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**DATACOM**



OFFICE OF FILM & LITERATURE  
CLASSIFICATION  
Dewan Perwakilan Rakyat Republik Indonesia

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**OFLC**  
**Classification Database Application Extension**

**Publication Component**  
**Functional Specification**

## Related Documentation

Document Title	Version	Status
OFLC System Requirements Specification		
OFLC Glossary of Terms		
OFLC Indicative Estimate for the Decisions Database Replacement		
9(2)(b)(ii)		

## Revision History

9(2)(b)(ii)

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# 1 Introduction

## 1.1 Purpose

This document describes the functions that will be created for the Classification Database Application Extension, as a part of the new Classification Database application.

This document will detail the login, search and publication decision functions that will be included for the new system.

This document will describe the behaviour of the following:

- The Warning Screen
- The Welcome Screen
- The Login Screen
- The Help Screen
- Search Criteria and Search Results
- Publication Summary Screen

Example screen layouts will be included where required. These screen layouts are indicative only and may not include the colour palate that will be used for the live system. The also do not include banner and footer details as these are outlined in the Generic Specification Document for the CDA Extension.

## 1.2 Overview

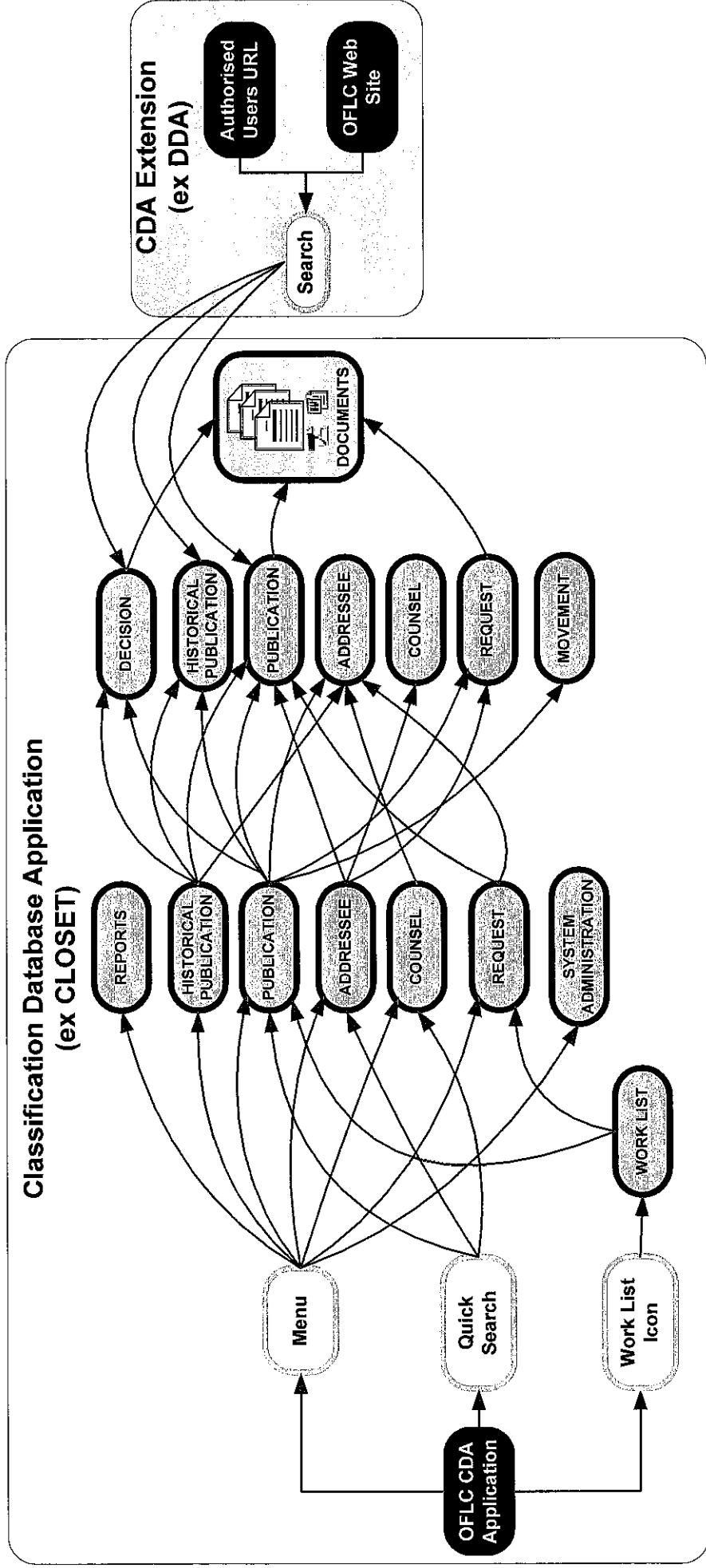
The Office of Film and Literature Classification has initiated a project to develop and implement a [redacted] application to replace their existing CLOSET and [redacted] [redacted] systems.

# Office of Film & Literature Classification

## 1.3 System Relationship

### 1.3.1 Diagram

The following diagram outlines at a high level the flow that exists between each business object in the Classification Database Application and the CDA Extension:



## 1.3.2 Navigation process

### 1.3.2.1 Classification Database Application

This application replaces the CLOSET system. On entry to the CDA, users can view their Worklist via an icon, select an item from the menu or perform a quick search for one of the following:

- Publication
- Addressee
- Counsel

### 1.3.2.2 CDA Extension Application

This application replaces the 9(2)(k) [REDACTED]. On entry to the CDA Extension, users can search for a publication decision record. Two separate search functions are available as follows:

- Advanced Search (Authorised users only)
- Basic Search

Once a search has been performed, the user may view details of the publication and associated documents

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## 2 CDA Extension Screens

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### 2.1 Introduction

This document details the screens and functions that will be created for the CDA Extension.

