

IT/00-0224

Doc. No.: NCITS-W1 2000-0162  
R-1

March 7, 2000

National Committee on Information Technology Standards (NCITS)

W1 Office Equipment

NOTE: Legacy Standards Are Attached

Agenda for April 18 - 19, 2000 Meeting

Location: Information Technology Industry Council

1250 Eye Street, NW

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Washington, DC 20005

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1. Approval of Agenda 9:30 a.m.
2. Introduction of Participants 9:35 a.m.
3. Technical Discussions

	Update on Action Items	US LEADS
1	Meas. Of Cartridge Life -- SC28 N 351 <i>The committee ballot (30 day) will close March 13, 2000. Mr. Jeran will draft a letter from NCITS W1 to ASTM F5 to confirm the joint project (after the ballot closes). Mr. Jeran will draft the standard and develop</i>	NCITS-W1 2000-0141 SC28 N 351 Jeran

	<p><u>a milestone chart for the work (after the ballot closes). Dr. Spencer will ask Dr. Richter of the German Standards body for a copy of his test chart for the related ISO project (by March 3, 2000). Some W1 members expressed concern about previous versions of the target and its methodologies.</u></p>	<p>April 18, 2000 9:40 a.m. to 11:20 a.m. DRAFT DELEGATE INSTRUCTIONS (11:20 a.m. - 11:30 a.m.)</p>
2	<p>Print Quality Attributes for Machine-readable Digital Postal Mark -- SC28 N 343</p> <p><u>Dr. Zeller will author the project proposal (March 10) for NCITS W1 to feed into the SC 28 project.</u></p>	<p>NCITS-W1 2000-0163 SC28 N 343 Zeller April 18, 2000 11:30 a.m. to 12:00 noon and 1:00 p.m. to 1:20 p.m.  DRAFT DELEGATE INSTRUCTIONS (1:20 p.m. to 1:30 p.m.)</p>
3	<p>ISO 13660 (print quality evaluation) Explanatory Addendum on Calibration Numbers of Mottle and Graininess -- SC28 N 319</p> <p><u>Japan's Inigaki-san of FujiXerox is working on the Addendum. He developed one test pattern and is</u></p>	<p>SC28 N 319 Spencer NCITS PROJECT 1060-L</p>

	<p><u>developing another. Japan hopes to present test results at the Berlin meeting. For the actual ISO 13660 standard (not the addendum) Manny Olds of the US GPO and / or Dr. Spencer will discuss the target's production with Bruno Glavich of Applied Image. If there is any cost associated with the target's production, Dr. Spencer agreed to inform the committee. The NCITS W1 2000-0145 number was assigned to a related target that H-P will circulate to committee members, starting with QEA and progressing to Xerox. Dr. Spencer plans to send a note to W1 explaining the status of the target's production by March 3, 2000.</u></p>	<p>April 18, 2000 1:30 p.m. - 2:20 p.m.</p> <p>DRAFT DELEGATE INSTRUCTIONS (2:20 p.m. - 2:30 p.m.)</p>
4	<p>"Explanatory Addendum for Color Extensions" for ISO 13660 (print quality evaluation, SC28 N356, N363)</p> <p><u>Dr. Briggs finished writing his comment paper on the strengths and weaknesses of ISO 13660. The paper was distributed to W1 and Inagaki-san of the Japanese delegation to SC 28.</u></p>	<p>SC 28 N 356, N 363 Briggs NCITS PROJECT 1060 - L April 18, 2000 2:30 p.m. to 2:50 p.m.</p> <p>DRAFT DELEGATES INSTRUCTIONS (2:50 p.m. - 3:00 p.m.)</p>
5	<p>ISO 13660 -- Color extensions -- SC28 N 356</p>	<p>SC 28 N 356 Briggs April 18, 2000 3:00 p.m.</p>

		<p>to 3:30 p.m.</p> <p>DRAFT DELEGATES INSTRUCTIONS (3:30 p.m. - 3:40 p.m.)</p>
6	<p>Banding -- SC28 N 348</p> <p><u>Project proposal due March 3, 2000. (Spencer)</u></p>	<p>SC 28 N 348</p> <p>Spencer</p> <p>April 18, 2000</p> <p>3:40 p.m. to 4:20 p.m.</p> <p>DRAFT DELEGATES INSTRUCTIONS (4:20 p.m. to 4:30 p.m.)</p>
7	<p>Perception-Based Meas. (printer/copier) -- SC28 N 347</p> <p><u>Dr. Burningham will issue the project proposal by March 3. A thirty day ballot will follow.</u></p>	<p>SC28 N 347</p> <p>Burningham</p> <p>TASK GROUP NCITS W1.1</p> <p>April 18, 2000</p> <p>4:30 p.m.</p>

