

# IEEE P802.3 (IEEE 802.3bh) Revision to IEEE Std 802.3-2008 Task Force

## Working Group Ballot Overview August 2011

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# Commentary About the Presentation

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- This presentation is by no means intended to replace the rules that govern the process
- The intent is to provide a short primer to help new participants navigate the process
- Feedback to improve the presentation is always welcome
- Grateful to the feedback over the last few years which has improved the quality greatly

# Agenda

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- Overview of WG Ballot Process
- Review of the Comment Tool

# WG Ballot Process

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- Governed by
  - IEEE project 802 LAN MAN Standards Committee (LMSC) WG policies and procedures
  - Above supplemented by Operating Rules of IEEE Project 802 Working Group 802.3, CSMA/CD LANs section 2.8
- Process
  - WG Ballot Preview – by Monday prior to plenary
    - If any changes are made to the draft after the draft was made available for pre-view **the textual changes shall be presented for review during the closing plenary immediately prior to the vote for approval to go to WG ballot.**
  - WG Initial Ballot – Minimum of 35 days in duration
  - WG Recirculations – Minimum of 15 days in duration

# Ballot Group Make-up

- “consists of all voting members of the WG as of the close of day the ballot package distribution was completed as determined by the WG Chair.”
- What this means
  - If you are a voting member of the WG (802.3) when the initial ballot is announced, you’re in the group
  - The balloting group does NOT change throughout the ballot; *including re-circulations*
- Examples
  - If you become a member at a plenary after the ballot has been launched you are not part of the ballot group
  - If you lose your membership at a plenary after the ballot group has launched you are still part of the group

# Successfully Completing A Ballot

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- Requirements to close a ballot
  - > 50% participation rate AND
  - < 30% abstention rate AND
  - >= 75% approval
- Requirements to complete the balloting process (Guided by OpMan 5.4.3.2)
  - Meet above
  - No need to rebut or recirculate disapprove comments
    - E.g. No new negatives
  - No need to make changes to the draft

# Ways to vote during balloting (1)

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- Approve without comment
  - You approve of the draft, have no comments, and are voting to move the draft to the next stage in the process.
- Approve with comment
  - You approve of the draft, and are voting to move it forward to the next stage. However, there are some changes you would like to see made but are satisfied if the changes are not made

# Ways to vote during balloting (2)

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- Disapprove
  - You do not approve of the draft. There are changes you feel are required to be made before the draft moves forward. Your “required” comments are associated with your negative vote
- Abstain
  - Due to lack of time or expertise you are choosing to abstain from voting on this draft.
  - May result in a loss of voting privileges during a Working Group Ballot



# Meaning of the “R” Designation

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- In a TF review, R has no formal meaning
  - Loosely, you care about it more passionately
- In a WG Ballot, R is associated with a disapprove ballot
  - Commenter has to be satisfied with the response OR the comment (and its associated response) HAS to be recirculated with the next draft\*

\* Does not apply if the comment is out of scope or restatement

# Recirculations

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- Comments
  - R comments associated with a disapprove ballot have to be recirculated if the commenter is dissatisfied
  - Allows for other ballot group members to see the response and “pile on”
- Draft
  - Once 75% approval is reached, recirc scope narrows
  - Changed portions of the draft and/or sections of the draft affected by changes are within scope

# FAQs

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- What happens if return rate is not met?
  - Ballot can be extended up to 60 days until return rate is met
    - This is a safety net NOT a goal as it could delay the project
- What happens if approval rate is not met?
  - Scope of recirculation remains the entire document
- Refer to FAQs for more information
  - <http://www.ieee802.org/3/rules/votes.html>

# What Does This Mean?

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One guaranteed way to complete the balloting process *once you meet the closing requirements* is

