



**THE NATIONAL ARCHIVES**  
**DIGITAL PRESERVATION DEPARTMENT**  
**PRONOM 3**  
**FIELD DESCRIPTIONS**

Release: 1

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**Vendor Information**

Information about companies who develop, supply, or support software products.

| Field                  | Definition  | Example   |
|------------------------|---|---|
| <b>Name</b>            | The full registered company name                  | Microsoft Corporation   |
| <b>Still Trading?</b>  | Indicate Yes/No                                   | Yes   |
| <b>Address</b>         | The full registered postal address of the company |   |
| <b>Primary</b>         | Building number or name                           | 1   |
| <b>Street</b>          | Street name                                       | Microsoft Way   |
| <b>Locality</b>        | If appropriate                                    |   |
| <b>Town</b>            | Town or city name                                 | Redmond   |
| <b>County</b>          | County or state name                              | WA  |
| <b>Postcode</b>        | Postcode or zipcode                               | 98052-6399  |
| <b>Country</b>         | Country name                                      | USA   |
| <b>Telephone No.</b>   | Main telephone number, including country code     | (425) 882-8080  |
| <b>Support Website</b> | The URL of the support website, if appropriate    | <a href="http://support.microsoft.com/">http://support.microsoft.com/</a> |
| <b>Company Website</b> | The URL of the main company website               | <a href="http://www.microsoft.com/">http://www.microsoft.com/</a>         |
| <b>Contact</b>         | Contact email address for the company             |   |

**Product Information**

Information about software products.

| Field                   | Definition   | Example                          |
|-------------------------|--|----------------------------------|
| <b>Name</b>             | The full product name  | Word 2002                        |
| <b>Other Names</b>      | Any other names by which the product is known (repeat as required)         | Word XP                          |
| <b>Version</b>          | The product version number or other designation                            | 10                               |
| <b>Released</b>         | The calendar date on which the product was released, as precisely as known | 31-05-2001                       |
| <b>Vendor</b>           | The full registered company name of the product developer                  | Microsoft Corporation            |
| <b>Copyright Owner</b>  | The full registered name of the copyright owner, with covering dates       | Microsoft Corporation, 1983-2001 |
| <b>Copyright Status</b> | The current copyright status   | In copyright                     |

|                               |   |  |
|-------------------------------|---|--|
| <b>Category</b>               | The basic category of product   | Word-processing  |
| <b>Operating System</b>       | The full name, including version and service pack levels of the operating systems supported by the product (repeat as required) | Windows 98, Windows 98 Second Edition (SE), Windows Millennium Edition (ME), Windows NT 4.0 (Service Pack 6 or later and Internet Explorer 4.01, Service Pack 1 or later), Windows 2000, Windows XP (Professional or Home Editions)  |
| <b>Technical Requirements</b> | Full details of the minimum hardware and software requirements of the product (repeat as required)                              | Computer with Pentium 133 megahertz (MHz) or higher processor or equivalent; Pentium III recommended. RAM requirements: Windows 98, or Windows 98 SE (24 MB of RAM plus an additional 8 MB of RAM for Word), Windows ME, or Windows NT (32 MB of RAM plus an additional 8 MB of RAM for Word), Windows 2000 (64 MB of RAM plus an additional 8 MB of RAM for Word), Windows XP (128 MB of RAM plus an additional 8 MB of RAM for Word). Minimum 150 MB of available hard disk space (an additional 115 MB is required on the hard disk where the operating system is installed. Users without Windows XP, Windows 2000, Windows Me, or Office 2000 Service Release 1 (SR-1) require an extra 50 MB of hard disk space for System Files Update), CD-ROM drive, Super VGA (800 x 600) or |

|                             |   |  |
|-----------------------------|---|--|
|                             |   | higher-resolution monitor with 256 colours   |
| <b>Default File Format</b>  | The name and file extension of the default file format written by the product   | Microsoft Word 2002 document (*.doc)   |
| <b>Media Format</b>         | The type of media on which the product is supplied  | 1 x CD-ROM   |
| <b>Language</b>             | The language supported by the product (repeat as required)  |  |
| <b>Documentation</b>        | Bibliographical reference to any official documentation, including electronic documentation   |  |
| <b>Supported By</b>         | The full registered company name of the product supporter   | Microsoft Corporation  |
| <b>Support Withdrawn</b>    | The calendar date on which support for the product was, or will be withdrawn, as precisely as known   | 30-06-2008   |
| <b>Third-Party Support</b>  | The full registered company name of any third-party product supporter   |  |
| <b>File Formats Read</b>    | A list of the names and file extensions of each file format read (opened) by the product. Include each version of a format as a separate entry (repeat as required)   | Word for Windows 2.x (*.doc)<br>Word for Windows 6.0 (*.doc)<br>Word 95 (*.doc)<br>Word 97 (*.doc)<br>Word 2000 (*.doc)<br>Word 2002 (*.doc)<br><br>Etc. |
| <b>File Formats Written</b> | A list of the names and file extensions of each file format written (saved) by the product. Include each version of a format as a separate entry (repeat as required) | Word for Windows 2.x (*.doc)<br>Word for Windows 6.0 (*.doc)<br>Word 95 (*.doc)<br>Word 97 (*.doc)<br>Word 2000 (*.doc)<br>Word 2002 (*.doc)<br><br>Etc. |

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### Your Details

We fully acknowledge all sources of information used on PRONOM. All information in this section is optional. Please also indicate if you are happy for this information to be released on PRONOM.

| Field                    | Definition                       | Example |
|--------------------------|----------------------------------|---------|
| <b>Name</b>              | Your name                        |         |
| <b>Organisation</b>      | Your organisation, if applicable |         |
| <b>Contact Email</b>     | Your contact email address       |         |
| <b>Contact Telephone</b> | Your contact telephone number    |         |
| <b>Address</b>           | Your full postal address         |         |
| <b>Primary</b>           | Building number or name          |         |
| <b>Street</b>            | Street name                      |         |
| <b>Locality</b>          | If appropriate                   |         |
| <b>Town</b>              | Full town or city name           |         |
| <b>County</b>            | Full county or state name        |         |
| <b>Postcode</b>          | Postcode or zipcode              |         |
| <b>Country</b>           | Full country name                |         |