

# TWiki : A collaborative space of internal documentation

~ An efficient way to work together ~

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Attending the meeting

The documentalists at Strasbourg astronomical Data Center treat publications to create content for the SIMBAD and VizieR databases. The publication treatment is quite complex and the ingestion process needs to be described. This requires precise knowledge and mutual support among the documentalists in interaction with computer engineers and astronomers. Documentalists at CDS have thought of an adapted way to organize and enrich their internal documentation. The "TWiki" collaborative space, recently reorganized and enriched, regroups documents about agreed-upon procedures and methods, directions for use of the software and tools, shared problems/solutions. It is a tool for sharing, preserving and enriching the common knowledge of the whole staff.

### An organization per boxes :

- Staff organization
- SIMBAD and VizieR databases
- CDS Tools (DJIN and COSIM)
- SIMBAD Dictionary of nomenclature
- Astrophysics
- Computer science
- Useful links

### What kind of information can we find in the Twiki space ?

- General information
- Updating commands
- Meetings reports
- PDF documents and web links
- Follow-up of the work progress

### Contents

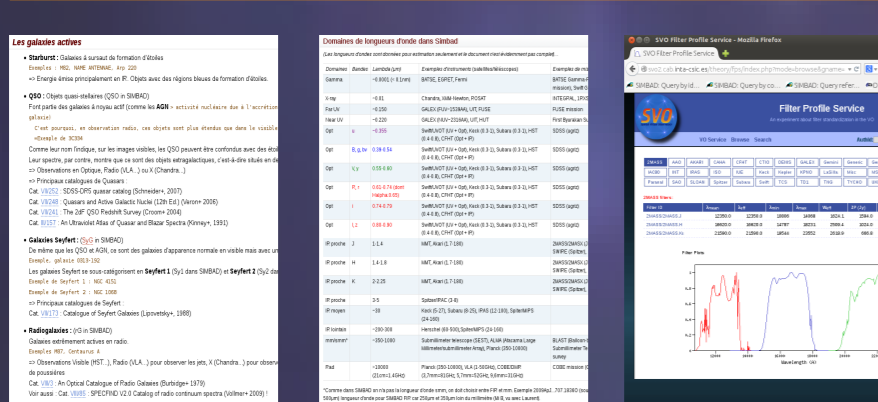
**Eclaircissements sur les DF / data**

- **Coordonnées**
  - Les longueurs d'onde dans Simbad (ou encore tableau de domaines de longueur)
  - Qualité/longueur d'onde/précisions résolution/cross-id par mission/télescope A B C
  - Chronologie (années/longueur d'onde) pour les missions IS, S, smm/mv/Rad
- **Redshifts**
  - Qualité des z/1/z/2 pour les étoiles et les objets extra-galactiques dans
- **Magnitudes**
  - Les principaux systèmes photométriques : ADPS Astronomical Magnitude Systems
  - Recherche par longueur d'onde (colonne "lambda0") / instrument ou système phot
  - Les magnitudes UBVRHKugriz dans Simbad
  - VO Filter Information service : Filtrage/Instrument(Télescope)
- **Types spectraux**
  - Types spectraux dans SIMBAD
    - doc générale
    - précisions supplémentaires pour certains types d'objet : BD\*,WD\*,HR\*, HII, G
  - Doc wikipedia