		<p>to 5:00 p.m.</p> <p>and</p> <p>April 19, 2000</p> <p>9:00 a.m.</p> <p>to 10:20 a.m.</p> <p><b>DRAFT DELEGATES INSTRUCTIONS (10:20 a.m.to 10:30 a.m.)</b></p>
<b>8</b>	<p>Quality and Performance -- SC28 N 359</p> <p><u>Ballot on Project proposal will close March 20, 2000.</u></p>	<p>NCITS-W1 2000-0152</p> <p>SC28 N 359</p> <p>Baronas</p> <p>April 19, 2000</p> <p>10:30 a.m.</p> <p>to 11:50 noon</p> <p><b>DRAFT DELEGATES INSTRUCTIONS (11:50 a.m. - 12:00 noon)</b></p>
<b>9</b>	<p>Life Expectancy of Electronic Printing -- SC28 N 353</p>	<p>NCITS-W1 2000-0156</p>

	<p><u>Project proposal ballot to close on March 22, 2000. Ms. Sabol to distribute the IT9.3's recent meeting materials to W1. Project proposal pending.</u></p>	<p>SC28 N 353 Baronas April 19, 2000 1:00 p.m. to 2:50 p.m.  DRAFT DELEGATES INSTRUC-TIONS (2:50 p.m. - 3:00 p.m.)</p>
10	<p>Optimizing Image Reproduction -- SC28 N 322 <u>Dr. Spencer discussed the US position with the representative from the German national standards body. This topic is better treated as a Technical Report as opposed to a standard. Dr. Richter from Germany agreed with the US position. Waiting on Dr, Richter</u></p> <p>NO NEW WORK</p>	<p>SC28 N 322 Spencer April 19, 2000 3:00 p.m. to 3:50 p.m.  DRAFT DELEGATES INSTRUC-TIONS (3:50 p.m. to 4:00 p.m.)</p>
11	<p>Method for Specifying Image Reproduction for Color Devices --- "basis standard" (SC28 N357 and N340) and methods for specifying image reproduction of color copiers, scanners, monitors, and facsimile equipment</p> <p>NO NEW WORK</p>	<p>SC28 N 357, N 340 Spencer April 19, 2000 3:00 p.m. to 3:50 p.m.  DRAFT</p>

		DELEGATES INSTRUCTIONS (3:50 p.m. to 4:00 p.m.)
<b>12</b>	Color Repro -- Printers -- SC28 N 360  NO NEW WORK	SC28 N 360  Spencer  April 19, 2000  3:00 p.m.  to 3:50 p.m.   DRAFT DELEGATES INSTRUCTIONS (3:50 p.m. to 4:00 p.m.)
<b>13</b>	Color Repro -- Scanners -- SC28 N 361  NO NEW WORK	SC28 N 361  Spencer  April 19, 2000  3:00 p.m.  to 3:50 p.m.  DRAFT

		DELEGATES INSTRUCTIONS (3:50 p.m. to 4:00 p.m.)
<b>14</b>	Color Repro -- Monitors -- SC28 N 362  NO NEW WORK	SC28 N 362  Spencer  April 19, 2000  3:00 p.m.  to 3:50 p.m.   DRAFT DELEGATES INSTRUCTIONS (3:50 p.m. to 4:00 p.m.)

**Continuation of the April 19, 2000 meeting: Preparation of US Delegates  
Instructions for the June 5 -9, 2000 Berlin plenary**

- 1. List of Delegates (4:00 p.m. - 4:10 p.m.)**
- 2. US Fast Track Position Paper (4:10 p.m. - 4:20 p.m.)**
- 3. Review Delegates Instructions (4:20 - 4:50 p.m.)**
- 4. The Year 2001 plenary --- Possible dates: the week of May 15, 2001 (4:50 p.m. - 5:00 p.m.)**
- 5. Adjournment (5:00 pm, April 19, 2000)**

