

CHECKLIST

FOR PUBLISHING QT DOCUMENTS

This checklist identifies every task that must be accomplished when publishing one or more of the following documents that are under development — in whole or in part — by the W3C’s XML Query Working Group (including the “main” QT documents *XQuery: An XML Query Language*, *XML Path Language (XPath)*, *XML Syntax for XQuery (XQueryX)*, *XQuery and XPath Data Model (XDM)*, *XQuery and XPath Functions and Operators*, and *XSLT and XQuery Serialization*, as well as the “add-on” QT documents *XQuery and XPath Full Text*, *XQuery Update Facility*, and *XQuery Scripting Extension*, plus the various Requirements and Use Cases documents). The checklist currently applies to publishing version 3.0 of those documents, but will be modified as required for publication of all versions 3.x.

- ☐ Each document to be published must be built by the document publisher *after* performing a **full CVS Update** of the document publisher’s local “.../qtspecs/” file system (to ensure that all local files are fully up to date).
- ☐ The **Status Section entities** declared in the internal subset DTD of each document being published must be updated, as described in the document entitled “*CHECKLIST - Updating the Status Sections of QT Documents*”.
- ☐ Normative references (for W3C documents, typically taken from .../qtspecs/etc/xsl-query-bibl.xml, .../qtspecs/etc/tr.xml, and/or .../qtspecs/etc/specs.xml) must be updated as needed (especially for the documents to be published).
- ☐ If the document or documents to be published are transitioning from one stage (*e.g.*, initial development to First Public Working Draft), then a **Transition Request** must be prepared and submitted. For some transitions (*e.g.*, from Last Call Working Draft to Candidate Recommendation, or from Candidate Recommendation to Proposed Recommendation), a Transition Call may be required at which the document publisher — and, if there are any known anomalies, the document editor — should be present.
- ☐ If the document or documents to be published are transitioning from initial development to First Public Working Draft), then a **Request for a Shortname** must be prepared and submitted. Under most conditions, such requests are quickly approved; however, the W3C Team many sometimes recommend a different shortname. Negotiation is normally possible.
- ☐ Publication of a specification document produces several files in the “.../qtspecs/specifications/*shortname*/html/” directory (where “*shortname*” is the shortname of the document, such as “xpath-datamodel-30”). This checklist will refer to that directory as the “HTML-Directory”.
 - ☐ For almost all of the documents, two such files are named **Overview.html** and **Overview-diff.html**; however, for XQuery and XPath, there are two pairs of such files created, named **xquery-*nn*.html** and **xquery-*nn*-diff.html**, and **xpath-*nn*.html** and **xpath-*nn*-diff.html**, respectively, where *nn* is the 2-digit language version code (*e.g.*, “30” for XQuery 3.0). The files whose names include “-diff” are “difference documents”; it is not required that difference documents pass PubRules.

- Another such file is named **shortname.xml**, where *shortname* is the document's approved short name, including the 2-digit language version code (*e.g.*, xslt-xquery-serialization-30).
 - For documents that define a namespace (*e.g.*, XQuery defines a namespace for "local" functions), a **namespace document** is created. Namespace documents are normally produced in two forms: an XHTML document and an RDF document.
 - For documents that incorporate one or more images, the **image files** are copied from the directory where they are located into the HTML-Directory. Some documents collect all of the image files into a subdirectory (always named "images") of the HTML-Directory; in such cases, the images are copied from the directory where they are located into the HTML-Directory's "images" subdirectory.
 - Some documents may be associated with additional files (*e.g.*, XQuery incorporates an XML schema file and an XSLT stylesheet file). Those files should appear in the HTML-Directory; if they do not, then they must be copied there from the source directory (*e.g.*, .../shortname/src/).
- If one or more of the namespace documents are to be published along with their corresponding documents, the namespace document XML sources must be carefully edited to ensure that all **dates and URIs have been updated** appropriately to correspond with the dates of the corresponding documents.
 - When publishing a Requirements document, the document **must satisfy the PubRules**, which requires that the document pass the PubRules Checker, including the Link Checker, CSS Validation Service, Namespaces Checker, and HTML Validity Service.
 - When publishing a Use Cases document or a combined Requirements/Use Cases document, the document must satisfy the PubRules, which requires that the document pass the PubRules Checker, including the Link Checker, CSS Validation Service, Namespaces Checker, and HTML Validity Service. In addition, production of Use Cases documents should include generation of **a separate text or XML file containing each of the use cases themselves**.
 - When publishing a specification document, the document must satisfy the PubRules, which requires that the document pass the PubRules Checker, including the Link Checker, CSS Validation Service, Namespaces Checker, and HTML Validity Service. In addition, production of specification documents generates **"anchor documents"** in the ".../qtspecs/etc/" directory in the document publisher's local archives.
 - Once all of the documents to be published have been compiled, they must be **staged** for convenient access by the W3C Publication Team. The steps required for staging a document are:
 - A **new directory is created** in the W3C CVS ".../qtspecs/document_staging/" directory. The name of that directory should be identical to the filename (excluding filename extension) of the document as it will appear in "date space" (*e.g.*, WD-xquery-30-20110614). This checklist will refer to this directory as the "Staging-Directory".
 - **Copy** the file named Overview.html from the HTML-Directory to the Staging-Directory. (Note: For XQuery and XPath, the file to be copied will be named xquery-*nn*.html or xpath-*nn*.html.)
 - **Copy** the file named Overview-diff.html from the HTML-Directory to the Staging-Directory, renaming it to "*shortname*-diff.html". (Note: For XQuery