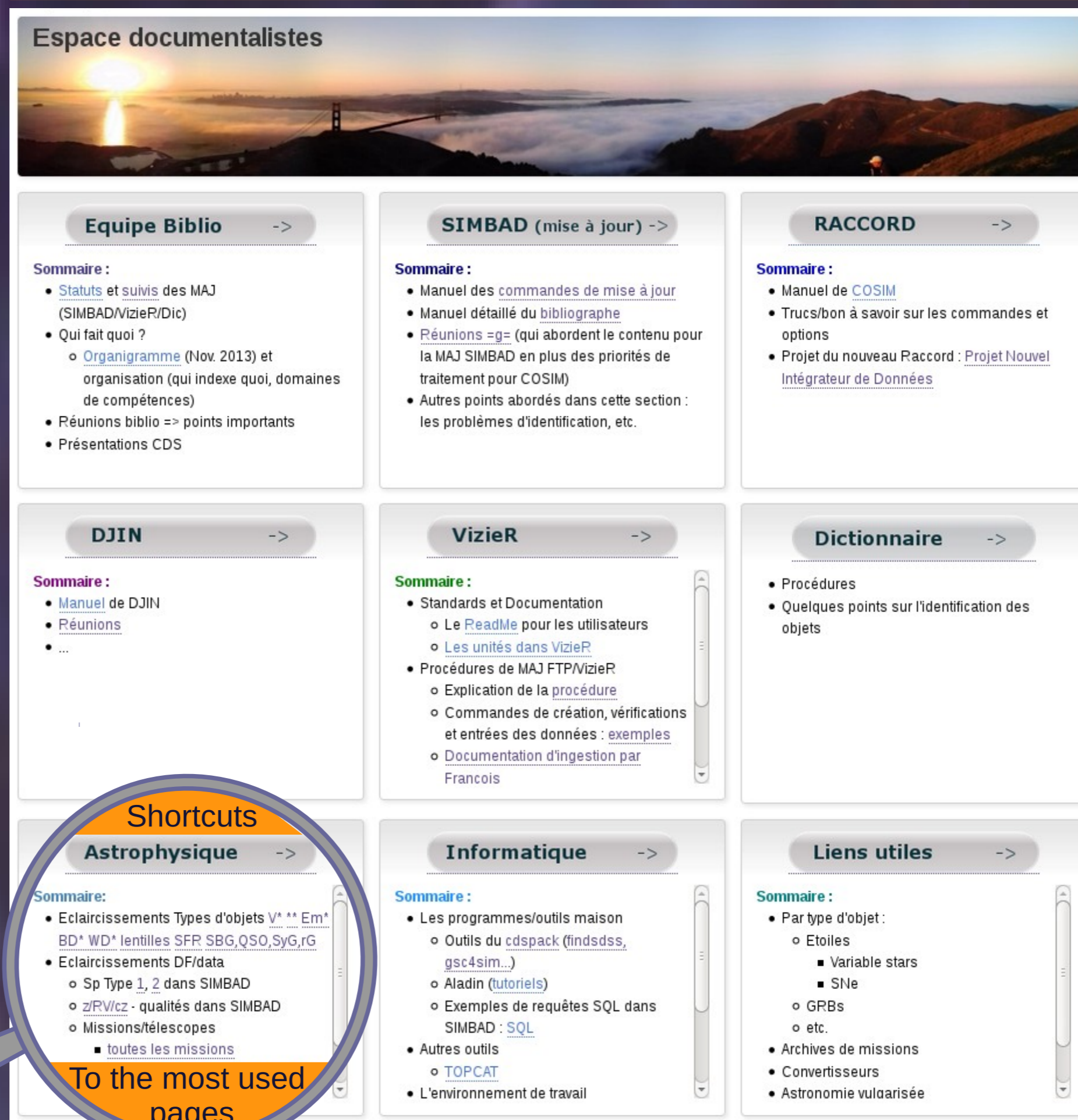