## ANNEX A NCITS W1 PROJECTS

January 24, 2000

### NCITS PROJECT 398 - M

- **Number and Title:** NCITS Project 398 - M, ISO Office Machines Vocabulary
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. It concerns the main operating processes and types of machines used, their functions and technical parts. See American National Standards Institute / International Standards Organization (A/I) 5138-1, 2, 3, 4, 5, 7, 9, below.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

### STANDARD --- American National Standards Institute / International Standards Organization (A/I) 5138-1

- **Number and Title:** A/I 5138-1: 1978, Dictation Equipment: 1978, adopted as an American National Standards Institute (ANSI) standard in 1999
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with dictation equipment. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

## STANDARD A/I 5138-2

- **Number and Title:** A/I 5138-2: 1980, Duplicators, adopted as an ANSI Standard in 1999
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** The Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with duplicators. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

## STANDARD A/I 5138-3

- **Number and Title:** A/I 5138-3: 1981, adopted as an ANSI standard in 1999, Addressing Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with addressing machines. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

## STANDARD A/I 5138-4

- **Number and Title:** A/I 5138-4: 1981, adopted as an ANSI standard in 1999, Letter Opening Machines
- **Original, previous (if any) and current target date for initial public**

**review:** none apply

- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with letter opening machines. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **STANDARD A/I 5138-5**

- **Number and Title:** A/I 5138-5: 1981, adopted as an ANSI standard in 1999, Letter Folding Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with letter folding machines. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **STANDARD A/I 5138-7**

- **Number and Title:** A/I 5138-7: 1986, adopted as an ANSI standard in 1999, Postal Franking Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and

identifies relationship between the entries. This part of ISO 5138 deals with postal franking machines. It concerns the main operating processes and types of machines used, their functions and technical parts.

- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **STANDARD A/I 5138-9**

- **Number and Title:** A/I 5138 - 9: 1984, adopted as an ANSI standard in 1999, Typewriters
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationship between the entries. This part of ISO 5138 deals with typewriters. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **NCITS PROJECT 875-L**

- **Number and Title:** 875-L, Measurement of Printer Performance
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This international standard specifies a method for measuring the throughput of printing devices. Both the speed (e.g., pages per minute) and the endurance of the printer (e.g. pages per hour) are specified for measurement purposes.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** The second edition of this standard is complete and ready for publication as ISO/IEC 10561: 1991, second edition, IT--Printing Devices--Methods for measuring throughput --

Class 1 and Class 2 Printers." The related international project is ISO/IEC JTC1 28.05.

The second edition is a revision of the original standard [published as ISO/IEC IS 10561 "Information technology -- Office equipment -- Method for measuring throughput -- Class 1 and Class 2 printers"]. The second edition of ISO/IEC 10561 provides useful performance measurements for page printers.

### **NCITS PROJECT 876-M**

- **Number and Title:** 876-M, Specification Sheets Minimum information to be included in specification sheets - Copying Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard specifies the minimum information that shall be included in the specification sheets of copying machines so that users may compare the characteristics of different machines.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** This standard has been published as ISO/IEC 11159 (1996), "IT--Office Equipment--Minimum information to be included in specification sheets--Copying machines." A supplementary standard, ISO/IEC IS 14545 "Information technology – Methods for measuring copying machines productivity" has also been published. The related international project is the ISO/IEC JTC1 Project is 28.02.

### **NCITS PROJECT 877-M**

- **Number and Title:** 877-M, Class 3 and Class 4 Printers (part 1) and Minimum Information to be Included in Specification Sheets - Printing Machines (part 2)
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** The standard specifies the minimum information that shall be included in the specification sheets of printing machines so that users may compare the characteristics of different machines.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** ISO/IEC IS 11160-1 "Information technology --- Office equipment --- Minimum information to be

included in specification sheets --- Printers --- Part 1: Class 1 and Class 2 printers" and ISO/IEC DIS 11160-2 "Information technology --Office equipment -- Minimum information to be included in specification sheets -- Printers -- Part 2: Class 3 and class 4 printers" are published.

#### **NCITS PROJECT 1060-L**

- **Number and Title:** 1060-L, Image Quality of Hard Copy
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard ISO/IEC IS 13660 "Information technology -- Office equipment -- Measurement of image quality attributes for hardcopy output -- Binary monochrome text and graphic images" provides device-independent image quality attributes, measurement methods, and analytical procedures to describe the quality of images from hardcopy devices.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** Publication is pending. The related international project is ISO/IEC JTC1 28.04.

