

# 2022-07-18 CTWG Meeting Notes

## Meeting Date

- 18 Jul 2022 The CTWG meets bi-weekly on Mondays at 10:00-11:00 PT / 17:00-18:00 UTC. See the [ToIP Calendar](#) for the full schedule.

## Zoom Meeting Link / Recording

- [https://zoom.us/rec/share/Tlr31prZnqqnK0lyUhPS3GvYurvdU8ShKavZsV-uNba\\_iwqY8tJ1JFvD\\_bhtGp84.BWQusxZKCZ87a\\_Wv](https://zoom.us/rec/share/Tlr31prZnqqnK0lyUhPS3GvYurvdU8ShKavZsV-uNba_iwqY8tJ1JFvD_bhtGp84.BWQusxZKCZ87a_Wv)

## Attendees

- [Drummond Reed](#)
- [Rieks Joosten](#)
- [Sid Haniff](#)
- [Nicky Hickman](#)
- [Judith Fleenor](#)
- [Henk van Cann](#)
- Partha Pal

## Main Goal of this Meeting

1) Answer Terminology Toolbox questions from [Henk van Cann](#) and [Neil Thomson](#), 2) Update on Terminology Toolbox 2.0 progress and next steps; 3) Discuss summer meeting schedule.

## Agenda Items and Notes (including all relevant links)

| Time  | Agenda Item  | Lead   | Notes  |
|-------|--|--------|--|
| 3 min | <ul style="list-style-type: none"><li>Start recording</li><li>Welcome &amp; antitrust notice</li><li>Introduction of new members</li><li>Agenda review</li></ul> | Chairs | <ul style="list-style-type: none"><li><b>Antitrust Policy Notice:</b> <i>Attendees are reminded to adhere to the meeting agenda and not participate in activities prohibited under antitrust and competition laws. Only members of ToIP who have signed the necessary agreements are permitted to participate in this activity beyond an observer role.</i></li><li>New Members:<ul style="list-style-type: none"><li>Partha is joining as an individual member from Calcutta, India, where it is VERY hot. He has 23 years of experience in Java in multiple service organizations and financial services. Also anti-fraud and cybersecurity areas such as OWASP, payments, ATM switches.</li><li>Henk is based in Portugal and the Netherlands. He's been in e-identity for 10+ years. Is also doing work on Bitcoin with the Decentralized Identity Foundation. Currently working on KERI and ACDC and is joining this group to help with explaining terms.</li></ul></li></ul> |
| 5 min | General announcements  | All    | <p>Any news and updates of general interest to CTWG members</p> <ul style="list-style-type: none"><li>The Technology Architecture TF is steaming along with the ToIP Technology Architecture Specification which will need very robust glossary support. See the agenda item below.</li><li><a href="#">Judith Fleenor</a> suggested that we might want to do a short session at the ToIP Mini-Summit about using terms wiki and our Terminology Toolbox.</li></ul>  |
| 2 min | Review of previous action items  | Chairs | <ul style="list-style-type: none"><li><input checked="" type="checkbox"/> ACTION: Sid Haniff to send Drummond Reed an email describing what he needs as a ToIP repo for the Terminology Toolbox. DONE.</li><li><input checked="" type="checkbox"/> ACTION: Sid Haniff to connect with Prashant Rahulkar to discuss how they want to divide up the work.<ul style="list-style-type: none"><li>They met up last Monday and decided how to split up the work on different tools. They are also coordinating with Partha.</li></ul></li></ul>  |

