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COMMISSION ÉLECTROTECHNIQUE INTERNATIONALE
INTERNATIONAL ELECTROTECHNICAL COMMISSION
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**REPORT OF ISO/IEC SC 35 PLENARY MEETING
HELD AT THE TRAINING CENTER OF THE NATIONAL BANK OF GREECE
ON 20th NOVEMBER 2002**

1. OPENING OF THE MEETING

The chairman, Dr. Yves Neuville opened the meeting at 14.00 on Wednesday 20th November 2002. He welcomed the participants, and in particular, Mr. Evangelos Melagrakis from the Greek standardization organization, ELOT, for offering hospitality and logistical support, and Mr. Yanis Maistros from the Computer Science department within the National Technology University in Athens.

He recalled that, according to Resolution 25 adopted at the full Plenary in Stockholm in July 2001, the meeting was the in-between Plenary devoted to formally approve the WG meetings recommendations and take resolutions necessary to progress projects under development to their next stages

Mr. Melagrakis gave a warm welcome address and informed the meeting that Greece was willing to become a SC 35 P-Member. This decision was very well received with applause..

2. INTRODUCTION AND ROLL CALL OF DELEGATES

Each delegate introduced himself in turn (see attendance list, page 7).

3. ADOPTION OF THE DRAFT AGENDA (DOCUMENT ISO/IEC JTC 1/SC35/N0452)

The draft agenda was noted and adopted unchanged.

4. RE-APPOINTMENT FOR A SECOND TERM OF OFFICE OF DR. YVES NEUVILLE AS THE CHAIRMAN OF SC 35

The first term of office of Dr. Neuville as the SC 35 Chairman, ending, his reappointment was proposed to SC 35 members. This proposal was unanimously approved subject to endorsement by JTC 1 at its next Plenary meeting. The following resolution was adopted:

RESOLUTION 1

SC35 confirms the nomination by the SC35 Secretariat of Dr. Yves Neuville as chairman of ISO/IEC

JTC 1/SC35 for a second three year term. SC35 instructs its secretariat to forward this resolution to ISO/IEC JTC 1 Secretariat for endorsement at the next ISO/IEC JTC 1 Plenary meeting in Singapore in November 2003.

5. APPOINTMENT OF THE DRAFTING COMMITTEE

Ms France Lafargue, Mr. Wolf Arvidson, Mr. Alain LaBonté, Mr. Yoshihide Nakao, Dr. Yves Neuville, Dr. Yoshikazu Yamamoto agreed to be the members of the drafting committee.

6. PRESENTATIONS OF WGS' RESOLUTIONS AND VOTES

6.1 WG 1 resolutions

Mr. Alain LaBonté reported that the revised parts 2, 3 and 4 of the ISO/IEC 9995 International Standard had been published on 1st September 2002, and part 7 was under publication.

During the week, the Working group prepared a Second Working draft for its Technical Report on future keyboards, and the following resolution was unanimously adopted:

RESOLUTION 2

Action on Technical Report on future keyboards

SC35 instructs its secretariat to circulate document SC35 N 318 (second Working draft of Technical Report on future keyboards) before 2002-12-15, for comments and contributions in order to complete it, so that it can be sent for PDTR ballot after the next meeting.

Further to the request to provide information on their standardized keyboard layouts to populate the SC 35 keyboard register, the delegate of Sweden, Mr. Wolf Arvidson, tabled two documents containing the specifications of the Swedish Keyboard layout together with an outline in English of the national standard. These documents are available from the heading "Keyboard register" on the welcome page of the SC 35 Web site.

6.2 WG 2 resolutions

Dr. Yoshikazu Yamamoto's report was noted. See document ISO/IEC JTC 1/[SC35N0476](#). Work accomplished during the week is reflected in the three following resolutions which were unanimously adopted:

RESOLUTION 3

Action on FDIS 11581-5 Processing

SC 35 instructs its secretariat to forward ISO/IEC FDIS 11581-5 – Icon symbols and functions, part 5: Tool icons, to ITTF, for FDIS ballot so that results be available at the next WG2 meeting.

RESOLUTION 4

ISO/IEC 18035 international standard

SC 35 instructs its secretariat to confirm ITTF that they can proceed with the publication of the ISO/IEC 18035 – Icon symbols and functions for controlling multimedia software applications with the help of its project editor for final editorial corrections.

RESOLUTION 5

FDIS 18036 ballot processing

SC 35 instructs its secretariat to forward ISO/IEC FDIS 18036 – Icon symbols and functions for World Wide Web browser toolbars, to ITTF before 2003-01-15, for FDIS ballot so that results be available at the next WG2 meeting.

6.3 WG 3 Resolutions

SC35/WG 3 prepared a **New Work Item Proposal** on **Icon symbols and functions for multimedia link attributes**, and the corresponding resolution was unanimously adopted:

RESOLUTION 6

NP on Icon symbols and Functions for multimedia link attributes

SC 35 instructs its secretariat to circulate document N464, *New work Item on Icon symbols and functions for multimedia link attributes* for NP ballot, together with the associated working draft, document N465, the latter for comments, as soon as received from the acting project editor, Dr. Jim Carter, before 2002-12-15. The ballot and comments are to be completed and the results available at the next meeting of SC35.

6.4 WG 4 Resolutions

Mr. Yoshihide Nakao's report was noted. See document ISO/IEC JTC 1 [SC35N0475](#). SC35/WG 4 prepared a **New Work Item Proposal** on **Screen icons and symbols for personal, mobile communications devices** together with the corresponding Working Draft. The following resolutions were passed:

RESOLUTION 7

Survey on mobile communication devices icons, symbols, their names and functionalities

SC 35 requests its experts to survey mobile communication devices available in their home countries for existing screen icons and symbols alongside with their names and functionalities, and send the results to Mr. Richard Hodgkinson, no later than 2003-03-31. Copies of symbols and icons should be provided in electronic form taken from available products, as scanned images or in the form of actual brochures.

