

# **IEEE Standards Association**

## **RevCom Member Process Using myProject™**

**Nov 18, 2011**

# Background

- NesCom automation (2009-2010)
- Began planning RevCom automation in 2010
- April 2011 – Team was formed (Karen Evangelista, Lisa Yacone, Dave Ringle, Christina Boyce, David Law, Design Consultant, Software Developers)
- Development began in May 2011
- Alpha testing (by team) – August 2011 – October 2011
- Working on rollout for March 2012 Agenda

# What is new in myProject

- **Project Submission** – Working Group officers will submit projects to RevCom within myProject™. All files generated by myProject™ will be automatically captured and included with the submission.
- **Meeting Agendas** – The RevCom Administrator will maintain meeting agendas within myProject™. Project submissions will automatically be added to the next available agenda (although the RevCom Administrator may move items depending on the schedule). Agendas will be accessible to RevCom members and IEEE-SA staff.
- **Comments and Preliminary Votes** – RevCom Members and IEEE-SA staff will be able to make comments on project submissions. Members, staff and submitters will be able to respond to these comments and view comment threads. RevCom members will be able to cast preliminary votes that will be visible to other members and staff.
- **Recommendations and Minutes** – RevCom recommendations and meeting minutes will be entered into myProject™ by the RevCom Administrator. The recommendations and minutes will be available to members and staff via myProject™.

# myProject™ Login

## PLEASE LOG IN

Now you can access myProject, IMAT, and Mentor with a single login. Simply enter your IEEE Web Account username and password below to begin!

USERNAME:

PASSWORD:

LOGIN TO:  ▼

eTools Test System:  
<http://beta.ieee.bivio.biz>

[Retrieve Your Web Account Username and/or Password](#)

*Note: IEEE uses Cookies for Web Account Registration, Change Password and Recover Username/Password*

Use your IEEE web account username. Use the password "tpd2008".



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# View an Agenda

David Law [Logout](#)

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 [Messages](#) (239 unread)

**Projects**

[Balloting](#)

[Entity](#)

**myProject™**

**Welcome: David Law (SA PIN: 887)**

Active Email Address: **\*\*EMAIL DISABLED\*\*** ([update](#))

[Submit a PAR](#)

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[View IEEE Society-Staff Liaisons](#)

[Manage Activity Profile](#)

[View Active PARs](#)

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[Send Notification to Group](#)

[RevCom Area](#)

[PAR/Standard Report](#)

[Sponsor P&Ps](#)

Click "RevCom Area" to access all RevCom member features

# View an Agenda Online

The screenshot shows a web application interface with three tabs: 'Projects', 'Balloting', and 'Entity'. Below the tabs is a section titled 'RevCom Area'. Underneath, there is a table with three columns: 'RevCom Meeting Date', 'Status', and 'Actions'. The first row of the table contains the following data: '18-Nov-2011', 'Open Review', and a list of links: 'agenda, submission summary, minutes, download linked agenda'. A blue arrow points from the 'agenda' link in the 'Actions' column to a callout box.

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>

Click "Agenda"  
to view the  
meeting agenda

# View an Agenda Online

myProject™ >> RevCom Area >> **Agenda**

18-Nov-2011 RevCom Agenda

Agenda Version:

Time: 8:00

Location:

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

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 - AC 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