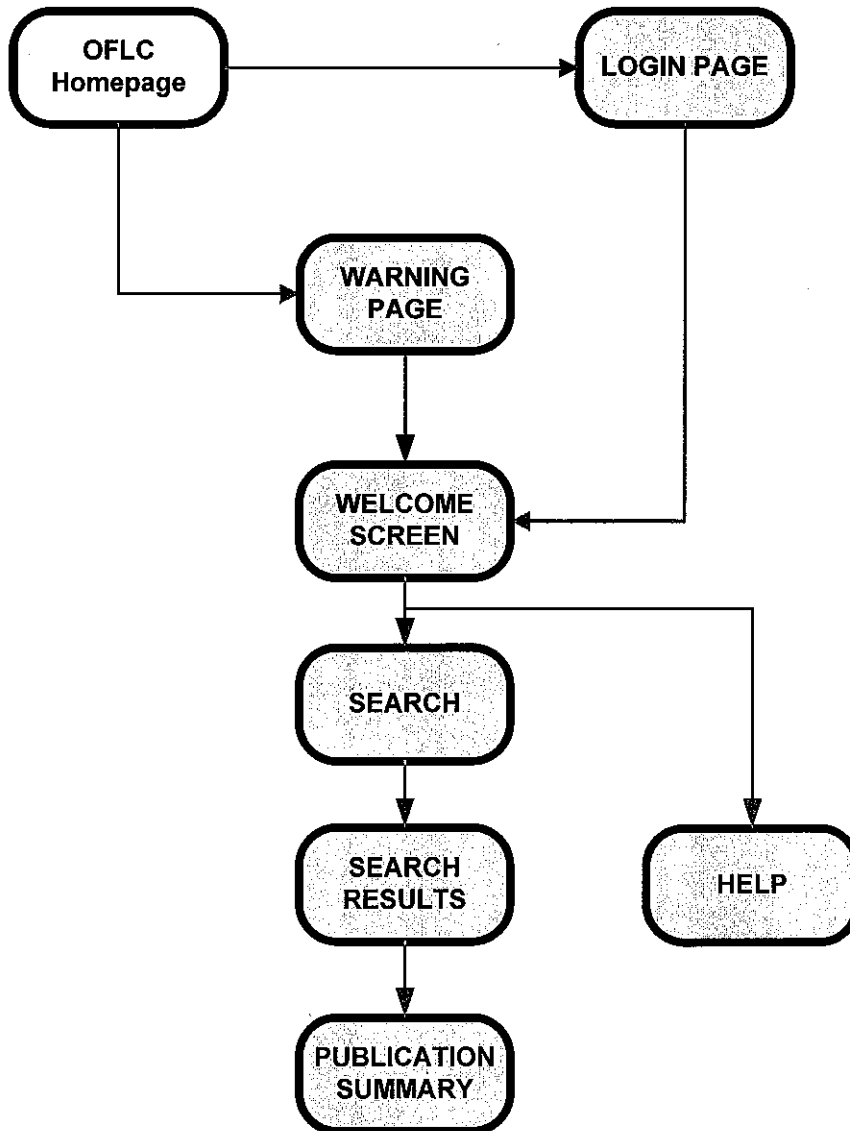
The following will be available when searching for a Publication Record and its Decision or Decisions:

- Login Screen
- Warning Screen
- Welcome Screen
- Search Screen
- Search Results Screen
- Publication Summary Screen
- Help Screen



## 2.2 Screen flow

The following diagram outlines the high level navigational flow for searching and viewing decisions in the CDA Extension:



## 2.3 Screen Flow Process

Users can access the CDA extension from a hyperlink on the OFLC homepage which will take them to the warning screen. From the warning screen, the user is then taken to welcome screen. Alternatively, users may be given a secure URL by OFLC which takes them to the Login Screen. Once logged in, they are taken straight to the Welcome Screen.

From the welcome screen, via hyperlink users can go to either the Search or the Help screen.

Upon completing a search, users are taken to the search results screen. From there, they can select a publication to view and can navigate to the publication and its decision records via hyperlink.

## 2.4 Maintaining Static Text

Several screens within the CDA Extension have static text which may need to be updated from time to time.

OFLC will be able to maintain a (text) file for each screen which will be referenced by the following:

- Welcome Screen
- Warning Screen
- Help Screen, which consists of:
  - The General Help Section
  - The Classification Categories Explained section
  - Explanation of Run Times section

## 3 Warning Screen

### 3.1 Purpose

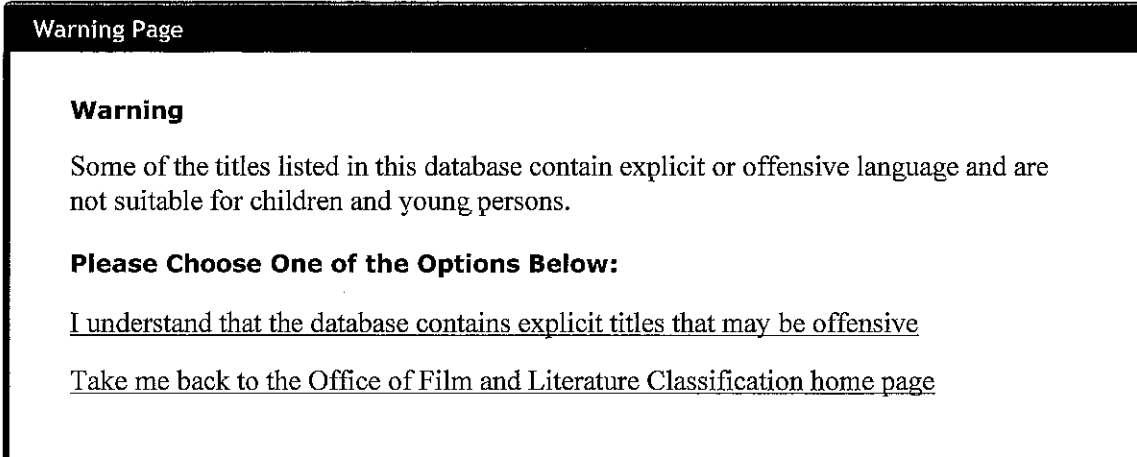
The Warning Screen is the first screen external users go to when they access the application from the OFLC Website Homepage. This screen gives a warning about the content held within the system and users are given the option to continue or to return to the OFLC website.

### 3.2 Access to screen

This screen is accessed through via the internet via a hyperlink on the OFLC website.

### 3.3 Screen Layout

The following is an indicative layout of the Warning screen:



The screenshot shows a window titled "Warning Page". Inside the window, the text is as follows:

**Warning**

Some of the titles listed in this database contain explicit or offensive language and are not suitable for children and young persons.

**Please Choose One of the Options Below:**

[I understand that the database contains explicit titles that may be offensive](#)

[Take me back to the Office of Film and Literature Classification home page](#)

<b>Office of Film &amp; Literature Classification</b>	Date: 28/11/2019
	Office of Film & Literature Classification CDA Extension Publication Component Functional Specification Document

### 3.4 Information Details

Static text for the screen is to be provided and maintained by OFLC.

<i>Field Name and Values (*=default)</i>	<i>Field type and length</i>	<i>Validation</i>
<i>Name:</i> Heading <i>Type:</i> Text (Read Only) <i>Values:</i> Warning	Text	N/A
<i>Name:</i> Body Text <i>Type:</i> Text (Read only) <i>Values:</i> Text to be provided and maintained by OFLC (as detailed in section 2).	Text	N/A
<i>Name:</i> Enter <i>Type:</i> Hyperlink <i>Values:</i> Text to be provided by OFLC. Currently " <u>I understand that the database contains explicit titles that may be offensive.</u> "	Hyperlink	N/A
<i>Name:</i> Exit <i>Type:</i> Hyperlink  <i>Values:</i> Text to be provided by OFLC. Currently " <u>Take me back to the Office of Film and Literature Classification home page</u> "	Hyperlink	N/A

### 3.5 Actions

<i>Action</i>	<i>Business Function</i>	<i>Business Rules</i>	<i>Navigate to Page/Action performed</i>
Clicked on [Enter] hyperlink.	Access the application.	N/A	Navigates user to the welcome screen
Clicked on [Exit] hyperlink.	Return to OFLC website	N/A	Navigates user back to the OFLC website homepage.

### 3.6 Business Rules

All business rules outlined in the OFLC Generic Component Functional Specification CDA Extension Replacement Document will apply, in addition to the following:

- While viewing this screen, menu items will be hidden so users cannot select them.

## 4 Login Screen

### 4.1 Purpose

The Login Screen allows authorised users to login.

### 4.2 Access to screen

This screen can only be accessed via a specified hyperlink that will be provided by OFLC to authorised users.

