WP2: Dissemination, Communication & Outreach (DCO)

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Third meeting of the Steering Committee
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- Plans for Semester 2 [RR]
- Discussion & Questions
The purpose of the DCO (WP2) is to continuously organize and implement efficient communication inside and outside the consortium.
Task 2.1: DCO Coordination & Communication

Task 2.1. actions:

- Organize internal steering and annual **meetings**
  - Network of WP DCO liaisons
  - Internal DCO videoconferencing; open weekly VC meetings
- Organize workshops or specialized **working sessions** during EuCARD annual meetings
  - DCO seminar with WP DCO liaisons
- Set up formal **reviews**
  - Review process decided by the SC and GB
- **Report** to project management
  - WP2 is closely related to WP1
- **Distribute** detailed information throughout the project
  - Process automation via the EuCARD web page
WP DCOs (Circular sent 16 July)

- WP1-Management: Catherine Brandt, CERN
- WP3-NEU2012: Silvia Pascoli, University of Durham
- WP4-AccNet: Frank Zimmermann, CERN
- WP5-HiRadMat: Ilias Efthymiopoulos, CERN
- WP6-MICE: Norman McCubbin, STFC; Alain Blondel, UNIGE
- WP7-HFM: Ezio Todesco, CERN
- WP8-ColMat: Ralph Assmann, CERN
- WP9-NCLinac: Erk Jensen, CERN
- WP10-SRF: Olivier Napoly, CEA-DSM
- WP11-ANAC: Marica Biagini, INFN-LNF

Q: availability for workshop at annual meeting?
Task 2.2: Dissemination & Outreach

- This task consists of the following activities:
  - EuCARD web site
  - Periodic EuCARD Newsletter
  - Awareness raising activities including Education & Public Outreach
  - Web-based project management tools
  - Publication database
  - Series of EuCARD monographs on advanced accelerator technology
Task 2.2: Web site

- Deliverable sent to EC
  - “D2.2.1: EuCARD web site implementation” (M1)
- Web traffic increasing
- Most viewed pages\(^1\) include:
  - Homepage
  - About the project (summary, partners, content etc)
  - Events calendar
  - Newsletter
  - Transnational Access (WP5 & 6)
  - Accelerator networks (WP4)
  - Results
- Plans for Semester 2
  - more content, more depth

\(\text{Figure 1 – website visits in Semester 1 total visits (blue) from 419 to 1535, unique visitors (red) from 197 to 587}\)

Qs: Wish list for website?
Any events for calendar?

\(^1\) Based on page appearing in “Top ten hits per month” of Semester 1 months (CERN web services statistics)
Task 2.2: Newsletter

- Two issues published
  - Issue 1: 30/06/2009
  - Issue 2: 30/09/2009
- Currently 211 subscribers
  - Primarily EuCARD members
  - Additional requests emerging
- Web traffic > Subscribers
  - Issue 1=835 hits in 101 days (~8 hits/day)
    - Articles=average of 182 hits (~2 hits/day)
  - Issue 2=322 hits in 9 days (~36 hits/day)
    - Articles=average of 54 hits (~6 hits/day)
- Plans for Semester 2
  - Issue 3 mid-Dec09; Issue 4 end Mar10
  - Increase subscriptions

Qs: Wish list for newsletter content?
Ideas for additional subscribers?
Accept all subscription requests?
Task 2.2: Outreach

- Awareness raising activities including Education & Public Outreach
  - Articles in press and journals e.g. CERN Courier
  - Wikipedia article in multiple languages

- Outreach web pages
  - General public page
  - Project results, including first publications
  - Related projects: greater exchange foreseen
  - Glossary of relevant accelerator vocabulary
  - Industrial partners: general offer from EuCARD to industry
  - Education: links to relevant courses, conferences and schools.

- Plans for Semester 2
  - Increase Wikipedia languages and links
  - Improve online outreach content
  - Send material to EuCARD-editor@cern.ch

Qs: Link to Wikipedia EuCARD from other Wikipedia articles? More ideas for outreach?
Task 2.2: Documentation

Web-based project management tools

- Sharepoint Collaborative Workspace (in collaboration with WP1)
- Engineering and Equipment Data Management Service (EDMS)
  - Access issues resolved
  - External account holders now ok
  - Use for
    - Deliverables, activity reports etc
    - Uploads via Intranet
    - Downloads via public site
  - Advantages
    - Avoids multiple copies
    - One file linked to multiple places
    - Can log comments & versions
    - Restricted or public

Q: Feedback on EDMS?
Contents

- Publications database
- EuCARD Monographs
Submit: Document Type

Submit an EuCARD Scientific Publication:

Your document will be given a reference number automatically.

*Document Type:

- Journal Publication
- Conference Paper
- Scientific Reports
- Notes
- Academic Dissertation
- Presentations
- Books

*WP/Task 1.1: Man

*Title:

Q: Further explanation needed for document types?
Submit: WP/Task
Submit: List of authors

Submit Bibliographic Information

Submit an EuCARD Scientific Publication:

Your document will be given a reference number automatically.

