



Document: ISO/TC145-IEC/SC3C JWG11 N 78

ISO
ORGANISATION INTERNATIONALE DE NORMALISATION
INTERNATIONAL ORGANIZATION FOR STANDARDIZATION

IEC
COMMISSION ELECTRONIQUE INTERNATIONALE
INTERNATIONAL ELECTROTECHNICAL COMMISSION

Title:	Unconfirmed report of the 8th meeting of ISO/TC 145-IEC/SC 3C JWG 11, held on 29-30 April, 2002, at IBM United Kingdom Laboratories, Hursley Park, Winchester
Source:	Secretary/Convenor
Status:	Unconfirmed, for information
Date:	05 May 2002

1. OPENING OF THE MEETING

Professor Ikeda, Convenor of ISO/TC 145-IEC/SC 3C JWG 11, welcomed members to the 8th meeting. He thanked Mr. Hodgkinson and Mr. Peter Missen for their kind invitation to host the meeting and for the excellent facilities at members' disposal. Mr. Missen then gave a very warm welcome to members to the IBM United Kingdom, first in English and then in Japanese, for which he received generous applause. The new Secretary introduced herself and said that she was looking forward to working closely with the JWG. Mr. Hodgkinson welcomed members to the meeting and gave some very useful and interesting information about the IBM premises, the grounds and Winchester itself. The Convenor thanked Mr. Hodgkinson for his detailed preparation in advance of the meeting, for which all members were grateful.

2. ROLL CALL OF ATTENDANCE

Members introduced themselves and a list of attendees is appended to this report in Annex A.

3. APPROVAL OF THE DRAFT AGENDA

The Agenda presented in N 74 was approved, subject to the addition of document references for comments received on ISO/WD 4 80416-4 after the Agenda had been circulated:

N 75, comments from Miss Eddleston,
N 76, comments from Mr. Hodgkinson and
N 77, comments from Mr. Brigham.

4. REPORT ON RELEVANT ACTIVITIES SINCE THE 7TH (FIRENZE) MEETING AND THE VIRTUAL MEETING

4.1 Activity in ISO/TC 145

The Convenor reported that there had been a change in Secretary to JWG 11 and he invited the new Secretary to give a brief report of relevant discussions at the recent meeting of ISO/TC 145 and its subcommittees. The Secretary reported that the previous week of meetings in Vienna had proved to be very successful. She emphasised that, following a year of little activity in SC 1 *Public information symbols*, there was renewed enthusiasm to make progress in the WGs. She said that SC 3 *Graphical symbols for use on equipment* had had a very successful meeting and that its members were hopeful of working more closely with SC 3C in the future.

This led to discussion in JWG 11 of how this closer collaboration would be handled and where SC 3's request for access to the IEC 60417 database would be discussed in more detail. Professor Ikeda suggested that this report and the ensuing discussion were really beyond the scope of JWG 11 and that he and the relevant officers from JWG 11, IEC/SC 3C, ISO/TC 145 and ISO/TC 145/SC 3 would be holding an ad hoc meeting on the following day to have a preliminary, informal discussion on these issues.

4.2 Activity in IEC/SC 3C

Professor Ikeda reminded members of the agreed task of JWG 11

To revise IEC 60416 (ISO 3461-1) and ISO 4196 and develop additional parts in order to publish a joint ISO/IEC standard ISO/IEC 80416 with general title "Basic principles for graphical symbols for use on equipment" comprising of:

Part 1: Creation of symbol originals

Part 2: Form and use of arrows

Part 3: Guidelines for the application of graphical symbols

Part 4: Supplementary guidelines for the adaptation of graphical symbols for use on screens and displays (icons)

in collaboration with ISO/TC 145.

and reported on the current status of the ISO/IEC 80416 series:

IEC 80416-1: *Basic principles for graphical symbols for use on equipment – Part 1: Creation of symbol original; published in 2001 in IEC administration. Initial validity date was extended to 2005.*

ISO 80416-2: *Basic principles for graphical symbols for use on equipment – Part 2: Form and use of arrows; published in 2001 in ISO administration.*

IEC 80416-3: *Basic principles for graphical symbols for use on equipment – Part 3: Guidelines for the application of graphical symbols; FDIS under preparation in IEC and will be circulated by ISO/CS and IEC/CO in parallel by 3 May 2002.*

ISO 80416-4: *Basic principles for graphical symbols for use on equipment – Part 4: Supplementary guidelines for the adaptation of graphical symbols for use on screens and displays (icons); 1CD would be expected to come out in May 2002.*

He confirmed that JWG 11 would continue at least until the publication of ISO/IEC 80416-4. He reported that IEC 60417 would be revised and published in hard copy form initially until such time as the database was fully available and stabilized. This could then be updated on an on-going basis.

He reported that ISO/CS was actively studying how to establish an accessible, web-based database for graphical symbols, initially for ISO 7000.

He confirmed that Mr. Maislisch, from IEC/CO would be attending the SC 3C meeting on Wednesday 1 May to discuss release and making a full use of the IEC 60417 database.