### 4.3 Screen Layout

The following is an indicative layout of the Login screen:

### 4.4 Information Details

Field Name and Values (*=default)	Field type	Validation
Name: Username Type: Text Values: As entered by user. Defaults as blank when entering the screen.	Text 50	Mandatory
Name: Password Type: Text (protected) Values: Defaults as blank when entering the screen.	Text 50	Mandatory

Static text for the Login screen will be provided and maintained by OFLC as detailed in section 2.

## 4.5 Actions

<i>Action</i>	<i>Business Function</i>	<i>Business Rules</i>	<i>Navigate to Page/Action performed</i>
Clicked [Login] button	Lets external user login to view content restricted to authorised users.	N/A	Navigates user to the Welcome screen.

## 4.6 Business Rules

All business rules outlined in the OFLC Generic Component Functional Specification CDA Extension Replacement Document will apply, in addition to the following:

- While viewing this screen, menu items will be hidden so users cannot select them.
- A login will only be successful if the username entered exists within the system and the password entered matches the username. Where both these conditions are met, the user will be logged in to the CDA Extension as an Authorised User.
- Both username and password must be entered, otherwise the user cannot log in and an error is displayed (DDR001)
- Where only a username is entered without a password, or only a password is entered without a username, the user will not be logged in and an error message will be displayed (DDR002).
- The username entered must exist otherwise a user cannot login. If the username cannot be found, an error message will be displayed (DDR002).
- The system will automatically check that the username entered matches a username held for external users. Where a match (character for character) is not made, on the password, an error will be displayed (DDR002).
- In any case where a login attempt is unsuccessful, both the username and password fields will be cleared.

### 4.6.1 Error Messages

<i>No.</i>	<i>Type</i>	<i>Message Text</i>	<i>Triggering Condition</i>
DDR001	Error	Please enter a username and password	User attempts to login without entering a username and password

No.	Type	Message Text	Triggering Condition
DDR002	Error	Username or Password is not valid. Please try again.	User attempts to login and the username does not exist  Or  User attempts to login and the password entered does not match the password stored for the username entered  Or  User attempts to login by entering a username only  Or  User attempts to login by entering a password only

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## **5 Welcome Screen**

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### **5.1 Purpose**

The Welcome screen is the homepage for the CDA Extension. It outlines which decisions are currently available and what is available within the system.

### **5.2 Access to screen**

This screen is accessed from either the Warning Screen by clicking the [Enter] hyperlink or from the login screen after a successful login.



### **5.3 Screen Layout**

The following is an indicative layout of the Welcome screen:

## Welcome Page

**Welcome to the New Zealand Censorship Database**

- [The Database](#)
- [Current List of Decisions](#)
- [Unrestricted films with ratings](#)
- [Publications other than films](#)
- [Television ratings](#)
- [Historical Records Project](#)

**The Database**

This database was established to provide public access to classification decisions made by New Zealand censorship authorities. Decisions of these authorities are deemed by law to be decisions of the Classification Office.

The database contains classification decisions made by:

- The Office of Film and Literature Classification: 1994 - present
- Indecent Publications Tribunal: 1963-1994
- The Video Recordings Authority: 1987-1995

The Office is continuing work to incorporate the decisions of:

- The Chief Censor of Films: 1917-1994

The database also includes decisions made by the review authorities for each of the censorship authorities.

To search the database, click on the Search button at the top of this page.

[Back to top](#)

**Current and previous List of Decisions**

Under section 40 of the Films, Videos, and Publications Classification Act 1993 the Classification Office is required to publish a monthly list of the publications classified by the Office and the Board of Review. This list will be published by the tenth working day of the following month. To access a PDF of the most recent List of Decisions, or the previous month's List of Decisions, click the links below.

Please note that some content in these documents is explicit and not suitable for children and young persons.

[December 2010 List of Decisions \(pdf v9.0, 413kb\), uploaded on 10 January 2011](#)

[November 2010 List of Decisions \(pdf v9.0, 605kb\), uploaded on 7 December 2010](#)

[Back to top](#)

**Unrestricted films with ratings**

If you are searching for information on an unrestricted film released since 1994, then you are unlikely to find it on this database. Since 1994, most unrestricted films are rated G, PG or M by an industry-based organisation called the [Film and Video Labelling Body](#).

[Back to top](#)

**Publications other than films**

You will find a range of non-film publications in this database submitted by the Courts, the Department of Internal Affairs, Customs, the Police, and occasionally members of the public. There is not, however, a pre-release classification regime that requires non-film publications to be submitted for classification before their release. Only those that have been submitted for classification are found here.

[Back to top](#)

**Television ratings**

Broadcasters assign ratings to television programmes under the Broadcasting Act 1989. The Classification Office has no power to decide broadcast ratings. Occasionally this database will include the title of a television programme that has been released on video or DVD. The classification returned by your search will be the one given to the DVD by the Office, not the rating given to it by the broadcaster.

[Back to top](#)

**The Historical Records Project**

In a project begun in September 2009 the Classification Office has been adding and updating records from the registers of the old Office of the Chief Censor of Films (CCF). This means that:

- The accessible number of historical records is growing – particularly titles from the '80s and early '90s. However, many thousands of records are still to be entered into the database – until this process is complete, the database should not be seen as a comprehensive list of classification decisions from the CCF.
- Classifications by the CCF have been translated to their modern equivalent.
- In some cases an historical record may not indicate a running time, and will instead provide information about the length of the film in feet or in metres – we mostly translate this when we are sure of the format, e.g. 35mm or 16mm.

[Back to top](#)

## 5.4 Information Details

Static text for the Welcome screen will be provided and maintained by OFLC as detailed in section 2.

## 6 Help Screen

### 6.1 Purpose

The Help Screen is a screen in the CDA Extension. It provides users with details on how to better use the site and provides answers to frequently asked questions as well as an explanation of run times and classifications.

### 6.2 Access to screen

This screen is accessed by clicking the Help tab on the main navigation.

### 6.3 Screen Layout

The following is an indicative layout of the Help screen:

The screenshot shows a window titled "Help Page" with a white background and a black border. It contains three sections, each with a bold heading, a line of text, and a "BACK TO TOP" link on the right side.

- Help:**  
Content is provided by OFLC. ( Help.inc )  
[BACK TO TOP](#)
- Classification Categories Explained:**  
Content is provided by OFLC.( ClassificationDescription.inc )  
[BACK TO TOP](#)
- Explanation of Run Times:**  
Content is provided by OFLC. ( RuntimeExplanation.inc )  
[BACK TO TOP](#)

## 6.4 Information Details

Static text for the Help screen will be provided and maintained by OFLC as detailed in section 2.

Each section will have its own text file that OFLC will maintain.

The Classification Categories Explained and Explanation of Run Times sections will have a “^Back to Top” link placed to below the corresponding section. E.g.:

### HELP:

<Content provided by OFLC>

[BACK TO TOP](#) 

Clicking on this link redirects users back to the top of the Help Screen

## 6.5 Business Rules

All business rules outlined in the OFLC Generic Component Functional Specification CDA Extension Replacement Document will apply.

## 7 Search Screen

### 7.1 Purpose

This screen allows users to search for publication decision information.

### 7.2 Access to screen

This screen is accessed via the top level menu.

### 7.3 Screen Layout

The search screen has two views, the Basic Search and Advanced Search. The screen the user sees will depend on whether they are logged in as an authorised user or not.

