



The ILC Document Server Project Suite: ILCAgenda, ILCDoc, ILC-EDMS

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ILC Electronic Document Management Systems

Project suite:

- Meeting/conference/seminar

ILCAgenda – based on CDS InDiCo
CERN hosted

- Publications/white papers/notes

ILCDoc – based on CDS Invenio
CERN hosted

- Engineering documents

ILC EDMS – based on UGS Teamcenter
DESY hosted



ILCAgenda

ILCAgenda
ILCDoc
ILC EDMS

- URL:
<http://ilcagenda.linearcollider.org>
- The version is synchronized with the official Indico CERN version
- ~7000 Events (Conferences/Meetings/Talks) stored
- Visibility
 - **Events visible to the World, unless a meeting/contribution is explicitly restricted**
- New feature: keywords
 - **Talks/meetings are now indexed also by keywords**
 - **Adding keywords to a meeting/talk will improve search quality/efficiency**
- Support: ilcagenda-support@cern.ch



ILCAgenda - keywords

ILCAgenda
ILCDoc
ILC EDMS

Management Area BARONE, Maura - logout

Home > Machine Design > Management > EDMS Selection Committee > ILC EDMS Selection Meeting

Meeting ILC EDMS Selection Meeting

Main | Files | Timetable | Participants | Videoconference | Listings | Access Control | Tools | Logs

Modify event data

Title: ILC EDMS Selection Meeting

Description: EDMS meeting call in info: 510-665-5437, Meeting ID#8465
 Time: 0730(SLAC), 0930(FNAL/ANL), 1630(CERN/DESY), 2330 (KEK)
 === Agenda===
 * Status of TeamCenter Rollout
 * AOB

 To modify the agenda or submit files, click "manage" at the top of page and use the password distributed separately.

 Here are the

Keywords (one per line): edms, ilcdoc

Place: Name, Address

Room:

Start date: 26 - 4 - 2007 at 7 : 30

End date: 26 - 4 - 2007 at 9 : 0

Support email:

Chairperson text:

Default style: Indico style

Visibility: Everywhere

Event type: meeting

ok cancel

Management Area BARONE, Maura - logout

Home > Machine Design > Management > EDMS Selection Committee > ILC EDMS Selection Meeting

Meeting ILC EDMS Selection Meeting Created by BARONE, Maura

Main | Files | Timetable | Participants | Videoconference | Listings | Access Control | Tools | Logs

Title: ILC EDMS Selection Meeting

Description: EDMS meeting call in info: 510-665-5437, Meeting ID#8465
Time: 0730(SLAC), 0930(FNAL/ANL), 1630(CERN/DESY), 2330 (KEK)
=== Agenda===
* Status of TeamCenter Rollout
* AOB

To modify the agenda or submit files, click "manage" at the top of page and use the password distributed separately.

Here are the **Instructions** for sharing PC "desktops"
You will need to go to the **ESNET Meeting Service**, "attend" the meeting, and type in the meeting ID number.

Place:

Start date: Thursday 26 April 2007 07:30

End date: Thursday 26 April 2007 09:00

Support email: --not set--

Chairpersons Text:

Visibility: Everywhere

Default style: Indico style modify

Event type: meeting

Keywords: edms, ilcdoc

Chairpersons: remove new search

Report numbers: remove -- select a system -- add

Management features: Session slots Automatically solve timing conflicts

Enabled feature Disabled feature



ILC Doc - features

ILCAgenda
ILC Doc
ILC EDMS

- URL: <http://ilcdoc.linearcollider.org>
- Powered by CDS Invenio (web-based integrated digital library system)
 - Free software, licensed under the GNU GPL
 - It complies with the Open Archive Initiative metadata harvesting protocol (OAI-PMH)
 - It uses standard MARC 21 as the bibliographic data format
 - It runs on GNU/Unix systems on top of MySQL database server and Apache/Python web application server
- Documents organized in navigable “collections” trees
- Search engine
- User personalization
- Multilanguage support
- The ILC Doc version is synchronized with the official Invenio CERN version



