

vTools

Tools for Volunteers: <http://vtools.ieee.org>

*Empowering Members
to Create the Future*

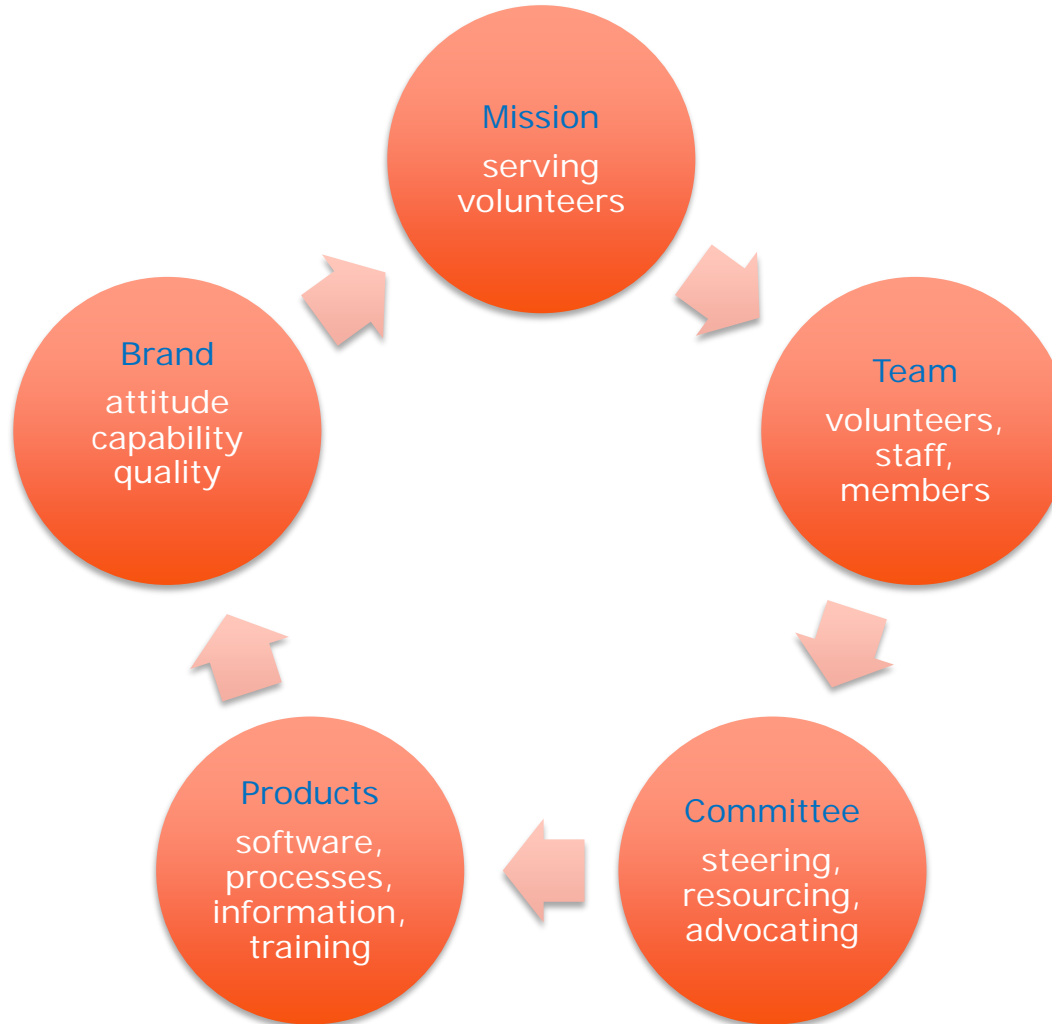
IEEE Sections Congress 2011



Key Messages

- Communicate what vTools is
- Explain the products
- Encourage use
- Inform you how to suggest additions and improvements

vTools is a



IEEE Sections Congress 2011 ■ 19-22 August

vTools Mission Statement

Providing **tools** to the
volunteers and **staff**
who **support** our **members**.

