

Useful Practices of Rapporteur

From my struggling practices...

SA4#124: Berlin, Germany, 1300 CEST, May 24, 2023

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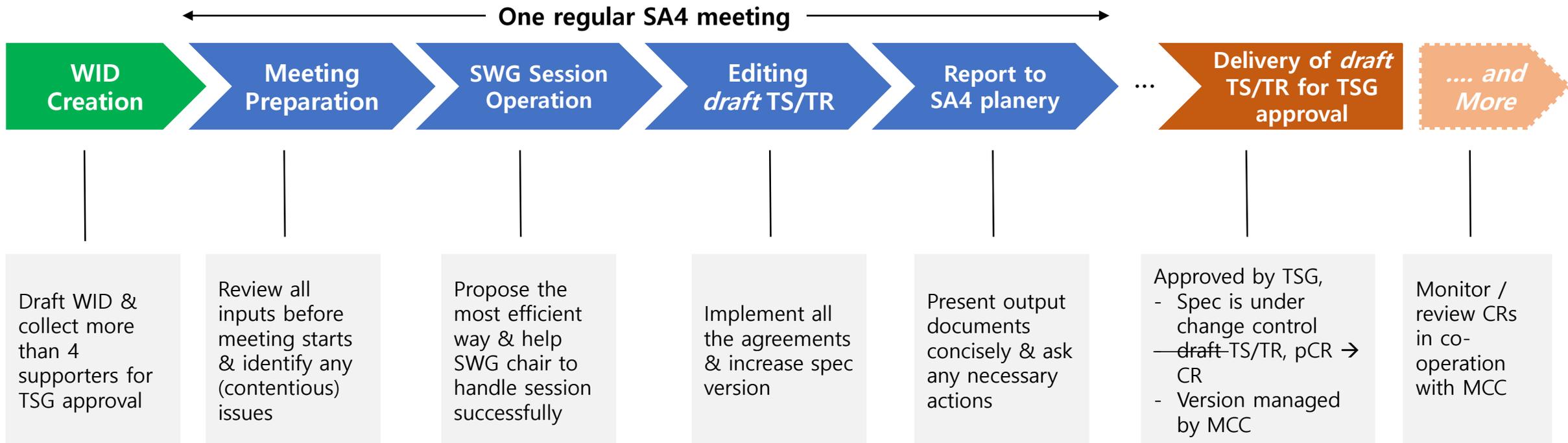


This session



Rapporteur's life

- Rapporteur shall act as the **prime contact point on technical matters and for information on progress** throughout the drafting phases. (3GPP Working Procedures, Article 39)
 - 1) Serve as Editor (following the guidance of the WG) until the specification is placed under change control.
 - 2) Deliver a clean specification to the MCC for editorial clean-up before submission for TSG approval to come under change control.



- **Guidelines on WIDs names and acronyms** [TDoCs SP-220968/CP-222223/RP-222548]
 - Provides clear references for future items

- **General principles**
 - **Simplicity: Generic words should be avoided** (e.g., “System enhancements to support xxx” or “Support for additional capability for xxx”)
 - **Generation: only when radio technologies specific** (e.g., NR, LTE/E-UTRA, but not “5G”, “4G”)
 - **Enhancements: For enhancements of a Feature from a previous Release, prefer using “Phase n” and “_Phn”.** (avoid “enhancement/improvement” or “e”)
 - **Acronyms: prefer “easy to pronounce” and “meaningful”**
 - ✓ FS_5GSTAR, MeCAR, 5GMS
 - ✓ GA4RTAR ?

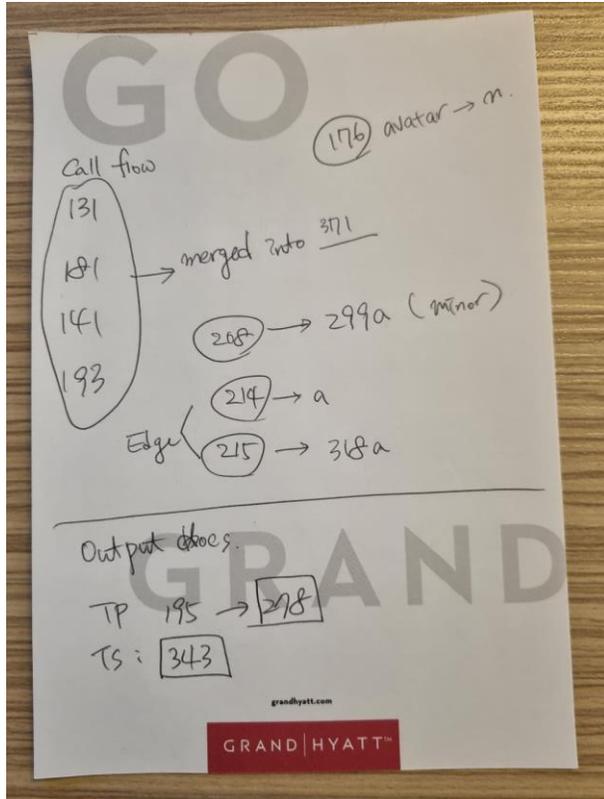
■ General principles (continued)

