INTERNATIONAL TELECOMMUNICATION UNION

ITU-T   Z.312

TELECOMMUNICATION
STANDARDIZATION SECTOR
OF ITU

MAN-MACHINE LANGUAGE

BASIC FORMAT LAYOUT

ITU-T Recommendation Z.312

(Extract from the *Blue Book*)

NOTES

1   ITU-T Recommendation Z.312 was published in Fascicle X.7 of the *Blue Book*. This file is an extract from the *Blue Book*. While the presentation and layout of the text might be slightly different from the *Blue Book* version, the contents of the file are identical to the *Blue Book* version and copyright conditions remain unchanged (see below).

2   In this Recommendation, the expression "Administration" is used for conciseness to indicate both a telecommunication administration and a recognized operating agency.

Recommendation Z.312

BASIC FORMAT LAYOUT

1   General

To facilitate filing and retrieval of recorded information in MML, it is recommended that this information should be recorded on pages with an identification header at the top of each page. The top and bottom lines of a page should not be used but should be left blank.

It is further recommended that the layout for printing information in MML should be based on a maximum of 72 characters per line and 66 lines per page, as this format can be accommodated on both the A4 and the 11-inch standard size paper and can be printed by standard teletypewriters.

Where a number of characters per line in excess of 72 is required, a second format is recommended. This accommodates 120 characters per line and would be used, for example, on line printers.

In order to save paper or where paging to facilitate filing of output is not required, paging may be suppressed by suppressing the generation of all superfluous line feeds.

To distinguish between the formats recommended, they are further indicated as format F1 for the paper sizes A4 and A5L and format F2 for the paper size A4L. In the recommended formats specified below, International Standard ISO/2784 [1] has been taken into account.

2   Recommended formats for presenting information in MML

2.1   *Format F1*

According to this format, which is based on the A4 and the 11-inch standard size paper, the maximum number of characters per line is 72. The number of lines per page may be 66, using the full 11-inch and A4 paper sizes or 33, using half the paper size (5.5 inch or A5L).

Information presented in this format can also be displayed on most of the VDTs available on the market. However, the number of lines which can be displayed at the same time on these devices is, in general, not more than 20 to 25 lines.

2.2   *Format F2*

This format allows a maximum of 120 characters printed on a line and has 66 lines per page. It can be accommodated on paper having a width equal to the A4L standard.

Reference

[1]   International Organization for Standardization: *Continuous forms used for information processing. Sizes and Sprocket feed holes*, ISO 2784-1974.