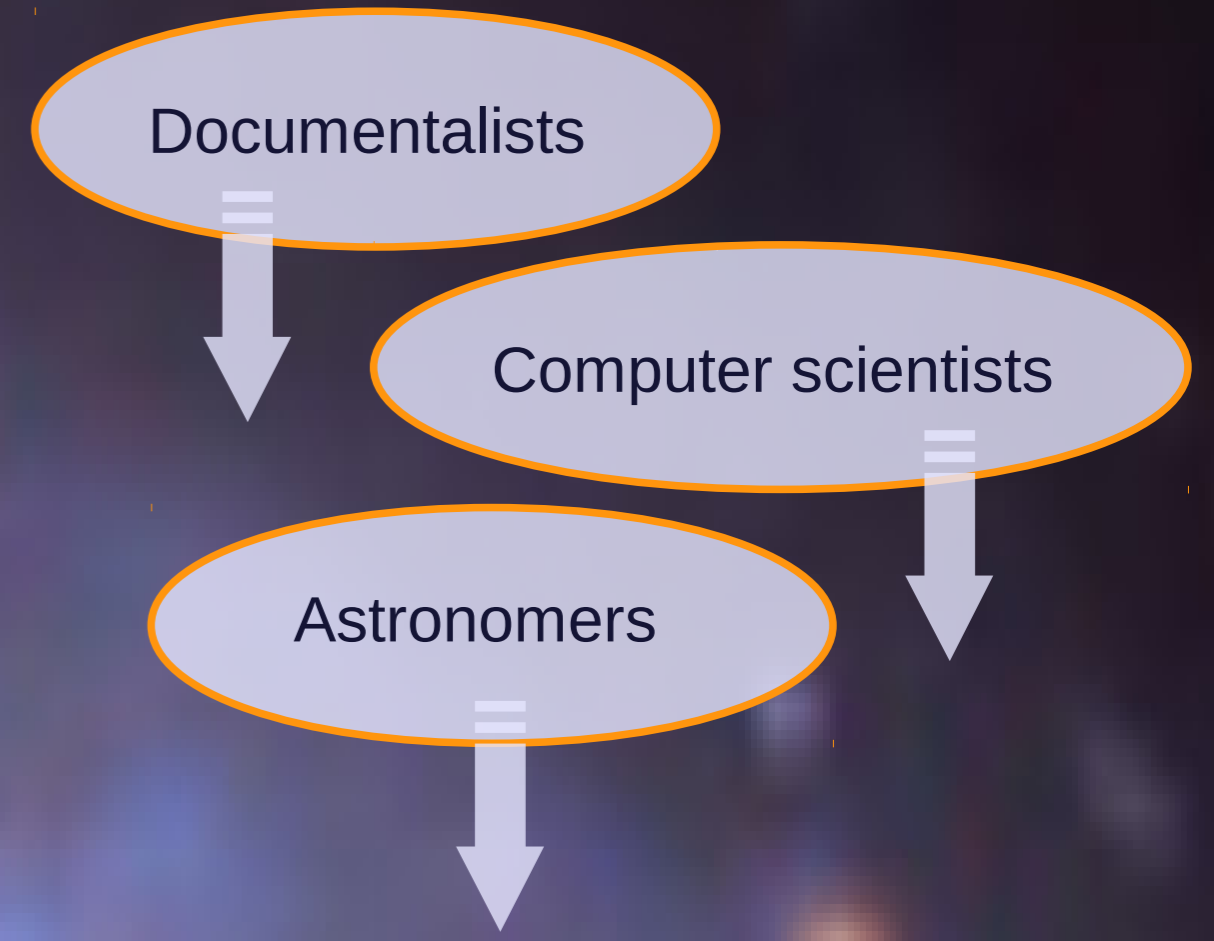
**Autres sujets astronomiques:**

