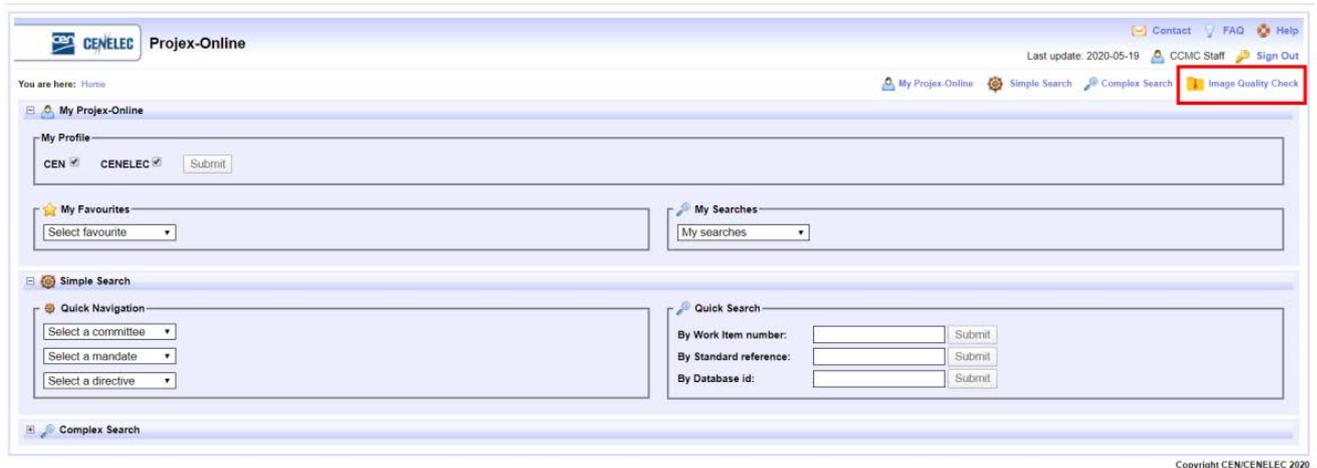


EXAMPLE 9 Using the Image Check Tool.

The image check tool can be found on ProjexOnline, in the top-right-hand corner of the page.



Click the link to navigate to the following page:

Welcome to the CCMC online QualityCheck service for draft standards. The purpose is to guarantee the best possible quality of European Standards. This service will check different aspects of the uploaded document in accordance with the quality requirements given in the [Drafting European Standards – Electronic preparation](#). At present, the following aspects are checked:

- Quality of Figure Files (Clause 3)
- Figures contained in the Word file (Clause 1.2)
- Shapes contained in the Word file

Whilst it is not forbidden to use Shapes (i.e. textboxes or drawings created in Word), we strongly recommend that they are not used.

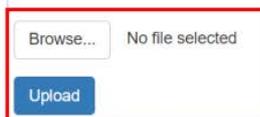
Please save your draft standard and figures together in one zip file (figures can be in a separate folder to the Word document), and upload it to be checked online. The result will be sent via email to you shortly after with an excel file containing two sheets covering the first two points mentioned above. If any drawings/textboxes are found in the Word file, a third sheet will list them all.

The following contents are permitted in the zip folder:

