

# **myProject™**

## ***RevCom Process***

### ***User Guide***

Revised: Nov 17, 2011

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# 1 RevCom

## 1.1 Enter RevCom Dates

In order to create a RevCom meeting within myProject™, meeting dates and other deadlines must first be entered.

### Applicable Users:

- RevCom Administrator

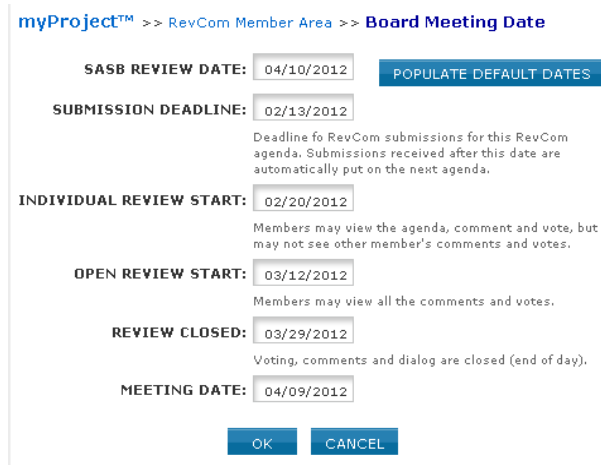
### Instructions:

1. On the **myProject™** Home Screen click "**RevCom Area**".
2. Click "**Add New RevCom Date**".



RevCom Meeting Date	Status	Actions
14-Feb-2012	Individual Review Starts 27-Dec-2011	edit date, remove, agenda, agenda builder, submission summary, recommendations, download linked agenda
06-Dec-2011	Individual Review Starts 18-Oct-2011	edit date, remove, agenda, agenda builder, submission summary, recommendations, download linked agenda
28-Nov-2011	Individual Review Starts 10-Oct-2011	edit date, remove, agenda, agenda builder, submission summary, recommendations, download linked agenda
09-Sep-2011	Meeting Closed	edit date, remove, agenda, agenda builder, submission summary, recommendations, download linked agenda

3. Enter the "SASB Review Date" and click "**POPULATE DEFAULT DATES**" to automatically generate the other dates.



myProject™ >> RevCom Member Area >> Board Meeting Date

SASB REVIEW DATE:

SUBMISSION DEADLINE:   
 Deadline fo RevCom submissions for this RevCom agenda. Submissions received after this date are automatically put on the next agenda.

INDIVIDUAL REVIEW START:   
 Members may view the agenda, comment and vote, but may not see other member's comments and votes.

OPEN REVIEW START:   
 Members may view all the comments and votes.

REVIEW CLOSED:   
 Voting, comments and dialog are closed (end of day).

MEETING DATE:

4. Edit the dates as needed (this can be done at any time).
5. Click "**OK**" to save the dates.

## 1.2 Create and Modify an Agenda

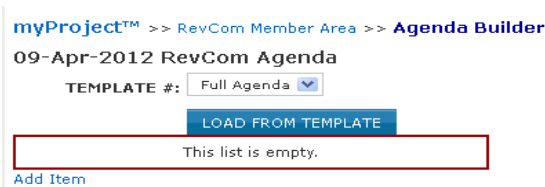
An agenda must be created before submissions can be added to it. Once an agenda is created, RevCom submissions will automatically be added to the appropriate part of the agenda.

### Applicable Users:

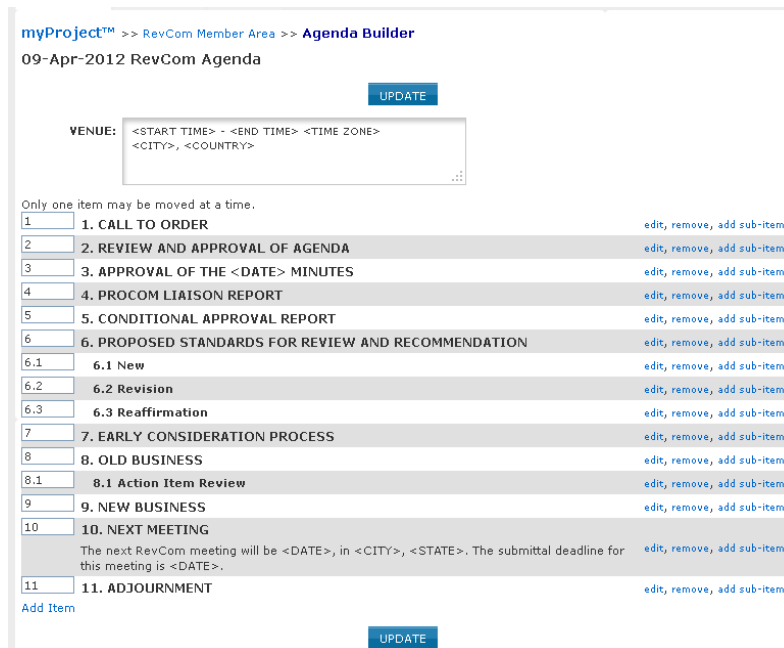
- RevCom Administrator

### Instructions:

1. On the **myProject™** Home Screen click "**RevCom Area**"
2. Click "**Agenda Builder**" next to the meeting agenda you would like to create.
3. You can add individual agenda items or start with an agenda template. To load from a template, choose a meeting template and click "**LOAD FROM TEMPLATE**".