*Document Type: Journal Publication

*WP/Task: 1.1: Management

*Title:

ALL Author(s) of the Paper:
(one per line, in the format: LastName, Initial(s) of FirstName(s): Affiliation (mandatory). For example:

Dupont, P; CERN
Doe, J B: Atlantis Institute of Fictive Science

NOTE: author format is very specific!
Error message if incorrect
Submit: preprint or final

Selection here, plus document type previously chosen, reveals additional boxes to fill.

- **Year of Document:**
  - 2000

- **Abstract:**

- **Choose the kind of document:**
  - Preprint
  - Final document

- **Please upload your document:**
  - A cover page will be added to your document only if you submit a PDF file.
  - Enter the full path to the main slides file to be uploaded:

- I hereby acknowledge that I have followed Article 14.2 of the EuCARD Consortium Agreement. A Party’s publication of Foreground generated by another Party or of any Background of such other Party, even if such Background or Foreground is amalgamated with such Party’s Foreground, shall be subject to the other Party’s prior written approval not to be unreasonably withheld. If the other Party opposes the publication, such objection shall be notified to the requesting Party and shall include either a request for modification or for postponement for a maximum of ninety (90) days in the light of a possible protection of intellectual property rights. If no objection is made within fourteen (14) calendar days from notification the publication is deemed approved.
Submit: additional info

- For all document types, preprint or final

Please indicate the pagination in the publication (eg.: "5-12"): [ ]

- When “Journal Publication” + “Final Document”

- In case of a JOURNAL, please fill in the following fields:
  - Journal name: [ ]
  - Volume: [ ]
  - Number: [ ]
  - Year (yyyy): [ ]
Submit: Conferences

When “Conference Paper” + “Final Document”

- Search for the CONFERENCE in the conference database and select it from the list.

  Conference town (do not specify the country): *
  Conference starting date: :: month: May :: year: 2009 *

- Uses a conference database, select from list

- or request a new conference

Q: feedback needed, are your conferences in this database?
- Upload any type of file
- File receives a unique CDS number:
  - EuCARD-type-year-number in order of the submission
- PDFs get a front page (containing acknowledgement text) automatically added
Submit: email to author v1

- For Pre-print + Journal Publication / Books / Scientific Reports / Academic Dissertation

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De: Cds Support <cds.support@cern.ch>
Date: 29 octobre 2009 11:23:47 HNEC
Objet: EuCARD-BOO-2009-003 has been submitted to the EuCARD Publication Database

Hello:

This is to inform you that the publication <EuCARD-BOO-2009-003>, with title: "Development of accelerator technology in Poland" with URL: <http://cdsdev.cern.ch/record/1148965> has been submitted to the EuCARD Publication Database.

As established in the EuCARD Consortium Agreement (Article 14), the Task Coordinator and the WP Coordinator, will be informed about your submission. The Task Coordinator should give comments (if any) directly to the author(s) <catherine.brandt@cern.ch> within 14 calendar days.

For more details, please click on the following link <http://cdsdev.cern.ch/img/eucard-rules.pdf>

Best regards
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CERN Document Server <http://cdsdev.cern.ch>
Need human intervention? Contact <cds.support@cern.ch>
Review by task coordinator

- For Pre-print +
  - Journal Publication
  - Scientific Reports
  - Academic Dissertation
  - Books
- 14 days for task coordinator to review
- As per rules (CA Article 14)

Q: Check your WP email addresses on the Excel table?
Submit: email to author v2

- For all Final Documents
- For Preprints of Conference Paper / Notes / Presentations

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**De:** Cds Support  
**Objet:** EuCARD-REP-2009-004 has been submitted to the EuCARD Publication Database  
**Date:** 23 octobre 2009 12:26:46 HAEC

Hello:

This is to inform you that the publication <EuCARD-REP-2009-004>, with title: “CERN Upgrade Plans for the LHC and its Injectors” with URL: [http://cdsdev.cern.ch/record/1148905](http://cdsdev.cern.ch/record/1148905) has been submitted to the EuCARD Publication Database.

As established in the EuCARD Consortium Agreement (Article 14), the Task Coordinator, the Coordinator of WP2 and the Project Coordination Office will be informed about your submission. For more details, please click on the following link: [http://cdsdev.cern.ch/img/eucard-rules.pdf](http://cdsdev.cern.ch/img/eucard-rules.pdf)

Best regards

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Need human intervention? Contact [cds.support@cern.ch](mailto:cds.support@cern.ch)
Email for information only

- For all Final Documents
- For Preprints of
  - Conference Paper
  - Notes
  - Presentations
- No action required

Q: Check your WP email addresses on the Excel table?
Publications: Amend

I. Institute of Electronic Systems in CARE and EuCARD Projects Accelerator and FEL Research, Development and Applications in Europe
   - Romanik, R.S. (Warsaw University of Technology)
   - WP 2. DCO: Dissemination, Communication & Outreach. Task 2.2: Dissemination & Outreach
   - These are described coordinating actions of the accelerator science in Europe in 2008-2009. The actions embrace basic science, as well as development and applications. [1]
   - EuCARD-2001-002-2006
   - Fulltext - Published in: , pp. 7532711-7532719

