

Managing Invitation Only Conference with SPMS (LINAC10)

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JACoW Team Meeting @ BNL
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Presentation types in LINAC

- Invited Orals
 - Proposed and selected by PC and IOC in the 1st PC meeting
- Posters (contributions)
 - Oral Posters
 - 36 best ones are selected by PC and IOC in the 2nd PC meeting.
 - For the selected posters, 5-min short oral presentations are given just before each poster session
 - Student Posters
 - Posters submitted by students
 - The best poster is selected by PC at the student poster session
 - The presenter of the select poster gives an oral presentation on the last day
- Preparations are necessary for nomination/selection of invited orals, and selection of oral posters

Registering Invitees

- Participants/authors require invitation
 - Every invitee must be registered in the SPMS
 - Painful works
 - We ask institute representatives to send invitee lists
 - But, some of them send the lists late. Lists have been sent over a long time.
 - Every time I got a list, I needed to register them,
 - And send conference announcement E-mails
 - If an invitee has no JACOW profile, I needed to ask him/her to create one (or if he/she does not, I do it instead).

Special settings of invitation only conference for SPMS (1)

- System parameters
 - System parameters->conference
 - Invitation Only Conference = yes
- Preparations for invited oral proposal by PC and IOC
 - Register them in the SPMS as invitees
 - Give them a privilege "Propose Invited Orals"
 - Switch the conference to the PC mode
 - in System Parameters -> PC
 - Enable PC Members to Propose Invited Orals = yes
 - So that PC/IOC can submit abstracts for proposed invited orals
 - Create the list of proposed invited orals for the PC meeting

List of proposed invited orals

- For 1st PC meeting to select invited orals
 - A spread sheet of all proposed invited orals
 - General->Data Extracts->All Orals
 - This is so far only for orals. A list of posters may also be useful.