#### **NCITS PROJECT 1044-L**

- **Number and Title:** 1044-L, Standard on methods for specifying characteristics and for measuring the performance of scanners
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard ISO/IEC IS 14473 "Information technology -- Minimum information to be specified for Image Scanners" specifies the minimum information to be included in the specification sheets of scanners so users may compare the characteristics of different machines.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** Publication is pending. The related ISO/IEC JTC1 project is 28.06. Germany recently initiated a project to extend this standard.

#### **NCITS PROJECT 1131-L**

- **Number and Title:** NCITS 1131-L, Method for Measuring Copying Machine Productivity
- **Original, previous (if any) and current target date for initial public**

**review:** none apply

- **Project Description:** The project provides a neutral standard for measuring and evaluating the productivity (throughput) of copiers.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** Published as ISO/IEC Doc.: IS 14545:1998; IT-Office Equipment --- Methods for Measuring Copying Machines Productivity.

#### **NCITS PROJECT 1197-L**

- **Number and Title:** NCITS 1197-L, Plates
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard specifies a method of attaching an offset plate to a duplicating machine by specifying for the plate the diameter and spacing of the holes, and the tolerances of their position. Offset plates, for example straight edge, attached by different means are not covered by this International Standard. By specifying the set of holes necessary to attach offset plates to the duplicator, both single edge -- known as "trailing edge plates" -- and double edge punched plates are brought within the scope of this International Standard. The dimensions given apply to offset plates made of any material, for example metal, paper, plastics. The overall dimensions, and therefore the number of holes in offset plates, have not been specified since these depend not only on the size of machine but on such factors as the number of copies to be run from a plate and the definition of the image required.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 2132:1972; Offset Duplicators --- Attachment Features of Plates. NCITS W1 will review this standard for continuing technological relevance. The Committee may recommend continued maintenance or withdrawal.

#### **NCITS PROJECT 1198-L**

- **Number and Title:** NCITS 1198-L, Stencils
- **Original, previous (if any) and current target date for initial public review:** none apply

- **Project Description:** This International Standard specifies the dimensions of the working area of duplicating stencils intended for use with paper of sizes up to and including A4 (210 x 297 mm). Overprint for stencils intended for use with paper in excess of A4 size is not covered, although it is recognized that, in countries which have not adopted the relevant ISO publications, such stencils will be widely used. This International Standard also lays down:
  - The minimum information to be printed on the face of the stencil and the preferred information relating to markings for the A series of paper sizes. These requirements as applied to the A sizes are illustrated in figure 1;
  - The attachment features of stencils. These requirements, which are identical to those specified for offset plates in ISO 2132, Offset duplicators -- Attachment features of plates, are illustrated in figure 2 of the standard.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 2133:1976; Stencils for Duplicators -- Minimum Overprint and Attachment Features.

#### NCITS PROJECT 1204 - L

- **Number and Title:** NCITS 1204-L, Duplicating Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard specifies methods of test by which the registration obtained on each of the following types of duplicating machine may be determined:
  - Offset litho;
  - Stencil;
  - Spirit (or other fluid).

Tables of limits are given by which the registration obtained on different types of duplicating equipment may be classified.

- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 3066: 1986; Duplicating Machines.

## NCITS 1210 - L

- **Number and Title:** NCITS 1210-L, Duplicators --- Spec Sheets
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard specifies the minimum information that shall be included in the specification sheets of duplicators so that users may compare directly the characteristics of different machines.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 4232-1: 1979; Duplicators -- Minimum Information to be Included in Specification Sheets.

## STANDARD A/I 4232-2: 1980

- **Number and Title:** Document Copying Machines --- Spec Sheets
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard specifies the minimum information that shall be included in the specification sheets of document copying machines so that users may compare directly the characteristics of different machines. It does not apply to microcopying equipment.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 4232-2: 1980; Office Machines --- Minimum Information to be Included in Specification Sheets, Part 2 ---Document Copying Machines.

## STANDARD A/I 4232-3: 1984

- **Number and Title:** Spec Sheets for Postal Franking Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This part of ISO 4232 specifies the minimum information to be included in specification sheets for postal franking machines so that users may compare directly the characteristics of different machines.
- **Publication During Past Year:** none apply

- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 4232-3: 1984; Office Machines --- Minimum Information to be Included in Specification Sheets, Part 3 --- Postal Franking Machines.