A Little History:

- Developed as a result of SC 2005
- Organized in 2006 as Ad Hoc Committee
- Funded in 2007
- Reported in SC 2008
 - Accepted two items from SC2008
- Meetings was first tool
- Standing Committee in 2010

vTools Team

■ **Volunteers**

- Howard Michel {1}
- Marc Apter {1}
- Bill Ratcliff {1}
- Charles Lord {1}
- Eva Lang {1}
- Ron Jensen {1, 2}
- Dave Green {1, 2}
- Gene Ressler {1, 2}
- Bob Parro {1, 2}
- Jim Isaak {2}
- Gustavo Giannattasio {2}
- Tania Quiel {2}

■ **Contractors-** part time

- Jesse
- Marco
- David
- 2 prior contractors

■ **Staff**

- Eugene Khusid
- Khanh Luu
- Tom Smith
- Vera Sharoff

{1} < 2011 {2} 2011 (beginning 5th year, formal committee in mid 2010)

IEEE Sections Congress 2011 ■ 19-22 August

Regional vTools Proponents

Region	Proponents
1	Jennifer Schelly - vTools coordinator James Anderson - Electronic Communications Coordinator
2	Thomas Starai and Joseph Burns - Electronic Communications Coordinators
3	William Clayton - Electronic Communications Coordinator
4	Gregory Burk - Electronic Communications Coordinator Bob Evanich - Past Electronic Communications Coordinator
5	Hardy Pottinger - Electronic Communications Coordinator Dwayne Lowry – Past Electronic Communications Coordinator
6	David Butcher - Electronic Communications Coordinator
7	Ahsan Upal - Past Electronic Communications Coordinator
8	George Michael - Electronic Communications Coordinator
9	Dick Carrillo - Electronic Communications Coordinator
10	Jing Dong - Electronic Communications Coordinator Hidenori Nakazato - Past Electronic Communications Coordinator

Terminology:

- vTools Team vs Products vs “Brand”
 - We develop some products
 - Meetings, WebInABox, Voting
 - We buy some products
 - Web Conferencing tool, first pass of Voting, Survey Tool
 - We use freeware when appropriate
 - WordPress
 - Volunteers have one place to find tools and support for them

How does a project work?

- Receive the idea
 - Many channels
 - Refine the idea
 - Reduce to a “sound bite”
 - What’s significant for volunteers?
 - Write requirements
 - Committee + staff
 - Build – buy decision
 - Best lifecycle cost/benefit
 - Pilot – build and learn!
 - Student team-built
 - Volunteer-built
 - Carefully selected commercial product
 - Supported by IT staff
- Intent of pilots:
 - Maximize results from limited development \$\$\$
 - Mature quickly to production
 - Learn more from QC checks by staff
 - Focus vTools developers on moving forward.
 - Maximize IT staff for routine refinement and maintenance

Present Portfolio

■ In Production:

- Meetings,
 - Supports new L31 process
 - 100+ sections involved (100% for L31)
 - Credit card handling
 - Credit cards for R1-7 for sections with Concentration Banking
 - Section subunits can use CC with section's concentration banking
- WebInABox, File Storage (for presentation distribution, etc.)
- Voting
- DimDim (staff, branded) [We have until Q4, 2011 to replace]
- Blog and CMS tool – WordPress (staff, branded)
- Survey tool – FluidSurveys (staff, branded)
- Documentation: vTools Blog <http://vtools.ieee.org>

Production means SLA-based support
after an IEEE QA acceptance process

■ Pilot

- Officer Reporting
- Student Branch Reporting

■ Recommended Tool


- Doodle (just documentation, not branded)

The Site

<http://vtools.ieee.org>

vTools



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vTools are developed and made possible by IEEE volunteers. The toolbox simplifies administration by offering web based software, reduces time spent managing activities, and assists in member development.

vTools is sponsored by IEEE Membership and Geographic Activities (MGA). MGA serves the needs of IEEE members by supporting IEEE Sections, Chapters, and Branches and is responsible for IEEE membership, and member development.

vTools toolkit contains tools in various phases of development, from production, to pilots, to active development. Visit "[Products](#)" page for the up to date information on available tools.

vTools Mission

Providing tools to the volunteers and staff who support our members.

