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| Minutes |
| Meeting: | TDE 63.1 |
| Chair: | Chair: Bob Flynn, Exacta GSSVice-chair: Sherzod Elamanov, SyncTechno Inc |
| Secretary: | Akash Malik (TSDSI) |
| Meeting Date: | 2023-03-28  |
| Meeting Details: | TDE 63.1 e-Meeting |
| Intended purpose ofdocument: | [x]  Decision[ ]  Discussion[ ]  Information[ ]  Other <specify> |
| Template Version:23 February 2015 (Dot not modify) |

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1 Opening of the meeting

Bob Flynn (Exacta) opened the meeting and welcomed participants.

1.1 Welcome

Delegates are advised to read the legal notices on the cover page of this agenda.

1.2 Objectives.

* Agree on baseline TSs/TRs
* Handle input contributions
* Schedule the next meetings

1.3 Schedule <For face to face meetings only>

* N/A

2 Review & Approval of Agenda

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| [TDE-2024-0019R01](https://member.onem2m.org/Application/documentApp/documentinfo/?documentId=36747&fromList=Y) | [63.1 Agenda](https://member.onem2m.org/Application/documentApp/documentinfo/?documentId=36747&fromList=Y) | TDE Chair | 2024-03-28 |

TDE-2024-0019R01 was AGREED.

3 Review & Approval of Previous Minutes

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| [TDE-2024-0018](https://member.onem2m.org/Application/documentApp/documentinfo/?documentId=36709&fromList=Y) | [TDE 63 minutes](https://member.onem2m.org/Application/documentApp/documentinfo/?documentId=36709&fromList=Y) | Akash, TSDSI | 2024-03-19 |

TDE-2023-0018 was AGREED by correspondence.

4 Review of open Action Status

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| --- | --- | --- | --- |
| Number | Action | Responsible | Status |
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5 Liaison Statements

5.1 Incoming LS

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5.2 Outgoing LS

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6 Input Contributions

6.1 Contributions

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| [TDE-2024-0020](https://member.onem2m.org/Application/documentApp/documentinfo/?documentId=36744&fromList=Y) | [TR-0073\_V5.0.1\_Baseline](https://member.onem2m.org/Application/documentApp/documentinfo/?documentId=36744&fromList=Y) | Bob Flynn | 2024-03-28 |

It was noted that baselines of some TS missing and needs to be generated, uploaded on the portal.

TR-0073 baseline was created and uploaded on the portal.

TDE-2024-00020 was AGREED.

7 Discussion

* Progress/changes to conversion to markdown.

The process was reviewed, and it was observed that some of the baselines are missing.

It was decided to make changes in the pipeline to stop generating documents in Track Change mode.

* Review of Icon set usage.

Icons been used in the application developer guide. It was suggested to create background with the symbols/icons for enabling interactions with reference points. It was also suggested to discourage italics and scribbled texts as these are difficult to read.

* Discussion of markdown contribution process.
* Discussion of changes to Recipes site.

Andreas Kraft presented recent developments to the oneM2M Recipe site.

8 Planning for Next Meetings

* 1. Face to Face Meetings / e-Meeting
* TP 64: 22-26 APR (online)
	1. Next Conference Calls
* TDE63.2: 10 APR 2024 (WED) 12:00 – 13:30 UTC
1. Any Other Business
2. Closure of Meeting

Bob thanked attendees for their participation and closed the meeting.