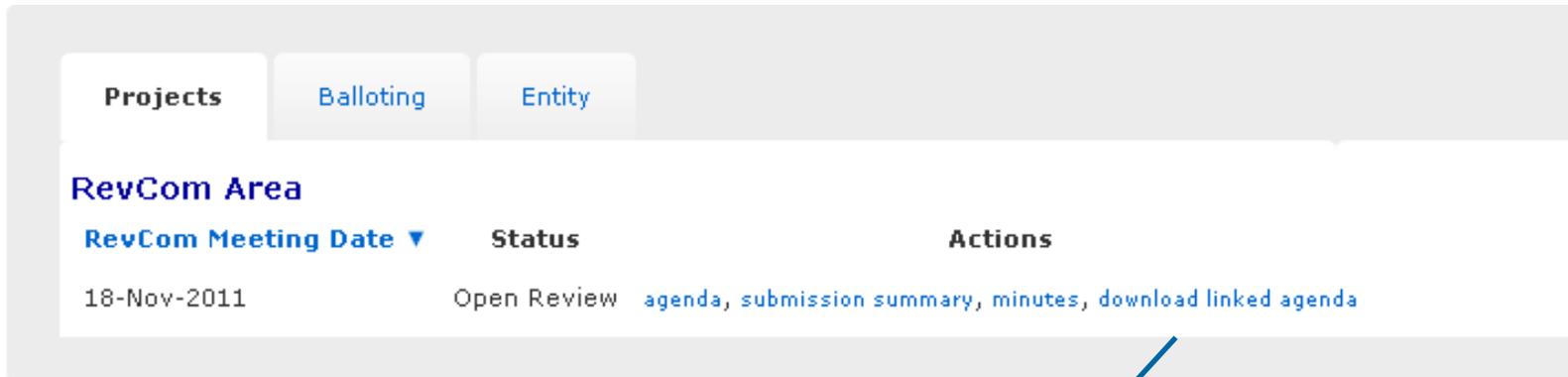
5. OLD BUSINESS
6. NEW BUSINESS
7. NEXT MEETING
8. ADJOURNMENT

Click "Submission Details" to access submissions along with related files and comments

[Download as PDF](#) | [Download Linked Agenda](#)

Download agenda as PDF

# Download an Agenda



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>

Click "Download  
Linked Agenda"  
to download

# Download an Agenda

Enter the date of your last download for an update. Leave Blank for a full agenda.

myProject™ >> RevCom Area >> **Download Linked Agenda**

RevCom meeting date: 18 Nov 2011

DATE:

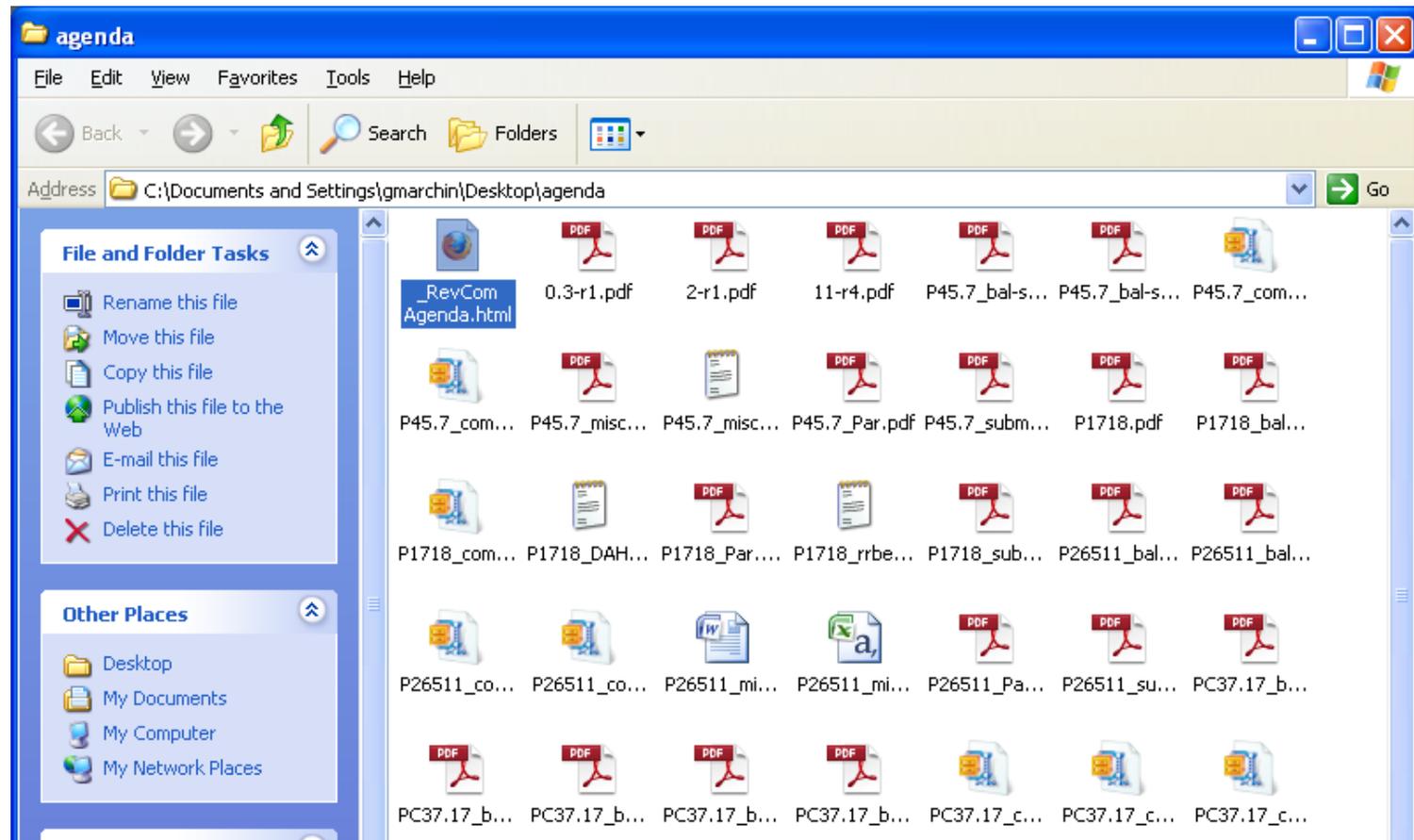
To create an update for a previous linked agenda, enter the date when the linked agenda was originally downloaded.