Quick Links

- [Create a WebInABox site](#)
- [Schedule a Meeting](#)
- [Setup a Survey](#)
- [Setup a Web Conference](#)
- [Setup an election](#)
- [Submit L31 report](#)
- [Vote in an election](#)

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Meetings

- In production
- On-line registration
- Credit card support in production for R1-7
- L31 Meeting report (only need to add attendee information, **only IEEE Web Account necessary**)
- RSS, iCal, and other feeds of meetings and L31s
- Calendar support
- Badge printing, meal tickets
- Notice of meeting for display on a web site without webmaster involvement
- Feeds meeting information to myIEEE
- Other enhancements prototyped

Example Web Page

IEEE vTools.Meetings Home | IEEE.org | IEEE Standards Association | Join IEEE | More IEEE Sites

Meetings

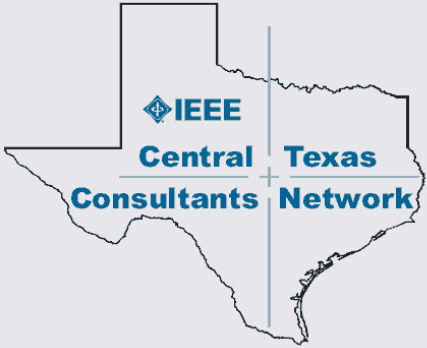
Central Texas 

[Home](#) [View Meetings](#) [Schedule Meeting](#) [L31 Meeting Reports](#) [About](#)

Welcome, David Green! ([Logout](#))

IEEE Central Texas Consultants Network - March 2011 meeting

The Consultants Network promotes the development of members' careers through professional and social networking, including publicizing members' skills and sharing potential professional opportunities, and supports the IEEE Central Texas Section.



Location:
Building: Pok-e-Jo's
2121 W. Parmer Lane
Austin, Texas
United States 78727
[Click here for Map](#)

Date: 23-March-2011
Time: 06:00PM to 08:30PM (2.50 hours) **All times are:** US/Central

[Email meeting contact...](#)

vCalendar (1.0-vcal): [Download or import vCal file into Calendar program \(e.g. Outlook\)](#)

iCalendar (2.0-ical): [Download or import iCal file into Calendar program \(e.g. Outlook\)](#)

No Admission Charge.

[Click Here to Register](#)

Speaker:

Sergio Liberman

Topic: DSP - The Technology Behind Multimedia

The multimedia products that we enjoy today share a common technology backbone: digital signal processing (DSP). The digital revolution for consumers started with the introduction of the Compact Disc (CD) format for music distribution. With the increasing computing power and lower cost of digital processing resulting from Moore's Law, advanced signal processing algorithms have allowed consumer products such as HDTV, DVD and Blu-ray, MP3 players, multimedia capable smartphones, and audio/video streaming. This presentation will look into how analog signals such as sound and pictures are brought in and out of the digital domain for communication, storage, transmission, processing and playback, as well as some of the DSP algorithms.

Biography: Sergio Liberman has more than 24 years of experience in the semiconductor industry, in design and architecture of over 20 chips including DSP processors, digital-to-analog converters, Class-D audio amplifiers and SoC application processors. These devices have been used in digital audio systems for consumer, professional and automotive applications. Sergio holds two patents in high-performance audio digital-to-analog converter design, and has authored over 15 technical publications, during his 28 year career span in electronic engineering. Sergio holds a B.Sc. EE from Tel-Aviv University.

Email: sergio.liberman@gmail.com

Address: Austin, Texas, United States

Meeting Agenda:

6:00 - 7:00 : Networking

7:00 - 8:15 : Presentation

8:15 - 8:30 : Questions and wrap up



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What does Meetings mean?

- Easy to create a unit calendar
- Easy “pull” from multiple channels
 - myIEEE
 - RSS
- Easy to “push” meeting information
 - Email with Link to meeting
 - RSS
- Solves registration and many credit card problems

Region 4 Section Events from VTools

Event	Date	Section	Location
Energy Efficiency and Lean Manufacturing Seminar	2010-09-14	CENTRAL INDIANA	Indianapolis, IN
IEEE SEM Chapter 1 Membership Meeting and Presentation	2010-09-14	SOUTHEASTERN MICHIGAN	Dearborn, MI
Central Indiana Section ExCom Meeting, September	2010-09-15	CENTRAL INDIANA	Indianapolis, IN
Why Materials Degradation Is Different In Nuclear Systems	2010-09-16	MADISON	Madison, WI
Bus Tour to IMTS	2010-09-16	MILWAUKEE	Chicago, IL
2010 IEEE Great Lakes Technology Symposium	2010-09-16	MILWAUKEE	Ann Arbor, MI
2010 IEEE Great Lakes Technology Symposium	2010-09-16	SOUTHEASTERN MICHIGAN	Ann Arbor, MI
Industry Formal Methods Workshop	2010-09-18	CEDAR RAPIDS	Iowa City, IA
Mobile Operating Systems	2010-09-20	IOWA-ILLINOIS	Davenport, IA
Call for Nominations, 2011 Section Officers Elections	2010-09-20	MILWAUKEE	Milwaukee, WI
Standards and New Technology - Who's Driving Whom?	2010-09-23	MILWAUKEE	Milwaukee,
AP/IMED/MTT Chapter Meeting	2010-09-28	MILWAUKEE	Milwaukee, ...