#### 7.3.1 Basic Search

The following is an indicative layout of the Basic Search screen:

The screenshot shows a web interface titled "Search". It contains the following elements:

- Search** (Section Header)
- Use Wild Card Search
- Title/Other Known Titles
- Publication Number
- Registration Date:
- Or
- Registration Date Range:  From  To
- Classification Body:
- Country of Origin:
- Language:
- Medium:
- Classification Keywords:
- Classification Category:
- [Classification Explained](#)
- Descriptive Note Keyword:
- Excision(s):
- Serial Publication Order

Buttons: Search, Reset (top right and bottom right)

### 7.3.2 Advanced Search

The following is an indicative layout of the Advanced Search screen:

**Search**

Use Wild Card Search

Title/Other Title:

Publication Number:

Registration Date:

Or  
Registration Date Range: From   To

Name of Applicant/Court:

Submission Channel:

Classification Body:

Country of Origin:

Language:

Medium:

Classification Keywords:

Classification Category:

Classification Explained

Descriptive Note Keyword:

Excision(s):

Serial Publication Order:

## 7.4 Information Details

<i>Field Name and Values (*=default)</i>	<i>Field type</i>	<i>Validation</i>
<i>Name:</i> Search <i>Type:</i> Button <i>Values:</i> Search	Button	N/A
<i>Name:</i> Reset <i>Type:</i> Button <i>Values:</i> Reset	Button	N/A
<i>Name:</i> Use Wild Card Search <i>Type:</i> Checkbox <i>Values:</i> As selected by user. Defaults as checked	Checkbox	Optional
<i>Name:</i> Title/Other Known Titles <i>Type:</i> Text <i>Values:</i> As entered by user. Defaults as blank	Text	Optional
<i>Name:</i> Publication Number <i>Type:</i> Text <i>Values:</i> As entered by user. Defaults as blank	Text	Optional
<i>Name:</i> Registration Date <i>Type:</i> Date <i>Values:</i> As entered by user or from Date Picker. Defaults as blank	Date	Optional
<i>Name:</i> Date Picker <i>Type:</i> Icon <i>Values:</i> N/A	Icon	N/A
<i>Name:</i> Registration Date From <i>Type:</i> Date <i>Values:</i> entered by user or from Date Picker. Defaults as blank	Date	Mandatory only if Registration Date To is entered.
<i>Name:</i> Registration Date To <i>Type:</i> Date <i>Values:</i> As entered by user. Defaults as blank	Date	Mandatory only if Registration Date From is entered.
<i>Name:</i> Name of Applicant/Court <i>Type:</i> Text <i>Values:</i> As entered by user. Defaults as blank	Text	Optional
<i>Name:</i> Submission Channel <i>Type:</i> Dropdown List <i>Values:</i> As selected by user. Defaults as blank. Is populated from the Submission Channel look up table, displays all values, including End Dated values. Listed in ascending alphabetical name order.	Dropdown List	Optional
<i>Name:</i> Classification Body <i>Type:</i> Dropdown List <i>Values:</i> As selected by user. Defaults as blank. Is populated with the Description from the Classification Body look up table, displays all values held, including any End Dated values. Listed in ascending alphabetical order.	Dropdown List	Optional



<b>Field Name and Values (*=default)</b>	<b>Field type</b>	<b>Validation</b>
<i>Name:</i> Country of Origin <i>Type:</i> Dropdown List Values: As entered by user. Defaults as blank. Is populated from the Country look up table, displays all values held, including any End Dated values. Listed in ascending alphabetical name order.	Dropdown List	Optional
<i>Name:</i> Language <i>Type:</i> Dropdown List Values: As selected by user. Defaults as blank. Is populated from the Language look up table, displays all values held, including any End Dated values. Listed in ascending alphabetical name order.	Dropdown List	Optional
<i>Name:</i> Medium <i>Type:</i> Dropdown List Values: As selected by user. Defaults as blank. Is populated from the Medium look up table using the Medium Name, displays all values held, including any End Dated values. Listed in ascending alphabetical name order.	Dropdown List	Optional
<i>Name:</i> Classification Keywords <i>Type:</i> Textbox Values: As entered by user. Defaults as blank	Text	Optional
<i>Name:</i> Classification Category <i>Type:</i> Multiselect List Values: As selected by user. Lists the name of all Classification Categories held in the Classification Category look up table. Listed in ascending alphabetical order.	Multiselect List	Optional
<i>Name:</i> Descriptive Note Keyword <i>Type:</i> Textbox Values: As entered by user. Defaults as blank	Text	Optional
<i>Name:</i> Excisions <i>Type:</i> Dropdown List Values: As selected by user. Defaults as blank. Is populated from the Excision Status look up table, displays all values held in addition to "No excisions recommended". Listed in ascending alphabetical name order.	Dropdown List	Optional
<i>Name:</i> Serial Publication Order <i>Type:</i> Checkbox Values: As selected by user. Defaults as unchecked	Checkbox	Optional. Where checked, at least one other search criteria must also be selected – Refer Business Rules below (CR159)

## 7.5 Actions

Action	Business Function	Business Rules	Navigate to Screen/Action performed
Clicked [Search] button	Refer to Generic Component Functional Specification CDA Extension Document for details.		
Clicked [Reset] button			
Clicked on Classification Explained Hyperlink	Provides link for external users to view more information about Classifications and their meaning.	N/A	Navigates users to the Classifications Explained section of the CDAX Help Screen

## 7.6 Search process

Users will enter the relevant Search criteria and click the [Search] button. Users will be required to enter a minimum of one search criteria before a search can be performed.

Once a search has been performed, the system will open and automatically navigate the user to the Search Results screen where all records that match the criteria entered will be displayed. The user can then hyperlink from the Search Results screen to a record. Where the user navigates from the Search Results screen to the Search Criteria screen, the criteria entered when the search was first performed is displayed.

Where no matching records are found, a message to this effect will be displayed on the Search Results screen.

Where only one matched record is found, the user will be automatically navigated to the Publication Decision Information screen for that matched record.

The system will identify all Publication records that match **all of the** search criteria entered and open and navigate the user to the Search Results tab.

Where any of the search fields remain empty, it will be ignored as selection criteria. E.G. where Medium has not been entered, publications that match all other criteria, regardless of the medium will be returned as results.

Only Publications which have reached the status of "Decision Registered" or beyond or Publications with additional Decisions (Board of Review, Court of Appeal) and Historical Decisions which have the "Publish Decision" checkbox checked will be included in search results.

Where a non historical Publication holds multiple decisions, the search process will only search on the latest (current) decision held for the Publication. The latest decision will be determined as follows:

#### 1 Classification Body

Where a Court of Appeal decision is held that holds the 'Publish Decision' checkbox ticked, this will be the latest decision.

Where no Court of Appeal decision is held, or the Court of Appeal decision held does not have the 'Publish Decision' checkbox ticked, any Board of Review decision held that has the 'Publish Checkbox' ticked will be the latest

Where no Board of Review decision is held or the BOR decision held does not have the 'Publish Decision' checkbox ticked, the OFLC decision will be the latest.

#### 2 Classification Type

Regardless of Classification body, the latest decision will be determined by the type of classification held as follows:

Where a 'No Excisions Decision' is held, this will be the latest decision

Where an 'Excised Decision' and an 'Unexcised Decision' is held, the latest decision will be determined by the Excision status held.

#### 3 Excision Status

Where an Excision status of 'Recommended and made' is held, the latest decision will be the 'Excised Decision'.