ILC Doc - main requirements

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ILC EDMS

- Unique record id and record name
 - **Record id will appear in the URL**
 - **Record name in the form ILC-xxxx-year-nnn**
 - the xxxx string reflects the series, ex. NOTE
- Topics
 - **Possibility to group documents by topic and to navigate a tree**
 - **Possibility to assign multiple topics to a document**
 - **Topics may morph with time**
- Visibility
 - Most of the documents visible to the world, no need of authentication to search for documents
- Submission
 - **Write, Submit, Modify, Revise**
 - Reserve a document number
 - Modify title, abstract, author, ... at a later time
 - Submit additional files (different formats, multiple versions)
 - Post and collect comments from users



ILCAgenda - ILCDoc

ILCAgenda
ILCDoc
ILC EDMS

- ILCDoc daily harvesting from ILCAgenda
 - **ILCDoc search engine allowing to search on all Meetings and on all Talks submitted at those meetings**
 - Currently: ~1100 Events, ~5900 Talks
 - Search by Title, Speaker, Date, Location, fulltext

- Search URLs:

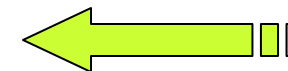
Talks & Contributions

<http://ilcdoc.linearcollider.org/collection/Talks%20%26%20Contributions>

Meetings

<http://ilcdoc.linearcollider.org/collection/Events>

Detector Design & Physics Studies





ILC Doc - Document Record

Document Record consists of

- Metadata
 - Info used to classify the document (title, author, date, etc.)
- Files
 - Main File
 - Additional document files
- Versions
 - New versions of each file can be uploaded



Info attached to a document

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- **Created/filled by the system**
 - Record number
 - Date of submission
 - Email of the submitter
 - URL to access the files (<http://ilcdoc.linearcollider.org/record/nnn/files/>)
 - Retention *(Permanent)*
 - Way of submission *(WebSubmit)*
 - Collection identifier
 - Record name *(automatically generated based on the user selection)*
- **User data (web form)**
 - Title
 - Author (First) + Affiliation
 - Author (Secondary) + Affiliation
 - Creation Date
 - Abstract
 - Comments
 - Number of pages
 - Language
 - Topic (Main + Additional)



ILCDoc - Registration

ILCAgenda
ILCDoc
ILC EDMS

ILC DOCUMENT SERVER

Search Submit Personalize Help

Home > Your Account > Register

REGISTER

Please enter your email address and desired nickname and password:

Email address:
(mandatory) Example: john.doe@example.com

Nickname:
(mandatory) Example: johnd

Password:
(optional) Note: The password phrase may contain punctuation, spaces, etc.

Retype Password:

Note: Please do not use valuable passwords such as your Unix, AFS or NICE passwords with this service. Your email address will stay strictly confidential and will not be disclosed to any third party. It will be used to identify you for personal services of ILC Document Server. For example, you may set up an automatic alert search that will look for new preprints and will notify you daily of new arrivals by email.

ILC Document Server :: Search :: Submit :: Personalize :: Help
Powered by [CDS Invenio v0.92.0](#)
Maintained by [ILCDoc Support Team](#)
Last updated: 28 Nov 2006, 17:46

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[Italiano](#) [日本語](#) [Norsk/Bokmål](#) [Polski](#) [Português](#) [Русский](#) [Slovenščina](#) [Svenska](#)
[Українська](#)

<http://ilcdoc.linearcollider.org/youraccount/register?ln=en>



How to submit a document (1)

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ILC Doc
ILC EDMS

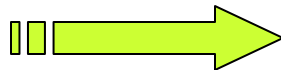
1. [Register](#) for an ILCDOC account (no need of confirmation)
2. [Email ILCDOC Support](#) asking to have your account added to the list of submitters (wait for confirmation – first time only)
3. Login to the system & click [Submit](#) (global navigation bar)
4. Select '[ILC Documents](#)'
5. Choose a radio button for the document series. There is one common set of metadata (same input form) for all 'ILC Documents' series. The document series will be used in the document name.
6. Click the button “Get New Document Number & Transfer File(s)“



