

Standard Ordering Information for Printed Circuit Boards

LIGO-T1000306-v1

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1. Overview

This document establishes the format for information used to order printed circuit boards. Blue text is to be inserted in the “Readme” file; dark red text is the check list for the zip file contents.

2. Files to include in zip file

2.1. Readme.txt *(Use this for two layer board)*

Please order a quantity of *(insert quantity)* of these PCBs from *(insert desired vendor)*

Have them shipped *(insert the needed shipping speed)*

Use account number *(insert account number)*

The title of the board as silkscreened on PCB is *(insert title here)*

The DCC number and revision is *(insert number and rev. here)*

Number of layers - *(put layer count here)*

Number of holes - *(put hole count here)*

Overall dimensions - *(put actual size of board here)*

Two-sided stuffing - *(Yes or No)*

Thickness of board *(put board thickness here)*

Layer order for building board:

<i>(Board name_Full DCC number).GTO</i>	top overlay
<i>(Board name_Full DCC number).GBO</i>	bottom overlay <i>only if silkscreen on bottom of PCB</i>
<i>(Board name_Full DCC number).GTS</i>	top solder mask
<i>(Board name_Full DCC number).GTL</i>	top layer
<i>(Board name_Full DCC number).GBL</i>	bottom layer
<i>(Board name_Full DCC number).GBS</i>	bottom solder mask
<i>(Board name_Full DCC number).TXT</i>	NC drill file
<i>(Board name_Full DCC number).GTP</i>	Top Solder Paste
<i>(Board name_Full DCC number).GBP</i>	Bottom Solder Paste
<i>(Board name_Full DCC number).TXT</i>	Pick and Place in TXT format
<i>(Board name_Full DCC number).CSV</i>	Pick and Place in CSV format
README.TXT	Text file with description of board

Board outline is on *(Board name_Full DCC number).GTO*

2.2. Zip File Check List

(Board name_Full DCC number).ZIP Naming Convention for Zip File

Files to Include:

<i>(Board name_Full DCC number).GTO</i>	top overlay
<i>(Board name_Full DCC number).GBO</i>	bottom overlay <i>only if silkscreen on bottom of PCB</i>
<i>(Board name_Full DCC number).GTS</i>	top solder mask
<i>(Board name_Full DCC number).GTL</i>	top layer
<i>(Board name_Full DCC number).GBL</i>	bottom layer
<i>(Board name_Full DCC number).GBS</i>	bottom solder mask
<i>(Board name_Full DCC number).TXT</i>	NC drill file
<i>(Board name_Full DCC number).GTP</i>	Top Solder Paste
<i>(Board name_Full DCC number).GBP</i>	Bottom Solder Paste
<i>(Board name_Full DCC number).TXT</i>	Pick and Place in TXT format
<i>(Board name_Full DCC number).CSV</i>	Pick and Place in CSV format
README.TXT	Text file with description of board

Four Layer Board

2.3. Readme.txt *(Use this for four layer board)*

Please order a quantity of *(insert quantity)* of these PCBs from *(insert desired vendor)*
 Have them shipped *(insert the needed shipping speed)*
 Use account number *(insert account number)*
 The title of the board as silkscreened on PCB is *(insert title here)*
 The DCC number and revision is *(insert number and rev. here)*
 Number of layers - *(put layer count here)*
 Number of holes - *(put hole count here)*
 Overall dimensions - *(put actual size of board here)*
 Two-sided stuffing - *(Yes or No)*
 Thickness of board *(put board thickness here)*

Layer order for building board:

<i>(Board name_Full DCC number).GTO</i>	top overlay
<i>(Board name_Full DCC number).GBO</i>	bottom overlay <i>only if silkscreen on bottom of PCB</i>
<i>(Board name_Full DCC number).GTS</i>	top solder mask
<i>(Board name_Full DCC number).GTL</i>	top layer
<i>(Board name_Full DCC number).GP1 (or G1)</i>	first internal plane (or layer)
<i>(Board name_Full DCC number).GP2 (or G2)</i>	second internal plane (or layer)
<i>(Board name_Full DCC number).GBL</i>	bottom layer
<i>(Board name_Full DCC number).GBS</i>	bottom solder mask
<i>(Board name_Full DCC number).TXT</i>	NC drill file
<i>(Board name_Full DCC number).GTP</i>	Top Solder Paste
<i>(Board name_Full DCC number).GBP</i>	Bottom Solder Paste
<i>(Board name_Full DCC number).TXT</i>	Pick and Place in TXT format
<i>(Board name_Full DCC number).CSV</i>	Pick and Place in CSV format
README.TXT	Text file with description of board