II. Development of free-electron laser and accelerator technology in Poland (CARE and EuCARD projects)
   - Romanik, R.S. (Warsaw University of Technology)
   - WP 2. DCO: Dissemination, Communication & Outreach. Task 2.2: Dissemination & Outreach
   - The development of accelerator technology in Poland is strictly combined with the cooperation with specialist accelerator centers of global character, where the relevant knowledge is generated, allowing to build big and modern machines. These are relatively costly undertakings of interdisciplinary character. [2]
   - EuCARD-2001-002-2006
   - Fulltext - Published in: , pp. 7532701-7532708
Modify Bibliographic Information

Modify the bibliographic information of an EuCARD Publication/Technical Report:

*Document Reference Number: EuCARD-????-????????

*Choose the fields to be modified:
- Title
- Author(s) and Affiliations
- Task/WP
- Year
- Abstract
- Publication Information
- Conference Information

Continue
Delete a Document

Delete an EuCARD Publication/Technical Report:

*Document Reference Number: EuCARD-????-20????

Delete Document

Submission number(1): 1257174670_31809

(1) This is your submission access number. It can be used to continue with an interrupted submission in case of problems.
(2) Mandatory fields appear in red in the SUMMARY window.
Submit a Revised Version

Submit a Revised File for an EuCARD Publication/Technical Report:

*Document Reference Number: EuCARD-????-20????

Choose a new file revision

Submission number(1): 1257174343_31937

(1) This is your submission access number. It can be used to continue with an interrupted submission in case of problems.
(2) Mandatory fields appear in red in the SUMMARY window.
Specific work package or task publications can be linked to your WP websites.
A quick way to see specific types of documents e.g. all EuCARD Conference Papers.
Q: Retroactive submissions?
EuCARD Monograph Web page published with:

- General information about the Editorial Series on Accelerator Science
- Editor and publisher details,
- Author information,
- Availability of books,
- EuCARD Series Volume list

http://cern.ch/EuCARD/activities/communication/booklets/

Q: Join editorial board?
EuCARD Series Volume list:

- **Vol.1.** J.Sekutowicz, Multi-cell Superconducting Structures for High-Energy e+e- Colliders and Free Electron Laser Linacs
- **Vol.2.** K.Pozniak, TRIDAQ Detector Systems for High Energy Physics Experiments
- **Vol.3.** Z.Szadkowski, Triggers for the Pierre Auger Observatory, the current status and plans for the future
- **Vol.4.** R.Aleksan, O.Napoly, Coordinated Accelerator Research in Europe, Summary of Project Achievements
EuCARD Series Volume list:

- **Vol.5.** H.Mais, Some topics in beam dynamics of storage rings
- **Vol.6.** T.Czarski, Complex envelope control of pulsed accelerator field in superconducting cavity
- **Vol.7.** P.Grybos, Front-end electronics for semiconductor detector systems
- **Vol.8.** K.Czuba, Master oscillator in accelerator systems
- **Vol.9.** T.Plawski, CEBAF LLRF upgrade
Jacek Sekutowicz

Multi-cell Superconducting Structures for High Energy e⁺ e⁻ Colliders and Free Electron Laser Linacs

Editorial Series on ACCELERATOR TECHNOLOGY

Institute of Electronic Systems
Warsaw University of Technology
Detektorowe Systemy Pomiarowe typu TRIDAQ w eksperymentach Fizyki Wysokich Energii

Krzysztof Poźniak

Polska Wydawnictwo Naukowe

Detektorowe Systemy Pomiarowe typu TRIDAQ w eksperymentach Fizyki Wysokich Energii

Krzysztof Poźniak

Polska Wydawnictwo Naukowe
Coordinated Accelerator Research in Europe
Summary of Project Achievements

Roy Aleksan
Oliver Napoly
Editors

CARE

Editorial Series on ACCELERATOR RESEARCH

Publishing House of Warsaw University of Technology
Helmut Mais

Some Topics in Beam Dynamics of Storage Rings

Editorial Series on ACCELERATOR SCIENCE

Institute of Electronic Systems
Warsaw University of Technology

The full offer of our publications is presented on the Internet at http://www.wydawnictwo.pw.edu.pl
Plans for Semester 2

- Prepare for EuCARD Annual Meeting (AM)
- Organize DCO workshop during EuCARD AM
- Publish several volumes of EuCARD monographs
- Encourage WP coordinators to publish technical results in the EuCARD monograph series
- Propose that Ph.D. theses and chosen M.Sc. Theses associated with EuCARD are published as EuCARD volumes
- Develop EuCARD web pages
- Develop integration of EDMS and CDS with EuCARD web page
- Increase subscriptions to the EuCARD Newsletter
Promote your Work Package

- Publicise your work package achievements via public website:
  - Supply text and images for
    - work packages web pages
    - outreach pages for industry, academia and public
  - Add your events to the Events calendar
  - Add your news to the Newsletter and / or News flash
- Send material to EuCARD-editor@cern.ch

Any Questions?