**IEEE P3400 Working Group Meeting  
Draft Agenda  
22 April 2022**

**1230 – 1600 UTC  
IEEE Computer Society Washington, DC Office**

**Remote Meeting Information:**

Meeting Link - [https://ieee.webex.com/ieee/j.php?MTID=m6ae230044184857a17380bc4d7cc8139](about:blank)

Meeting number (access code): 2634 628 4910

Meeting password: 3w5pGVGuNg9

Global Call-in Numbers: https://ieee.webex.com/ieee/j.php?MTID=m6ae230044184857a17380bc4d7cc8139

1. **Call to Order**
2. **Roll call of Individuals and Declaration of Affiliation (Working Group Establishment)***Affiliation FAQs:*[*http://standards.ieee.org/faqs/affiliation.html*](about:blank)
3. **Working Group Policies and Procedures (P&P)**
4. **Working Group eTools**
5. **Approval of Agenda**
6. **Participant Behavior Slides**
7. **IEEE Patent Policy: Call for Patents**[https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf](about:blank)
8. **IEEE Copyright Policy:**[https://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/copyright-policy-WG-meetings.potx](about:blank)
9. **Appointment of Officers**
10. **Presentation(s) / Technical Presentation(s), Contribution(s) or Discussion(s)**

10.1 Remarks by the Working Group Chair

10.2. Remarks by the Working Group Vice-Chair (INCITS)

10.3. Remarks by Riccardo Mariani (former Vice-President of Standards, Computer Society)

10.4 Quantum Computing Terminology (Alina Holcroft)

1. **Organizing Draft Development Effort**
2. **Future Meetings**
3. **Adjourn**