Currently available series

ILCAgenda
ILC Doc
ILC EDMS

- ILC-NOTE
 - PDF or other format document describing some aspect of the ILC in a self-contained manner and deemed by the submitter to have lasting enough value to be called a note
- ILC-INT
 - Any file the submitter wants to share with colleagues via its URL, rather than via email; viewable by all site GUESTS. Please remember that PowerPoint type Talks or Presentations usually should be submitted to the [INDICO](#) system.
 - Examples of files that should be posted here may include spreadsheets, talks or documents in preparation or under review
- ILC-TEST
 - For testing purpose only. You can select this series if this is the first time you try the submission system and want to make a test.
- ILC-REPORT, ILC-NEWSLINE
 - Submission currently limited to admin



Contact [ILC Doc Support Team](#) if you would like a new series to be defined (eg.: PROCEEDINGS, THESIS, ...)



How to submit a document (2)

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ILC Doc
ILC EDMS

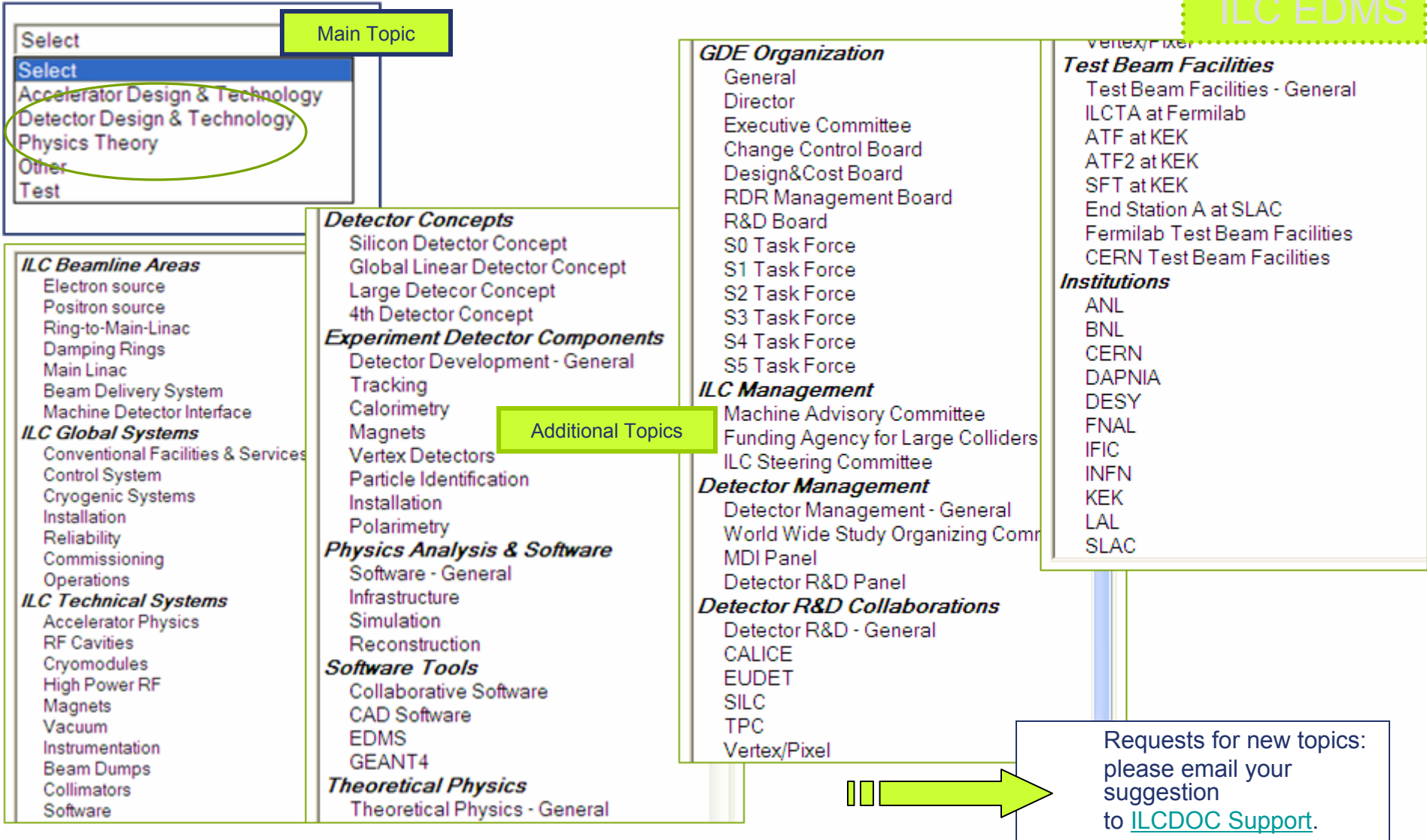
8. Fill in Metadata, paying particular attention to

