (not Ad-Hoc or peer-to-peer). The Ad-Hoc mode creates a lot of confusion not only for you but also for other participants.

Notes on using wireless connections:

- 1) Wireless network connections are good for web browsing but fair for FTP downloads or for telnet applications.
- 2) Before taking out your wireless card (or any other PC card from its slot), you should first properly stop it, or risk re-installation of the operating system.
- 3) Wireless cards can drain considerable power from your laptop – so recharge your laptop frequently.

USEFUL REMINDERS FOR LAPTOPS

Enable DHCP so that your laptop will obtain the IP address and other network parameters automatically

Security

Please be aware that delegate network communication can be intercepted, end-to-end encryption is recommended for confidentiality.

If you are concerned about computer security, please use personal firewall software.

Firewall software configurations may prevent access to local resources (e.g. printers).

All wireless users must have a good anti-virus program that has up-to-date virus database. Viruses can easily spread in the wireless network. You will also need a few spyware detection programs such as Ad-Aware.

Outgoing e-mail

Set up your outgoing (SMTP) server as per the instructions given to you on the PP-14 wireless network welcome page.

Web-proxy

The "Tools", "Internet Options", "Connection", "LAN settings" should be set to "automatically detect settings".

Socks

Disable any SOCKS configurations.

ANNEX 2

(to Annex to PP14 Information for Participants – IT facilities)

Gaining access to the electronic version of the documents for PP14

This annex is aimed at helping users of the ITU website to take full advantage of the services offered by the ITU Document Management System (ITU DMS), concerning documents.

These services are described through the following paragraphs:

- 1 Gaining access to the electronic version of the conference documents**
- 2 Keeping track of recent document additions**
- 3 Downloading multiple documents at once**
- 4 Laptop synchronization with the ITU website**
- 5 Creating conference session appointment entries in the user agenda**

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- 1 Gaining access to the electronic version of the conference documents**

The electronic versions of the Conference documents are available on the ITU website, at the following location: <http://www.itu.int/en/plenipotentiary/2014/Pages/documents.aspx>



PP-14 Documents



PP-14 Home

About

Participation, registration and credentials

Agenda, structure and timetable

Elections

Documents and Proposals

Previous Conferences

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Regional Preparatory Meetings

Submission of Proposals

- ▶ **Conference Proposals Interface (CPI) *New!***
This tool has been developed to help Member States to prepare and submit PP-14 proposals.

Proposals to amend the Constitution and Convention of the ITU should reach the Secretary-General no later than **20 February 2014**, i.e. eight months prior to the opening date fixed for the Plenipotentiary Conference (see Nos 224 and 225 of the Constitution, Nos 519 and 520 of the Convention, and Annex 2 to Circular letter No. 165).

Other proposals for the work of the Conference should be submitted to the Secretariat as soon as possible, and at least by **20 June 2014**, i.e. four months before the start of the Conference (see No. 40 of the General Rules of conferences, assemblies and meetings of the Union, and Annex 2 to Circular letter No. 165).

Furthermore, in line with Resolution 165 (Guadalajara, 2010) and in order to ensure timely translation of documents, the **firm deadline for all contributions**, with the exception of the deadlines outlined in Sections 8 and 17 of the General Rules of conferences, assemblies and meetings of the Union, is no later than fourteen calendar days before the opening of the Conference, i.e. **7 October 2014**. Member States are urged to give careful attention to the initial preparation of proposals so as to avoid revisions to documents.

In order to comply with provisions 41 and 42 of the General Rules of conferences, assemblies and meetings of the Union, with regard to the format of proposals for the Conference, the Secretariat has prepared guidelines for the presentation of proposals (see Annex 3 to Circular letter No. 165).

- [Guidelines for the presentation of proposals](#)

DOCUMENTS AND PROPOSALS

- ▶ All documents
- ▶ Recently posted documents
- ▶ Candidatures
- ▶ Proposals from Member States

USEFUL LINKS

- ▶ Email notification system for documents
- ▶ ITU English Language Style Guide
- ▶ Library and archives service

PLENIPOTENTIARY 2010

- ▶ PP-10 documents
- ▶ PP-10 Final Acts

Documents are listed in reverse order along with their source, reception date and title:

<http://www.itu.int/md/S14-PP-C>

www.itu.int/md/S14-PP-C/en

International Telecommunication Union Français Español

Home : Office of the Secretary General : PP : Contributions Recently posted - Search Meeting Documents

