



Status of ILCDoc

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ILC Doc standalone

- New stable Invenio release (0.92.0 - Dec 22, 2006) installed last week
 - <http://cdsware.cern.ch/download/RELEASE-NOTES>
 - **Several improvements, including behaviour of OAI harvester: sets, deleted records, harvested metadata transformation**
 - the upload process had problems with some empty fields: the Indico team at CERN is now fixing it, by not saving fields with empty subfields



ILCDoc standalone

- 2 document types:
 - 1) **Documentation and Communication**
 - **Generic document with NO approval process → implemented**
 - **Generic document with approval process → implemented**
 - 2) **Multimedia (photo, video, audio)**
- **At the moment:**
 - **“Documentation” and “Communication” share the same user input form (same metadata)**
 - **Submission form for document requiring approval has been implemented**
 - **Multimedia document form not implemented yet**



Metadata

- # created/filled by the system
 - Record number
 - Date of submission
 - Email of the submitter
 - URL to access the fulltext <http://ilcdoc.linearcollider.org/record/NNN/files/>
 - Retention (Permanent)
 - Way of submission (WebSubmit)

- # user data (web form)
 - Collection identifier
 - Report number
 - Title
 - Author (First) + Affiliation
 - Author (Secondary) + Affiliation
 - Creation Date
 - Acces Rights
 - Abstract
 - Comments
 - Addressee (if Letter)
 - Number of pages
 - Keyword or key phrases
 - Language
 - Subject



Access Rights

- Documents with no approval process are INTERNAL by default. Can be changed to PRIVATE in the submission form
- Documents requiring approval are PUBLIC by default. Can be changed to INTERNAL or PRIVATE
- Documents flagged as INTERNAL or PRIVATE go to dedicated collections, password protected
 - **1 single account (and password) for ILC Internal documents**
 - **As many accounts as many PRIVATE collections**
 - **One collection in the tree → to be split in up to 3 collections (PUB, INT, PRIV)**
 - **Password has to be set by the administrator**



Refereeing

- Referees can be assigned to different subtypes of documents, ex. Report, Book, Proceeding, ...
- When a document of this type is submitted, the referees receive an email requiring for approval
 - **They can approve/reject the document**
 - **The document does not appear in the collections until it is approved**



linearcollider.org interface

- We decided to use (at least in phase-1) a simple inline frame, pointing to the Indico/Invenio/EDMS as appropriate
 - **Pages from these sites will appear within the ILC site**

- We created an introduction page to:
 - **Search for documents (ilcdoc search box)**
 - **Redirect the user to ilcdoc or ilcagenda depending on the action, ex. submit a document or create a meeting**
 - **No real integration yet: header, footer and sidebars are still visible → work in progress**

ilc international linear collider

FOR COLLABORATORS FOR THE PRESS FOR COMMUNICATORS FOR STUDENTS AND EDUCATORS SEARCH **GO**

Home
.....
What is the ILC?
.....
Global Design Effort
.....
Talks
.....
Reports and Statements
.....
ILC Jobs
.....
ILC in the News
.....
Images & Graphics
.....
Around the World
.....
Calendar
.....
Glossary
.....
Contacts
.....

ilc NewsLine
View Current Issue
View NewsLine Archives
Japanese Version
日本語版はこちら
Search NewsLine

ILC Document Server and ILC Agenda Server

From these pages, you will be able to access all ILC-related documents and meetings and submit new materials. Please note that each system (ILCDoc and ILC Agenda) requires a user ID for a new submission and these two IDs may be different. Search for public documents is open to guest users.

- ◆ [Register for a Document Server ID.](#)
- ◆ [Register for an Agenda Server ID.](#)

Search for Documents and Meetings:

any field

[Search Tips](#) :: [Advanced Search](#)

ILC Document Server Links

[Login](#)
[Register](#)
[Submit a Document](#)
[Help](#)

ILC Agenda Server Links

[Login](#)
[Register](#)
[Browse the Calendar](#)
[Browse Categories](#)

Note - To add a new event, select the appropriate category for the event and use the "Add Event" menu visible on the right.
[Help](#)

<http://www.linearcollider.org/cms/?pid=1000364>

Content of this page can be modified.