4. To add to the agenda, click "**Add Item**" or "**add sub-item**".



5. Choose "Text" as the item type unless you need submissions to be automatically added to the agenda item.
6. Enter a title and text for the new event and upload any relevant files.

myProject™ >> RevCom Member Area >> **Add Agenda Item**

ITEM TYPE:

TITLE:

BODY:

FILE 1:

FILE 2:

FILE 3:

7. Click **“edit”** or **“delete”** to edit or delete items.

<input type="text" value="6"/>	6. PROPOSED STANDARDS FOR REVIEW AND RECOMMENDATION	<a href="#">edit</a> , <a href="#">remove</a> , <a href="#">add sub-item</a>
<input type="text" value="6.1"/>	6.1 New	<a href="#">edit</a> , <a href="#">remove</a> , <a href="#">add sub-item</a>
<input type="text" value="6.2"/>	6.2 Revision	<a href="#">edit</a> , <a href="#">remove</a> , <a href="#">add sub-item</a>
<input type="text" value="6.3"/>	6.3 Reaffirmation	<a href="#">edit</a> , <a href="#">remove</a> , <a href="#">add sub-item</a>

### 1.3 Submit a Project to RevCom

A balloted draft may be submitted to RevCom at any time after balloting or during a recirculation. Additional information on requirements for RevCom submission can be found here: <http://standards.ieee.org/about/sasb/revcom/revguide.html>

#### **Notes:**

- Additional documents and/or source files may be uploaded at any time. These files will be saved even if you do not complete the submission.

#### **Applicable Users:**

- Sponsor Chair, Standard Representative, Working Group Chair, RevCom Designee

#### **Instructions:**

1. On the **myProject™** Home Screen click the "**Balloting**" tab.
2. Click "**RevCom Submission**".
3. Click "**submit to RevCom**" next to the PAR/Standard you would like to submit.

#### **myBallot Home (Management) >> Prepare RevCom Submission**

Open the zip file and save it to your hard drive. You may need some of these files to prepare your RevCom submission. For more information about the Submittal Documentation and the RevCom Approval process, go to:

<http://standards.ieee.org/guides/revguide.html>

PAR/Standard	Actions
P577-r1	<a href="#">download zip file, submit to RevCom</a>



4. You will be presented with a summary screen of your submission to RevCom including results of the last ballot recirculation and a list of files associated with the balloting.
5. Click the file name to download any of the files.
6. Additional files can be added by clicking the "**Add Document**" button.
  - **Do not place document source files in this section**
  - Click "Browse" to select a file for upload and click "OK" to return to the submission form.
  - Click the "✖" to remove any uploaded files.

**RevCom Project Submission Form**  
**P577 - Standard Requirements for Reliability Analysis in the Design and Operation of Safety Systems for Nuclear Power Generating Stations**

**PROJECT INFORMATION**

<b>Working Group:</b>	PE/NPE/WG_3.3/577	<b>Supporting Document</b>
<b>Sponsor:</b>	IEEE Power and Energy Society/Nuclear Power Engineering (PE/NPE)	<b>Current Attachments:</b>
<b>Type of Project:</b>	Revision to IEEE Standard	Draft DDS
<b>Type of Document:</b>	Standard	Initial Announcement Email
<b>Life Cycle:</b>	Full Use	TEST.pdf
<b>Base Standard:</b>	577-2004	Initial Ballot summary
		Initial Comments
		Add Document Manage Source Materials

**MOST RECENT BALLOT INFORMATION**

**Ballot Status:** **CLOSED**

**Return Rate**

Eligible Voters	53	100%
Ballots Returned	49	92%

**Voting Summary**

Affirmative	48	100%
Negative	0	NA
Negative w/ Comment	0	NA
Abstentions	1	2%

**Interest Categories**

Academic	1	2%
General Interest	26	49%
Government/Military	3	6%
Producer	4	8%
User	19	36%

- Click "Manage Source Materials" to upload source materials. Source files include the Word or Framemaker files for the draft and all figures created outside of the Framemaker or Word document.
  - Click "Browse" to select a file for upload.
  - Click the "X" to remove any uploaded files.

[myBallot Home \(Management\)](#) >> [RevCom Submission](#) >> [RevCom Project Submission Form](#) >> [RevCom Manage Source Materials](#)

**PC37.48.1 - Guide for the Application, Operation, and Coordination of High-Voltage (>1000 V) Current-Limiting Fuses**

TEST.pdf

SELECT FILE FOR UPLOADING:

- Answer all of the questions on the page by clicking the appropriate button.
- Check the box to confirm your adherence to policies and procedures and click "OK" to complete your submission.

## RESOLUTION OF COMMENTS AND NEGATIVE VOTES

All balloting group members, observers and coordinating groups have been advised of substantive changes made with respect to the balloted draft standard (in response to comments, in resolving negative votes, or for other reasons) and have received copies of all unresolved negative votes with reasons from the negative voter and the rebuttal, and have been advised that they have an opportunity to change their votes.

Have unresolved comments accompanying negative votes been circulated?

Yes  No  No Unresolved Comments from Negative Voters

Have substantive document changes been circulated?

Yes  No  No Substantive Changes

## REGISTRATION ISSUES


Did the PAR indicate possible registration activity related to this project, did the IEEE Registration Authority Committee (RAC) request coordination, or is the registration of objects and/or numbers included in the proposed standard?