- **Author: the most common term used to search**
- **Topic1 scroll bar: Mandatory: Pick the best of the limited number of choices we are using to broadly define the ILC**
 - Note that "TEST" has been added as a possible Topic1; this has been added to help new users "see what happens" as they submit their first few documents. After you are happy that you know what you're doing, resubmit to using one of the more relevant topics.
- **Topic2 scroll bar: Optional, but useful. CTRL-CLICK as many of the choices as you think are applicable. Your document will be referenced in each corresponding collection of topics. If you need a new SUB-TOPIC, please email your suggestion to [ILCDOC Support](#).**
 - In some case you may need to select more than one additional topic. For instance, if you want the document to appear in the 'SiD tracking' collection, you will have to select both 'SiD' (under Detector Concepts) and 'tracking' (under Detector Components) topics.



Currently defined topics

ILCAgenda
ILCDOC
ILC EDMS





Current browsable tree

ILCAgenda
ILCDOC
ILC EDMS

- Accelerator Design & Technology
- ILC General
- ILC Beamline Areas
 - Electron Source
 - Positron Source
 - Ring-to-Main-Linac (RTML)
 - Damping Ring (DR)
 - Main Linac
 - Beam Delivery System (BDS)
 - Machine Detector Interface
- ILC Global Systems
 - Conventional Facilities & Services
 - Controls
 - Cryogenic Systems
 - Installation
 - Reliability
 - Commissioning
 - Operations
- ILC Technical Systems
 - Accelerator Physics
 - RF Cavities
 - Cryomodules
 - High Power RF
 - Magnets
 - Vacuum
 - Instrumentation
 - Beam Dumps
 - Collimators
 - Technical Systems Software
- GDE Organization
 - GDE - General
 - GDE Director
 - Executive Committee (EC)
 - Change Control Board (CCB)
 - RDR Management Board
 - Design&Cost Board (DCB)
 - R&D Board (RDB)
 - S0 Task Force
 - S1 Task Force
 - S2 Task Force
 - S3 Task Force
 - S4 Task Force
 - S5 Task Force
- ILC Management
 - MAC
 - FALC
 - ILCSC

- Physics & Detectors
- Physics & Detectors - General
- Detector Concepts
 - GLD
 - GLD General
 - LDC
 - LDC General
 - SiD
 - SiD General
 - SiD Management
 - SiD Tracking
 - SiD Calorimeter
 - SiD Magnet
 - SiD Installation
 - SiD Vertex
 - 4th Concept
 - 4th Concept General
- Detector Components
 - Detector Development - General
 - Tracking
 - Calorimetry
 - Detector Magnets
 - Vertex Detectors
 - Interface Machine Detector
 - Particle Identification
 - Detector Installation
 - Polarimetry
- Detector R&D
 - Detector R&D General
 - R&D CALICE
 - R&D EUDET
 - R&D SILC
 - R&D TPC
 - R&D Vertex/Pixel
- Detector Management
 - Detector Management - General
 - World Wide Study Organizing Committee
 - MDI Panel
 - Detector R&D Panel
- Physics Analysis & Software
 - Software - General
 - Infrastructure
 - Simulation
 - Reconstruction
- Physics Theory
 - Physics Theory General