http://spms.kek.jp/pls/linac2010/invited_extract.xls - Windows Internet Explorer

http://spms.kek.jp/pls/linac2010/invited_extract.xls

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
	Abstract ID	Paper ID	First	Last	Affiliation	Speaker E Mail Stop	Address 1	Address 2	Address 3	PO Box	Town	Postal Code	Zip Code	Country	C Type	Title	Abstra
3	1038	WE102	Leonid	Weissman	Soreq Nuclear Research	leo.weissman@gmail.com	Route 4111				Yavne	81800		IL	Invited Oral	The Status Phase	
4	1032	WE103	Maurizio	Vretenar	European Organization for Nuclear Research	maurizio.vretenar@cern.ch					Geneva	1211	23	CH	Invited Oral	Status of L Linac4	
5	1022	TH303	Lars	Groening	GSI Helmholtz-Zentrum für Schwerionenforschung	l.groening@gsi.de	Planckstr. 1				Darmstadt	64291		D	Invited Oral	Experimental Results from the FAIR	
6	1099	TU203	Steve	Peggs	European Spallation Source	steve.peggs@ess.su.se	Stora Algtan 4				Lund	223 50		SE	Invited Oral	Plans for the Follow	
7	1046	TH102	Jens	Knobloch	Helmholtz-Zentrum für Schwerionenforschung	j.knobloch@bessy.de	Wilhelm-C-Albert-Einstein-Str. 15				Berlin	12489		D	Invited Oral	SRF and CA review	
8	1088	TU101	Giuseppe	Penco	Sincrotrone Trieste	giuseppe.penco@elettra.trieste.it	SS 14 - km 183,5 in Area Science Park				Basovizza	34149		I	Invited Oral	Overview of the	
9	1070	MO102	Hans	Weise	Deutsches Elektronen-Synchrotron DESY	hans.weise@desy.de	Notkestrasse 85				Hamburg	22607		D	Invited Oral	Status of the Int	
10	1071	MO301	John	Carwardine	Argonne National Laboratory	carward@aps.anl.gov	9700 South Cass Avenue				Argonne	IL	60439	USA	Invited Oral	Flash Performance	
11	1107	TH304	Subrata	Nath	Los Alamos National Laboratory	snath@lanl.gov	MS P842			P.O. Box 1	Los Alamos, New Mexico	NM 87545		USA	Invited Oral	Linear Induction	
12	1082	TU103	George	Neil	Thomas Jefferson National Accelerator Facility	gneil@jlab.edu	12E	12000 Jefferson Ave.			Newport News, Virginia	VA 23608		USA	Invited Oral	Worldwide Energy	
13	1085	TU302	Jean	Delaven	Old Dominion University	jdelaven@odu.edu		4800 Elkhorn Avenue			Norfolk, Virginia	VA 23529		USA	Invited Oral	Application Review	
14	1049	WE101	Nikolay	Solyak	Fermi National Accelerator Laboratory	nsolyak@fnl.gov	MS 314			P.O. Box 516	Batavia	IL	60510-050	USA	Invited Oral	Design of the Project	
15	1089	MO303	Roger	Ruber	Uppsala University	r.ruber@physics.uu.se				Box 516	Uppsala	75 120		SE	Invited Oral	CLIC Feasibility at CERN	
16	1153	FR104	Toshiyasu	Higo	High Energy Accelerator Research Organization	t.higo@kek.jp	1-1 Oho	Tsukuba			Ibaraki		305-0801	J	Invited Oral	Progress of a CERN	
17	1138	TU104	Obuhisa	Fukunishi	RIKEN Nishina Center	obuhisa.fukunishi@riken.jp	2-1 Hirosawa, Wako, Saitama				Wako	351-0198		J	Invited Oral	RIBF and the Medium	
18	1206	MO203	Oliver	Kester	Michigan State University	oliver.kester@msu.edu	164 South Shaw Lane				East Lansing, Michigan		48824	USA	Invited Oral	ReA3 - the Rare is	
19	1123	WE203	Masanori	Satoh	High Energy Accelerator Research Organization	masanori.satoh@kek.jp	1-1 Oho	Tsukuba			Ibaraki		305-0801	J	Invited Oral	First Simulations of the KEK	
20	1126	FR101	Arno	Candel	SLAC National Accelerator Laboratory	acandel@slac.stanford.edu	2755 Sand Hill Road				Menlo Park, California	CA 94025		USA	Invited Oral	Advances in SLAC	
21	1117	TH302	Nicolas	Chauvin	Commissariat à l'Énergie Atomique et aux Énergies Alternatives	nicolas.chauvin@cea.fr					Gif-sur-Yvette	91191		F	Invited Oral	Source and New P	
22	1118	TH104	Guillaume	Devanz	Commissariat à l'Énergie Atomique et aux Énergies Alternatives	gdevanz@cea.fr					Gif-sur-Yvette	91191		F	Invited Oral	Power Coupled Recen	
23	1131	TH101	Zachary	Conway	Cornell Laboratory for Accelerator Studies	z22@cornell.edu	F.R. Newn Garden Avenue				Ithaca, New York	NY 14853		USA	Invited Oral	Raising the This ta	
24	1136	TH301	Jean-Paul	Carneiro	Fermi National Accelerator Laboratory	carneiro@fnl.gov				P.O. Box 516	Batavia	IL	60510-050	USA	Invited Oral	Beam Dynamics Signific	
25	1159	TU102	Hans-Hein	Braun	Paul Scherrer Institut	hans.braun@psi.ch					Villigen		5232	CH	Invited Oral	Overview of the X-	
26	1165	MO103	Stuart	Henderson	Oak Ridge National Laboratory	shenderson@ornl.gov	One Bethel Valley Road			P.O. Box 6068	Oak Ridge, Tennessee	TN 37831		USA	Invited Oral	SNS Open This ta	

Special settings for SPMS (2)

- Presentation types
 - Posters and Invited Orals
 - Define abstract attributes
 - Oral Posters and Student Posters belong to Poster
 - We followed the LINAC08 method
 - In Scientific Program Administration->Abstract Attributes
 - Define "Oral Poster" and "Student Poster" attributes
 - So that they can be selected in abstract search
- Add invitees
 - Get invitee lists from representatives of institutes in the world
 - Register the received lists as invitees in SPMS

How to Define Attributes

- Scientific Program Administration->Abstract Attributes

LINAC10 Table Maintenance - Windows Internet Explorer

http://spms.kek.jp/pls/linac2010/maint.tab?tab_name=attribute_codes&order_by=attribute_descr

Google specific 英和 検索

Hiroyuki Sakoの WebMail

LINAC10 Table Maintenance

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Attribute Codes : Master table of attribute codes that can be assigned to abstracts or persons.

Column	Comments
ATTRIBUTE_CODE	
ATTRIBUTE_DESCR	
EDIT_EARLY	

Attribute Code	Attribute Descr	Edit Early
Delete	OP Oral Poster	<input type="checkbox"/>
Delete	SP Student Poster	<input type="checkbox"/>
New <input type="text"/>	<input type="text"/>	<input type="checkbox"/>
New <input type="text"/>	<input type="text"/>	<input type="checkbox"/>
New <input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Please contact the [LINAC10 Database Administrator](#) with questions, problems, and/or suggestions.
SPMS Author: Matthew Arena — Fermi National Accelerator Laboratory

17-NOV-10 07:32 (UTC +09:00)
JACoW SPMS Version 8.7.10
[JACoW Legal and Privacy Statements](#)



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Search after defining the attributes

LINAC10 Search - Windows Internet Explorer

http://spms.kek.jp/pls/linac2010/search.html

Google

ファイル(F) 編集(E) 表示(V) お気に入り(A) ツール(T) ヘルプ(H)


Google specific 英和 検索 動画 ニュース 急上昇 メール ボタンギャラリー ブックマーク 現在地情報 設定 ログイン

Hiroiyuki Sako WebMail LINAC10 Search

LINAC10 Search

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Enter Search Criteria. Search matches all criteria specified below. **Note:** To view all abstracts submit a search request with no search criteria.

