



How to submit comments

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Moving forward to next phase

- Transition from baseline proposals to review of drafts.
- Future presentations should address issues with the draft.
- Find problems with the draft and propose solutions for the problems.





Draft Process

- New draft is published typically 1 - 2 weeks after meeting. Draft is posted on password protected website.
- Task Force members usually have at least 2 - 3 weeks to submit comments and suggested remedies by using **comment database tool**.
- Editors create proposed responses 1 week prior to meeting (comments and proposed responses posted on public website before meeting).
- All comments are reviewed by Task Force during meeting and final responses are voted on.
- Following the meeting the editors will post the final responses on the public website . The new draft will be created based on these responses and posted on the private website.

Comment database tool (1)

The screenshot shows a software window titled "Comment_Tool_Generic Solution - [Comment_Tool_Generic.USR]". The main area is titled "802.3 Draft Comment Form". It contains several input fields and instructions:

- Comment Number:** A text box containing the number "1".
- Clause:** An empty text box.
- Subclause:** An empty text box.
- Page:** An empty text box.
- Line:** An empty text box.
- Comment:** A large multi-line text area for entering the comment.
- Comment Type:** A group box containing four radio buttons: E (Editorial), ER (Editorial R(equired)), T (Technical), and TR (Technical R(equired)).
- Suggested Remedy:** A large multi-line text area for entering the suggested remedy.

Four red arrows point to the following elements:

- Location of comment:** Points to the "Comment Number" field.
- Put comment here:** Points to the "Comment" text area.
- Select comment type:** Points to the "Comment Type" radio buttons.
- Put remedy here:** Points to the "Suggested Remedy" text area.

At the bottom of the form, there are three buttons: "Enter Another Comment" (green), "Help Page (?)" (yellow), and "FINISH" (cyan). The status bar at the bottom left shows "100" and "Browse" with navigation arrows, and the text "For Help, press F1".



Substance of comment

- Commenter must 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.
- For complex comments, you may want to submit a presentation along with the comments.



Substance of remedy

- Must provide the exact textual changes that you would like to be made to the draft.
 - This will both speed up the process of creating a final resolution and will also be much appreciated by the editors.
- Sometimes you may list several options that the Task Force will vote on.



Comment type

- There are a number of different editorial and technical comment types.
- The individual commenter determines the type, although it may be upgraded from editorial to technical by the Task Force, if necessary.



Editorial (E)

- Commenter is suggesting an editorial change to the draft. The Task Force can resolve the comment as they see fit.
 - Spelling error, grammar error, rewording of sentences...
 - No change to technical content can occur
 - Often, editor is granted license to deal with editorial comments.

- 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”
 - Reword paragraph into a bulleted list in the following manner...



Technical (T)

- The commenter is suggesting a technical change to the draft. The Task Force can resolve the comment as they see fit.
- Examples of technical comments
 - Changes to values in PMD tables.
 - Changes to functions or variables in state machines.
 - Anything that changes technical content of the draft.
- If in doubt, usually better to make a comment technical rather than editorial.



Editorial required (ER)

- Commenter requests the Task Force to resolve this editorial comment to their satisfaction. Commenter should be prepared to respond to the Task Force's resolution. An ER comment is the basis for an 802.3 voter's DISAPPROVE ballot.
- An editorial required comment is a very strong editorial comment. The commenter does not want the standard to move forward until this comment is resolved.



Technical required (TR)

- The commenter requests the Task Force to resolve this technical comment to their satisfaction. Commenter should be prepared to respond to the Task Force's resolution. A TR comment is the basis for an 802.3 voter's DISAPPROVE ballot.
- A technical required comment is a very strong technical comment. The commenter does not want the standard to move forward until this comment is resolved.



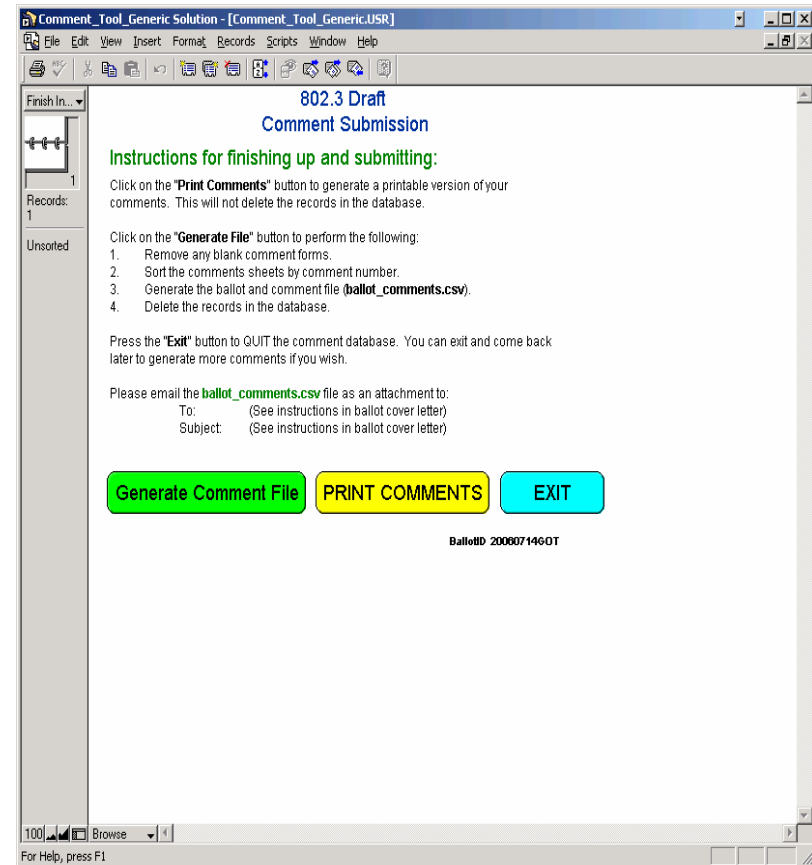
Required comments

- Comment goes along with voter's DISAPPROVE ballot during balloting.
- Task Force still decides final resolution.
- Voter is either "satisfied" or "unsatisfied" with final resolution.
- Unsatisfied comments are carried forward to the next draft (but not reviewed again).

* Required comments only applicable during Working Group Ballot and Sponsor Ballot periods *

What to do when done

- Generate Comment File
 - Creates file to mail to Duane
 - **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

- Each comment is considered individually
 - Duplicate and similar comments are sometimes grouped together and dealt with at the same time or even with the same resolutions.

- Task Force, not the commenter, is responsible for determining the final resolution.
 - Editorial comments need >50% approval
 - Technical comments need >75% approval



Possible resolutions

- Accept
 - Task Force agrees with comment and suggested remedy is accepted with no changes.

- Accept in principle
 - Task Force agrees with comment but a different remedy is accepted by the group.

- Reject
 - Task Force disagrees with comment and no change is made to draft.

- Withdraw
 - Commenter withdraws comment and no change is made to draft.



Backup



Different review cycles

- Task Force
- Working Group
- Sponsor Group



Ways to vote during balloting (1)

- 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.



Ways to vote during balloting (2)

- Disapprove
 - You do not approve of the draft and are voting to not move the draft forward to the next stage. There are changes you feel are required to be made before the draft moves forward.
- Abstain
 - Due to lack of time or expertise you are choosing to abstain from voting on this draft.