- Other
- Test Beam Facilities
 - Test Beam Facilities - General
 - ILCTA at Fermilab
 - ATF at KEK
 - ATF2 at KEK
 - STF at KEK
 - End Station A at SLAC
 - Fermilab Test Beam Facilities
 - CERN Test Beam Facilities
- Software Tools
 - Collaborative Software
 - CAD Software
 - EDMS
 - GEANT4
- Laboratories, Institutes & Universities
 - Argonne National Lab
 - BNL
 - CERN
 - DAPNIA
 - DESY
 - Fermilab
 - IFIC, Valencia
 - INFN
 - KEK
 - LAL
 - SLAC

Requests for new leafs/branches:
please email your suggestion to [ILCDOC Support](#).



How to submit a document (3)

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9. Click the button “finish submission“
 - **you are brought to the screen from which you can upload documents. When the screen opens for the first time, the scroll box lets you select either "Add Main Document" or "Add Additional Document"; let's assume you want to upload the "Main Document"**
10. Browse local computer network for document to upload
11. There currently is a 20MB limit on file size: if this is a problem email [ILCDOC support](#) (try compressing the photos/figures first or spitting the document in two parts)
12. Press “Click to Send File”
13. A new frame entitled "Main Document" frame will appear at the bottom of the page with a radio button, the filename and version number. Most of the time you will simply go to next step, unless you want to submit additional documents or revised versions (this can be also done at any later time).
14. Press “End Submission” - **this is when the upload happens**



How to submit a document (4)

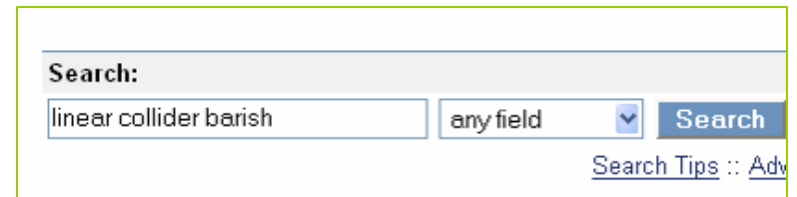
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15. You receive an email with the document name. This should happen fairly quickly.
16. The file(s) are then accessible through their record number, for example: <http://ilcdoc.linearcollider.org/record/6321/files/>
17. This record number can be used if immediate access by a group of people is required and before the daemon runs the indexing and collecting process
18. After the collection & parsing daemon runs (currently set to run at 1 hour intervals) your document will appear in one of the collections (Note or Internal) and each of the topics you have selected. All the collection counters will be then incremented and the document accessible through the SEARCH queries.

Search Tips (1)

- The default search mode is **simple search**: one input box where you can type your query, followed by a possibility to choose one of the common indexes to search within.

- Documents on ‘linear collider’ that are written by -or mention- Barish**

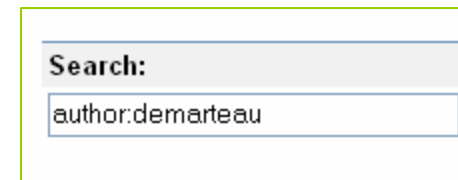


Search:
linear collider barish any field Search
[Search Tips](#) :: [Adv](#)

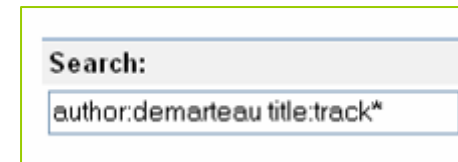
- The default search mode is a **search for words**. This means that any whitespace you type means "add a boolean AND between words".

- Structured metadata search**: if a search term is preceded by a field name (title, author, ...) and a colon, then the term is searched for inside this field only.

