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**ISO/IEC JTC 1/SC7
ADVISORY GROUP BUSINESS
PLANNING MEETING
Helsinki, 2005-05-23**

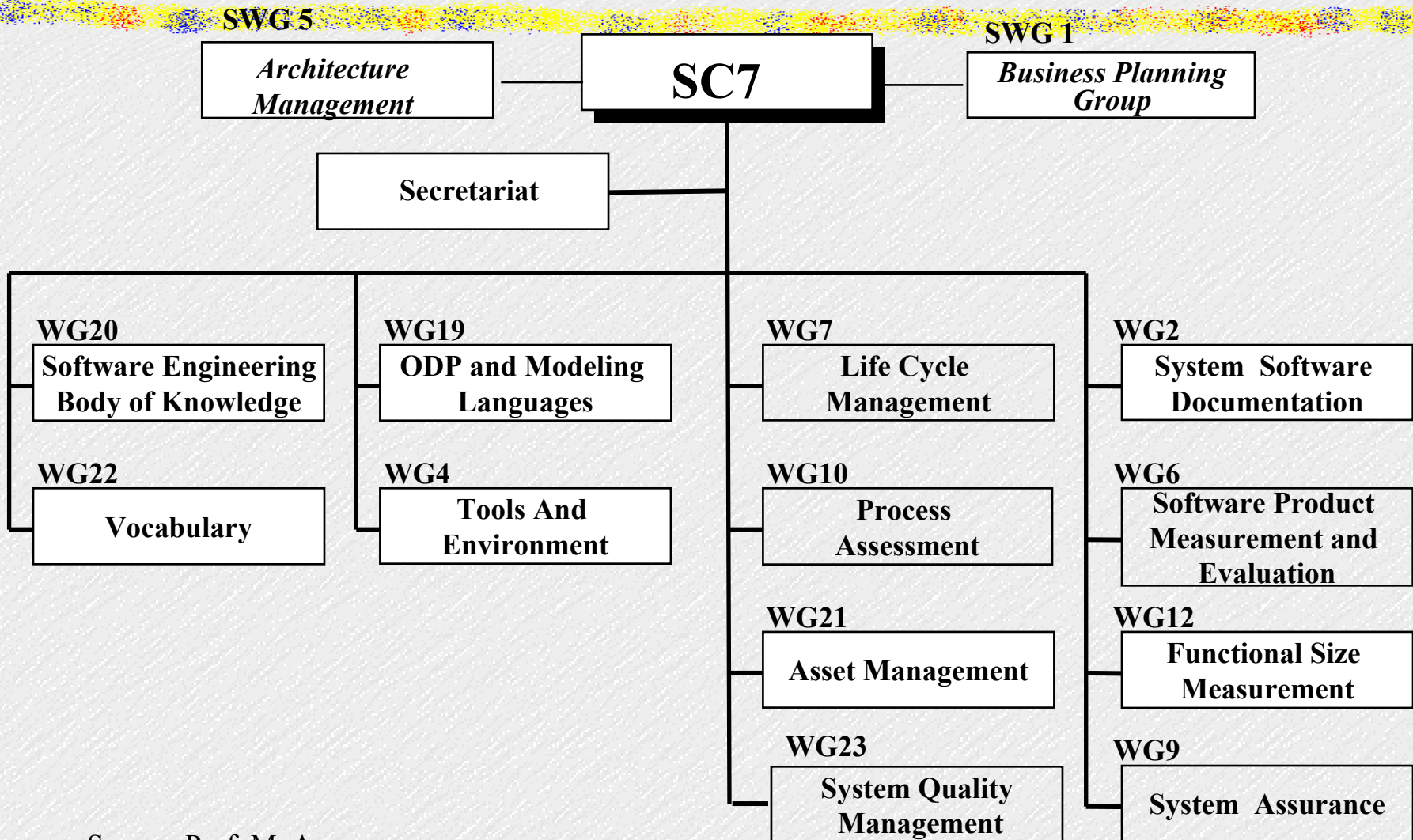
SC7 Secretary Presentation

Part 1: summary of SC7 activities

● **Agenda**

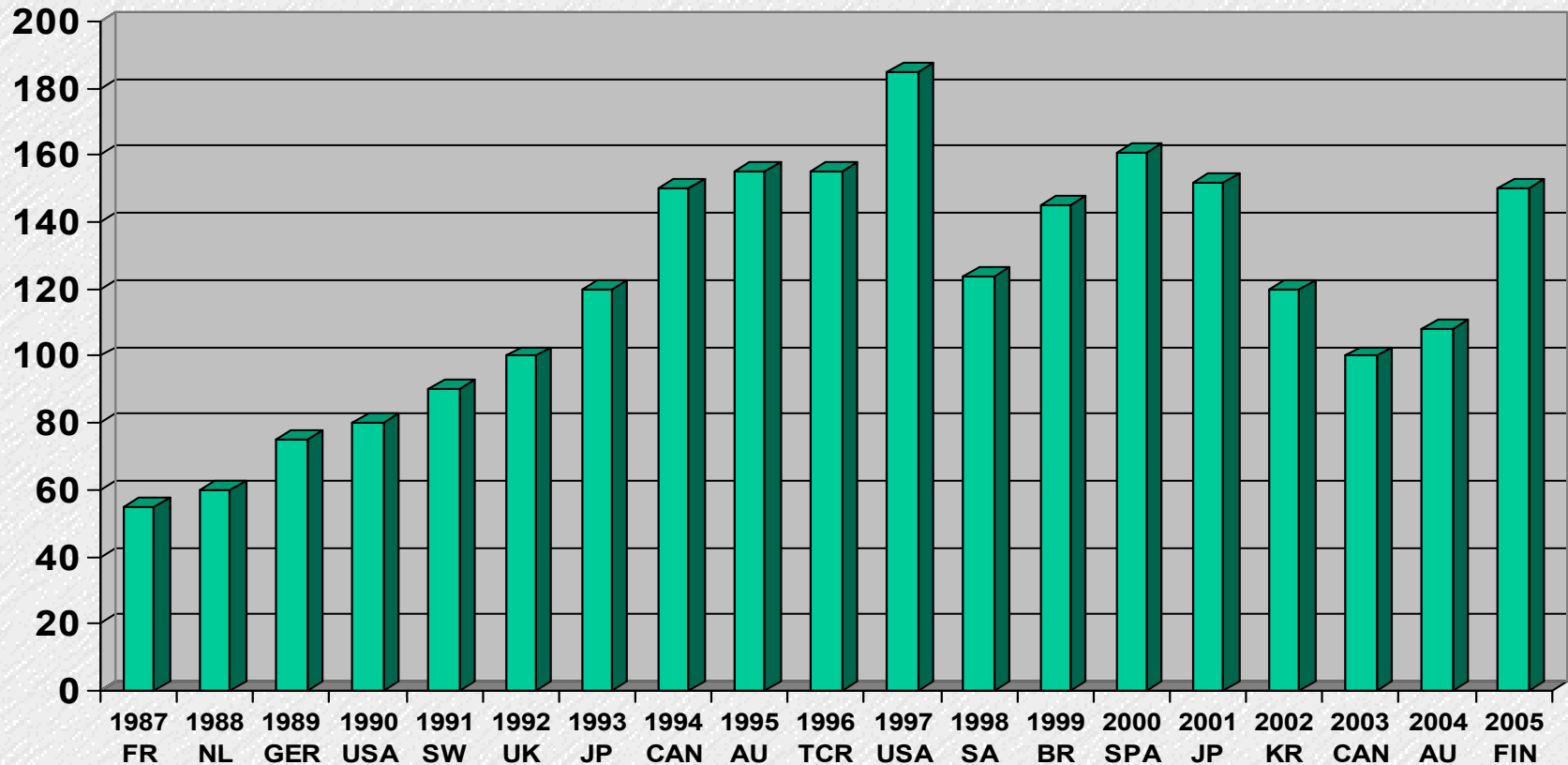
- **SC7 actual structure**
- **Plenary attendance statistics**
- **Useful statistics**
- **Published standards**
- **Active projects**
- **SC7 production**
- **WGs' load analysis**
- **SC7 Secretariat**

SC7 structure



Source: Prof. M. Azuma

Plenary attendance statistics



Useful statistics

- **All published standards (as of 2005-05): 82**
- **Standards published between May 2004 and May 2005: 7**
- **Active projects (NWIs included): 29**