The screenshot shows the ILC Document Server interface. At the top, there is a navigation bar with tabs for 'FOR COLLABORATORS', 'FOR THE PRESS', 'FOR COMMUNICATORS', and 'FOR STUDENTS AND EDUCATORS'. A search box is located on the right. Below the navigation bar is a sidebar with a list of links including Home, What is the ILC?, Global Design Effort, Talks, Reports and Statements, ILC Jobs, ILC in the News, Images & Graphics, Around the World, Calendar, Glossary, and Contacts. The main content area is titled 'ILC DOCUMENT SERVER' and features a user profile for 'admin' with links to account, messages, baskets, alerts, groups, submissions, approvals, administration, and logout. Below this is a secondary navigation bar with 'Search', 'Submit', 'Personalize', and 'Help' buttons. The 'Submit' page is active, showing a breadcrumb 'Home > Submit' and a heading 'SUBMIT'. A text box prompts the user to 'Please select the type of document you want to submit to ILCDoc:'. A highlighted box contains two categories: 'Documentation & Communication' with sub-links for 'Document that does not require approval' and 'Document with simple refereeing', and 'Multimedia (Photo, Video, Audio)'. At the bottom, there is a footer with site information and a list of available languages.



ilc international linear collider

FOR COLLABORATORS FOR THE PRESS FOR COMMUNICATORS FOR STUDENTS AND EDUCATORS SEARCH [] GO

Home
What is the ILC?
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Calendar
Glossary
Contacts

ilc NewsLine
View Current Issue
View NewsLine Archives
Japanese Version
日本語版はこちら
Search NewsLine
NewsLine via RSS **RSS**
Subscribe to ILC NewsLine

ILC DOCUMENT SERVER admin :: account :: messages :: baskets :: alerts :: groups :: submissions :: approvals :: administration :: logout

Search Submit Personalize Help

Home > Submit > Document that does not require approval

DOCUMENT THAT DOES NOT REQUIRE APPROVAL

Document that does not require approval

Description: ILC Internal documents and ILC Private documents that don't need to go through the approval process. ILC Public documents requires a simple refereeing.

Documents of this type will go in different collections, depending on the sub-type.

Submitters: All ILC users.

Instructions: To submit a document first login. Then select the sub-type and click "Submit New Document"

Select the document sub-type	Click a button
<input type="radio"/> Note	Submit New Record
<input type="radio"/> Letter	Modify Record
<input type="radio"/> Memo	Submit New File
<input type="radio"/> MOU	
<input type="radio"/> Work File (XLS, DOC, PPT, ...)	

To continue with a previously interrupted submission, enter an access number into the box below:

Access Number: [] **GO**



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ilc NewsLine
View Current Issue
View NewsLine Archives
Japanese Version
日本語版はこちら
Search NewsLine
NewsLine via RSS **RSS**
Subscribe to ILC NewsLine
Enter your email address to receive the weekly email newsletter of the ILC GDE.
[] GO

ILC DOCUMENT SERVER admin :: account :: messages :: baskets :: alerts :: groups :: submissions :: approvals :: administration :: logout

Search Submit Personalize Help

Home > **Submit** > Document with simple refereeing

DOCUMENT WITH SIMPLE REFEREEING

Document with simple refereeing
Description: ILC Internal documents and ILC Public documents that need to go through the approval process.
Documents of this type will go in different collections.
Submitters: All ILC users
Instructions: To submit a document, select the sub-type and then click "Submit"

Select the document sub-type	Click a button
<input type="radio"/> Report/Statement	Submit New Record
<input type="radio"/> Press Release	Modify Record
<input type="radio"/> Public Note	Submit New File
<input type="radio"/> Preprint	Approve Record
<input type="radio"/> Book	
<input type="radio"/> Proceeding	
<input type="radio"/> Published Article	
<input type="radio"/> Public Letter	

To continue with a previously interrupted submission, enter an access number into the box below:
Access Number: [] **GO**



Submission form - 1

GENERIC DOCUMENT WITH NO APPROVAL PROCESS SUBMIT NEW RECORD page: 1 SUMMARY(2)

