AC/cr (11 June 1999)

Summary Notes of the Third Meeting of the
Joint Accelerator Conferences Website Committee (JACoW)
held on Thursday, 1 April 1999 from 12:30 to 14:30
in the Kern/Sullivan Room, Marquis Mariott Hotel, New York

Present: PAC: Martin Comyn ('97), John Smith ('99), Peter Lucas ('01), Pauline Pearson, Cathy Eyberger, Bill McDowell, Marion White
EPAC: John Poole ('96) (Chairman), Leif Liljeby ('98), Winfried Mitaroff ('00), Christine Petit-Jean-Genaz (Secretary)
APAC: Yong Ho Chin
Linac: Ron Ruth ('00)

Also Invited: APAC: Jiuqing Wang, and a further person unable to attend because of visa problems
Cyclotron: Ron Fox, unable to be present though he had collaborated at BNL and during first days of PAC
HEACC: Ferdinand Willeke, unable to attend due to another commitment.

1. Approval of the Notes of the Meeting of JACoW held in Stockholm on 25 June 1998

Though JACoW is a working meeting, it is underlined that a copy of the invitations is also sent to the Programme Chairs of the three regional conferences underlining that they are of course very welcome to attend. Attendance is also possible for interested persons working in the Proceedings Office during each conference.

The Notes are approved without modification.

2. Brief Status Reports on the Preparation of the Proceedings of PAC'97 (M. Comyn), EPAC'98 (J. Poole/L. Liljeby), APAC'98 (Y.H. Chin), and PAC'99 (J. Smith)

PAC'97
Martin Comyn notes a significant improvement since '97 concerning both templates and software now available, and authors are following instructions more carefully. For PAC'97 the large majority of the LaTeX papers had to be re-processed and many contributors did not use the templates provided. A number of problems arose to prepare the CD-ROM and also with IEEE both for the electronic files and for the camera ready copy. He is pleased to report that there will be no password on the Web version of the Proceedings of PAC'97. He is finalizing a full post mortem of his experience with '97 which will be made available to members of JACoW in due course.

EPAC'98
John Poole refers to his post mortem already published. Following the conference, 8 man months were required to produced the CD, Web and hard copy versions. Though less than for EPAC'96, it is still a significant amount of effort. There was also a shift in the use of computer platforms, Macintosh reducing from 31% to 22%, Unix down to 11% and pc increasing from 50% to 60%. Proportions of software used remained the same: 50% word for pc, 22% word for Macintosh, 28% LaTeX, plus some Framemaker.

Seventy-one percent of the files handed in at EPAC'98 got green dots, 29% red ones.

APAC'98
Yong Ho Chin announces that the APAC'98 Proceedings were available on the Web in December, and the CD-ROM was finished in March. Among the reasons for the lengthy production time

was the lack of a database, which had to be produced following the conference, coupled to the fact that about 30% of the papers were not received at the conference, but only 3 or 4 months later. This is the first time that a CD has been produced for the APAC series, and it is also a first for KEK.

PAC'99

John Smith recalls that since APS was involved in another conference, BNL oversaw the whole organization of the scientific programme from the conception of the database and Web interface, from the submission of the abstracts to the production of the proceedings and this worked out very well. The mailing database needed a lot of work but it is now in good shape and will be used for PAC'01. The mail exploder facility worked very well.

The submission of papers by ftp in advance of PAC was strongly encouraged. Some contributors were unable to submit files which were too big and they were "timed out". Other contributors submitting by ftp didn't hit the "send" button and thus get to the end of the submission process, resulting in the file not getting transferred to a work directory. Since it was difficult to estimate how many contributors would in fact submit in advance, it was difficult to estimate the amount of manpower required in advance of the conference. On the day prior to the opening of the conference, 766 papers had been submitted by ftp, and all had been processed at BNL in 3.5 days. Note that papers were immediately published on the Web, without confirmation of presentation at the Conference.

Fifty percent of the registered delegates ordered CD-ROMS, and 50% hard copy volumes, offered at the same price. This is an increase in the number of CD's being requested at PAC. Note that for EPAC the default is CD and only about 90 delegates (out of 700) requested books, at a prohibitive extra cost.

3. Publication of the Proceedings of the Cyclotron, Linac and HEACC Conferences on the Joint Accelerator Conferences Website

John Poole informs the Committee that the Particle Accelerator Conferences Coordination Committee (PACCC) voted in favour of publishing the Conference Proceedings of the Cyclotron, Linac and HEACC series on the JACoW. The request from HEACC'98 to publish on this site had had to be rejected for technical reasons. It will be necessary for these series to use the same templates and procedures as the PAC, EPAC and APAC series to ensure compatibility. It is agreed that in future the "holy" templates will be published on the JACoW Website, and not by each conference series as it sees fit. Furthermore, links from JACoW's Home Page to other conference proceedings, such as ICALEPCS, may also be undertaken.

Representatives of the Linac series are present, and indeed were also at EPAC'98. Cathy Eyberger reports that the beta version of the CD of Linac'98 is ready. The first printout is being checked, printed directly from the .pdf file. Although the editors had printed out for camera ready reproduction and had gone to some trouble to create individual pages to ensure good quality, the Proceedings were finally sent to a Government Printing Office Printer, where the machine takes .pdf files and prints out on high quality printers.

In spite of some minor problems and in particular late paper submission, the preliminary version was published on the Website three weeks after the conference. The Linac editors will prepare an authors index in html for the version to be published on the JACoW.

At the suggestion of Cathy Eyberger, it is agreed that a conference identifier should in future be included on each page.

In the ensuing discussion, it is agreed that for the moment there is no problem concerning the size of the files to be published on the JACoW. In spite of the new series which will be published on this site there should be no immediate problem.

It is further agreed that APAC will set up a mirror site and that PAC will investigate the installation of "Infoseek" on its mirror site. J. Smith proposes that some effort should now be invested to make the Proceedings of the different conferences look alike (table of contents, authors index, etc.) and J. Poole will initiate contacts with the other Webmasters.

Ch. Petit-Jean-Genaz reports that a proposal to organize a Workshop on electronic publication of accelerator conference proceedings was supported by the PACCC. This Workshop would take place probably towards the end of '99. J. Poole and Ch. Petit-Jean-Genaz will make proposals soon.

4. Any Other Business

John Poole announces that he will shortly be undertaking new duties, preventing him from continuing as Chairman of JACoW. He will continue up to the next meeting in Vienna in June 2000, but he invites the Committee in the meantime to reflect on his replacement.

5. Next Meetings

- EPAC 2000, June 2000, Vienna
- PAC'01, March 2001, Chicago
- APAC'01, September 2001, China