Yes  No

Is the intent to submit this standard for fast-track adoption, or was this standard jointly developed with another organization, a revision to a standard previously adopted by another organization or will this standard form the basis of, or be included in, another organization's standard?

Yes  No

## PROJECT SUBMISSION

Note:  Any Patents Letter of Assurance (LOAs) received by the Sponsor are to be forwarded to the PatCom Administrator.

I attest this draft standard has been developed in accordance with the policies and procedures of the Sponsor and I am authorized by those policies and procedures to make this submittal.



## 1.4 View or Download an Agenda

Agendas for meetings that have closed or are in "Individual Review" or "Open Review" will be visible to RevCom members.

### Applicable Users:

- RevCom Members

### Instructions:

1. On the **myProject™** Home Screen click the "**RevCom Member Area**".
2. Click "**agenda**" next to the meeting you would like to view.

myProject™ >> RevCom Member Area	RevCom Meeting Date ▼	Status	Actions
	28-Nov-2011	Individual Review	<a href="#">agenda</a> , <a href="#">submission summary</a> , <a href="#">download linked agenda</a>
	09-Sep-2011	Meeting Closed	<a href="#">agenda</a> , <a href="#">submission summary</a> , <a href="#">recommendations</a> , <a href="#">download linked agenda</a>

3. To access submission details and files, click "**Submission Detail**".

myProject™ >> RevCom Area >> Agenda [Download as PDF](#) | [Download Linked Agenda](#)

18-Nov-2011 RevCom Agenda

Agenda Version:  
Time: 8:00  
Location:

[RevCom Summary](#) - Go here to view or enter RevCom comments.

1. CALL TO ORDER
2. REVIEW AND APPROVAL OF AGENDA
3. APPROVAL OF THE 9 SEPTEMBER 2011 MINUTES
4. PROPOSED STANDARDS FOR REVIEW AND RECOMMENDATION
  - 4.1 New
    - [P45.7/0.3](#) (IAS/PCI) Recommended Practice for Electrical Installations on Shipboard - [Switchboards](#) [Submission Detail](#)
    - [P1718/P1718](#) (PE/IC) Guide for Temperature Monitoring of Cable Systems [Submission Detail](#)
    - [P26511/2](#) (C/S2ESC) Standard for Software and systems engineering -- Requirements for managers of user documentation [Submission Detail](#)
    - [PC37.17/11](#) (PE/SWG) IEEE Draft Standard for Trip Systems for Low-Voltage (1000 V and below) AC and General Purpose (1500 V and below) DC Power Circuit Breakers [Submission Detail](#)
  - 4.2 Revisions
  - 4.3 Reaffirmations
5. OLD BUSINESS
6. NEW BUSINESS
7. NEXT MEETING
8. ADJOURNMENT

4. To download the agenda along with all associated files, click "**download linked agenda**".

myProject™ >> RevCom Member Area	RevCom Meeting Date ▼	Status	Actions
	28-Nov-2011	Individual Review	<a href="#">agenda</a> , <a href="#">submission summary</a> , <a href="#">download linked agenda</a>
	09-Sep-2011	Meeting Closed	<a href="#">agenda</a> , <a href="#">submission summary</a> , <a href="#">recommendations</a> , <a href="#">download linked agenda</a>

myProject™ >> RevCom Area >> Agenda [Download as PDF](#) | [Download Linked Agenda](#)

18-Nov-2011 RevCom Agenda

Agenda Version:  
Time: 8:00  
Location:

[RevCom Summary](#) - Go here to view or enter RevCom comments.

5. Enter the date of your last download to get updates to the linked agenda or leave the box blank to download a complete linked agenda.
6. Click "**DOWNLOAD**".

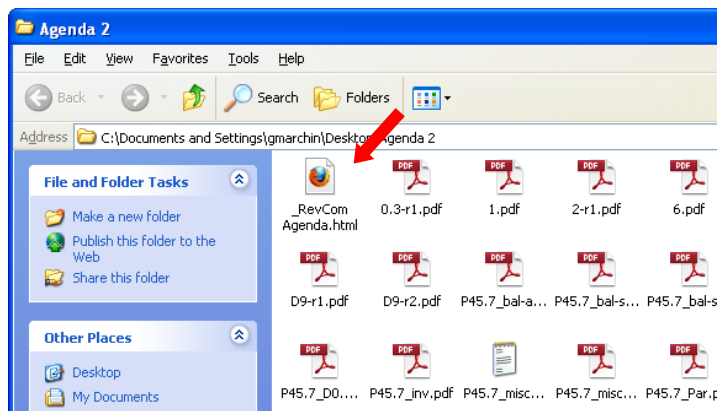
myProject™ >> RevCom Area >> Download Linked Agenda

RevCom meeting date: 18 Nov 2011

DATE:

To create an update for a previous linked agenda, enter the date when the linked agenda was originally downloaded.  
For a complete linked agenda, leave this field blank.

7. Save the .ZIP file to your computer.
8. Unzip the file to a new folder on your computer using Winzip or other utility.
9. Open the "**RevCom Agenda.html**" file with your web browser.