- Champs profonds

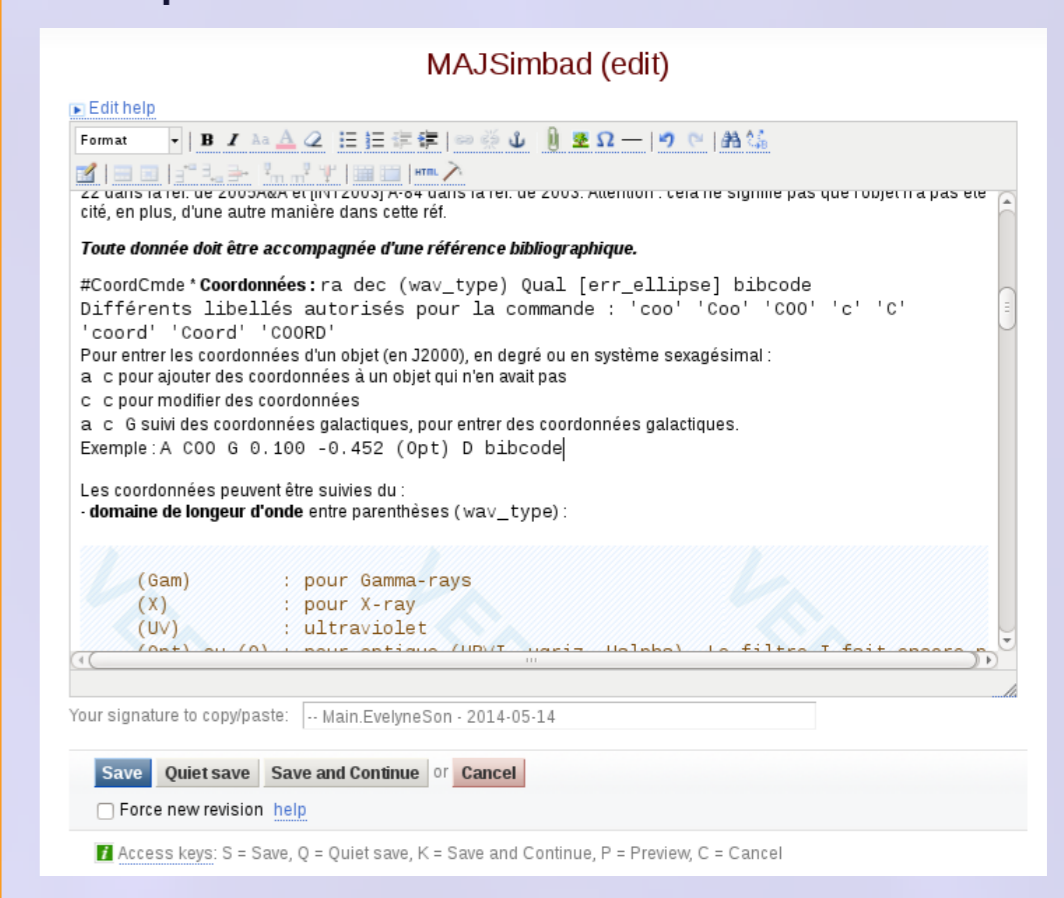
### Links to pages...