IEEE Section Activities ?

24 Sep 2010
[Hybrid Optical Sensors for Extreme Temperature Measurement in Next Generation Higher Efficiency Greener Power Plants \(24 Sep 2010\)](#)

24 Sep 2010
[IEEE-USA Co-Sponsoring "Future Digital Media Skills" Panel at FutureMedia Fest in Atlanta \(04 Oct 2010\)](#)

24 Sep 2010
[New Tools for Semiconductor Fault Isolation and](#)

Section and Technical Society Meetings

Section meeting times are: 5:00 pm Social / Arrival; 5:30 pm Order Dinner; 5:45 pm Dinner Served; 6 pm Program; 7:00 pm Adjourn. Society meeting times are shown on the meeting notice pages.

Date	Event Title	Speaker(s)
01 November 2010 05:15PM	November Section Meeting: Tour of the Rick and Bubba Studio and Broadcast Plaza [SPACE IS LIMITED]	Michael Helms
07 December 2010 05:00PM	December Section Meeting - Christmas Social [REGISTER NOW !!]	Stratford String Quartet

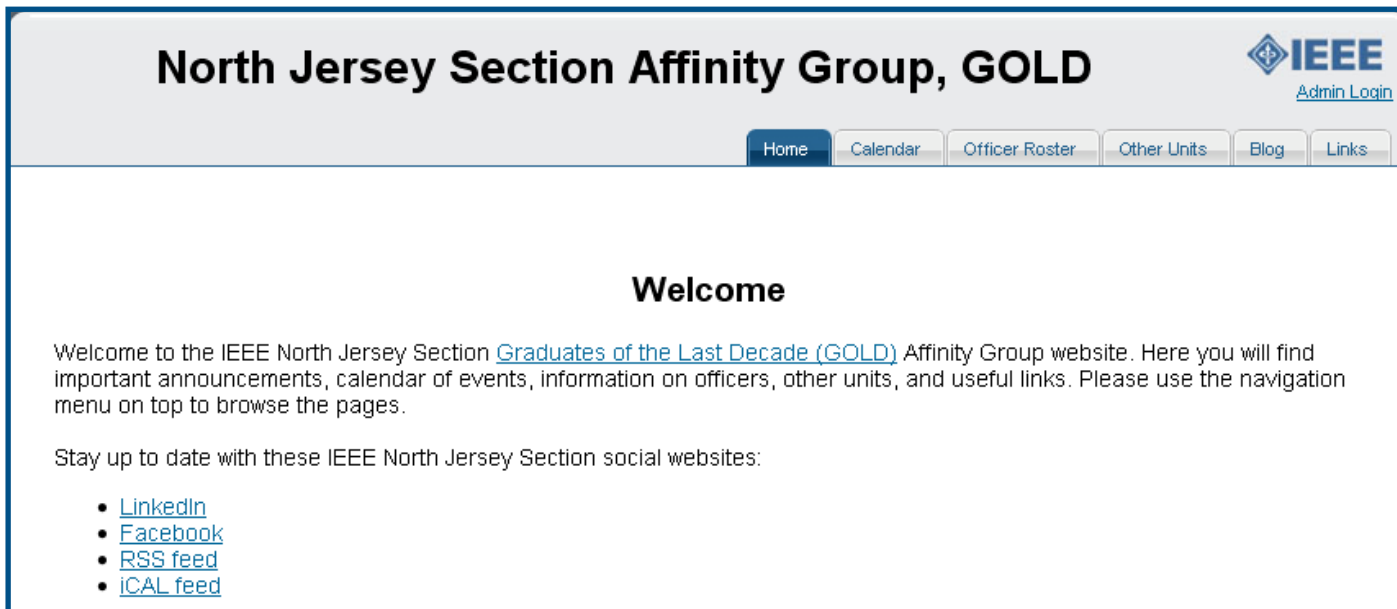
If you would like to see the past and future topics click: [Section Meetings](#)

WebInABox

- Basic Section “web site in a box”
 - In Production
 - Wizard-like interface for creation
 - Goal: completely self-maintaining
 - Data driven
 - Enable a common look and feel
 - Calendar for all units
 - pulls from Meetings tool
 - Pulls volunteer data from IEEE databases
 - Upload and distribute files

What does WebInABox mean?

