

WS-RX Artifact Checklist

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Introduction

This documents the process that the editor team for WS-RX follows in producing the specifications for the WS-RX TC. It also describes the format of the document ids, references etc. that should appear in WS-RX Committee and Public Review Drafts.

Process

Before publishing a document to the TC it should be reviewed by at least one person other than the last one to edit the document. It is suggested that editors should rotate through the roles of editing and reviewing the specs in a buddy system in which one agrees to edit and the other review the draft being worked on. A clear deadline should be provided for the review to be completed by to the editors list. If no one reviews the document by the deadline then the editors should ask the chairs for an agenda item to report the current status.

Below formatting checks, editorial changes and specific review process procedures for each stage of the specifications produced by this TC are specified.

Specification formatting

This formatting applies to any specification in any stage.

Title:	<i>descriptiveName</i> <i>Stage (full name) productVersion, dd month yyyy</i>
Page footer left	Document Identifier

	Copyright statement
Page footer centre	Same date as in the title
Page footer right	Page number of total pages

Editor Draft

Editors produce Editors Drafts as they save changes applied from resolved issues to the document and upload to the TC editor's area in Kavi. No buddy check is required before posting editors drafts to the editors area. The TC need not be notified of the presence of new editors drafts.

Editors will produce Editors Drafts from specifications at later stages when continuing their work as new issues arise and are marked as pending by the TC in the issues list.

When a new editor draft is produced from a later stage document the following editorial changes are be made:

1. The words in the title that indicate the stage are changed to "Editor Draft"
2. The stage characters change to "-ed" in the filename, Document Identifier, footer, and location strings
3. The first paragraph of the Status section changes to say:

Working Draft

Editors may produce a Working Draft from an Editor Draft when they feel enough issues have been adopted into the specification for the TC to review. A buddy check should be done of the WD before sending it to the full TC.

When the editors prepare a new Working Draft, the following editorial changes are made:

1. The words in the title that indicate the stage are changed to "Working Draft"
2. The stage characters change to "-wd" in the filename, Document Identifier, footer, and location strings
3. The first paragraph of the Status section changes to say:

Committee Drafts

When the TC approves a Working Draft to become a Committee Draft, the following editorial changes are made:

1. The words in the title that indicate the stage are changed to "Committee Draft"
2. The stage characters change to "-cd" in the filename, Document Identifier, footer, and location strings
3. The first paragraph of the Status section changes to say:

"tbd"

4. A formal review must be done before posting a CD
 - a. Notice should be sent to ws-rx-editors@lists.oasis-open.org that the CD is ready for review
 - b. A deadline must be provided for review to be completed by

- i. If no review comments come in by deadline the editors should report on the situation to the TC
- c. Any comments that come in against the CD by any reviewer must be addressed
 - i. Corrected as noted in draft
 - ii. Logged as new issue
 - iii. Discussed and rejected

Public Review Drafts

When the TC approves a CD as a Public Review Draft, the following editorial changes are made:

1. The words in the title that indicate the stage are changed to “Public Review”
2. The stage characters change to “-pr” in the filename, Document Identifier, footer, and location strings
3. The first paragraph of the Status section changes to say:

On [date], the OASIS WS-ReliableExchange Technical Committee approved this document for publication as a Public Review Draft. Committee members should send comments on this specification to the ws-rx@lists.oasis-open.org list. Others may submit comments to the TC via the web form found on the TC's web page at <http://www.oasis-open.org/committees/ws-rx>. Click the button for "Send A Comment" at the top of the page. Submitted comments (for this work as well as other works of the TC) are publicly archived and can be viewed at <http://lists.oasis-open.org/archives/ws-rx-comment/>.

