

VOTECH Project
PROJECT PLAN REVISIONS
Draft 2006-12-18



Introduction

The VOTECH project formally began in January 2005, and has a duration of four years. Project activities have followed the plans outlined in the proposal and the contract preparation documents quite closely. A formal Project Plan was agreed by the Consortium Board in March 2005. This Project Plan included a Revised Project Plan after 18 months as deliverable DS2-02. In fact we have found relatively little need to alter the Project Plan, so a full Revised Plan is not appropriate. However, some modifications to milestones and governance procedures have been agreed. What we do here is to summarise these modifications.

This document should therefore be read in conjunction with the original project plan. Together they constitute completion of deliverable DS2-02.

Project Objectives

These are unchanged from the March 2005 plan.

Task Summaries

These are unchanged from the March 2005 plan.

Contracted Deliverables

The formal deliverables are unchanged from the March 2005 plan; however their target delivery dates have been adjusted, as explained in the next section. Each cycle of our planning process produces a new set of agreed targets for each Task Area. These are publicly visible on the project web pages, but are for internal purposes only, and do not alter the externally agreed deliverables.

Summary of contracted milestones.

The project held an initial three month start-up study phase, and then began "Stage-1" on April 1st 2005, with successive stages every six months thereafter. The Board then approved a 3 month slip for the majority of milestones. Because of the uncertainties over the development of the Euro-VO Science Advisory structure, the construction of the Science Framework Document was slipped considerably further. The intent of the originally planned "demonstration event" milestones is being achieved through capability demonstrations to the VO Science Advisory Committee (VO-SAC) meetings. The timing of these is set by considerations outside the control of VOTECH, so the revised dates for future events are very uncertain. Table 1 lists the revised milestone dates. Table 1a contains past and imminent milestones, with their actual achieved dates. Table 1b tabulates revised milestones for the remainder of the project. These are largely unchanged, but with some modifications to reflect (i) our modified project planning process, and (ii) the VO-SAC meetings as a venue for software demonstration. Compared to the original 8 six month work-cycle stages, we now have : a 3 month start-up phase; 7 six-month work cycle stages; and a 3 month close-out phase.

Effort Distribution

The original plan for effort distribution versus partner and task area still stands as a guideline for our intentions. We have been quite flexible, according to the skills of new staff recruited, and the

developing results of our work. However, the result is not very different from the plan, and there is no need to alter the formal guideline. The actual effort being expended is reported in each annual report.

Budget summary

There is no change in the planned distribution of funds to partners, or in the proportions spent on staff, travel, equipment and so on. The actual expenditure has been somewhat slower than originally planned, largely due to the problems of recruiting staff with very specialist skills. Financial out-turn is reported in each annual report. The Consortium Board reserves the right to vary the distribution of funds between partners, but so far has seen no need to.

Governance and Management

There are some minor changes in the governance and management structure of VOTECH.

(1) Euro-VO context. Two changes need to be taken into context. (i) A combined Euro-VO Science Advisory Committee (VO-SAC) has been created to provide guidance to all of VOFC, DCA, and VOTC. The VOTECH Project Scientist is a key part of the VO-SAC operation. (ii) A second technology project (ESA-VO) now comes under the VOTC umbrella along with VOTECH. The VOTC Board is formally distinct from the VOTECH Consortium Board, and contains one additional member, representing the European Space Agency. Meetings are normally held in common, but with items of reserved business that are for the VOTECH Consortium Board only.

(2) VOTECH Project Co-ordination and Oversight. Peter Quinn has left the project, having moved to Australia. On the Consortium Board, representing ESO, he is replaced by Fernando Comeron.

(3) VOTECH Project Management. This is unchanged from the March 2005 plan.

(4) VOTECH Programme Planning. This is proceeding as described in the March 2005 plan, with six month stages, and each new "stage-plan" formally debated and approved by the Technical Advisory Panel (TAP). To this plan we have added a six monthly "Design Study Review and Planning (DSRP)" meeting approximately a month before the beginning of a new stage. This is essentially a full open consortium debate, lasts for several days, and ensures full technical involvement in evolving the plan. Following the DSRP, the DS leaders produce preliminary plans. These are then debated and refined by the TAP meeting. Finally, standard practice is now to hold TAP and Board meetings the same day, so that the Board finally endorses each plan.

Table 1A : PAST and IMMINENT MILESTONES

Milestones dates are taken as the end of the month listed.

Titles of these milestones are as in the original project plan, but interpreted according to the notes given

Numbers in brackets correspond to formal deliverables..