Contribution ID through

Paper ID ID assigned by editor.

Session Date

Word in Title or Abstract ☐ Exact Title

Author Name Match

Main Classification

Sub Classification

Type of Presentation

Affiliation Any part of name.
☐ Exclude Affiliation of Co-author

Editor Status

Requires Initial QA

Final QA'ed

Posted

Manned

Quality OK

Accepted

Source Files

Source Platform

PDF Uploaded

Slides Uploaded

New Affiliations

Copyright Form

☐ Oral Poster
☐ Student Poster

First Sort **Show Abstract Title and...**

Second Sort

Third Sort

☒ Co-Authors ☒ Presentation Type

☒ Abstract Text ☒ Main Classification

☒ Funding Agency ☒ Sub Classification

How to add invitees

- Usually copy and paste a list of E-mails and enter them
- If some of them does not work due to wrong E-mail address, use "Search" option

LINAC10 Invitee List - Windows Internet Explorer

http://spms.kek.jp/pls/linac2010/profile.find_invite

Google

ファイル(E) 編集(E) 表示(V) お気に入り(A) ツール(T) ヘルプ(H)

Google キーワードを入力して検索

検索 動画 ニュース 急上昇 メール ポストギャラリー ブックマーク 翻訳 共有

現在地情報 設定 hiroyu...

LINAC10 Invitee List

LINAC10 Invitee List Hiroyuki Sako

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[List All Invitees](#)

Option 1 - Search the JACoW Database for existing persons.

Last (Family) Name

Email Address

Affiliation Search String

Option 2 - Bulk Load Invitees via Email Addresses

Enter each invitees' email address; one per line.

Please contact the [LINAC10 Database Administrator](#) with questions, problems, and/or suggestions.
SPMS Author: Matthew Arena — Fermi National Accelerator Laboratory

11-NOV-10 00:06 (UTC +09:00)
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How to send announcement E-mails to newly added invitees (1)

1. Define a Functional Role "New Invitees"
2. And assign new invitees to it in Overall Database Administration->Privileges,Roles&Users->Authorize

LINAC10 Authorize Users & Roles

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Functional Role Privilege

Functional Role Maintenance

Functional Role User ID

Privilege	Functional Role	Users
	2009 Proc Off Invite SC	Matthew Arena, Fermilab (Remove) Martin Comyn, TRIUMF (Remove) Cathy Eyberger, ANL (Remove) Carl Finlay, CLS (Remove) Klaus Höppner, HIT (Remove) Charlie Horak, ORNL (Remove) Leif Liljebj, MSL (Remove) Michaela Marx, DESY (Remove) Christine Petit-Jean-Genaz, CERN (Remove) Leandro Amos Cristiano Piazza, INFN/LNL (Remove) John Poole, CERN (Remove) Piero Antonio Posocco, CERN (Remove) Todd Satogata, JLAB (Remove) Volker RW Schaa, GSI (Remove) Akhiro Shirakawa, KEK (Remove) Jana Leah Thomson, TRIUMF (Remove)
Abstract QA (Remove)	Abstract QA	
	Accelerator Prize Proposers	
	Accelerator Prizes Cttee	
	Asian OC only	
View SciProg Reports (Remove)	Local Organizing Committee	
	New Invitees	Yong Ho Chin, KEK (Remove) Hiroyuki Sako, JAEA/J-PARC (Remove)
View SciProg Reports (Remove)	North American OC only	
Propose Invited Orals (Remove)	North American OC/SPC	
	Organizing Committee	James Alessi, BNL (Remove) John J. Barnard, LLNL (Remove) Winfried A. Barth, GSI (Remove) Michael Borland, ANL (Remove) Swapam Chattopadhyay, Cockcroft Institute (Remove) Yanglai Cho, ANL (Remove) Michael Vincent Fazio, LANL (Remove) Roland Garoby, CERN (Remove) Terence Garvey, PSI (Remove) Hitoshi Hayano, KEK (Remove)

How to send announcement E-mails to newly added invitees (2)

3. Use Email->SPMS Roles

4. In Email->Email history, copy and paste previous E-mails

The screenshot displays two overlapping web browser windows from the LINAC10 Email Application.