**STOP**

**MAKING**

**CHANGES**

# Agenda

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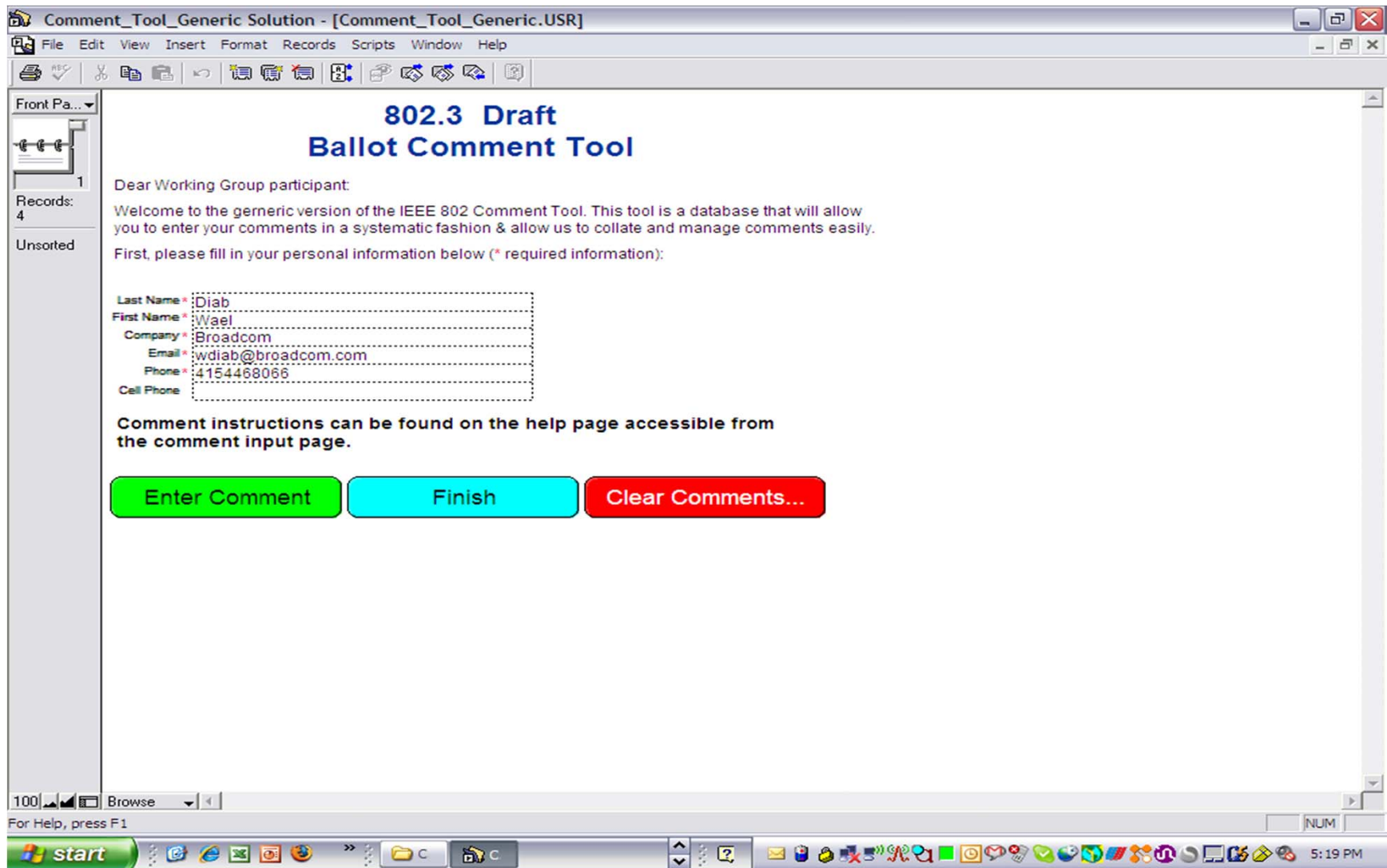
- Overview of WG Ballot Process
- Review of the Comment Tool

# Introduction

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- Comment entry tool assists the reviewer and editors in commenting on the draft
- Tool allows for a commenter to generate specific comments against the current draft
  - Includes fields to identify the text in question including location, clause, sub-clause etc.
  - Provides a field for a suggested remedy
  - Provides fields to classify the type of comment
- Tool allows for the editorial team to consolidate, parse and propose responses to all the comments
  - Includes a field for a response
  - Allows for the comments to be imported into a database
- Provides the committee with a convenient way to review the comments
  - Database with a GUI based interface
  - Comment status can be updated based on committee review