- and XPath, the file to be copied will be named `xquery-nn-diff.html` or `xpath-nn-diff.html`.)
- **Copy** the file named *shortname.xml* from the HTML-Directory to the Staging-Directory.
 - For documents that incorporate one or more images, the image files are copied from the HTML-Directory into the Staging-Directory. Some documents collect all of the image files into a subdirectory (always named “images”) of the HTML-Directory; for such cases, the “images” subdirectory itself should be copied into the Staging-Directory.
 - For documents that define one or more namespaces, **a new directory is created for each such namespace** in the W3C CVS “`.../qtspecs/document_staging/`” directory. The name of that directory should be identical to the filename (excluding filename extension) of the source file of the namespace document, with the document publication date appended following a hyphen (*e.g.*, “`ns-local-20110614`”). This checklist will refer to this directory as the “Namespace-Directory” and the portion of the directory’s name preceding the final hyphen as the “filename”.
 - **Copy** the file named *filename.rdf* from the HTML-Directory into the Namespace-Directory, renaming it to `Overview.rdf`.
 - **Copy** the file named *filename.xhtml* from the HTML-Directory into the Namespace-Directory, renaming it to `Overview.html`.
 - For documents that define **one or more XML Schema documents and/or one or more XSLT stylesheets**, those files should be placed at *some appropriate place*¹ in the W3C CVS “`.../qtspecs/document_staging/`” directory structure; if a new directory is created, the name of that new directory should be mnemonic to the document and/or namespace with which they are associated (*e.g.*, “`xpath-full-text-30-xqueryx-2011-11-11`”) and the files copied from the HTML-Directory (or other appropriate location) into the selected location in the W3C CVS “`.../qtspecs/document_staging/`” directory structure. An appropriate — and simple — choice would be to place such files into the same directory as the `Overview.html` and *shortname*-diff.html files.
 - If the document publication includes either XPath or XQuery, the parsing and XQueryX-generation **applets** must be produced and staged. The W3C web page from which those applets are linked must be updated to reflect the new applets. If necessary, the public and member XML Query WG “home pages” must be updated.
 - A **publication request** must be generated that instructs the W3C Publications Team, for each document being published, how to publish that document, as described in the document entitled “*CHECKLIST – Preparing a Publication Request for QT Documents*”.
 - Once the documents have been published on the TR page (and in “date space”), the **publication should be announced** on relevant fora (*e.g.*, to the XML-dev mailing list). Before making such an announcement, however, it *must be confirmed* that the documents have actually been made available on the TR page!

¹ The phrase “*some appropriate place*” implies difficulty in precisely formulating a rule. The document publisher may have some reason for selecting a directory name that is not directly mnemonic to the document and/or namespace with which the files are associated, but a mnemonic directory name is preferred for obvious reasons.

EXAMPLE TASK LIST FOR A PARTICULAR PUBLISHING CYCLE

The following list illustrates the many tasks required to publish a set of documents. It may not, in fact, be comprehensive. In addition, a number of the tasks are actually complex, multi-step tasks themselves. All tasks are the responsibility of the document publisher except where otherwise noted.

Full CVS Update of all of qtspecs	XPath	FT
Create Staging Directories	Update status section	Update status section
CVS Update .../etc/xsl-query-bibl.xml	Update references	Update references
CVS Update .../etc/status-entities.dtd (if required)	Build	Create XQueryX-for-FT namespace document, incl. references
XDM	Pubrules checker	Build
Update status section (for example: date.day, date.DD, date.month, date.monthnum, date.year, doc.stage, doc.w3c-doctype, doc.w3c-doctype-full, doc.LC-pubdate, doc.LC-comments-due, doc.pubdate, changes-para, implementation-report, document-stage, doc-stability, features-at-risk, customized-paragraph)	Link checker	Pubrules checker
Update references	HTML validity checker	Link checker
Build	CSS validity checker	HTML validity checker
Pubrules checker (including fixes, rebuilding, until correct)	Stage	CSS validity checker
Link checker (including fixes, rebuilding, until correct)	XQuery	Stage
HTML validity checker (including fixes, rebuilding, until correct)	Update status section	Update
CSS validity checker (including fixes, rebuilding, until correct)	Update references	Update status section
Stage (copy all files to be published into the appropriate staging directory or directories)	Update features namespace document, incl. references	Update references
F&O	Update local namespace document, incl. references	Update XQueryX-for-Update namespace document, incl. refs
Update status section	Build	Build
Update references	Pubrules checker	Pubrules checker
Update Codepoint collation namespace document, incl. references	Link checker	Link checker

Update errors namespace document, incl. references	HTML validity checker	HTML validity checker
Update functions namespace document, incl. references	CSS validity checker	CSS validity checker
Update math functions namespace document, incl. references	Stage	Stage
Build	XQueryX	General
Pubrules checker	Update status section	Stage all schemas and stylesheets and example files
Link checker	Update references	Ensure that all applets are ready to go (mdyck)
HTML validity checker	Update XQueryX namespace document, incl. references	Publish applets at appropriate URI(s) (mdyck + Liam)
CSS validity checker	Build	Update applet "master page" (Liam)
Stage	Pubrules checker	Transition requests as needed
Serialization	Link checker	Pub requests for all documents
Update status section	HTML validity checker	Publication announcement (Liam)
Update references	CSS validity checker	
Update serialization namespace document, incl. references	Stage	
Build		
Pubrules checker		
Link checker		
HTML validity checker		
CSS validity checker		
Stage		