

# Notebooks for R&D activities

Gas Team



EP-DT  
Detector Technologies

# ■ Proposal: use notebook documents to log research and activities

1. Each person involved in an R&D project keeps track of his/her weekly research and activities in a shared document
  - a. Add findings, issues, critical points to the notebooks that are relevant to the research and needs to be shown to the team or discussed
2. Supervisors + team read the document and provide feedback
  - a. Main supervisor can easily add comments/remarks directly on the document
3. The document is used as a base to establish the direction of research, understand criticalities and workload
  - a. Useful for supervisees: keep activities organized and provide overview. Useful for supervisors: allow to understand which points in the research project requires more attention

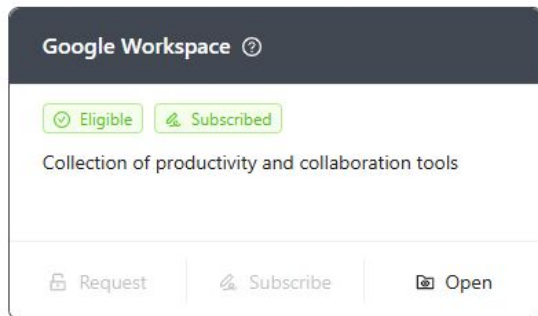
# Organization of the documents

Proposal to use google docs to keep track of the activities

**For everyone:**

Go to <https://resources-portal.web.cern.ch/>

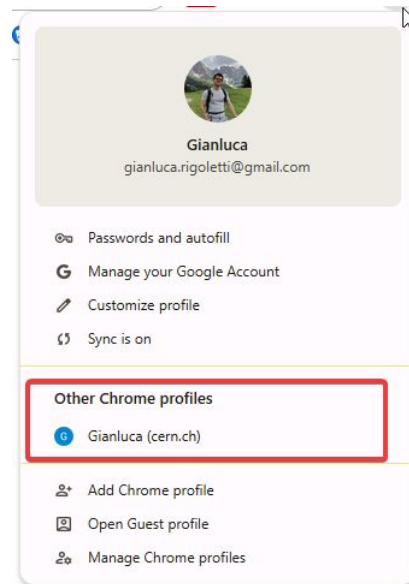
And subscribe to **Google Workspace**



Use CERN credentials to access

<https://drive.google.com/>

Or add CERN account to google account in chrome



# Organization of the documents

When opening drive, look for

1. “Shared Drives” on the left
2. “R&D” → Logbooks

Feel free to organize the word document as you prefer

**Important: keep the notes grouped by week**

The screenshot shows the Google Drive interface. On the left sidebar, the 'Shared drives' section is expanded to show 'R&D', which contains a folder named 'Notebooks'. A red circle with the number '1' highlights the 'Shared drives' section, and another red circle with the number '2' highlights the 'Notebooks' folder. The main area shows the 'R&D > Notebooks' view with a search bar and filter buttons for 'Type', 'People', 'Modified', and 'Source'. A table lists the contents of the 'Notebooks' folder, with a red circle and the number '3' highlighting the first row.

Name	Date modified
Notebook Albin.docx	9:18 AM me
Notebook Emiliano.docx	9:18 AM me
Notebook Max.docx	9:19 AM me
Notebook Miguel.docx	9:18 AM me
Notebook Stefania.docx	9:18 AM me

## EAM notes

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Subject **EAM**

Jan 13, 2026

### Day #1: Topic

- Jot down notes during class—develop a shorthand system that works for you
- You can underline and **highlight with different colors** to emphasize important information
- You can organize resources, questions, and key terms in the tabs

Jan 14, 2026

### Day #2: Topic

- Jot down notes during class—develop a shorthand system that works for you
- You can underline and **highlight with different colors** to emphasize important information
- You can organize resources, questions, and key terms in the tabs