

IRGN1951

Date: 2013-05-23

Meeting: IRG#40, Hong Kong SAR, China

Title: Required format to maintain and trace the project data

Source: Tatsu Kobayashi (drafter) and Chen Zhuang

Technical editor is requested to maintain the project data and trace all the changes to guarantee and improve the quality of the draft proposal.

Technical editor is requested to maintain all the data in one consolidated Excel file and Word file.

[Excel file format]

Excel file should include appropriate attribute and status information as follows:

All information requested to be included in proposal, mentioned in PnP Annex G.

Status information column: Not mentioned / Raised Q&C / Discussed / Postponed / concluded

Note: These statuses correspond to M-Set and D-set, with modification and amendment.

Note for change: “Unified with *****” / “radical was changed to ****” / “stroke number was changed to ****” / etc

Reference to discussion report : reference to the unique ID of discussion report.

Note: Discussion and change record should be accumulatively added in one cell with appropriate format.

Image file name

[Word file format]

Word file should include appropriate record of discussion and conclusion.

The detail of the information is as follows:

Unique ID of targeted character

Unique ID of the issue including IRG#, version# and sequential ID like #40ver21_0001.

MB, character proposed

MB comment raised

Detailed note of issue and discussion with appropriate information

Decision : Discussed / Postponed / Result of disposition / etc

Appropriate image data

Note: each image data should be maintained by technical editor and shall be provided to each MB together with Excel file and Word / PDF file for the use of internal developing work and creating contribution only.