PDP-9I Technical Memorandum #__1__

Title: Introduction to PDP-9I Technical Memoranda

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Index Keys: Technical Memoranda
                Memoranda Format
                Format

Distribution
        Key: H

Obsolete: None

Revision: None

Date: 8 March 1968

Documentation of PDP-9I will follow the procedures outlined
below to permit free flow of information between persons
having a legitimate interest in PDP-9I. Every document should
clearly state whether it is a proposal, suggestion, edict,
etc.

All technical memoranda will have a title page in a format
identical to the format of the title page of this document.
All original copies will be submitted to a "co-ordinator"
who will:

1. Assign a number to the memorandum.

2. Distribute copies according to the distribution key.

3. Update a master directory of all memoranda.

4. Update a cross-reference directory.

5. File the original.

The title page contains the following information:

1. Memorandum Number - This is left blank and will be
    filled in by the co-ordinator.

2. Title - The title should be as informative as
    possible.

3. Author(s)

4. Index Keys - Since some memoranda may affect several
    areas, the index keys are maintained in a cross-
    reference directory. For example, a memorandum on
    the design and programming of a **disc file** might have
    the following index keys: Disc, IO, Mass Storage,
    Programming. If the number and title of this mem-
    orandum were 2 and Disc File respectively, it would
    be located in the following directories:

    A. Numeric

        1. Introduction to PDP-9I Technical Memoranda

        2. Disc File

B.   Alphabetic

. . . . . .

Disc File, 2

. . . . . .

Introduction to PDP-9I Technical Memoranda, 1

C.   Cross Reference

Disc

2.   Disc File

Format

1.   Introduction to, etc.

Memoranda Format

1.   Introduction to, etc.

. . . . . .

Mass Storage

2.   Disc File

. . . . . .

Input/Output

2.   Disc File

. . . . . .

Programming

2.   Disc File

. . . . . .

Technical Memoranda

1.   Introduction to, etc.

An updated index will be periodically distributed from which copies may be requested.

5. Distribution Keys - Since not all of the documents will be of interest to everyone, several distribution lists will be assigned:

   A. Mechanical Hardware

   B. Electronic Hardware

   C. Software

   D. Marketing

   E. Technical Publications

   F. Production

   G. Receiving All Memoranda

   H. Everyone

This list will be modified appropriately in the future. Names may be added to or deleted from any of these lists by contacting the co-ordinator.

6. Obsolete - This list will indicate all memoranda obsoleted by this document. All directories will be updated appropriately.

7. Revision - This list will indicate all memoranda revised by this document. All directories will be updated appropriately.

8. Date

9. The title page of each document will be stamped by the co-ordinator to indicate that the document is intended only for DEC personnel.