

Planning Questions

- **Rec #11: Common Interface**
 - Has your subgroup identified any needed briefings/resources?
 - None identified?
 - How will your subgroup review/analyze relevant documentation?
 - Each subgroup member will review available materials, or will subgroup divvy materials?
 - How will you conduct investigation of identified objectives and relevant interviews (as appropriate)?
 - Initial work will be conducted via email: All findings to be sent to subgroup email list?
 - Subgroup may hold calls to discuss findings, plan next steps, and draft recommendations ?
 - How will your subgroup produce its summary of key findings?
 - Rapporteur will collate the findings of each member into a single document, starting from template?
 - All subgroup members to review/confirm findings, help identify gaps, and draft recommendations