

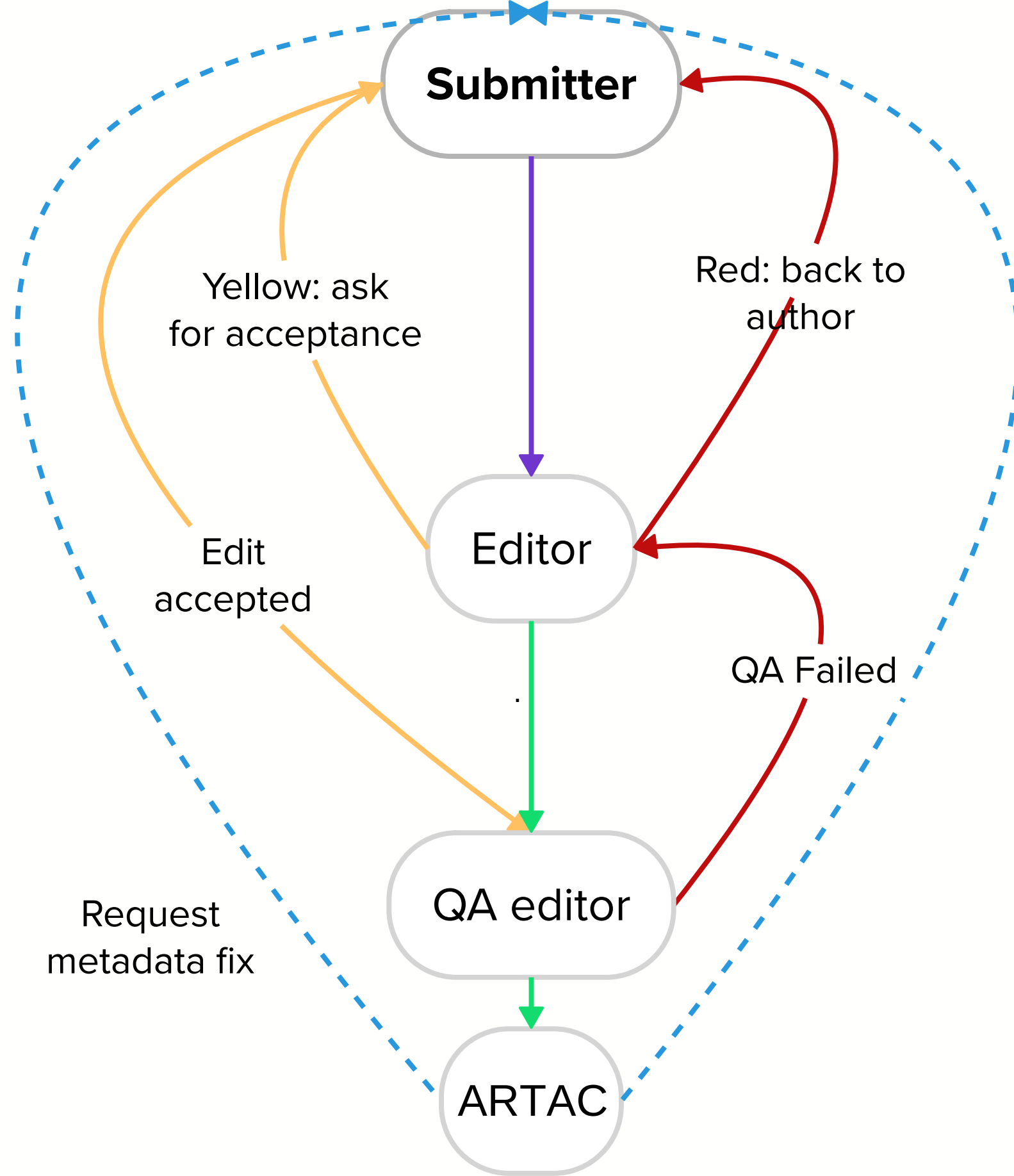
Proceedings Office Workflow

A story of sweat and blood



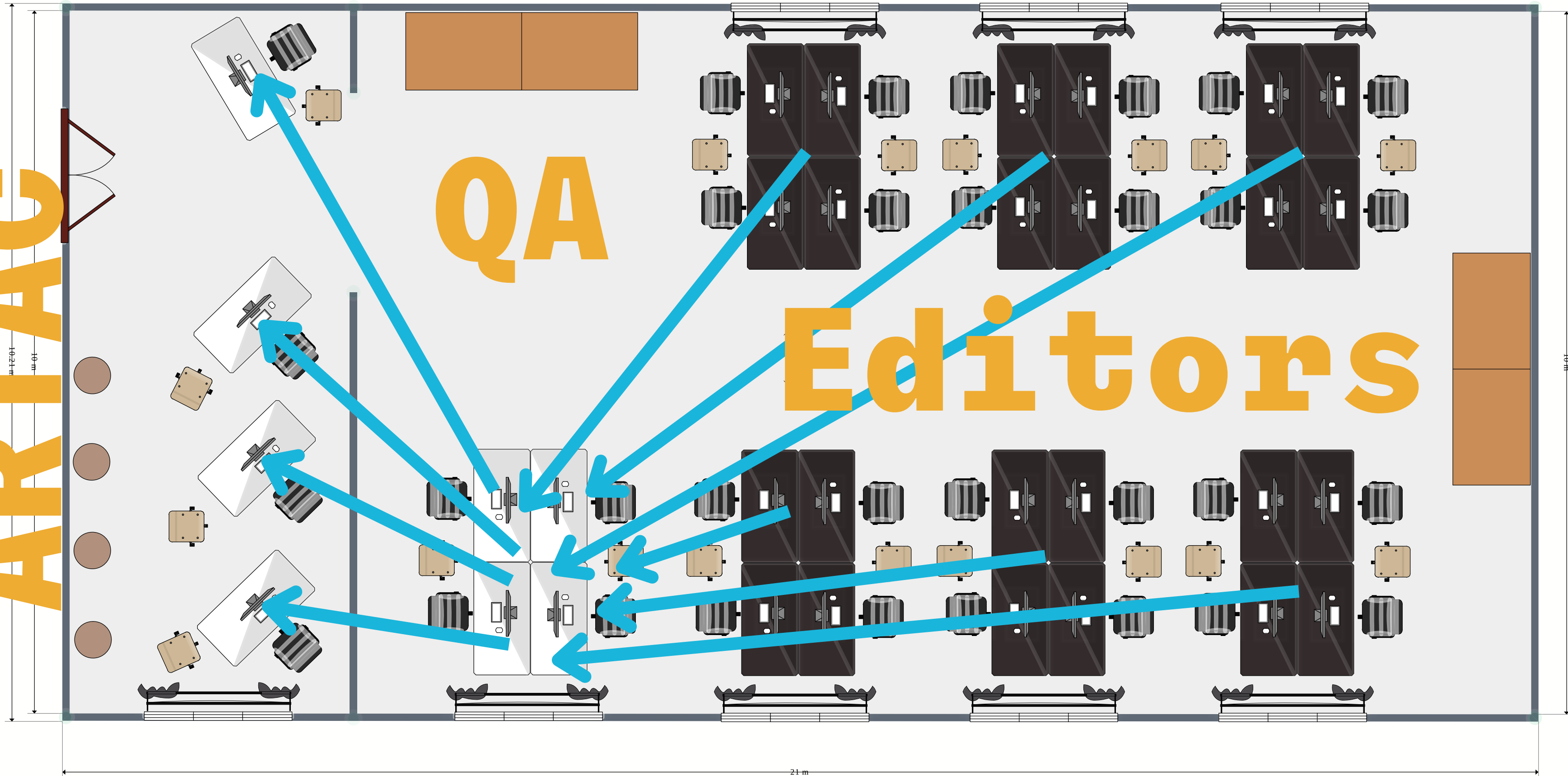


Process overview



Single pipeline

ARTAC



Multi pipeline

01 | **Editors**
One group only, no experts (Thursday) vs newbies (Sunday)