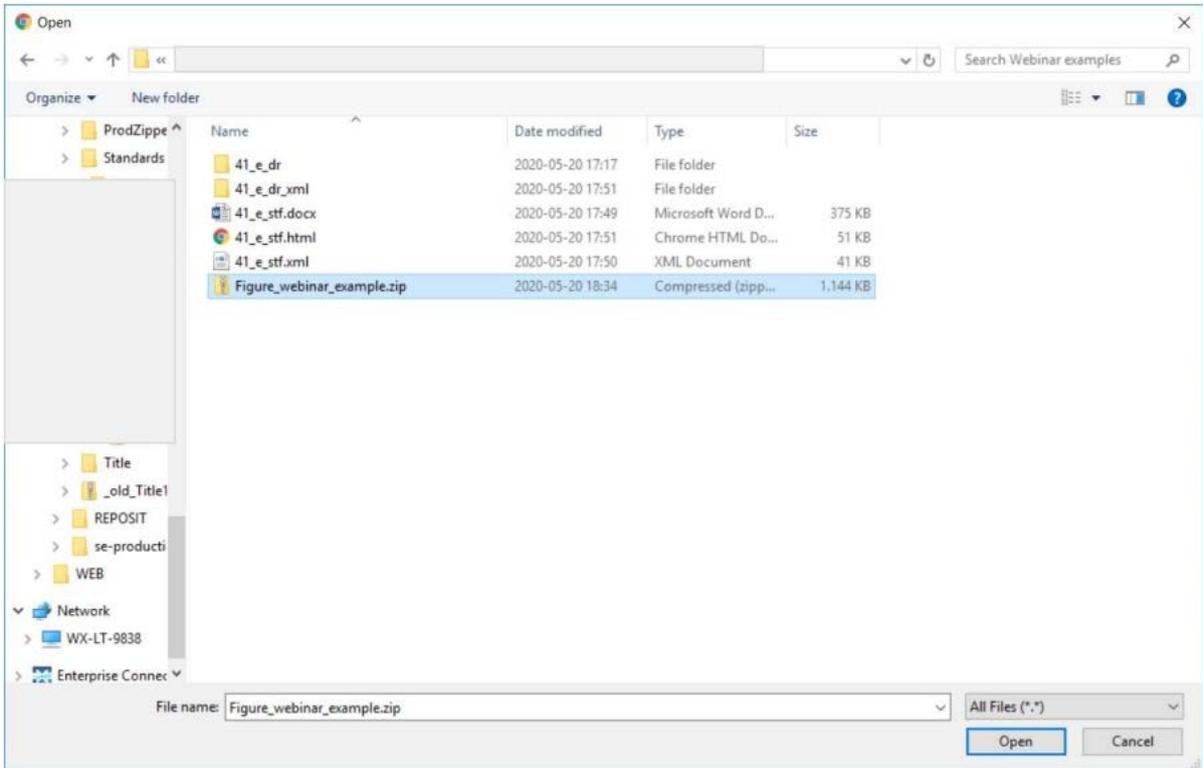
- Draft standard, as a Word document
- Figure files, used in the draft. (Note that it is acceptable to have the figures in a separate folder)

It is also acceptable to upload a Standard draft delivery package. In this case, the PDF file and the transmission notice (file named "Transmission_Notice_<WI Number>.doc(x)") will both be ignored.

Details on the zip file requirements and the explanation of Quality Check Results can be found in the [User Guide](#).



At the bottom of the page, a zip-file can be uploaded.



The user uploads a zip file containing the figure files and the Word document deliverable.

Once the zip file has been assessed by the tool, the user will receive an email with an Excel sheet attached. This Excel sheet contains the quality check details of the figures.

	Filename	Width (px)	Height (px)	ResolutionX	ResolutionY	Colored	Compression	Single Layer/Page	Comments
2	11_001a.tif	957	581	600	600	No	CCITT4	Yes	QC OK
3	11_001b.tif	385	581	600	600	No	CCITT4	Yes	QC OK
4	11_001c.tif	961	580	600	600	No	CCITT4	Yes	QC OK
5	11_001d.tif	824	580	600	600	No	CCITT4	Yes	QC OK
6	11_002a.tif	1526	406	600	600	No	CCITT4	Yes	QC OK
7	11_002b.tif	1330	456	600	600	No	CCITT4	Yes	QC OK
8	11_002c.tif	1021	427	600	600	No	CCITT4	Yes	QC OK
9	11_002d.tif	856	406	600	600	No	CCITT4	Yes	QC OK
10	11_002e.tif	1289	406	600	600	No	CCITT4	Yes	QC OK
11	11_002f.tif	1289	459	600	600	No	CCITT4	Yes	QC OK
12	11_003a.tif	1492	474	600	600	No	CCITT4	Yes	QC OK
13	11_003b.tif	1189	331	600	600	No	CCITT4	Yes	QC OK
14	11_003c.tif	1067	799	600	600	No	CCITT4	Yes	QC OK
15	11_004.tif	2037	666	600	600	No	CCITT4	Yes	QC OK
16	11_005.tif	3562	929	600	600	No	CCITT4	Yes	QC OK
17	11_006.tif	3836	866	600	600	No	CCITT4	Yes	QC OK
18	11_007a.tif	1100	1132	600	600	No	CCITT4	Yes	QC OK
19	11_007b.tif	1030	856	600	600	No	CCITT4	Yes	QC OK
20	11_008a.tif	939	375	600	600	No	CCITT4	Yes	QC OK
21	11_008b.tif	939	558	600	600	No	CCITT4	Yes	QC OK
22									