Standards published in 2004-2005

- **ISO/IEC TR 9294:2005-Information technology - Guidelines for the management of software documentation**
- **ISO/IEC 15504-1:2004-Information technology - Process assessment -- Part 1: Concepts and vocabulary**
- **ISO/IEC 15504-4:2004-Information technology -- Process assessment - - Part 4: Guidance on use for process improvement and process capability determination**
- **ISO/IEC 15909-1:2004-Software and system engineering -- High-level Petri nets -- Part 1: Concepts, definitions and graphical notation**
- **ISO/IEC 16085:2004-Information technology -- Software life cycle processes -- Risk management**
- **ISO/IEC 19501:2005-Information technology -- Open Distributed Processing -- Unified Modeling Language (UML) Version 1.4.2**
- **ISO/IEC 24570:2005-Software engineering -- NESMA functional size measurement method version 2.1 -- Definitions and counting guidelines for the application of Function Point Analysis**

Active projects (1)

- **ISO/IEC FCD 9127-Software** engineering -- User documentation and cover information for consumer software packages
- **ISO/IEC FCD 12119-Software** Engineering -- Software product evaluation -- Requirements for quality of Commercial Off The Shelf software product (COTS) and instructions for testing
- **ISO/IEC AWI 14143-1-Information** technology -- Software measurement -- Functional size measurement -- Part 1: Definition of concepts
- **ISO/IEC FCD 14143-6-Information** technology -- Software measurement -- Functional size measurement -- Part 6: Guide for use of ISO/IEC 14143 series and related international standards
- **ISO/IEC FDIS 14764-Software** Engineering -- Software Life Cycle Processes -- Maintenance
- **ISO/IEC 15414:2002/FPDAmd 1-Substantive** Changes and Additional Text Clarifications and Correction of Editorial Errors
- **ISO/IEC FCD 15476-4-Information** Technology -- CDIF Semantic Metamodel -- Part 4: Data Models
- **ISO/IEC FCD 15476-6-Information** Technology -- CDIF Semantic Metamodel -- Part 6: State/Event Model

Active projects (2)

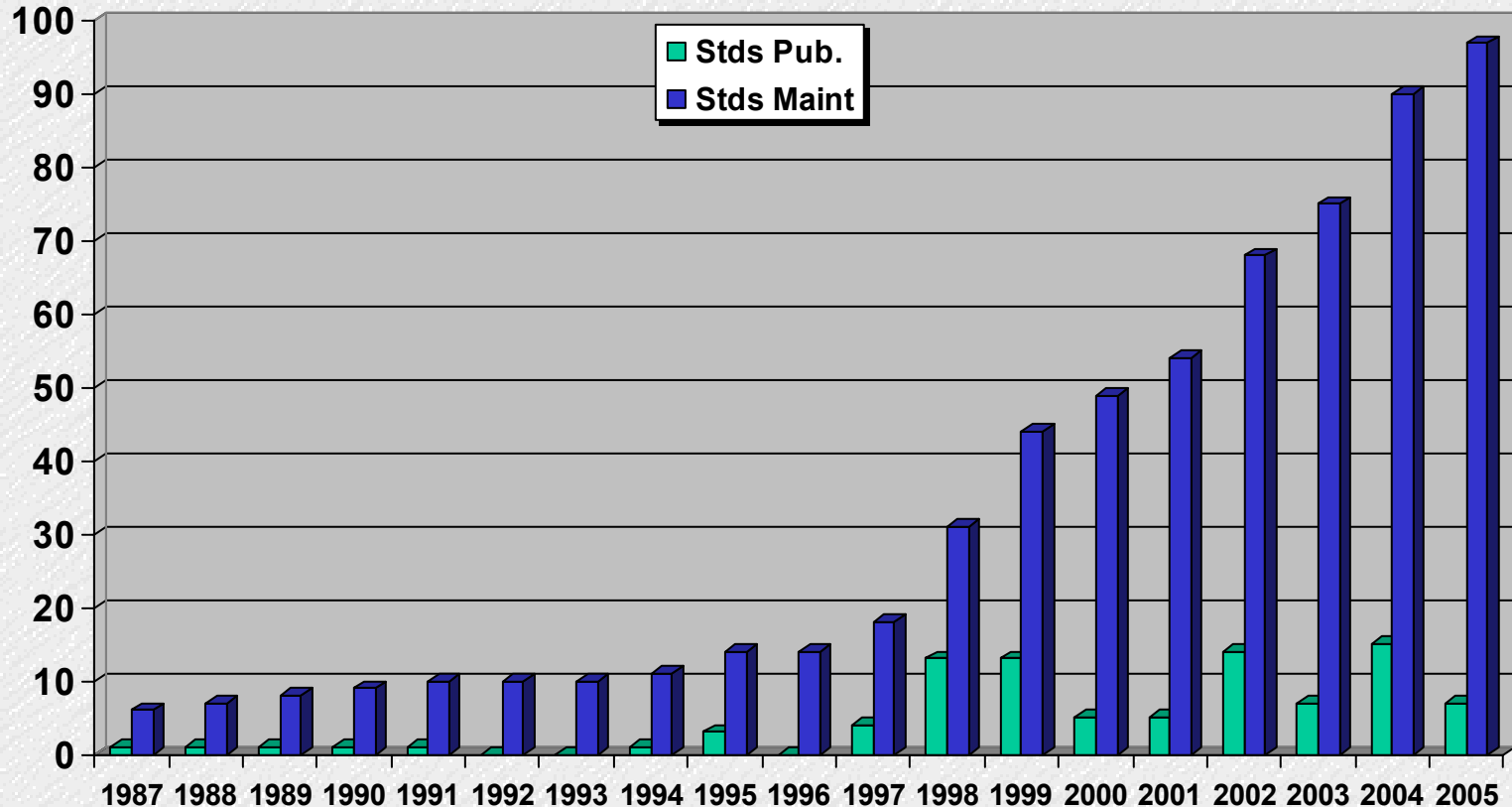
- **ISO/IEC FCD 15504-5-Information technology -- Process Assessment -- Part 5: An exemplar Process Assessment Model**
- **ISO/IEC FCD 15940.2-Information Technology -- Software Engineering -- Environment Services**
- **ISO/IEC PRF TR 19759-Software Engineering -- Guide to the Software Engineering Body of Knowledge (SWEBOK)**
- **ISO/IEC CD 19770-Information technology -- Software Asset Management Process**
- **ISO/IEC WD 19793-Information technology -- Open Distributed Processing -- Use of UML for ODP system specifications**
- **ISO/IEC DIS 20000-1-IT service management -- Part 1: Specification for service management**
- **ISO/IEC DIS 20000-2-IT service management -- Part 2: Code of practice for service management**
- **ISO/IEC DIS 23025-Common Industry Format for Usability Test Reports**
- **ISO/IEC DIS 23026-Software Engineering -- Recommended Practice for the Internet -- Web Site Engineering, Web Site Management, and Web Site Life Cycle**

