



United States National CAD Standard® (NCS) Announcement  
Monday May 20, 2013

## **Ballot Submission Period Now Open**

Dear Project Committee Members,

We are pleased to announce that the ballot submission period is now open. The ballot submission period is the method by which the changes to the NCS are proposed, debated and ultimately voted upon to amend the current version of the NCS. Each proposed amendment must be documented on an NCS Ballot Submission Form.

### ***Ballot Submission Forms -***

Three (3) forms have been developed to submit a proposed change to the NCS:

- [NCS AIA CAD Layer Guidelines Ballot Submission Form](#)
- [NCS UDS Symbols Ballot Submission Form](#), and
- [NCS Multiple Components Ballot Submission Form](#) for ballot items other than layers or symbols amendments.

The forms must be submitted through the [NCS Balloting Module](#) of the buildingSMART alliance® collaboration portal. We invite you take a tour of the collaboration site by clicking on the “Take a Tour” video located on the [portal main landing page](#). The portal overview and the [NCS balloting overview](#) videos describe how to navigate, use, and submit a ballot to amend the current version of the NCS. For assistance filling out the above forms, contact the NCS Steering Committee members at [ncs-steering@lyris.nibs.org](mailto:ncs-steering@lyris.nibs.org).

### ***Schedule -***

The ballot submission period will run through July 14, 2013. Please find a complete NCS V6 review cycle schedule [here](#).

### ***Web Presentations -***

During the next 3 weeks we will be conducting three (3) identical 30-45 minutes NCS V6 Balloting Module web presentations. The purpose of these NCS V6 Balloting Module web presentations are to:

- Give an overview of the Balloting Module
- Review how to post a ballot submission to amend the NCS

- Review how to track the status of ballot submissions
- Review how to comment on ballot submissions

[Reserve a spot for one of these 3 presentations](#). Limited phone lines are available. An outlook invitation will be sent to first 24 reservations for each date prior to each presentation day with additional phone and web access information.

These presentations will be recorded and available on the NCS website.

We look forward to your active participation in the ballot submission period.

**R. MARK BUTLER**  
Senior Professional  
Associate

**HDR**

**Senior Application Manager**

Chair, US National BIM Standard Implementation Committee  
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