#### NCITS PROJECT 1222 - L

- **Number and Title:** Facsimile Equipment
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** Parts 1, 2, 3 (below)
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** see below, Parts 1,2,3 (below).

#### NCITS PROJECT 1222 - L

- **Number and Title:** 15404-1; Part 1 --- Concepts and Classification (facsimile equipment)
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard contains basic concepts relating to work with facsimile equipment. Facsimile equipment is assigned to groups 3 and 4 depending on technical capabilities and is classified according to paper handling, scanning, recording and resolution.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** ISO/IEC Doc.: IS 15404-1 is approved.

#### NCITS PROJECT 1222-L

- **Number and Title:** 15404-2 --- Minimum Requirements for Documents to be Transmitted (facsimile equipment)
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard defines the minimum requirements for the documents to be transmitted by facsimile equipment in order to improve the conditions for the interchange of information reproduced on paper between different facsimile equipment.

- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** none apply; ISO/IEC Doc.: 15404-2 is approved.

#### **NCITS PROJECT 1222-L**

- **Number and Title:** 15404-3; Part 3 --- Minimum Requirements for Received Copies (facsimile equipment)
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard defines the minimum requirements for the copies which are received by facsimile equipment and reproduced in one colour only. It also serves to improve the conditions for reproduction of information on the received copy.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** none apply; ISO/IEC Doc.: 15404-3 is approved.

#### **NCITS PROJECT 1412-L**

- **Number and Title:** NCITS 1412-L; Information Technology --- Office Machines - Test Chart for Colour Copying Machines - Realisation and Application
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This project evolved into an international standard (ISO/IEC 15775). Parts 2, 3, 4, 5 (for other peripherals will be introduced in Year 2000).
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** none apply; to be published as ISO/IEC IS 15775. Publication is expected in 2000.

## ANNEX A NCITS W1 PROJECTS

January 24, 2000

### NCITS PROJECT 398 - M

- **Number and Title:** NCITS Project 398 - M, ISO Office Machines Vocabulary
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. It concerns the main operating processes and types of machines used, their functions and technical parts. See American National Standards Institute / International Standards Organization (A/I) 5138-1, 2, 3, 4, 5, 7, 9, below.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

### STANDARD --- American National Standards Institute / International Standards Organization (A/I) 5138-1

- **Number and Title:** A/I 5138-1: 1978, Dictation Equipment: 1978, adopted as an American National Standards Institute (ANSI) standard in 1999
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with dictation equipment. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related

international project.

#### **STANDARD A/I 5138-2**

- **Number and Title:** A/I 5138-2: 1980, Duplicators, adopted as an ANSI Standard in 1999
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** The Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with duplicators. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **STANDARD A/I 5138-3**

- **Number and Title:** A/I 5138-3: 1981, adopted as an ANSI standard in 1999, Addressing Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with addressing machines. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **STANDARD A/I 5138-4**

- **Number and Title:** A/I 5138-4: 1981, adopted as an ANSI standard in 1999, Letter Opening Machines

- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with letter opening machines. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **STANDARD A/I 5138-5**

- **Number and Title:** A/I 5138-5: 1981, adopted as an ANSI standard in 1999, Letter Folding Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This Vocabulary is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationships between the entries. This section of the Vocabulary deals with letter folding machines. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **STANDARD A/I 5138-7**

- **Number and Title:** A/I 5138-7: 1986, adopted as an ANSI standard in 1999, Postal Franking Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard is intended to facilitate international exchanges in the field of office machines. It presents, in two

languages, terms and definitions of selected concepts relevant to this field and identifies relationship between the entries. This part of ISO 5138 deals with postal franking machines. It concerns the main operating processes and types of machines used, their functions and technical parts.

- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **STANDARD A/I 5138-9**

- **Number and Title:** A/I 5138 - 9: 1984, adopted as an ANSI standard in 1999, Typewriters
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard is intended to facilitate international exchanges in the field of office machines. It presents, in two languages, terms and definitions of selected concepts relevant to this field and identifies relationship between the entries. This part of ISO 5138 deals with typewriters. It concerns the main operating processes and types of machines used, their functions and technical parts.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** maintenance; no related international project.