- **Consistency:** *A group of letters commonly known for a topic shall not be used for a different meaning*
 - ✓ *MP_RTT (Real-Time Text) vs. RTT (Radio Transmission Technology, TR21.905)*
- **Study:** *Name shall begin with "Study of " and the Acronym shall begin with "FS_"*
- **Others:** *The WID Name shall NOT start by "New WID/SID on" nor "Updated WID/SID on"*
 - ✓ *Note that the use of "New/Updated WID/SID on" is good practice in the tdoc title, but not in the WID title*

Source:	Qualcomm Incorporated
Title:	New SID on Avatars in Next Generation Real-Time Communications
Document for:	Approval
Agenda Item:	xxx
<hr/>	
▪ 3GPP™ Work Item Description	
Information on Work Items can be found at http://www.3gpp.org/Work-Items	
See also the 3GPP Working Procedures, article 39 and the TSG Working Methods in 3GPP TR 21.900	
<hr/>	
▪ Title: Avatars in Real-Time Communication Services	
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▪ Acronym: FS_AVATAR	
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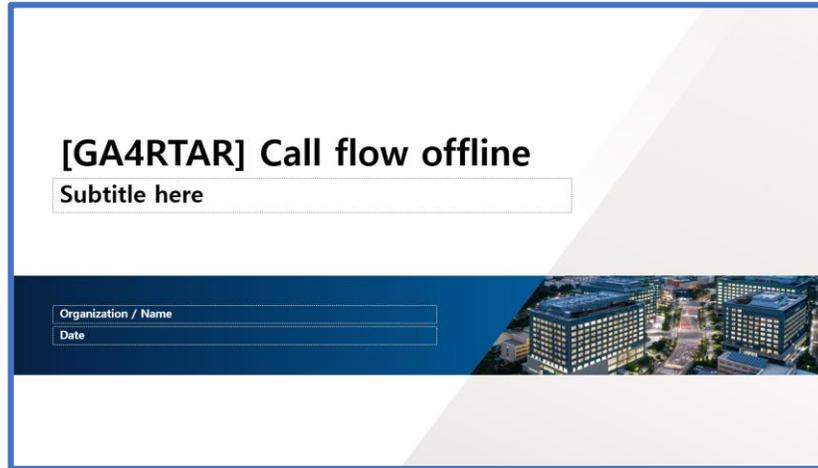
- *Once after submission deadline is over, your meeting is now started*
- *To-do list (Wed~Fri before meeting week)*
 - *Review all inputs assigned to the session (+ possibly those in the relevant items)*
 - *Identify the relationship between input Tdocs → Prepare the proposed order of presentations*
 - *Categorize non-controversial & controversial inputs. If possible, imagine potential comments / objections (based on the past experiences)*
 - *Expect potential outcomes from SWG session (incl. offline)*
 - *Do not put off discussion until SWG session. Offline has already taken off*
 - *Be familiar with TDocs number and source company.*
 - ✓ *SWG chair handles 40+ inputs vs Each work/study item around 10 inputs (normally)*

Practices in Athens Meeting



Memos during RTC Sessions

Slides for offline discussion



Summary of high-level procedures Note) Gray color means step(s) not specified explicitly in a certain input, but existed in other inputs

	Qualcomm	Intel	Samsung	26.506 v100
CS#1	<ul style="list-style-type: none"> Provisioning Session setup QoS request 			<ul style="list-style-type: none"> Provisioning Session setup QoS request
CS#2	<ul style="list-style-type: none"> Provisioning Configuration ICE candidates discovery Session Establishment QoS request WebRTC traffic delivery 		<ul style="list-style-type: none"> Provisioning Configuration ICE candidates discovery Session establishment QoS request WebRTC traffic delivery 	
CS#3	<ul style="list-style-type: none"> Provisioning Configuration ICE candidates discovery Session Establishment QoS request WebRTC traffic delivery QoS updates Session termination 	<ul style="list-style-type: none"> Provisioning Configuration ICE candidates discovery Session Establishment QoS request WebRTC traffic delivery QoS updates Session termination 	<ul style="list-style-type: none"> Provisioning Configuration ICE candidates discovery Session establishment QoS request WebRTC traffic delivery QoS updates Session termination 	

