

Proposed Path to XLIFF 2.0 (Methodology)

Current State: “XLIFF 2.0/Feature Tracking” (<http://wiki.oasis-open.org/xliff/XLIFF2.0/FeatureTracking>)

- Features are in 1 of 4 categories:
 - 1) **Approved**
 - 2) **Under Consideration**
 - 3) **Note ready for TC consideration**
 - 4) **Discarded**
- Each feature currently has 5 fields
 - 1) *Title*
 - 2) *Owner*
 - 3) *Importance*
 - 4) *Category*
 - 5) *Description* (implied)

Note: we also have a second tracking page: XLIFF 2.0 Dashboard (<http://wiki.oasis-open.org/xliff/XLIFF2.0>). I will discuss this later.

Proposed Methodology: Enhance “XLIFF 2.0/Feature Tracking” and it becomes our official *working* Requirements Document. (<http://wiki.oasis-open.org/xliff/XLIFF2.0/FeatureTracking>)

- Update the template to add a few more fields
 - 6) *State* (i.e., in-design, in-process, under-review, completed)
 - 7) *Impact on Spec/Schema* – this could be directions to the editor on impact to existing items. For example, a new feature might have impact on a 1.2 feature that could cause it to become deprecated.
 - 8) *Solution* – this could be actual text for the specification, or actual code for the schema, or a URL to an artifact (i.e., a DITA Representation Guide)
 - 9) *Y/N toggle* to indicate if the feature has been added to the Spec/Schema
- Establish a period for introducing new features (perhaps 90 days, starting today)
 - o At the conclusion of the “introducing new features” period, freeze the new features acceptance
 - o Anything under the category of “**Under Consideration**” is a potential XLIFF 2.0 feature/update; everything else will need to “catch the next train” (i.e., XLIFF 2.x, or XLIFF 3, etc.)
- Each meeting we will (in top-down order) ask each *Owner* to “make the case” for that feature. The owner leads the conversation for each topic. Plus encourage list-discussion on features, rather than solely rely on the 1hr meeting.
 - o TC will either approve or discard. Approved features are moved to the “**Approved**” category. Discarded features are moved to the “**Discarded**” category
 - o TC will evaluate each feature until all are categorized
- Once all features are categorized, we “work” on the approved features (in top-down order) until each reaches a “completed” *State*
- Rodolfo incorporates completed features into the specification
- Asgeir incorporates completed code into schema