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Indico Functions

Related Videos

- IndicoConference
- IndicoConferenceAbstractReview
- IndicoConferenceCustomisation
- IndicoConferenceEditing
- IndicoConferencePaperPeerReview
- IndicoConferenceProgrammeAndAbstracts
- IndicoConferenceRegistration
- IndicoLecture
- IndicoMeeting
- IndicoReminders
- IndicoRoomBooking
- IndicoSurveys
- IndicoVidyoUse
- IndicoWebcastRecordingBooking

Public

Public - some functions are CERN-specific, e.g. vidyo and Webcast/Recording. They are embedded in the Indico documentation (click on Help at the bottom of every Indico page).

Description

Workflows explained:

1. Meeting / Lecture
   1. Minutes=notes - creating, editing and compiling (meetings)
   2. Add material
2. Conference
   1. Call for Abstracts
   2. Registration forms;
      1. Creating basic registration forms for meetings and/or conferences;
      2. Using the invitation and moderation workflows
      3. Setting up a form with paid options and electronic payment;
      3. Customization of conference pages - menus and layout options;
   4. Timetables (block, session, contribution)
3. Surveys - creating and publishing;
4. Room Booking;
5. Configuring event reminders, import into calendaring tools and synchronization with MS Exchange.
6. Vidyo booking (vidyo managing and accessing can be done outside a given indico event).
7. Webcast and recording booking.

CERN video content owner

Pedro Ferreira

Other information:
These videos were made possible thanks to Alex Manzoni - University of Geneva Master's degree in Learning Technologies. The Room Booking video was edited by Catarina Vieira, Master Student at the same faculty http://tecfa.unige.ch/ . Maria Dimou edited the video scripts, CDS and Edutech views and the Indico documentation.

**Material**

Screen capture with voice over.

**Create a new video under this topic**

Create a new Video: (Use a topic name in WikiNotation)

**Video Discussion**

use the attach button below to upload the video to this page. Then copy/paste the %ATTACHURL% url the video tag above