
	CONSIGNES DE TRAITEMENT	Réf : CO_PRD_004747
		Date : 10/04/2016
	<b>BU</b> <b>Étapes : Indexation_Illustration</b>	Ver : 01
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Date	Version N°	Nature des modifications	Rédigé par	Vérifié par	Validé par
10/04/2016	00	Création	Tanjona		

**Outil :** Photoshop

**Travail à faire :** Découpage des images illustrées, récupération de l'indexation des images

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## INTRO

« L'indexation/Illustration sert à recueillir les images et leurs informations ».

Liste des ouvrages et les images à traiter :

[\\10.128.9.253\004747\PRODUCTION\01 SUIVI](#)

[004747\\_planning\\_BU.xlsx](#)

Liste des images : *Statut\_Lot/Page\_Illustration*

Emplacement de l'ouvrage à traiter:

[\\10.128.9.253\004747\PRODUCTION\ICS IN](#)

Faire une copie dans votre User\_XXXXX\Illustration

Suivi de l'indexation dans :

[\\10.128.9.253\004747\PRODUCTION\01 SUIVI](#)

[2016-MMC.xlsx](#)

A remplir les champs pour chaque ouvrage qui ont des illustrations

## Traitement Images (découpe)

On utilise le logiciel Photoshop pour ce traitement :

Charger les images tif **400dpi** à découper dans Photoshop :

**Inauguration of the Independent Commission for World-Wide Telecommunications Development**

The first meeting of the Independent Commission for World-Wide Telecommunications Development was opened in Geneva on 24 October 1983 by Mr. R. E. Butler, Secretary-General of the ITU who, after welcoming the members of the Commission, stressed that: "The world is in the midst of a technology-led communications revolution of which the pace is so fast that we scarcely have the opportunity to stand back and reflect on the shape of the future". "Nevertheless", stated Mr. Butler, "the policy decisions taken now, whether managerial, financial, legislative or technical, will mould the lives of all of us well into the 21st century".

Mr. Butler told the members of the Commission: "The coming years will be years of innovation and dialogue, to a large extent influenced by your recommendations, between all partners in the world of telecommunications—governments, administrations, operating agencies, industrialists and users. The decade ahead presents a great challenge. It will require co-operation and understanding between all and in the interest of all.

I wish you every success in this important task".

Sir Donald Maitland was unanimously elected Chairman of the Commission. It was also decided to form a Committee of Vice-Chairmen comprising the following members: Messrs. A. R. K. Al-Ghunaim, J. S. Malecela, A. Tahir and A. Vargas Araya.

Sir Donald, in accepting the chairmanship, said that he considered it a privilege to work with the Commission and to lead such a distinguished team. Furthermore, he welcomed the setting up of the Committee of Vice-Chairmen, particularly in view of the regional aspect of a great deal of the work to be undertaken.

As regards the Commission, he stressed the following points: firstly, the fact that its mandate had been devised and endorsed by the ITU Plenipotentiary Conference in Nairobi provided the Commission with the widest possible authority for its work and, secondly, the objectives were narrowly drawn and the tasks of the Commission precisely stated.



View of the rostrum of the Independent Commission for World-Wide Telecommunications Development. From left to right: Messrs. J. Jiguet, Deputy Secretary-General of the ITU; R. E. Butler, Secretary-General of the ITU; Sir Donald Maitland, Chairman; Messrs. A. Berrada, Vice-Chairman of the IFRB; L. Burtz, Director of the CCITT and R. C. Kirby, Director of the CCR.

Images à cadrer

Légende à recueillir et à insérer dans le suivi

**The Independent Commission for World-Wide Telecommunications Development: election of the Chairman, Sir Donald Maitland (centre)**


840012

- **The role of telecommunications in economic and social development**  
This had been stressed by more than one speaker as a critical matter, to be set correctly into what had been called the general concept of development. Apart from the considerable work already carried out on this subject, the Commission should cover the differentiation between urban and rural areas and the relevance of telecommunications to such sectors as agriculture, energy and fisheries.
- **Technology**  
This would cover such matters as choice of technology, the role of the most advanced digital technology, intermediate or low-level technology, the use of satellites and so on. Here again, the question of the extent of local manufacture would arise.
- **Organizational questions**  
This could comprehend, *inter alia*, procurement policy, accounting arrangements, system planning, training and maintenance.
- **Financing**  
Under this heading the Commission should consider not only the sources of finance, but also the foreign exchange element, the effectiveness of financial flows, the co-ordination of financial arrangements to prevent the distorted development of networks, tariffs and other policies. How was it that PTTs sought to generate funds for further investment?
- **The role of international organizations**  
This would include the role of the ITU, the World Bank and the United Nations Development Programme (UNDP) which funds ITU activities in the field of technical co-operation. Reference had also been made to the United Nations Educational, Scientific and Cultural Organization (UNESCO), UNESCO's International Programme for the Development of Communications (IPDC) and the international satellite organizations.

