

Managing Events with Indico

Jose Benito Gonzalez
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- 🌀 Overview
- 🌀 Information Retrieval
- 🌀 Lecture Management
- 🌀 Meeting Management
- 🌀 Conference Management
- 🌀 Future Features

- ☞ Was originally developed as a EU project in 2002-2004 (CERN was main developer)
- ☞ Since then developed by CERN, and distributed as open source package
 - ☞ Installed in many places worldwide [EPFL](#) (Switzerland) [Engine@BRGM](#) (France) [LAL](#) (France) [CIEMAT](#) (Spain) [DESY](#) (Germany) [ILC](#) (Virtual) [KEK](#) (Japan) [RIKEN](#) (Japan) [TRIUMF](#) (Canada) [IPPP @ U. of Durham](#) (UK) [Dept of Physics @ U. of Hawaii](#) (USA) [Fermilab](#) (USA) [U. of Illinois](#) (USA) [ICN @ U. of Mexico](#) (Mexico) ...
 - ☞ Development collaboration with Fermilab and EPFL
- ☞ Used to manage events of all kind: lectures, meetings, conferences and workshops
- ☞ CERN server currently hosts more than 50,000 events

- © Long-term archival of the events information and related files
- © Fine-granularity **protection** setup
- © **File storage** at all levels (categories and events)
- © Integrated CERN Room Booking System (CRBS)





- One server – Many events of various sizes
- Hierarchical organisation: tree of categories to classify the events

Category Map for Home

- **Committees**
 - **CERN-wide Committees**
 - ACCU
 - Archive Committee
 - CAEC
 - CCP
 - CERN Controls Board
 - CERN Reports Editorial Board (CREB)
 - Cocotime
 - Desktop Forum
 - Divisional Safety Officers' Committee (DSOC)
 - ELEC
 - GTPA (Groupe de Travail sur les Procédures Administratives)
 - JTB (Joint Training Board)
 - LEAF AT
 - LEAF TS
 - PAF/POFPA WG
 - PH Safety Officer Meetings
 - Radiation Safety Officers Committee (RSOC)
 - Scientific Information Policy Board (SIPB)
 - Strategy Group
 - Full meetings
 - Preparatory Group
 - Training Executive Committee
 - Working Group for Acquisitions (WGA)

Tools

- ▶ [Browse Categories](#)
- ▶ [Events Overview](#)
- ▶ [Calendar](#)
- ◀ [Site Map](#)
- ▶ [Room Booking](#)
- ▶ [Statistics](#)
- ▶ [Search](#)
- ▶ [Indico News](#)
- ▶ [Help](#)



Various handy temporal views:

INDICO Integrated Digital Conference Home

Period: day 2 april 2008 Detail: agenda apply

<< < April 2008 > >>

Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

YUI:
 ALICE Meetings
 Seminars and Courses
 ATLAS Meetings
 COMPASS Meetings
 CMS Meetings
 LHCb Meetings

<< < Wednesday 02 April 2008 > >>

08:00	Weekly Tracker DPG Meetings (Contardo, Didier; Chiosha, Vincenzo) (CERN 1-1-025)
08:00	International Workshop on Hadron Structure and Spectroscopy (Torino, Enrica Gialini)
08:00	LOI Siemens (CERN 1-1-025)
08:00	SEE-GRID-2 PSC07 Tirana (CERN 1-1-025)
08:00	Weekly Computing Meetings (CERN 1-1-025)
08:00	ISGC 2008 EGEE Tutorial (CERN 1-1-025)
08:00	Input to DCM 03Apr08 (CERN 1-1-025)
08:00	Weekly Tracker Commissioning, Operation and Optimization Meetings (G.M. Bilei, S. Focardi, S. Tkaczyk) (CERN)
09:00	ALICE WEEK (CERN)
09:00	Polish Teachers Programme 04/2008 (Nick Storr) (CERN 0-2-024)
09:00	CMS Offline & Computing Workshop (CERN)
09:00	Physics Forum (Safarik, Karel) (CERN 40-02-C01)
09:00	CLIC Meetings 2008 (Braun, Hans) (CERN 0-2-004)
09:00	Commission Information (Christophe Griggs) (CERN Salle de reunion AP)
09:00	IOP HEPP Particle Physics 2008 (Lancaster University)
09:00	Diamond Pixel Sensor R&D (Mr. Toshiaki, William) (CERN)
09:30	Trigger Operation (Padilla Aranda, Cristobal) (CERN 40-R-C10)
10:00	GridPP Storage (uk)
10:00	Analysis (xandro) (EVO)
10:00	PHOS (Mankin, Vladislav) (CERN 160-R-000)
10:00	TC/TL Meeting (Blaising, Jean-Jacques) (CERN Room B)
10:00	CDS (Dr. Gordon, John) (CERN 513-1-024)
10:30	Virtual Accelerator concept - benefits and impact (J. Serrano et al) (Kostro, Kris; Rajimondo, Alessandro) (094/1-C02)

overview

INDICO Integrated Digital Conference

Calendar

Options

Display next 2 months over 3 columns starting 4

2008 apply

Color Legend

Home Multiple change

April 2008							May 2008						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

calendar

Search engine (metadata and fulltext)