- Ex., search documents containing the word *demarteau* within author index:**
 - search talks given by *demarteau* that contain words like track in the title:**

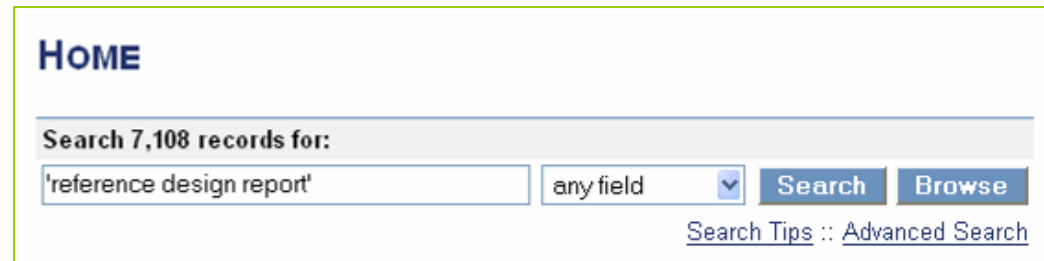


Search:
author:demarteau

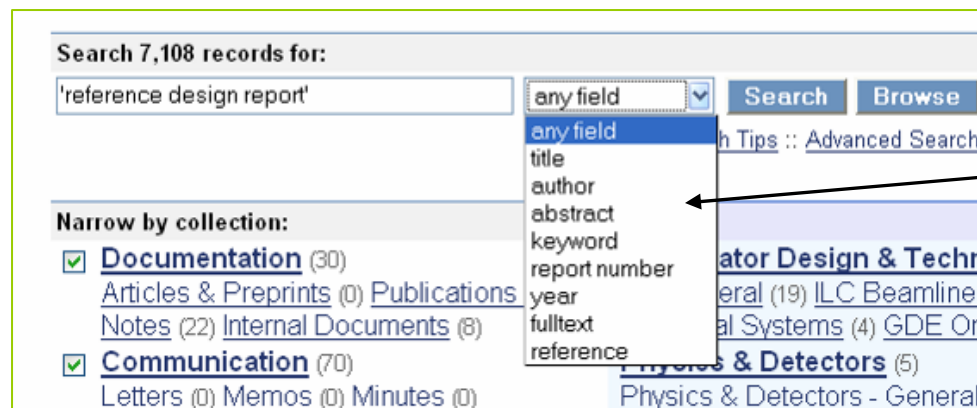
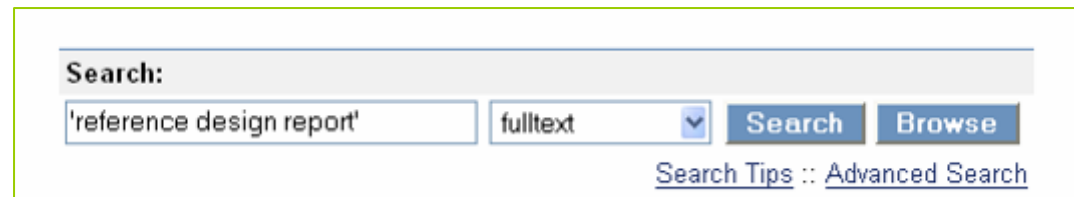


Search:
author:demarteau title:track*

- The default search looks at “any field” of the metadata



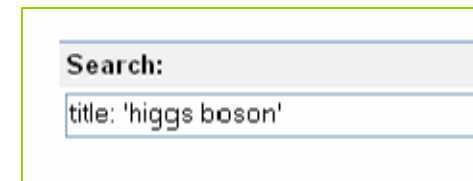
- To search WITHIN the document, scroll to “fulltext”



Most common fields:
any field, title, author,
abstract, keyword,
reportnumber, year,
fulltext, reference

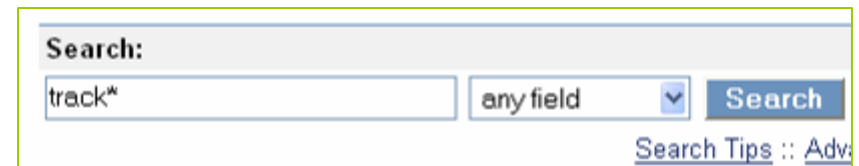
- Double quotes mean exact match, single quotes mean partial match. Ex. title:"higgs boson" returns records entitled exactly "higgs boson" but not records such as "Unique Higgs Boson Signature". These records will be returned by searching for title:'higgs boson'

- Use **SINGLE QUOTE** unless you know the exact content of the metadata



Search:
title: 'higgs boson'

- Word truncation:
 - returns records containing words *track*, *tracker*, *tracking*, ...