Board outline is on *(Board name_Full DCC number).GTO*

2.4. Zip File Check List

(Board name_Full DCC number).ZIP Naming Convention for Zip File

Files to Include:

<i>(Board name_Full DCC number).GTO</i>	top overlay
<i>(Board name_Full DCC number).GBO</i>	bottom overlay <i>only if silkscreen on bottom of PCB</i>
<i>(Board name_Full DCC number).GTS</i>	top solder mask
<i>(Board name_Full DCC number).GTL</i>	top layer
<i>(Board name_Full DCC number).GP1 (or G1)</i>	first internal plane (or layer)
<i>(Board name_Full DCC number).GP2 (or G2)</i>	second internal plane (or layer)
<i>(Board name_Full DCC number).GBL</i>	bottom layer
<i>(Board name_Full DCC number).GBS</i>	bottom solder mask
<i>(Board name_Full DCC number).TXT</i>	NC drill file
<i>(Board name_Full DCC number).GTP</i>	Top Solder Paste
<i>(Board name_Full DCC number).GBP</i>	Bottom Solder Paste
<i>(Board name_Full DCC number).TXT</i>	Pick and Place in TXT format
<i>(Board name_Full DCC number).CSV</i>	Pick and Place in CSV format
README.TXT	Text file with description of board

Six Layer Board

1.1. Readme.txt *(Use this for six layer board)*

Please order a quantity of *(insert quantity)* of these PCBs from *(insert desired vendor)*
 Have them shipped *(insert the needed shipping speed)*
 Use account number *(insert account number)*
 The title of the board as silkscreened on PCB is *(insert title here)*
 The DCC number and revision is *(insert number and rev. here)*
 Number of layers - *(put layer count here)*
 Number of holes - *(put hole count here)*
 Overall dimensions - *(put actual size of board here)*
 Two-sided stuffing - *(Yes or No)*
 Thickness of board *(put board thickness here)*

Layer order for building board:

<i>(Board name_Full DCC number).GTO</i>	top overlay
<i>(Board name_Full DCC number).GBO</i>	bottom overlay <i>only if silkscreen on bottom of PCB</i>
<i>(Board name_Full DCC number).GTS</i>	top solder mask
<i>(Board name_Full DCC number).GTL</i>	top layer
<i>(Board name_Full DCC number).GP1 (or G1)</i>	first internal plane (or layer)
<i>(Board name_Full DCC number).GP2 (or G2)</i>	second internal plane (or layer)
<i>(Board name_Full DCC number).GP3 (or G3)</i>	third internal plane (or layer)
<i>(Board name_Full DCC number).GP4 (or G4)</i>	forth internal plane (or layer)
<i>(Board name_Full DCC number).GBL</i>	bottom layer
<i>(Board name_Full DCC number).GBS</i>	bottom solder mask
<i>(Board name_Full DCC number).TXT</i>	NC drill file
<i>(Board name_Full DCC number).GTP</i>	Top Solder Paste
<i>(Board name_Full DCC number).GBP</i>	Bottom Solder Paste
<i>(Board name_Full DCC number).TXT</i>	Pick and Place in TXT format
<i>(Board name_Full DCC number).CSV</i>	Pick and Place in CSV format
README.TXT	Text file with description of board
Board outline is on <i>(Board name_Full DCC number).GTO</i>	

1.2. Zip File Check List

<i>(Board name_Full DCC number).ZIP</i>	Naming Convention for Zip File
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Files to Include:

<i>(Board name_Full DCC number).GTO</i>	top overlay
<i>(Board name_Full DCC number).GBO</i>	bottom overlay <i>only if silkscreen on bottom of PCB</i>
<i>(Board name_Full DCC number).GTS</i>	top solder mask
<i>(Board name_Full DCC number).GTL</i>	top layer
<i>(Board name_Full DCC number).GP1 (or G1)</i>	first internal plane (or layer)
<i>(Board name_Full DCC number).GP2 (or G2)</i>	second internal plane (or layer)
<i>(Board name_Full DCC number).GP3 (or G3)</i>	third internal plane (or layer)
<i>(Board name_Full DCC number).GP4 (or G4)</i>	forth internal plane (or layer)
<i>(Board name_Full DCC number).GBL</i>	bottom layer
<i>(Board name_Full DCC number).GBS</i>	bottom solder mask
<i>(Board name_Full DCC number).TXT</i>	NC drill file
<i>(Board name_Full DCC number).GTP</i>	Top Solder Paste
<i>(Board name_Full DCC number).GBP</i>	Bottom Solder Paste
<i>(Board name_Full DCC number).TXT</i>	Pick and Place in TXT format
<i>(Board name_Full DCC number).CSV</i>	Pick and Place in CSV format
README.TXT	Text file with description of board