

## Appendix A: Citation of the *Trustworthy Information Systems Handbook*

Users should be aware of the following information as they refer to the *Trustworthy Information Systems Handbook*:

- Versions are identified by number.
- New versions will be released as substantive changes are made to sections **other than** the bibliography (which changes on a continual basis). The most current version will always be online.
- Past versions will be kept in PDF format by the Minnesota State Archives for five years and will be made available by request. **Users concerned about ongoing access to a particular version (e.g., for audit purposes) should download and maintain within their own agency the PDF of the entire handbook.**
  - Version 1 (December 1999 through July 2000). Note: the HTML and PDF forms of this version carry no identifying number.
  - Version 2 (released in August 2000).
    - Section 2, Section 4, Section 9, Section 11, and Appendix A revised.
  - Version 3 (released in September 2001).
    - Substantive changes to Section 2, Section 8, Section 9, Section 11, Appendix A, and Appendix D.
  - Version 4 (released in July 2002).
    - Substantive changes to Section 9 (Criteria Group 5), Section 11, Appendix A, and Appendix G (examination form).

Users wishing to cite the *Handbook* should use the following format:

Minnesota Historical Society, State Archives Department. *Trustworthy Information Systems Handbook*. Version 4, July 2002.