Where an Excision status of 'Recommended but not made' is held, the latest decision will be the 'Unexcised Decision'.

For a Historical Publication, the latest decision will be determined as the decision that holds the latest 'Date Decision registered' date that also holds the Publish checkbox ticked.

Any Publication that holds a Corrigendum with a current status of "In Progress" will be excluded from the search results.

When Publication Title is entered, the search will look for an exact match on Publication Titles and Other Known Titles held for Publications and Historical Publications, unless Wildcard Search is used. (*Refer CDA Generic Component Functional Specification Document for details on the Wild Card Search*).

When Publication number is entered, the search will look for an exact match on Publication numbers held for Publications and Historical Publications, unless Wildcard Search is used. (*Refer CDA Generic Component Functional Specification Document for details on the Wild Card Search*)...

Where Registration Date is entered, the search will look for all Publications which were set to Decision Registered status on the entered date or for Historical Publications, Board of Review and Court of Appeal Decisions have the date entered as the Date Decision Registered field.

Where a Registration From and To Date have been entered the search will look for all Publications where the Registration date (as mentioned above) falls on or between the entered dates. If Registration Date Range has been entered, the From Date cannot be greater than the To Date; otherwise the user is given an error message. Where one has been entered, the other must be entered also otherwise there is an error. (*Refer Generic Component Functional Specification Document*).

Where the user has entered a value in the Name of Applicant field, all publications that hold a link to an Addressee name (in the role of Applicant) which matches the value entered, will be returned.

Where the user has selected a Submission Channel from the Submission channel drop down, the search will include only Publications which hold the selected Submission Channel.

Where the user has selected a Classification Body from the Classification Body drop down list, the search will return only publications which hold the selected value in the Classification Body field on the Decision held for the Publication.

Where the user has selected a value from the Country of Origin, Language or Medium drop down lists, the search will include Publications and Historical Publications which hold the selected Country of Origin, Language or Medium.

Where the user has entered Classification Keywords, the search will return publications where the Classification held (standard or customised) holds any of the keywords entered.

Where the user has selected a value or values from the Classification Category Multiselect List, the search will return Publications and Historical Publications which hold any of the selected Classification Categories.

Where the user has entered Descriptive Note keywords, the search will include Publications and Historical Publications which hold any of the entered keywords in the Descriptive Note field held for the any of the publication decisions.

Where the user has selected a value from the Excisions drop down, where "Recommended but not made" is selected, the search will return any publications where the current decision holds this as the excision status. Where "Recommended and made" is selected, the search will return any publications where the current decision holds this as the excision status. Where "No Excisions Recommended" is selected, the search will return all publications where the current decision is a 'No Excisions Decision' type. Where the dropdown is left unselected, the search will return all publications that match other criteria entered, regardless of excision status.

Where the user has checked the SPO checkbox, then only Publications which hold a Serial Publication Order Request with a status of 'Granted' held in the status history, or for Historical Publications where the SPO Applies radio button is selected, will be included. Where it is left unchecked, all Publications will be included.

## 7.7 Business Rules

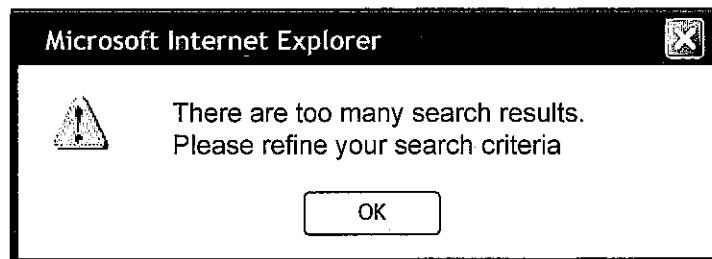
### 7.7.1 Search Fields

The following fields are only shown if a user is logged in (both level 2 and level 3 users):

- Name of Applicant/Court
- Submission Channel

### 7.7.2 Searching Rules

- At least one search criteria must be entered. If the user attempts to search without entering any search criteria, they will be returned to the Search screen and an error will be displayed at the top of the screen. (See OFLC Generic Component Functional Specification Document).
- Where Registration Date, Registration Date To and Registration Date From have all been entered and the user attempts a search, the search will not run and an error will be displayed (DDR003).
- Where Registration Date To has been entered, a user must also enter a value into Registration Date From. Also where a user has entered Registration Date From, a value must also be in Registration Date To. Otherwise, an error message is displayed. (See OFLC Generic Component Functional Specification Document).
- Registration Date From cannot be greater than Registration Date To. If a user attempts to search in this case, they will be returned to the Search screen and an error will be displayed at the top of the screen. (See OFLC Generic Component Functional Specification Document).
- The Registration Date and Registration Date To fields cannot be later than today's date. If a user attempts to search, they will be returned to the Search screen and an error will be displayed (DDR004 or DDR005).
- Where the user has selected to search for publications by checking the 'Serial Publication Order' checkbox, at least one other search criteria must also be selected. Where only the SPO checkbox has been selected, on clicking the [Search] button, the following error message will be displayed: (CR159)



### 7.7.3 System Messages

No.	Type	Message Text	Triggering Condition
DDR003	Error	Search can only be run for a single date or a date range.	[Search] clicked where Registration Date is entered with either Registration Date To and/or Registration Date From.
DDR004	Error	Registration Date cannot be later than today's date	[Search] clicked where Registration Date is entered with a date later than today's date.
DDR005	Error	Registration Date Range cannot go beyond today's date	[Search] clicked where Registration Date To is entered with a date later than today's date.

## 8 Search Results Screen

### 8.1 Purpose

This screen displays the results of a search that a user has run.

### 8.2 Access to screen

This screen is accessed from the search screen once a search has been completed.

### 8.3 Screen Layout

The following is an indicative layout of the Search Results screen:

Search Results				
Search Results				
Title	Classification	Medium	Classification Body	Registered
<a href="#">Publication Title</a>	Classification	Medium	Classification	01/01/2008
<a href="#">Publication Title</a>	Classification	Medium	Classification	01/01/2008
<a href="#">Publication Title</a>	Classification	Medium	Classification	01/01/2008
<a href="#">Publication Title</a>	Classification	Medium	Classification	01/01/2008
<a href="#">Publication Title</a>	Classification	Medium	Classification	01/01/2008
<a href="#">Publication Title</a>	Classification	Medium	Classification	01/01/2008
<a href="#">Publication Title</a>	Classification	Medium	Classification	01/01/2008
<a href="#">Publication Title</a>	Classification	Medium	Classification	01/01/2008
<a href="#">Publication Title</a>	Classification	Medium	Classification	01/01/2008

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[Export All Records](#)