Search (close)

Search in: any field

Search for: Both (Events+Contributions)

Start Date:

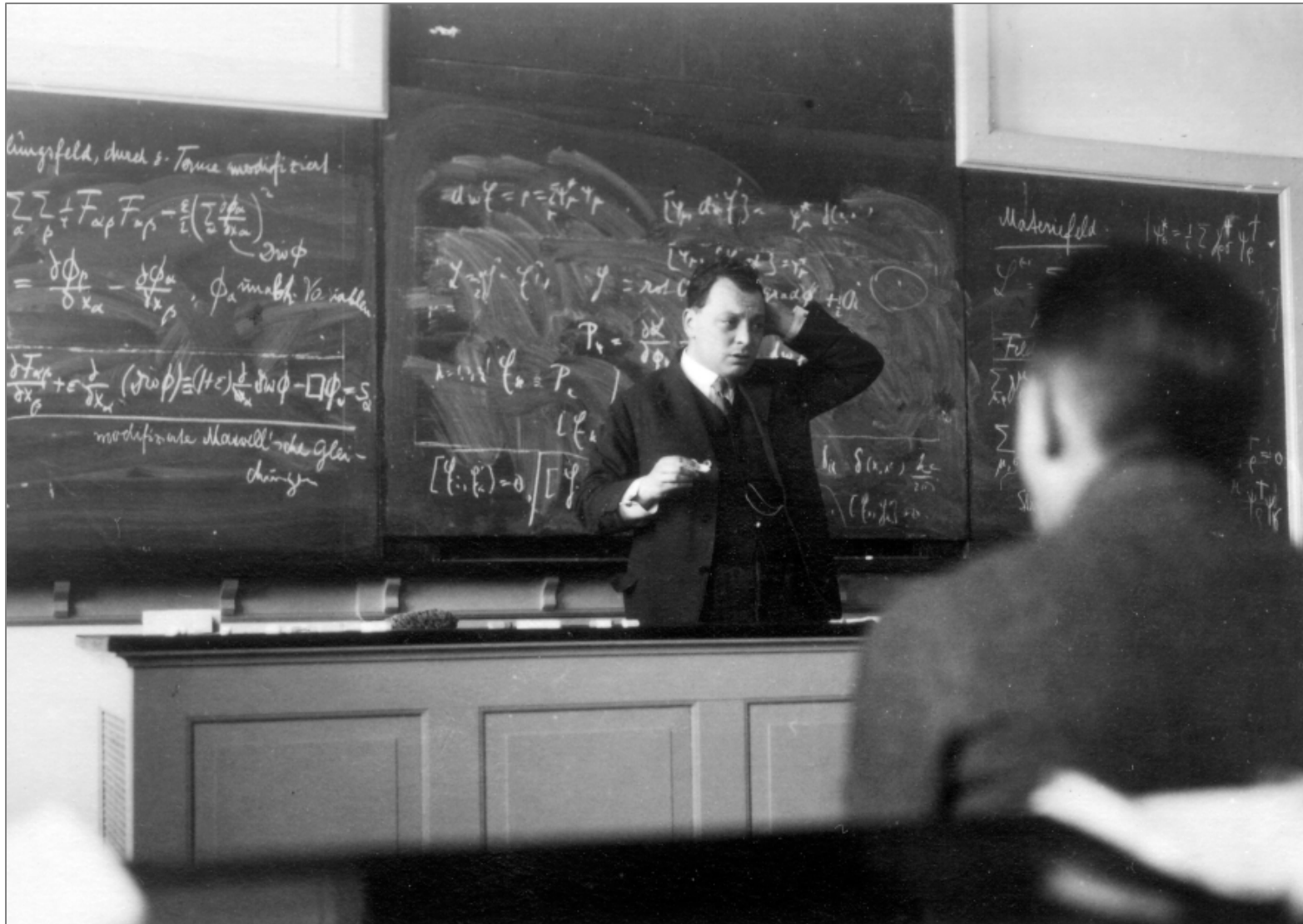
End Date:

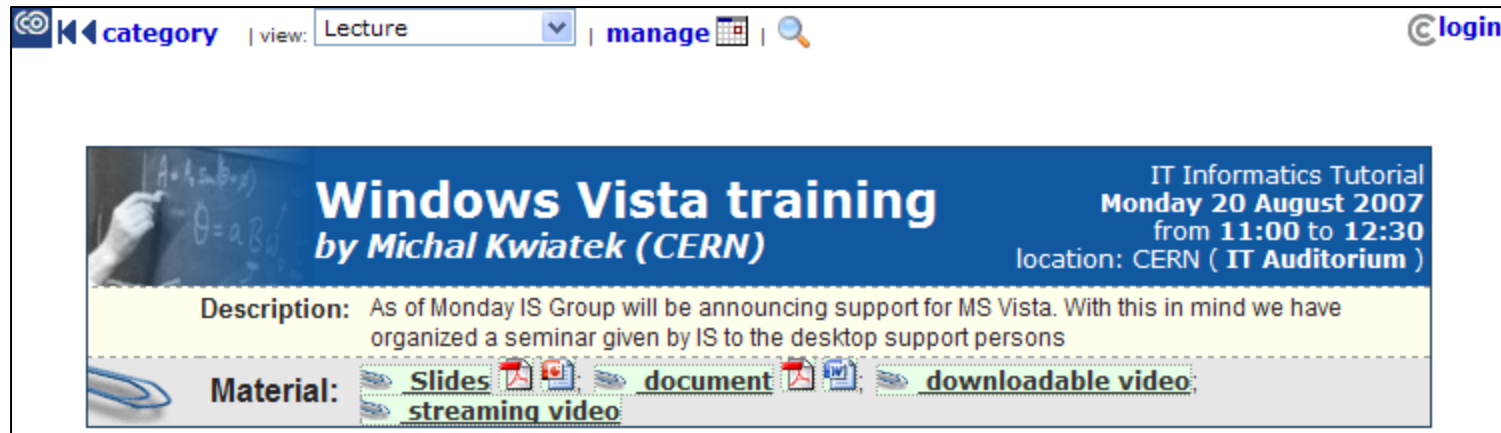


☯ Export tools:

- ☯ XML export: creation of external web pages ([CERN home page](#), [ATLAS home page](#), [LHCb](#), [EP Seminars](#), [Summer Student Lectures](#) ...),
- ☯ RSS feeds
- ☯ iCAL exports

Lecture Management





The screenshot shows a web interface for lecture management. At the top, there's a navigation bar with a CERN logo, a 'category' dropdown set to 'Lecture', a 'manage' button with a calendar icon, and a 'login' button. The main content area features a blue header for a lecture titled 'Windows Vista training' by Michal Kwiatek (CERN). To the right of the title, it says 'IT Informatics Tutorial Monday 20 August 2007 from 11:00 to 12:30' and 'location: CERN (IT Auditorium)'. Below the header is a yellow box with a 'Description' field containing text about the seminar. At the bottom, a 'Material' section lists 'Slides', 'document', 'downloadable video', and 'streaming video' with corresponding icons.

☺ Simpler than Conferences and Meetings

☺ No timetable

☺ Specific features:

☺ Creation of posters

☺ Evaluation form

☺ Room booking

Lecture Management

[Management Area](#)[©BJORKLI, Knut - logout](#)
[Login as ...](#)[Home](#) > [Seminars and Courses](#) > [Training and Development](#) > [IT Informatics Tutorial](#) > [Windows Vista training](#)[DISPLAY](#)[Lecture](#) **Windows Vista training**

Created by BJORKLI, Knut

[Main](#) | [Room Booking](#) | [Files](#) | [Participants](#) | [Protection](#) | [Tools](#) | [Logs](#)**Title** Windows Vista training**Description** As of Monday IS Group will be announcing support for MS Vista. With this in mind we have organized a seminar given by IS to the desktop support persons**Place** CERN*Room:* IT Auditorium**Start date** Monday 20 August 2007 11:00**End date** Monday 20 August 2007 12:30**Support email** --not set--**Organisers****Default style** Lecture**Visibility** Everywhere[modify](#)**Event type** lecture**Keywords** vista**Short display URL****Internal Comments****Speakers** ☐ [Kwiatek, Michal](#)[remove](#)[new](#)[search](#)**Management features**[Evaluation Form](#)

Enabled feature

Disabled feature

Meeting Management



- ☉ More actors, processes, complexity
- ☉ Same core as conferences but simplified interfaces
- ☉ Same functionality as lecture + timetable and more
- ☉ Specific features:
 - ☉ Participants management
 - ☉ Videoconference bookings
 - ☉ Room booking

Meeting Management

 [category](#) | view: | [manage](#) |    

 [login](#)

AVC section meeting

Wednesday 02 April 2008

from 14:00 to 16:15

at CERN (513-R-061)

chaired by:









Thomas Baron (CERN)

Participants: Thomas Baron; Knut Bjorkli; David Bourillot; Marek Domaracky; Joao Fernandes; Jose Pedro Ferreira; Jacques Herve Fichet; Martin Fluckiger; Paulus Gelissen; Jose Benito Gonzalez Lopez; Vianney Lebigot; David Martin Clavo; Neil Mills; Dave Underhill; Marion Viguier

