



melcome





Technical Body Officers training

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# Training sessions New Technical Body Officers

welcome

### Els SOMERS Your moderator today







# Training sessions New Technical Body Officers

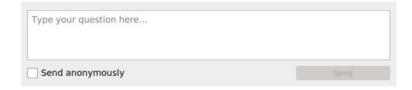
Question and Answer

0

You 04:36 PM When is the next session?

You are muted.

Please ask your questions via the Q&A panel.







# IT tools in the CENELEC environment

Anna Gaugeler Elisa Matarrese Eric Cornez Mélanie Herfurth





## Poll: your IT tools experience









- 1. Collaboration Platform (CP)
- 2. Committee Internal Voting (CIV)
- 3. Projex-Online
- 4. Zoom
- 5. QuickSearch
- 6. Forthcoming evolution



### IT tools in the CENELEC environment

# **1. Collaboration Platform**



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• Direct link: <u>https://collaborate.iec.ch/</u>

CENELEC

- Via the CENELEC homepage > Tools section:
- Login: IEC = CENELEC



- Your personal lists depends on your access permissions given via Expert Management System (EMS)
- Access:

IEC

- CCMC: Technical Body Officers & observers (Affiliates, Partners, EC, ...)
- National Committee (NC) admins: national experts



### Accesses

- Editor: full write access (Officers, CCMC staff)
  - can create folders,
  - upload documents,
  - move or delete all folders or documents
- Author: limited write access (NC officials, Members, Observers)
  - can create folders,
  - upload documents,
  - move or delete own folder or documents
- Reader: reading access only (National Participants)





### Information – IEC Academy

GUIDANCE

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2018-06-06 The new IEC Collaboration Platform – Training for all users

2019-07-09 IEC Collaboration Platform (CP) – Update





### Information - CP

GUIDANCE TB OFFICERS STANDARDS PROCEDURES

IEC.	$\equiv$		Q Search groups	$\times$ Collaboration Platform	
<ul> <li>▲</li> <li>■</li> <li>▲</li> <li>■</li> <li>■</li> <li>↓</li> </ul>	Information User guide FAQ Release notes Release 2020-09-07	*	User guide  Image: SSO Login  My Dashboard  Sidebar and Top bar		Information Release notes / FAQ
0 \$	<ul> <li>Release 2020-02-26</li> <li>Release 2019-10-30</li> <li>Release 2019-05-28</li> <li>Release 2019-03-20</li> </ul>				A step by step guide to using the new IEC Collaboration Platform Version 1.6 (2019-06-13
9					

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- Versioning
  - Management of document versions
  - Previous versions remain available
  - Summary of changes
  - Author users can upload new versions, whether or not being the owner

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• Document move

Editors can move documents between workspaces

• Custom distribution lists







## 2. CENELEC Committee Internal Voting (CLC CIV)





• Similar to the CIB = CEN Committee Internal Balloting



- Login: IEC = CENELEC = some National
- Access:
  - Default: Vote Owner = TC/SC Secretaries, Assistant Secretaries, BTTF Convenors
  - National Committee (NC) admins: Voter = representatives of CENELEC National Committees
  - CCMC: Commenter = Partners, external liaison organizations, CLC Consultants





- Direct link: <u>http://www.iec.ch/clcvotes</u>
- Via the CENELEC homepage > Tools section: Electronic Voting

s & experts only)	Technical Docum		e Internal Voting nagement Documents Committee Internal Voting Votes Sta		anie Herfurth (xs-n	herfu	rth) (S Lo	gout
ystem	Group by :		▼ %Reset					
	Vote N° Replies	Edit Vote	Reference	÷	Management Body	÷	End Date	^
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	2	1	Confirmation EN 50XXX		9XA		2018-06	i-30
	~	1	Submission of EN XXX to FV		9XA		2018-08	-30
	××-	1	New convenor		9XA		2018-07	-01
	×>	1	New WI		9XA		2018-07	-01
	N.	1	New Convenor		9XA		2018-07	

- Login: IEC = CENELEC = some National
- User guide on the CENELEC Website: Members & Experts > Resource Area > Manuals



Electronic voting

PROJEX Online







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### How to create a Vote

- Click on the Add button
- Your personal list shows all committees for which you have been granted access permissions (see EMS)

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• Create the questions & answers



inswers			
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- Select -	$\checkmark$	- Select -	$\mathbf{\sim}$