Professor Ikeda advised members that at the June meeting of the IEC Standards Management Board, formal liaison between IEC/TC 3/SC 3C and ISO/TC 145/SC 3 would be approved and he hoped that communication and collaboration between the two committees would then be improved.

5. DISCUSSION OF COMMENTS ON THE REVISED WORKING DRAFT OF ISO 80416-4

It was agreed that members would review the comments in N 75, N 76 and N 77 on an individual basis. The Convenor confirmed that there was no need to prepare a formal disposition of comments for circulation to the JWG at the WD stage.

Following consideration of the comments submitted, most of which were accepted, it was agreed that Mr. Hodgkinson would update the document accordingly and circulate it to the Convenor and Secretary by the end of May. IEC Central Office and the ISO/TC 145 Secretary would then prepare the document for circulation to IEC/SC 3C and ISO/TC 145 as a CD for comment.

The Convenor thanked Mr. Hodgkinson for facilitating the discussion of the comments and for all the work he had undertaken so far and was about to undertake. Members also expressed their thanks.

6. ANY OTHER BUSINESS

6.1 Discussion of N 68 *Standardization of software 'admonishment' symbols*

Mr. Hodgkinson spoke to his document and explained that there were currently no universal standards (either "de facto", or International) that addressed admonishment (or warning) symbols for software products.

These symbols were typically incorporated within error or warning messages to the software user advising them that a problem had occurred, or that an irreversible step (with potentially serious, though not hazardous, consequences) was about to be taken. The symbol used was very similar to the one present in ISO/FDIS 3864-1:2001, *Graphical symbols - Safety colours and safety signs - Part 1: Design principles for safety signs in workplaces and public places*, to be used for Warning where there was a risk of personal danger. In the context of personal computers the Warning symbol in ISO 3864 could be used to advise operatives of potential electrical, mechanical or heat hazards including loss of property. It had been argued that if a person first encountered this symbol in a non-hazardous situation (e.g. in a software message) and consequently ignored it when encountered alongside electronic circuitry and subsequently received an electric shock, then there could be grounds for litigation.

Members agreed that there was definite cause for concern as this type of misuse of symbols was undermining the standardization process for safety signs. Mr. Brigham pointed out that although these concerns were valid, millions of users were exposed to this icon on a daily basis and understood its use in this context very well. He said that it would be vital to prepare a strong justification for operating systems providers not to use this icon. He suggested that it might be worthwhile to invite Microsoft to join in future discussions in order to bring the issue to their attention and to get their willing co-operation. Mr. Hodgkinson suggested that there would be value in investigating what icons other operating systems use.

There was some discussion over whether the task of JWG 11 would allow for this work but it was agreed that JWG 11 should report back its findings to its parent committees IEC/SC 3C and ISO/TC 145 for them to consider what action to take. Professor Ikeda suggested that ISO/TC 145/SC 2 in particular should be asked to help and advise on this issue.

It was agreed that JWG 11 members would:

- 1) approach any contacts they had in Microsoft with a view to alerting them to this issue and inviting them to attend future meetings to discuss it in further detail,
- 2) survey existing operating systems and application software to see just how pervasive the misuse of symbols is,
- 3) consider what icon might be used to replace that currently used,
- 4) report their findings back to JWG prior to IEC/SC 3C and ISO/TC 145.

6.2 DISCUSSION ON THE EFFECTIVENESS OF THE 'VIRTUAL MEETING' HELD BETWEEN 1 NOVEMBER AND 15 DECEMBER 2001

Members expressed their concern about this meeting which had gone on for rather longer than originally anticipated, and during which several misunderstandings had arisen which would be swiftly resolved at a physical meeting afterwards.

Professor Ikeda confirmed that virtual meetings should only last for one week. He suggested that there was a need for proper tools and rules to facilitate more effective and efficient working in the 'virtual world'. He added that a virtual meeting had value in making the JWG 11 work more transparent and in allowing the participation of more members than would be able to attend a physical meeting.

Professor Ikeda revealed that IEC had been providing a virtual meeting tool, which would be further improved in renovated web-site under test.

7. DATE AND PLACE OF NEXT MEETING

There was much discussion on a suitable date and place for the next meeting. It was agreed that

- 1) the JWG 11 meeting would be held for two and a half days to discuss expected comments from National Bodies in the week commencing 11 November 2002, preferably to coincide with the meeting of ISO/TC 145/SC 3 WG 1 and 2,
- 2) proposals/offers of meeting location should be communicated to the Convenor and Secretary by 21 May 2002,
- 3) the decision on location would be made by the Convenor and Secretary by 28 May 2002,

8. CLOSE OF THE MEETING

Professor Ikeda thanked members for their participation over the two days, he thanked the Secretary in advance of her report of the meeting and he thanked Mr. Hodgkinson, on behalf of all members, for the excellent facilities, catering and outstanding leadership on the ISO 80416-4 to date.

CAROL EDDLESTON
Secretary to ISO/TC 145-IEC/SC 3C JWG 11
HIROAKI IKEDA
Convener for ISO/TC 145-IEC/SC 3C JWG 11

ANNEX A ATTENDANCE LIST

1. 29 April 2002

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2. 30 April 2002

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