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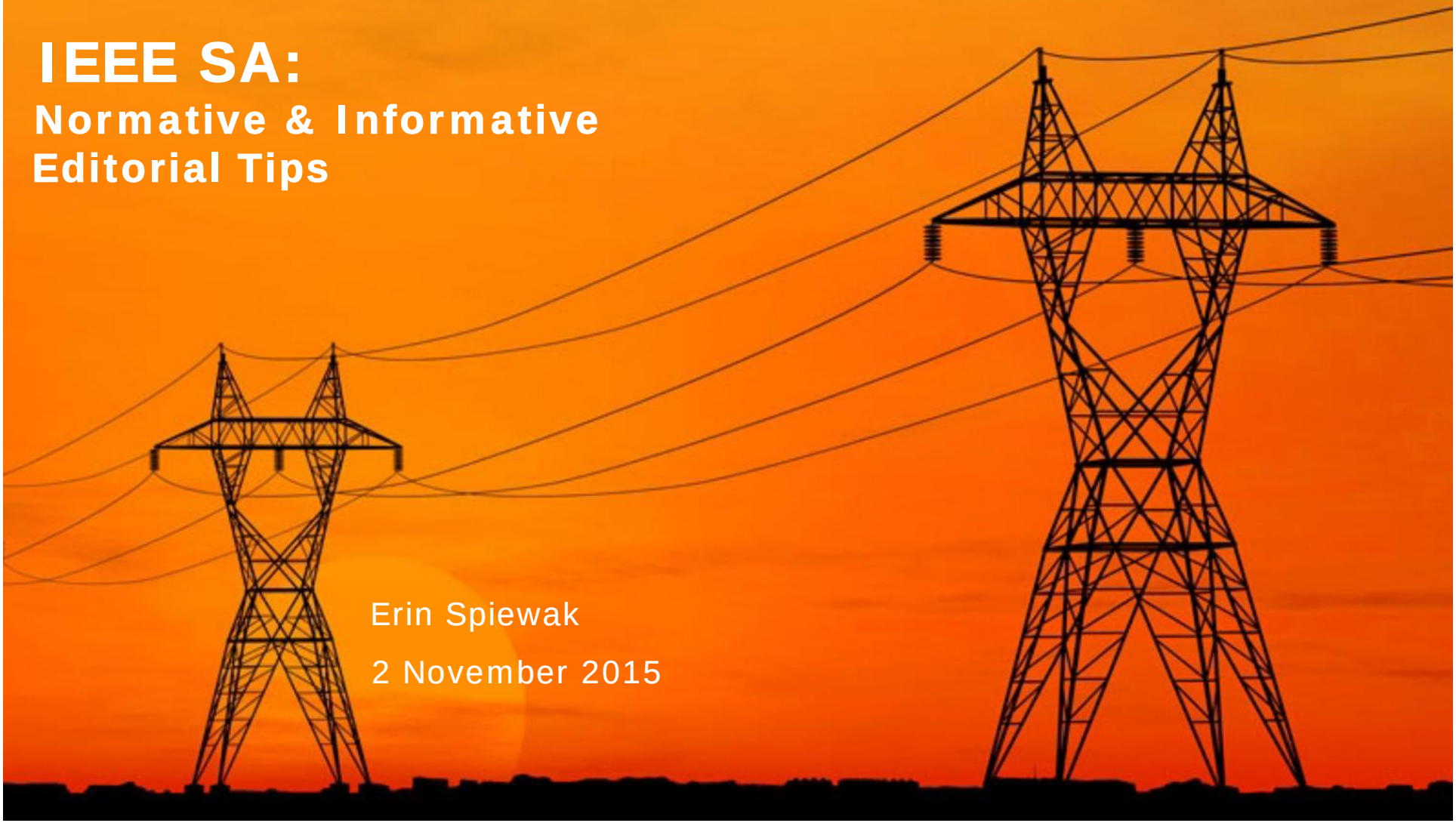
Normative & Informative Editorial Tips



Erin Spiewak

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Normative & Informative

- Normative text
  - The main clauses of the document including figures, tables, and equations
  - Footnotes to tables
  - Footnotes to figures
  - Annexes marked “normative”
- Informative Text
  - Frontmatter
  - Notes to text, tables, figures
    - “Notes to text, tables, and figures are for information only and do not contain requirements needed to implement the standard”
  - Annexes marked “informative” (e.g., Bibliography)

Footnote vs Note for tables, figures

- Footnotes to tables, figures
  - Normative
  - Set outside the boxed table to which it belongs, immediately below the border
  - Shall contain mandatory requirements
  - Table footnote should be marked with lowercase letters starting with “a”
- A note to a tables
  - Informative
  - Set immediately following the table, enclosed within the boxed table, above the bottom border of the table
  - Text in the table note shall not contain mandatory requirements