For a complete linked agenda, leave this field blank.

DOWNLOAD

CANCEL

# Sample Linked Agenda



# Sample Linked Agenda

IEEE-SA STANDARDS BOARD STANDARDS REVIEW COMMITTEE (RevCom)

MEETING AGENDA

18-Nov-2011

Agenda Version: Time: 8:00 Location:

- 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 - AC Switchboards

[Submittal Form](#)  
[1st Recirculation Cover Letter](#)  
[1st Recirculation Ballot summary](#)  
[1st Recirculation Comments](#)  
[P45.7\\_misc2.txt](#)  
[Initial Ballot summary](#)  
[Initial Comments](#)  
[PAR](#)  
[Draft 0.3](#)

P1718/P1718 (PE/IC) Guide for Temperature Monitoring of Cable Systems

[Submittal Form](#)  
[Initial Flip Vote Reason](#)  
[Initial Flip Vote Reason](#)  
[Initial Ballot summary](#)  
[Initial Comments](#)  
[PAR](#)  
[Draft P1718](#)

Click a file to  
open

# Vote and Comment on a Submission

Click "submission summary" to view all project submissions

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>

# Vote and Comment on a Submission

Click "Submission Detail" to view details of a submission

myProject™ >> RevCom Member Area >> RevCom Summary

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[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>

# Vote and Comment on a Submission

myProject™ >> RevCom Area >> RevCom Summary >> RevCom Project Submission

## PC37.17/11 - 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

### PROJECT INFORMATION

**Working Group:** PE/SWG/LVSD-WG\_C37.17/C37.17  
**Sponsor:** IEEE Power and Energy Society/Switchgear (PE/SWG)  
**Type of Project:** Modify Existing Approved PAR  
**Type of Document:** Standard  
**Life Cycle:** Full Use  
**Base Standard:**

#### STATUS:

Added to Agenda

#### SLATED AGENDA:

11/18/2011

#### Coordination

#### Editorial

Meets all Editorial Requirements: Under Review

Copyright permissions received: Under Review

#### SCC

Status: Notified

#### RAC

Review required: Yes

Status: Notified

Most Recent Ballot

[Resolution of Comments and Negative Votes](#)

[Related Documents](#)