02 | **Training**
For all editors, two weeks before the conference

03 | **QA by EiC & Co.**
Early, often. *Continuous QA.*
No editing. Reduce single paper times

04 | **Authors**
Take (more) responsibility of their editing and metadata

05 | **Print & trash**
Short life: trash after QA.
No filing ever

06 | **After the party**
Reduce greens & yellows.
LOC editors survive with EiC
Editors reassignment

Pillars underneath

Pick-up a paper

Get next paper

Filter

Enter

ID	CODE	TITLE	REV.	STATUS	EDITOR
5	MOYA1	This is a proposal for an invited oral presentation: Edited by Admir		<input type="radio"/> Not submitted	
8	MOXA1	Third invited oral presentation proposal on 2 March	2	<input checked="" type="radio"/> Rejected	
9	TUYB1	This is another dummy submission		<input type="radio"/> Not submitted	
	MOXA2	This is the first dummy invited oral proposal using Tracks instead of		<input type="radio"/> Not submitted	
	WEXA2	The JACoW collaboration enters a new phase with Indico	2	<input checked="" type="radio"/> Ready for review	
	WEYAA1	soccermatrix joins forces with the COVAX initiative	2	<input checked="" type="radio"/> Ready for review	
18	WEXA3	ALBA CONTROLS SYSTEM SOFTWARE STACK UPGRADE	3	<input checked="" type="radio"/> Needs submitte...	



How-to

PAPER

Overall document

Add item to group

- Crop paper first with Acrobat menu tool
- External margins
- Columns separation (toggle on/off column guides)
- Number of pages (+1 only for references)
- Fonts Embedded (except Type 3)

First page

Add item to group

- Authors' list: font - institute - grouping
- Title: All caps centered except sym
- Footnotes: email optional. Check position + margins + size

Headings (no numbering)

Add item to group

- SECTION HEADING
- Subsection Heading
- Third Level Heading (inline)

Main text

Add item to group

- No Hyperlinks.
- Figure/Fig./Table together with number

Figures

Add item to group

- Unique + sequential numbering.
- Caption below image
- Figure X: Sentence case
- Centered text (single line) or justified (multi-line).
- Referenced in text (sequential).

Tables

Add item to group

- Unique + sequential numbering..
- Caption above table
- Table X: Title Case (if Possible)
- Centered text (single line) or justified (multi-line)
- Referenced in text (sequential)..

Equations

Add item to group

- Inside margins
- Unique + sequential numbering (optional)

References

Add item to group

- Unique + sequential numbering...
- Well aligned ([9] vs [99])
- Referenced in text (sequential)...
- No Hyperlinks..
- doi://10.12345/fancy-123: JACoW conferences: must have - journals + books nice to have
- Journal names + Proceedings in italics
- Check with RefDB/DOI.org/google search

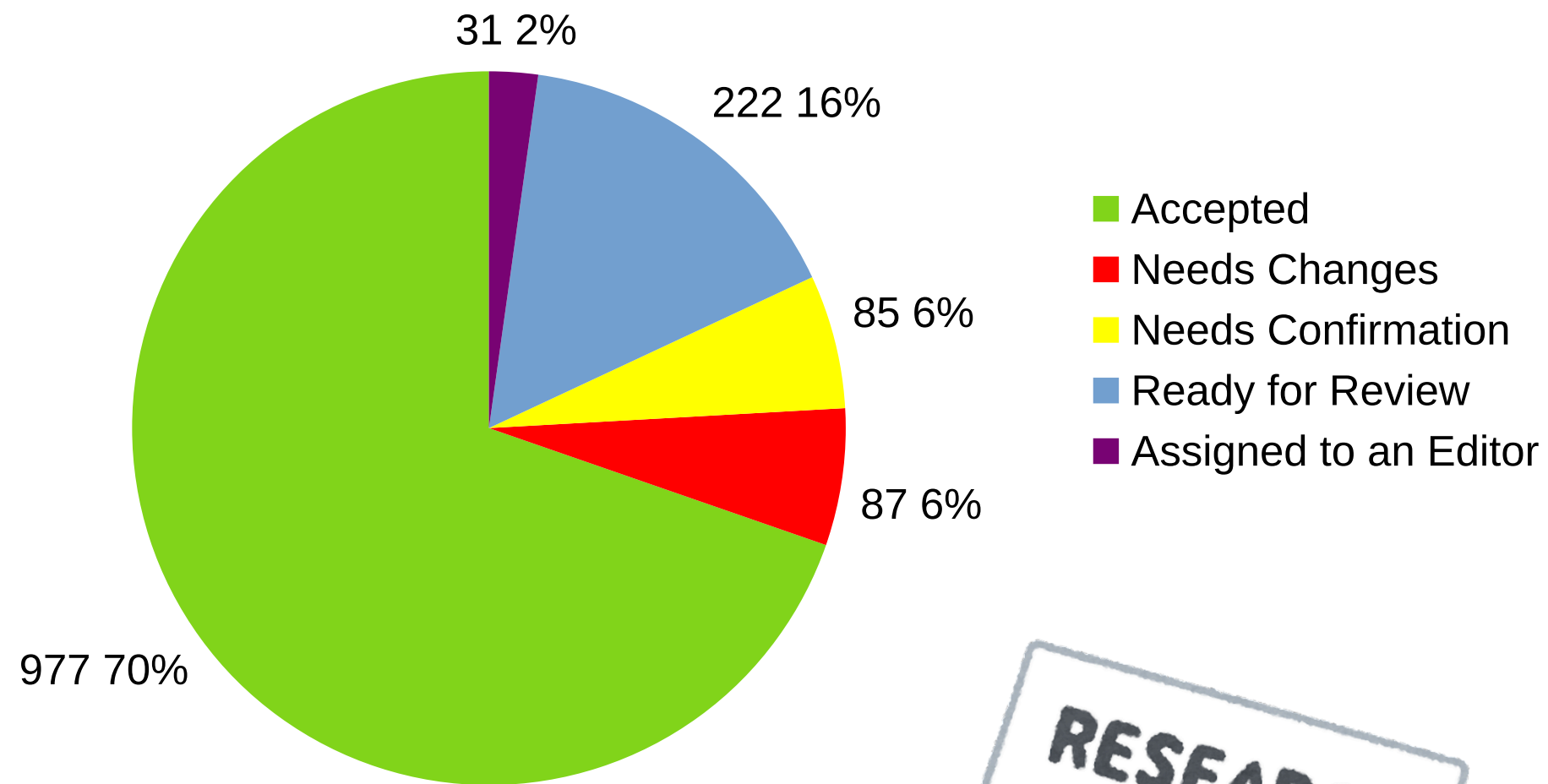
Printed version corresponds with screen

Edit!



