

## 1.1 Naming and version numbering conventions

IVOA document names have five components:

1. A document type code: NOTE, WD (Working Draft), PR (Proposed Recommendation), or REC (Recommendation).
2. A concise name, which should be a reasonable condensation of the document title.
3. A version number of the form I.J, where I and J are integers 0, 1, 2, ... 9, 10, 11, ... .
4. A date. The date is the GMT date on which the current version of the document was produced, in the format YYYYMMDD. (This does not allow for multiple versions of a document to be released within one 24-hour period, but this should not be a major problem.)
5. An extension (.html, .pdf, .doc, etc.) that follows MIME type conventions.

The first four components are concatenated, separated by hyphens.

Version numbers follow these guidelines:

- The number to the left of the (first) decimal point starts with 0 for documents that are being discussed within a Working Group prior to publication for IVOA-wide review. The number increments to 1 for the first public version, and to 2, 3, ..., for subsequent versions that are not backward compatible and/or require substantial revisions to implementations.
- The number to the right of the decimal point is an integer counter, beginning with 0 and increasing in simple cardinal order (0, 1, 2, ... 9, 10, 11, ...). This number does not track every revision to a document, but rather, denotes a logical version or conceptually consistent view. This number should only be incremented when there are significant and substantial changes to text but few (minor) or no changes required of implementations. The version number normally remains fixed as a document is promoted from Working Draft to Proposed Recommendation to Recommendation, with editorial revisions indicated by the change of date.
- After a document reaches Recommendation status, subsequent revisions retrace the promotion process. Changes that are backward compatible result in increments in the number to the right of the decimal place (1.1, 1.2, ...). Changes that are not backward compatible require an increment of the number of the left of the decimal place (2.0), with subsequent backward compatible revisions following the same pattern (2.1, 2.2, ...).

The final published and approved Recommendation retains the date on the title page of the document, but the date is removed from the document name in order to simplify reference to the document.

The following examples show a typical name and numbering progression for a sample document.

NOTE-MyNewIdea-1.0-20081001.doc	(initial idea)
WD-ConciseName-0.1-20081225.html	(first Working Draft, in WG)
WD-ConciseName-0.1-20081231.html	(revised 6 days later)
WD-ConciseName-0.2-20090115.html	(text revised substantially)
WD-ConciseName-0.2-20090201.html	(final version in WG before PR)
WD-ConciseName-1.0-20090301.html	(published first version)
PR-ConciseName-1.0-20090501.html	(promoted to PR)
PR-ConciseName-1.0-20090615.html	(updated after RFC)
PR-ConciseName-1.0-20090801.html	(updated after TCG review)
REC-ConciseName-1.0.pdf	(accepted as REC; date, e.g., 20090901 appears on title page)
WD-ConciseName-1.1-20100628.html	(first update to WD in WG; does not affect software)
WD-ConciseName-1.1-2010715.html	(revised text)
WD-ConciseName-1.1-2010801.html	(revised text)
PR-ConciseName-1.1-20100815.html	(promoted to PR)
PR-ConciseName-1.1-201000915.html	(updated after RFC)
PR-ConciseName-1.1-20101001.html	(updated after TCG review)
REC-ConciseName-1.1.pdf	(accepted as REC)
WD-ConciseName-2.0-20110628.html	(major update to WD in WG; does affect software)
WD-ConciseName-2.0-2011715.html	(revised text)
WD-ConciseName-2.0-2011801.html	(revised text)
PR-ConciseName-2.0-20110815.html	(promoted to PR)
PR-ConciseName-2.0-201100915.html	(updated after RFC)
PR-ConciseName-2.0-20111001.html	(updated after TCG review)
REC-ConciseName-2.0.pdf	(accepted as REC)

Names will be reviewed and may be modified by the Document Coordinator to be consistent with these conventions. All versions 1.0 and higher are stored in the IVOA [Document Repository](#).