[Wednesday 02 April 2008](#) |

Wednesday 02 April 2008

[top](#)↑

14:00 Baron, Thomas (05)  Minutes)	Thomas Baron (CERN)
14:05 Bourillot, David (05)	David Bourillot (CERN)
14:10 Fernandes, Joao (05)  Minutes)	Joao Fernandes (CERN)
14:15 Fichet, Jacques (05)  Minutes)	Jacques Fichet (CERN)
14:20 Gelissen, Paulus (05)	Paulus Gelissen (CERN)
14:25 Mills, Neil (05)	Neil Mills (CERN)
14:30 Underhill, Dave (05)	Dave Underhill (CERN)
14:35 Fluckiger, Martin (05)  Minutes)	Martin Fluckiger (CERN)
14:40 Domaracky, Marek (20)	Marek Domaracky
15:00 Jose Pedro Ferreira (05)  Minutes)	Jose Pedro Ferreira (CERN)
15:05 Knut Bjorkli (05)  Minutes)	Knut Bjorkli
15:10 Marion Viguier (05)	Marion Viguier
15:15 Gonzalez Lopez, Jose Benito (05)  Minutes)	Jose Benito Gonzalez Lopez (CERN)
15:20 Vianney Lebigot (20)	Vianney Lebigot (CERN)
15:40 Martin Clavo, David (05)  Minutes)	David Martin Clavo

Meeting Management

AVC section meeting

DISPLAY

Meeting **AVC section meeting**

Created by BARON, Thomas

[Main](#) [Room Booking](#) [Files](#) [Timetable](#) [Participants](#) [Evaluation](#) [Videoconference](#) [Listings](#) [Protection](#) [Tools](#) [Logs](#)

[Title](#) AVC section meeting

[Description](#)

[Place](#) CERN

Room: 513-R-061

[Start date](#) Wednesday 02 April 2008 14:00

[End date](#) Wednesday 02 April 2008 16:15

[Support email](#) --not set--

[Chairpersons Text](#)

[Visibility](#) Everywhere

[Default style](#) Indico style

[modify](#)

[Event type](#) meeting

[Keywords](#)

[Short display URL](#)

[Chairpersons](#) ☐ [Mr. Baron, Thomas](#)

[remove](#)

[new](#)

[search](#)

[Report numbers](#)

[remove](#)

-- select a system --

[add](#)

[Management features](#)

☒ [Evaluation Form](#)

☒ [Session slots](#)

☒ [Automatically solve timing conflicts](#)

☒ Enabled feature

☐ Disabled feature

Meeting Management

Timetable management

DISPLAY Meeting IT-UDS Group Meeting Created by SMITH, Tim

Main Room Booking Files **Timetable** Participants Videoconference Listings Protection Tools Logs

Start date Mon 07 Apr 2008 10:30
End date Mon 07 Apr 2008 12:30 [modify](#)

Monday, 07 April 2008 [new session](#) [new contribution](#) [new break](#) [reschedule](#)

07:00			
08:00			
09:00			
10:00			
	Introduction and Status update	edit time relocate delete ↑ ↓	
	by Tim SMITH 513-1-024: 10:30-10:40		
		delete relocate ↑ ↓	
	Q&A		
	513-1-024: 10:40-10:45		
		edit time relocate delete ↑ ↓	
	The INSPIRE project		
	by Dr. Tibor SIMKO 513-1-024: 10:45-11:00		
11:00		delete relocate ↑ ↓	
	Q&A		
	513-1-024: 11:00-11:05		
		edit time relocate delete ↑ ↓	
	The Video Conferencing ROC		
	by Mr. Knut BJORKLI 513-1-024: 11:05-11:20		
		delete relocate ↑ ↓	
	Q&A		
	513-1-024: 11:20-11:25		
		edit time relocate delete ↑ ↓	
	The new face of Indico		
	by Mr. Jose Pedro FERREIRA 513-1-024: 11:25-11:35		
		delete relocate ↑ ↓	
	Q&A		
	513-1-024: 11:35-11:40		
		edit time relocate delete ↑ ↓	
	The Public Information Display system		
	by Mr. Thomas BARON 513-1-024: 11:40-11:55		
		delete relocate ↑ ↓	

Protection

DISPLAY Meeting IT-UDS Group Meeting Created by SMITH, Tim

Main | Room Booking | Files | Timetable | Participants | Videoconference | Listings | Protection | Tools | Logs

Modification control

Managers (users allowed to modify)

☐ LE MEUR, Jean-Yves (jean-yves.le.meur@cern.ch)

☐ SMITH, Tim (tim.smith@cern.ch) remove add

Modification key change

Registration modification control

Registrars (users allowed to modify registration)

Access control

Current status **PUBLIC** (make it PRIVATE)

Users allowed to access

Access key change

Domain control

Allowed domains (if no domain is selected no control is applied)

☐ CERN

Tools

Grant submission rights to all speakers

Grant modification rights to all session conveners

DISPLAY Meeting IT-UDS Group Meeting Created by SMITH, Tim

Main | Room Booking | Files | Timetable | Participants | Videoconference | Listings | Protection | Tools | Logs