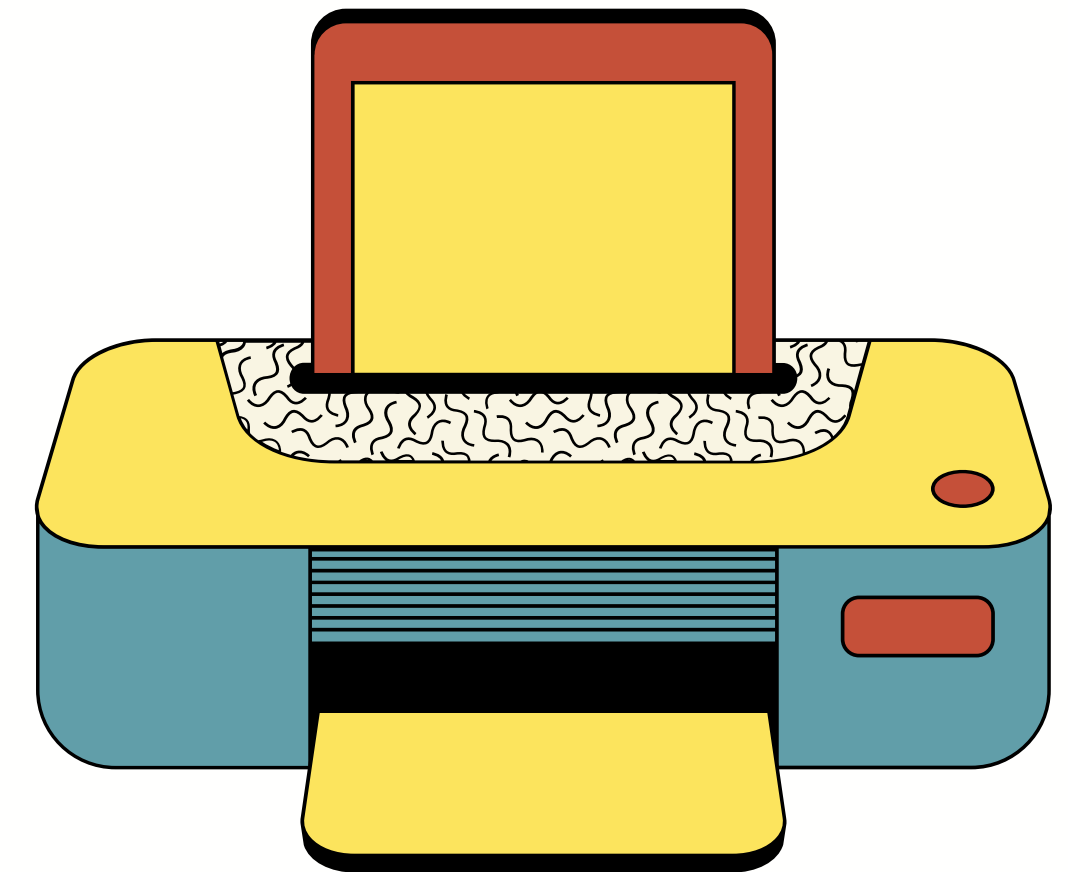
How-to

Judge



Print

(Greens only)

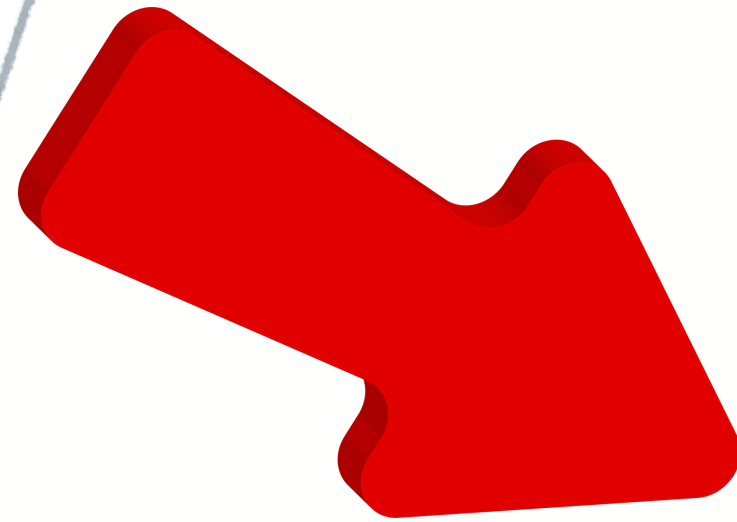


Check

How-to

QA-time!

ARTAC!



How-to

IPAC '24 Proceedings Office Thursday newsletter

"Well done", "Great idea", "Compliments"

02

Training

For all editors, two weeks before the conference

but...

Very few took the tutorials!

Editor training?

Editing LaTeX I always was uncertain on how to create PDF from Word

had to read many wiki pages, then wrote instructions

Now I really know!

i.e.: PDF from Word

Microsoft Print to PDF... EVIL!

BEAM DYNAMICS STUDY FOR A HIGH-REPETITION-RATE INFRARED TERAHERTZ FEL FACILITY

Y. M. Yang, S.X Dong, B. S. Zhang, G. Y. Feng†
University of Science and Technology of China, Hefei, China

Abstract

The paper introduces design and optimization of a high-repetition-rate infrared terahertz free-electron laser (IR-THz FEL) facility, which leverages optical resonator-based FEL technology to achieve a higher mean power output by increasing pulse frequency. Electron beam of the facility will be generated from a photocathode RF gun injector and further accelerated with a superconducting linear accelerator. Taking into account the collective effects, such as space charge, coherent synchrotron radiation (CSR), and longitudinal cavity wake field impacts, beam dynamics simulation for the injector, the accelerator, as well as the bunch compressor, has been done with codes of ASTRA and CSRTrack. With optimized microwave parameters of the linac, current profile with good symmetry has been obtained and the peak current can reach 100 A.

INTRODUCTION

To achieve the demand for a tunable, high-power-light source in the long wavelength spectrum and form a complementary structure of advantages with the Hefei Advanced Light Facility (HALF) [1, 2], a high-repetition-rate infrared terahertz free-electron laser (IR-THz FEL) project are progressing in the preliminary research stage. In this paper, after RF parameters optimization, we present beam dynamics simulation results for the injector, the bunch compressor, as well as the main linac. During the beam dynamics simulations, space charge effects, CSR effects and longitudinal cavity wake field effects have been taken into account with the codes of ASTRA [3] and CSRTrack.

accelerating section. Electron bunches are generated from the normal conducting 1.3 GHz RF gun and the beam energy is 5 MeV at the exit of the gun. After the gun, the electron bunches are accelerated in a superconducting 9-cell TESLA cavity with resonant frequency of 1.3 GHz: ACC1. Downstream of the ACC1 section, a third-harmonic RF system (3.9 GHz), named ACC39, will be used to linearize the longitudinal phase space distribution with RF curvature distortion and to minimize the bunch tails in the subsequent chicane. At the exit of ACC39, the electron beam energy is 20 MeV. There is a bunch compressor chicane (BC) with a C-type structure downstream of the ACC39 section. Beam energy is increased to 60 MeV after passing through the main linac with two L-band superconducting 9-cell TESLA cavities, named ACC2.

The IR-THz FEL will operate in the oscillator mode, which generates FEL radiation with wavelengths ranging from 5 μm to 1000 μm . After the ACC1 section, electron bunches are deflected with a beam distribution system and THz radiation with wavelength range from 200-1000 μm can be generated after the undulator of U1. Following the ACC2 section, the electron bunches are distributed into two distinct undulators, which generate mid-infrared and far-infrared radiation respectively.

