

| Artifact          |                                                                   |     |
|-------------------|-------------------------------------------------------------------|-----|
| <b>⚡ Artifact</b> | A structured set of items.                                        |     |
| Project           | An artifact serving a purpose or goal.                            | 1st |
| Process           | An artifact with uncertain lifespan, serving no specific goal.    | 2nd |
| Venture           | A highly abstract artifact with uncertain goals and architecture. | 2nd |
| Adventure         | Early incubation stage for building artifact architecture.        | 3rd |

| Contention          |                                                           |     |
|---------------------|-----------------------------------------------------------|-----|
| <b>⚡ Contention</b> | An abstract item for guidance and decision making.        |     |
| Request             | Contention to process, solve or take action on.           | 2nd |
| Issue               | Contention to solve, format or take account of.           | 2nd |
| Query               | A concern, warning or flag.                               | 3rd |
| Osmotics            | An instance of reasoning or conclusion on empirical data. | 3rd |

| Variable          |                                                                                                                                                                                      |     |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| <b>⚡ Variable</b> | What modifies snippet properties or dynamics.                                                                                                                                        |     |
| Conditional       | A condition or set of conditions that can be either true or false, and expected to be true at some point in the future (not prior to 3 weeks) for a snippet to mutate.               | 3rd |
| Constraint        | A restriction to a conditional. This may include time, time schedule and resources constraints, as well as diverse budgetary figures; accounts (estimations), allocations and means. | 3rd |

| Chore          |                                                                                                                                                  |     |
|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| <b>⚡ Chore</b> | Something to commit on.                                                                                                                          |     |
| Action         | Something that is possible to commit on when it is called for.                                                                                   | 1st |
| Task           | Smallest possible action item or sequence of items.                                                                                              | 1st |
| Assignment     | A set of actions or a module that is possible to commit on in one go, in order to attain a specific goal.                                        | 1st |
| Module         | An aggregate of actions that may include request solving, data processing, decision making and others, grouped together in no predictable order. | 2nd |

| Instance          |                                                                                                                                               |     |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|-----|
| <b>⚡ Instance</b> | Any event of any time interval expected to happen on schedule.                                                                                |     |
| Event             | Instance that may possibly require certain action at some point in time.                                                                      | 2nd |
| Appointment       | Instance that requires for me to be at a certain place, in context (time, outfit), but does not require any prior action nor decision making. | 2nd |
| Commission        | Most often a recursive appointment, rewarded for a service.                                                                                   | 2nd |
| Work session      | Short module on schedule, either exclusive or recursive.                                                                                      | 2nd |
| Routine           | A regular course of procedure.                                                                                                                | 3rd |
| Convention        | A round to discuss matters of concern.                                                                                                        | 3rd |
| Sideboard         | An instance for support of temporary development or migration for one to eight weeks.                                                         | 3rd |

| Requests |                                                                                                                                                                              |  |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Action   | When the action is too abstract or too short, and it cannot be scheduled not completed at that moment, make a request for action. Discard request after action is completed. |  |

### Requests (cont)

|             |                                                                                                                                                                                                              |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Update      | When an assignment is too abstract to state as an action or set of actions, make a request to update in terms of requirements.                                                                               |
| Make        | Assess, confirm, whiteboard, schedule and take action on one or multiple request threads. For formatting new artifacts or recursive instances.                                                               |
| Pull        | Assess, confirm, whiteboard, schedule and take action on one or multiple request threads. For modeling new artifacts or recursive instances.                                                                 |
| Explore     | When an assignment is too abstract to create an action request on, or to state any possible requirements or goals, make an explore request, for searching, essay, inquire or test. Discard after completion. |
| Audit       | Assess on procedure performance.                                                                                                                                                                             |
| Report      | Request to collect data, weigh, assess and write conclusions and specifics. Create further requests if required.                                                                                             |
| Description | Request for either abstract or specific descriptions, drafts or diagrams.                                                                                                                                    |
| Process     | Request for processing and sorting elements. When assignment is too abstract or uncertain to ask for action or to state requirements.                                                                        |

### Sideboards

|               |                                                                                                                                                    |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Rally         | Development for recovery or migration of critical components, 3 to 8 weeks.                                                                        |
| Sprint        | Goal oriented development, distinguished for increased work load on specific project for 2 to 5 weeks.                                             |
| Onboarding    | Critical stage of 2 to 5 weeks for starting off on a new framework or protocol, distinguished by increased refactoring.                            |
| Retrospective | Critical stage of 3 to 8 weeks for finishing off on a big venture or process, distinguished by increased processing, sequencing and report making. |

### Academic Work Sessions

|          |                                                                                                                                                          |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Workout  | Recursive assignment for learning and practice. Short and medium term. Set up required.                                                                  |
| Training | Recursive assignment for very specific recurrent learning and practice. Short, medium and long term. Only scheduling required.                           |
| Lecture  | Recursive assignment for learning only. Short and medium term. Substantial formatting and modeling is a must prerequisite. Extensive set up is required. |
| Lesson   | Exclusive or short term assignment for learning on digital media.                                                                                        |
| Workshop | Exclusive or short term, rather abstract assignment for essay, skills development, practice...                                                           |
| Seminar  | One - three sessions assignment or set of assignments for advanced research under guidance on a very specific topic                                      |