Left Window: LINAC10 Email Application - Windows Internet Explorer
URL: <http://spms.kek.jp/pls/linac2010/emailroles>
The 'Select Recipients' panel is visible, showing two columns of checkboxes:

- Functional Roles:**
 - ☐ 2009 Proc Off Invite SC
 - ☐ Agenda Admin
 - ☐ Conference Coordinator
 - ☐ Database Administrator
 - ☐ EB?
 - ☐ Editor
 - ☐ Editor In Chief
 - ☐ Editor/QA
 - ☐ Final QA Processing
 - ☐ Future Acc Projects Contact
 - ☐ Future Acc Projects Prep.
 - ☐ JACoW Managers
 - ☐ JACoW Steering Committee
 - ☐ JACoW Team
 - ☒ **New Invitees**
 - ☐ Organizing Committee
 - ☐ Poster Police
 - ☐ Proceedings Office
 - ☐ Program Committee
 - ☐ Registration Manager
 - ☐ SAB?
 - ☐ SAB_Americas
 - ☐ SAB_Asia
 - ☐ SAB_Europe
 - ☐ Transparency Setup
- Experts:**
 - ☐ Propose New Classification
 - ☐ Propose New Presentation Type
 - ☐ Approve New Classification
 - ☐ Approve New Presentation Type
 - ☐ Referee
 - ☐ Referee Approver
 - ☐ Session Coordinator
 - ☐ Invitees

Below the checkboxes is a 'Subject:' text field and a button labeled 'Enter the email message below.'

Right Window: LINAC10 Email History - Windows Internet Explorer
URL: <http://spms.kek.jp/pls/linac2010/emailhistory>
The 'Email History' panel shows a list of emails. The selected email is dated '24-AUG-10 05:27 (UTC +09:00)' and is titled 'Invitation to attend LINAC10'. The email content is as follows:

Masanori Ikegami
LINAC10 Local Organizing Committee Chair
Dear [[Recipient's Name]]:

It is great pleasure to invite you to register for the LINAC10 conference which will take place in Tsukuba, Japan, this year, from September 12th through September 17th.

Participation at the Linear Accelerator Conferences is limited and attendance is through invitation only.

Important information regarding conference registration, travel and meeting details can be found on the LINAC10 web site;
<http://linac10.j-parc.jp/>

Hotel registration must be arranged directly with the hotel, and this can be done on line through the "Accommodation" page of the conference website in due course.

Plan to arrive early enough to attend two special Sunday events; a student presentation at 3:00 p.m. and a Sunday evening reception for registrants and their companions.

The LINAC program consists of plenary talks and posters. The list of plenary speakers and review talks can be found at the following URL;
<http://linac10.j-parc.jp/program.html>

The primary means of communication of new scientific results at the Linear Accelerator Conferences is through the poster sessions.

We encourage you to submit your abstracts sufficiently in advance of the April 30 deadline through our web site;
<http://linac10.j-parc.jp/abstractSubmission.html>

Several key abstracts will be selected and highlighted as Oral Posters (poster presentation with five minute oral presentation at the plenary sessions).

In addition, a few of them may be selected for twenty-minute Contributed Oral presentations.

Please note that your paper will be accepted only if your poster is thoroughly attended by at least one of the authors and the contents are presented and

LINAC10 Schedule

- 21 Oct 09 Requested IOC/PC members to propose invited orals
- 20 Dec 09 Proposals of invited orals deadline
- 12 Jan 10 1st PC meeting to select invited orals
- 16 Feb 10 Abstract submission (for posters) open
- 30 Apr 10 Abstract submission deadline
- 14 May 10 2nd PC meeting to select contributed orals from posters
- Jul 10 Paper submission open
- 10 Sep 10 Paper submission deadline
- 12-17 Sep 10 Conference

- For 2nd PC meeting to select Oral posters out of posters
 - General->Data Extract->Abstract Book

LINAC10 Abstract Book - Windows Internet Explorer

http://spms.kek.jp/pls/linac2010/reports.abstract_book

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Abstract ID	Paper ID	Contribution Title	Presentation	Classification	Sub Classification	Author List	Speaker Affiliation	Contribution	Footnote
1260	MO101	J-PARC Project	Invited Oral	05 Opening & Closing Sessions	5A Opening	S. Nagamiya (KEK, Ibaraki)	KEK	About ten years ago (2001) a new accelerator project to provide high-intensity proton beams proceeded into its construction phase. This project is called the J-PARC (Japan Proton Accelerator Research Complex), and it was completed about a year ago in 2009. The construction was performed under a cooperation of two institutions, KEK and JAEA. The goal of the accelerator power is 1 MW proton beams at 3 GeV, with 400 MeV Linac injector, and 0.75 MW beams at 50 GeV. Three experimental facilities are presently	