LINEARIZING ENERGY DISTRIBUTION

To compress a bunch longitudinally, the time of flight through a specific section, such as a magnetic chicane, must be shorter for the tail of the bunch than it is for the head. The usual technique starts out by introducing a correlation between the longitudinal position of the particles in the bunch and their energy using a RF accelerating system [4]. As the electron bunch enters the compression system, it undergoes a process wherein electrons with lower momentum reach the chicane initially and follow a longer path through it.

LAYOUT

Schematic of the IR-THz FEL facility layout is shown in Fig. 1. The injector consists of a photocathode RF gun, an L-band accelerating section and a third-harmonic

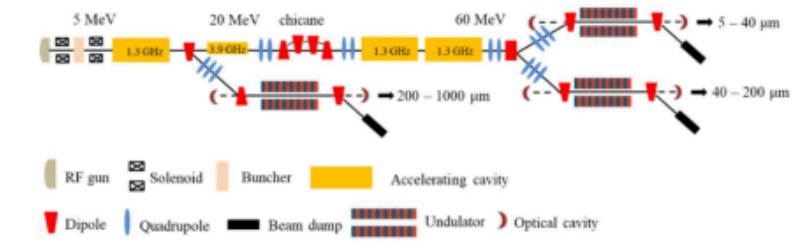


Figure 1: Schematic layout for IR-THz FEL facility.

* Work supported by Supported by the Hundred-person Program of Chinese Academy of Sciences
† fenggy@ustc.edu.cn

How to grow interest in editor education?

Final Test?

Earning points to redeem conference gadget?



Ideas?

SLIDES

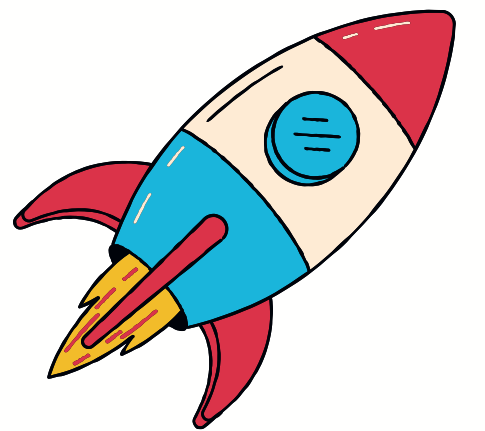
- Presentation managers are slides editors
- Same basic editing process
- Indico comments document the process



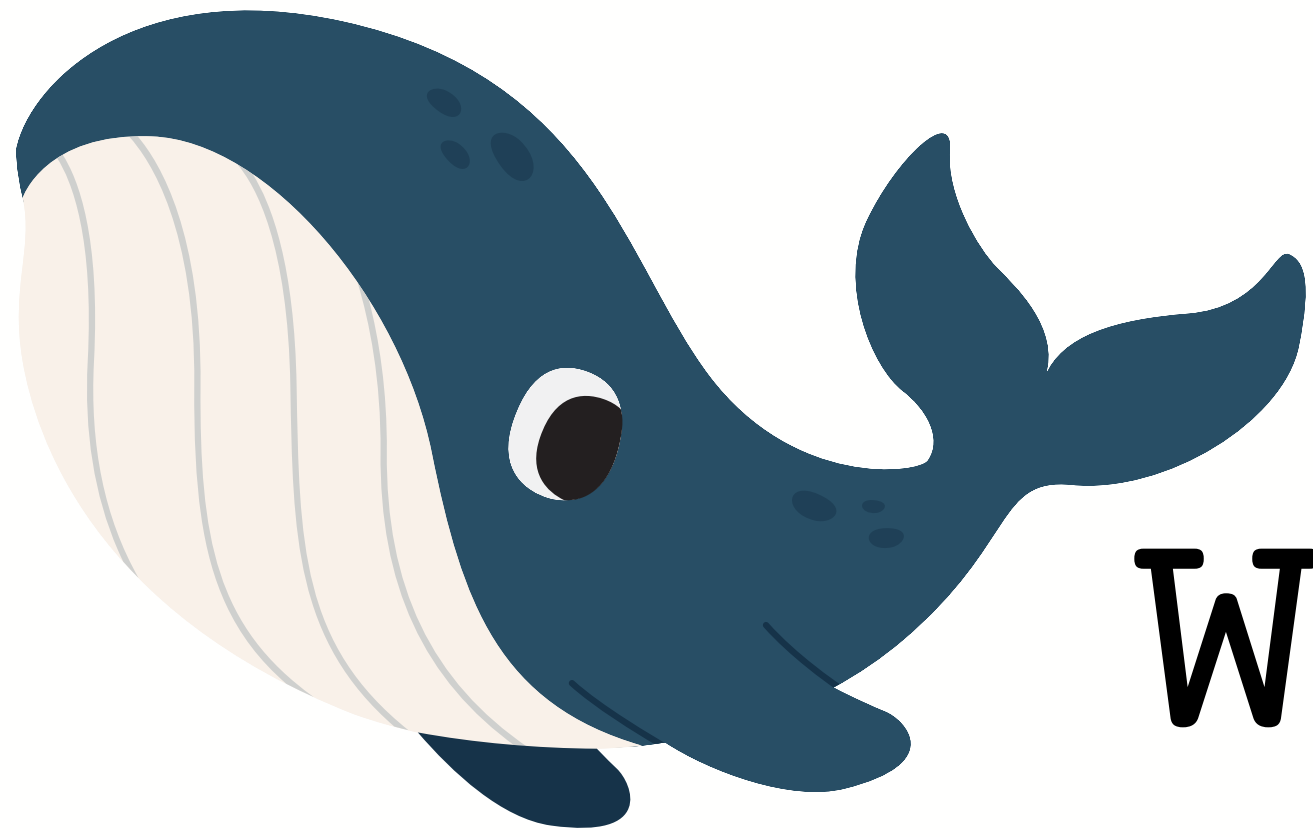
SLED

PROCEEDINGS!

- Pre-press on Friday
- Last papers by “local” editors
- Final proc. few weeks after



