Draft Agenda/Work Plan for the NADDI Sprint, 22-24 April 2019, Ottawa

# Overview

This document captures the discussion of the MRT group in their meeting on 27 February regarding plans and priorities for the upcoming sprint in the margins of NADDI 2019 in Ottawa. It does not cover practical arrangements, but is focused on the process, work plan, outputs, and prioritization.

# Working Process

In order to stay consistent with the overall working process of the MRT group, it is agreed that each topic will be summarized in a document which will be updated as the work progresses. The goal is to have a coherent record of the discussion and decisions made by the team performing any given task. These documents should make reference to relevant issues in Jira, including those resulting from feedback of the recent external prototype review of DDI 4. In general, discussion documents should stay in synch with Jira issue tracking, both to facilitate coordination with the TC and to help maintain focus on specific reported issues.

Specific tasks will often be performed by break-out groups, and then be brought forward for consideration by the MRT group as a whole, and also potentially for review by outside experts seen as having valuable opinions on specific topics. The documents reflecting the different proposals considered and decisions made will be used to help in both of these activities.

Because this process is in essence an Agile one, it is also well suited for use in face-to-face sprints. We propose that draft documents summarizing issues be prepared ahead of the NADDI sprint, and that they be updated in keeping with this process.

# Agenda

Five topics were put forward for the working agenda, and these were prioritized (descending priority shown). All of these topics were selected as being those which would benefit from most from having face-to-face discussions, being potentially complex issues which will require a lot of interactive work to address.

1. **DDI Core Scope** – a detailed definition of what parts of the existing DDI model will be considered in-scope for the end-of-year delivery. General agreement exists, but this needs to be discussed and agreed at a greater level of detail.
2. **Core Modelling Issues** – This topic would be addressed starting from the “UML To Be Decided” document which came out of the Berlin sprint. Additionally, the summary of technical requirements and issues which has been compiled (including feedback from the external prototype review to date) will be used as a basis for discussion. The ongoing task regarding modelling principles (Larry/Jay/Achim) will also provide input to this topic.
3. **Example Documentation: Application of Datum-Based Approach to Different Structures** – This topic was agreed in principle in earlier MRT discussions, covering several different types of data (multi-dimensional data, tall-skinny/event data, etc.). Achim will prepare a draft topic document prior to the NADDI sprint for circulation to the MRT group. Several experts were mentioned who were not on the call (Ornulf, Jon Johnson) whose input will be sought as this work proceeds. These examples will serve both to inform finalization of the DDI 4 model and as documentation to make sure that this approach to data description can be easily understood by the community. (The presentation on the Variable Cascade from Dagstuhl was seen as an example of this type of accessible conceptual presentation of the model.)
4. **Functional Views/Sub-Setting of the Model** – This topic is one which has been discussed in the past, but for which no satisfactory solution has been found. Flavio will create a draft summarizing existing documents/issues, requirements, and current proposals prior to the NADDI sprint.
5. **Alignment and Use of Other Standards/Round-Trippability of Bindings** – These topics are closely related, and there are some divergent views on how they should be approached. Flavio has offered also to create a summary draft for this topic, but as a lower priority than (3) above, and someone else may end up doing this.

It is anticipated that topics 2 and 3 will be suitable for work in smaller break-out groups for much of the sprint. Given the available time, it seems probable that topic 4 will not be addressed. This is acceptable, but it was felt that the topic could be a good one if time permits.

It is anticipated that work at the sprint will pick up from tasks performed prior to it, and that this work-plan and agenda will be adjusted accordingly.

# Sprint Deliverables and Success Metrics

All of the listed topics are critical-path ones for the work of the MRT group, but it is not realistic to think that all issues will be resolved on all topics during the course of a 3-day sprint. The following list describes the outputs of the sprint and provides a description of the intended goal for each topic in the agenda.

1. **Sprint Summary Report** – This report will summarize the work conducted during the sprint for communication to the executive board and the DDI community. It is intended to be both a report on progress made and a document which can be shared within and outside the community (eg, on the Alliance site), similar to these reports in the past from other sprints.
2. **DDI Core Statement of Scope -**  a document detailing what is in and out of scope for the DDI Core work, and the criteria by which this has been determined.
3. **Core Modelling Document** – This document will summarize the resolution of the known issues for the use of UML and modeling techniques to be used in the DDI 4 work going forward. It is hoped that the sprint can provide a solid draft of modeling guidelines to inform the modeling work of MRT moving forward.
4. **Examples: Datum-Based Applications Document** – It is hoped that a draft presentation of each of the identified data structures can be completed over the course of the sprint, either as separate documents or as sections of a larger one. While some editing work to finalize the contents is expected, the overall content of each should be agreed during the sprint.
5. **Functional Views/Subsetting Document** – This topic is a large one, and there may not be time during the sprint to fully address all the issues. This topic has many relations to topic 2. There is a reciprocal dependendy to some issues of topic 2. If the core issues can be summarized, and each proposed solution documented with its pros and cons over the course of the sprint, that would be ideal. Resolution of issues and further decisions would then become tractable during the regular weekly calls.
6. **Standards Alignment/Round-Trippability Document** – There is not currently a shared understanding of the issues or requirements in this area within the MRT group. If these could be discussed and documented during the sprint, that would be an excellent outcome. (Note that it may not be the case that this topic is addressed at all, given time constraints.)