# Start Screen



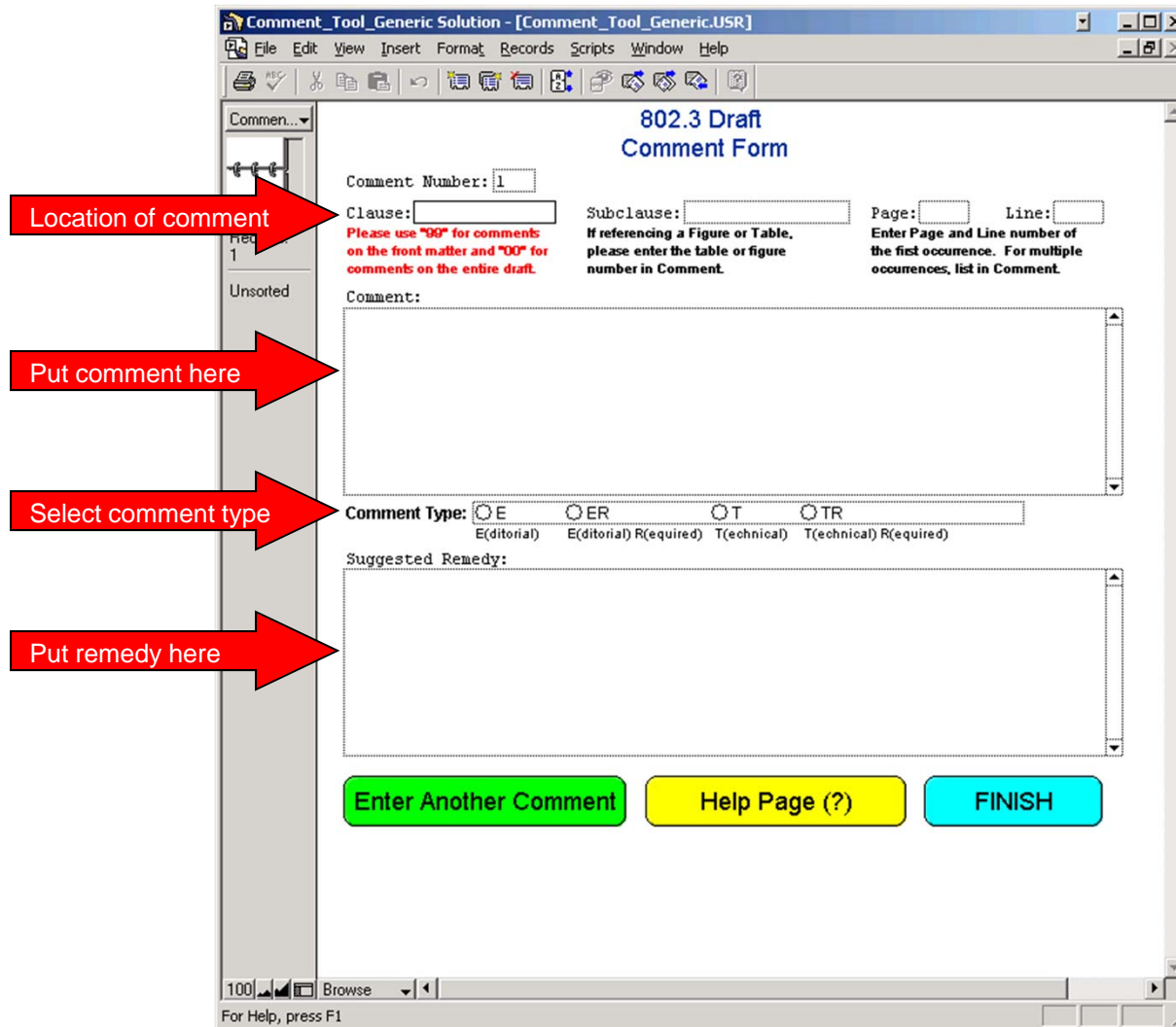
# Start Screen

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- Provide your contact information
  - It helps to know who the comment is from
  - It helps to know how to contact you if the editorial staff needs to or has questions
- Tool allows you to enter comments over multiple sessions
  - Click enter comment to continue
- You can always enter comments in multiple batches
  - Click Finish to create the output file
  - Restart the tool to enter more comments when you are done. It is helpful to send comments early. Batches can help you do that.



