



Open Document Format for Office Applications (OpenDocument) Version 1.4. Part 1: Introduction

Committee Specification Draft 01

18 March 2024

This stage:

<https://docs.oasis-open.org/office/OpenDocument/v1.4/csd01/part1-introduction/OpenDocument-v1.4-csd01-part1-introduction.odt> (Authoritative)
<https://docs.oasis-open.org/office/OpenDocument/v1.4/csd01/part1-introduction/OpenDocument-v1.4-csd01-part1-introduction.html>
<https://docs.oasis-open.org/office/OpenDocument/v1.4/csd01/part1-introduction/OpenDocument-v1.4-csd01-part1-introduction.pdf>

Previous stage:

N/A

Latest stage:

<https://docs.oasis-open.org/office/OpenDocument/v1.4/OpenDocument-v1.4-part1-introduction.odt> (Authoritative)
<https://docs.oasis-open.org/office/OpenDocument/v1.4/OpenDocument-v1.4-part1-introduction.html>
<https://docs.oasis-open.org/office/OpenDocument/v1.4/OpenDocument-v1.4-part1-introduction.pdf>

Technical Committee:

OASIS Open Document Format for Office Applications (OpenDocument) TC

Chairs:

Patrick Durusau (patrick@durusau.net), Individual
Svante Schubert (svante.schubert@gmail.com), Individual

Editors:

Francis Cave (francis@franciscave.com), Individual
Patrick Durusau (patrick@durusau.net), Individual
Svante Schubert (svante.schubert@gmail.com), Individual
Michael Stahl (michael.stahl@allotropia.de), allotropia software GmbH

Additional artifacts:

This prose specification is one component of a Work Product which includes:

- *Open Document Format for Office Applications (OpenDocument) Version 1.4. Part 1: Introduction.* (this part)
<https://docs.oasis-open.org/office/OpenDocument/v1.4/csd01/part1-introduction/OpenDocument-v1.4-csd01-part1-introduction.html>.
- *Open Document Format for Office Applications (OpenDocument) Version 1.4. Part 2: Packages.* <https://docs.oasis-open.org/office/OpenDocument/v1.4/csd01/part2-packages/OpenDocument-v1.4-csd01-part2-packages.html>.

- *Open Document Format for Office Applications (OpenDocument) Version 1.4. Part 3: OpenDocument Schema.*
<https://docs.oasis-open.org/office/OpenDocument/v1.4/csd01/part3-schema/OpenDocument-v1.4-csd01-part3-schema.html>.
- *Open Document Format for Office Applications (OpenDocument) Version 1.4. Part 4: Recalculated Formula (OpenFormula) Format.*
<https://docs.oasis-open.org/office/OpenDocument/v1.4/csd01/part4-formula/OpenDocument-v1.4-csd01-part4-formula.html>.
- XML/RNG schemas and OWL ontologies.
<https://docs.oasis-open.org/office/OpenDocument/v1.4/csd01/schemas/>.

Related work:

This specification replaces or supersedes:

- *OASIS Open Document Format for Office Applications (OpenDocument) Version 1.3. 27*
April 2021. OASIS Standard. Latest stage:
<https://docs.oasis-open.org/office/OpenDocument/v1.3/OpenDocument-v1.3-part1-introduction.html>.

Abstract:

This document is Part 1 of the Open Document Format for Office Applications (OpenDocument) Version 1.4 specification.

Status:

This document was last revised or approved by the OASIS Open Document Format for Office Applications (OpenDocument) TC on the above date. The level of approval is also listed above. Check the “Latest stage” location noted above for possible later revisions of this document. Any other numbered Versions and other technical work produced by the Technical Committee (TC) are listed at <https://groups.oasis-open.org/communities/tc-community-home2?CommunityKey=4bf06d41-79ad-4c58-9e8e-018dc7d05da8#technical>.

TC members should send comments on this specification to the TC’s email list. Others should send comments to the OASIS public comment list at Technical-Committee-Comments@oasis-open.org.

This specification is provided under the [RF on Limited Terms](#) Mode of the [OASIS IPR Policy](#), the mode chosen when the Technical Committee was established. For information on whether any patents have been disclosed that may be essential to implementing this specification, and any offers of patent licensing terms, please refer to the Intellectual Property Rights section of the TC’s web page (<https://www.oasis-open.org/committees/office/ipr.php>).

Note that any machine-readable content ([Computer Language Definitions](#)) declared Normative for this Work Product is provided in separate plain text files. In the event of a discrepancy between any such plain text file and display content in the Work Product’s prose narrative document(s), the content in the separate plain text file prevails.