### 8.4 Information Details

<b>Field Name and Values (*=default)</b>	<b>Field type</b>	<b>Validation</b>
<b>Name:</b> Pagination <b>Type:</b> Hyperlinks <b>Values:</b> N/A	<i>Refer to Generic Component Functional Specification document</i>	
<b>Name:</b> Title <b>Type:</b> Hyperlink <b>Values:</b> Title of the Publication. Will wrap where necessary.	Hyperlink	N/A
<b>Name:</b> Classification <b>Type:</b> Text (Read Only) <b>Values:</b> Short Description of the Classification held for the most recent decision on the Publication. See Business Rules section for more details.	Text	N/A
<b>Name:</b> Medium <b>Type:</b> Text (Read Only) <b>Values:</b> Short Name of Medium held for the Publication	Text	N/A
<b>Name:</b> Classification Body <b>Type:</b> Text (Read Only) <b>Values:</b> Name of the Classification Body held for the Publication		
<b>Name:</b> Registration Date <b>Type:</b> Date (Read Only) <b>Values:</b> Date the Publication was set to the status "Decision Registered". In the format of "dd/mm/yyyy". Where the publication is a Historical Publication, or the current decision is either a Board of Review of Court of Appeal Decision, this will be the Decision Registered date held for the Historical Publication.	Date	N/A
<b>Name:</b> Export All Records <b>Type:</b> Button <b>Values:</b> Export All Records	Button	N/A

## 8.5 Actions

Action	Business Function	Business Rules	Navigate to Screen/Action performed
Clicked on Publication Title Hyperlink			
Clicked on Column Heading			
Clicked on Export All Records			

*Refer to Generic Component Functional Specification document for details.*

## 8.6 Business Rules

All business rules defined in the Generic Component Functional Specification will apply In addition to the following:

### 8.6.1 Classifications

- Where a publication holds a Standard Classification, the Classification Short Name will be displayed.
- Where a publication holds a Customised Classification, the text entered as the Customised Classification Short Name text box will be displayed in the Classification field.

## 8.7 Export All Records

There are two types of Exports, one for authorised users and another for general members of the public.

When clicking the [Export All Records] button, where the user is an authorised user, the following fields will be exported into a CSV file. The fields will be displayed from left to right in the following order:

Field Name	Description	Source/Displayed as
<b>Repeated if Publication holds more than one decision (Publication Specific Data)</b>		
Title	Title held for the Publication	Displays Title of the Publication
Other Known Titles	Other known Titles held for the Publication.	Where held, will display "Yes". Where not held, will display "No"
Application Number	Application number held for historical publications	Displays Application Number held on the Historical Publication record.
Publication Number	Publication Number held for the Publication	Displays Publication Number Held on the Publication
Medium	Meddium held for the Publication	Displays Description of the Medium Type lookup held for the Publication.
Submission Channel	Submission Channel held for the Publication	Displays Description of the Submission Channel Lookup held for the Publication.
Language	Language or Languages held for the Publication	Name of the language lookup(s) held on the publication Where multiple values are held, they will be comma separated



<b>Field Name</b>	<b>Description</b>	<b>Source/Displayed as</b>
Country of Origin	Country or Countries of Origin held for the Publication	Name of the country lookup(s) held on the publication Where multiple values are held, they will be comma separated
ISBN	ISBN held for the Publication	Displays ISBN held for the Publication.
Related Publications	Publication number or numbers of any Publications related to the current publication.	Lists all related Publications by Publication Number in ascending numerical order. Values will be comma separated
<b>Unique for each decision held for a publication (Decision Data)</b>		
Classification	Short Classification held for the Decision related to the Publication	Displays the classification short name for a customised classification or the name of the standard classification lookup for a standard classification
Classification Category	Classification Category or Categories held for the decision related to the Publication	Displays the classification category or categories associated with the publications decision. Where there is more than one classification category held they will be separated by commas
Classification Body	Classification Body held for the decision related to the Publication	Displays the name of the Classification Body lookup held on the decision related to the publication
Descriptive Note	Descriptive Note held for the decision related to the Publication	Where held, will display "Yes". Where not held, will display "No"
Display Conditions	Display Conditions held for the decision related to the Publication	Where held, will display "Yes". Where not held, will display "No"
Excisions	Excision Status held for the Decision related to the Publication	Displays the description of the Excision status of the classification held for the decision related to the publication
Attributes	Attributes held for the publication (historical only)	Displays the name of the publication attribute lookup(s) associated with the publication decision Where multiple values are held, they will be comma separated
Cut/Ban Criteria	Cut/Ban criteria held for the publication	Displays the name of the cut/ban criteria lookup(s) associated with the publication decision Where multiple values are held, they will be comma separated
SPO Held	Serial Publication Order Request related to the publication.	Where a relationship to an SPO request that holds 'Granted' in the status history is held or for Historical Publications that has the SPO applies checkbox ticked, will display "Yes". In other cases, will display "No"
Running Time at Submission	Total Running time of the Publication when it was Submitted	Total Running Time of the Version related to the 'no excisions' decision (if no excisions are held) or 'unexcised' publication decision (where excisions are held). For Historical Decisions, this will be taken from the version linked as "Version at Submission".
Running Time at Classification	Total Running time of the Publication when it was Classified	Total Running Time of the Version related to the 'no excisions' decision (if no excisions are held) or where excisions are held, the excised publication decision where the Excision Status is Recommended and Made or the unexcised publication decision where the Excision status is Recommended but not made. For Historical

Field Name	Description	Source/Displayed as
		Decisions, this will be taken from the version linked as "Version at Classification".
Registration Date	Registration date held for the Publication.	Decision Registered date held for the Decision related to the Publication. Displayed in the format dd/mm/yyyy

For a Publication that holds multiple decisions, there will be a row of data for each decision the Publication specific data at the beginning of each row will be repeated

Where a field is not held, it will be left blank.

When clicking the [Export All Records] button, where the user is not an authorised user, the following fields will be exported into a CSV file. The fields will be displayed from left to right in the following order:

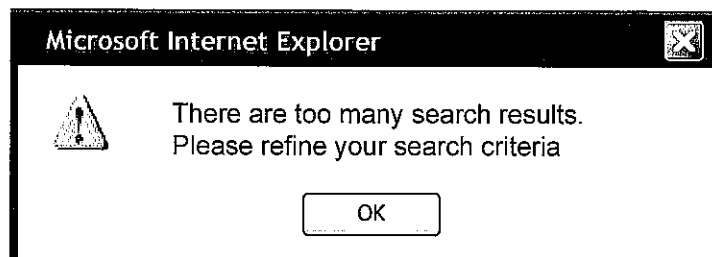
Field Name	Description	Source/Displayed as
Title	Title held for the Publication	Displays Title of the Publication
Classification	Short Classification held for the Decision related to the Publication	Displays the current classification short name for a customised classification or the name of the standard classification lookup for a standard classification
Medium	Medium held for the Publication	Displays Description of the Medium Type lookup held for the Publication.
Classification Body	Classification Body held for the decision related to the Publication	Displays the name of the Classification Body lookup held on the decision related to the publication
Registration Date	Registration date held for the Publication.	Decision Registered date held for the Decision related to the Publication. Displayed in the format dd/mm/yyyy

Note: Where a publication holds multiple decisions – the current decision will be displayed

Where a publication holds multiple classification bodies, the Classification Body relating to the current decision will be displayed in the Classification Body field

### 8.7.1 Limits on Exporting

Users will only be able to export a defined number of records from the Search Results screen (Refer to the CDA Operators Manual). Where the number of publication records returned as search results exceeds this limit, on clicking the [Export All Records] button, the following error message will be displayed: (CR159)



On clicking the [Ok] button on this message, the user will be returned to the results screen.

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## **9 Publication Summary Screen**

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### **9.1 Purpose**

The Publication Summary Screen lists all details relating to a Publication and its decisions.

### **9.2 Access to screen**

This screen is accessed from the search results screen via hyperlink navigation or directly from the Search screen where only one matching record is returned as search results.