# A Soon to-be Familiar Interface



# Identifying the Comment

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- Very simple, but easy to overlook
  - The editors don't know what text you are talking about otherwise
- Make sure that you provide
  - Clause e.g. 45
  - Subclause e.g. 45.1.2.2 (not table or figure number),
  - Page, Line
  - The tool will generate the comment number
- Make sure you comment on the draft that is open for comment
  - A Task Force may provide additional material to assist in your review, please make sure you are commenting on the primary document and not any supporting material
- 00 Comments apply to the entire document
- 99 Comments apply to the Front Matter

# The Comment

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- Try to be specific
  - Provide enough text to fully describe why you feel the draft is wrong
    - This is especially important if you will not be at the meeting when the comment is discussed and you want other people to understand your concerns.
- Try to stay within 1 issue per comment
- If you submit a presentation for a complex comment, please identify that in the comment

# Substance of remedy

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- Again, try to be specific
  - Whenever possible, provide the exact textual changes that you would like to be made to the draft as if you were providing editing instructions
    - This will both speed up the process of creating a final resolution and will also be much appreciated by the editors
- Options
  - If you feel there are several ways to remedy a comment, list the options.
- Missing text
  - If you identify an area that is lacking text, provide some! The Task Force will appreciate the work

# Comment type

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- The tool provides for 4 classification types
  - E
  - ER
  - T
  - TR
- The commenter determines the type
  - A comment may be upgraded from editorial to technical by the Task Force
- E designates Editorial and T Technical

# Editorial (E)

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- Commenter is suggesting an editorial change to the draft.
  - Spelling, punctuation, grammar, and style
  - Rewording without altering the technical meaning of the text
  - No change to technical content can occur
- Bad Examples of editorial comments
  - Change downstream wavelength from 1574 nm to 1490 nm.
  - Change Rx sensitivity from -16 dBm to -24 dBm.
- Good examples of editorial comments
  - Change spelling of “wavelngth” to “wavelength”
  - The value of Rmax shall be 1.5 k +/- 5%
    - "omega" symbol was missing in this sentence

# Technical (T)

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- Comment remedy would result in a technical change to the draft
  - Affect the technical requirements identified in the document (i.e., sentences with the word "shall" in them).
  - Changes to parameters, values, tables, or figures that alter their meaning or substance
- Examples of technical comments
  - Changes to values in PMD tables.
  - Changes to functions or variables in state machines.
  - The value of  $R_{max}$  shall be  $1.5\text{ k} \pm 5\%$ 
    - a different value for  $R_{max}$ , say  $2\text{ k ohms}$

# R Designation

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- Stands for “Required”
- During a Ballot
  - Associated with a negative vote
  - Commenter feels that his/her editorial/technical comment with this designation must be satisfied in order to flip their vote from a DISAPPROVE to an APPROVE



# Possible resolutions

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- Accept
  - Task Force agrees with comment and suggested remedy is accepted with no changes.
  - Usually associated with a very crisp and specific remedy that the editor can use to implement the change
- Accept in principle
  - Task Force agrees with comment but a different / amended / expanded remedy is adopted
- Reject
  - Task Force disagrees with comment and no change is made to draft
- Withdraw
  - Commenter withdraws comment and no change is made to draft

