ETSI World Class Standards

editHelp! improvement of working methods

New "readme" format

Within the framework of our continued efforts to improve our processes, we have worked on a new readme format.
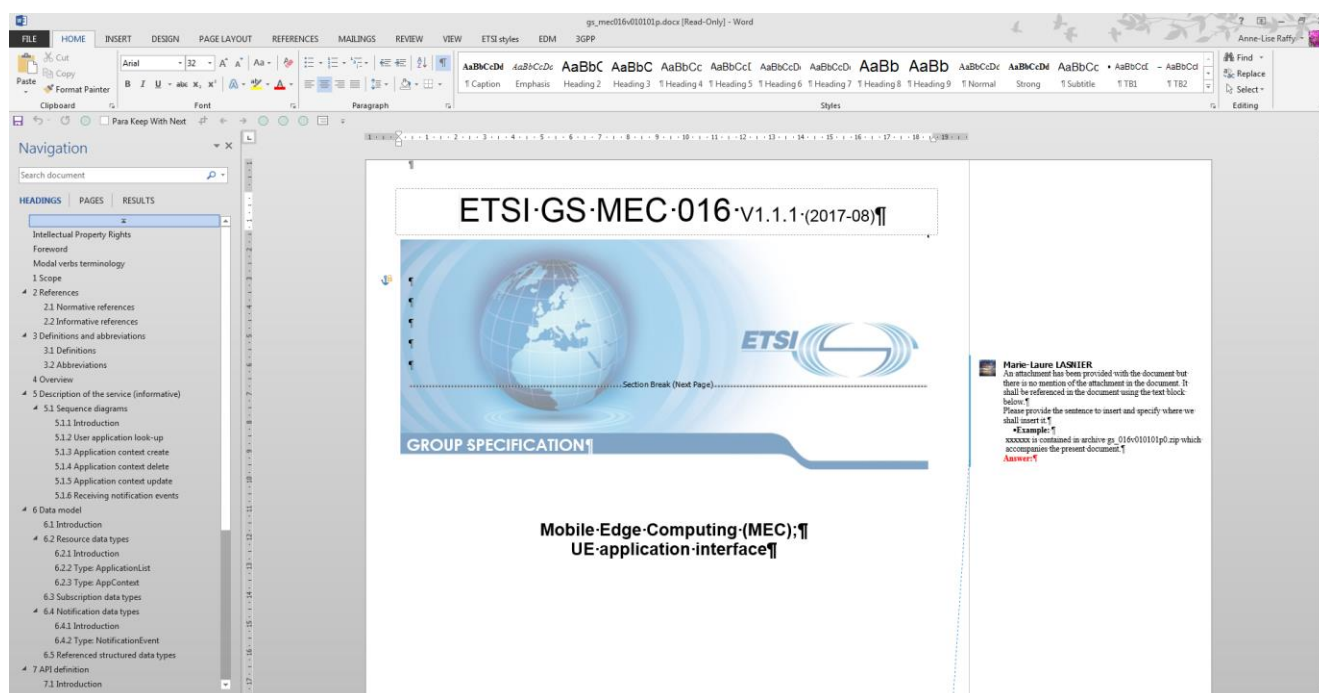
The questions are now to be embedded in the document itself and will be sent by email to the rapporteur with the Officer and chairman in copy. The editing is restricted to replies as comments and using revisions marks (security on the document will ensure no changes are made without revision marks).

This new approach will replace the "readme" file that was previously used for any questions that arose during the processing of a deliverable.

Advantages:

- The questions are kept within their context which facilitate their comprehension and ease of communication between the editor and the rapporteur.

- The rapporteur has access to the last working version received by edithelp.

- This new method allows an overview of the ongoing editing stage.

For example:

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When will this be introduced

The new format has already been tested with several rapporteurs and was very well received so we are planning to implement it for all documents by September.

At the end of the editing, the ETSI Editor will return the draft to you with comments and possible revision marks for you to accept or not.

Your opinion matters

We hope you will appreciate this new approach and if you have any questions or suggestions for further improvements please do not hesitate to get back to us.

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