



Call Notes for the Portal Committee

Web meeting held: Tuesday, August 31st, 2021

10 AM Eastern/ 7:00 AM Pacific / 5:00 PM CAT (Central Africa Time)

The following Committee members were in attendance:

- Ruvarashe Chindara, ICPD
- Scott May, ICPD
- Shamah Mawoko, ICPD
- Thelma Munhequette
- Blessed Okole, PhD, CSIR
- Dustielyn Savage, ICPD
- Elisabeth Valerio, ICPD

Welcoming remarks & introductions: **BOLD ITEMS WILL BE COVERED DURING THE CALL.**

For a more in-depth briefing or if you are unable to attend a meeting but would like a debrief, contact Elisabeth Valerio at evalerio@icpdprograms.org.

Elisabeth Valerio welcomed the council members to the ELISA Portal Committee meeting and oriented (through screen-sharing) the committee members to the web-based resources. Elisabeth asked the committee members to go the website www.icpdprograms.org, select "Committees" from the "Select an ICPD site" drop-down menu at the top right side of the page. Elisabeth informed the committee members that they could locate the meeting agendas, past meeting notes and supporting documents for the meeting on the ELISA Portal Committee Tab. Elisabeth reviewed the proposed agenda outline for the committee meeting and the committee objectives. Scott then invited everyone on the call to introduce themselves and reviewed the agenda for today's meeting.

ELISA Portal committee

Updates, past action items and recent developments

- The committee recommended adding the ability for Gateway members to invite others to become part of the portal community
- ELISA mobile app
 - The focus is on making ELISA as an initiative more accessible particularly to the under resourced communities in Africa. A technical expert has been identified to help to create the mobile app. Ruva has done work in the beginning to outline what features will be on the app and how best to integrate that with the web portal. The ICPD team has reviewed the budget for the app and has given a greenlight to go ahead and start. The projects starts with drawing wireframes, these define what the mobile app is going to do. The team will share these with the committee in a future meeting. The app creation process can take 3 months or more as it is composed of about 4 phases, each taking 2-3 weeks. After completion, it is going to be available on both the Apple store and Play store.

ELISA Development Committee

www.elisanelwork.com | www.icpdprograms.org



- Web traffic report (countries people come from and the pages or features they access)
 - Elisabeth showcased the spike in traffic and where it was coming from through the ELISA Google analytics tool.
 - Dr. Blessed Okole suggested making the homepage more dynamic to help generate more traffic. Scott suggested that the ELISA home page should contain a channel feature where there is different content displayed which is grouped into different channels. That way there is always fresh content when a member visits the site. The channel feature should also include the Confab events so that if there are upcoming events they are displayed and also recordings from the past events should be made available and should be accessible from the home page.

Focus topics:

Committee objectives

Focusing on enhancing portal content and functionality to support the growth of a robust and active online community.

- Advise on improvements for existing and future portal features
- Ensuring project pages become a valuable tool for portal members
- Optimize user experience, portal community engagement and user generated content

A presentation by Ruva Chindara on use cases for Project pages to make the site more valuable to the members and increase use of member profiles and the Project page tools

ICPD demonstrated how members can invite others

Elisabeth demonstrated how members of the ELISA Portal can engage others and invite them to be part of the ELISA gateway community using a feature on the Portal. Elisabeth oriented the committee through the process of referring a friend using the [Nominate a Friend](#) tool. You must be logged in to the ELISA Portal as an insider membership to access this feature. She highlighted that the email that is received by the invitee is currently being refined. The nomination list is limitless, the user can nominate as many individuals as possible.

Scott stated that other communities on the internet ask members if they want to integrate their connections (for example with social media platforms). He asked if the portal is going to explore the feature as a way of building the community and cautioned the intrusivity of the action. Elisabeth responded mentioning that for the feature to be added, the ICPD team would have to investigate the privacy issues that are related to it. She added that the feature does seem intrusive and mentioned that the audience members potentially have will not always be related to ELISA.

Dr. Blessed Okole asked about the advantages of synchronizing the contacts. Scott explained that if the member synchronizes their contacts, then the system could conceivably ask the portal member if they want to send invitations to all their contacts who are not currently part of the ELISA community. The system will be prompting the users to nominate contacts and in turn the community membership increases.

Scott suggested that the nominate a friend page should be recreated in a way to attract the user to explore its function and be present on the first page instead of it being part of the hidden menus.



Other/Next Steps and Future Action Items

The next focus topics will be other features and functionality that could be activated or built into the portal, so that the portal becomes an integral part of their work including ways that members are prompted to invite others and strategies for growing the number of Project Pages. Scott reminded everyone that the next ELISA Portal Committee meeting will be Tuesday, November 2, 2021.

Please plan on 45-minutes for this call. Visit www.elisanetwork.com for more information about ELISA.

Upcoming Portal Committee calls

Tuesday, November 2, 2021, 10:00 AM Eastern | 7:00 AM Pacific