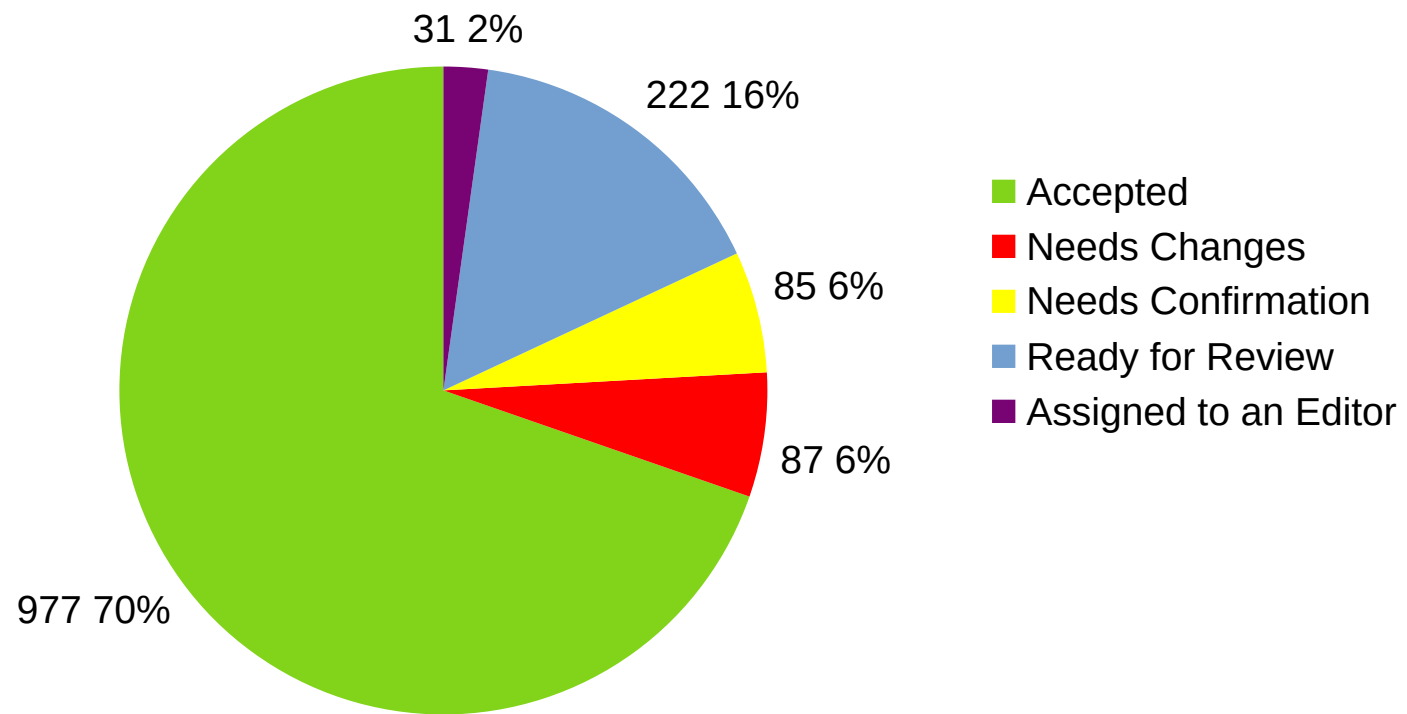
Next



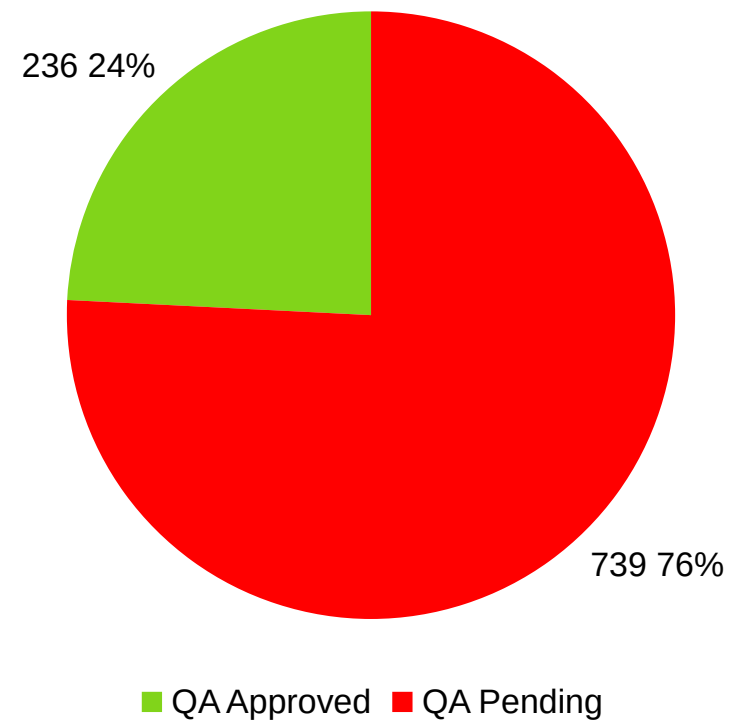
Workflow

PERFORMANCE

Paper status on the Friday

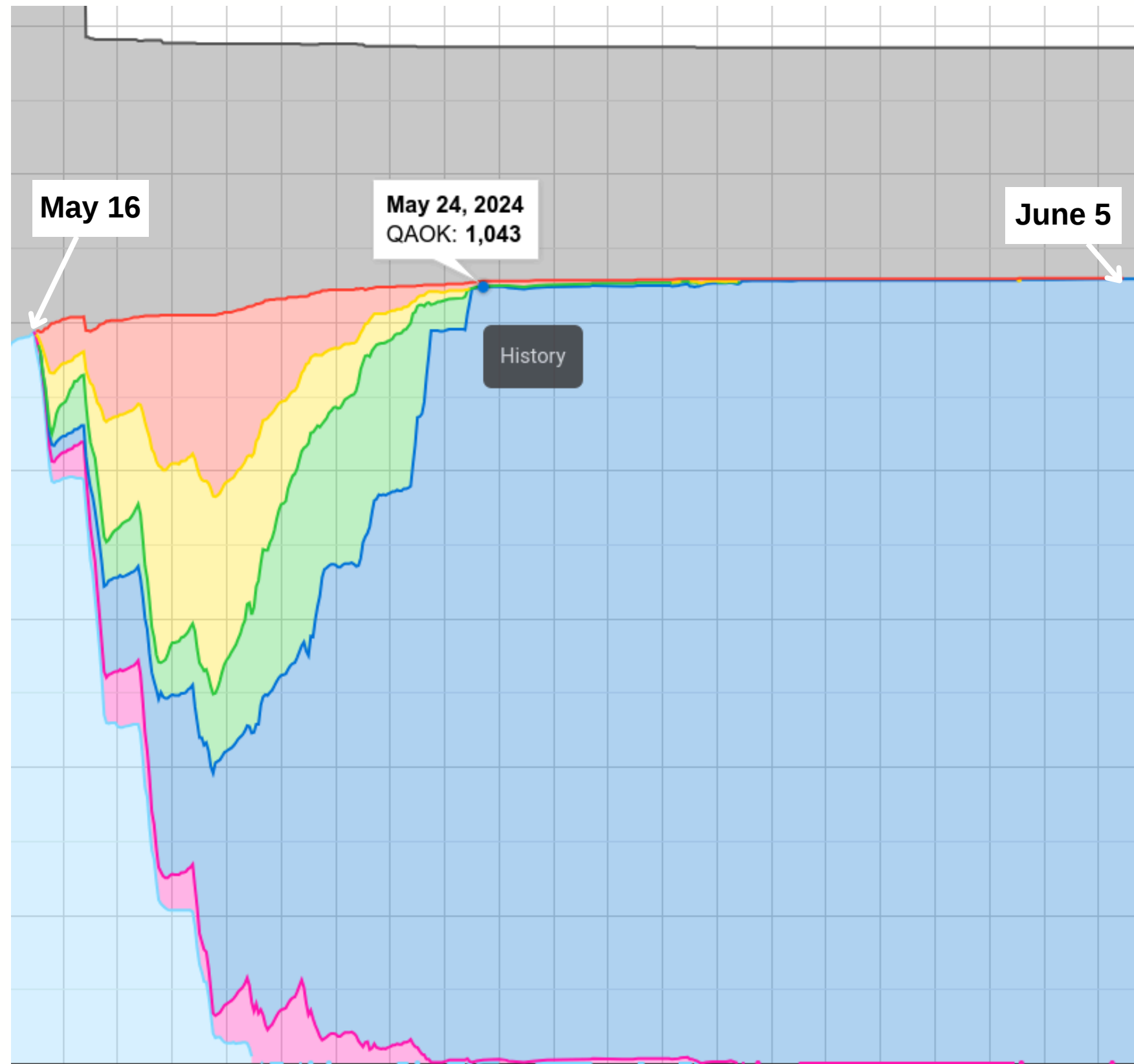


QA status on the Friday



2023

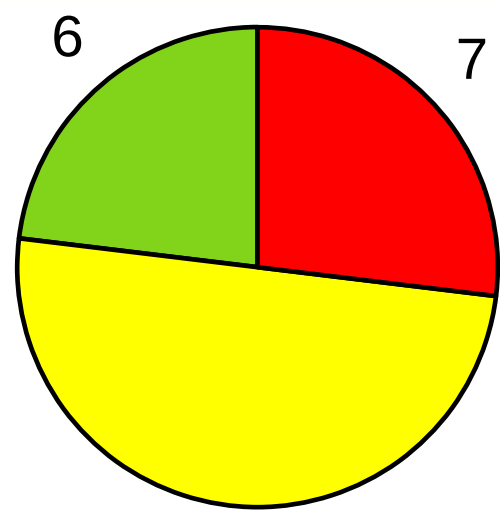
2024



425 (30%) to be completed
 1164 to be QA'd

Effective?

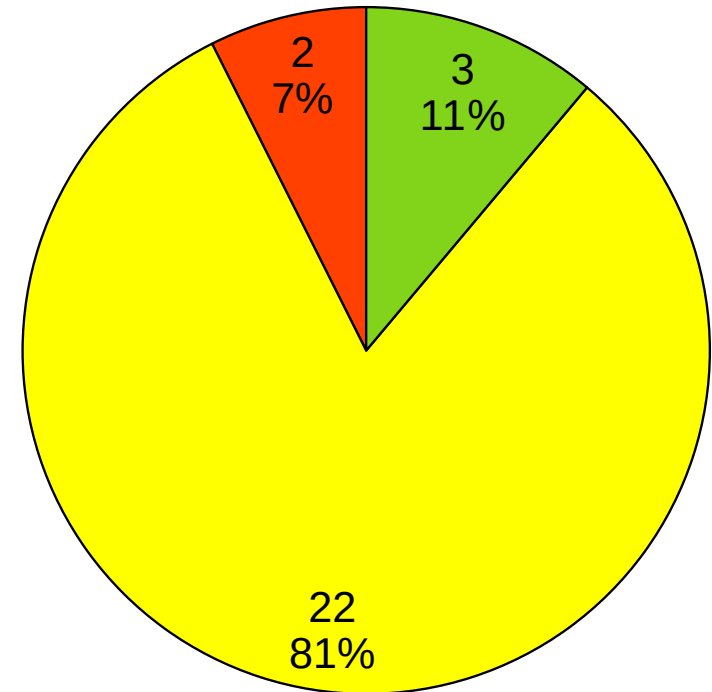
Role	Editing days	Completed	Papers/day
PreConf Editor 6	8.5	163	19
EiC	20	370	19
PreConf Editor 2	8.5	114	13
PreConf Editor 9	8.5	114	13
PreConf Editor 14	8.5	89	10
PreConf Editor 10	8.5	83	10
Part time Editor2	2	17	9
PreConf Editor 11	8.5	66	8
PreConf Editor 12	8.5	61	7
PreConf Editor 4	8.5	61	7
PreConf Editor 8	8.5	59	7
PreConf Editor 1	8.5	58	7
Editor 7	5	33	7
Editor 6	5	31	6
PreConf Editor 7	8.5	51	6
Editor 4	5	28	6
Editor 5	5	27	5
Editor 3	5	26	5
Editor 1	5	23	5
PreConf Editor 3	8.5	34	4
Editor 2	5	20	4
Part time Editor1	0.75	3	4
Editor 8	5	18	4
PreConf Editor 5	8.5	26	3
PreConf Editor 13	8.5	21	2