10. Click on any of the related files in the agenda to open them.

### 1.5 Vote and Comment on a Submission

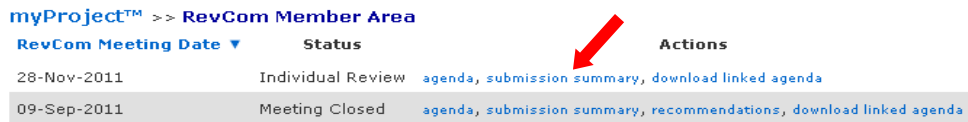
RevCom members may submit comments, dialog with submitters and cast preliminary votes on submissions.

**Applicable Users:**

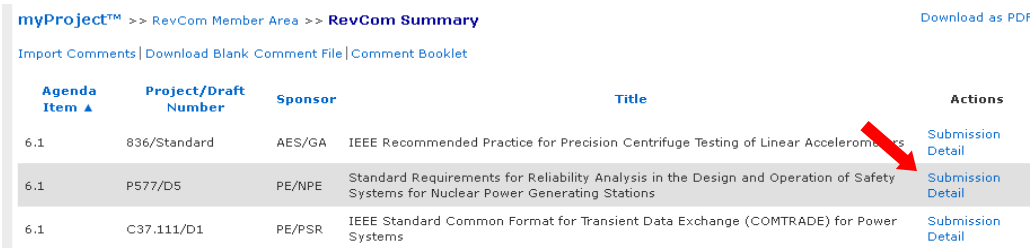
- RevCom Members, RevCom Administrator (*comment only*)

**Instructions:**

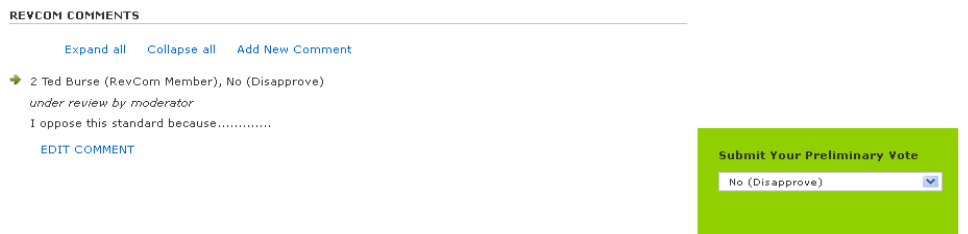
1. On the **myProject™** Home Screen click the **"RevCom Area"**.
2. Click **"submission summary"** next to the meeting that is currently in a review period.



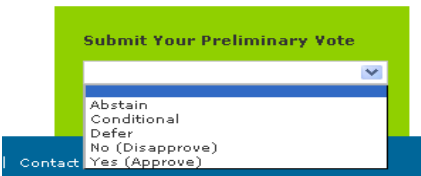
3. Click **"Submission Detail"** to view the details of the submission.



4. From this screen, you can select your vote, make a comment, or reply to an existing comment.



5. To submit a vote, choose your vote from the dropdown menu. Your vote will be recorded without any additional action.



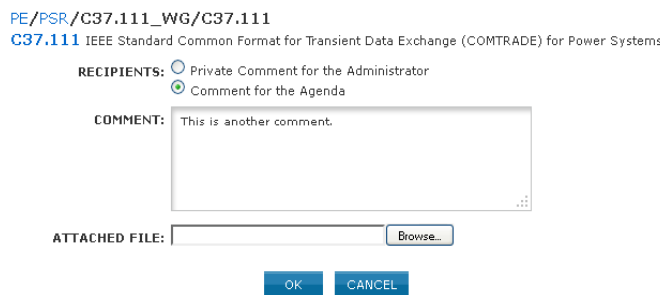
6. Only initial comments will be shown at first. To show entire comment threads, click **"Expand all"**. Click **"Collapse All"** to return to the previous view.



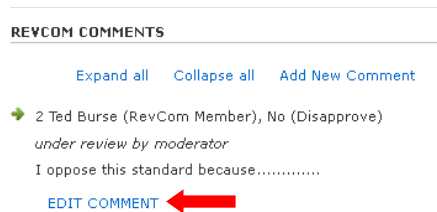
7. To add a new comment, click **"Add New Comment"**.



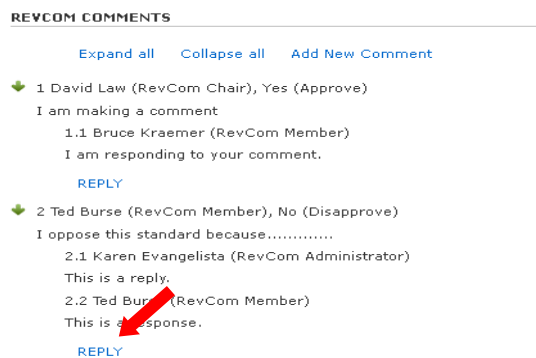
8. Select whether the comment will be private (visible only to the administrator) or be recorded for the agenda, type your comment, attach any relevant files and click **"OK"** to save your comment. Your comments will not be made available until reviewed by the RevCom Administrator.



9. Click **"EDIT COMMENT"** to edit your comment text and/or file after it has been submitted. This option will only be available until the administrator approves the comment.



10. Click **"Reply"** to add to a comment thread.



### 1.5.1 Import Comments

It is also possible to record comments offline in a spreadsheet and upload them when connected to myProject™.

