

Australian Specification Management Working Group

Agenda for meeting:

Wednesday 16 May 2012 10:00 - 17:00

Location: Balikpapan Room
Defence Plaza Melbourne,
661 Bourke St, Melbourne

Thank you for taking the time and participating in this meeting. There will be a number of subjects addressed on the day. One of those will be the current status of the S1000D Tailoring Guide (consisting of DOD Business Rules and IETP Functionality Matrix). To assist in ensuring the meeting flows smoothly, can everyone please refresh themselves with the documents and be able to discuss on the day. Some considerations for the meeting are:

1. Everyone will need to familiarise themselves with all the documents prior to arriving at the meeting. All documents will be made available through the AUSTECPUBS website (URL link at bottom of Agenda).
2. If you want a printed copy of the document, you will need to print it off prior to the meeting as **NO** printed copies of the Business Rules will be provided.
3. Discussions will be moderated due to time limits available.

| Wednesday 16 May | Item |
|------------------|---|
| 1000 - 1015 | Introductions and Welcome |
| 1015 - 1030 | Review of Minutes and Action Items from Last Meeting |
| 1030 - 1100 | Round the Room S1000D Activity Status |
| 1100 - 1130 | Defence and S1000D – Status & Organisation |
| 1130 - 1200 | ASMWG Org and Vacant Positions |
| 1200 - 1230 | Lunch |
| 1230 - 1415 | Review of DOD Business Rules and Action Item Status |
| 1415 -1430 | Afternoon Tea |
| 1430 - 1530 | Review of DOD Business Rules and Action Item Status (cont.) |
| 1530 - 1600 | IETP Functionality Matrix Status |
| 1600 - 1645 | S1000D CPF Updates (Business Rules, Workflow) |
| 1645 - 1700 | Any Other Business |
| 1170 | Meeting Close |

URL link to zipped documents is: <http://www.austechpubs.com.au/Downloads>

If any files have a *.piz extension, once downloaded change the file extension from *.piz to *.zip.