#### **NCITS PROJECT 875-L**

- **Number and Title:** 875-L, Measurement of Printer Performance
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This international standard specifies a method for measuring the throughput of printing devices. Both the speed (e.g., pages per minute) and the endurance of the printer (e.g. pages per hour) are specified for measurement purposes.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** The second edition of this standard is complete and ready for publication as ISO/IEC 10561: 1991,

second edition, IT--Printing Devices--Methods for measuring throughput -- Class 1 and Class 2 Printers." The related international project is ISO/IEC JTC1 28.05.

The second edition is a revision of the original standard [published as ISO/IEC IS 10561 "Information technology -- Office equipment -- Method for measuring throughput -- Class 1 and Class 2 printers"]. The second edition of ISO/IEC 10561 provides useful performance measurements for page printers.

### **NCITS PROJECT 876-M**

- **Number and Title:** 876-M, Specification Sheets Minimum information to be included in specification sheets - Copying Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard specifies the minimum information that shall be included in the specification sheets of copying machines so that users may compare the characteristics of different machines.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** This standard has been published as ISO/IEC 11159 (1996), "IT--Office Equipment--Minimum information to be included in specification sheets--Copying machines." A supplementary standard, ISO/IEC IS 14545 "Information technology – Methods for measuring copying machines productivity" has also been published. The related international project is the ISO/IEC JTC1 Project is 28.02.

### **NCITS PROJECT 877-M**

- **Number and Title:** 877-M, Class 3 and Class 4 Printers (part 1) and Minimum Information to be Included in Specification Sheets - Printing Machines (part 2)
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** The standard specifies the minimum information that shall be included in the specification sheets of printing machines so that users may compare the characteristics of different machines.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** ISO/IEC IS 11160-1

"Information technology --- Office equipment --- Minimum information to be included in specification sheets --- Printers --- Part 1: Class 1 and Class 2 printers" and ISO/IEC DIS 11160-2 "Information technology --Office equipment -- Minimum information to be included in specification sheets -- Printers -- Part 2: Class 3 and class 4 printers" are published.

#### **NCITS PROJECT 1060-L**

- **Number and Title:** 1060-L, Image Quality of Hard Copy
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard ISO/IEC IS 13660 "Information technology -- Office equipment -- Measurement of image quality attributes for hardcopy output -- Binary monochrome text and graphic images" provides device-independent image quality attributes, measurement methods, and analytical procedures to describe the quality of images from hardcopy devices.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** Publication is pending. The related international project is ISO/IEC JTC1 28.04.

#### **NCITS PROJECT 1044-L**

- **Number and Title:** 1044-L, Standard on methods for specifying characteristics and for measuring the performance of scanners
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard ISO/IEC IS 14473 "Information technology -- Minimum information to be specified for Image Scanners" specifies the minimum information to be included in the specification sheets of scanners so users may compare the characteristics of different machines.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** Publication is pending. The related ISO/IEC JTC1 project is 28.06. Germany recently initiated a project to extend this standard.

#### **NCITS PROJECT 1131-L**

- **Number and Title:** NCITS 1131-L, Method for Measuring Copying Machine Productivity

- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** The project provides a neutral standard for measuring and evaluating the productivity (throughput) of copiers.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** Published as ISO/IEC Doc.: IS 14545:1998; IT-Office Equipment --- Methods for Measuring Copying Machines Productivity.

### NCITS PROJECT 1197-L

- **Number and Title:** NCITS 1197-L, Plates
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard specifies a method of attaching an offset plate to a duplicating machine by specifying for the plate the diameter and spacing of the holes, and the tolerances of their position. Offset plates, for example straight edge, attached by different means are not covered by this International Standard. By specifying the set of holes necessary to attach offset plates to the duplicator, both single edge -- known as "trailing edge plates" -- and double edge punched plates are brought within the scope of this International Standard. The dimensions given apply to offset plates made of any material, for example metal, paper, plastics. The overall dimensions, and therefore the number of holes in offset plates, have not been specified since these depend not only on the size of machine but on such factors as the number of copies to be run from a plate and the definition of the image required.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 2132:1972; Offset Duplicators --- Attachment Features of Plates. NCITS W1 will review this standard for continuing technological relevance. The Committee may recommend continued maintenance or withdrawal.