2/14 (Tue)
: Submission deadline

2/16 (Thu)
: Sent to source companies

SA4#122 starts

2/21 (Tue, lunch break)
: 1st offline

2/21 (Tue)
: GA4RTAR Session

2/22 (Wed)
: 2nd offline

2/23 (Thu, Wash-up)
: Agreed as merged

- *The most expensive resources. Do not spend to non-essential issues.*

“War against Waste”

- *During (regular) Session (around 1~2 hours)*
 - *SWG chair operating session resources + Rapporteur tuning technical discussion*
 - *Lead the discussion not to be distracted. Keep focused on the proposal first*

9 4. I
10 Dur
11 Me
12 agre
13 "
14 6.1
15 "
16 Colour Conversion is needed for various use cases. One such example is for Raster-based split rendering defined in TR
17 26.928 clause 6.2.5, colours for the frame buffers are typically RGB but may be converted from YUV, as YUV is typically
18 used in video compression standards. "
19 "
20 Another example is for Device design type 4, some encoders may not be directly on RGBA, the extended colour
21 conversion module in combination with available acceleration frameworks (e.g., NDK) may also be needed. "
22 "
23 These conversion may require certain resources and should be include as part of the media capabilities of a MeCAR
24 device. "
25 "
26 YUV, which stands for luma (Y) and chroma (U, V), can be further subdivided into various planar and storage formats
27 such as YUV 1420, YUV420sp (NV12), YUV420sp (NV21) and others. A generic YUV format, capable of describing any
28 4:2:0 chroma subsampled planar or semi planar buffer (but not fully interleaved), is an 8 bits per colour sample. The
29 conversion between RGB and YUV color spaces can be carried out based on the conversion formulas defined in BT.601,
30 BT.709, and BT.2020 in order to calculate each Y, U, V values, and the alpha_channel can be support as additional
31 transparency information. "
32 "
33 The conversion needs to be done such that it is compatible with the runtime rendering formats, typically R8G8B8A8. "
34 "
35 An example of color conversion procedures for Device design type 4 descriptions as follows: "
36 (1) The XR Application sends the rendered frame to the color conversion module. "
37 (2) The color conversion module gets the pixel data of the rendered frame by copying it into a provide bitmap. "
38 (3) The color conversion module uses the RGB to YUV conversion formula to convert the R, G, B value into the Y, U, V
39 value. The alpha_channel value is set to be 0 as a typical LCD screen of current smartphone devices, used as an
40 optical transmitter, is based on a RGB 888 color space system. "
41 (4) Finally, the color con
42 "
43 "
44 2. Proposal
45 We propose to include the
46 format conversion may ref

1. Introduction:
Following text implemented in WI#1 PD

What is it?

Why?

...

2. Proposal:
Add a reference to WI#2 PD

Not relevant to
the proposal

- *The most expensive resources. Do not spend to non-essential issues.*

“War against Waste”

- *During (regular) Session (continued..)*
 - *Be prepared to provide various alternatives **with impartiality** (e.g., putting into PD, moving into TS within a bracket, agreeing as baseline without implementing, and so on..)*
 - *If not agreeable, make it clear what should be updated in next revision*
- *During Wash-up session (less than 30 min per each item)*
 - *Ask the permission of Tdoc reservation with following information (email preferred)*
 - ✓ *Title, Source, Agenda Item, Is revision of, Revised to, etc. (following to TDoc_List sheet)*
 - ✓ *May vary depending on SWG chair’s style (see next page)*
 - *Prepare two versions of draft TS/TR (or PD): with or without implementation of unresolved Tdocs*
 - ✓ *Enables quick update of output docs and presentation in SWG level right after all resolved*

Style per SWG chair for TDoc transfer sheet (Snapshot)

* May vary depending on Tdoc disposition

Audio

Tdoc	Title	Source(s)	Agenda Item(s)	Status
S4-230031	Proposal for IVAS Permanent Document IV AS-5: Selection Rules for Selection Phase v .0.0.1	QUALCOMM JAPAN LLC.	7.5, 14.2	Agreed
S4-230126	Correction of a saturation issue in the AMR-WB fixed-point codec	VoiceAge Corporation, Qualcomm Incorporated	7.3	Agreed

Don't forget Hyperlink

MBS

TDoc	Title	Source	Type	For	Agenda item	TDoc Status	Revised to
S4-230280	[5MBP3] General Updates and Corrections	Qualcomm incorporated	CR	Agreement	8.5	endorsed	-
S4-230138	[SR_MSE] Split Rendering Configuration Information	Qualcomm Korea	discussion		8.6	agreed	-

