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EGEE NA3 Planning

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CERN

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epcc



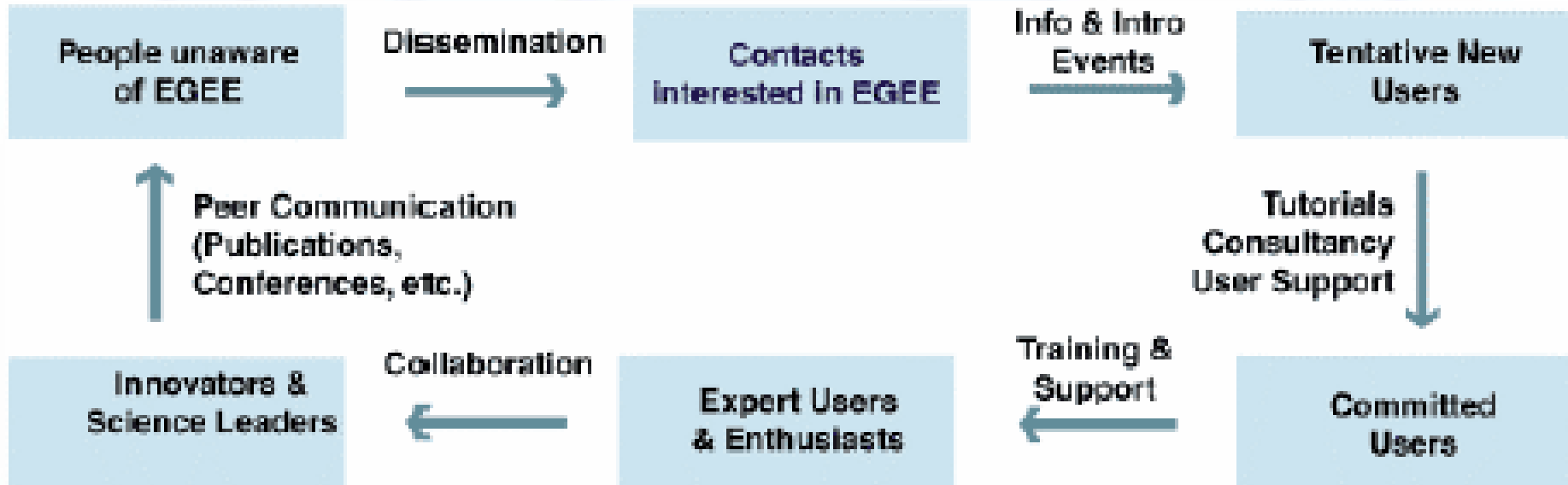
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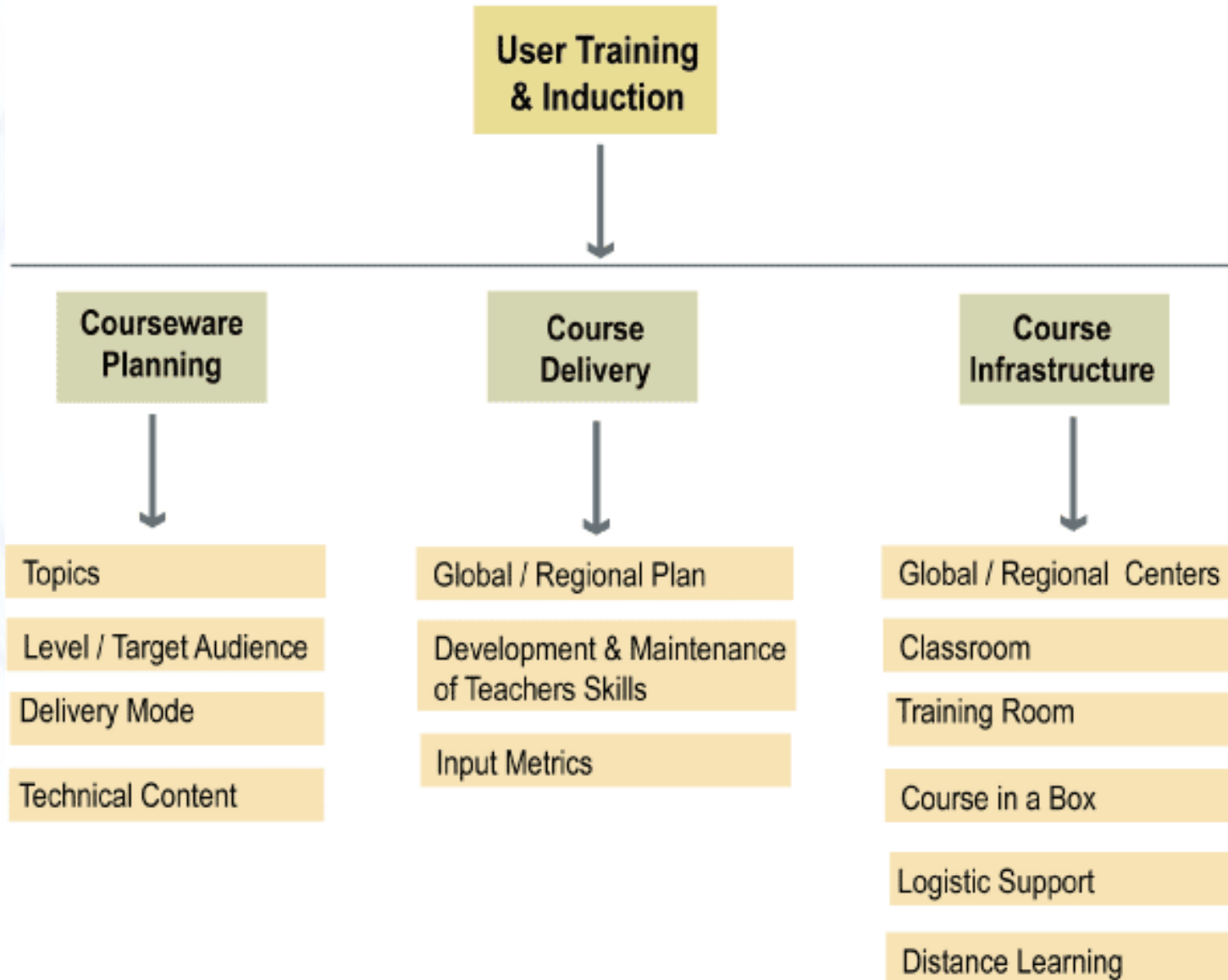
Contents

