



# ICAT review by SSI - January 2012

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# Collaboration Overview

## Observations

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C01	The present users of ICAT have made a big commitment and require that it be sustained
C02	The ways of managing ICAT so far are satisfactory, and the present users are very satisfied
C03	The present users require assurance that their requirements will be met in the future
C04	The use of ICAT is likely to increase, and there is a need to resolve conflicting requirements
C05	The ICAT team recognises the need for more governance, process and policy
C06	There is a need to avoid staff turnover in the core ICAT team
C07	STFC should commit resources to ICAT so that it is not dependent on short duration contracts
C08	The ICAT team should allocate some of its resources to finding external funding



# Governance

## Observations

### General

G01	Some happy users
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G02	Light touch	<b>Structure</b>
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G03	More governance	G010	The present ICAT team is cohesive and has good internal communication
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G04	Escience I	G011	The fortnightly meetings are w	<b>Recommendations</b>
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G05	A governan	G012	The present ICAT team works	R01	ICAT team in Escience should lead the collaboration
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G06	STFC has	G013	A single set of meetings has t	R02	Create a steering group with senior people from the stakeholders
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G07	eScience :	G014	There are varied interests tear	R03	Define how an organisation joins the collaboration
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G08	Collaborati	G015	Joining ICAT is easy and strai	R04	ICAT team in Escience to organise the Face to Face meetings
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G09	Balance th	G016	In the future, there will be a ne	R05	Make a risk assessment to mitigate the effects of the loss of key individuals
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G017	New collaborators should be given a role which reflects their interests
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# Communication and Outreach

## Observations

CM01	Communication is reasonable effective
CM02	The outreach role undertaken by ISIS has been key to the adoption of ICAT by DLS, ILL, SNS
CM04	Weekly Skype on-line workshops to demonstrate and discuss technical matters would be useful
CM05	When collaborators ask for feedback on proposals or release candidates, there is little feedback
CM06	There is very little awareness of the existence of ICAT
CM07	There is no authoritative list of who is using ICAT
CM08	No one is soliciting requirements from organisations

## Recommendations

R06	Ensure that someone maintains the outreach work
R07	Provide ICAT mentors to help new adopters use ICAT
R08	Develop a group of testers for pre-release software
R09	Encourage new adopters to spread the news of ICAT
R10	Provide weekly Skype on-line workshops to demonstrate and discuss technical matters
R11	Promote ICAT to a wider audience, and have them include it in proposals
R12	Actively solicit feedback and grow the market for ICAT

# Process

## Observations

## Recommendations

### General

### Requirements Process

PR01	PR08	The present processes are satisfactory for the
PR02	PR09	The present processes are ad-hoc and use se
PR03	PR10	Not all of the stakeholders have requirements
PR04	<b>Planning Process</b>	
PR05	PR20	The present process uses the fortnightly
PR06	PR21	The mo
PR07	PR22	There a
	PR23	There is
	PR24	There is
	PR18	There is a need to improve the prioritising of req
	PR19	There are new requirements which are emerging

### Test and Roll-out

PR25	There are good qual
PR26	External testing is carri
PR27	Upgrading a deployed IC

R13	Define a collaborator induction process, including the allocation of a mentor
R14	Define a process for resolving conflicts of requirements
R15	Publish the defined processes
R16	Create and operate a well defined process for dealing with requirements
R17	Create and maintain a roadmap for the development of ICAT
R18	Create and operate a well defined test process
R19	The ICAT team should be aware of, and involved with, all deployments of ICAT
R20	Create and operate a well defined cycle of software releases
R21	Create and operate a handover process for the replacement of collaborators

### Release

PR28	Progress has been made towards a six monthly release cycle
PR29	It is important to avoid divergence and forks in the software
PR30	The occasional use of informal distribution by email should be deprecated

# Policies

## Observations

### Deprecation

PO01	Deprecation has to be handled carefully
PO02	More pr
PO03	There is

### Code contribution

PO04	In the future, there may be a need to provi
PO05	A code contribution policy is required
PO06	There is no code contribution policy, but this would be useful
PO07	If there were more code contributors, there would be a
PO08	Sending small code changes by email works for the n
PO09	The use of tickets for code changes is getting better

## Recommendations

R22	Define and operate a deprecation policy
R23	Define and operate a code contribution policy
R24	Define and operate a release policy
R25	Include information in the software repository on the provenance of change

### Release policy

PO10	There is a need for a reliable release schedule
PO11	Changes in the trust store should be explained in advance
PO12	There are no release notes or change log for ICAT 4.0



# Support

## Observations

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PS01	Support requests are handled well and quickly
PS02	Some support requests are not handled well
PS03	Some support responses assume more expertise than is reasonable

## Recommendations

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R26	Take into account the expertise of the submitter when replying to support tickets
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# Infrastructure

## Observations

### Google code

IN01	Google code is widely accepted as a good environment for hosting the de	IN10	There is a need to remove old files from the code repository
IN02	It is important that the Google code site be seen to be actively used	IN11	It is difficult to find information about infrastructure requirements

### State of infrastructure

### Mailing lists

IN03	There is not enough use made of collaborative tools such as mailing lists
IN04	The mailing lists are quiet and not indicative of the wo
IN05	The use of mailing lists would reduce the number of s
IN06	A FAQ would be useful and reduce support calls
IN07	A mailing discussing installation problems would be t

## Recommendations

### Virtual meetings

IN08	Collaborative technical meetings using Skype would t	R28	Regularly update the front page of the Google Code site
IN09	Communication using video would be better than voic	R29	Conduct technical discussions via externally visible mailing lists
		R30	Have a mailing list for announcements, with a standard email for the announcement
		R31	Improve and maintain the FAQs
		R32	Have regular technical meetings using Skype
		R33	Clean up the source code repository regularly
		R34	Determine from the stakeholders what is difficult, and simplify it



# Software

## Observations

### Performance and robustness

SO19	There is no consideration of performance		
SO20	Ing	Future uptake	
SO21	ICAT	SO31	Getting started with ICAT is difficult
SO22	ICAT	SO32	ICAT is most effective when integrated with other business systems, but better tools and advice are required
SO23	Th	SO33	New users generally say that ICAT is good
SO24	ICAT	SO34	It is generally seen that getting started with ICAT is simple
SO25	ICAT	SO35	ICAT is well placed to meet future requirements
SO26	Th	SO36	It is difficult for a new installation to verify an ICA
SO27	Sc	SO37	It would be useful if the ICAT team could offer a mentor to help with the initial installation
SO28	Backward compatibility and extensibility are important		
SO29	ISIS has added a feature to upload data		
SO30	Once understood, the web service end point is easy to use		

### IP and Copyright

SO38

The New BSD licence is satisfactory

aterials



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# Requirements

## Requirements

### ISIS

REQ01	ISIS has a facility to upload derived data to a catalogue
REQ02	There are additional requirements for searching across c

### Diamond

REQ03	There was a reliability requirement, but it has been met
REQ04	Diamond has integrated ICAT with Eclipse and this is ve
REQ05	There are requirements related to publishing including m

### CLF

REQ06	CLF catalogues diagnostic data rather than scientific da
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### SNS

REQ08	Better support for Mantid and additional sign-on methods
REQ09	Support for some minor ICAT operations without the need for authentication
REQ10	Support for automated data reduction
REQ11	Topcat has too many pop-up windows. A HCI specialist should review it
REQ12	There is a need for the support of additional search functions

### ELLETRA

REQ13	Pandata is expected to have a list of requirements by June 2012
REQ14	One immediate requirement is cross facility searching
REQ15	Support for the enforcement of a data policy