Comment [MAG1]: This needs to be validated against to OASIS templates, there may be more

4. A formal review must be done before posting a PR
 - a. Notice should be sent to ws-rx-editors@lists.oasis-open.org that the PR is ready for review
 - b. A deadline must be provided for review to be completed by
 - i. If no review comments come in by deadline the editors should report on the situation to the TC
 - c. Any comments that come in against the PR by any reviewer must be addressed
 - i. Corrected as noted in draft
 - ii. Logged as new issue
 - iii. Discussed and rejected

Committee Specification

When the TC approves a Public Review Draft to become a Committee Specification, the following editorial changes are made:

1. The words in the title that indicate the stage are changed to “Committee Specification”
2. The stage characters change to “-cs” in the filename, Document Identifier, footer, and location strings
3. The first paragraph of the Status section changes to say:

“tbd”

4. A formal review must be done before posting a CS
 - a. Notice should be sent to ws-rx-editors@lists.oasis-open.org that the CS is ready for review
 - b. A deadline must be provided for review to be completed by
 - i. If no review comments come in by deadline the editors should report on the situation to the TC
 - c. Any comments that come in against the CS by any reviewer must be addressed
 - i. Corrected as noted or discussed
 - ii. Logged as new issue
 - iii. Discussed and rejected

Oasis Standard

When the TC approves a Committee Specification to become an OASIS Standard, the following editorial changes are made:

1. The words in the title that indicate the stage are changed to “OASIS Standard”
2. Revision and stage characters are to be removed from the filename, Document Identifier, footer, and location strings
3. The first paragraph of the Status section changes to say:

“tbd”

4. A formal review must be done before posting a Oasis Standard
 - a. Notice should be sent to ws-rx-editors@lists.oasis-open.org that the Oasis Standard is ready for review
 - b. A deadline must be provided for review to be completed by
 - i. If no review comments come in by deadline the editors should report on the situation to the TC
 - c. Any comments that come in against the Oasis Standard by any reviewer must be addressed
 - i. Corrected as noted or discusses
 - ii. Discussed and rejected

Artifact Locations

This section covers where the WS-RX TC files should be located.

Kavi Folder Locations

tbd

Other Locations

Files should always be published after approved by the TC to the namespace they document. These will always be under the WS-RX TC’s area on an OASIS server identified here: <http://docs.oasis-open.org/ws-rx/>

Namespace

The namespaces for the TC are composed as follows:

- WS-ReliableMessaging: <http://docs.oasis-open.org/ws-rx/wsrp/yyyymm/>
- WS-ReliableMessaging WSDL: <http://docs.oasis-open.org/ws-rx/wsrp/yyyymm/wSDL/>
- WS-RM Policy: <http://docs.oasis-open.org/ws-rx/wsrp/yyyymm/>

The characters yyyy-mm are to be replaced with the year month values of when the TC has approved the specification.

Artifact Identifiers

This section covers required metadata that is used throughout the materials produced by the TC.

Document Identifiers

For the specifications produced by the TC the document identifier is a structured name composed as follows:

product-productVersion-stage-revision

The document identifier is used as the file name of the specifications with a suffix that identifies the file type, e.g. .sxw, .pdf, .html.

Below are the values to construct the document identifier from:

- Product: wsrp
 - productVersion: 1.1
 - descriptiveName: Web Services Reliable Messaging Protocol Specification
- Product: wsrp
 - productVersion: 1.1
 - descriptiveName: Web Services Reliable Messaging Policy Assertion Specification
- stage
 - Working Draft: wd
 - Committee Draft: cd
 - Public Review Draft: pr
 - Committee Specification: cs
 - Oasis Standard: os
- revision: revision + 1 from last revision for relevant stage

Other TC Documents

This section covers other materials than the specifications that will be produced by the TC.

Schema and WSDL

The schema and wsdL files for each version of the specification are to have file names composed of product-productVersion.

RDDL

A RDDL file should be present in the root of any used namespace by the TC identifying all artifacts present there.

Issue List

The issue list for the WS-RX TC is kept here:

<http://docs.oasis-open.org/ws-rx/issues/>

OASIS staff must be contacted to upload updates to this location.

The files that compose the issues list are:

Issue statuses change when...