PROGRAMMING STAFF NOTE 64

TO: All M1416 Programmers

FROM: Margaret E. Child

DATE: January 31, 1966

M1416 programmers will be using that number for nothing but maintenance from now on. We don't want duplicate copies of systems programs sitting around. All commands should have been handed over to Bob DePrisco, all library routines to Judy Spall (our librarian) and all other systems programs should be in the common files. Don't keep copies in your own directory - it wastes valuable space and should you be called upon to make changes at any time, the version you have may be outdated.

If you want to keep commands under your own control, speak to Bob DePrisco about it. The obvious solution would be to keep the files, still in the common files, but protected to the author with the sanction of DePrisco.

All versions of current systems programs (symbolic and BSS) should be protected and read only in the common files. This way, no programs are going to be deleted by mistake and will be readily available for maintenance. The only programs which cannot be obtained easily at MAC are the library routines. At the moment, they have to be carried from the center but with the advent of an up-to-date document tape, this problem should disappear.

There is some 'MAIL' in all M1416 files with instructions for the handing-over of systems programs. For library routines it is suggested you: -

1. RQUEST a 'CARRY' of the symbolic file to M1416 794 (i.e. Judy Spall) under the standard 4-letter names for library routines. At the same time RQUEST a 7PUNCH of the symbolic.

2. When you have the 7PUNCHed deck, delete all relevant files from your directory.

3. Check with Judy that the CARRY was successful. If it was not, dispose of the cards; otherwise have the cards hand-carried.

(The other method for handing over files would be to make them linkable to Bob or Judy or whoever. But this makes updating clumsy for the 'updator' and defeats the object of getting the files located in one place.) This way, Judy and Bob will have full control over past, present and future versions.

Now that everything is completely organized, I have a list of DO's and DON'TS

DO delete all copies of systems programs which have been handed over, from your own file directories.

DON'T keep any BCD files in your directory. They should be printed and deleted.

DON'T keep small outdated programs in your directory. If you want to keep copies for sentimental reasons, print the symbolic and delete the files.

DON'T hoard!
The track situation is getting tight and you will be doing yourselves a favor by clearing out your file directories NOW while you still have some vague recollection as to what your various and oddly named programs do. You won't be using them very often.

Attached is a list of the maximum number of tracks each person should need after they have cleared out their directories as requested. I would like this done, this week if possible and next week at the latest.

Everyone to their tracks! (M1416 at least.)

Corbató	100
Edwards	100
Daley	300
Dunten	300
Garman	200
Saltzer	250
Rosenbaum	50
Graham	50
Wagner	50
Schroeder	50

Crisman	50
Rappaport	50
Child	50
Widrig	150
Oppert	150
Cushing	50
Clancy	300
Martin	50
Thompson	50
Quisenberry	50
Smith	50

Those programmers currently involved on the 194, will keep their
current track allotment.