

EGEE UF5 Demonstration Instructions

These guidelines have been prepared to help presenters that will be responsible for delivering the demonstrations at the 5th EGEE User Forum. The guidelines are the result of the experience gathered from previous events, and have been developed by us in liaison with the EGEE External Advisory Committee (EAC). Please read them carefully, and make every effort to follow the recommendations to increase the impact of your demonstration and chances of winning the best demonstration prize – both from the EAC and as voted for by the attendees. The prize for the best demonstration will be awarded during the closing plenary session.

This document covers three areas:

- The content in your live demonstration and how to structure it.
- Your booth space.
- Instructions for preparing your online video clips

1 Demonstration Structure and Content

1.1 Quick overview of presentation (1 minute) – The elevator pitch.

Summarise what problem the demo is trying to solve, the key ideas, achievements, why grid is essential in the demonstration and structure of the demo. These points are to be made at a very high level in 1 or 2 slides with the aim of grabbing the viewers' attention.

1.2 Ensure that the scientific/technical activity is described at a level appropriate for the audience. (2 minutes)

One should have a very short introduction of the application regarding the scientific context and the computational and data requirements. In general assume the audience is from different fields, so a high-level description is needed (and not a detailed specialist report nor a list of references).

1.3 Ensure that the added value of the Grid for the scientific/technical activity you (plan to) do on the Grid is properly explained, listing the high level services required and used. (2 minutes)

This is an essential part of the demo, and only activities with a solid motivation to be on the grid should be considered. This part should include the scale of the activity and of the potential user community, and the possible relevance of the work for other scientific or business applications.

1.4 Running of demo itself (10 minutes)

Just prior to the demo execution on the grid, introduce exactly what the observer can expect to see. Try to use portal facilities and not complex command lines that the user cannot read. Step systematically through the demo in clear stages. Do not leave the audience waiting for more than a few seconds for some computational stage to finish. This may need some pre-processing to speed things up (e.g. having execution results available from previous successful runs) but always with appropriate explanation and clear notice.

1.5 Questions (5 minutes)

Be prepared to answer detailed questions. Some examples are given below (of course presentation itself should answer some of them).

- What is the problem you are trying to solve or what is the goal you are trying to achieve?
- What is the scientific value and impact?
- What is new, different, as compared to the state of the art?
- What is the benefit, advantage of your solution, as compared to similar tools, applications?
- Who will like your approach and why?
- What would you want to improve in the future?

The above is the official demo structure upon which all demonstrations will be evaluated by the EAC. Nevertheless, **you should be prepared to adapt the flow of the presentation** based on the requests, feedback and personalized requirements of each visitor.

You should also be prepared to give a 3 minute version of your demo that could be filmed for promotional and archiving purposes by GridTalk, during the event, if sufficient resources are available. The decision as to which demo to film will be based partly upon the video clip you provide (see Section 3).

2 Your Booth Space

These instructions apply to all demonstrators at UF5:

- Experienced personnel from the demo teams, should be available to run the demo and answer detailed questions.
- The demo must have support material (for the introduction etc.) in the form of posters or slides. Any slides should be clear, and not have excessive detail. In particular the number of slides used for the introduction prior to the demo should not exceed ~8.
- A common error is to overload the audience with too much material and details. So please consider carefully the quantity of information included and that your audience will not be experts in the field.
- Up to 3 posters may be displayed on the booth wall behind the screen. Posters should be maximum 140cm high and 100cm wide in portrait orientation and removed following your demonstration.
- One person should do the presentation (similar to an oral presentation) but in general he/she should be assisted by somebody doing the actual typing (but please avoid excessive, complex typing).
- Wired networking will be available in addition to the wireless access available inside the venue.
- The quality of the presentation is important: Rehearse your demo presentation with your friends and colleagues and listen to their feedback.
- Each demonstration booth will be assigned a number. Make sure that you do your installation in the correct booth. The number assignments will be sent to demo teams by email.
- There will be no firewall restrictions blocking inbound or outbound traffic. Each demonstration will be responsible for the network security of their installation. The organisers reserve the right to deny network access to any demonstration that poses a security threat.

This year the User Forum will host two demo sessions. **The first session is planned for Monday afternoon at 17:00-19:00**, in parallel with a welcome drink. The **second demo session** will be hosted on **Wednesday afternoon at 16:00-18:00**.

20 abstracts have been accepted this year to participate in the demo sessions. These abstracts have been split in two groups. The first group will participate on Monday's demo session whereas the second group on Wednesday's demo session.

The organizers will provide **10 demo booths** for the event. Each booth will be shared among two demos, one from each group of presentations, as described above. In order to ensure the fair share of booth space among the different demonstration teams the following rules apply:

- The **first group** of demos will occupy their assigned booths from **Monday afternoon to Tuesday evening**.
- The **second group** of demos will occupy the booths from **Wednesday morning to Thursday afternoon**.
- It is absolutely essential that you only occupy the booth during the stated time and that you leave the booth clean and tidy (taking **all** of your spare material with you) ready for the next group.
- Any poster or leaflets **must** be removed and any that are left **will not** be kept once your demo slot is over.
- Consult the UF5 program (available on-line at <http://egee-uf5.eu-egee.org>) and the printed programme when you arrive or the demonstration posters to find your demonstration booth and times.
- All demonstration booths will have:
 - 1 table and 3 chairs
 - A wall mounted flat screen (37" LCD) with VGA, HDMI & Video input Full HD (1080p) with Resolution: 1920 x 1080
 - Electric power (1 electric outlet per booth)
 - Material to fix your posters on the wall.

3 Instructions for preparing your online video clips

As part of EGEE UF5 there will be a competition for the best demonstration, judged by the attendees from the submitted video clips. Please use the following guidelines in making your video clips:

1. Keep the video short and engaging - no more than 2-4 minutes in total.
2. Use an external microphone if you have one, your sound quality will be much better. Also reduce background noise as much as possible.
3. Introduce yourself as the presenter and any other members of your team taking part in the demo.
4. Briefly explain the who, what, where and why of your work - you may find the 'message box' helpful (<http://mediasurvival.blogspot.com/2008/09/message-box.html>)
5. Make your demo as visual and interactive as possible.
6. Edit your video if you like - Macs have easily-available video editing tools (<http://www.iskysoft.com/article/use-imovie-edit-videos-on-mac-free.html>)
7. You could also use screen capture software such as Adobe's Captivate (<http://www.adobe.com/products/captivate/>) to record the demonstration and a voice-over commentary. There are open source software available, such as CamStudio (<http://camstudio.org/>), Wink (<http://www.debugmode.com/wink/>) and Webinaria (<http://www.webinaria.com/>)
8. Upload your video to YouTube (you can set up an account at <http://www.youtube.com>), include **EGEE_UF5** in your tag list, and send the link to efloros@grnet.gr. We will then make a link to the video on the EGEE YouTube channel (<http://www.youtube.com/enablinggrids>)
9. For examples of demos from the 4th EGEE User Forum, visit <http://gridtalk-project.blogspot.com/search/label/EGEE%204th%20User%20Forum%20webcast>. Some examples are:

- eNMR at <http://gridtalk-project.blogspot.com/2009/03/e-nmr-for-grid-powered-protein.html>,
- Open Nebula <http://gridtalk-project.blogspot.com/2009/03/open-nebula-for-virtualization-project.html>
- Comparing protein structures <http://gridtalk-project.blogspot.com/2009/03/comparing-protein-structure-using.html>.

You can also see examples of demo videos from the EGEE'09 conference on YouTube:
<http://www.youtube.com/user/EnablingGrids#grid/user/8B35ECD1F035F250>