### NCITS PROJECT 1198-L

- **Number and Title:** NCITS 1198-L, Stencils
- **Original, previous (if any) and current target date for initial public**

**review:** none apply

- **Project Description:** This International Standard specifies the dimensions of the working area of duplicating stencils intended for use with paper of sizes up to and including A4 (210 x 297 mm). Overprint for stencils intended for use with paper in excess of A4 size is not covered, although it is recognized that, in countries which have not adopted the relevant ISO publications, such stencils will be widely used. This International Standard also lays down:
  - The minimum information to be printed on the face of the stencil and the preferred information relating to markings for the A series of paper sizes. These requirements as applied to the A sizes are illustrated in figure 1;
  - The attachment features of stencils. These requirements, which are identical to those specified for offset plates in ISO 2132, Offset duplicators -- Attachment features of plates, are illustrated in figure 2 of the standard.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 2133:1976; Stencils for Duplicators -- Minimum Overprint and Attachment Features.

#### **NCITS PROJECT 1204 - L**

- **Number and Title:** NCITS 1204-L, Duplicating Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard specifies methods of test by which the registration obtained on each of the following types of duplicating machine may be determined:
  - Offset litho;
  - Stencil;
  - Spirit (or other fluid).

Tables of limits are given by which the registration obtained on different types of duplicating equipment may be classified.

- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS

3066: 1986; Duplicating Machines.

#### **NCITS 1210 - L**

- **Number and Title:** NCITS 1210-L, Duplicators --- Spec Sheets
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard specifies the minimum information that shall be included in the specification sheets of duplicators so that users may compare directly the characteristics of different machines.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 4232-1: 1979; Duplicators -- Minimum Information to be Included in Specification Sheets.

#### **STANDARD A/I 4232-2: 1980**

- **Number and Title:** Document Copying Machines --- Spec Sheets
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This International Standard specifies the minimum information that shall be included in the specification sheets of document copying machines so that users may compare directly the characteristics of different machines. It does not apply to microcopying equipment.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 4232-2: 1980; Office Machines --- Minimum Information to be Included in Specification Sheets, Part 2 ---Document Copying Machines.

#### **STANDARD A/I 4232-3: 1984**

- **Number and Title:** Spec Sheets for Postal Franking Machines
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This part of ISO 4232 specifies the minimum information to be included in specification sheets for postal franking machines so that users may compare directly the characteristics of different machines.

- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** published as ISO/IEC Doc.: IS 4232-3: 1984; Office Machines --- Minimum Information to be Included in Specification Sheets, Part 3 --- Postal Franking Machines.

#### NCITS PROJECT 1222 - L

- **Number and Title:** Facsimile Equipment
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** Parts 1, 2, 3 (below)
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** see below, Parts 1,2,3 (below).

#### NCITS PROJECT 1222 - L

- **Number and Title:** 15404-1; Part 1 --- Concepts and Classification (facsimile equipment)
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard contains basic concepts relating to work with facsimile equipment. Facsimile equipment is assigned to groups 3 and 4 depending on technical capabilities and is classified according to paper handling, scanning, recording and resolution.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** ISO/IEC Doc.: IS 15404-1 is approved.

#### NCITS PROJECT 1222-L

- **Number and Title:** 15404-2 --- Minimum Requirements for Documents to be Transmitted (facsimile equipment)
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard defines the minimum requirements for the documents to be transmitted by facsimile equipment in order to improve the

conditions for the interchange of information reproduced on paper between different facsimile equipment.

- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** none apply; ISO/IEC Doc.: 15404-2 is approved.

#### **NCITS PROJECT 1222-L**

- **Number and Title:** 15404-3; Part 3 --- Minimum Requirements for Received Copies (facsimile equipment)
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This standard defines the minimum requirements for the copies which are received by facsimile equipment and reproduced in one colour only. It also serves to improve the conditions for reproduction of information on the received copy.
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** none apply; ISO/IEC Doc.: 15404-3 is approved.

#### **NCITS PROJECT 1412-L**

- **Number and Title:** NCITS 1412-L; Information Technology --- Office Machines - Test Chart for Colour Copying Machines - Realisation and Application
- **Original, previous (if any) and current target date for initial public review:** none apply
- **Project Description:** This project evolved into an international standard (ISO/IEC 15775). Parts 2, 3, 4, 5 (for other peripherals will be introduced in Year 2000).
- **Publication During Past Year:** none apply
- **Statement of Progress and Current Status:** none apply; to be published as ISO/IEC IS 15775. Publication is expected in 2000.