

## SCOPE AND ARRANGEMENT

### 1. GENERAL

- 1.01 The series entitled "Bell System Practices—Transmission Testing," provides information required in checking the transmission condition of those parts of the plant not normally covered by the toll test room and local test room forces. Such parts of the plant include local and toll manual and dial central office circuits and equipment, P.B.X. circuits and equipment together with trunks and also toll circuits at offices which do not have office installations of transmission testing apparatus. For example, sections in this series will cover the transmission tests which are generally made by traveling testers.
- 1.02 Information covering the work of other groups is provided in other series of Bell System Practices, for example, the equipment maintenance information pertaining to the central offices is covered in Bell System Practices—Central Office Maintenance. Where it is necessary for the transmission testers to do equipment maintenance work in connection with their testing, information covering this work will be found in Bell System Practices—Central Office Maintenance. Also this series does not include the transmission testing information on toll circuits, carrier systems, telephone repeaters, etc., this being covered in Bell System Practices—Toll Test Room Operation.
- 1.03 Duplication of descriptive and methods information has been avoided as far as practicable between the various series of Bell System Practices, and the information has been assigned in the particular series of practices where it is expected to be of primary use.
- 1.04 The plan provides uniform and definitely located information for use throughout the System and the effective application of these standard practices should aid materially in the furnishing of satisfactory service at a minimum cost.

### 2. SCOPE

- 2.01 Bell System Practices—Transmission Testing are divided at present into three major divisions and if found necessary other divisions will be added later. Each division in turn is further divided into subdivisions for the purpose of grouping sections together with respect to their character or reference

to types of equipment, apparatus or other classifications.

- 2.02 The titles of three major divisions are shown below and defined in the paragraphs following.
  1. General.
  2. Testing Methods.
  3. Description and Operation of Testing Apparatus.
- 2.03 Division 1, "General," covers indices, scope and arrangement, plan for issuing, routines, records and reports, transmission requirements and other items of a general nature. It also provides adequate space for including instructions required for administering the work. Administrative practices applying to Transmission Testing which have general application throughout the Bell System are prepared and issued by the American Telephone and Telegraph Company. In many cases, however, such instructions are prepared by the various Bell Operating Companies to meet their own specific requirements.
- 2.04 Division 2, "Testing Methods," includes those sections which describe the detailed methods to be followed in making transmission tests. For example, Section K21.01 describes the detailed procedures, together with simplified sketches showing the methods to be followed in making transmission tests on exchange area circuits and equipment associated with local and toll manual central offices. Similarly Section K25.01 covers transmission testing methods on panel circuits and equipment.
- 2.05 Division 3, "Description and Operation of Testing Apparatus," includes those sections covering the general description of the transmission measuring equipment required in this work including the general operating principals involved. Sections in this division apply to individual items of testing equipment and also include the methods of manipulating the apparatus in making the various tests for which it is designed.

### 3. INDEXING AND NUMBERING

- 3.01 The indexing arrangement provides for a numerical index and other indices which may be desirable.
- 3.02 The numerical index shows the topical arrangement and the numbers assigned to the various sections in numerical sequence.

## SECTION K11.01

A numerical index is provided for each major division and it may serve, therefore, as a general index, or the index applying to a particular division may be filed with that division.

- 3.03 Other indices such as for instance an alphabetical index or one for checking purposes may be provided if the series becomes of sufficient volume to warrant this.
- 3.04 The numbering system provides an individual number for each section and allowance has been made for expansion as new sections are prepared. A four digit scheme is used which permits the assignment of different section numbers up to 1,000 items in each major division. Each section number is composed of the letter "K" and four digits. The first two digits are separated from the last two by a decimal point to facilitate reading and also to divide the sub-

division number as indicated by the first two digits from the detailed section number.

- 3.05 The letter "K" has been assigned to all sections of Bell System Practices—Transmission Testing to distinguish them from other sections of practices and to facilitate ordering and stocking arrangements.
- 3.06 A series of numbers in each major subdivision is available for use exclusively by the Bell Operating Companies in assigning section numbers covering practices of local character on subjects or types of equipment which will not be covered by sections issued by the American Telephone and Telegraph Company.
- 3.07 The indexing and numbering arrangement permits the material to be filed in a systematic manner and kept up to date by a suitable distribution of the desired sections as they are issued.