| Milestone | Original | Revised | Achieved | Note |
|--|-----------------|----------------|-----------------|-------------|
| Kick-off Meeting | 2004 Dec | --- | 2004 Nov | |
| Project Plan (DS2-01) | 2005 Jan | --- | 2005 Mar | |
| Cycle-1 plan | 2005 Feb | 2005 Mar | 2005 Mar | (1) |
| TAP meeting 1 | 2005 Jan | 2005 Mar | 2005 Mar | (1) |
| Cycle-2 plan | 2005 Jun | 2005 Mar | 2005 Mar | |
| TAP meeting 2 | 2005 May | 2005 Sep | 2005 Sep | |
| Functioning Project web site (DS1-01) | 2005 Jun | --- | 2005 Jan | |
| Science Framework Document (DS2-03) | 2005 Jun | 2006 Jun | --- | (2) |
| Cycle-3 plan | 2005 Dec | 2006 Mar | 2006 Mar | |
| TAP meeting 3 | 2005 Nov | 2006 Mar | 2006 Mar | |
| Consortium + Board Meeting 1 | 2005 Nov | --- | 2005 Jun | (3) |
| Baseline software release-1 (DS2-04a) | 2005 Dec | 2006 Mar | 2006 Mar | |
| Demonstration event | 2006 Jan | --- | 2006 Apr | (4) |
| Infrastructure Study Report (DS3-01) | 2006 Mar | 2006 Jun | --- | (5) |
| Cycle-4 plan | 2006 Jun | 2006 Sep | 2006 Oct | |
| TAP meeting 4 | 2006 May | 2006 Sep | 2006 Dec | |
| Revised Project Plan (DS2-02) | 2006 Jun | 2006 Sep | 2006 Dec | |
| Data Exploration Study Report (DS6-01) | 2006 Sep | 2006 Dec | --- | (5) |
| Consortium + Board Meeting 2 | 2006 Nov | 2007 Feb | 2006 Dec | (6) |
| DS3 Prototype releases to DS2 (DS3-02) | 2006 Dec | 2007 Mar | --- | (7) |
| DS3 Prototype releases to DS2 (DS6-02) | 2006 Dec | 2007 Mar | --- | (7) |
| Baseline software release 2 (DS2-04b) | 2006 Dec | 2007 Mar | --- | (7) |

Notes

(1) The project was started with a 3 month preliminary investigation and exploration phase, while recruitment was still taking place. The formal six month work cycles ("Stages") were therefore started April 1st 2005. Many key milestones were planned to coincide with the work planning cycle, and so have been slipped by three months. The first cycle plan, and the TAP meeting approving it, were completed before the start of the first formal cycle.

(2) The VOTECH Science Framework Document (SFD) was delayed while the science advisory structure for Euro-VO overall was set up. A draft version of the SFD exists and is expected to be completed soon.

(3) It was originally envisaged that full consortium meetings would be held once a year, with a Board meeting during or immediately after the full consortium meeting. In fact full open consortium meetings are held twice a year as part of the work planning cycle (the DSRP meetings), and formal Board meetings are held as required to take policy decisions. As of December 2006, we have decided to merge TAP and Board meetings, and hold these two weeks after each DSRP meeting.

(4) "Demonstration events" have been held within a Euro-VO context, by demonstrations of progress to the Euro-VO Science Advisory Committee (VO-SAC). The first of these was held in Garching, April 27-28 2006, and the second in Frascati, November 22nd.

(5) These two reports are in draft form at the time of writing (December 2006) and are expected to be complete by the end of January 2007.

(6) This was not a full consortium meeting, as these are now held twice yearly (the DSRP meetings).

(7) At the time of writing these milestones are on track and expected for completion by March 2007.

Table 1B : FUTURE MILESTONES

Milestones dates are taken as the end of the month listed.

Milestones have been renamed as appropriate.

Numbers in brackets correspond to formal deliverables.

"2005 plan" refers to closest corresponding milestone in original project plan.

| Milestone | 2005 plan | Target Date |
|--|------------------|--------------------|
| Stage 5 plan : DSRP meeting* | n/a | 2007 Mar 01 |
| Stage 5 plan : TAP | 2006 Nov | 2007 Mar 15 |
| Board meeting 3 | n/a | 2007 Mar 15 |
| Demonstration at VO-SAC | 2007 Jan | 2007 Apr |
| Tools Study Report (DS4-01) | 2007 Mar | 2007 Jun |
| DS4 Prototype releases to DS2 (DS4-02) | 2007 Jun | 2007 Sep |
| DS5 Prototype releases to DS2 (DS5-01) | 2007 Jun | 2007 Sep |
| Stage 6 plan : DSRP meeting* | n/a | 2007 Sep 01 |
| Stage 6 plan : TAP | 2007 May | 2007 Sep 15 |
| Board meeting 4 | n/a | 2007 Sep 15 |
| Demonstration at VO-SAC | n/a | 2007 Nov |
| Resource Discovery Study Report (DS5-01) | 2007 Sep | 2007 Dec |
| DS3 Prototype releases to DS2 (DS3-03) | 2007 Dec | 2008 Mar |
| DS4 Prototype releases to DS2 (DS4-03) | 2007 Dec | 2008 Mar |
| DS5 Prototype releases to DS2 (DS5-03) | 2007 Dec | 2008 Mar |
| DS6 Prototype releases to DS2 (DS6-03) | 2007 Dec | 2008 Mar |
| Baseline software release 3 (DS2-04c) | 2007 Dec | 2008 Mar |
| Stage 7 plan : DSRP meeting* | n/a | 2008 Mar 01 |
| Stage 7 plan : TAP | 2007 Nov | 2008 Mar 15 |
| Board meeting 5 | n/a | 2007 Mar 15 |
| Demonstration at VO-SAC | 2007 Jan | 2007 Apr |
| DS3 Prototype releases to DS2 (DS3-04) | 2007 Jun | 2008 Sep |
| DS4 Prototype releases to DS2 (DS4-04) | 2007 Jun | 2008 Sep |
| DS5 Prototype releases to DS2 (DS5-04) | 2007 Jun | 2008 Sep |
| DS6 Prototype releases to DS2 (DS6-04) | 2007 Jun | 2008 Sep |
| Baseline software release 4 (DS2-04d) | 2007 Jun | 2008 Sep |
| Close-out plan : DSRP meeting* | n/a | 2008 Sep 01 |
| Close-out plan : TAP | 2007 May | 2008 Sep 15 |
| Board meeting 6 | n/a | 2008 Sep 15 |
| Demonstration at VO-SAC | n/a | 2008 Nov |
| Euro-VO Reference Architecture (DS2-05) | 2008 Dec | 2008 Dec |

* indicates full open project consortium meeting