Existing material

icons: protected delete edit protect

Add new material

Number of files: Type: -- Select a type -- or

1 File to upload: Examiner...

Rename it to:

Number of urls: Type: -- Select a type -- or

1 URL to File:

To PDF ☒ Automatic conversion to pdf (when applicable)? (PPT, DOC)

submit

File uploading

Meeting Management

Tools and logs

DISPLAY Meeting IT-UDS Group Meeting Created by SMITH, Tim


Main Room Booking Files Timetable Participants Videoconference Listings Protection Tools Logs

Clone this meeting
Get material package
Offline web site for your meeting
Alarms
Close this meeting
Delete this meeting

Apply custom filter: Custom Log

<input checked="" type="checkbox"/> Date	Subject	Responsible	Module
<input type="checkbox"/> 2008-04-07 10:35:17	Added file \\cern.ch\dfs\Users\t\tjs\Documents\sl...	SMITH, Tim	Files
<input type="checkbox"/> 2008-04-07 10:14:31	Added file \\cern.ch\dfs\Users\t\tjs\Documents\IT...	SMITH, Tim	Files
<input type="checkbox"/> 2008-04-06 21:34:10	Deleted file PIDS_status_report_UDS_GM_20080407.pp...	BARON, Thomas	Files
<input type="checkbox"/> 2008-04-06 21:34:01	Deleted file PIDS_status_report_UDS_GM_20080407.pd...	BARON, Thomas	Files
<input type="checkbox"/> 2008-04-06 21:33:50	Added file C:\Documents and Settings\Propriétaire...	BARON, Thomas	Files
<input type="checkbox"/> 2008-04-06 19:10:16	Added file \\cern.ch\dfs\Users\t\tbaron\Documents\...	BARON, Thomas	Files
<input type="checkbox"/> 2008-04-02 19:35:28	Create new contribution: The new face of Indico	SMITH, Tim	Timetable/Contribution
<input type="checkbox"/> 2008-03-27 13:16:33	Deleted contribution: HUS PoW	SMITH, Tim	Timetable/Contribution

Participants module

 DISPLAY

Meeting **jb meeting**

Created by GONZALEZ LOPEZ, Jose Benito

[Main](#) | [Room Booking](#) | [Files](#) | [Timetable](#) | **[Participants](#)** | [Videoconference](#) | [Listings](#) | [Protection](#) | [Tools](#) | [Logs](#)

List of Participants

Attendance to this event is **MANDATORY** - set it [NON MANDATORY](#)

Emails informing about adding participant to this event **won't be sent** [SEND EMAILS](#)

List of participants is **displayed** in main screen [HIDE LIST](#)

Applying for participation in this event is **allowed** [DON'T ALLOW APPLYING](#)
(Auto accept is **off**.)

<input checked="" type="checkbox"/> <input type="checkbox"/> Name	Status	Presence
<input type="checkbox"/> Avelino Perez	added	n/a
<input type="checkbox"/> John Smith	added	n/a

[Send email to](#)
[Export to Excel](#)
[Inform about adding](#)
[Remove participant](#)
[Add participant](#)
[Invite participant](#)
[Attendance statistics](#)

Extra: Evaluation form

DISPLAY Meeting **jb meeting** Created by GONZALEZ LOPEZ, Jose Benito

[Main](#) [Room Booking](#) [Files](#) [Timetable](#) [Participants](#) [Evaluation](#) [Videoconference](#) [Listings](#) [Protection](#) [Tools](#) [Logs](#)

[Setup](#) [Edit](#) [Preview](#) [Results](#)

Current status **HIDDEN** [?](#) [SHOW](#)

Evaluation start date [?](#)

Evaluation end date

Title Evaluation for jb meeting

Contact info

Announcement

Max number of submissions -- No limit --

Notifications

start of evaluation [?](#)

To:

Cc:

new submission [?](#)

To:

Cc:

Must have an account No [?](#)

Anonymous Yes [?](#) [modify](#)

