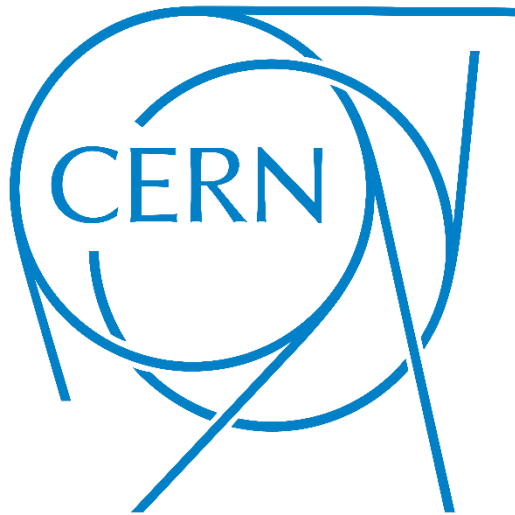




# **New Indico module for Paper Review and Edit documentation and promotion**

Online summer learning initiative project report

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## 1 – Introduction

The group Collaboration, Devices and Applications (**CDA**) in CERN IT Department provides a big number of services which are very visible to the end-user, under-going continuous development, while ensuring top quality availability and support.

One of these services is *Indico* that is undergoing a major OF the Conference Paper Review module and introduces a new module for Conference Paper Editing.

Indico is an open-source tool used every day at CERN for event organization and collaboration.

It can be used for lectures, meetings, workshops and conferences. It provides Reviewing functionalities for conference papers -one of the functionalities that has been redesigned - but it was also expanded to review slides and posters as conference material..

The Editing module is intended to enhance and extend the complex process of change management in a certain material.

Paper Reviewing is concerned with the content and scientific correctness of the paper, whereas Editing intends to focus on the material layout, review comments or even editor suggestions.

## 2 - Goal of the project

The goals of the projects were:

- Update the documentation section for paper peer reviewing and editing using markdown
- Make online video tutorial, using screen capture with voice over, to explain how to use the modules and what they do

## 3 - Indico Paper Review & Edit module documentation

Since the summer student programme was canceled due to covid19 the project was done remotely.

So the first step was to set up the connection to CERN using a VPN and get in touch with the new code of Paper Peer Review and editing module.

For the documentation I made a fork of the documentation in github and wrote the Conference Paper Review & Edit documentation in Markdown directly there. The documentation, with screenshots, guides the user through the new functionalities. The documentation is available for [peer review](#) and [edit](#) modules in the Indico github repository.

For video-tutorial I used a screen recorder tool called ScreenCast O Matic to record a step by step guide of different scenarios following those in the github documentation. Then, using the online version telepromptermirror and Audacity I recorder my voice to explain

what is going on. Finally I edited the video to delete all the useless parts and make corrections using Sony Vegas Pro.

The process took a lot of rehearsal and attempts to arrive to good results.

The last part was simply to add subtitles to the videos using Amara.

I used the Indico testbed to create dummy conferences and upload the materials used in the creation of the documentation and video tutorials.

Video-tutorial with voice over are available for [peer review](#) and [edit](#) modules.

The documentation will help new users get in touch with the new modules easier and less effort.

#### **4 – Conclusions**

Despite the problems of working on a project I never heard of completely remotely I really enjoyed this experience. Thanks to all people that patiently helped me through zoom almost every day I managed to complete all the tasks required by the project description available [here](#).

Also all the information made available by CERN [here](#) on how to create documentation videos was very helpful for getting the work done.