Search:
track* any field Search

Search Tips :: Adv:

- Special characters, regular expressions, fulltext searching, citation searching, and other capabilities are fully explained in the complete [Search Guide](#).



User personalization (1)

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ILC DOCUMENT SERVER [newuser](#) :: [account](#) :: [messages](#) :: [baskets](#) :: [alerts](#) :: [groups](#) :: [approvals](#) :: [administration](#) :: [logout](#)

[Search](#) | [Submit](#) | [Personalize](#) | [Help](#)

[Home](#) > [Your Account](#) > Set a new alert

SET A NEW ALERT

This alert will notify you each time/only if a new item satisfies the following query:
QUERY: Collection: SiD Tracking

Alert identification name::

Search-checking frequency: weekly

Send notification email? yes (if no you must specify a basket)

Store results in basket? - no basket -

ILC Document Server :: [Search](#) :: [Submit](#) :: [Personalize](#) :: [Help](#)

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User personalization (2)

ILCAgenda
ILCDOC
ILC DMS

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

Search | Submit | Personalize | Help

Home > Your Account > Your Groups

YOUR GROUPS

You are an administrator of the following groups:

Group	Description		
ILCDOC	comment submitted documents	Edit group	Edit members

[Create new group](#)

You are a member of the following groups:

Group	Description
BDS meetings	Beam delivery
mgmt_dir	management GDE director

[Join new group](#) [Leave group](#)

ILC Document Server :: [Search](#) :: [Submit](#) :: [Personalize](#) :: [Help](#)
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 Svenska Українська



User personalization (3)

ILCAgenda
ILC Doc
ILC EDMS

ILC DOCUMENT SERVER

newuser :: account :: messages :: baskets :: alerts :: groups :: approvals :: admin

Search Submit Personalize Help

Home > Your Account > Display searches

DISPLAY SEARCHES

You have performed 15 searches (7 different questions) during the last 30 days or so.

#	Question	Action	Last Run
#1	Collection: SiD Tracking	Execute search Set new alert	2007-03-19 22:31:55
#2	Collection: Newsletters	Execute search Set new alert	2007-03-19 22:29:03
#3	Collection: Beam Delivery System (BDS)	Execute search Set new alert	2007-03-19 22:32:54
#4	Collection: ILC Internal Notes	Execute search Set new alert	2007-01-31 15:52:10
#5		Execute search Set new alert	2007-01-30 23:00:57
#6	Collection: SiD General	Execute search Set new alert	2007-01-31 15:34:24
#7	Collection: Reports	Execute search Set new alert	2007-01-31 15:59:04

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 Slovensky Svenska Українська



ILC-EDMS Status

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- ILC-EDMS (DESY hosted)
- Test instance of ILC EDMS with all functionalities up and running since January 2007. This initial release targets two activities:
 - **3D Global CAD Collaboration**
 - real-time 3D CAD collaboration for contributing, accessing, updating, visualizing, coordinating models
 - **Change Control of ILC Baseline Configuration**
 - start with EDMS-based change process for baseline configuration document, evolve into change control of product breakdown structure and related items
- In progress: expert development and testing, tuning configuration to meet needs and requirements
- **Roll-out and training sessions:** LCWS2007-ILC2007 at Desy (end of May 07)
- Note: structured team environment for collaborative authoring, reviewing, approving etc. (“workflow“) of documentation