#### Applicable Users:

- RevCom Members, RevCom Administrator (*comment only*)

#### Instructions:

1. On the **myProject™** Home Screen click the **"RevCom Area"**.
2. Click **"submission summary"** next to the meeting that is currently in a review period.

myProject™ >> RevCom Member Area

RevCom Meeting Date ▼	Status	Actions
28-Nov-2011	Individual Review	<a href="#">agenda</a> , <a href="#">submission summary</a> , <a href="#">download linked agenda</a>
09-Sep-2011	Meeting Closed	<a href="#">agenda</a> , <a href="#">submission summary</a> , <a href="#">recommendations</a> , <a href="#">download linked agenda</a>

3. Click **"Import Comments"**.

myProject™ >> RevCom Member Area >> RevCom Summary Download as PDF

[Import Comments](#) | [Download Blank Comment File](#) | [Comment Booklet](#)

Agenda Item ▲	Project/Draft Number	Sponsor	Title	Actions
6.1	836/Standard	AES/GA	IEEE Recommended Practice for Precision Centrifuge Testing of Linear Accelerometers	<a href="#">Submission Detail</a>
6.1	P577/D5	PE/NPE	Standard Requirements for Reliability Analysis in the Design and Operation of Safety Systems for Nuclear Power Generating Stations	<a href="#">Submission Detail</a>
6.1	C37.111/D1	PE/PSR	IEEE Standard Common Format for Transient Data Exchange (COMTRADE) for Power Systems	<a href="#">Submission Detail</a>

4. Click **"Download Blank Comment File"** and save the file to your computer.

RevCom Area >> RevCom Summary >> Import Comments

**RevCom Comment Upload for the 18-Nov-2011 Agenda**

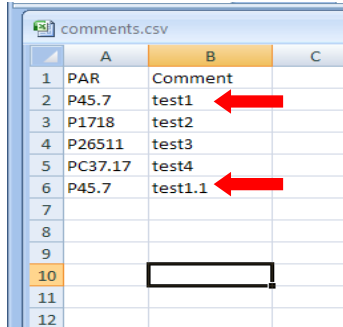
Use this page to upload PAR comments which were prepared offline. The CSV file should be in the format:

```
"PAR","Comment"
"P1234","example comment"
"P2345","another comment"
...
```

[Download Blank Comment File](#)

CSV FILE:

5. Enter your comments next to the relevant PAR.
6. If you would like to make more than one comment per PAR, just copy the PAR number to a new line and enter your comment.



	A	B	C
1	PAR	Comment	
2	P45.7	test1	
3	P1718	test2	
4	P26511	test3	
5	PC37.17	test4	
6	P45.7	test1.1	
7			
8			
9			
10			
11			
12			

7. Save the file as a .CSV file to your computer.
8. Return to the "Import Comments" page and click "**Browse...**"

[RevCom Area](#) >> [RevCom Summary](#) >> [Import Comments](#)

**RevCom Comment Upload for the 18-Nov-2011 Agenda**  
Use this page to upload PAR comments which were prepared offline. The CSV file should be in the format:

```
"PAR","Comment"  
"P1234","example comment"  
"P2345","another comment"  
...
```

[Download Blank Comment File](#)

CSV FILE:

9. Locate the .CSV file and click "**OK**" to upload.

### 1.5.2 View All Comments

The "Complete Comment Detail" screen allows RevCom members and staff to view all comments for an agenda

**Applicable Users:**

- RevCom Members, IEEE-SA Staff

**Instructions:**

1. On the **myProject™** Home Screen click the **"RevCom Area"**.
2. Click **"submission summary"** next to the meeting that is currently in a review period.

myProject™ >> RevCom Member Area

RevCom Meeting Date ▼	Status	Actions
28-Nov-2011	Individual Review	<a href="#">agenda</a> , <a href="#">submission summary</a> , <a href="#">download linked agenda</a>
09-Sep-2011	Meeting Closed	<a href="#">agenda</a> , <a href="#">submission summary</a> , <a href="#">recommendations</a> , <a href="#">download linked agenda</a>

3. Click **"View Complete Comment Detail"**.

myProject™ >> RevCom Area >> RevCom Summary [Download as PDF](#)

[View Complete Comment Detail](#) | [Import Comments](#) | [Download Blank Comment File](#) | [Download Linked Agenda](#)

Agenda Item ▲	Project/Draft Number	Sponsor	Title	Actions
4.1.1	P26511/2	C/S2ESC	Standard for Software and systems engineering -- Requirements for managers of user documentation	<a href="#">Submission Detail</a>
4.1.2	P45.7/0.3	IAS/PCI	Recommended Practice for Electrical Installations on Shipboard - AC Switchboards	<a href="#">Submission Detail</a>
4.1.3	P1718/P1718	PE/IC	Guide for Temperature Monitoring of Cable Systems	<a href="#">Submission Detail</a>
4.1.4	PC37.17/11	PE/SWG	IEEE Draft Standard for Trip Systems for Low-Voltage (1000 V and below) AC and General Purpose (1500 V and below) DC Power Circuit Breakers	<a href="#">Submission Detail</a>

4. All Comments for the meeting agenda will be displayed. Click **"Download as PDF"** to download.

myProject™ >> RevCom Area >> RevCom Summary >> Complete Comment Detail [Download as PDF](#)