Citation format:

When referencing this specification the following citation format should be used:

[OpenDocument-v1.4-part1]

Open Document Format for Office Applications (OpenDocument) Version 1.4. Part 1: Introduction. Edited by Francis Cave, Patrick Durusau, Svante Schubert and Michael Stahl. 18 March 2024. OASIS Committee Specification Draft 01.
<https://docs.oasis-open.org/office/OpenDocument/v1.4/csd01/part1-introduction/OpenDocument-v1.4-csd01-part1-introduction.html>. Latest stage: <https://docs.oasis-open.org/office/OpenDocument/v1.4/OpenDocument-v1.4-part1-introduction.html>.

Notices

Copyright © OASIS Open 2024. All Rights Reserved.

All capitalized terms in the following text have the meanings assigned to them in the OASIS Intellectual Property Rights Policy (the "OASIS IPR Policy"). The full [Policy](#) may be found at the OASIS website.

This document and translations of it may be copied and furnished to others, and derivative works that comment on or otherwise explain it or assist in its implementation may be prepared, copied, published, and distributed, in whole or in part, without restriction of any kind, provided that the above copyright notice and this section are included on all such copies and derivative works. However, this document itself may not be modified in any way, including by removing the copyright notice or references to OASIS, except as needed for the purpose of developing any document or deliverable produced by an OASIS Technical Committee (in which case the rules applicable to copyrights, as set forth in the OASIS IPR Policy, must be followed) or as required to translate it into languages other than English.

The limited permissions granted above are perpetual and will not be revoked by OASIS or its successors or assigns.

This document and the information contained herein is provided on an "AS IS" basis and OASIS DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY THAT THE USE OF THE INFORMATION HEREIN WILL NOT INFRINGE ANY OWNERSHIP RIGHTS OR ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

As stated in the OASIS IPR Policy, the following three paragraphs in brackets apply to OASIS Standards Final Deliverable documents (Committee Specification, OASIS Standard, or Approved Errata).

[OASIS requests that any OASIS Party or any other party that believes it has patent claims that would necessarily be infringed by implementations of this OASIS Standards Final Deliverable, to notify OASIS TC Administrator and provide an indication of its willingness to grant patent licenses to such patent claims in a manner consistent with the IPR Mode of the OASIS Technical Committee that produced this deliverable.]

[OASIS invites any party to contact the OASIS TC Administrator if it is aware of a claim of ownership of any patent claims that would necessarily be infringed by implementations of this OASIS Standards Final Deliverable by a patent holder that is not willing to provide a license to such patent claims in a manner consistent with the IPR Mode of the OASIS Technical Committee that produced this OASIS Standards Final Deliverable. OASIS may include such claims on its website, but disclaims any obligation to do so.]

[OASIS takes no position regarding the validity or scope of any intellectual property or other rights that might be claimed to pertain to the implementation or use of the technology described in this OASIS Standards Final Deliverable or the extent to which any license under such rights might or might not be available; neither does it represent that it has made any effort to identify any such rights. Information on OASIS' procedures with respect to rights in any document or deliverable produced by an OASIS Technical Committee can be found on the OASIS website. Copies of claims of rights made available for publication and any assurances of licenses to be made available, or the result of an attempt made to obtain a general license or permission for the use of such proprietary rights by implementers or users of this OASIS Standards Final Deliverable, can be obtained from the OASIS TC Administrator. OASIS makes no representation that any information or list of intellectual property rights will at any time be complete, or that any claims in such list are, in fact, Essential Claims.]

The name "OASIS" is a trademark of [OASIS](#), the owner and developer of this specification, and should be used only to refer to the organization and its official outputs. OASIS welcomes reference to, and implementation and use of, specifications, while reserving the right to enforce its marks against misleading uses. Please see <https://www.oasis-open.org/policies-guidelines/trademark/> for above guidance.

Table of Contents

1	Introduction.....	5
1.1	Scope.....	5
1.2	Terminology.....	5
1.3	Normative References.....	5
1.4	Non Normative References.....	6
	Appendix A Acknowledgments.....	7

Please see the links to the other three parts of this multi-part specification in the "[Additional artifacts](#)" section on the introductory pages. Each part provides its own Table of Contents.

1 Introduction

1.1 Scope

This specification specifies the characteristics of an XML-based application-independent and platform-independent digital document file format, as well as the characteristics of software applications which read, write and process such documents. This specification is applicable to document authoring, editing, viewing, exchange and archiving, including text documents, spreadsheets, presentation graphics, drawings, charts and similar documents commonly used by personal productivity software applications.

This specification has four parts.

Part 1 (Introduction) describes the OpenDocument specification as a whole and introduces the other major parts. It also acknowledges the participation of all who made it possible.

Part 2 (Packages) defines the package format language for OpenDocument documents.

Part 3 (OpenDocument Schema) defines the XML schema for OpenDocument documents.

Part 4 (Recalculated Formula (OpenFormula) Format) defines the formula language for OpenDocument documents.

