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TECHNICAL COMMITTEE

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WEB-BASED TG TEMPLATE

Document prepared by the Office of the Union

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1. The purpose of this document is to report on the development of a web-based TG Template for the drafting of Test Guidelines.

2. The following abbreviations are used in this document:

TC:	Technical Committee
TC-EDC:	Enlarged Editorial Committee
TWA:	Technical Working Party for Agricultural Crops
TWC:	Technical Working Party on Automation and Computer Programs
TWF:	Technical Working Party for Fruit Crops
TWO:	Technical Working Party for Ornamental Plants and Forest Trees
TWPs:	Technical Working Parties
TWV:	Technical Working Party for Vegetables

3. The structure of this document is as follows:

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DEVELOPMENTS IN 2014

Technical Committee (TC)

4. The TC, at its fiftieth session, held in Geneva, from April 7 to 9, 2014, noted the report on developments concerning the new web-based TG Template in document TC/50/10 "Report on developments in UPOV including relevant matters discussed in the last sessions of the Administrative and Legal Committee, the Consultative Committee and the Council", as follows (see document TC/50/10 "Report on developments in UPOV including relevant matters discussed in the last sessions of the Administrative and Legal Committee, the Consultative Committee and the Council" paragraphs 51 to 63):

“Features of the web-based TG Template

“53. The web-based TG Template will be developed in two separate phases in the form of Versions 1 and 2.

“Version 1

“54. Version 1 of the web-based TG Template will be fully functional for the development of UPOV Test Guidelines by Leading Experts and will enable Interested Experts to provide comments. Version 1 of the web-based TG Template will be completed in 2014 and a demonstration will be made at the TWPs sessions in 2014. A copy of the presentation is provided in the Annex to this document.

“Features

“55. The main features of Version 1 are as follows:

- “Draft Test Guidelines will be prepared by Leading Experts online via the web-based TG Template
- “Fixed template containing all universal standard wording which is appropriate for all Test Guidelines (see document TGP/7/3 “Development of Test Guidelines”, Section 3.1 “The TG Template”)
- “Options to add Additional Standard Wording (ASW) (see document TGP/7/3, Section 3.2 “Additional Standard Wording (ASW) for the TG Template”)
- “Links to Guidance Notes (GN) (see document TGP/7/3, Section 3.3 “Guidance Notes (GN) for the TG Template”)
- “A database of characteristics (in English, French, German and Spanish) from Test Guidelines adopted after the adoption of document TGP/7/1 “Development of Test Guidelines” the Collection of Approved Characteristics (adopted in 2004) (see document TGP/7/3, Annex 4 “Collection of Approved Characteristics”).

“The database will contain all information from the Table of Characteristics, including states of expression, notes, example varieties, etc. The database can be searched for relevant characteristics and a relevant characteristic uploaded into draft Test Guidelines with subsequent modification as required.

- “Comments boxes for Interested Experts to complete online with a facility to view all comments
- “Options to produce output in HTML or Word format.
- “English only version
- “Translators’ facility for the Table of Characteristics (Chapter 7)

“Characteristics uploaded, unchanged, from the database comprising the collection of approved characteristics will be indicated as not requiring translation. For other characteristics, translators will be able to search the database comprising the collection of approved characteristics and input the required translations. The translation of the other chapters of the Test Guidelines will be provided separately for Version 1.

“Implementation of Version 1

“56. The timetable for the preparation of Test Guidelines for the Technical Working Party sessions in 2014 is as follows:

Technical Working Party for:	Subgroup draft	Interested Experts’ comments	Technical Working Party draft	Technical Working Party session
Ornamental Plants and Forest Trees (TWO)	February 8	March 8	April 5	May 19-23
Fruit Crops (TWF)	February 14	March 14	April 11	May 26-30
Vegetables (T WV)	March 14	April 11	May 9	June 23-27
Agricultural Crops (TWA)	August 8	September 15	October 3	November 17-21

“57. A mock-up of Version 1 of the web-based TG Template was developed and tested at the end of 2013, in conjunction with experts from Australia and the Netherlands, and the fully-functioning software was tested by the same experts in March 2014. The Office of the Union will inform all Leading Experts of the development of the web-based TG Template and request all Leading Experts to participate in the testing of Version 1 in May and June 2014. A circular will be issued in due course to all Leading Experts providing all necessary information. In the case of the TWA, the web-based TG Template can be used to prepare the Subgroup drafts.

“58. In order to achieve the benefits of the web-based TG Template, it will be necessary for all Leading Experts and Interested Experts to use the web-based TG Template exclusively for the preparation of Test Guidelines for the Technical Working Parties. Therefore, the use of the web-based TG Template will be required for the preparation of all Test Guidelines from 2015. Training on the use of the web-based TG Template will initially be provided at the Technical Working Party sessions in 2014 and by means of e-workshops.

“Version 2

“59. Version 2 of the web-based TG Template will provide the two following additional features:

“Concurrent translation

“60. In version 2 of the web-based TG Template, the French, German and Spanish language versions of the Test Guidelines will be automatically developed concurrently with the English draft for the standard wording, Additional Standard Wording (ASW) and characteristics uploaded, unchanged, from the database comprising the collection of approved characteristics. Text that has not been automatically translated will be indicated for translation in the language concerned.