Active projects (3)

- ISO/IEC NP 24744-Standard Metamodel for Software Development Methodologies
- ISO/IEC NP 24748-Systems and Software engineering -- Life cycle management
- **ISO/IEC FDIS 25000-Software Engineering -- Software product Quality Requirements and Evaluation (SQuaRE) -- Guide to SQuaRE**
- **ISO/IEC WD/CD 25001 Software engineering: Software product Quality Requirements and Evaluation (SQuaRE) – Evaluation Planning and management**
- **ISO/IEC CD 25020-Software and System Engineering -- Software quality requirements and evaluation (SQuaRE) -- Quality measurement -- Measurement reference model and guide**
- **ISO/IEC PDTR 25021-Software and System Engineering -- Software Product Quality Requirements and Evaluation (SQuaRE) -- Measurement Primitives**
- **ISO/IEC CD 25030-Software engineering -- Software quality requirements and evaluation (SQuaRE) -- Quality requirements**
- **ISO/IEC CD 15289 Information technology—Systems and software engineering—Content of systems and software life cycle process information products (Documentation)**
- **ISO/IEC FDIS 15909 Software Engineering - High Level Petri Net**
- Framework for ISO/IEC System and Software Engineering Standards
- Proposal for an Addendum to ISO/IEC 15909-1
- Proposal for a type A liaison with the IT Service Management Forum (itSMF)
- Proposal for a type C liaison between the Common Software Measurement International Consortium ('COSMIC') and SC7/WG12

SC7 Production (est.)

