



CA/BROWSER FORUM

F2F meeting

Instructions for creating ballots and challenges for moving canonical versions of all Guidelines to GitHub

The issues

- ❑ Creating redlines for ballots
- ❑ Ballots with two “proposed” texts
- ❑ Updating the “canonical version”
- ❑ Editorial changes (minor typos, table of relevant dates)
- ❑ Creating an official redline comparing changes to the previous Guideline

Creating redlines for ballots

- ❑ Free option for ballot proposers
- ❑ Recommendation to use GitHub
 - ❑ show changes compared to the latest “canonical” version of the Guideline
- ❑ When the redline is introduced in the ballot e-mail, it must be immutable to changes
 - ❑ Either as an attachment
 - ❑ For GitHub, point to the latest “commit”

Updating the “canonical version”

- ❑ The Chair or Vice-Chair responsible to update the final Guideline
- ❑ GitHub redline makes the process super easy
- ❑ The Chair/Vice-Chair creates a “pull/merge request”
- ❑ This pull/merge request is public
- ❑ Reviewed by ballot proposer/endorsers
- ❑ Submitted by Chair or Vice-Chair and Approved by another Member

Editorial changes

- ❑ The Chair/Vice-Chair updates ToC, table with relevant dates, possible typos, via a “pull/merge request”
- ❑ The pull/merge request is public and anyone can report divergence

Creating an official redline

- ❑ The Chair/Vice-Chair creates an official redline comparing changes to the previous Guideline
- ❑ PDF, DOCX, HTML versions are automagically created
- ❑ PDF is published on the public web site
- ❑ DOCX is uploaded to the wiki (optional)?

Next steps

- Formalize the process
- Tests with automatically produced red-lines