Complete Comment Detail for the 18-Nov-2011 Agenda

New

1 **P45.7/0.3** (IAS/PCI/45\_WG/45.7) Recommended Practice for Electrical Installations on Shipboard - AC Switchboards

1. Karen Evangelista (RevCom Administrator) #1 -- -- 03-Nov-2011 13:26  
Sample comment from RevCom Admin.

1.1 Dwight Alexander 03-Nov-2011 13:35: this is a response from the WG chair

2. David Law (RevCom Chair) #1 -- -- 10-Nov-2011 11:51  
here is my comment

3. David Law (RevCom Chair) #2 -- -- 16-Nov-2011 16:19  
test1

4. David Law (RevCom Chair) #3 -- -- 16-Nov-2011 16:19  
test1.1

2 **P1718/P1718** (PE/IC/C24W/1718) Guide for Temperature Monitoring of Cable Systems

1. David Law (RevCom Chair) #1 -- Yes (Approve) -- 16-Nov-2011 16:19  
test2

Revisions

1 **PC37.17/11** (PE/SWG/LVSD-WG\_C37.17/C37.17) IEEE Draft Standard for Trip Systems for Low-Voltage (1000 V and below) AC and General Purpose (1500 V and below) DC Power Circuit Breakers

1. David Law (RevCom Chair) #1 -- -- 16-Nov-2011 16:19  
test4

### 1.6 Approve Comments

New agenda comments made by RevCom members must be approved by the RevCom administrator before they become visible to submitters and other RevCom members.

**Notes:**

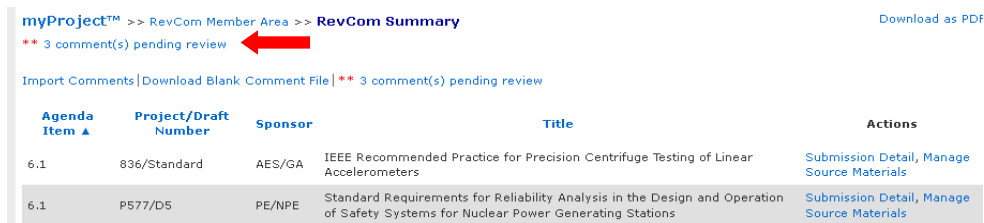
- Approval is only required for new comments. Responses to existing comments will be added to the comment thread without approval.
- Private comments will be sent directly to the RevCom administrator, they are not recorded in the agenda or open to reply and therefore do not require approval.

**Applicable Users:**

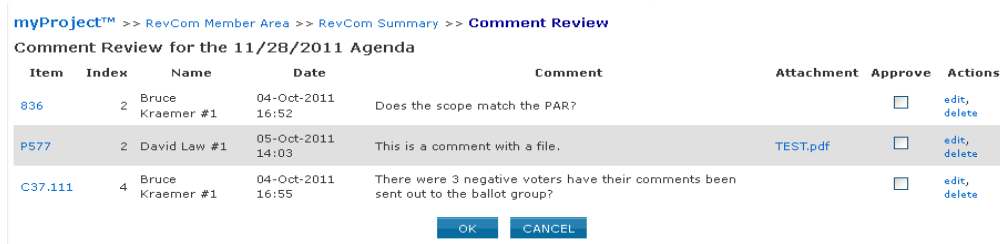
- RevCom Administrator

**Instructions:**

1. On the **myProject™** Home Screen click the **"RevCom Area"**.
2. Click **"submission summary"** next to the meeting that is currently in a review period.
3. If there are pending comments, you will see **"comment(s) pending review"** towards the top of the screen. Click on this link to view and approve the comments.



4. Place a check in the **"Approve"** column next to all comments you would like to approve.



5. If you do not want to approve the comment as-is, click **"edit"** or **"delete"** to edit or delete the comments.



myProject™ >> RevCom Member Area >> RevCom Summary >> **Comment Review**

Comment Review for the 11/28/2011 Agenda

Item	Index	Name	Date	Comment	Attachment	Approve	Actions
836	2	Bruce Kraemer #1	04-Oct-2011 16:52	Does the scope match the PAR?		<input type="checkbox"/>	<a href="#">edit</a> , <a href="#">delete</a>
P577	2	David Law #1	05-Oct-2011 14:03	This is a comment with a file.	TEST.pdf	<input type="checkbox"/>	<a href="#">edit</a> , <a href="#">delete</a>
C37.111	4	Bruce Kraemer #1	04-Oct-2011 16:55	There were 3 negative voters have their comments been sent out to the ballot group?		<input type="checkbox"/>	<a href="#">edit</a> , <a href="#">delete</a>



### 1.7 View RevCom Submission and Respond to Comments

When a Revcom member or RevCom Administrator makes a comment on your submission, you can view the comment and add a response that will be recorded for the agenda.

**Applicable Users:**

- Sponsor Chair, Standard Representative, Working Group Chair, RevCom Designee

**Instructions:**

1. On the **myProject™** Home Screen click the **“Balloting”** tab.
2. Click **“Prepare RevCom Submission”**.
3. Click **“RevCom submission”** next to the submission you would like to view.