The Secretariat could begin immediately to prepare an outline of the state of telecommunications development in the world and to review the information already available on the role of telecommunications in economic and social development.

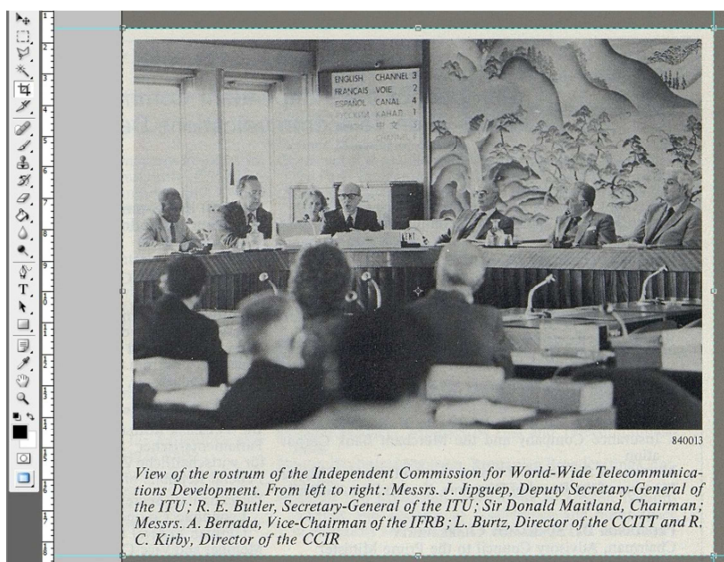
Information would be collected from governments, post and telecommunications administrations in developing and developed countries, international organizations, regional telecommunications bodies, satellite organizations and industry.

It was decided to abbreviate the title of the Commission to "Independent Commission for World-Wide Telecommunications Development".

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## 1) Découpe.

- Afficher le repère/règle pour voir la position/l'inclinaison de l'image.
- Positionner le repère vers l'image à cadrer et faire une marge/bordure, légende incluse.
- Utiliser l'outil recadre (C) pour faire le cadrage



Nb : n'oubliez pas enlever le repère après le cadrage.

## 2) Enregistrement

Faire l'action enregistrement sous JPG avec la qualité 100 %

C.-à-d. qualité 12 dans Photoshop

Les images sortie du Photoshop doit être un format \*.jpg 400dpi

Suivant les nommages ci-dessous :

XXXXXXXX-XXXX.jpg

=>

XXXXXXXX-XXXXi1.jpg

Identifier

Ordre d'image

Format

Ordre d'illustration

NB : Si une page contient 2 illustrations donc le règle de nommage est ceci :

XXXXXXXX-XXXX.jpg

=>

XXXXXXXX-XXXXi1.jpg 1<sup>ère</sup> image


XXXXXXXX-XXXX.jpg

=>

XXXXXXXX-XXXXi2.jpg 2<sup>ème</sup> image

## 3) Transfert

\\10.128.9.253\004747\PRODUCTION\07 ILLUSTRATION

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#### 4) Indexation

Le fichier excel pour l'indexation se trouve dans

[\\10.128.9.253\004747\PRODUCTION\01\\_SUIVI](\\10.128.9.253\004747\PRODUCTION\01_SUIVI)

2016-MMC.xlsx

Dans l'onglet Illustrations on trouve les éléments suivants :

Identifiant	Titre de l'ouvrage dont les illustrations sont extraites	Titre de l'illustration	Description	Auteur de l'illustration (dates sous forme : 1,,, - 1,,,) )	N° de page (sous la forme p. 7)	Nom de l'image
XXXXXX					frontispice	XXXXXX-0001i1.jpg
XXXXXX					p. X	XXXXXX-0004i1.jpg
XXXXXX					p. XX	XXXXXX-0005i1.jpg

Et remplir comme suit :

Identifiant : Nom de l'ouvrage (obligatoire)

Titre de l'ouvrage : Titre de l'ouvrage à vérifier dans le contenu des images (obligatoire)

Titre de l'illustration : Titre de l'illustration (facultatif)

Description : Légende (facultatif)

Auteur de l'illustration (facultatif)

N° de page (sous la forme p. X) : N° de page folio **p. XX** si dans le couve on affecte **frontispice** (obligatoire)

Si l'image n'a pas de folio, il faut le saisir comme suit **Entre p. X et p. XX**

Nom de l'image : nom de l'image venant du cadrage d'illustration (obligatoire)