“Individual authorities’ test guidelines

“61. Version 1 of the web-based TG Template has been designed for the development of Test Guidelines for UPOV. However, it has also been designed such that Version 2 will enable members of the Union to use:

“(a) adopted UPOV Test Guidelines as a basis for the development of individual authorities’ test guidelines;

“(b) the web-based TG Template and database of characteristics to develop individual authorities’ test guidelines for which there are no UPOV Test Guidelines; and

“(c) use individual authorities’ test guidelines, developed using the web-based TG Template, as the basis for draft UPOV Test Guidelines.

“62. Version 2 will have a feature for individual authorities to modify the template wording, within the same structure, to act as a template for their own test guidelines and a feature to allow individual authorities to convert UPOV Test Guidelines into individual authorities’ test guidelines, with necessary modifications.

“63. Subject to successful implementation of Version 1 of the web-based TG Template in 2014, the development of Version 2 is planned for 2015.”

5. The TC agreed to the organization of a series of electronic workshops (e-workshops) to demonstrate the use of the new web-based TG template. The e-workshops would be organized to coincide with the start of drafting work by Leading Experts. The TC also agreed that a demonstration of the new web-based TG template should be made at the Technical Working Party sessions.

6. The TC noted that the Office of the Union would prepare a grid template for shape and ratio characteristics, for use by Leading Experts (see document TC/50/36 “Report on the Conclusions”, paragraphs 20 and 21).

7. The TC noted that the Office would request all Leading Experts to participate in the testing of Version 1 in May and June 2014. The TC also noted that the Leading and Interested Experts would be requested to use the web-based TG Template for the preparation of draft Test Guidelines for the forty-third session of the Technical Working Party for Agricultural Crops (TWA), to be held in Mar del Plata, Argentina, from November 17 to 21, 2014. The TC approved the plans for the implementation of the web-based TG Template, including the exclusive use of the web-based TG Template for the development of all Test Guidelines from 2015 (see document TC/50/36 “Report on the Conclusions”, paragraph 15).

Technical Working Parties (TWPs)

8. The TWO, TWF, TWC, TWV and TWA considered documents TWO/47/10, TWF/45/10, TWC/32/10, TWV/48/10 and TWA/43/10, respectively, and received a presentation on the web-based TG Template, a copy of which is presented in the Annex to the respective documents (see documents TWO/47/28 “Report”,

paragraphs 87 to 91; TWF/45/32 "Report", paragraphs 99 to 102; TWC/32/28 "Report", paragraphs 95 to 98; TWV/48/43 "Report", paragraphs 106 to 110; TWA/43/27 "Report", paragraphs 111 to 115).

9. The TWPs noted the features of Version 1 of the web-based TG Template and the request for Leading Experts to participate in the testing of Version 1 of the web-based TG Template. The TWPs noted the exclusive use of the web-based TG Template for the development of all Test Guidelines from 2015.

10. The TWO agreed that the web-based TG Template should allow the printing of comments made by interested experts sorted by interested expert or characteristic and noted that assistance would be provided by the UPOV Office for Leading Experts on the use of the web-based TG Template, if requested.

11. The TWV appreciated the considerable amount of work done for the development of the web-based TG Template, which would be an important improvement for the development of Test Guidelines.

12. The TWA received a demonstration of the web-based TG Template by the Office of the Union and noted the main features of the system for Leading and Interest experts. The TWA agreed that the comments and suggestions by the Leading Experts that used the web-based TG Template should be sent to the UPOV Office for improving the system.

13. In addition to the comments provided by the TWPs the Office of the Union received comments by Leading Experts that participated in the testing of Version 1 of the web-based TG template.

Electronic workshops

14. Two electronic workshops (e-workshops) to demonstrate the use of the new web-based TG template were conducted on May 22, 2014. The e-workshops were recorded and made available to all Leading Experts of Test Guidelines. A video tutorial was also recorded and made available to all Interested Experts of Test Guidelines explaining the specific user interface (screens) and how to provide comments on draft Test Guidelines using the system.

FUTURE DEVELOPMENTS

15. Version 1 of the web-based TG template will be finalized in February 2015, with all Leading Experts required to prepare draft Test Guidelines for discussion during the TWPs at their sessions in 2015 using the system.

16. A link to templates for grids for shape characteristics that include ratio elements will be provided for Leading Experts in the web-based TG Template.

17. A demonstration of Version 1 of the web-based TG template will be made to the TC at its fifty-first session.

18. Development of Version 2 of the web-based TG Template is planned to start in 2015.

19. The TC is invited to note the developments concerning the web-based TG Template and, in particular, that:

(a) e-workshops and a tutorial demonstrating the use of the new web-based TG template were conducted, recorded and made available to Leading and Interested Experts of Test Guidelines;

(b) development of Version 2 of the web-based TG template is planned to start in 2015; and

(c) a demonstration of Version 1 of the web-based TG template will be made to the TC at its fifty-first session.