RESOLUTION 8

NP on Mobile communication devices

SC 35 instructs its secretariat to circulate document N467, *New work item Proposal – Screen icons and symbols for personal, mobile communications devices* for NP ballot, together with document *N468, Working Draft for Screen icons and symbols for personal, mobile communications devices*, when the documents are received from the acting project editor Mr. Richard Hodgkinson, no later than 2002-12-15. The ballot is to be completed and the results available at the next meeting of SC35/WG4.

Both resolutions were approved with the abstention of Sweden for Resolution 7.

6.5 WG 5 Resolutions

The Chairman referred to recommendation "Antipolis 14" (see document ISO/IEC JTC1 SC35N0458) made at the co-ordination meeting of the CLAU Technical Direction (See item below) inviting SC 35 to establish a taxonomy of Cultural and Linguistic topics that "*would state interrelations between the classification, existing IS's, TRs, user requirements in order to establish priorities in the development of CLAU standardization work*". SC35 made this recommendation a SC 35 resolution which was unanimously adopted:

RESOLUTION 9

NP on Taxonomy of Cultural and Linguistic Adaptability (CLA) topics

SC35 mandates Mr. Keld Simonsen to prepare an NP on a type-3 TR on a Taxonomy of CLA topics affecting user interface needs.

WG 5 also progressed work for its TR 19764 "Guidelines, methodology and reference criteria for cultural and linguistic adaptability in information technology products", and unanimously approved the resolution as follows:

RESOLUTION 10

Action on Technical Report on CLA evaluation

SC35 instructs its secretariat to circulate document SC35 N 460 (Preliminary working draft Technical Report on CLA evaluation) before 2002-12-15 for national body comments, so that the resulting document can be sent for PDTR ballot after the next meeting. Documents SC35 N0461 (in French) and N0462 (in French), which were used as inspiration for this preliminary working draft, should be sent at the same time for information.

The Chairman informed the meeting that JTC 1 had decided to eliminate the concept of Technical directions as a whole for lack of results achieved on a general basis. He informed the meeting about the high priority that JTC 1 allocated to the CLAU issues and about the decision taken by the JTC 1 Chairman to hold an ad-hoc meeting grouping SC2, SSC22/WG 20 and SC 35. (See Resolution 38 "Cooperation and Coordination of Cross Cultural and Linguistic Matters" in document ISO/IEC JTC 1/SC 35 [N0458](#)). SC35 passed the following resolution:

RESOLUTION 12

Cooperation and Coordination meeting on Cross-Cultural and Linguistic Matters

As a follow-up on resolution 38 of the Sophia-Antipolis 2002 JTC1 Plenary, SC35 authorizes and encourages its chairman, convenors and interested editors to represent SC35 at the meeting to be organized by the JTC1 chairman on the topic of "facilitating the cooperation and coordination of the projects within JTC 1's Program of Work relating to cross cultural and linguistic matters."

Involved experts are invited to provide written contributions related to this topic for presentation at the JTC1 CLA meeting.

6.6 WG 6 Resolutions

Mr. Wolf Arvidson's report was noted. See document ISO/IEC JTC 1 [SC35N0473](#). The following resolution which were unanimously adopted:

RESOLUTION 11

Cooperation with CEN

SC35 requests its secretariat to formally notify DATSCG that it has initiated standardization projects in the field of *Design for All* and that it is looking forward to future cooperation.

7. APPROVAL OF RESOLUTIONS

The subjects and content of the 17 resolutions contained in document ISO/IEC JTC 1/SC 35 [N0469](#) were read out and unanimously adopted except Resolution 7, adopted with the abstention of Sweden.

8. ANY OTHER BUSINESS

Mr. Yoshihide Nakao informed the meeting that he would retire and step down from his position of convenor of WG 4. SC35 members thanked him for his very fruitful work and especially for the short time (less than 3 years) taken to develop ISO/IEC 18021 International standard "Information technology – User interfaces for Mobile tools for management of database communications in a client-server model".

9. Closure of the meeting: Wednesday 20th November at 17.30

The Chairman thanked the Greek delegation for the excellent arrangements that had been made as well as for the warm hospitality that had been enjoyed by all.

The meeting was then adjourned.

LIST OF ATTENDEES
ATHENS 20th November 2002

Name	Company/organisation	Country/member ship category
Dr. Yves Neuville	Ministère de l'Éducation nationale Inspection générale de l'Éducation nationale	Chairman
Ms France H Lafargue	AFNOR ISO/IEC JTC 1/SC 35 Secretariat	Secretary
Mr. Wolf Arvidson	Statskontoret	Sweden
Dr. J. Carter	University of Saskatchewan	Canada
Mr. Richard Hodgkinson	IBM	Sweden
Mr. Alain LaBonté	Secrétariat du Conseil du trésor Gouvernement du Québec	Canada
Mr. Evangelos Melagrakis	ELOT	Greece
Mr. Kazuaki Nakamura	Canon Inc.	Japan
Mr. Yoshihide Nakao	Sharp Corporation	Japan
Mr. Chris Urban	Consultant	Canada
Ms Anette Schwuchow	Siemens	Germany
Dr Yoshikazu Yamamoto	Keio University	Japan
Mr. Chae-Woo YOO	Soongsil University	Korea