**BUFFER ISSUE RESOLUTION DOCUMENT (BIRD)**

(See instructions starting on template page two)

**BIRD NUMBER:** (for administrative use)

**ISSUE TITLE:** (One line title of the issue)

**REQUESTOR:**  (Name, Company; Name, Company …)

**DATE SUBMITTED:** (for administrative use)

**DATE REVISED:** (for administrative use)

**DATE ACCEPTED:** (for administrative use)

**DEFINITION OF THE ISSUE:**

(Define the issue here. See instructions starting on template page two.)

**SOLUTION REQUIREMENTS:**

The IBIS specification must meet these requirements:

Table 1: Solution Requirements

|  |  |
| --- | --- |
| Requirement | Notes |
|  |  |
|  |  |

(Enumerate each requirement in the table above, adding rows as needed.)

**SUMMARY OF PROPOSED CHANGES:**

For review purposes, the proposed changes are summarized as follows:

Table 2: IBIS Keywords, Subparameters, AMI Reserved\_Parameters, and AMI functions Affected

|  |  |  |
| --- | --- | --- |
| Specification Item | New/Modified/Other | Notes |
|  |  |  |

(List each affected specification item in the table above, adding rows as needed.)

**PROPOSED CHANGES:**

(Describe the proposed changes in detail. See instructions starting on template page two.)

**BACKGROUND INFORMATION/HISTORY:**

(Relevant notes regarding history, discussions, and revisions go here.)

IBIS BIRD INSTRUCTIONS (Delete before submission)

1. **Introduction**

Changes to the IBIS specification are proposed using Buffer Issue Resolution Documents (BIRDs). Each BIRD will be assigned a number by the IBIS Chair. Revisions to submitted BIRDs may be submitted by the authors. Revised BIRDs will have the revision sequence added to the BIRD number, with a dot separator.

BIRDs must be approved by a vote of the IBIS Open Forum members, following the rules of the [IBIS Policies and Procedures](http://ibis.org/policies/). BIRDs failing to pass a vote are considered permanently rejected, unless the vote is tabled. Incorporation of approved BIRDs into an IBIS specification release is voted separately, as each IBIS release is considered.

Submit BIRDs by email to [chair@ibis.org](mailto:chair@ibis.org).

Submitted BIRDs will be posted to the IBIS BIRDs web page at <http://www.ibis.org/birds/>..

1. **Completing a BIRD**

Fill in the sections of the BIRD as described below. For new IBIS keywords, subparameters, AMI parameters, and IBIS-AMI function changes the templates in section 3 should be used to preserve standard formatting.

The sections of a BIRD are considered in order, and each section must be consistent with the previous section. The Solution Requirements must enumerate all requirements to solve the Issue. The Proposed Changes must fulfill the requirements listed in the Solution Requirements section and match the Summary of Proposed Changes. The Tracking Fields, Definition of the Issue, and Solution Requirements sections must be completed upon initial submission. The Summary of Proposed Changes and Proposed Changes sections must be completed prior to final approval.

Before submitting your BIRD you should delete the parenthesized instructions in the template above. Also delete these instructions as well as the template appendix below.

* 1. **Tracking Fields**

The BIRD begins with data needed to track the BIRD. Instructions for these fields:

**BIRD NUMBER: *{****for administrative use only, do not change}*

**ISSUE TITLE:** ***{one line description of the issue}***

**REQUESTOR:**  ***{your name and organization}***

**DATE SUBMITTED:** *{for administrative use only, do not change}*

**DATE REVISED:** *{for administrative use only, do not change}*

**DATE ACCEPTED: *{****for administrative use only, do not change}*

The title should very brifly summarize what the BIRD hopes to accomplish. See the [IBIS BIRDs page](http://www.ibis.org/birds/) for examples. Separate names and organizations with commas. Consistency with other BIRDs in the exact spelling of names and organizations will make the BIRD index pages more usable when sorted by those fields.

* 1. **Definition of the Issue**

Describe the issue in detail. Where existing IBIS syntax is involved give relevant IBIS specification page numbers. Focus on what is defective or missing in IBIS.

* 1. **Solution Requirements**

The Solution Requirements section contains a table of numbered requirements. Each requirement states something that the IBIS specification must accomplish. Requirements should use generic language and be independent of the proposed solution. Insert new table rows as many times as needed to form the complete list of requirements.

* 1. **Summary of Proposed Change(s)**

This section contains a table listing the names of IBIS keywords, subparameters, AMI parameters, and AMI function arguments that are new or will be modified. No details should appear here. This section is used for assessing the impact of a BIRD, for reviewing competing and overlapping BIRDs, and to assist with editorial searches to insure that proposed changes have been addressed at every relevant place within the IBIS specification.