Editor 9	5	7	1
Total/Average		1603	7



- PPD >= 10
- 5 <= PPD < 10
- PPD < 5

2023

2024



- PPD <= (avg-2)
- (avg-2) < PPD <= (avg+2)
- PPD > (avg+2)

Role	Editing days	Completed papers (QA OK)	
		Papers	Papers/day
Editor 01	8	94	12
Editor 02	8	67	8
Editor 03	8	60	8
Editor 04	10	55	6
Editor 05	8	54	7
Editor 06	8	48	6
Editor 07	8	45	6
Editor 08	8	43	5
Editor 09	8	43	5
Editor 10	8	42	5
Editor 11	8	41	5
Editor 12	8	40	5
Editor 13	8	40	5
Editor 14	8	38	5
Editor 15	8	37	5
Editor 16	8	37	5
Editor 17	8	35	4
Editor 18	8	34	4
Editor 19	8	32	4
Editor 20	8	32	4
Editor 21	8	31	4
Editor 22	8	28	4
Editor 23	8	21	3
Editor 24	8	24	3
EiC	2	6	3
Editor 25	8	16	2
Editor 26	8	15	2
Average	8	39	5

How did the editors perform? **Papers/day**

- Apparently lower PPD average but...
- ...compare the two Fridays!
- “Best performing” editors moved to ARTAC/QA
- High performance of a larger part of the PO!
- Less “few JACoW stars” , more “lots of JACoW stars!”