RTC

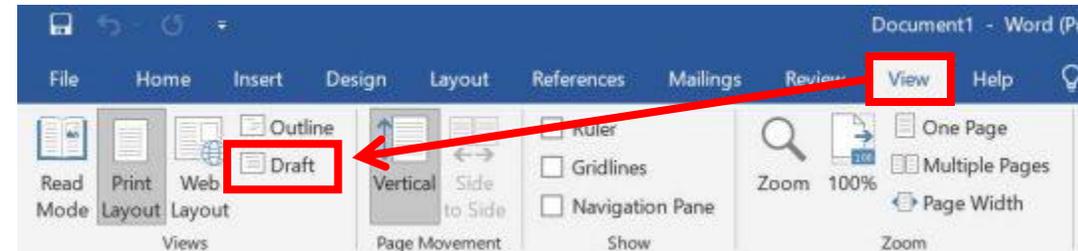
TDoc	Title	Source	Type	SWG A genda I tem	TDoc Stat us	Is revision of
S4-230182	Discussion for restructuring FS_eiRTCW PD	NTT	discussion	10.10	agreed	S4aR230039
S4-230183	FS_eiRTCW Permanent Document	NTT	other	10.10	agreed	S4aR230038

Specific to Video SWG

Video

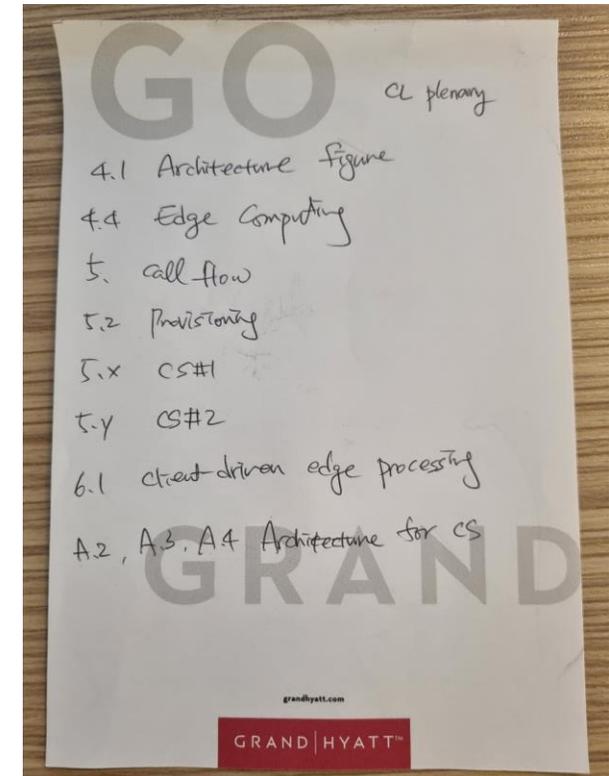
Tdoc num ber	Title	Source	SWG A genda I tem	Replac ed by	SWG Statu s	SA4 A.I. for Td ocs presented at SA4 plenary *
S4-230303	Reference Fixes and Clarifications	Fraunhofer HHI, Tencent, Qualcomm incorporated	9.7		agreed	14.13
S4-230071	CR to TR 26.928 Add Clarification of the difference between Immersion and Presence	China Mobile Com. Corporation	9.4	S4-230356	revised	

- Refer to TR 21.801, “Specification drafting rules”
- Some points which are mistakable, noticeable, and remarkable
 - “Subclause” : unnecessary to use the term "subclause" unless using the term "clause" would be ambiguous (e.g., Case of hanging paragraph in older version of TS/TR)
 - Do not use automatic numbering or bullets: Most boring handwork for rapporteur!
 - Check if all figures are visible *in draft view mode*
 - Do not forget update on “Change History”
 - Following docs shall not be referenced;
 - ✓ Contributions to meetings ("TDocs");
 - ✓ Reports of meetings



- *Be concise and clear*
- *Tip for Presentation of Draft TS/TR:*
 - *Call clause number first, enabling chair to scroll to the right place*
 - *Identify whether it is proposed;*
 - ✓ *as a basis for further works*
 - ✓ *to be presented in SA for information (60%↑)*
 - ✓ *to be presented in SA for approval (80%↑)*
- *Presentation of updated Time Plan*
 - *Focused on telco time and change of completion date*
- *Prepare progress ratio (from xx % to yy %)*

Memo for plenary presentation



■ *Version managements*

Version X.Y.Z

- *X (major) : managed by MCC*
 - ✓ *0: Immature draft, 1: at least 60% complete, 2: at least 80% complete*
 - ✓ *Once under change control, it indicates the Release to which the spec applies (e.g., v2.0.0 → v18.0.0)*
 - *Y (technical) : incremented each time a technical change is made to the spec. Once under change control, such changes shall only occur when the TSG approves one or more CRs*
 - *Z (editorial) : incremented when only editorial / non-technical change is incorporated*
-
- *Once under change control, rapporteur's role in co-operation with MCC, is to:*
 - *Review all CRs to the specification prior to agreement in the Working Group.*
 - *Oversee the technical quality of the specification.*
 - *Serve as focal point for technical questions.*

Last words..