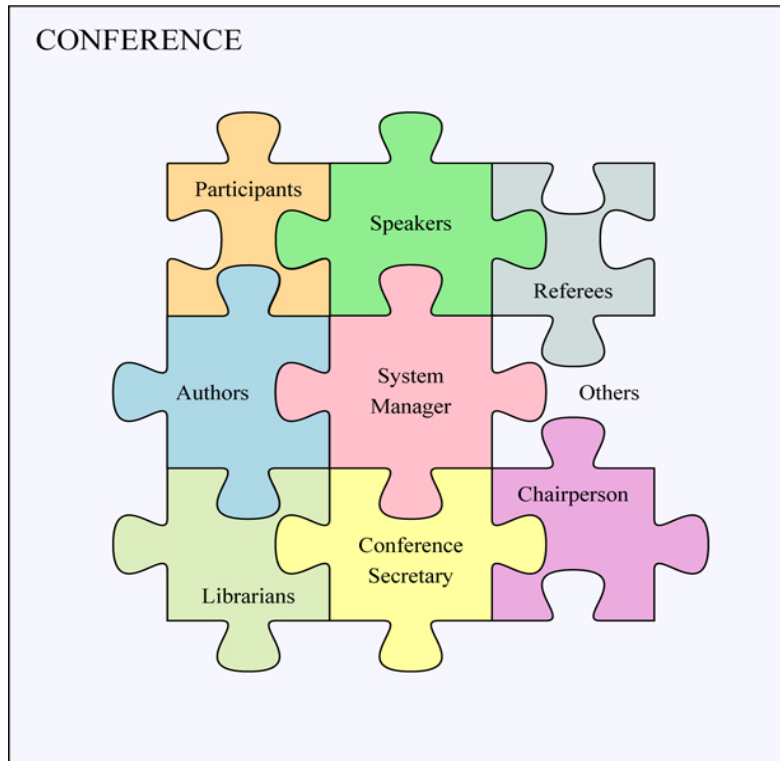
Special Actions

export evaluation	Export the evaluation with its questions to an XML file.
import evaluation	Import an evaluation from an XML file.
remove submissions	All collected answers will be erased.
remove questions	All questions will be erased. As the submissions are connected to them, they will also be removed!
reinit evaluation	Delete all evaluation informations, its questions and its submissions.

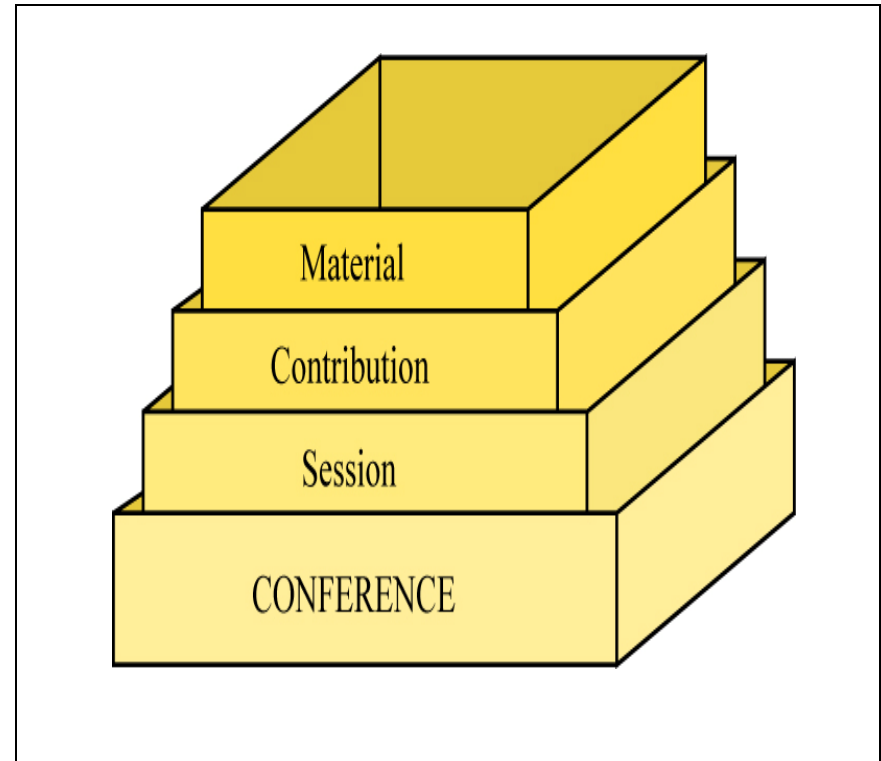
Conference Management



© A complex event...



human



logical

© ...with a lot of processes



> Web Site Management

- Web portal
- Configurable menus
- Creation of web pages
- Predefined links (timetable, registration, ...)

> Evaluation form
> Long term archive and proceedings

- > Web Site Management
- > **Conference Program Definition**
- > Attendant Registration, payment, badges
- > Call for Abstract
- > Abstract Selection, refereeing

- Definition of the conference themes (“tracks”)
- Each track have one or more coordinators

- > Timetable
- > Evaluation form
- > Long term archive and proceedings

- > Web Site Management
- > Conference Program Definition
- > **Attendant Registration, payment, badges**
- Call for Abstract
- refereeing

- Creation of the registration form
 - With the conference own fields
 - With billable fields (sell t-shirts, conference fees...)
- Registration and modification of data by attendants
- Listings with filters
- Email postings
- Creation of badges


- > Web Site Management
- > Conference Program Definition
- > Attendant Registration, payment, badges
- > **Call for Abstract**
- > Abstract Selection, refereeing
- > slides and paper Submission

- Configurable form
 - With predefined sections
 - The submitter can preselect its track
- Management of deadlines, late submitters, withdrawals...