Notes & Footnotes to Text

- Notes:
  - Informative
  - Are explanatory statements used in the text for emphasis or to offer informative suggestions about the technical content of the standard.
  - Provide additional information to assist the reader with a particular passage and shall not include mandatory requirements
  - “NOTE 1-” , “NOTE 2-”
- Footnotes:
  - Informative
  - Footnotes in text may be included in a standard only for information, clarification, and/or aid applicable to the use of the standard.
  - Mandatory requirements shall not be included in text footnotes because these footnotes are not officially part of the standard
  - Footesnotes in the body and annexes should be numbered consecutively

**Notes and footnotes to tables and figures follow different rules*

Example: Informative Note to a figure

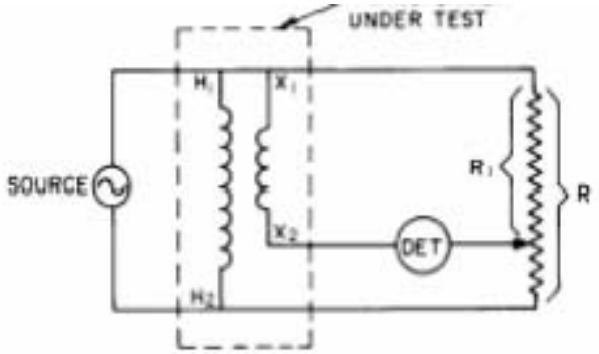

Figure 11—Basic circuit of ratio bridge

NOTE 1—Measurement of ratio using circuits of this type has also been described as ratio by resistance potentiometer.

NOTE 2—More accurate results can be obtained using a ratio bridge that provides phase-angle correction.

NOTE 3—The ratio bridge can also be used to test polarity, phase relation, and phase sequence.

Example: Informative Note to a Table

Table 3—Grounding resistor values

Nominal system voltage (kV)	Resistance (Ω)
345 and below	450
500	350
765	300
NOTE—These values are representative of typical transmission-line surge impedances.	

Informative & Normative Notes to Table

Informative Note: set within the table →

Footnote: Normative, set outside the table →

Table 4—Measurements to be made in insulation power-factor tests

Method I Test without guard circuit[a]	Method II Test with guard circuit[a]
Two-winding transformers[b]	Two-winding transformers[b]
High to low and ground	High to low and ground
Low to high and ground	High to ground, guard on low
High and low to ground	Low to high and ground
—	Low to ground, guard on high
Three-winding transformers[b]	Three-winding transformers[b]
High to low, tertiary, and ground	High to low and ground, guard on tertiary
Low to high, tertiary, and ground	High to ground, guard on low and tertiary
Tertiary to high, low, and ground	Low to tertiary and ground, guard on high
High and low to tertiary and ground	Low to ground, guard on high and tertiary
High and tertiary to low and ground	Tertiary to high and ground, guard on low
Low and tertiary to high and ground	Tertiary to ground, guard on high and low
High, low, and tertiary to ground	High and low to tertiary and ground
	High and tertiary to low and ground

NOTE 1—Although the real significance that can be attached to the power factor of liquid-immersed transformers is still a matter of opinion, experience has shown that the power factor is helpful in assessing the probable condition of the insulation when good judgment is used.

NOTE 2—In interpreting the results of power-factor test values, the comparative values of tests taken at periodic intervals are useful in identifying potential problems rather than an absolute value of power factor.

NOTE 3—A factory power-factor test will be of value for comparison with field power-factor measurements to assess the probable condition of the insulation. It has not been feasible to establish standard power-factor values for liquid-immersed transformers for the following reasons:

a) Experience has indicated that little or no relation exists between power factor and the ability of the transformer to withstand the prescribed dielectric tests.
b) Experience has shown that the variation in power factor with temperature is substantial and erratic so that no single correction curve will fit all cases. The power factor shall be reported along with the top oil temperature measured and the bottom oil temperature if available. No temperature correction shall be applied. Temperature correction of the power factor results for trending basis may be applied by the user.
c) The various liquids and insulating materials used in transformers result in large variations in insulation power-factor values.

[a]In this table, the term *guard* signifies one or more conducting elements arranged and connected on an electrical instrument or measuring circuit to divert unwanted currents from the measuring means.
[b]Permanently connected windings, such as in autotransformers and regulators, shall be considered as one winding.

Informative Note to Text

12.3.1 Symmetrical current requirement, two-winding transformers

For two-winding transformers, the required value of symmetrical current for any test shall be determined from the equations in Clause 7 of IEEE Std C57.12.00.

NOTE—For Categories I and II, calculate Isc using transformer impedance only; except for Category I, the symmetrical current magnitude shall not exceed the values listed in 7.1.4.1 and Table 13 of IEEE Std PC57.12.00 Draft 5. For Categories III and IV, calculate Isc using transformer plus system impedance.

Notes to text provide additional or explanatory information

Thank you!

Style Manual

https://development.standards.ieee.org/myproject/Public/mytools/draft/styleman.pdf

E.Spiewak@ieee.org

732-465-7806