

EPOS ICS-TCS Interaction meeting

(agenda, ver.2)

March 31 - April 2, 2020

REMOTE WORKSHOP

Synoptic table

All times are in CEST time zone!

	Tue, 31st March			Wed, 1st April		Thu, 2nd April	
	9:00 10:30	11:00 12:30	14:00 16:00	9:00 13:00	14:00 16:00	9:00 11:00	11:30 16:00
Plenary (ALL participants)							
ICS (internal)							
Cross-TCS harmonization (internal)							
Task Forces (work groups)							

Tuesday (March 31)

Session A (PLENARY, attendees: both ICS and TCS) Room: <https://bit.ly/ICS-TCS-PLENARY>

9:00- 9:15 Welcome, introduction of new members in various EPOS teams

9:15- 9:45 Introduction and explanation of EPOS Strategic Plan

1. Webinar (20 min, Massimo; will be recorded)
2. Discussion (10 min)

9:45-10:30 ICS-TCS interactions structure (video conference, will be recorded)

3. IDO structure in EPOS-ERIC (10 min, Massimo)
4. ICS-TCS Interaction Team (20 min, Kuvvet)
 - a. Interaction Planning Group (IPG) Report
 - b. Consolidation plan for 2020
 - c. Expected TCS involvement
5. Practical arrangements for next ICS-TCS workshops in 2020 (5 min, Jan)
6. Discussion (10 min)

10:30-11:00 Coffee break

Session B1 (INTERNAL, attendees: ICS) Room: <https://bit.ly/ICS-TCS-PLenary>

11:00-12:30 ICS Hosting topics (video conference; will be recorded)

1. Status of the current Inter Institutional Collaboration agreement (IIC) (Patrick)
2. Status of main deliverables in IIC
 - a. QA pipeline (Chris)
 - b. Software review process (code review, technical debt) (Chris)
 - c. Hosting Environment (Kubernetes, Gitlab etc.) (Yann/Wayne)
 - d. Monitoring Systems (Jakob/Jonas)

12:30-14:00 Lunch

14:00-16:00 ICS Collaboration topics (video conference; will be recorded)

- e. Documentation & Interviews outcomes (Jakob)
- f. User support (Jakob/Katja)
 - i. Issues collection, issue tracker
 - ii. Requirements collection
- g. Collaboration tools and procedures (Jan/Jean-Baptiste)
- h. Groups and TCS contributions via GitLab (Jean-Baptiste)
- i. Metadata CERIF work (vocab+libraries) (Lorenzo)

Session B2 (INTERNAL, attendees: TCS) Room: <https://bit.ly/ICS-TCS-INTERNAL>

11:00-12:30 TCS discussion on common topics (harmonization)

1. Time-series (format, payload) (Simon)
2. Vocabulary (Otto, Abdel)
3. Available resources (Florian)
4. etc.

14:00-16:00 Continue TCS discussion (if needed)

Wednesday (April 1)

Session C (PLENARY, attendees: both ICS and TCS) Room: <https://bit.ly/ICS-TCS-PLenary>

9:00-10:30 ICS-TCS Interactions (video conference; will be recorded)

1. Introduction of plans and procedures for this workshop (10 min, Jan)
2. Working in an international team: a proposal for a lean approach (30 min, Daniele)
 - a. Method in general
 - b. Example: How to build a pitch?
3. Review of the work done since last ICS-TCS workshop at GEUS
 - a. ICS-C Demo (15 min, presentation of the latest version) (Daniel)
 - b. Reports from TCS (TCS representatives)
 - i. Short presentations, max. 15 min each (max. 120 min in total)
 - Follow the PPT template for TCS

10:30-11:00 Coffee break

11:00-12:00 Continue 3: Reports from TCS

12:00-12:30 Status report from task force groups (video conference; will be recorded)

Status + actions (2 slides, 5 min each)

1. ICS GUI task force + Time-series task force (Jon/Daniel)
2. Vocabulary task force (Otto/Luca/Abdel)
3. Metadata pipeline: metadata editor (beta) & new entities metadata collection (Rossana)
4. Converter task force (Valerio/Phil)
5. AAI task force (Tomasz)

12:30-13:00 Hosting related topics influencing TCS work

6. Monitoring Systems - reporting to TCS (Jakob/Jonas)
7. User support (Jakob/Katja)
 - a. Issues collection
 - b. Requirements collection
8. GitLab collaboration environment (Jean-Baptiste)

13:00-14:00 Lunch

Session D (BREAKOUT ROOMS; attendees: ALL)

14:00-16:00 Work in groups (BREAKOUT ROOMS; not recorded)

Each group should suggest several pitches (considering priorities) and include TCSs into planning. **Each group allocates a reporter.**

1. **ICS GUI task force + Time-series task force (Room: <https://bit.ly/ICS-TCS-GUI>)**
 - a. Refactoring
 - b. Visualization of time series - required
2. **Metadata task force + Vocabulary task force (Room: <https://bit.ly/ICS-TCS-METADATA>)**
 - a. New metadata editor - prototype
 - b. Implementation of new entities
 - c. Vocabulary tools
 - d. Ingestion pipeline
3. **(Converter task force) if requested by TCS (Room: <https://bit.ly/ICS-TCS-CONVERTER>)**
4. **(AAI task force) if requested by TCS (Room: <https://bit.ly/ICS-TCS-EXTRA>)**
 - a. Clear example of specific implementation
 - b. Rules for assets (metadata requirements)
 - i. WHAT: CRUDE (operations: Create, Read, Update, Delete, Execute)
 - ii. WHO: roles/persons

Thursday (April 2)

Session D continues (BREAKOUT ROOMS as above; attendees: ALL)

9:00-11:00 CONTINUE work in groups (BREAKOUT ROOMS; not recorded)

11:00-11:30 Coffee break

11:30-12:30 Reports from work groups (PLENARY)

- Check pitches in a simple document (template on GitLab)
- collect comments from the pitch expert (from “IT board”)

12:30-14:00 Lunch (selection of pitches internally - done by “IT board”)

Session E (PLENARY, attendees: ALL)

14:00-16:00 Consolidation of development plans

1. Available resources (plenary) (Jan)
2. Selected pitches
3. Time plan and definition of milestones and responsibilities
 - a. Planned procedure: Pitch leader is reporting to “IT board” if/when help is needed (around 3 weeks time)
4. Schedule of future meetings (June, September, December 2020)

16:00 Closing remarks

Communication technologies to be used during workshop

Video conference

Multiple independent Google Meet calls will be arranged (one for each group) and participants can switch between them. Names for rooms:

1. **PLENARY:** <https://bit.ly/ICS-TCS-PLENARY>
2. TCS: <https://bit.ly/ICS-TCS-INTERNAL>
3. GUI: <https://bit.ly/ICS-TCS-GUI>
4. METADATA: <https://bit.ly/ICS-TCS-METADATA>
5. CONVERTER: <https://bit.ly/ICS-TCS-CONVERTER>
6. One extra room (if needed): <https://bit.ly/ICS-TCS-EXTRA>

Shared space/folders

1. **Google Drive** (<https://bit.ly/ICS-TCS-GDRIVE>)
 - Working documents during workshop

Following folder structure will be used:

- TEMPLATES (template documents)
- REPORTS (TCS reports and reports from Task Force groups)
- PRESENTATIONS (individual presentations)
- RECORDED_PRESENTATIONS (those from workshop)

2. **GitLab** (<https://epos-ci.brgm.fr/>)
 - for code and associated documentation
 - building pitches: <https://epos-ci.brgm.fr/epos/pitches/-/wikis/pages>