



# Trilogue Tables

State of Play

16th July 2016

# User Testing

- Three exchange scenarios were used — initial creation, sending and receiving update.
- 16 committee staff has participated.
- Designs have been iterated as the tests were progressing.
- Council IT staff has been kept informed on our progress.

# Council Participation

- Scenarios & methodology has been agreed upfront in May.
- Council team responsible for testing have participated to one EP session.
- All assets used for tests have been shared.
- Council tests started in July.

# User Test Results

- In-Editor Exchange has been confirmed to be acceptable by both ADs & ASTs.
- Formal / Informal Versioning has been confirmed to work with both ADs & ASTs.
- (though not initial part of the study) Internal Sharing has been confirmed confirmed to work with both ADs & ASTs.

# Major Changes

- A redesign of Internal Sharing functionality as it had been initially confused with Exchange.
- Incoming Version Compare has been rebuilt around ideas presented by the users.
- Exchange Wizard - helping users setup a new Exchange.
- A several redrafts of accompanying notification emails as they had been confusing to some users.

# Internal Share

**Document Sharing**

Share the document with a new person

Type EP email in the box below (e.g. jerzy.buzek@ep.europa.eu)

Can Edit ▾

Share with person

A link to a document will be sent out to selected person. The link will be sent out at the moment you click "Apply Sharing" button.

By default access is granted for the duration of a major version. When creating new versions we will allow you to easily pass access rights to the new version.

**Document shared with**

DITTHARD Jourgen (jourgen.ditthard@ep.europa.eu) - OWNER	
VAN ES Ivo (vanes.ivo@ep.europa.eu)	<span>Can Edit ▾</span> <a href="#">resend email</a> <a href="#">remove user</a>
FEHERPATÁKY Michal (michal.feherpataky@ep.europa.eu)	<span>Can View ▾</span> <a href="#">resend email</a> <a href="#">remove user</a>

Cancel Apply Sharing

**Document Sharing inside the EP**

Share the document with staff at the EP

Type EP email in the box below (e.g. jerzy.buzek@ep.europa.eu)

A link to a document will be sent out to selected EP staff. The link will be sent out at the moment you click "Apply Sharing" button.

Use Limited Access (default) to most people.

**Limited Access**

1. Versions ☒ Formal ☐ Informal

2. Access Level Can View (default) ▾

**Co-owner (access to all versions)**

Same access level as the owner. Can share, exchange and create new versions

Add person to shared list

**Document shared with**

DITTHARD Jourgen (jourgen.ditthard@ep.europa.eu)	Owner	
VAN ES Ivo (vanes.ivo@ep.europa.eu)	Co-owner	<span>Can Edit ▾</span> <a href="#">resend email</a> <a href="#">remove user</a>
FEHERPATÁKY Michal (michal.feherpataky@ep.europa.eu) - limited	Formal	<span>Can View ▾</span> <a href="#">resend email</a> <a href="#">remove user</a>

Cancel Apply Sharing

- A redesign of Internal Sharing functionality as it had been initially confused with Exchange.

# Version Compare

The screenshot displays a 'Compare Versions' window. At the top, it compares the 'Current (Non-Saved Version)' (last change: 3h ago, current version) with the 'Incoming Version' (27.06.2016, external). The interface includes 'Preview Options' with checkboxes for 'show changed rows only', 'show changed columns only', and 'show changes in single column'. Below this, a table compares 'Council Mandate' and 'Agreement' sections. The table has four columns: 'Council Mandate', 'Council Mandate' (with an 'Update' button), 'Agreement', and 'Agreement' (with an 'Update' button). The rows show text differences, such as 'entire' vs 'intermediaries' and 'agents' vs 'intermediaries'. At the bottom, there are 'Close' and 'Accept Exchange' buttons.

	Council Mandate	Council Mandate <span>Update</span>	Agreement	Agreement <span>Update</span>
Position	(3) Insurance and reinsurance intermediaries play a central role in the distribution of insurance and reinsurance products in the Union.	(3) Insurance and reinsurance intermediaries play a central role in the distribution of insurance and reinsurance products in the <u>entire</u> Union.	(3) Insurance and reinsurance <u>agents</u> play a central role in the distribution of insurance and reinsurance products in the Union.	(3) Insurance and reinsurance <u>intermediaries</u> play a central role in the distribution of insurance and reinsurance products in the Union.
Position	(5) Since the main objective and subject-matter of this proposal is to harmonise national provisions concerning the mentioned areas, the proposal should be based on Article 53(1) and <b>Article</b> 62 TFEU.	(5) Since the main objective and subject-matter of this proposal is to harmonise <u>any</u> national provisions concerning the mentioned areas, the proposal should be based on Article 53(1) and <b>Article</b> 62 TFEU.	(5) Since the main objective and subject-matter of this proposal is to harmonise national provisions concerning the mentioned areas, the proposal should be based on Article 53(1) and <b>Article</b> 62 TFEU.	(5) Since the main objective and subject-matter of this proposal is to harmonise national provisions concerning the mentioned areas, the proposal should be based on Article 53(1) and <b>Article</b> 62 TFEU.
Position				

- Incoming Version Compare has been rebuilt around ideas presented by the users.

# Exchange Wizard

**Send Trilogue Table Data**

Data can be exchanged with other parties at any time.

**1. Choose Major Version**  
Decide which version to send:  
[latest 25.05.2016 - speakers (default)]  
**There are modifications in the Table that are not part of any previous Major Version**  
[Add New Major Version]  
Major Versions can be reviewed / created at any time in Version Section of the Editor.

**2. Choose columns**  
Decide which columns to send, or stick to default.  
☒ Entire Document (default)  
OR  
☐ Commission Proposal  
☐ EP Mandate  
☐ Council Position  
☐ Agreement  
☐ Draft

**3. Choose Additions**  
Decide which other elements to exchange  
☒ Markers & Comments (default)  
OR  
☐ Negotiation State Markers  
☐ Label Markers  
☐ Comments

[Cancel] [Send]

**Exchange History**  
Below is a list of Exchanges that took place within the Trilogue Process

	Time	User	Origin	Dest.	Action
4	last week	Chloe Jackson	CONS	EP	[Preview]
3	3 weeks ago	Eloise Peeters	EP	CONS	[Preview]
2	2 months ago	Eloise Peeters	EP	CONS	[Preview]
1	3 months ago	Chloe Jackson	CONS	EP	[Preview]

**Prepare New Exchange - Step 1**

Step 1 Choose Version    Step 2 Add Message    Step 3 Confirm

**Version 3 is outdated, content has changed. Create a New Version if you wish to send the latest content.**  
[Add New Version]

**Version 3** **informal** username / time ago [Selected]  
Result of the last technical meeting - a new wording for pre-paid SIMs.

**Version 2** **informal** username / time ago [Select version]  
Added new reference column to host a Recommendation for further study.  
A new Technical Issue group was added to help steer next technical meeting.

[Close] [Next Step]

- Changes done to clarify sequential steps in the process of preparing Exchange



# Emails Notifications



- Number of redrafts of accompanying notification emails as they had been confusing to some users.

# For Further Study

- Change Authorship Attribution - at the moment (MS Word), when needed, marked manually with a custom style.
- Trilogue Table Editor dynamic presentation vs. suggested presentation for a Trilogue Negotiations.
- Comments - some types may not be easy to translate into a system that automates presentation and allows to change styles of modifications.