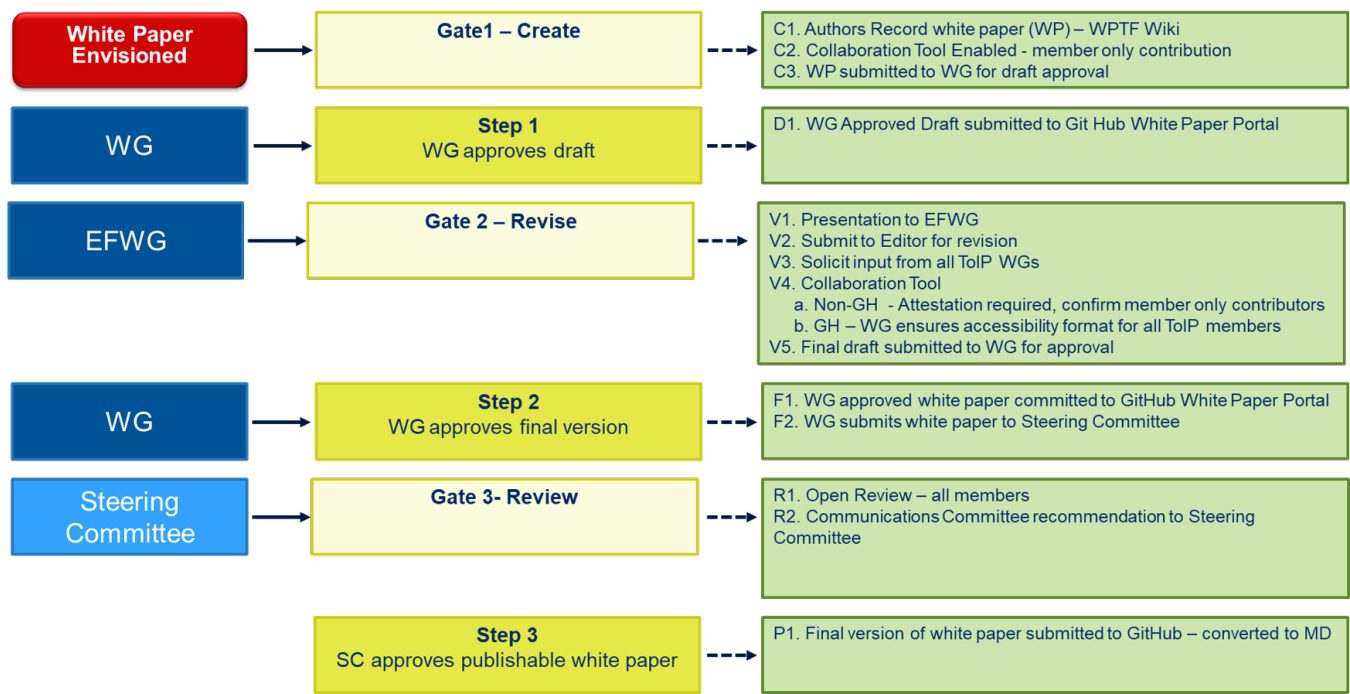


# Draft Deliverables Workspace

## White Paper Definition

An educational document to bring awareness, knowledge, and promote adoption of philosophies, ideals, and deliverables supported and developed by the Trust over IP community.

## White Paper Publication Process



Step	Description
Gate 1	
Approval Stage 1	
Gate 2	
Approval Stage 2	
Approval Stage 3	
Publication	

## White Paper Standards and Best Practices

### Key Requirements

## White Paper Standards and Best Practices

<b>Identifier</b>	Unique WP Identifier	
<b>Classification</b>	Proof of Concept Proof of Vision Use Case Consultative	
<b>Author(s)/Contact (s)</b>	Names and Contacts	
<b>Document Control</b>	<b>Dates</b> Created Draft Approval Working Group Final Approval Steering Committee Final Approval Publication	<b>Principle</b> Author ToIP Working Group ToIP Working Group Steering Committee
<b>Attestation</b>	Declaration from primary author indicating to best of their knowledge only ToIP members contributed to the white paper	
<b>Short Description</b>	Two or three sentences	
<b>Media Recommendations</b>	Provide relevant contacts, media (e.g., magazines, social media, links on websites, forums) to facilitate communication of ToIP white papers out to focus community/ecosystem.	
<b>Title</b>		
<b>Author(s)</b>	Author(s) name and affiliations	
<b>Keywords</b>	General knowledge, ecosystem, ToIP, ToIP working group, audience.	
<b>Executive Summary /Abstract</b>	Self sufficient overview - up to one page	
<b>Introduction</b>	Purpose of the white paper - identify the problem and why this white paper is important, focus and introduce the target audience.	
<b>Background</b>	Provide the background information in order for the audience to understand the challenge and the criticality. Information could include description of the target audience/ecosystem, actors and roles.	
<b>Solution</b>	The piece de resistance - proposed solution and where applicable expected outcomes. Use cases included here or in appendices.	
<b>Conclusion</b>	A summary of the major findings, importance - circle back to introduction and relevance to solution	
<b>ToIP Contacts</b>		
<b>Author Contacts</b>		
<b>Acknowledgements</b>	For non ToIP members	
<b>References</b>	All applicable references	
<b>Links</b>	Active links to relevant ToIP materials and resources	