|         |   |   |   |
|---------|---|---|---|
| 5 m in  | Questions about terms wikis and Terminology Toolbox 2.0   | <a href="#">Henk van Cann</a>   | <p>Henk has some questions relative to using our Terminology Toolbox 1.0 tools and also what's coming with Terminology Toolbox 2.0 in order to help him create KERI and ACDC glossaries.</p> <ul style="list-style-type: none"> <li>Henk said that Rieks has helped the KERI and ACDC team think about how to approach their terminology—starting with understanding others.</li> <li>Henk's first concern is that it may be "too easy" to edit terms wikis because the definitions there are so easy to create and change, and it may not be ready for wider consumption.</li> <li><a href="#">Rieks Joosten</a> shared that it is up to the terms community to decide how to control and manage the contributions to the terms wiki and when to publish a formal glossary.</li> <li>Henk's next question was about incorporating glossaries into <i>Jackal</i>-produced web pages such as those at <a href="https://henkvancann.github.io/acdc/">https://henkvancann.github.io/acdc/</a>. He would like to "harvest" terms from other terms wikis.</li> <li>Rieks shared some instructions here: <a href="https://essif-lab.github.io/framework/docs/tev2/tev2-overview">https://essif-lab.github.io/framework/docs/tev2/tev2-overview</a></li> <li>Henk will fill up the ACDC page with content.</li> </ul>  |
| 10 m in | Questions about images and supplementary doc support  | <a href="#">Neil Thomson</a>  | <p>Neil is spearheading glossary work on the <a href="#">ToIP Technology Architecture Specification</a> and is interested in the best way to include images in glossary entries and also how to host supplementary documents like mental models.</p> <ul style="list-style-type: none"> <li><a href="#">Rieks Joosten</a> suggests we have a chat with Neil about the Terminology Toolbox 2.0 tooling.</li> <li>ACTION: <a href="#">Drummond Reed</a> to connect <a href="#">Neil Thomson</a> with <a href="#">Rieks Joosten</a> to discuss the ToIP Technology Architecture Specification glossary needs and the Terminology Toolbox 2.0 work.</li> </ul>  |
| 5 m in  | Mental Models Task Force  | <a href="#">Line Kofoed</a><br><br><a href="#">Nicky Hickman</a><br><br>( <a href="#">Rieks Joosten</a> )               | <p>Because the value (and quality) of mental models is increasingly recognized, should we consider to have a (separate) meeting to discuss merits and drawbacks of having (a TF under) CTWG that would (assist to) curate such models and address any issues that may arise regarding their adoption? Note: we just seek a decision for such a (separate) meeting and a list of people that might participate in such an effort.</p> <ul style="list-style-type: none"> <li><a href="#">Rieks Joosten</a> explained that he met with <a href="#">Line Kofoed</a> last week about the topic of mental models. He said that they are becoming more popular and useful.</li> <li>A list of mental models is available from eSSIF-Labs at <a href="https://essif-lab.github.io/framework/docs/essifLab-pattern-list">https://essif-lab.github.io/framework/docs/essifLab-pattern-list</a></li> <li>But it's very important to determine who might really interested in that work, and how best to organize the work.</li> <li>The group currently working on mental models at TNO is fairly small—3 to 4 people.</li> <li>Rieks would like to grow the usage and usefulness of mental models—that is the first priority. As the benefits become clearer from using them, more people will want to contribute.</li> <li><a href="#">Nicky Hickman</a> explained that a mental model explains the logical relationships involved with an area of technology and processes clearly enough that non-technologists can understand and communicate about it.</li> <li>Nicky said that sometimes she has been surprised by the number of people who start to appreciate mental models and understand their value as a communication tool.</li> <li>Rieks agreed that creating mental models is not something everyone is interested in doing, however a much larger audience can appreciate their value and use them as tools.</li> <li><a href="#">Sid Haniff</a> went further to say that you can't code properly if you don't really understand a conceptual model.</li> <li>ACTION: <a href="#">Drummond Reed</a> to work with <a href="#">Nicky Hickman</a> on an outreach message for this coming Wednesday's All-Member Meeting for a Mental Models Task Force to focus on leveraging mental models within and outside ToIP.</li> </ul> |
| 25 m in | Progress and open issues with Terminology Toolbox 2.0   | <a href="#">Rieks Joosten</a><br><br><a href="#">Sid Haniff</a><br><a href="#">Prasanth Rahulkar</a><br><br>Part ha Pal | <p>Update on status and next steps:</p> <ul style="list-style-type: none"> <li><a href="#">Sid Haniff</a> gave an update on the Machine-Readable Glossary Generator that can take a set of terms and generate a glossary document.             <ul style="list-style-type: none"> <li>He is close to have a version available that he will review with Rieks.</li> <li>Sid's time has started filling with other things, but he's trying to preserve one day a week for this.</li> <li>The next step is to look at ingesting materials from other sources. Sid is hoping that will not be much work, or that he can hand it over to another team member.</li> <li>Sid currently has the help he needs provided he can clarify a few things with Rieks.</li> </ul> </li> <li>Rieks and Sid agreed on having a 10AM UK dev call for Tuesday morning. And he will include Henk.</li> </ul>   |
| 5 m ins | <ul style="list-style-type: none"> <li>Review decisions /action items</li> <li>Planning for next meeting</li> </ul> | <a href="#">Chairs</a>  | <p>Note upcoming summer vacation schedule:</p> <ul style="list-style-type: none"> <li><a href="#">Drummond Reed</a> will be on vacation for the next meeting on August 1; again on August 29; and will be at Hyperledger Global Forum on Sept 12.</li> <li>ACTION: <a href="#">Drummond Reed</a> will notify <a href="#">Elisa Trevino</a> to remove the Aug 1 and 29 meetings.</li> </ul>  |

## Decisions

- None

## Action Items

- ☒ ACTION: Drummond Reed to connect Neil Thomson with Rieks Joosten to discuss the ToIP Technology Architecture Specification glossary needs and the Terminology Toolbox 2.0 work.
- ☒ ACTION: Drummond Reed to work with Nicky Hickman on an outreach message for this coming Wednesday's All-Member Meeting for a Mental Models Task Force to focus on leveraging mental models within and outside ToIP.

✓ ACTION: Drummond Reed will notify Elisa Trevino to remove the Aug 1 and 29 meetings.