- > Web Site Management
- > Conference Program Definition
- > Attendant Registration, payment, badges
- > Call for Abstract
- > **Abstract Selection, refereeing**
- > Abstract and paper Submission


- Referees can be nominated
 - They add comments to the submitted abstracts
 - They can also propose accept/reject
- The decision is then made by the conference organiser
- Abstracts can be merged together
- Creation of Book(lets) of Abstracts

- Authors can easily upload their ppt slides or any kind of document which may be used for the presentation
- They can then submit/revise their final paper.



- > Abstract Selection, refereeing
- > **Slides and paper Submission**
- > Timetable Setup
- > Evaluation form
- > Long term archive and proceedings

- Plenary sessions
- Parallel sessions
- Breaks/social events
- Useful tools for changing a time, rescheduling, changing sessions, days...
- The display can then be HTML or PDF with various options (filters, sorting...)



> Slides and paper Submission
> **Timetable Setup**
> Evaluation form
> Long term archive and proceedings

> Web Site Management
> Conference Program Definition
> Registration, payment, badges

- Fully configurable web form
- Anonymous or not
- Statistics on results
- Exports to Excel/XML

> Slides and presentations
> Timetable Setup
> **Evaluation form**
> Long term archive and proceedings



> Web Site Management

> Conference Program Definition

> Registration, payment, badges

- Same preservation policy as other CERN repositories (guaranteed till CERN closure)
- Simple creation of proceedings
- All public information is indexed by the search engine

> Timetable

> Evaluation form

> Long term archive and proceedings



- ✓ Various listings (contributions, authors, speakers, registrants...) and communication means.
- ✓ Export mechanisms (iCal, PDF, XML, Excel, RSS)

[login](#)

Shaping Collaboration 2006



11-13 December 2006

Centre International de Conférences Genève

[Home](#)

- ▶ [Home Page](#)
- ▶ [Conference Summary](#)
- ▶ [List of Registrants](#)
- ▶ [Remote Participation](#)
- ▶ [WACE 06](#)
- ▶ [Meeting Venue](#)
- ▶ [Bus Schedule](#)
- ▶ [Hotels](#)
- ▶ [Geneva](#)
- ▶ [Currency Converter](#)
- ▶ [Timetable](#)

[support](#)

Shaping the Future of Collaboration in Global Science Projects

A Conference Sponsored by

**Workshop on Advanced Collaborative
Environments**

and

CERN Large Hadron Collider Users



Conference Goals

Shaping Collaboration 2006 will bring together members of the user community of the CERN Large Hadron Collider with researchers and practitioners in the area of advanced collaborative tools. This three day conference will focus on ways these communities can work together to advance research in collaboration while meeting the needs of global science projects.



Session Topics

- The Human Component of Collaboration
- Views from the LHC
- The Impact of Geography
- Collaborative Tools and Developing Countries
- Collaborative Tools, Education and Training
- A Vision for the Future





Conference Management


**Management Area**© BJORKLI, Knut - [logout](#)
[Login as ...](#)**Shaping Collaboration 2006** **DISPLAY****C o n f e r e n c e** **Shaping Collaboration 2006**Created by **GOLDFARB, Steven****Main** | [Room Booking](#) | [Files](#) | [Programme](#) | [Contributions](#) | [Timetable](#) | [Registration](#) | [Listings](#) | [Display](#) | [Protection](#) | [Tools](#) | [Logs](#)**Title** Shaping Collaboration 2006**Description** Joint conference between WACE (Workshop on Advanced Collaborative Environment) and LHC (Large Hadron Collider) users, investigating solutions for globally dispersed scientific collaborations.



- To be broadcast on ECS, EVO, Phone. Details posted soon.



Place Centre International de Conférences Genève
17 rue de Varembe
CP 13
CH - 1211 Geneva 20
<http://www.cicg.ch>*Room:* Salle 1 Bis**Start date** Monday 11 December 2006 09:00**End date** Wednesday 13 December 2006 18:15**Additional info** Rooms are available at the following hotels. Please contact the hotel directly and mention this is a "CERN" event to get the prices quoted below. The hotels are located near the airport and transportation to the CICG is available via the number 28 bus.

Creating a web portal

 LOCAL: Europe/Zurich 


 BJORKLI, Knut - [logout](#)
[Login as ...](#)


**CHEP'07**
VICTORIA, BC 

**CHEP 07**  [Search](#)

2-9 September 2007


Victoria, Canada


 [Conference Website](#)


 [Call for Abstracts](#)


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 [Scientific Programme](#)

 [Timetable](#)

 [Book of abstracts \[PDF\]](#)

 [support](#)

[Home](#)

Computing in High Energy and Nuclear Physics

Dates: from 02 September 2007 08:00 to 09 September 2007 12:00

Location: *Victoria, Canada*

Chairs: **Dr. Sobie, Randall**
Dr. Tafirot, Reda

Additional info: Computing in High Energy and Nuclear Physics (CHEP) will be held in Victoria, British Columbia, Canada from 2-7 September 2007. A WLCG Meeting will be held on from 1-2 September prior to CHEP 2007.

