

**DRAFT****Naming Convention for IPTC Standards Documents conforming to the URN namespace for IPTC (Draft B)**

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IPTC disseminates documents in print and as files relating to their standards. As a common procedure to assign names and basic information to these documents and files IPTC adopts a naming convention described below.

This naming convention conforms to the URN Namespace Specific String (NSS) as outlined for the "iptc"-URN namespace in RFC ??? (determined by IETF).

This naming convention takes effect immediately after approval by IPTC and is implemented under the auspices of the Managing Director. Previously disseminated documents still under distribution – mainly by IPTC standards' websites – will be updated to this naming convention as soon as possible.

The basic elements of the IPTC standards naming convention are:

- A structured set of names and version numbers has to be assigned to each IPTC document, this structure is called the "Document Name Set".
- This Document Name Set is defined in a way that supports the storage of those data in a structured data container like a database or an XML file.
- This Document Name Set has to be displayed in the cover page or initial section of documents as long as they are intended for print.
- This Document Name Set has to be included into the file content in a way provided by the file format.
- This Document Name Set provides the basic elements for the file name of a document.
- This Document Name Set provides the basic elements for the NSS of the "iptc"-namespace.

Naming Standard Documents and Standard Supporting Documents

Document Name Set: (all elements are mandatory except those marked as "optional")

- StandardName [text, max 30 char, charset: A...Z, a...z, 0...9, "-", "."]: Common name of IPTC standard
This element complies with the "std-name" of the URN-iptc-Namespcae.
- StandardMajorVersion [number, 0...8]: Major version of standard specification
- StandardMinorVersion [number, 0...8]: Major version of standard specification
The combination of these two elements complies with the "std-version" of the URN-iptc-namespcae.
- DocumentGroupId: This element holds either the value "spec" for a document specifying a standard as such or the value "doc" for all resources used for additional documentation.
- DocumentShortName [text, max 50 char]: Short identifier for document/file content
This element complies with the "res-name" of the URN-iptc-Namespcae.
- DocumentDescription [text, max 255 char]: description of document/file content
- DocumentMajorVersion [number, 0...8]: Major version number



- DocumentMinorVersion [number, 0...8]: Major version number
The combination of these two elements complies with the "res-version" of the URN-iptc-Namespace.
- DocFormatId [text, 1-50]: identifier for the internal format used to store the final, distributed version of the document (like PDF, Excel, Powerpoint ..) as MIME type.
This element complies with the "doc-format-id" of the URN-iptc-Namespace.
- FilenameExtension [text, 1...5]: Extension of the file name, used by Windows OSs for identification of file type
- Author [text, max 100 char]: Name(s) of author(s)
- ApprovedBy [text, max 100 char]: Name of body that approved this standard
- ApprovedDate [Date, ISO 8601 "CCYYMMDD"]: Date standard was approved
- PublishedDate [Date, ISO 8601 "CCYYMMDD"]: Date document/file was published
- PublishedBy [text, max 100 char]: Name of person or body who published document

END of Document Name Set

Creating file names for Standard Files from the Document Name Set:

File names are created by concatenating elements of the Document Name Set and special characters – like _ - . – which act as delimiters. Strings in []-brackets are optional.

File name =

StandardName_StandardMajorVersion.StandardMinorVersion-["SPEC"-]DocumentShortname_
DocumentMajorVersion.DocumentMinorVersion.FilenameExtension

Document version independent Short format:

Different Document versions reflect only formal but not functional updates to a standard, only typos and not-specifying text are allowed to be changed there.

Therefore the standards as such would not be changed by an update of a specifying document, only the formal notation would be improved – or corrected.

To provide a file name that is independent from such formal changes and could be used as technical reference (e.g. in the DOCTYPE element of an XML file), IPTC defines a "Short Format" for file names of Standard Files:

If the combination of StandardName_StandardMajorVersion.StandardMinorVersion.FilenameExtension would identify a unique type of specification for this standard (e.g. the DTD specification) this format could be used as short format for the file name.

In this case the content of the file has to reflect in an appropriate manner the document version of this file, e.g. as comment or metadata.

Examples:

NewsML 1.1, specified as DTD

Document Name Set:

- StandardName = NewsML
- StandardMajorVersion = 1
- StandardMinorVersion = 1
- DocumentGroupId = spec
- DocumentShortName = DTD
- DocumentDescription = DTD for NewsML
- DocumentMajorVersion = 1
- DocumentMinorVersion = 0



- DocFormatId = application/xml-dtd
- FilenameExtension = dtd
- Author = IPTC NewsML Support Working Party
- ApprovedBy = IPTC Standards Committee
- ApprovedDate = 20021011
- PublishedDate = 20021024
- PublishedBy = MD IPTC

Derived filename = NewsML_1.1-DTD_1.0.dtd or NewsML_1.1-SPEC-DTD_1.0.dtd

Short format filename = NewsML_1.1.dtd

NewsML 1.1 Functional Specification

Document Name Set:

- StandardName = NewsML
- StandardMajorVersion = 1
- StandardMinorVersion = 1
- DocumentGroupId = spec
- DocumentShortName = FunctSpec
- DocumentDescription = Functional Specification for NewsML
- DocumentMajorVersion = 5
- DocumentMinorVersion = 3
- DocFormatId = text/html
- FilenameExtension = html
- Author = IPTC NewsML Support Working Party
- ApprovedBy = IPTC Standards Committee
- ApprovedDate = 20021011
- PublishedDate = 20021026
- PublishedBy = MD IPTC

Derived filename = NewsML_1.1-FunctSpec_5.3.html or NewsML_1.1-SPEC-FunctSpec_5.3.html

SRS Subject Code 9 in English:

Document Name Set:

- StandardName = topicset.iptc-subjectcode-en-GB
- StandardMajorVersion = 9
- StandardMinorVersion = 0
- DocumentShortName = NMLTS
- DocumentDescription = SRS Subject Codes, taking the format of a NewsML Topicset
- DocumentMajorVersion = 1
- DocumentMinorVersion = 0
- DocFormatId = application/vnd.IPTC.NewsML+xml
- FilenameExtension = xml
- Author = IPTC News Metadata Working Party
- ApprovedBy = IPTC SRS Fast Track Jury
- ApprovedDate = 20030403
- PublishedDate = 20030405
- PublishedBy = MD IPTC

Derived filename = topicset.iptc-subjectcode-en-GB_9.0-NMLTS_1.0.xml



Creating file names for Standard Supporting Files from the Document Name Set:

File names are created by concatenating elements of the Document Name Set and special characters – like _ - . – which act as delimiters.

File name =

StandardName_StandardMajorVersion.StandardMinorVersion-"DOC"-
DocumentShortname_DocumentMajorVersion.DocumentMinorVersion.FileNameExtension

Example:

News Agency Guidelines version 6.2, based on NewsML 1.1:

Document Name Set:

- StandardName = NewsML
- StandardMajorVersion = 1
- StandardMinorVersion = 1
- DocumentGroupId = doc
- DocumentShortName = NAGuidelines
- DocumentDescription = News Agency Implementation Guidelines for NewsML
- DocumentMajorVersion = 6
- DocumentMinorVersion = 2
- DocFormatId = application/pdf
- FileNameExtension = pdf
- Author = IPTC NewsML Support Working Party
- PublishedDate = 20021212
- PublishedBy = MD IPTC

Derived filename = NewsML_1.1-DOC-NAGuidelines_6.2.pdf

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