ARTAC

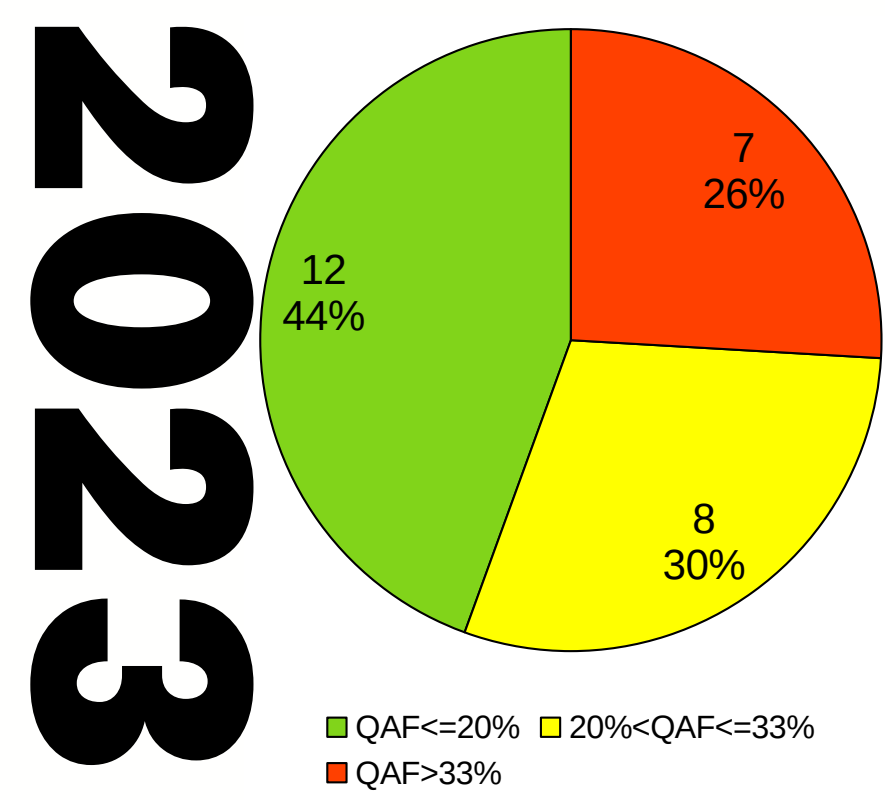
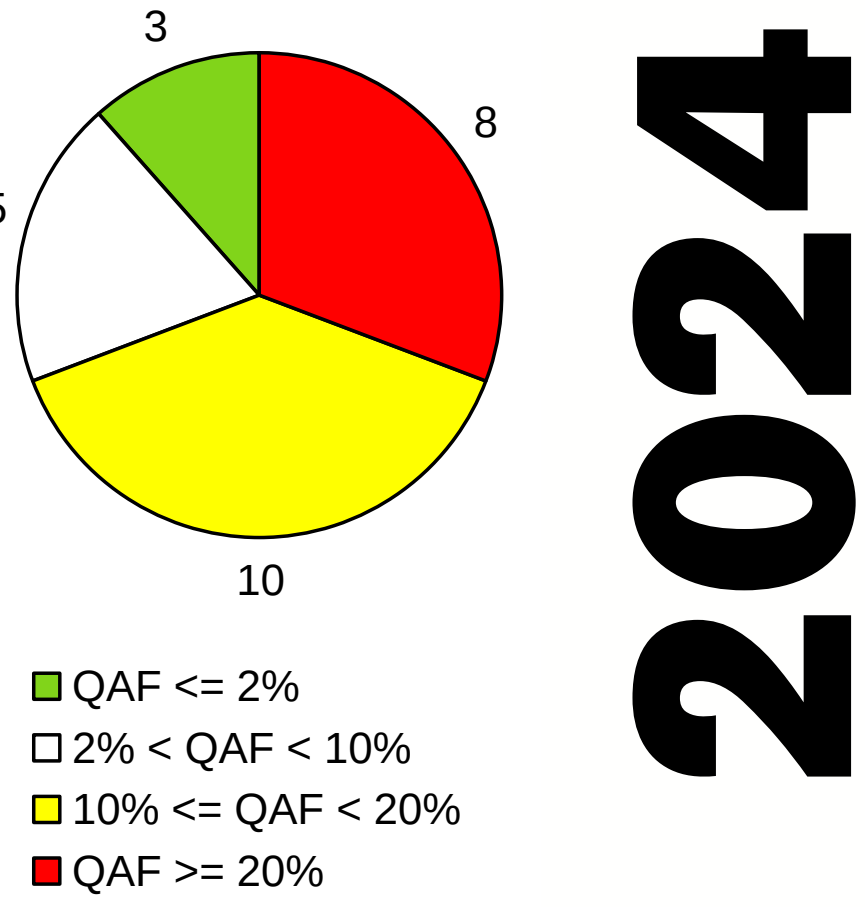
Role	days
ARTAC 1	8
ARTAC 2	8
ARTAC 3	8
ARTAC 4	8
ARTAC 5 (ed.)	4.5
ARTAC 6 (ed.)	2
ARTAC 7 (ed.)	2
ARTAC 8 (ed.)	1

QA

Role	PO days
QA 1 (EiC)	10
QA 2	8
QA 3 (ed.)	2
QA 4 (ed.)	2
QA 5 (ed.)	2
QA 6 (ed.)	2

PO=ED+QA+ARTAC+SLED

Role	Editing days	Completed	QA Failed
Editor 2	5	20	0.0%
Part time Editor 1	0.75	3	0.0%
PreConf Editor 1	8.5	58	1.7%
EiC	20	370	2.9%
Editor 1	5	23	4.3%
PreConf Editor 5	8.5	26	7.7%
PreConf Editor 6	8.5	163	8.6%
PreConf Editor 7	8.5	51	9.8%
PreConf Editor 3	8.5	34	11.8%
PreConf Editor 9	8.5	114	12.0%
Editor 3	5	26	13.0%
PreConf Editor 10	8.5	83	14.5%
PreConf Editor 4	8.5	61	15.0%
PreConf Editor 2	8.5	114	16.7%
Editor 8	5	18	16.7%
Editor 7	5	33	17.0%
Editor 6	5	31	19.4%
PreConf Editor 12	8.5	61	19.7%
Editor 5	5	27	22.2%
PreConf Editor 11	8.5	66	22.7%
PreConf Editor 8	8.5	59	23.7%
Editor 4	5	28	25.0%
PreConf Editor 13	8.5	21	28.6%
Part time Editor 2	2	17	30.0%
PreConf Editor 14	8.5	89	33.7%
Editor 9	5	7	71.4%
Total/Average		1603	17.2%



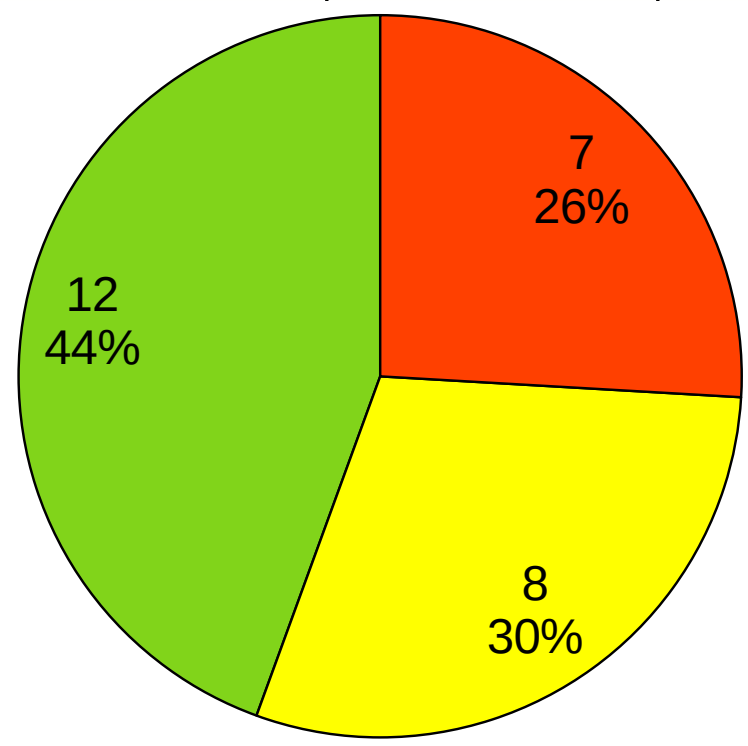
Role	Editing days	Completed papers (QA OK)		Failed papers (~QA)	
		Papers	Papers/day	Papers	%
EiC	2	6	3	0	0%
Editor 25	8	16	2	0	0%
Editor 14	8	38	5	3	8%
Editor 15	8	37	5	3	8%
Editor 04	10	55	6	7	13%
Editor 02	8	67	8	10	15%
Editor 06	8	48	6	8	17%
Editor 10	8	42	5	7	17%
Editor 22	8	28	4	5	18%
Editor 09	8	43	5	8	19%
Editor 20	8	32	4	6	19%
Editor 11	8	41	5	8	20%
Editor 05	8	54	7	12	22%
Editor 21	8	31	4	7	23%
Editor 08	8	43	5	10	23%
Editor 18	8	34	4	8	24%
Editor 07	8	45	6	12	27%
Editor 26	8	15	2	4	27%
Editor 13	8	40	5	12	30%
Editor 03	8	60	8	19	32%
Editor 16	8	37	5	13	35%
Editor 17	8	35	4	13	37%
Editor 23	8	21	3	9	43%
Editor 01	8	94	12	46	49%
Editor 24	8	24	3	13	54%
Editor 19	8	32	4	18	56%
Editor 12	8	40	5	32	80%
Average	8	39	5	11	26%