The CHEP conference provides an international forum to exchange information on computing experience and needs for the community, and to review recent, ongoing, and future activities.

☉ Call for abstracts

➤ Overview
➤ Scientific Programme
▼ Call for Abstracts
• View my abstracts
• Submit a new abstract
➤ Timetable
➤ Contribution List
➤ Author index
➤ My conference
➤ Book of abstracts [PDF]

- ☉ Abstract: a short version/summary of a scientific paper
- ☉ Tracks: a conference track corresponds to a “theme” or subject of the conference
- ☉ Track coordinator: a person responsible for reviewing and accepting/rejecting abstracts
- ☉ Notification template: an automated response sent to submitters of abstracts

Creating a conference

Session

☯ Managing the timetable

Monday, 03 September 2007

08:00	Poster 1: Day 1 (08:00 - 18:10)			
09:00	Plenary: Plenary 1 Conveners: Mike Vetterli (Simon Fraser University / TRIUMF) (Carson Hall: 09:00 - 10:30)			
10:00	Coffee Break (10:30 - 11:00)			
11:00	Plenary: Plenary 2 Conveners: Manuel Delfino (PIC) (Carson Hall: 11:00 - 12:30)			
12:00	Lunch (12:30 - 14:00)			
13:00				
14:00	Grid middleware and tools: GM 1 Conveners: Peter Clarke (National e-Science Centre, UK) (Oak: 14:00 - 16:00)	Computer facilities, production grids and networking: CF 1 Conveners: Kees Bos (NIKEF) (Carson Hall B: 14:00 - 16:00)	Distributed data analysis and information management: DD 1 Conveners: Roger Jones (Lancaster University) (Saanich: 14:00 - 16:00)	Event processing: EP 1 Conveners: Patricia McBride (Fermilab) (Carson Hall A: 14:00 - 16:00)
15:00				
16:00	Coffee Break (16:00 - 16:30)			
17:00	Computer facilities, production grids and networking: CF 2 Conveners: Kees Bos (NIKEF) (Carson Hall B: 16:30 - 18:10)	Distributed data analysis and information management: DD 2 Conveners: Roger Jones (Lancaster University) (Lecture: 16:30 - 18:10)	Event processing: EP 2 Conveners: Stephen Goudy (SLAC) (Carson Hall A: 16:30 - 18:10)	Grid middleware and tools: GM 2 Conveners: Jeff Thompson (NIKEF) (Carson Hall C: 16:30 - 18:10)
18:00				

- ☯ Session: corresponds to a theme or subject; can stretch over several days
- ☯ Slot: corresponds to a sub-theme, can NOT stretch over several days
- ☯ Contribution: corresponds to a talk or presentation

Morning slot, day 1

Contribution 1

Contribution 2

Afternoon slot, day 1

Contribution 1

Contribution 2

Morning slot, day 2

Contribution 1

Contribution 2

Creating a conference

☯ Managing participants

☯ Creating an registration form

☯ Setting up alerts when people register

☯ e-payment (Yellowpay/PayPal) for registration fees, T-shirts etc.

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Registration Form

Please, note that fields marked with * are mandatory

Personal data

Title	<input type="text" value="Mr."/>
* First Name	<input type="text" value="Knut"/>
* Surname	<input type="text" value="Bjorkli"/>
Position	<input type="text"/>
* Institution	<input type="text" value="CERN"/>
Address	<input type="text" value="Besseveien 2"/>
* City	<input type="text"/>
* Country	<input type="text" value="NORWAY"/>
Phone	<input type="text"/>
Fax	<input type="text"/>
* Email	<input type="text" value="knut.bjorkli@cern.ch"/>
Personal homepage	<input type="text"/>

Typical Use Cases

- 🌀 [Conferences](#)
- 🌀 [Workshops](#)
- 🌀 [Committee Meetings](#)
- 🌀 [Group/Section Meetings](#)
- 🌀 [Seminars](#)

☯ Planned developement:

- ✓ Proceedings creation improvement (late 2008)
- ✓ Internationalization (early 2008)
- ✓ Timezone awareness (early 2008) [done]
- ✓ Improved interface (late 2008)

☯ A goal for CERN: Organise the event 100 % from Indico (avoiding searching for several tools)

- ✓ Close integration with other conferencing services: room booking, resource booking, videoconferencing (EVO, CERN MCUs), audio conference, seminar recording...

Indico saves your time



Before (organisation)
During (forget USB key or laptop)
After (central place for easily
retrieving a past presentation)

...your event

QUESTIONS And Exercises

© CERN server:

<http://indico.cern.ch>

© Contact:

indico-support@cern.ch