

General Documentation Standard

Author: Mim Small

ID: Mrs12

Supervisor: Praboda Rajapaksha

ID: Prr16

Degree Scheme: G40F

Degree Scheme Title: Computer Science

Module: CS39440

Version: 0.2.1 (draft)

Contents

1	Introduction	2
1.1	Purpose	2
1.2	Scope	2
1.3	Objectives	2
2	Layout	3
3	Sections	4
4	Diagrams	5
5	Production	6
6	Git Filing System	7
7	Acknowledgments	8
8	Bibliography	8
9	Version	8

1 Introduction

1.1 Purpose

The purpose of this document is to describe the general layout and essential content described in all documents to be included in the "CFS Pacing App" project.

1.2 Scope

This document describes the basic layout and content for all documentation for the "CFS Pacing App" project. The specific layout described here is dependent of the use of LaTeX and is not intended to be used with Microsoft Word. This document does not apply to the maintenance manual, although it may be used as a guide.

1.3 Objectives

The objectives of this document are:

- To describe the layout and appearance of all documentation for the "CFS Pacing App".
- To describe the sections needed in all documentation for the "CFS Pacing App".
- To describe how diagrams should be created and used in all documentation for the "CFS Pacing App".
- To describe the document production methods in all documentation for the "CFS Pacing App".
- To describe how the documents should be organised and filed within the "CFS Pacing App" project.

2 Layout

These documents should:

- use the TEX Gyre Adventor font
- use 11pts size for the body
- have margins of 3cm
- have line spacing of 1.5

The following conventions should be used:

- all dates should be written in the form dd/mm/yy
- British spelling should be used unless another document with non-British spelling is being quoted
- The title page counts as page 0 of a document

Every page other than the title page should have a header and a footer. The heading should include:

- the title of the project
- the title of the document
- the version, including whether it is draft or release

The footer should include:

- Aberystwyth University
- The department (in this case Computer Science)
- the page number, formatted as "Page x of y"

All sections and sub-sections should be numbered appropriately.

3 Sections

All documentation, excluding the **maintenance manual** and **project outline** should have the following sections:

- Title Page
 - This should contain the title of the document, the author, the author **id**, the supervisor, the supervisor **id**, degree scheme code and title, module, and version **number**
- Contents
 - This should be on **it's** own page.
- Introduction
 - This must include purpose, scope **and** objectives.
- Bibliography
 - This should be in the IEEE **style**
- Version History
 - This is a **four columned** table containing the version history of the document, with the version, author, **date** and description of changes.
For example:

Version	Author	Date	Description
0.1	jjd01	01/01/2021	Created document
0.2	jjd01	02/01/2021	Wrote introduction

Table 1: Version History Example

Documents may also include an acknowledgments section where appropriate.

4 Diagrams

All diagrams should be made with draw.io [2]. All diagrams should be saved as pngs and as .drawio files in diagram folders on the git repository **aswell** as being inserted into documents.

Diagrams should **be inserted into documents as png files.**

When inserted into documents, all diagrams should be large enough to be legible.

5 Production

Before release, each document should be checked for compliance with this document, and a compliance check should be added to that document's version history. Upon release, the document should be put in the release folder of the git repository.

6 Git Filing System

There should be a git repository for this project. The repository should be private until such a time that the project has been submitted, with the supervisor and the appropriate staff members as collaborators.

There should be a separate folder on the git repository for documentation and for the code. There should also be a readme file in the root of the git project.

There should also be a draft folder in the Git Repository for unreleased versions of documents.

7 Acknowledgments

This document was created with the help of the General Documentation Standards written for the 2nd Year Software Engineering Module by Chris Loftus[1].

8 Bibliography

- [1] C. W. Loftus, 'Software Engineering Group Projects – General Documentation Standards'. internal document, Jan. 10, 2023.
- [2] 'draw.io'. Accessed: Feb. 02, 2024. [Online]. Available: <https://app.diagrams.net/>

9 Version

Version	Author	Date	Description
0.1	Mrs12	01/02/2024	Document Created
0.2	Mrs12	02/02/2024	draft written for all sections except diagrams
0.2.1	Mrs12	02/02/2024	draft written for diagrams section

Table 2: Version History