

## Conference Participant Quick Start Guide—December 2025

Welcome and thank you for your service to NA!  
There is a lot to learn as a conference participant (CP).  
Here are some places to start:

There are three main places to get information related to the conference. The conference web page includes public information and archives. The CP Portal and Dropbox also include information, some of which is not public, tailored for conference participants. Descriptions of each are below.

### Conference Web Page

Important WSC-related files and forms, including the *Conference Agenda Report (CAR)*, Conference Approval Track (CAT) materials, WSC minutes, and more—are posted here: [na.org/conference](https://na.org/conference). Some helpful resources on the page:

WSC Archives for previous cycles' reports and minutes

[Important dates and deadlines](#) for the cycle  
[A Guide to World Services in NA](#) (GWSNA), which describes conference policies and procedures. GWSNA is updated at least once a cycle and is always posted on the conference page.



### CP Portal: <https://cpportal.na.org>

The CP Portal also contains materials you will need for the 2026 World Service Conference. During the WSC itself, announcements, surveys, and other important information will be communicated via the CP Portal. Some of those materials are confidential, such as, election material, conference participant contact information, and access to the Dropbox. You'll also find a link to the current CP web meeting in the portal. The first time you go to the portal, you will need to get a new password by entering your email we have in our records and clicking "Forgot Password?" to get a password that is just for you.

Don't hesitate to reach out if we can help you find something! All of the cautions in the Dropbox description below apply to the Portal as well. Please do not share your password with non-CPs!

### Publications

As a conference participant, you are automatically subscribed to [NAWS News](#), all conference publications (*CAR*, *CAT*, *Conference Report*), the [NAWS Annual Report](#), and [NAWS Update emails](#). All conference related publications are posted on [na.org/conference](https://na.org/conference).

## CP Web Meetings

We have regular web meetings (usually every other month) for conference participants to discuss issues, give input, and get updates. In addition to conference participants, zonal contacts, Human Resource Panel (HRP) members, and the WSC Cofacilitators are welcome to attend. Dates are listed on [na.org/dates](http://na.org/dates). Email instructions are sent before each meeting and the link will be posted on the CP Portal, but you can begin preparing now:

1. Download Zoom: [https://zoom.us/download#client\\_4meeting](https://zoom.us/download#client_4meeting).
2. Read the Web Meeting Participant Orientation posted on the conference web page.

## DiscourseHub

There is a mobile-friendly discussion board for conference participants, zonal contacts, HRP, and the WSC Cofacilitators. New conference participants will be added to the group using the email address we have for you in the WSC Participants contact list. Be on the lookout for an invitation email from [notifications@wsc.discoursemail.com](mailto:notifications@wsc.discoursemail.com). **Check your spam or junk email settings if you do not see the invitation in your inbox.**



Follow the prompt in the email and click on the activation link to activate your account. If you become stuck with a password prompt, you may then go to <https://wsc.discourse.group/login>. From there, Select "Login" and then "forgot my password" to generate a password reset request.

There are two documents in the CP Dropbox that will help you add the DiscourseHub app to your mobile device (iOS or Android). You will need to accept the initial invitation email and have logged in before you will be able to add the WSC Discourse Group to the mobile app. There is also a Discourse Training video in the same folder.

## Questions & Contact Info

We are here to help. Don't be shy about asking questions. The quickest way to get a response is to email [worldboard@na.org](mailto:worldboard@na.org). And please make sure we have your current contact information.

