Readers’ Guide

This draft is a work in progress. It is being circulated so that people can suggest revisions, deletions, and additions. The deadline for suggested revisions is Halloween, but early responses in September will be greatly appreciated.

Some sections remain to be written, and some sections, particularly in the introduction, were written late in the process and have not been checked. In particular, no one has yet compared the facts cited in the introduction to determine that they are consistent with the facts cited in the Standards. If you note such a discrepancy, please point it out. Given that references are supplied for virtually all facts in the Standards, it is most likely that the information in the Standards is more accurate.

Our thanks to all who responded over the summer to requests for various pieces of information and reference documents. In some cases, especially in the references, responses to our requests outstripped our ability to incorporate the material received. The process of completing references is continuing.

For suggested additions, deletions, and revisions, the editing criteria will be

Is it accurate?
Is it verifiable?
Is it responsive and relevant to the Standard?
Is it clear?
Is it stylistically and grammatically correct?

To facilitate the editors’ efforts to incorporate your suggested revisions into the text, please start by making a copy of the entire page(s) you want to change. On this separate copy, indicate the page number you copied and use Track Changes to show what you think should be deleted or added. Send the separate copy, with the proposed changes as an e-mail attachment. Address your e-mail to Larry Klein if you are using GroupWise. lklein@ccsf.edu