

# **SAA Dictionary Working Group**

**August 12, 2014 – 6:00pm to 9:00pm**

**Marriott Wardman Park – Jefferson Room [Mezzanine Level]**

## **A G E N D A**

**I. Welcome** – Rosemary Pleva Flynn

**II. Reports**

- A. Council Update – Helen Wong Smith & Geof Huth
- B. Publishing Program Overview – Teresa Brinati
- C. General Feedback – All

**III. “The Latest Words” Breakfast Forum**

- Thursday, August 14 | 7AM–7:45AM | Balcony A [Mezzanine Level]
- Welcome and Introduction – Rosemary Pleva Flynn
- Fabulous New Product: Word of the Week
- Coming 2015: Dictionary of Archives Terminology
- Process for Defining Terms: “Diversity” as an Example – Margery Sly
- Your Feedback in the Process Is Welcome: React to definitions, Suggest a term, Tweet terms

**IV. Word of the Week**

- A. Some Metrics
- B. Determine Order of Terms for November through January

**V. Process**

- A. Working Weekend
- B. Protocols for Feedback/Suggestions
- C. Definition Review Listserv
- D. Using the “Sandbox”
- E. Software Solution
- F. Writing Definitions – 250 existing and new words – Assignments

**VI. Anything Else**