**Ballot Status:** **Closed**

#### Return Rate

Eligible Voters	60	100%
Ballots Returned	55	91%

#### Voting Summary

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

#### Interest Categories

General Interest	22	37%
Government/Military	2	3%
Producer	15	25%
User	21	35%

Submit Your Preliminary Vote

Preliminary Voting Results:

# Vote and Comment on a Submission

[myProject™](#) >> [RevCom Area](#) >> [RevCom Summary](#) >> [RevCom Project Submission](#)

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#### SCC

Status: Notified

#### RAC

Review required: Yes

Status: Notified

[Most Recent Ballot](#)

[Resolution of Comments and Negative Votes](#)

[Related Documents](#)

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

**Submit Your Preliminary Vote**

**Preliminary Voting Results:**

# Vote and Comment on a Submission

[myProject™](#) >> [RevCom Area](#) >> [RevCom Summary](#) >> [RevCom Project Submission](#)

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**Base Standard:**

#### STATUS:

Added to Agenda

#### SLATED AGENDA:

11/18/2011

[Most Recent Ballot](#)

[Resolution of Comments and Negative Votes](#)

[Related Documents](#)

[Submittal Form](#)  
[4th Recirculation Cover Letter](#)  
[Draft 11](#)  
[4th Recirculation Announcement Email](#)  
[4th Recirculation Ballot summary](#)  
[4th Recirculation Comments](#)  
[3rd Recirculation Cover Letter](#)  
[Draft 10](#)  
[3rd Recirculation Announcement Email](#)

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#### Coordination

##### Editorial

Meets all Editorial Requirements: Under Review

Copyright permissions received: Under Review

##### SCC

Status: Notified

##### RAC

Review required: Yes

Status: Notified

**Submit Your Preliminary Vote**

# Vote and Comment on a Submission

Add comments or cast a preliminary vote

A screenshot of a web interface showing a dropdown menu for casting a preliminary vote. The menu is titled "Submit Your Preliminary Vote" and contains the following options: Abstain, Conditional, Defer, No (Disapprove), and Yes (Approve). A "Contact" link is visible at the bottom left of the dropdown area.

## REVCOM COMMENTS

[Expand all](#) [Collapse all](#) [Add New Comment](#)

- ➔ 2 Ted Burse (RevCom Member), No (Disapprove)  
*under review by moderator*  
I oppose this standard because.....

[EDIT COMMENT](#)

A screenshot of a web interface showing a "Submit Your Preliminary Vote" form. The form has a dropdown menu with "No (Disapprove)" selected.

# Import Comments

Click "Import Comments" to upload comments made offline

myProject™ >> RevCom Area >> **RevCom Summary**

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[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>

# Import Comments

Download a blank file,  
enter your comments  
and upload the file

[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:

OK

CANCEL

# View All Comments

Click "View Complete Comment Detail" to see all comments for an agenda

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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>

# View All Comments

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## Complete Comment Detail for the 18-Nov-2011 Agenda

### New

- 1 **P26511/2** (C/S2ESC/P26511/26511) Standard for Software and systems engineering -- Requirements for managers of user documentation
  1. David Law (RevCom Chair) #1 -- Yes (Approve) -- 08-Nov-2011 12:56  
This is a comment.
  2. David Law (RevCom Chair) #2 -- Yes (Approve) -- 16-Nov-2011 16:19  
test3
- 2 **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
- 3 **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
- 4 **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

Download  
as PDF

# Resources

- myProject™ Documentation
  - [https://mentor.ieee.org/etools\\_documentation/bp/myProject](https://mentor.ieee.org/etools_documentation/bp/myProject)
  - MyProject™ (RevCom) User Guide: [https://mentor.ieee.org/etools\\_documentation/bp/revcom](https://mentor.ieee.org/etools_documentation/bp/revcom)
- RevCom Administrator
  - [k.evangelista@ieee.org](mailto:k.evangelista@ieee.org)
- MyProject™
  - Production System: <https://development.standards.ieee.org>
  - Test System: <http://beta.ieee.bivio.biz>