**CCSDS Navigation WG Virtual Spring 2021 Meetings Telecon Proposals (All Times UTC)**

**Options Considered/Rationales**

**Date Constraints**: To date no official guidance has been offered by the Secretariat. Do all meetings within a 2-week or 3-week span, with first week the normally scheduled Spring Meetings week. Avoid various interrnational and local holidays and special days. CESG wants WG reports no later than TBD.

**Topic Constraints**: Select Nav WG projects with relative higher priority, one topic per telecon. Need to have presenters select date on which they would like to present. Ensure Lead Editors for higher priority tasks are confident that discussions will be productive in this time frame. Candidate topics: ODM, ADM, CDM, NEM, TDM V.3, SANA, others?

**Time Constraints**: Try not to have anyone staying up past midnight local time. Telecons 2 hours duration.

**Note**: In the following, scheduled topics are notional, and are TBD based on availability of presenters. We could conceivably schedule more than one session of ODM and ADM since they are closest to being ready to publish.

**Option #1: Three Week Meeting Series, Two Meetings per Week (12 Meeting Hours)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates** | **Time** | **Topic(s)** | **Presenter(s)** |
| Mon 10-May-2021 | 1300-1500 | ODM | Dan |
| Wed 12-May-2021 | 1300-1500 | ADM | Alain, Julie |
| Wed 19-May-2021 | 1300-1500 | CDM | Brian |
| Fri 21-May-2021 | 1300-1500 | SANA Registry progress | David, SANA Operator |
| Tue 25-May-2021 | 1300-1500 | ??? |  |
| Thu 27-May-20221 | 1300-1500 | Final report prep, 5-Year Plan, Action Items, Telecon schedule | David |

**Advantages:** Not too many meetings in a week. Less disruption to "normal" working schedules. Covers all major works in progress. Probability for medium level of overall progress.

**Disadvantages:** Meetings on different weekdays each week in effort to avoid potential holidays.

**Option #2: Two Week Meeting Series, Three Meetings per Week (12 Meeting Hours)**

| **Dates** | **Time** | **Topic(s)** | **Presenter(s)** |
| --- | --- | --- | --- |
| Mon 10-May-2021 | 1300-1500 | ODM | Dan |
| Wed 12-May-2021 | 1300-1500 | ADM | Alain, Julie |
| Fri 14-May-2021 | 1300-1500 | CDM | Brian |
| Mon 17-May-2021 | 1300-1500 | SANA Registry progress | David, SANA Operator |
| Wed 19-May-2021 | 1300-1500 | ??? |  |
| Fri 21-May-2021 | 1300-1500 | Final report prep, 5 year Plan, Action Items, Telecon schedule | David |

**Advantages:** Covers all major works in progress. Allows opportunity for more time on priority topics given a "TBD". Easy to remember schedule. Probability for medium overall progress.

**Disadvantages:** More meetings in a week than Option #1, thus potentially more disruption to "normal" working schedules. Meetings on same weekdays each week potentially conflicts with holidays (17-May, Jewish).

**Option #3: Two Week Meeting Series, Two Meetings per Week (8 Meeting Hours)**

| **Dates** | **Time** | **Topic(s)** | **Presenter(s)** |
| --- | --- | --- | --- |
| Mon 10-May-2021 | 1300-1500 | ODM | Dan |
| Wed 12-May-2021 | 1300-1500 | ADM | Alain, Julie |
| Wed 19-May-2021 | 1300-1500 | CDM | Brian |
| Fri 21-May-2021 | 1300-1500 | 1. TBD technical topic (SANA? TDM?)  2. Final report prep, Telecon schedule | 1. TBD  2. David |

**Advantages:** Less time to cover major works in progress. Same number of meetings in a week as Option #1, fewer meetings in a week than Option #2, thus less disruption to "normal" working schedules. Fewer meetings overall. Fewer administrative items on last day. Probability for lowest overall progress.

**Disadvantages:** Meetings on different weekdays each week in effort to avoid potential holidays. Probability of least overall progress.

**Option #4: Three Week Meeting Series, Three Meetings per Week (18 Meeting Hours)**

| **Dates** | **Time** | **Topic(s)** | **Presenter(s)** |
| --- | --- | --- | --- |
| Mon 10-May-2021 | 1300-1500 | ODM | Dan |
| Wed 12-May-2021 | 1300-1500 | ADM | Alain, Julie |
| Fri 14-May-2021 | 1300-1500 | CDM | Brian |
| Mon 17-May-2021 | 1300-1500 | ODM | Dan |
| Wed 19-May-2021 | 1300-1500 | ADM | Alain, Julie |
| Fri 21-May-2021 | 1300-1500 | CDM | Brian |
| Mon 24-May-2021 | 1300-1500 | NEM | Alain |
| Wed 26-May-2021 | 1300-1500 | TDM | Cheryl |
| Fri 28-May-2021 | 1300-1500 | Final report prep, 5 year Plan, Action Items, Telecon schedule | David |

**Advantages:** Meetings on same days of week each week. Covers all major works in progress and allows more discussion on each. Largest number of meetings in a week, thus maximum disruption to "normal" working schedules. More meetings overall. Probability of maximum overall progress

**Disadvantages:** The pace could be exhausting.