ITU Sectors | Newsroom | Events | Publications | Statistics | About ITU

ITU-SG PP C

ITU-SG PP Max # of documents displayed/page: 25 OK

Plenipotentiary Conference

Results:30 total items.
Result page: 1 - 2 - Next

Contributions

Number	Received	Source	Title	Destination
<input type="checkbox"/> [32]	2014-02-26	Canada	Proposals for the work of the conference	PL
<input type="checkbox"/> [31]	2014-02-27	Brazil (Federative Republic of) , Canada , Colombia (Republic of) , United States of America	Proposals for the work of the conference	PL
<input type="checkbox"/> [30]	2014-02-26	Kazakhstan (Republic of)	Candidacy for the post of Member of the Radio Regulations Board: Mr Rizat NURSHABEKOV (Republic of Kazakhstan)	PL
<input type="checkbox"/> [29]	2014-02-18	Argentine Republic , Brazil (Federative Republic of) , Canada , Uruguay (Eastern Republic of)	Proposals for the work of the conference	PL
<input type="checkbox"/> [27]	2014-02-10	United States of America	Proposals for the work of the Conference	PL
<input type="checkbox"/> [26]	2014-02-06	SG	Candidacy for the post of Member of the Radio Regulation Board: Mr Mustapha BESSI (Kingdom of Morocco)	PL
<input type="checkbox"/> [25]	2014-02-04	SG	Candidacy for the post of Member of the Radio Regulations Board: Momcilo SIMIC (Republic of Serbia)	PL
<input type="checkbox"/> [24]	2014-01-14	SG	Candidacy for the post of Member of the Radio Regulations Board: Mr Stanley Kaige KIBE (Republic of Kenya)	PL
<input type="checkbox"/> [23]	2014-01-08	SG	Candidacy for the post of Member of the Radio Regulations Board: Dr Ing. Alfredo MAGENTA (Italy)	PL

Details about each document are available, comprising eventual revisions, addenda, corrigenda, and the different language versions. Each version can be downloaded by clicking on the corresponding link. <http://www.itu.int/md/S14-PP-C-0002>

[2] Credentials of delegations to the Plenipotentiary Conference

ITU-SG PP - Plenipotentiary Conference

Contribution : 2

Received on : 2013-07-01


Source : SG







Destination Groups : PL

Meeting 2014-10-20

Access :  Document restricted to TIES users [ITU-SG]

Available languages and formats :








 Click on the selected format and language to get the document

	Format	Size	Posted	
English	 Word 2010	45414 bytes	2013-10-31	[2]
Arabic	 Word 2010	68058 bytes	2013-11-19	[2]
Chinese	 Word 2010	74105 bytes	2013-11-07	[2]
Español	 Word 2010	72365 bytes	2013-10-31	[2]
Français	 Word 2010	73134 bytes	2013-10-31	[2]
Russian	 Word 2010	75055 bytes	2013-11-05	[2]

2 Keeping track of recent document additions

A list of recent document additions is available along with the posting date and time, allowing users to keep track of newly available documents: <http://www.itu.int/md/S14-PP/new>

ITU-SG PP Meeting Documents


Number	Date	Source	Title	Destination
Number	Posted	Size		
[25]	2014-02-04	SG	Candidacy for the post of Member of the Radio Regulations Board: Momcilo SIMIC (Republic of Serbia)	PL
<input type="checkbox"/>  [25]	- Español -	Word 2010	2014-03-04 [15:05]	110'865 bytes
<input type="checkbox"/>  [25]	- Français -	Word 2010	2014-03-04 [15:04]	190'798 bytes
<input type="checkbox"/>  [25]	- English -	Word 2010	2014-02-07 [15:53]	821'841 bytes
[28]	2014-02-14	SG	Candidacy for the post of Member of the Radio Regulation Board: Mr Simon KOFFI (Republic of Côte d'Ivoire)	PL
<input type="checkbox"/>  [28]	- Français -	Word 2010	2014-03-03 [13:48]	181'177 bytes
[30]	2014-02-26	Kazakhstan (Republic of)	Candidacy for the post of Member of the Radio Regulations Board: Mr Rizat NURSHABEKOV (Republic of Kazakhstan)	PL
<input type="checkbox"/>  [30]	- Español -	Word 2010	2014-02-28 [16:22]	73'154 bytes
<input type="checkbox"/>  [30]	- Russian -	Word 2010	2014-02-28 [16:17]	1'058'977 bytes
<input type="checkbox"/>  [30]	- English -	Word 2010	2014-02-26 [16:26]	55'682 bytes