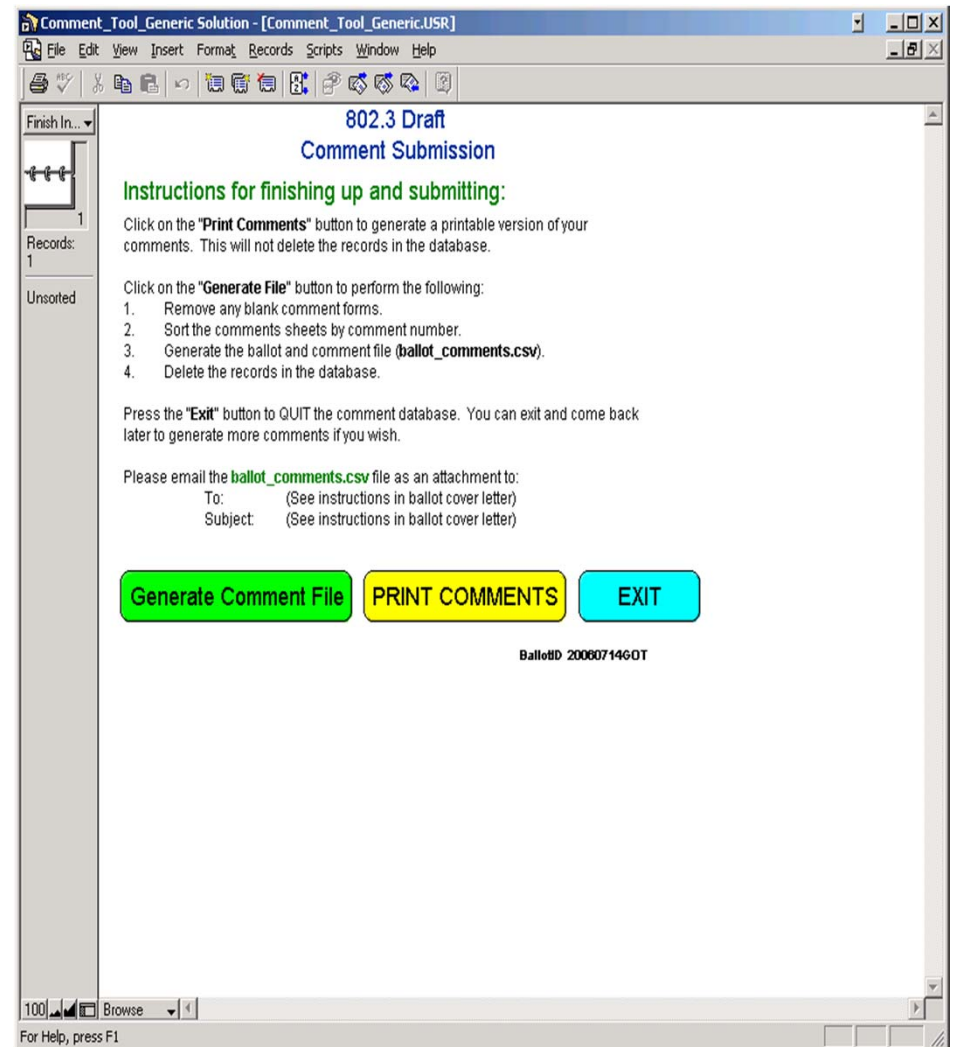
# Commenter Satisfaction!

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- Within the context of a specific comment
- During ballot comment resolution, R comments display a pop-up window asking if the commenter is satisfied with the final resolution
  - BRC (Ballot Resolution Committee e.g. the Task Force) has adopted a resolution to the comment
  - Commenter may be satisfied or unsatisfied with the resolution
    - If a commenter is not available at the moment the comment is resolved, the tool allows for a state that flags the comment for follow-up by the editorial team
- Unsatisfied comments are circulated with the draft at the next re-circulation ballot

# What to do when done

- Generate Comment File
  - Creates file to mail to the editorial staff
  - TF Chair and EIC in TF Review
  - Ballot reflector in ballots
  - ***Removes comments from database***
- Print Comments
  - Prints comments
  - Does not remove comments from database
- Exit
  - Quit comment database
  - Nothing is removed or deleted



# Comment resolution process

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- Each comment is considered individually
  - Duplicate and similar comments are sometimes grouped together and dealt with at the same time
  - Identical comments may be resolved by a single comment with a pointer to that resolution
- Comment database
  - The Task Force will often publish the comment database at various points within each cycle
    - All comments received
    - All comments received with proposed responses
    - All comments received with final resolutions
    - Unsatisfied comments