- Web presence is important.
- Web usage is declining
- More unit web sites are out of date
 - WebInABox allows a system that needs no attention <http://webinabox.vtools.ieee.org/>



The screenshot shows the homepage of the IEEE North Jersey Section Affinity Group, GOLD. The header includes the group name, the IEEE logo, and an "Admin Login" link. A navigation menu contains buttons for Home, Calendar, Officer Roster, Other Units, Blog, and Links. The main content area features a "Welcome" heading and a paragraph of introductory text. Below this, there is a section for social media links: LinkedIn, Facebook, RSS feed, and iCAL feed. The footer of the page includes the IEEE logo and the tagline "Advancing Technology for Humanity".

Voting

- Electronic Election for local units
 - In Production
 - Supported all units for 2010 elections that chose to use it
 - Can support elections for units other than Sections, Chapters, Affinity Groups
 - Note: Elections are coming up!
 - Survey tool can be used to canvas for candidates
 - Voting tool makes your process professional (and easier)!

Blogs and Surveys

- Sections Congress 2008 Request
 - Blogs
 - Wanted ability to publish a section leadership blog
 - Eliminate need to write HTML
 - Adopted WordPress Enterprise
 - Can be used as a unit web site
 - IEEE Branded Templates for GeoUnits and others are available
 - Hosted at IEEE with limited tech support
 - Enabled larger web sites to move away from Joomla and Drupal
 - Surveys
 - Wanted ability to create easy surveys of members
 - Adopted FluidSurveys

What do Blogs and Surveys mean?

- Tools to allow engagement of member
- Don't require deep technical skills
- Immediate response to member needs and ideas
- RSS feeds allow members to pull data
- Blogs can also pull RSS feeds: provide value with no maintenance

What does Web Conferencing provide?

- Services allocated to geo units for online meetings, webinars, training, demos and presentations.
- Current solution: DimDim Enterprise Edition hosted by DimDim
- License allows multiple simultaneous teleconferences with up to 50 attendees
- Calendar-like interface to set up meetings
- Details available at <http://ewh.ieee.org/mu/top40/>

DimDim Challenges and Solutions

- Land line number is not toll free
- Scheduler allows meetings to be overwritten by other volunteers using the same virtual conference room
- Not a full-featured webinar service (response polling, mike-passing, etc.)
- Limitations addressed with FAQ Blog that covers:
 - Easy Start and Rules of the Road
 - Ways of making toll free calls using Skype, Google Voice, and DimDim built-in VoIP
 - Where to get help on DimDim
- Blog is updated as we learn
- Bad news: DimDim technology availability/reliability not equal to top-of-the-line (much more expensive) services
- Good news: DimDim must be replaced
 - New vendor selection in progress.

Emerging DimDim Replacement

- Preliminary information only...
 - Services have grown more expensive
 - We are leveraging an IEEE-wide electronic collaboration effort to get a low price point
 - Technology superior to DimDim
 - Will not maintain DimDim's very liberal license provisions
 - At some level of usage, may no longer be no-cost to units
 - Will be low-cost

What does Web Conferencing mean?

- It supports unit webinars
- It supports electronic training sessions
- It supports electronic meetings in the form of conference calls with shared screens
- It allows recording of meetings for reuse
- It reduces travel costs
- Allows meeting attendance that distance or time otherwise prohibits

e-Notice Issues

- Ongoing project
- Much staff time is dedicated to e-Notice mailings
- There is a wait queue
- Tool is lacking some features:
 - Logging of e-mail contents
 - RSS connector to myIEEE
- Unsubscribe functionality can be improved
- “By hand” work that should be automated

e-Notice Proposed solution

- Core functions based on batch emailing in vTools.Voting
- Aimed at simple mailings: section, chapter, affinity
- Access based on volunteer role
- Simple filters by status and grade
- Anti-spam restrictions:
 - Frequency of mailings
 - Attachment size
- UTF8 encoding for some multilingual support
- Mailings will require quick and simple approval by staff
- Complex mailings will be handled by “old” e-Notice
 - E-mails requiring approvals by volunteers from multiple OUs
 - Custom mailings: societies, staff, member data criteria, etc.

e-Notice replacement

■ Preliminary release feature request:

- Mail merge (Name, ID, Section, etc)
- Archive of messages (do we include attachments?)
- HTML support (Multilingual support)
- Moderation (Approve/Reject. Rejecting allows volunteer edits)
- Click-thru tracking
- Limit # of message (3 per week max?)
- Scheduling
- Attachments (Limit size)
- Header & Footer (Unsubscribe information in footer)

■ Future release feature request:

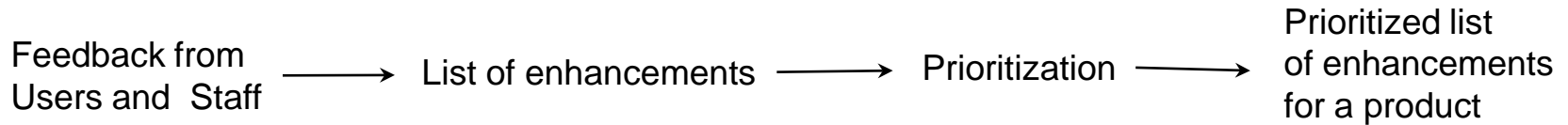
- Allow members to specify frequency of mailings from a list (Daily, weekly, monthly, etc) and specify text only or HTML only.
- HTML support with image upload (optimized by system)
- Move attachments to web storage and only send out links
- Bounced email module
- MS Word document support (Converts to HTML automatically)

Geographic support

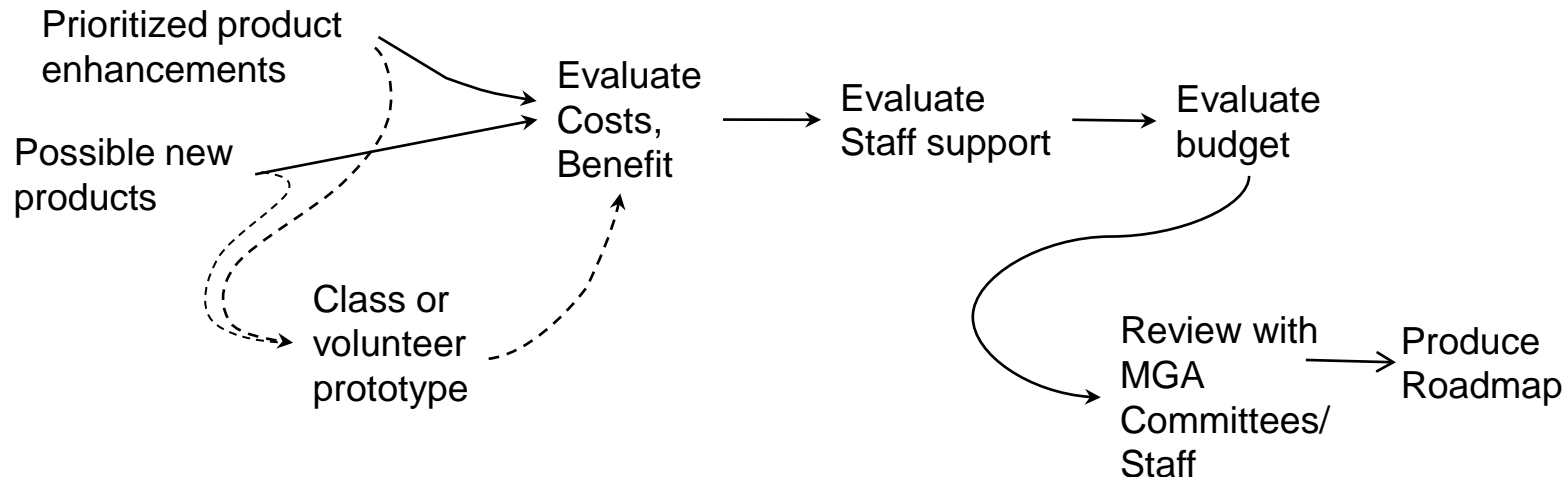
- Each Region has an Information Management Coordinator
 - Plugged into the GeoUnit Operations Committee
 - Plugged into the vTools Team
 - Provides regional advocacy and expertise

How vTools moves forward...

Routine Individual Product Enhancements



vTools Project



Questions?

Where to find this Presentation:

This and all Sections Congress 2011 presentations will be available for view at the IEEE Center for Leadership Excellence website.

Visit us for this and other Volunteer Leadership training specifically designed to train volunteers like you!

Let us know what you think:

<http://www.ieee.org/go/cle>