



**UT workshop
Milano, May 19, 2016**

Communication challenges in geographically fragmented tasks ...

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... and strategies to eliminate “dead times” and interface problems

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no easy solutions

a few ideas for discussion

- we have lots of meetings
- but maybe not always as efficient as they could be
- **minutes !**
- **to-do list !**
 - follow up on to-do list at beginning of next meeting
- **round-table ?**
 - brief progress reports from EVERY group involved
 - encourages/forces everyone to participate
- **try to avoid unnecessary repetition**
 - concentrate on relevant and new points
 - do not present slides for the sake of presenting slides

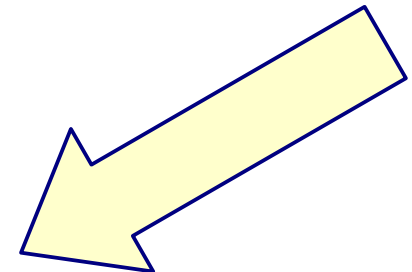
- **WG meetings**
 - responsibility of WG conveners to organize, write minutes etc
- **Monday meetings**
 - weekly reports by WG conveners (round table)
 - detailed discussion of focus points
 - to be decided upon by PL and WG conveners
- **two-day “plenary” workshops a la Maryland/Milano**
 - organize more regularly (3– / 4– / 6–month intervals?)
 - in conjunction with LHCb weeks at CERN?
 - schedule workshop sessions before/after the meetings

Twiki >  [LHCb Web](#) > [LHCbUpgrade](#) > [UpstreamTrackerUpgrade \(2016-02-17, MarinaArtuso\)](#)

LHCb Upstream Tracker Upgrade

- ↓ [UT \(TT Upgrade\)](#)
 - ↓ [Overview](#)
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- ↓ [Work Packages](#)
 - ↓ [WP1: Sensor and Hybrid Modules](#)
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 - ↓ [WP4: Data Acquisition and Services Infrastructure](#)
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 - ↓ [WP6: Integration in LHCb](#)
 - ↓ [WP7: Integration and Testing](#)

This Twiki collects information about the LHCb Upstream Tracker upgrade



- **USE IT !**
- **documentation**
- **minutes**
- **to-do lists**
- **again: responsibility of WG conveners !**
- **cumbersome to retrieve information from Indico, never clear whether info is still up-to-date**

WP1: Sensor and Hybrid Modules

Sensor	Hybrid Modules
Contacts <ul style="list-style-type: none"> • Peter Manning, Marina Artuso, Matt Kelsey, Dean Forshaw 	Contacts <ul style="list-style-type: none"> • Citterio, Mauro
Web Pages <ul style="list-style-type: none"> • Phase I and Phase II UT Sensor R&D 	Web Pages
Documents / Presentations	Documents / Presentations
Upcoming Meetings	Upcoming Meetings

WP2: SALT FE Electronics

SALT ASIC
Contacts <ul style="list-style-type: none"> • Marek Idzik, Tomasz Szumlak, Krzysztof Swientek
Web Pages <ul style="list-style-type: none"> • SALT twiki • 8-bit SALT ASIC Test Twiki
Documents / Presentations

WP3: Electronics

Flex Cable	Pepi/LV	Pepi/DCB
Contacts <ul style="list-style-type: none"> • Mauro Citterio 	Contacts <ul style="list-style-type: none"> • Jianchun Wang, Thomas O'Bannon, Carlos Abellan 	Contacts <ul style="list-style-type: none"> • Jianchun Wang, Thomas O'Bannon
Web Pages	Web Pages	Web Pages
Documents / Presentations	Documents / Presentations <ul style="list-style-type: none"> • Electronics Architecture of the LHCb Upgrade 	Documents / Presentations
Upcoming Meetings	Upcoming Meetings	Upcoming Meetings

communication

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- **detailed and up-to-date documentation is crucial**
- **WG conveners have an important responsibility**

DISCUSSION