This specification, for illustrative purposes, describes functionality using terminology common in desktop computing environments that contain a display terminal, keyboard and mouse, attached to a computer hosting an operating system with a graphical user interface which includes user interface controls such as input controls, command buttons, selection boxes, etc.

However, this specification is not limited to such environments. The specification also supports the use of alternative computing environments, other form factors, non-GUI consumers and producers, and the use of assistive technologies, using analogous user interface operations.

1.2 Terminology

All text is normative unless otherwise labeled.

Within the normative text of this specification, the terms "shall", "shall not", "should", "should not", "may" and "need not" are to be interpreted as described in Annex H of [ISO/IEC Directives].

implementation-defined behavior: behavior that depends on the implementation and that each implementation shall document.

implementation-dependent behavior: behavior that depends on the implementation. The implementation is not required to document which behavior occurs.

Note: Usually, the range of possible behaviors is delineated by the specification.

Undefined behavior: behavior for which the specification imposes no requirements. Undefined behavior may also be expected when the specification omits the description of any explicit definition of behavior.

1.3 Normative References

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

[ISO/IEC Directives] ISO/IEC Directives, Part 2 (Fifth Edition) Rules for the structure and drafting of International Standards, International Organization for Standardization and International Electrotechnical Commission, 2004.

The individual parts of the OpenDocument specification may contains further normative references.

1.4 Non Normative References

None.

The individual parts of the OpenDocument specification may contains further non normative references.

Appendix A Acknowledgments

The following individuals have participated in the creation of this specification or previous numbered Versions of this specification, and are gratefully acknowledged:

Participants:

Chieko Asakawa, IBM
Waldo Bastian, Intel Corporation
Thorsten Behrens, CIB labs GmbH
Camilla Boemann, KDE e.V.
Nathaniel Borenstein, IBM
Michael Brauer, Oracle Corporation
Pete Brunet, IBM
Manuel Cano
Francis Cave
Suresh Chande, Nokia Corporation
Robin Cover, OASIS
Pierre Ducroquet
Jerome Dumonteil, Ars Aperta
Patrick Durusau
Cherie Ekholm, Microsoft
Ezer Farhi
David Faure
Siegmond Gorr, CIB labs GmbH
Jean Gouarne, Ars Aperta
Andreas J. Guelzow
Bettina Haberer, Sun Microsystems
Dennis E. Hamilton
Bart Hanssens, Fedict
Donald Harbison, IBM
Alfred Hellstern, Microsoft
Regina Henschel, The Document Foundation
Mingfei Jia, IBM
Bob Jolliffe
Peter Junge
Kazmer Koleszar, MultiRacio Ltd.
Peter Korn, Oracle Corporation
Jirka Kosek
Robin LaFontaine
Marcus Lange, Sun Microsystems
Marina Latini, The Document Foundation
David LeBlanc, Microsoft
Fong Lin, Novell
Jun Ma, Beijing Redflag Chinese 2000 Software Co., Ltd.
Yue Ma, IBM
John Madden, Duke University
Doug Mahugh, Microsoft Corporation
Ben Martin, KDE e.V.
James Mason, ISO/IEC JTC1/SC34
Rich McLain, Microsoft
Tristan Mitchell
Duane Nickull, Adobe Systems
Michael Paciello
Ganesh Paramasivam, KDE e.V.
Eric Patterson, Microsoft Corporation

David Pawson
Steven Pemberton, Stichting Centrum voor Wiskunde & Informatica
Stephen Peront, Microsoft Corporation
Asokan Ramanathan, IBM
Eike Rathke, Oracle Corporation
Florian Reuter, Novell
Janina Sajka
Svante Schubert
Charles Schulz, Ars Aperta
Richard Schwerdtfeger, IBM
Douglas Schepers
Wei Guo Shi, IBM
Keld Simonsen, ISO/IEC JTC1/SC34
Michael Stahl, CIB labs GmbH
Yan Shi, Beijing Sursen International Information Technology Co., Ltd.
Jomar Silva, OpenDocument Format Alliance
Frank Stecher, Sun Microsystems
Hironobu Takagi, IBM
Malte Timmermann, Oracle Corporation
John Tolbert, The Boeing Company
Elias Torres, IBM
Warren Turkal, Google Inc.
Jos van den Oever, Logius
Alex Wang, Beijing Sursen International Information Technology Co., Ltd.
Robert Weir, IBM
Oliver-Rainer Wittmann, Oracle Corporation
David A. Wheeler
Cheng XiuZhi, Beijing Redflag Chinese 2000 Software Co., Ltd.
Panrong Yin, IBM
Kohei Yoshida, Novell
Helen Yue, IBM
Jin YouBing, Beijing Redflag Chinese 2000 Software Co., Ltd.
Thorsten Zachmann, Nokia Corporation
Thomas Zander, Nokia Corporation
Pine Zhang, UOML Alliance