



ADCoS Introduction

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Outline



- Introduce what is ADCoS
- Shift organization
- ADCoS management structure
- New shifter setup and training process
- Various levels of Documentation, how it is organized, important structural components
- All the communication channels
- Conclusion
- Will not talk about the ADCoS shift operation itself – it will be covered by the next speaker

Shift Organization



- ADCoS has three shift levels: Expert, Senior, Trainee
- 24/7 coverage, 3 time zones: AP, EU, US
- Daily shift period (CERN time): AP(0-8), EU(8-16), US(16-24)
- Daily shift slots - Expert :1, Senior:3, Trainee:3
- Shift duration: 9 hours for Expert, 8 hours for Senior/Trainee
- Attractive feature that any ADCoS shift can be done remotely from your home institution

Shift Organization



- Expect about 21 shifts to be taken by shifter per year
- About 18 ($=365/21$) shifters per time zone needed
- Overall 18 Expert and 54 Senior shifters needed
- Right now we are short on shifters at all levels, so don't hesitate to contact us if you are interested
- ADCoS is counted as Class 2 service in OTP
- OTP credits: 1 for Expert shifts; 0.78/1.55 (weekday/weekend) for Senior shifts; 0.5 credit for Trainee shifts (limited to 12 shifts)

ADCoS Management



- Coordinators: general shift organization, following day-to-day operations, organizing meetings, discussions, optimizing shift procedures and policies
- Time Zone Shift Captains: following the needs of the shifters at that particular time zone
- Coordination Group: active expert shifters participating in discussions, evaluation of new tools, change of documentation, evaluation of trainee shifters, etc
- Email contact:
 - atlas-adc-adcos-coordinators@cern.ch coordination group including coordinators and shift captains, so somebody will pick up your issue
 - Or contact shift captain directly for some issues (change OTP booking, swapping shifts, specific questions related to your shift, etc)

Communication Channels



- ADCoS team mailing list:
atlas-project-adc-operations-shifts@cern.ch
- Expert Shifters mailing list:
atlas-project-adc-operations-shifts-experts@cern.ch
- Coordination Group mailing list:
atlas-adc-adcos-coordinators@cern.ch
- ADC Expert mailing list (not to be confused with
ADCoS Expert, which happens)
atlas-adc-expert@cern.ch
- Virtual Control Room (VCR) chat room for current
shifters on ongoing shift matters and not only
- eLog
- Shift report at the end of each shift
- ADCoS Known Problems TWiki
- ADCoS Weekly meetings

ADCoS Weekly Meetings



- Important venue where we discuss ongoing events, shifters input and decide on actions, changes in procedures and documentation
- Meeting agenda usually has 4 topics:
 - News, current status and discussion topics
 - Shifters feedback
 - Expert shifter Weekly Report
 - AOB
- Meeting time variable, depends strongly on Expert shifter time zone. And in addition we do one meeting monthly convenient for AP time zone.
- Indico category with ADCoS meetings link:
<https://indico.cern.ch/category/1706/>

New Shifter Setup



- There is a setup process to become a Trainee Shifter
- The user needs to have (or get) a valid grid certificate registered to atlas VO
- We will add it to the /atlas/team VOMS group (needed to be able to open GGUS team tickets)
- The user needs to register with eLog and ask for GGUS account
- We will add the user in OTP to Trainee Shifter Task
- Will add the user to ADCoS Team TWiki
- Will add the user to the following e-groups:
atlas-project-adc-operations-shifts
atlas-adc-adcos-automatic-notifications
- Will provide password to access ADC VCR chat room

New Shifter Training



- Once the setup is complete the new shifter can book Trainee Shifts in OTP
- Trainee Shifter needs to book only shifts with Senior or/and Expert shifter coverage, and we follow for that to be the case
- Before coming to shift the Trainee Shifter needs to get familiar with ADCoS shift documentation
- Average training period is 10 shifts (0.5 OTP credit provided), but can be much shorter if trainee has prior ADC experience
- Senior shifter evaluates the Trainee Shifter performance at the end of each shift
- We have criteria and procedure for the evaluation

Promotion To Senior Shifter



- The coordination group receives the evaluation reports and follows the progress in Trainee shifter performance
- The promotion is discussed within the coordination group
- Promoted shifter will be moved from Trainee Shifter task to Senior Shifter task in OTP
- Similar changes will be done in the ADCoS Team TWiki
- Finally we clean from the OTP any extra trainee shifts which were left

ADCoS TWiki



- Main documentation for the ADCoS operations
- Main volume is Checklist and related operational procedures
- Also includes sections on shift rules and requirements
- Years of experience on where shifters usually slip went to the section Most Common Mistakes by Shifters
- Also sections on Trainee Evaluation, Shift Credits, Useful Links, Tutorials, etc
- For convenience of the shifters the new/recent updates and additions to ADCoS procedures in the TWikis will be marked with a stamp **NEW**
- **Link:** <https://twiki.cern.ch/twiki/bin/view/AtlasComputing/ADCoS>

Auxiliary TWikis



- A dynamic addition to the main TWiki is the ADCoS Known Problems Twiki :
<https://twiki.cern.ch/twiki/bin/view/AtlasComputing/ADCoSKnownProblem>
- It consists of Temporary and Long Standing sections
- Anybody may contribute here and we ask Expert Shifter to keep it updated during his/her shift period
- This Twiki notifies shifters on major ongoing activities, on things which are under investigation, things which need to be ignored, long standing issues, etc
- Expert Shifter TWiki, which describes their duties:
<https://twiki.cern.ch/twiki/bin/viewauth/AtlasComputing/ADCoSExpert>
- ADCoS Team TWiki, with lists of shifters and coordination:
<https://twiki.cern.ch/twiki/bin/view/AtlasComputing/ADCoSTeam>
- Also TWikis related to shift coordination

OTP, Booking, Who's on Shift



- OTP is the system taking care of shift bookings and shift crediting (Class 2): <https://atlas-otp.cern.ch/>
- Once we add you as a shifter, the corresponding Task will be added to your OTP Home page and you can enter and book shifts in that task. Red shift slots are the uncovered ones.
- The shift Task ID numbers are: 529221 (Expert shifts), 529222 (Senior shifts), 529223 (Trainee shifts)
- To see who is on shift for particular task, go to Tasks tab in OTP, and search for that Task ID. In the Task page point your mouse cursor to particular shift box and it will show who has booked that shift.
- You can get similar information on current shifters using the link: http://adc-ssb-old.cern.ch/SITE_EXCLUSION/adcshifts/shifters_on_duty.html (the link will change soon)
- You can get the amount of your accumulated credits using the OTP tab Reports

Conclusions



- ADCoS shifts could be attractive option if you are interested in computing
- Source of OTP Class 2 credit
- Can be done remotely from your institution
- Training provided, gives credit as well. Particularly easy/fast if you can get help from current ADCoS shifters in your group
- We still need more shifters – please spread the word!