- Challenges
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- Preparatory Activities & Interactions
- Preliminary View of Months 1 - 6

The EGEE Virtuous Circle



EGEE Training Goals





Course Type	Average Attendance	Course Requirements	Number per Year
Induction	50	2 Day Web Access	≥ 10
Application Developer Training	25	4 Day Workstations	≥ 8
Advanced Courses	25	5 Day Workstations	≥ 2
Technical Activity specific Retreats	30	2 Day	≥ 6





The Challenge

- **Establish & Deliver Training**
 - **Diverse requirements**
 - ▶ Experimental Particle Physics Drivers
 - ▶ Diverse heterogeneous drivers in medicine, biology , engineering, ...
 - **Diverse and distributed contributing partners**
 - ▶ Very large number - Not known to each other
 - ▶ Many small fragments - of unknown quality & commitment
 - ▶ With existing investment in training material and trainers
 - ▶ Not known to NeSC
 - **Very Limited Resources for Planning prior to Month 1**
 - ▶ No available staff
 - ▶ No available budgets



Timeline

Preliminary Course Set Preparation Tested with UK e-Science Programme

Survey of Training Material & Inventory Database Designed

Formulate Training Model

Training Team Building

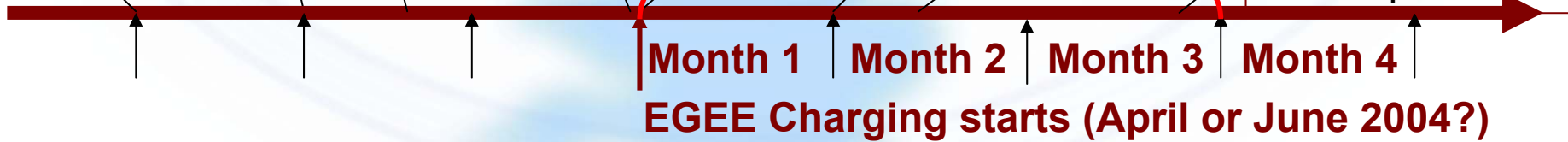
Initial Courses Run using ad hoc transition model

3 Month Course Schedule Announced

Standard Course Model Specified

Initial Training Inventory Complete

Regular Training Plan Operational





Training Team Building

- **Appointments at Edinburgh**
 - Led by John Murison - training manager
 - PPARC funded immediately
 - EGEE funded on Contract Agreement
- **Developing Knowledge of Partners' Capabilities**
 - Mail list
 - Information gathering
- **Training and Induction of Trainers**
 - Technical and / or training skills
 - Exchange with expert groups
 - ▶ In USA & Europe



Formulate Training Model

- **Specification of Course House Style**
 - Event scheduling model
 - Course requirement identification model
 - Staff selection model
 - ▶ Team leader, Trainer(s) & Tutor(s)
 - Training material preparation schedule
 - ▶ See inventory of training resources
 - Event venue requirements and “contract” with hosts
 - ▶ Inventory of venues and hosts required
 - Course delivery planning
 - ▶ Equipment, travel, software and accommodation of training team