The table is displayed in an Excel spreadsheet titled 'GRAPHIC_FILE_AUDIT'. The status bar at the bottom shows 'Ready'.

Graphic_File_Audit, showing the figures contained in the text and whether they conform to the technical requirements

2	Page n°	Figure n° in page	Linked filename	Height scale	Width scale	Height	Width	Cropping	Comments
3	69	1	5_001.tif	100	97	40	50	0 0 0 0	The scale should be 100
4	72	1	5_002.tif	100	101	48	59	0 0 0 0	QC OK
5	74	1	5_003.tif	100	99	47	56	0 0 0 0	QC OK
6	90	1	7_001a1.tif	100	100	36	37	0 0 0 0	QC OK
7	90	2	7_001a2.tif	100	100	37	45	0 0 0 0	QC OK
8	91	1	7_001b.tif	100	100	30	36	0 0 0 0	QC OK
9	91	2	7_001c1.tif	100	100	34	28	0 0 0 0	QC OK
10	91	3	7_001c2.tif	100	96	26	25	0 0 0 0	The scale should be 100
11	92	1	7_002.tif	100	100	33	81	0 0 0 0	QC OK
12	93	1	7_003.tif	100	100	55	95	0 0 0 0	QC OK
13	99	1	7_004a.tif	100	100	32	41	0 0 0 0	QC OK
14	99	2	7_004b.tif	100	100	32	43	0 0 0 0	QC OK
15	101	1	7_005a.tif	100	100	53	64	0 0 0 0	QC OK
16	101	2	7_005b.tif	100	100	46	57	0 0 0 0	QC OK
17	108	1	8_001.tif	100	100	41	119	0 0 0 0	QC OK
18	109	1	8_002.tif	100	100	38	104	0 0 0 0	QC OK
19	110	1	8_003.tif	100	100	54	168	0 0 0 0	QC OK
20	114	1	8_004a.tif	100	100	27	25	0 0 0 0	QC OK
21	114	2	8_004b.tif	100	100	36	49	0 0 0 0	QC OK
22	115	1	8_005.tif	100	100	45	60	0 0 0 0	QC OK

Ready

Fig_In_Word_QC, showing the links to figures and whether they are correctly linked

In the example above, the scale (sizing) of the figure is outside the tolerances given in clause 3.2.5. The comments field gives detailed information on the issue.

This tool will not identify any duplicate or incorrect numbering of figure files/titles.

Problematic links will also be identified with a yellow highlight (see below).

2	Page n°	Figure n° in page	Linked filename	Height scale	Width scale	Height	Width	Cropping	Comments
3	5	1	Not linked	100	100	18	65	0 0 0 0	The image should be linked
4	5	2	Not linked	100	100	12	72	0 0 0 0	The image should be linked
5	5	3	002b.tif	100	100	13	70	0 0 0 0	QC OK
6									
7									
8									
9									
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20									
21									
22									

Ready

This highlight will appear in the following cases:

- A figure is inserted without a link, and a figure file exists
- A figure is inserted without a link, and no figure file exists