**Training Working Group teleconference, 16/12/2010:**

**Agenda page:**<https://www.egi.eu/indico/conferenceDisplay.py?confId=240>

**Participants (in random order):**

* Steve Brewer (chair) EGI.eu EGI-InSPIRE, User Community Support Team
* Gergely Sipos (minutes), EGI.eu, EGI-InSPIRE, User Community Support Team
* Nuno Ferreira, Karolis Eigelis EGI.eu EGI-InSPIRE, User Community Support Team
* David Fergusson UEDIN InSPIRE-NA3
* Katarina Pajchel University of Oslo ARC community
* Emidio Giorgio INFN EMI
* Maciej Filocha ICM NGI of Poland
* Andres Aeschlimann SWITCH NGI of Switzerland
* John Walsh TCD InSPIRE-SA3
* Emrah Akkoyun ULAKBIM NGI of Turkey
* Kathryn Cassidy TCD EMI project

**Apologies:**

* Tiziana Ferrari, EGI.eu
* Gkamas Vasileios CTI/GRNET NGI of Greece

**Agenda with decided actions:**

1. Training in EGI (Steve Brewer): SB introduced the distributed nature of training in EGI. Emphasised that this is a conceptual change since to EGEE and consequently, we need to be efficient in
   1. Sharing information about EGI training services with NGIs, VRCs, project
   2. Collecting and sharing information about the training activities and services of NGIs
2. EGI training services (David Fergusson): DF introduced the training services that EGI currently offers:
   1. List of trainers and some of them expertise
   2. Registry of training events with evaluation by attendees
   3. Registry of training materials

SB explained that emphasis is now on APIs for these services to share the functionality with user communities 🡪 The services can be integrated by the communities’ into their own portals in custom ways.

1. Feedback from training
   1. Current reporting form introduced by Gergely Sipos: One reason of having the form is to collect metrics for the EGI-InSPIRE Quarterly Report. Other reasons are to justify the effort, to collect feedback about infrastructure and other requirements.

**ACTIONS:** Members are asked to evaluate and provide feedback on the form content and format to [ucst@egi.eu](mailto:ucst@egi.eu)

1. Interactive market place for training

**ACTION**: UCST - setup a Wiki page to be used for this purpose

How could NGIs to provide feedback about the services and the usage?

* **ACTION**: UCST – setup a Webpage (EGI webpage?) to present highlights/summaries of training from NGIs
* Invite NGIs to delegate members to Training-WG use this group to communicate about training
* Middleware change, new middleware releases provide reason for NGIs to collaborate on training. We need processes and tools that make this possible before the next major middleware update (April 2011) 🡪 **ACTION:** UCST to investigate how the needs could be better met with open source tools.

1. Trainer accreditation
   1. Guidelines and best practices are needed for NGIs and VRCs and partner projects on how to delegate trainers into the database. **ACTION:** UCST to draft the first version
   2. Start with a fresh list by contacting the NGIs
      1. This enables us to have a clear picture of the number of trainers **ACTION:** UCST
2. Training at the EGI User Forum (EMI; InSPIRE SA3 and NA3 representatives):

Background information: Training proposals must be submitted as “workshop” submissions before the 24th of December (extended deadline!); Training will be on the User Forum site

* 1. EMI plans: Scope – for system administrators
     1. Training on new EMI middleware release (to be released before the UF): Discussion session – may include hands-on
     2. Meet the experts – consultancy session
  2. SA3 plans: Scope – user support teams, members of user communities
     1. Tools and services offered by the Heavy User Communities. Including hands-on
  3. NA3 plans: Scope - for community representatives
     1. Integrating EGI technical services into community portals (UCST)
     2. Training WG open meeting: Discuss how the different projects, NGIs and VRCs could work together on training activities and services (SteveBrewer)

Responsibility of Abstract submissions:

* EMI abstracts – Kathryn, Emidio
* SA3 abstract – John Walsh
* NA3 abstracts – SteveBrewer, UCST

Training workshops would be ideally held during the middle of the week to maximise attendance.

1. AOB

* Training events of the past events should be visible in Training event registry.   
  **Action**-DavidFergusson
* Meetings to be held on a monthly basis. Date will be decided by a doodle poll.   
  **Action**-GergelySipos