TITLE OF THE DOCUMENT [MANDATORY]
IF YOU ARE SUBMITTING A COMMUNICATION, IT CAN BE A SHORT DESCRIPTIVE TITLE

CREATION/PUBLICATION DATE (DD/MM/YYYY) [MANDATORY]
04/12/2006

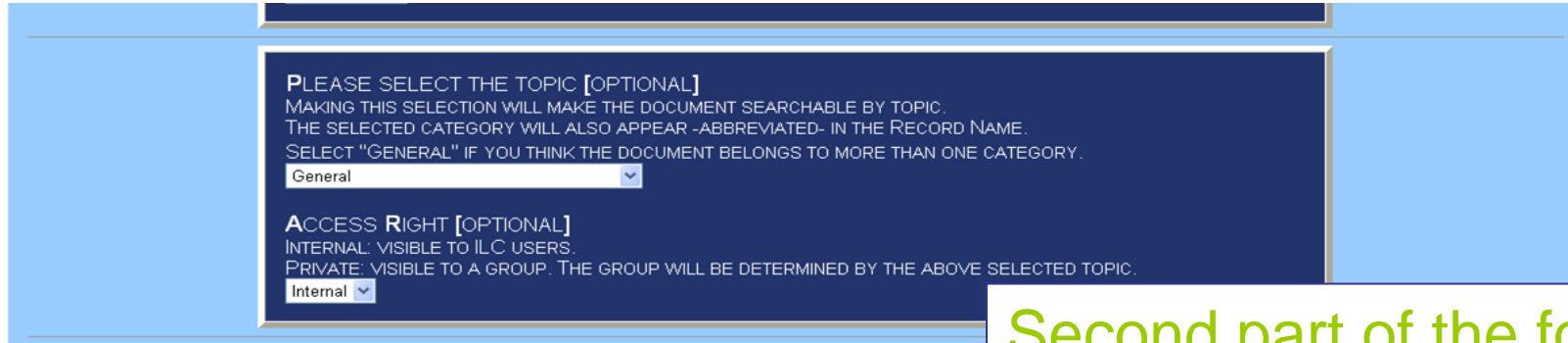
AUTHOR(S) OR GROUP [MANDATORY]
ONE PER LINE. PERSONAL NAME SHOULD BE IN THE FORM: LASTNAME, INITIAL(S)

AFFILIATION [OPTIONAL]

ABSTRACT [OPTIONAL]

LANGUAGE [MANDATORY]
English

First part of the form:
(mostly) mandatory
fields



PLEASE SELECT THE TOPIC [OPTIONAL]
MAKING THIS SELECTION WILL MAKE THE DOCUMENT SEARCHABLE BY TOPIC.
THE SELECTED CATEGORY WILL ALSO APPEAR -ABBREVIATED- IN THE RECORD NAME.
SELECT "GENERAL" IF YOU THINK THE DOCUMENT BELONGS TO MORE THAN ONE CATEGORY.

General

ACCESS RIGHT [OPTIONAL]
INTERNAL: VISIBLE TO ILC USERS.
PRIVATE: VISIBLE TO A GROUP. THE GROUP WILL BE DETERMINED BY THE ABOVE SELECTED TOPIC.

Internal

Second part of the form:
topic + access rights

- Topic selection reflects the category tree
 - default: General
 - new categories can be defined on request (ideally the EDMS tree should be unique)
- Topic saved as metadata, to be used in defining queries to fill virtual collections
- Topic will appear in the record name (ex. ILC-MEMO-INST-FNAL-2006-001)
- Possibility to flag a document as “private”



Submission form - 3

INTERNAL: VISIBLE TO ILC USERS.
PRIVATE: VISIBLE TO A GROUP. THE GROUP WILL BE DETERMINED BY THE ABOVE SELECTED TOPIC.
Internal

Write keywords [optional]
One per line. Choose key words (ex.: cavity, linac, vertex, ...) or key phrases (ex. positron ring, track resolution, muon reconstruction, ...) describing the content of the document. Keywords will be used by the search engine.

Author's Comments [optional]

Addressee name [optional]
Fill this field is you are submitting a LETTER
One addressee per line. Personal name should be in the form: LastName, Initial(s)

Other reference number(s) [optional]
(eg: from other institutes)

Number of pages [optional]

finish submission

SUBMISSION NUMBER(1): 1167911426_19696

Third part of the form:
optional fields



- ILCDoc ready to be tested
 - Documents sub-types
 - Access rights
 - Collections
 - Real and virtual
 - Category tree
 - Metadata
 - User login and accounts
 - Modification of a document (versions, ...)
 -