ILCAgenda
ILC Doc
ILC EDMS

The screenshot shows the ILC website interface. At the top, there is a navigation bar with links for 'FOR COLLABORATORS', 'FOR THE PRESS', 'FOR COMMUNICATORS', and 'FOR STUDENTS AND EDUCATORS', along with a search box and a 'GO' button. A left sidebar contains a navigation menu with items like 'Home', 'What is the ILC?', 'Global Design Effort', 'ILC Doc & Agenda Servers' (circled in green), 'Selected Talks', 'Reports and Statements', 'ILC Jobs', 'ILC in the News', 'Images & Graphics', 'Around the World', 'Calendar', 'Glossary', and 'Contacts'. Below the menu is the 'ILC NewsLine' section with options to 'View Current Issue', 'View NewsLine Archives', 'Japanese Version', 'Search NewsLine', and 'NewsLine via RSS'. The main content area is titled 'ILC Document Server and ILC Agenda Server' and includes a search section with a search box, a dropdown menu set to 'any field', and a 'Submit Query' button. A green arrow points from a 'SEARCH' box to the search input field. Below the search box are search tips and examples of search queries. The bottom of the main content area features 'ILC Document Server Links' and 'ILC Agenda Server Links' with various utility links.

SEARCH



www.linearcollider.org

ILCAgenda
ILCDoc
ILC EDMS

The screenshot shows the ILC website homepage. At the top, there is a navigation bar with links for 'FOR COLLABORATORS', 'FOR THE PRESS', 'FOR COMMUNICATORS', and 'FOR STUDENTS AND EDUCATORS'. A search bar is located on the right side of this bar. Below the navigation bar, the main content area features the ILC logo and the text 'Home'. To the right of the logo, there is a user profile for 'BARONE, Maura' with a 'logout' link. A 'Tools' menu is visible on the right side, containing links for 'Display', 'Overview', 'Calendar', 'Map', 'Modify', 'Admin', 'Statistics', and 'Help'. Below the 'Tools' menu, there is a 'Categories' section listing various event categories with their respective counts: 'Institutions (477)', 'Machine Design (461)', 'Detector Design & Physics Studies (195)', 'Conference and Workshops (61)', 'ILC-related Presentations Given at non-ILC Specific Events (3)', and 'Test Area (21)'. A paragraph of text describes the 'Indico' tool, which is used for managing complex conferences and workshops. At the bottom of the page, there is a footer with the text 'CERN | Powered by Indico 0.90.3.20061221 | ilcagenda-support@cern.ch | HELP'. On the left side of the page, there is a vertical navigation menu with links for 'Home', 'What is the ILC?', 'Global Design Effort', 'ILC Doc&Agenda Servers', 'Selected Talks', 'Reports and Statements', 'ILC Jobs', 'ILC in the News', 'Images & Graphics', 'Around the World', 'Calendar', 'Glossary', and 'Contacts'. Below this menu, there is a 'NewsLine' section with links for 'View Current Issue', 'View NewsLine Archives', 'Japanese Version', and 'Search NewsLine'.



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ILC Doc
ILC EDMS

The screenshot shows the ILC Document Server homepage. At the top, there is a navigation bar with links for 'FOR COLLABORATORS', 'FOR THE PRESS', 'FOR COMMUNICATORS', and 'FOR STUDENTS AND EDUCATORS'. A search bar is located on the right. Below the navigation bar is a sidebar with various links such as 'Home', 'What is the ILC?', 'Global Design Effort', 'ILC Doc&Agenda Servers', 'Selected 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 search bar with a dropdown menu set to 'any field'. Below the search bar, there are two columns of document categories: 'Narrow by collection' and 'Focus on:'. The 'Narrow by collection' column includes categories like 'Documentation (30)', 'Communication (70)', 'Conferences & Meetings (7,006)', 'Engineering & Drawings (0)', 'Multimedia (0)', and 'Test Area (2)'. The 'Focus on:' column includes categories like 'Accelerator Design & Technology (23)', 'Physics & Detectors (5)', and 'Other (1)'. On the right side of the main content area, there are sections for 'ABOUT THIS SITE' and 'SEE ALSO'.