Each item listed in the table should be classified as follows:

* New: This would be a new keyword, subparameter, AMI parameter, or AMI function argument.
* Modified: This keyword, subparameter, AMI parameter, or AMI function argument exists in IBIS already and a functional modification is proposed.
* Other: New content or modifications to existing content, but without functional changes. If clarifications are proposed use “Other” and note that it is a clarification. The first column may have “TEXT” if no specific keyword, subparameter, AMI parameter, or AMI function argument is affected.
  1. **Proposed Change(s)**

The IBIS Keywords and AMI Reserved\_Parameters Affected table must be filled in, listing all existing keywords that are affected as well as new keywords to be introduced. Insert “NONE” if no keywords or parameters are affected. Details of the changes follow the table.

For changes to existing IBIS content, where possible copy material to be changed from the Microsoft Word® version of the IBIS specification and paste into the Proposed Changes section of the BIRD, keeping source document formatting. Enable change tracking and make the desired changes.

Alternatively, changes can be described by other means such as showing before and after versions. This can be helpful for proposing changes to images, for example. Change tracking should be enabled after this is done.

New content should conform to IBIS specification formatting conventions. For new keywords, tables, figures, equations, examples, AMI parameters, and function signatures you may copy templates from the appendix below. Change tracking should be enabled after this is done.

* 1. **Background/History**

If there is any relevant history regarding the issue, describe that here. If this BIRD is updated, append change history information here.

**Appendix A – Template IBIS Specification Material**

*Keyword:* **[enter your keyword name here, with the brackets]**

*Required:* Is the keyword required for compliance? Yes, No, Sometimes are acceptable entries.

*Description:* Provide a very brief (one line) description here.

*Sub-Params:* Enter subparameter names, separated by commas.

*Usage Rules:* Enter any usage rules here.

Information may sometimes be usefully presented in columns. Use the indentation shown below.

[your keyword name] useful information

Subparameter\_one additional useful information

Subparameter\_two additional useful information

*Other Notes:* Additional notes are entered in this section. Be sure to include how this keyword interacts with other keywords (for example, does this keyword take precedence over other keywords? Do other keywords or sub-parameters affect how this keyword is interpreted?).

The word “shall” is used to describe requirements.

Text within a section such as “Other Notes” shall not use blank lines, but only line feeds and/or carriage returns. All text is to be in Times New Roman font, font size 12. Bold and italic font shall be used as shown above.

Tables can express useful information. Edit the table below, using columns and column headers as appropriate. Columns and/or rows can be added as needed. Always add a meaningful caption and separate tables by one blank line from other text.

Table 1 – Special Rules for Keyword [your keyword name here]

| **Column 1** | **Column 2** |
| --- | --- |
| Data | Data explained |
| Additional data | Additional data explained |

If you need to add a figure, do so below. Ensure that you provide an informative caption, and use cross-references for any mention of your figure, as is done here for Figure 1. Precede each figure by one blank line and follow it with two blank lines.



1. - Reference Load Connections

Equations may be used as appropriate. Edit the equation below for your keyword. Note that equations shall be preceded and followed by one blank line.

*Example:*

Enter as complete an example of your keyword in the intended IBIS syntax as you can. Multiple examples are appreciated. Examples shall be presented in Courier New font, size 10. Examples shall be preceded by “Example:” in italic font, Times New Roman, size 12, as shown above.

## Function Signatures

This section defines the structure and parameters used with required and optional functions.

*Function:* **Your\_function\_here**

*Required:* Is the function required? Yes, No and Sometimes are acceptable.

*Declaration:* declare your function name and type here (include the name,

and type of each argument,

separated by commas,

indented as shown,

and written in Courier New 10 point font)

*Arguments:*

your\_argument\_here

Insert an explanation of the argument here.

Row and column information or other formatting information

should usually be indented

Additional text may be required to show interactions between functions and parameters.

Your\_next\_argument\_here

The explanation of the next argument follows. Ensure that one blank line separates the text of one argument from the next argument. Examples, as shown below, are useful:

*Example:*

Your\_next\_argument\_here = (larger\_argument/64)

Be sure to indent and use Courier New 10 point font

## Parameter DEFINITIONs

This section defines the structure and parameters used with required and optional functions.

*Parameter:* **Your\_parameter\_here**

*Required:* Is the parameter required? Yes, No, Sometimes are acceptable.

*Descriptors*:

Usage: List legal usage formats here

Type: List legal types here

Format: List legal formats here

Default: List any default value here

Description:Is this a string literal? A Boolean literal? State this using <> brackets

*Definition:* Define your parameter in a single line here, if possible.

*Usage Rules:* Provide the usage and syntax rules here. Indent any formatting rules. For this text and everything but the examples, use Times New Roman 12 point font.

*Other Notes:* Additional notes on compatibility or on tool assumptions may be required. List those here.

*Examples:*

(Your\_parameter\_example\_here (Usage your\_usage)(Type your\_float)

(Indent where possible, and use Courier New 10 point font)

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