### Home Page

**Edition : everyone can easily add, complete, correct and refine data.**



### The Twiki space on a day to day basis

Common knowledge : the information is available for the whole staff

One place to find the good information : it's easy and accessible

Preservation of information, common memory

Added value

Normalisation of work practices

Training of new staff and keeping track of the knowledge of retiring staff

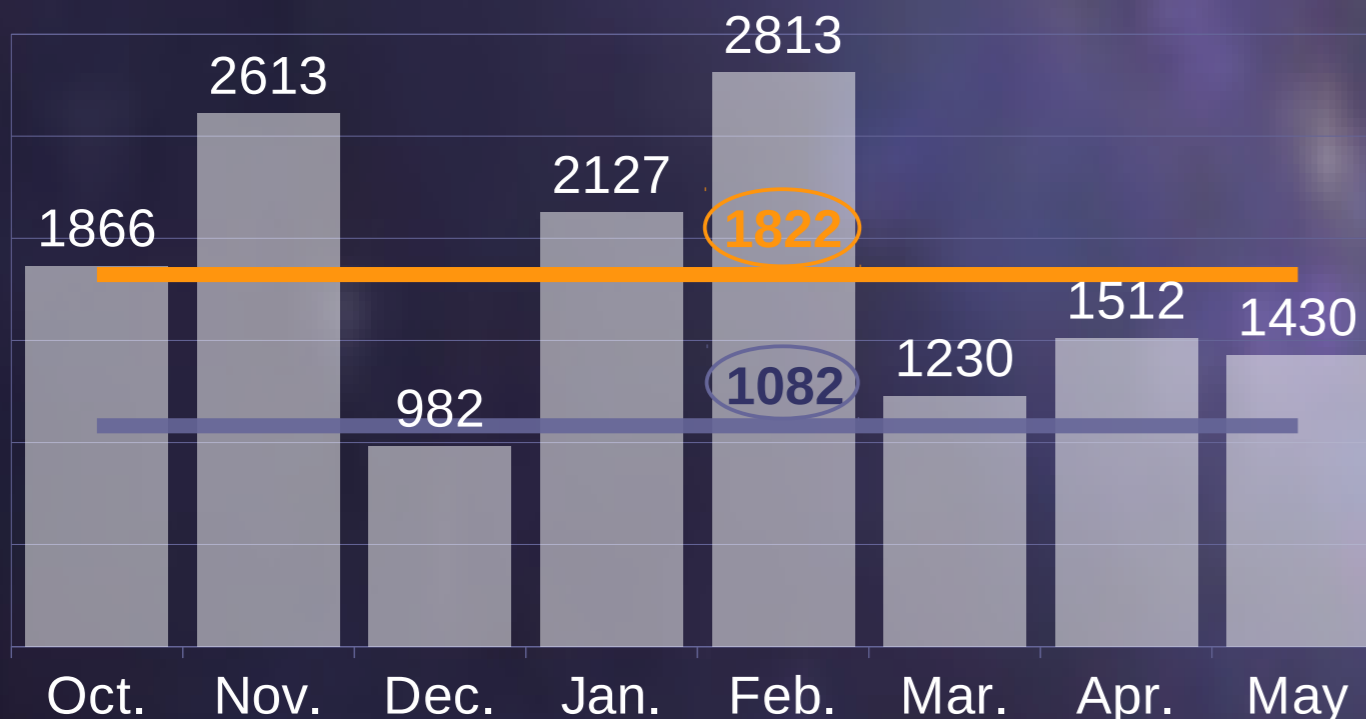
Someone struggles, finds a solution and shares it with everybody