(No new NWI assumed - exclude dependability, include PAS)



WG Current Load Analysis

Working Group	Projects	NWI	Current PAS&FS
2	2		
4	5		
6	6	1	1
7	2	2	1
9	2		
10	1		
12	2		
19	6	1	
20	1		
21	1		
22	1		
23	1		

Part 2: SC7 secretariat

● **Agenda**

- **Regulations, rules and patterns**
- **Voting**
- **Quality of documents**
- **Study and Ad Hoc Groups**
- **Working with ITTF/ISO**
- **SC7 Secretariat availability**

Regulations, rules and patterns

- **ISO/IEC JTC1 Directives, 5th edition, Feb 2004**
 - The latest version to be used
 - Should be observed by all editors
- **Excel Comment Template – used in 50-60% of sent comments at best, often without a **vote indication****
- **JTC 1 “2/5 rule”**
 - projects which have **not moved for the last two (2) years** will be automatically cancelled (instead of three years),
 - projects which have **not reached the publication stage after five (5) years** will be automatically cancelled (instead of 7 years)
- **The above three items make the basis for SC7 quality of production and should be automatically observed by all members**

Voting

● Vote format

- 29 “P” members are **STILL** able to submit their votes in several different formats

● SC7 Secretariat *would* recommend the following format for documents under edition (CD, FCD etc.) :

- ◆ E-mail in **.TXT** format only
- ◆ The SUBJECT line of the email to contain:

VOTE N xxxx - stage and title of the document - country name - position

EXAMPLE

Subject: Vote N3179-PDTR 25021-measurement primitives-Canada NO with comments

- ◆ with the attached comments – if required – using the Excel template ONLY, titled as follows

N xxxx - country name - Comments

EXAMPLE

N3179-Canada Comments

Voting

Comments

Balloted document: [ISO/IEC JTC 1/SC 7 N2976 CD 25020.2](#)

Vote: **Approve, Disapprove, Abstain**
(please choose ONE ONLY)

NB	No.	Cat	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text
NB	1	GT	6.1		<p>This clause includes requirements which are presented as a subset of requirements in 25030 and 2504n, respectively. Repeating some (but not all) requirements from other standards may cause usability problems. For example, it is possible to comply with 25020 with respect to quality requirements without complying with 25030 since 25030 is not a normative reference. Another problem with the approach is that there may quickly appear inconsistencies between 25020 and 25030 and 2504n when one of them are updated.</p>	<p>Suggested change: Remove requirements in this clause and mare normative references to 25030 and 2504n.</p>

Voting

● SC7 Secretariat would recommend the following format for NWI :

- ◆ E-mail in **.TXT** format only
- ◆ The SUBJECT line of the email to contain:

VOTE Nxxxx-title and stage of the document-country name-Q1,Q2,Q3,Q4,Q5,Q6
or YES/NO

EXAMPLE

Subject: Vote N2954-NWI Requirement Engineering Tool Requirements-Canada YYY NNN

- ◆ with the comments inside the e-mail body text, especially if Q1 is NO and Q4 is YES

Voting

- **Discipline:**
 - 7-10% votes sent “five to midnight”
 - 3-4% votes sent “after midnight”, sometimes with serious delays
- **Validity** (a ballot is invalid if less than 50% of votes are cast, so minimum is 15 votes)
 - **2004-2005 voting statistics**
 - ◆ min=12, max=19, average=15.8
 - ◆ 5 ballots below validity level
- **Submission security.** Due to SPAM and viruses please **require confirmation of the reception**

Quality of documents

- **Quality:**
 - **More and more professional**
 - **English still rather “rich in flavours”**
 - **More regard to ISO Directives**
- **To ensure better and stabilized quality of edited documents SC7 Secretariat would recommend:**
 - **Every WG should have latest version of ISO/IEC JTC1 Directives at hand during edition of documents**
 - **Every edited document should have at least one native English speaker in editing body**
 - **The documents should be released to the secretariat only with prior acceptation of the Working Group Convener**

Study and Ad Hoc Groups

- **Please remember the following:**
 - **SG or Ad Hoc lives from plenary to plenary**
 - **The only product is the report and the effectiveness of the SG/AH is measured by its quality**
 - **The reports should be submitted to SC7 Secretariat early enough to be published and analyzed *before* plenary**
 - **If the report is accepted during plenary - SG/AH dies**
 - **The report is a *document* that should follow the basic good practices of redaction and editing**

Working with ITTF/ISO

- **The common objective – PUBLICATION...**
- **SC7 editors work with ISO editors but..**
 - **There is neither a process nor rules for this cooperation**
 - **There is no visible intent on ISO side to establish such rules**
- **SC7 Secretariat *would* recommend the following:**
 - **Whenever the ISO-SC7 editors cooperation starts the Secretariat opens the direct communication channel between the parties (to avoid a middleman)**
 - **All info exchange should be executed directly between parties but with Secretariat kept in cc: for the case of situations requiring Secretariat's involvement**

SC7 Secretariat availability

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