How did the editors perform?/2

QA Failed

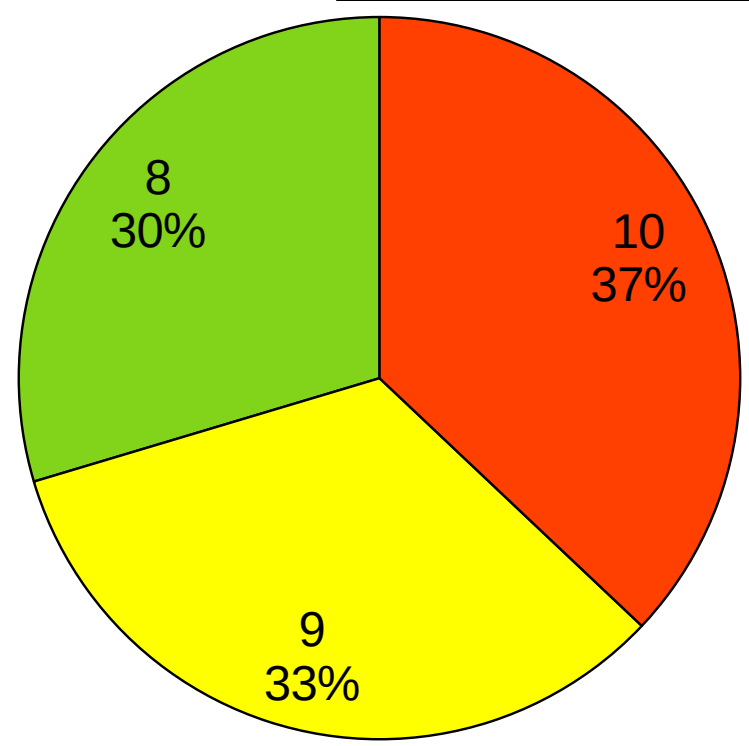
2024

Role	Editing days	Completed papers (QA OK)		Failed papers (¬QA)	
		Papers	Papers/day	Papers	% papers
EiC	2	6	3	0	0%
Editor 25	8	16	2	0	0%
Editor 14	8	38	5	3	8%
Editor 15	8	37	5	3	8%
Editor 04	10	55	6	7	13%
Editor 02	8	67	8	10	15%
Editor 06	8	48	6	8	17%
Editor 10	8	42	5	7	17%
Editor 22	8	28	4	5	18%
Editor 09	8	43	5	8	19%
Editor 20	8	32	4	6	19%
	8	41	5	8	20%
	8	54	7	12	22%
	8	31	4	7	23%
	8	43	5	10	23%
	8	34	4	8	24%
	8	45	6	12	27%
	8	15	2	4	27%
	8	40	5	12	30%
	8	60	8	19	32%
	8	37	5	13	35%
	8	35	4	13	37%
	8	21	3	9	43%
	8	94	12	46	49%
	8	24	3	13	54%
	8	32	4	18	56%
	8	40	5	32	80%
Average	8	39	5	11	26%



■ QAF ≤ 20%
 ■ 20% < QAF ≤ 33%
 ■ QAF > 33%

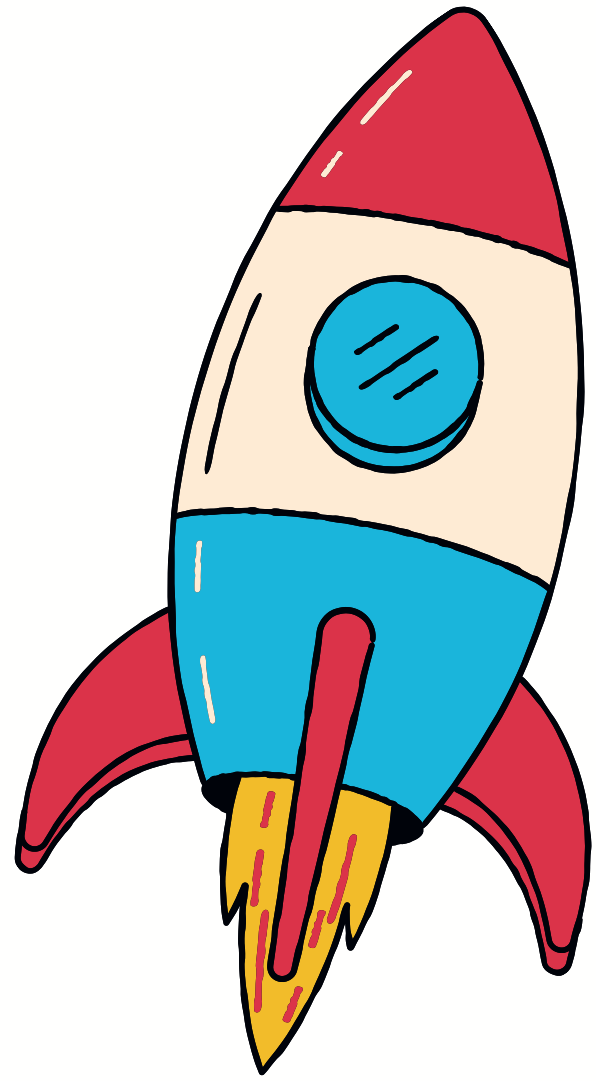
Role	Editing days	Completed papers (QA OK)		Failed papers (¬QA)		Actual QAF Counts	
		Papers	Papers/day	Papers	% papers	Fails	% papers
Editor 25	8	16	2	0	0%	0	0%
EiC	2	6	3	0	0%	0	0%
Editor 14	8	38	5	3	8%	2	5%
Editor 15	8	37	5	3	8%	3	8%
Editor 04	10	55	6	7	13%	8	15%
Editor 02	8	67	8	10	15%	12	18%
Editor 09	8	43	5	8	19%	8	19%
Editor 10	8	42	5	7	17%	8	19%
Editor 20	8	32	4	6	19%	7	22%
Editor 11	8	41	5	8	20%	10	24%
Editor 06	8	48	6	8	17%	12	25%
	8	28	4	5	18%	7	25%
	8	54	7	12	22%	14	26%
	8	43	5	10	23%	12	28%
	8	45	6	12	27%	14	31%
	8	31	4	7	23%	10	32%
	8	34	4	8	24%	11	32%
	8	60	8	19	32%	20	33%
	8	40	5	12	30%	13	33%
	8	15	2	4	27%	5	33%
	8	21	3	9	43%	11	46%
	8	37	5	13	35%	21	57%
	8	35	4	13	37%	22	63%
	8	94	12	46	49%	60	64%
	8	24	3	13	54%	17	71%
	8	32	4	18	56%	24	75%
	8	40	5	32	80%	52	130%
Average	8	39	5	11	26%	14	35%



■ QAF ≤ 20%
 ■ 20% < QAF ≤ 33%
 ■ QAF > 33%

How did the editors perform?/3

QAF Count



And the

Winner Is.....



CAT

PURR

MEOW



*Proceedings Utility
Running Remotely*

*Machine Editor for
cOnferences Website*

Conference Assembly Tool