RSS feeds are also available at the following location:

http://www.itu.int/dms_pages/itu-s/md/14/PP/S14-PP-RSS.xml

ITU-S PP New Documents

You are viewing a feed that contains frequently updated content. When you subscribe to a feed, it is added to the Common Feed List. Updated information from the feed is automatically downloaded to your computer and can be viewed in Internet Explorer and other programs. [Learn more about feeds.](#)

 [Subscribe to this feed](#)

Displaying 45 / 45

All 45

Sort by:

Date

Title

[25] - Español - MS Word Document 2007 - Candidacy for the post of Member of the Radio Regulations Board: Momcilo SIMIC (Republic of Serbia)

Yesterday, March 04, 2014, 15:05:01 →

Candidacy for the post of Member of the Radio Regulations Board: Momcilo SIMIC (Republic of Serbia)

Source: SG

Destination Groups: S06-PP.PL \ \ PL

[25] - Français - MS Word Document 2007 - Candidacy for the post of Member of the Radio Regulations Board: Momcilo SIMIC (Republic of Serbia)

Yesterday, March 04, 2014, 15:04:59 →

Candidacy for the post of Member of the Radio Regulations Board: Momcilo SIMIC (Republic of Serbia)

Source: SG

Destination Groups: S06-PP.PL \ \ PL

[29] - English - MS Word Document 2007 - Proposals for the work of the conference

Yesterday, March 04, 2014, 10:32:55 →

Proposals for the work of the conference

Source: Argentine Republic, Uruguay (Eastern Republic of)

3 Downloading multiple documents at once

In each document list it is possible to select multiple documents using the checkboxes on the left side or the “Check All” button at the bottom. Then the selected documents can be packed into a “zip file” to be downloaded at once, using the “Zip and Download” button.

The zip file is automatically created from:

- the selected documents;
- any existing addenda and corrigenda; and
- associated html pages (similar to the ITU web pages)

in the chosen languages and formats.

Results:31 total items.

Result page: 1 - 2 - 3 - 4 - Next

Contributions				
Number	Received	Source	Title	Destination
<input type="checkbox"/> [32]	2014-02-26	Canada	Proposals for the work of the conference	PL
<input type="checkbox"/> [31]	2014-02-27	Brazil (Federative Republic of) , Canada , Colombia (Republic of) , United States of America	Proposals for the work of the conference	PL
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<input type="checkbox"/> [23]	2014-01-08	SG	Candidacy for the post of Member of the Radio Regulations Board: Dr Ing. Alfredo MAGENTA (Italy)	PL

Results:31 total items.
Result page: 1 - 2 - 3 - 4 - Next

Multiple Document Download: Check the boxes of the selected documents, then click "Zip and download"

User preferences:

Multiple Document Download: Formats and Languages to be included (when available):

HTML Navigation Pages	<input checked="" type="checkbox"/> Yes			<input type="button" value="Save Preferences"/>			
Formats	<input checked="" type="checkbox"/> doc	<input checked="" type="checkbox"/> pdf	<input checked="" type="checkbox"/> zip		+ Other formats		
Languages (maximum 2)	<input checked="" type="checkbox"/> E	<input type="checkbox"/> F	<input type="checkbox"/> S		<input type="checkbox"/> A	<input type="checkbox"/> C	<input type="checkbox"/> R

(E: English - F: French - S: Spanish - A: Arabic - C: Chinese - R: Russian)

The user has the option to select the formats and languages to be downloaded.

4 Laptop synchronization with the ITU website

The TU Plenipotentiary Conference 2014 Sync Application allows Delegates to synchronize PP-14 documents from the ITU servers to their local (Windows or Mac) laptop drive. It has been configured to access the ITU Server in Geneva and synchronize on demand to the latest published documents.

The application with its documentation can be downloaded from the documents tab on the PP-14 homepage: <http://www.itu.int/en/plenipotentiary/2014/Pages/documents.aspx>


You will get along with the selected documents, up-to-date html web pages (with local links) allowing easy navigation among the documents on the laptop.

5 Creating conference session appointment entries in the user agenda

From the PP-14 homepage:

<http://www.itu.int/en/plenipotentiary/2014/Pages/documents.aspx>

Select Programme and Timetable – Timetable (Daily schedules).

Users can create appointment entries in their agenda the sessions they are interested by clicking on the “add to calendar”  icon.
