

Handout #1: Common Items Worksheet

Item: __Outlet/Receptacle_____

Design:	Aspect where standard might apply	Possible SDO	Standard

Manufacturing/ Processes	Aspect where standard might apply	Possible SDO	Standard

Testing/ Performance	Aspect where standard might apply	Possible SDO	Standard

Definitions:

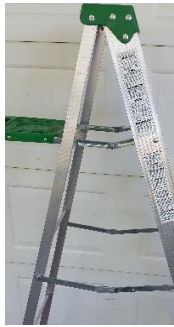
Design	Design standards typically specify the characteristics of a particular product. This includes dimensional, material, and interoperability requirements.
Manufacturing/ Processes	Manufacturing and process standards focus on processes and procedures, rather than properties or characteristics of an object. Examples include, but are not limited to: standard work instructions (e.g. steps a mechanic follows for changing the brake pads on a car, or steps for calibration of a machine), management standards, or standards of best practices. A Process Standard may give guidance for the manufacture of an object, improving a process, or providing a service to others.
Testing/ Performance	Performance and testing standards outline methods of insuring that a product can do what it needs to be able to do. This includes compressibility, durability, endurance, hardness, etc.



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Example: Common Step Ladder



Design:	Aspect where standard might apply	Possible SDO	Standard
	Steps (vertical spacing and width)	ALI (American Ladder Institute)	ANSI A14.2
	Angle of opening	ALI	
	Warning labels (symbols and layout)		ANSI Z535
	Rivets	ASME	ASME B18.7

Manufacturing/ Processes	Aspect where standard might apply	Possible SDO	Standard
	Material compound	ASTM/company	
	Extrusion process	Internal Company	
	Assembly process	Internal Company	

Testing/ Performance	Aspect where standard might apply	Possible SDO	Standard
	Coating	ASTM	
	Loading Classification (Weight limit rating)	ALI	ANSI 14.2
		SEI (Safety Equipment Institute)	



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Consider Terminology. Are there alternative or related terms for your object or its components?

Design	
Keyword <i>(example: light bulb)</i>	Alternative/Related Terms <i>(example: lamp)</i>

Manufacturing / Process	
Keyword <i>(example: material compound)</i>	Alternative/Related Terms <i>(example: plastic compound)</i>

Testing / Performance	
Keyword <i>(example: material testing)</i>	Alternative/Related Terms <i>(example: adhesion testing)</i>

