

Notes from Aug. 12 SC13 Planning Meeting

Participants:

- Blaise Barney, LLNL
- Mike McGuigan, BNL
- Scott Ehling, ANL
- Nathan Humeston, Ames
- Kimberly Myles, Fermilab
- Eric Whiting, INL
- Jon Bashor, LBNL
- Daniel Pack, Ashley Barker, ORNL
- Tofigh Azemmoon, SLAC
- Karen Haskell, SNL
- Dave Modl, Denise Sessions, Parks Fields, LANL
- Charity Plata, PNNL
- Tom Ansley, SRNL
- David Lund, Kevy Vona, GroupDelphi (booth vendor representative)

Not attending:

- JLab
- NREL

*****Please see the action items at the end of these notes.**

The call consisted of reports from the various subcommittees.

Booth Committee

Review of Booth layout: A new floorplan was sent to committee members and includes a second meeting area in back of the poster displays. The rooms will have semi-transparent fabric “walls” on two sides and covered plywood walls on the other two sides. The rooms may be wired for electricity and networks. Eric asked if one of the walls could be used to project images. Others suggested possibly mounting a whiteboard. .

New walls will be rented to hold the 6 poster touch-screen display monitors (75 lbs each). These walls will be curved with the monitors mounted on the convex side for better viewing. The 42” ELO touch-screen monitors will be provided by LANL. Monitor specs have previously been sent to GroupDelphi by LANL. We will be using MacMinis to drive the posters. ANL has 4 of them and other labs will see if 2 more can be borrowed. LANL mentioned that they could probably provide the additional MacMinis. Kevy said that GroupDelphi will need all of the MacMinis in advance to load the e-poster software and content. She will also need one of the ELO touch-screen monitors to test things out in advance.

Argonne and LANL should coordinate with Kevy to arrange transport for this. There was also discussion on how to ship the rest LANL of the LANL touch-screens and 3DTV – if the LANL team is not able to drive the equipment there themselves. All of the equipment has suitable shipping containers. GroupDelphi may be able assist with transport if necessary – will need to coordinate with LANL on the details/options and also ensure it can be done within the booth budget.

Kevy suggested, and others agreed, that it would be a good idea to have a backup MacMini and backup touch-screen, in case of failures.

Dave Modl asked that a console stand and chair be provided for driving the 3D TV. Need to coordinate with Dave Lund on the sizes.

We need to determine the networking requirements and put our request in with SCinet. Jon is checking with ESnet for any special networking demo they might have planned. Parks noted that barring any high bandwidth network requirements, we should be able to get by with a single standard SCinet drop, and then use a router to split it off to other areas as needed. The SCinet request deadline is Sep 30.

We also need to determine where the electrical drop(s) will be in the booth.

The revised floor plan has the dual demo station in the upper left part of the booth, and the 3DTV in the lower left, agreed upon by the telecon attendees.

Dave Lund will provide a 3D rendering of the new booth design by the next telecom.

Program Committee

E-Posters: Power point templates will be provided for gathering information. Requirements for filling out the templates are coming soon – Beth is on vacation in NY without kids and is off line. Kevy has set up an FTP site for people to upload their e-poster files, and will send out the login/password details soon.

Interactive Map of US DOE Labs: Tofigh has offered to update this for each lab – needs your input. Kevy will use a variation on this as the landing page for the e-posters. Will adapt it for the vertically mounted displays and possibly use a different style map with lab logos.

Attendance: Ames is planning to send a handful of staff, BNL about 10 and SLAC 12. ANL, PNNL, LANL and LBNL will be sending 30-40 per lab. Some labs are requiring booth participation as a condition to attend.

Demos: The deadline for requesting a network drop is Sept. 30, so we need to determine any networked demos by then and request either a 1G or 10G drop as needed.

Shirts: Blaise again asked if anyone was interested in taking on the task of getting shirts for booth staff. We would likely have to pay for our own shirts as Berkeley Lab's interpretation of DOE rules is that shirts are not an allowable expense. No one rose to the challenge. Dave Lund suggested distinctive nametags

as a less-expensive way of identifying booth personnel – his company has successfully used this approach.

Schedules/Time Slots: Need to finalize on the time slots that will be available for featured presenters, round tables, demo stations, booth duty/staffing and possibly the informal collaboration/lounge areas. Blaise will work with Jon on these and present them at the next telecon for review/approval.

Communications

Banner images and logos: Beth is still waiting on visualizations and logos from several labs.

External website: Beth will soon start developing content to advertise the booth to other attendees. Blaise has looked into appropriate URLs and found them to be available. The suggested URL is sc13doe.info which can be acquired for less than \$20. Blaise will coordinate with Beth on this once we have found an appropriate server at Argonne to host the external web pages.

Miscellaneous

The Student Job Fair will be held on Wednesday, Nov. 20, and each lab can reserve a table for \$500 (this is a special offer). Labs are on their own to do this.

Registration: There was discussion of which organization name we should use in registering. Blaise will check to see if we can use DOE – XYZ National Lab for exhibitor badges.

Next telecon: will be held Monday, Aug. 26.

Action Items:

1. Send visualization images and logos to Beth asap: **Whoever hasn't done this yet**
2. Provide 3D rendering of booth by next telecon: **GroupDelphi**
3. Send login information for FTP site for uploading e-poster files: **Keyv**
4. Finalize network requirements and place SCinet order: **???**
5. Develop network and electrical floorplan for booth: **???**
6. Ship MacMinis to GroupDelphi in advance: **Argonne and LANL**
7. Ship one ELO touch-screen to GroupDelphi in advance: **LANL**
8. Coordinate transport of touch-screens and 3DTV to conference: **GroupDelphi & LANL**
9. Confirm location and type of electrical drops in booth: **Blaise and/or GroupDelphi**
10. Finalize time slots for featured presenters, round tables, demo stations, booth duty/staffing and possibly informal collaboration/lounge areas: **Blaise & Jon**
11. Provide e-poster templates: **Beth & Keyv**
12. Coordinate on small table/chair for 3DTV area: **Dave Modl & GroupDelphi**
13. Send Tofigh Azemoun your updates for the interactive map of US DOE labs: **everyone**
14. Develop external web pages: **Beth & communications committee "volunteers"**
15. Register a domain name for the external booth web pages: **Blaise & Beth**

16. Check with conference registration for what gets printed on our badges (DOE – XYZ National Lab): **Blaise**

Useful Information:

BOOTH #1327 (40' x 50')

Theme: DOE HPC: Greener, Smarter, Safer World

Dial in info: 866-833-2126; passcode 3333596#

Mondays, biweekly: 11AM PT/12noon MT/1PM CT/2PM ET

Email lists:

SC13DOEbooth@email.ornl.gov

sc13DOEbooth_program@email.ornl.gov

sc13DOEbooth_communication@email.ornl.gov

sc13DOEbooth_booth@email.ornl.gov

SC13 planning committee internal website: <http://press3.mcs.anl.gov/sc13-internal/>