Training Model cont

- **Participant Registration**
 - Build on NeSC & EDG established processes
 - Hosts manage local accommodation advice or booking
 - Prerequisites
- **Course Delivery**
 - Team work, quality management, languages & support
- **Course Evaluation**
 - Participants' exit survey
 - Trainers' exit survey
- **Feedback into Course Planning Process**



Survey of Training Material

- **Characterise Training Material Properties**
 - Contents
 - Delivery method
 - Owners / developers
 - IPR
 - Technical requirements
 - Relationship with other material
- **Design DB Schema**
- **Design e-Forms for Information gathering**
- **Directly enter material known to the NeSC team**





Inventory Building

- **Training Material**
 - Solicit input from EDG team
 - Solicit input from EGEE partners
 - Invite input from others (USA, Ja
- **Venues and Hosts**
 - Establish database schema
 - Establish e-Forms
 - Solicit input from EGEE partners
- **Revise every 3 months (*initially?*)**

Finding the material we will re-engineer to provide high



Preliminary Course Development

- **Team training & Induction**
- **Material Review and Ingest**
 - Select existing material
 - Bring it into EGEE style and form
 - Develop material to fill gaps
- **Presentations at NeSC**
 - to (primarily) UK participants
 - UK commitment + low risk improvement of material & team performance
- **Events for first three months scheduled**
 - Planning and participant registration





3-Month Course Schedule

- **Dates**
 - Agreed - not clashing with major Grid / e-Science events
- **Venues**
 - Geographic Distribution
 - ▶ Quality, balance and scale?
 - Correlation with other EGEE events
 - ▶ Avoid unnecessary problems
- **Content**
 - Agreed topics and formats to aid rapid start up
 - ▶ New staff, new skills requirements and community building





Standard Course Model

- **Agreed mechanism for establishing and running a training event**
 - Training Quality Plan
- **Based on β testing of initial training events**
 - 4 months of planning
 - Previous presentations in UK
 - First month's events
 - Feedback from EGEE Partners
- **Defined in a standard EGEE document in EDS**
 - Supported by style documents and examples
- **One complete training event as a tutorial example**



Initial Training Inventory

- **Result of DB design & Survey**
- **DB accessible by EGEE partners**
 - Description of available training material
 - Description of Venues
 - ▶ Capacity
 - ▶ Facilities
 - ▶ Costs
 - Description of Hosts
 - ▶ Staff they can invest / event
 - ▶ Skills
 - ▶ Languages

Regular Training Operational

- Standard “house style” in use
- Schedule announced > 3 months ahead
- Balance and Location Pattern Agreed
 - Partners
 - NA1
- Feeding into statistical performance model
 - Key Performance Indicators
 - Revision of plan & standard
- Deliverables
 - Allocation of staff time to their production
 - ▶ Documents, web-based training material, reports



Deliverables - Milestones

- Month 3 Training Plan
- Month 6 *Initial* Training Material
- Month 9 Revised Training Plan
Training Progress Report
- Month 12 External Review of User Training
- Month 15 Revised Training Plan
- Month 18 Training Progress Report
- Month 24 Training Progress Report
External Review of User Training



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- **Preliminary View of Months 1 - 6**





Months 1 & 2

- **Fundamental Skill Development of new hires**
 - What will be the skill gaps we need to fill?
 - Tell us your best guess of requirements that won't be met internally
- **Internal team and community building**
 - Training teams, Each Activity team, ...
 - Tell us your requirements, we'll try ...
- **In-depth workshops developing understanding**
 - Experts from within (and outside?) EGEE
 - Also builds team spirit & training material
 - What topics?



Months 2 & 3

- **Overflow from Month 1 & 2 requirements ☺**
- **Initial User Induction Courses**
 - Which disciplines do we target?
 - What can we assume?
- **More Advanced Skills Development**
 - **EGEE staff courses**
 - ▶ Depends on material from the Engineering & Operations Groups
 - **Application Developer Staff Development**
 - ▶ Requirements?
 - ▶ Material?



Months 5 & 6

- **Regular Pattern of Distributed Training Events**
 - Course translation & recording
- **Adding Advanced training**
 - For EGEE staff
 - For Application Developers
 - For End Users
- **Driven by Priorities**
 - Derived by systematic requirement gathering
 - ▶ For each community
- **Revisions of Material & “EGEE Style / Standard”**
 - Systematic analysis of participant & trainer evaluations



Dependencies & Relationships

- **Interaction with BOTH web sites**
 - Internal advertising and self-training
 - External advertising and self-training
 - Registration on our own web site
- **Training material**
 - Depend on existing resources (EDG etc)
 - Depend on active contribution from NA3 community
 - Depend on technical information from all Engineering and Application teams
 - Depend on timing information from Engineering teams
 - ▶ Courses clearly labelled wrt product, beta test, transition, etc.