[myBallot Home \(Management\)](#) >> [Prepare RevCom Submission](#)  
 Open the zip file and save it to your hard drive. You may need some of these files to prepare your RevCom submission. For more information about the Submittal Documentation and the RevCom Approval process, go to:  
<http://standards.ieee.org/guides/revguide.html>

PAR/Standard	Actions
P577-r1	<a href="#">download zip file, RevCom submission</a>

4. You may view all of the details from the submission form, current coordination statuses, preliminary RevCom member votes and comments.
5. You may also upload additional documents and/or source files by clicking on the **“Related Documents”** tab.

**PC37.17 - Standard for Trip Systems for Low-Voltage (1000 V and below) AC and General Purpose (1500 V and below) DC Power Circuit Breakers**

**PROJECT INFORMATION**

<b>Working Group:</b> PE/SWG/LVSD-WG_C37.17/C37.17	<b>STATUS:</b> Added to Agenda
<b>Sponsor:</b> IEEE Power and Energy Society/Switchgear (PE/SWG)	
<b>Type of Project:</b> Modify Existing Approved PAR	<b>SLATED AGENDA:</b> 11/18/2011
<b>Type of Document:</b> Standard	
<b>Life Cycle:</b> Full Use	
<b>Base Standard:</b>	

**Coordination**

**Editorial**

Meets all Editorial Requirements:	Under Review
Copyright permissions received:	Under Review

**SCC**

Status:	Notified
---------	----------

**RAC**

Review required:	Yes
Status:	Notified

**Ballot Status:** CLOSED

Return Rate		Interest Categories	
Eligible Voters	60	General Interest	22 37%
Ballots Returned	55	Government/Military	2 3%
		Producer	15 25%
		User	21 35%

**Voting Summary**

Affirmative	53	98%
Negative	1	NA
Negative w/ Comment	1	NA
Abstentions	1	1%

**REVCOM COMMENTS**

6. Comments will be displayed at the bottom of the screen. Click **“Expand all”** to view the entire comment threads.

**REVCOM COMMENTS**

- [Expand all](#) [Collapse all](#)
- 1 Karen Evangelista (RevCom Administrator)  
hello this is my comment
  - 2 David Law (RevCom Chair), Defer  
This is a comment with a file.  
[ATTACHMENT \(TEST.pdf\)](#)

7. Click **"REPLY"** to reply to add to a comment thread.

**REVCOM COMMENTS**

- [Expand all](#) [Collapse all](#)
- 1 Karen Evangelista (RevCom Administrator)  
hello this is my comment  
1.1 Ted Burse (RevCom Member)  
This satisfies my concerns. Thanks  
[REPLY](#)
  - 2 David Law (RevCom Chair), Defer  
This is a comment with a file.  
[REPLY](#) | [ATTACHMENT \(TEST.pdf\)](#)

8. Add your comment and click **"ADD TO DIALOG"** to save your comment.

myProject™ >> Manage My PARs >> Submission Details >> **Comment Dialog**

PE/NPE/WG\_3.3/577  
P577 Standard Requirements for Reliability Analysis in the Design and Operation of Safety Systems for Nuclear Power Generating Stations

**Original Comment from** Karen Evangelista  
hello this is my comment

1 Ted Burse: This satisfies my concerns. Thanks



[ADD TO DIALOG](#) [CANCEL](#)

## 1.8 Return a Submission

This feature can be used if it becomes necessary to remove a submission from all agendas and return it to the Working Group for submission at a later date.

### Applicable Users:

- RevCom Administrator

### Instructions:

1. On the **myProject™** Home Screen click "**RevCom Area**".
2. Click "**Submission Summary**" next to the meeting containing the submission you would like to return.
3. Click "**Return to Submitter**" next to the submission you would like to return.

myProject™ >> RevCom Area >> **RevCom Summary** Download as PDF

[Import Comments](#) | [Download Blank Comment File](#) | [Download Linked Agenda](#)

Agenda Item ▲	Project/Draft Number	Sponsor	Title	Actions
4.1	P26511/2	C/S2ESC	Standard for Software and systems engineering -- Requirements for managers of user documentation	<a href="#">Submission Detail</a> , <a href="#">Manage Source Materials</a> , <a href="#">Return to Submitter</a>
4.1	P45.7/0.3	IAS/PCI	Recommended Practice for Electrical Installations on Shipboard - AC Switchboards	<a href="#">Submission Detail</a> , <a href="#">Manage Source Materials</a> , <a href="#">Return to Submitter</a>
4.1	P1718/P1718	PE/IC	Guide for Temperature Monitoring of Cable Systems	<a href="#">Submission Detail</a> , <a href="#">Manage Source Materials</a> , <a href="#">Return to Submitter</a>

4. Click "**OK**" to confirm returning to the submitter. The project will return to the "**comment resolution**" stage and may be submitted to RevCom again at a later date.

## 1.9 Edit Recommendations

Once the meeting has completed, you may add the recommendations from the meeting to the submissions on the agenda. These recommendations will be available in the agendas of closed meetings and be transferred into the minutes.