### 9.3 Screen Layout

The following page holds an indicative layout of the Publication Summary Screen:

Publication Decision Details	
<b>Title:</b>	Publication Title
<b>Other Known Titles:</b>	Publication Other Known Title
<b>Publication No.:</b>	Publication Number
<b>Application Number:</b>	Application Number
<b>Medium:</b>	Publication Medium
<b>Submission Channel:</b>	Publication Submission Channel
<b>Language:</b>	Language/s
<b>Country:</b>	Country/ies
<b>ISBN:</b>	ISBN
<b>Related Publications:</b>	<a href="#">9999999.999</a> <a href="#">9999999.999</a> <a href="#">9999999.999</a>
<b>Associated Documents:</b>	<a href="#">Document 1</a> <a href="#">Document 2</a> <a href="#">Document 3</a>
<b>Current Decision:</b>	Short Classification
<b>Full Classification:</b>	Long Description of Classification.
<b>Classification Body:</b>	Classification Body
<b>Descriptive Note:</b>	Descriptive Note
<b>Display Conditions:</b>	Display Condition and/or/either Display Condition
<b>Excisions:</b>	Excision Status
<b>SPO Held:</b>	SPO Blurb will Go here.
<b>Running Time:</b>	At Classification MMM:SS At Submission MMM:SS
<b>Registration Date:</b>	DD/MM/YYYY
<b>Additional Information:</b>	Additional Information
<b>Previous Decision:</b>	Short Classification

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## 9.4 Information Details

<i>Field Name and Values (*=default)</i>	<i>Field type</i>	<i>Validation</i>
<b>Publication Information (Not Repeated)</b>		
<i>Name:</i> Title <i>Type:</i> Text (Read Only) <i>Values:</i> Title of Publication. Will wrap where necessary.	Text	N/A
<i>Name:</i> Other Known Titles <i>Type:</i> Text (Read Only) <i>Values:</i> Value held for Publication Other Known Titles. If no value is held, the text 'Not Stated' is displayed.	Text	N/A
<i>Name:</i> Publication Number <i>Type:</i> Text (Read Only) <i>Values:</i> Publication Number held for the Publication	Text	N/A
<i>Name:</i> Application Number <i>Type:</i> Text (Read Only) <i>Values:</i> Application Number held for the Publication. Where not held, this field will be hidden.	Text	N/A
<i>Name:</i> Medium <i>Type:</i> Text (Read Only) <i>Values:</i> Name of Medium held for the Publication	Text	N/A
<i>Name:</i> Submission Channel <i>Type:</i> Text (Read Only) <i>Values:</i> Description of Submission Channel held for the Publication	Text	N/A
<i>Name:</i> Language <i>Type:</i> Text (Read Only) <i>Values:</i> Name of Language(s) held for the Publication. Where multiple languages are held, values will be separated by a comma. Will wrap where necessary	Text	N/A
<i>Name:</i> Country <i>Type:</i> Text (Read Only) <i>Values:</i> Name of Country(s) held for the Publication. Where multiple countries are held, values will be separated by a comma. Will wrap where necessary	Text	N/A
<i>Name:</i> ISBN <i>Type:</i> Text <i>Values:</i> ISBN held for the Publication.	Text	N/A
<i>Name:</i> Related Publications <i>Type:</i> Hyperlink <i>Values:</i> Lists all related publications by Publication Number. Each related publication will be displayed on a new line. If there are no related publications, the word "None" will be displayed and it will not be a hyperlink. Refer to business rules below	Hyperlink	N/A
<i>Name:</i> Associated Documents	Hyperlink	N/A

<b>Field Name and Values (*=default)</b>	<b>Field type</b>	<b>Validation</b>
<b>Type:</b> Hyperlink <b>Values:</b> Lists all associated documents held for the publication or an associated SPO request that have the "Publish Document" checkbox checked. Each document will be displayed on a new line.		
<b>Decision Information (Repeated for each Decision held for the Publication)</b>		
<b>Name:</b> Current Decision <b>Type:</b> Text (Read Only) <b>Values:</b> The short name held for the classification decision - See Business Rules	Text	N/A
<b>Name:</b> Classification Body <b>Type:</b> Text (Read Only) <b>Values:</b> Description of Classification Body held on the decision held on the Publication	Text	N/A
<b>Name:</b> Full Classification <b>Type:</b> Text (Read Only) <b>Values:</b> See Business Rules	Text	N/A
<b>Name:</b> Descriptive Note <b>Type:</b> Text (Read Only) <b>Values:</b> Name of Descriptive Note held for Publication.	Text	N/A
<b>Name:</b> Display Conditions <b>Type:</b> Text (Read Only) <b>Values:</b> Lists the Display Conditions held for a Publication decision. Where held, will display any s27(4) conditions in the same formatted as entered for the publication (Refer to Publication Decision Component Functional Specification document)	Text	N/A
<b>Name:</b> Excisions <b>Type:</b> Text (Read Only) <b>Values:</b> Excision status held for the Publication Decision. Refer to Business rules below for details of what will be displayed	Text	N/A
<b>Name:</b> Serial Publication order <b>Type:</b> Text (Read Only) <b>Values:</b> See Business Rules section.	Text	N/A
<b>Name:</b> Running Time at Submission <b>Type:</b> Text (Read Only) <b>Values:</b> Total Running Time of the Version related to the 'no excisions' decision (if no excisions are held) or 'unexcised' publication decision (where excisions are held). For Historical Decisions, this will be taken from the version linked as "Version at Submission".. Formatted as minutes: seconds. If no running time is held, the text 'Not Applicable' will be displayed.	Text (At Submission MMM:SS)	N/A
<b>Name:</b> Running Time At Classification <b>Type:</b> Text (Read Only)	Text (At Classification MMM:SS)	N/A

<b>Field Name and Values (*=default)</b>	<b>Field type</b>	<b>Validation</b>
Values: Total Running Time of the Version related to the 'no excisions' decision (if no excisions are held) or where excisions are held, the excised decision where the Excision Status is Recommended and Made or the unexcised decision where the Excision status is Recommended but not made. For Historical Decisions, this will be taken from the version linked as "Version at Classification". Formatted as minutes:seconds. If no running time is held, the text 'Not Applicable' will be displayed.		
<i>Name:</i> Explanation of Run Times <i>Type:</i> Hyperlink Values: Explanation of Run Times	Hyperlink	N/A
<i>Name:</i> Registration Date <i>Type:</i> Date Values: Date the Publication was set to the status "Decision Registered". In the format of "dd/mm/yyyy". Where the publication is a Historical Publication, or the decision is a Board of Review or Court of Appeal decision, this will be the value held in the "Date Decision Registered" field.	Date	N/A
<i>Name:</i> Additional Information <i>Type:</i> Text Values: Displays text held in the Publication Decisions Additional Information field.	Text	N/A
<i>Name:</i> Export this Record <i>Type:</i> Button Values: Export this Record Only displayed if a user is an authorised user and is logged in. Where an external user is not logged in as an authorised user, this button will be hidden.	Button	N/A

## 9.5 Actions

<i>Action</i>	<i>Business Function</i>	<i>Business Rules</i>	<i>Navigate to Screen/Action performed</i>
Clicked on Related Publications Hyperlink	Allows users to view information about related publications and decision information.	N/A	Navigates user to the selected Publication Decision Information screen.
Clicked on Document Name hyperlink	Allows user to view documents related to a publication.	N/A	Opens selected document in a PDF reader. <i>NOTE standard user browser settings will apply when a user attempts to open a PDF document</i>
Clicked on "Explanation of Run Times" hyperlink	Takes users to page detailing run times	N/A	Navigates users to the Explanation of Run Times section of the CDAX Help Screen
Clicked "Export this Record"	<i>See Generic Component Specification Document for details</i>		
Clicked Tree Node			

## 9.6 Business Rules

All business rules defined in the Generic Component Functional Specification for the CDA Extension will apply, in addition to the following:

- Unless otherwise stated, where a field is not held for a publication, "-" will be displayed.