Work monitoring in real time for complex and shared tasks

Save time

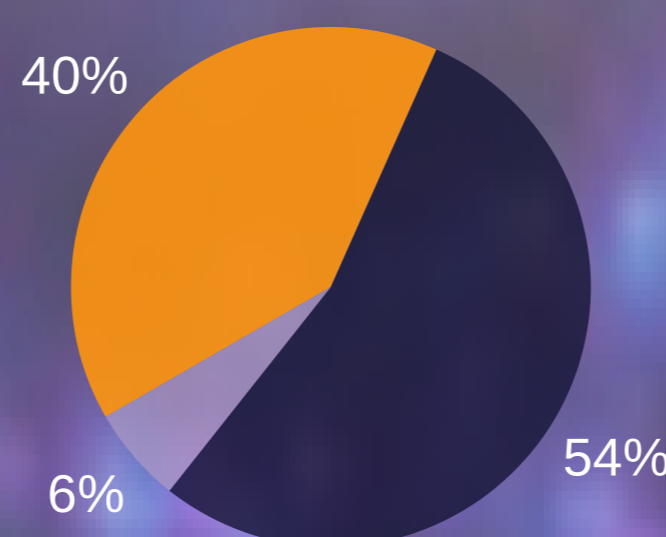
Improve productivity and efficiency

### Number of requests



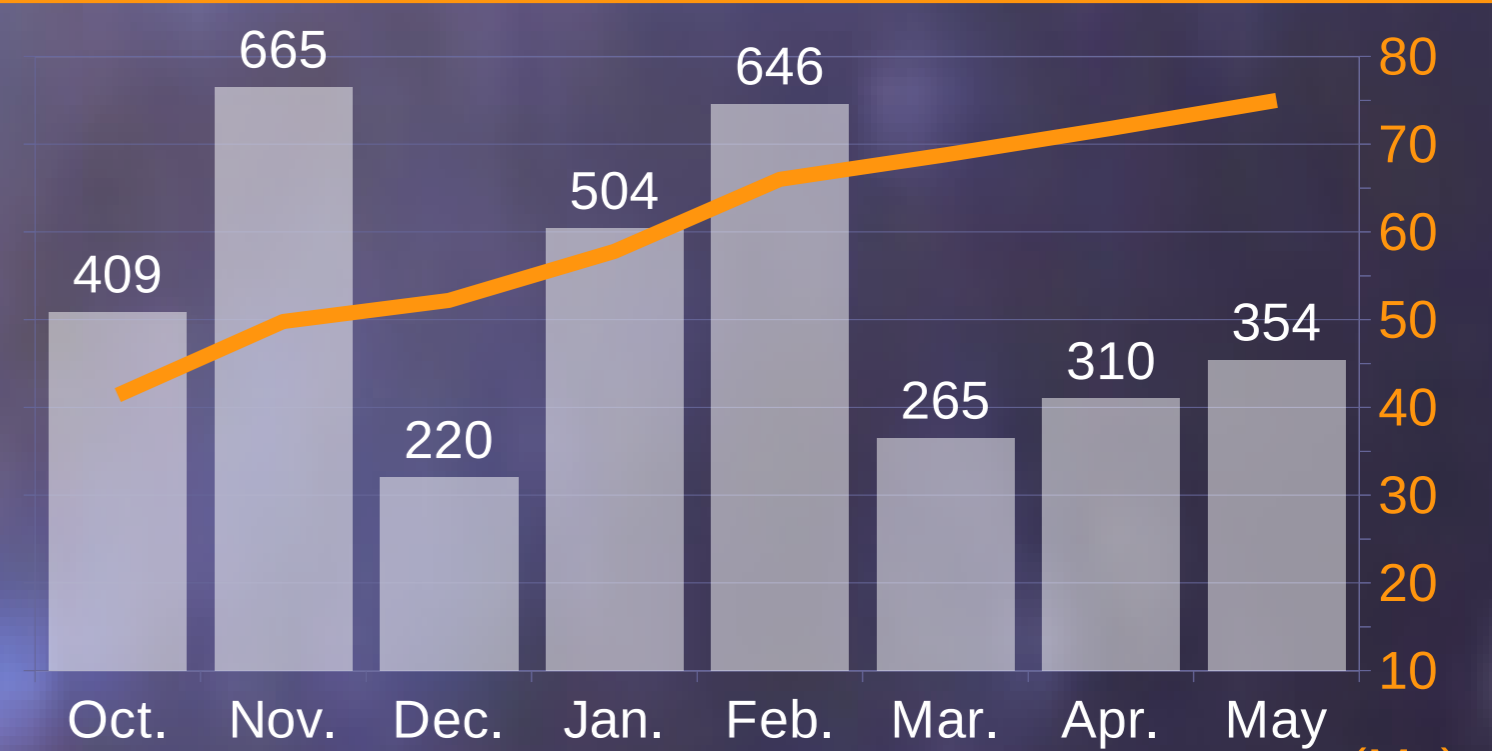
■ Number of requests : 2013 October – 2014 May  
 — Average 2013-2014  
 — Average 2012-2013  
**14 573 requests / 8 months**

### Use by the CDS staff (34 people)



■ Regularly  
 ■ Occasionally  
 ■ Not at all

### Updates and volume increase



■ Updates number : 2013 October – 2014 May  
 — Data volume increase (raw text format only, in Mo)  
**3 373 updates / 8 months + 92% Text data / 1 year**  
**Updates average : 422 / month (vs 172 / month last year)**