### Applicable Users:


- RevCom Administrator

### Instructions:

1. On the **myProject™** Home Screen click "**RevCom Area**".
2. Click "**recommendations**" next to the meeting you would like to edit recommendations for.
3. You will see a list of all proposed standards from the meeting agenda along with any recommendations that have already been recorded. To add or edit recommendations, click "**Edit Recommendations**".

myProject™ >> RevCom Member Area >> Recommendations [Download as PDF](#)

RevCom Recommendations for the 09-Sep-2011 Agenda

New [Edit Recommendations](#) 

*IEEE Aerospace and Electronic Systems Society/Gyro Accelerometer Panel*

**836/Standard**  
Recommended Practice for Precision Centrifuge Testing of Linear Accelerometers  
**Recommendation: APPROVE**

*IEEE Computer Society/LAN/MAN Standards Committee*

**P802.1Qaz/2.3**  
Standard for Local and Metropolitan Area Networks---Virtual Bridged Local Area NetworksAmendment: Enhanced Transmission Selection for Bandwidth Sharing Between Traffic Classes  
**Recommendation: Conditionally approve**  
**There was a motion to conditionally approve P802.1Qaz conditional upon the SASB approval of P802.1Qbb.**

**P802.3bg/1**  
IEEE Standard for Information technology--Telecommunications and information exchange between systems--Local and metropolitan area networks--Specific requirements Part 3: Carrier Sense Multiple Access with Collision Detection (CSMA/CD) Access Method and Physical Layer Specifications Amendment: Physical Layer and Management Parameters for Serial 40 Gb/s Ethernet Operation Over Single Mode Fiber  
**Recommendation: APPROVE**

4. Type the recommendations in the boxes and click "**OK**" to save.

**Recommendation:**

Conditionally approve  
There was a motion to conditionally approve P802.1Qaz conditional upon the ~~SASB~~ approval of P802.1Qbb.

**P802.3bg** [Comments 0/0/0/0](#)  
IEEE Standard for Information technology--Telecommunications and information exchange between systems--Local and metropolitan area networks--Specific requirements Part 3: Carrier Sense Multiple Access with Collision Detection (CSMA/CD) Access Method and Physical Layer Specifications Amendment: Physical Layer and Management Parameters for Serial 40 Gb/s Ethernet Operation Over Single Mode Fiber

**Recommendation:**

APPROVE

### 1.10 Edit Meeting Minutes

The meeting agenda will be transferred into the meeting minutes. Submissions along with recommendations will be placed in the minutes automatically. Each agenda item will also have an editable text field. Minutes can be downloaded as a PDF.

#### **Applicable Users:**

- RevCom Administrator

#### **Instructions:**

1. On the **myProject™** Home Screen click "**RevCom Area**".
2. Click "**minutes**" next to the meeting you would like to edit minutes for.
3. The meeting agenda, along with recommendations that have been entered, will be added to the minutes automatically. To edit the accompanying text, click "**edit**" next to an agenda item.

myProject™ >> RevCom Area >> Minutes Download as PDF

IEEE-SA Standards Board Standards Review Committee (RevCom) Approved Meeting Minutes

18-Nov-2011  
 Agenda Version:  
 Time: 8:00  
 Location:  
[edit](#)

1 Call to Order  
[edit](#)

2 Review and Approval of Agenda  
[edit](#) ←

3 Approval of the 9 September 2011 Minutes  
[edit](#)

4 Proposed Standards for Review and Recommendation  
[edit](#)

4.1 New  
[edit](#)

4. Edit the text using the graphical editor.
5. Click "**UPDATE**" to save the text changes.

1 Call to Order

2 Review and Approval of Agenda


Agenda was approved

UPDATE CANCEL

body p

6. Click "**Download as PDF**" to generate a PDF copy of the minutes.

myProject™ >> RevCom Area >> Minutes

 [Download as PDF](#)

IEEE-SA Standards Board Standards Review Committee (RevCom) Approved Meeting Minutes

18-Nov-2011  
 Agenda Version:  
 Time: 8:00  
 Location:  
[edit](#)

## 1.11 View Meeting Minutes

The meeting agenda will be transferred into the meeting minutes. Submissions along with recommendations will be placed in the minutes automatically. Minutes can also be downloaded as a PDF.

### Applicable Users:

- RevCom Members, Staff

### Instructions:

1. On the **myProject™** Home Screen click "**RevCom Area**".
2. Click "**minutes**" next to the meeting you would like to view minutes for.

#### RevCom Area

RevCom Meeting Date ▼	Status	Actions
18-Nov-2011	Open Review	<a href="#">agenda</a> , <a href="#">submission summary</a> , <a href="#">minutes</a> , <a href="#">download linked agenda</a>

3. Click "**Download as PDF**" to generate a PDF copy of the minutes.

RevCom Area >> Minutes

[Download as PDF](#)

IEEE-SA Standards Board Standards Review Committee (RevCom) Approved Meeting Minutes

18-Nov-2011  
 Agenda Version:  
 Time: 8:00  
 Location:

#### 1 Call to Order

2 Review and Approval of Agenda  
 The agenda was **approved**.

#### 3 Approval of the 9 September 2011 Minutes

#### 4 Proposed Standards for Review and Recommendation

##### 4.1 New

P45.7/0.3 (IAS/PCI) Recommended Practice for Electrical Installations on Shipboard - AC Switchboards  
 P1718/P1718 (PE/IC) Guide for Temperature Monitoring of Cable Systems

##### 4.2 Revisions

PC37.17/11 (PE/SWG) IEEE Draft Standard for Trip Systems for Low-Voltage (1000 V and below) AC and General Purpose (1500 V and below) DC Power Circuit Breakers

##### 4.3 Reaffirmations

P26511/2 (C/S2ESC) Standard for Software and systems engineering -- Requirements for managers of user documentation  
 Recommendation: Approved