### 9.6.1 Classification Fields

- Where a publication holds a Standard Classification, the Name held for the Classification will be displayed in the Short Classification field.
- Where a publication holds a Standard Classification, the Description of that classification (from the Classification lookup table) will be displayed in the Full Classification field.
- Where a publication holds a Customised Classification, the text entered in the Customized Classification Short Name text box will be displayed in the Short Classification field.
- Where a publication holds a Customised Classification, the text held in the Customised Classification Text Box will be displayed in the Full Classification field.

### 9.6.2 Display Conditions Field

Where Display Conditions are displayed::

- Where the Publication is classified as Objectionable, then "Not Applicable" will be displayed.
- In all other cases:



- Where these are s27(4) Display Conditions, these will be displayed as they are formatted in the Display Conditions text box.
- Where these are s27(5) or Reg 30 Display Conditions, these will be displayed as:
  - Condition 1 And/Or
  - Condition 2
  - Where And/Or will depend on what the user has selected in the display condition conjunction dropdown list. There will be a carriage return after each And/Or and the next condition will be displayed on the next line.
  - Will be repeated for however many display conditions are held.
- Where not held, "No" will be displayed.

### 9.6.3 Descriptive Note

Where Descriptive Notes are displayed:

- If the Publication is classified as Unrestricted or Objectionable, then "Not Applicable" will be displayed.
- In all other cases:
  - Where a Standard Classification is held, this will be the value held in the Descriptive Note Dropdown List.
  - Where a Customised Classification is held, this will be the value held in the Descriptive Note textbox.
  - Where not held, "No Note" will be displayed.

### 9.6.4 Excisions

Where Excisions are displayed:

- If the Publication holds a submission channel of s13(any of the s13s), or s41(3) or any s42 submission channel and a medium type of non-moving image, or if the Publication holds a submission channel of s29, then "Not Applicable will be displayed.
- If the Publication holds no excisions or is classified as Objectionable and is of any other submission channel than those previously mentioned then "No Excisions Recommended" will be displayed.
- If the Publication holds excisions and is not classified as Objectionable and is of any other submission channel than those previously mentioned, where excisions are made, then "Excisions recommended and made" will be displayed. Where they are not made, then "Excisions recommended but not made" will be displayed.

### 9.6.5 Decision Sort Order

- A Publication and its initial decision will be made available externally once its status in the CDA has reached Decision Registered.
- Any historical publications and their decisions will be made available online once they hold a decision with the Publish Decision checkbox checked. Only those decision that have the Publish Decision checkbox checked will be displayed. All other historical decisions will not be displayed online until that checkbox is checked.
- Subsequent decisions on a non historical publication, such as Board of Review and Court of Appeal decisions, will be made available online only when the Publish Decision checkbox on that decision record is checked and the associated Corrigendum status set to 'Finished'.
- Where a non historical Publication holds two decisions (one excised, one unexcised) with regardless of Classification Body, the decision displayed for the classifying body will depend on the Excision status held.
  - Where the Excision Status is "Recommended and Made", the Excised Decision will be displayed.
  - Where the Excision Status is "Recommended but Not Made", the Unexcised Decision will be displayed.
- Decisions relating to a publication will be listed in descending date order by "Decision Registered" Date.
- When entering the Publication Decisions Information screen and a Publication holds more than one decision, only the most recent decision will be expanded. All other decisions will be collapsed. Where the Publication holds only one decision, then it will be expanded by default.
- The Published Decision that holds the latest "Decision Registered" Date will be labelled as "Current Decision". All other decisions will be labelled as "Previous Decision".

### 9.6.6 Serial Publication Orders

- Where an SPO request is not held for a publication, the Serial Publication Order field will be hidden.
- Where an SPO request is held and the status is either Granted or Varied, the Serial Publication Order field will be displayed and will contain the following text:

"<SPO Number>: A Serial Publication Order has been imposed on all issues of <SPO Title> and will be valid from <start date> until <end date>."

Where the:

- <SPO Number> is the SPO No. held for the SPO request (which is actually the Request number),
- <SPO Title> is the Serial Publication Title held on the SPO request,
- <start date> is one day after the date the SPO document was generated (Serial Publication Order document for Granted status and Variation to Serial Publication Order document for Varied status) and
- <end date> is derived as the <start date> plus the value of the enforcement period field (which is in months) on the SPO request.

For example if the:

- date the SPO document was generated is 13/08/2008 and
  - enforcement period is 24 months, then
  - <start date> = 14/08/2008
  - <end date> = 14/08/2010
- Where an SPO has been revoked, the above text will be displayed as well as another sentence saying:

"This was revoked on <revoked date>"

Where <revoked date> is the date where the SPO request was saved with a status of "Revoked".

- For Historical Publications, the SPO section will be populated only if the SPO Applies radio button is set to Yes and whatever text held in the SPO details field will be populated instead of the above mentioned standard paragraph.

### 9.6.7 Documents

- Documents displayed will be any document related to the publication on any of its tabs or documents related to a Serial Publication Order request with a status of 'Granted' or 'Varied' which either have a document type that has the Publish checkbox checked on the doc type table or have "Set to have the "Publish Document" checkbox checked.
  - For Serial Publication Orders which hold more than one generated document, the document displayed online will depend on the request status.  
Where the status is "Granted", the Serial Publication Order document will be displayed.  
Where the status is "Varied", the Variation to a Serial Publication Order

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document will be displayed.

Where the status is "Revoked", no request documents will be displayed.

- Hyperlinks to documents will only be displayed if a user has the permission to view documents externally. Level 2 users will only be able documents which on the Document Type table has the Publish Document checkbox checked and the External Access Level drop down set to Level 2, Level 3 users will be able to see all documents set to Publish and all documents which Document Types are set to Level 2 and Level 3 in the External Access Level drop down. .
- Where a user does not have the permission to view documents, the Associated Documents section will be hidden.
- Where a document is shared across multiple publications within the CDA (e.g. Reasons for Decision, Report of Findings), the link to the document will be available on all publication records viewed in the CDA Extension.
- Documents will be listed in ascending alphabetical name order.

### **9.6.8 Related Publications**

- All other Publications related to the Publication being viewed will be displayed except for:
  - Publications which have not yet reached "Decision Registered" status
  - Historical Publications which do not hold at least one decision with the Publish Decision checkbox checked,
  - Publications that are related to the Publication being viewed if they hold a relationship type of Identical.
  - Publications that hold any corrigenda with a status of "In Progress"
- Related publications will be listed in ascending numerical order by Publication number.

### **9.6.9 Exporting**

When clicking the [Export This Record] button, the same fields that are used for Exporting All Records will be exported for the individual publication and each of its decisions.