### Download the results as a zip file

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All 🔻		All	All 🔻	All 🔻	
N	A	Liaison	216	2018-07-27	<b>1</b>
N	A	TC 34/Sec/00109/CD	34	2018-08-29	1
N	1	TC216(Sec)251 Decision 06/2018	216	2018-09-02	1
N	1	TC62/Sec1161/Q - Acceptance of revised CLC/TC 62 Business Plan	62	2018-09-07	1
N>	1	TC79/Sec1380/Q - Decision 03/2018 - NWI amendment of CLC/TS 50136-9:2017	79	2018-09-14	1
N)	1	TC79/Sec1381/Q - Decision 04/2018 - NWI amendment of EN 50136-3:2013	79	2018-09-14	1
N)	£	TC79/Sec1383/Q - Decision 06/2018 - NWI for a PWI - TS 50661-7	79	2018-09-25	1
N.	A	TC79/Sec1384/Q - Decision 07/2018 - NWI for revision of EN 50134-5:2004	79	2018-09-28	<b>a</b>



### Notifications

- Opening of the vote
- 4 weeks & 1 week before the deadline
- Closure of the vote

CENELEC This email has been generated from CENELEC Committee Internal Voting (CIV)

This is an automated message; do not reply to this e-mail.

Dear Madam, Dear Sir,

#### Dear Voter

Votes for the documents in the following list are closing in the next week

Committee	Reference	Title	Link	Opening date	Closing date	Status
9XA	EN 50XXX - Review	Review on EN 50XXX	{Link to voting}	2018-04-17	2018-05-24	active
9XA	BP	Draft revision of the Business Plan	{Link to voting}	2018-04-19	2018-05-24	active
9XA	prEN 50XXX 1st working draft	prEN 50XXX 1st working draft for comments	{Link to voting}	2018-04-23	2018-05-24	active

To cast a vote and/or submit a comment, please log-in on the Documents open for Vote page.www.iec.ch/clcvotes

Note on your Comments: Please note that comments will only be taken into account if: the comment form has successfully been uploaded and you have received an e-mail notification, approximately 20 minutes after the file was uploaded, confirming that your file has been accepted by the system.

For content issues, please contact the responsible Secretary. For technical/functional issues, please contact the CENELEC Helpdesk (itsupport@cencenelec.eu)

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#### Thank you and best regards.



### IT tools in the CENELEC environment

# 3. Projex-Online



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## Projex-Online



### Recorded trainings available online:

https://www.cencenelec.eu/News/Events/Pages/EV-2020-25.aspx

### Access :

Direct link: https://projex.cencenelec.eu/

#### CENELEC Website (section Tools and services) Tools (members & experts only) Collaboration Platform Collaboration Platform Electronic voting FTP Server Expert Management System PROJEX Online Quick Search CENELEC BOSS



## Projex-Online



### = An action is expected from the Technical Committee

🖕 CLC/TC 9X			
Electrical and elect	ronic applications for railways		
Status:	Active		Access to TC platform
Secretariat:	AFNOR-CEF		
Secretary:	Mr D. Miglianico 🖂 (	) (Appointed on 2017-02-15)	
Chairperson:	Mr P. Marmo (IT) (Appointed on 2015-08-19)		
CCMC PM:	Mr T. Legrand 🖂 (		

Work programme Alerts Technical body substructure Technical body details Participation Meetings Timeline

Number of Results: 18 Alerts: 🛕 5 🚖 11 🛕 2								
🔨 🛛 WI Number 🖓	Reference ү	Title 🕎	Deliverable Expected 🍸	Stage Code 🍸	Deadline 🍸			
20508	EN 50128:2011	Railway applications - Communication, signalling and processing systems - Software for railway control and protection systems	Start of review	90.00.0000				
21416	EN 50533:2011	Railway applications - Three-phase train line voltage characteristics	Start of review	90.00.0000				
22267	EN 50467:2011	Railway applications - Rolling stock - Electrical connectors, requirements and test methods	Start of review	90.00.0000				
23348	EN 50526-3:2016	Railway application - Fixed installations - D.C. surge arresters and voltage limiting devices - Part 3: Application Guide	Start of review	90.00.0000				
23349	EN 50633:2016	Railway applications - Fixed installations - Protection principles for AC and DC electric traction systems	Start of review	90.00.0000				
23573	EN 50617-2:2015	Railway Applications - Technical parameters of train detection systems for the interoperability of the trans-European railway system - Part 2: Axle counters	Start of review	90.00.0000				
24349	EN 50592:2016	Railway applications - Testing of rolling stock for electromagnetic compatibility with axle counters	Start of review	90.00.0000				
24350	EN 50405:2015	Railway applications - Current collection systems - Pantographs, testing methods for contact strips	Start of review	90.00.0000				
59019	EN 50152-3-2:2016	Railway applications - Fixed installations - Particular requirements for a.c. switchgear - Part 3-2: Measurement, control and protection devices for specific use in a.c. traction systems - Current transformers	Start of review	90.00.0000				
59020	EN 50152-3-3:2016	Railway applications - Fixed installations - Particular requirements for a.c. switchgear - Part 3-3: Measurement, control and protection devices for specific use in a.c. traction systems - Voltage transformers	Start of review	90.00.0000				
6716	EN 50125-2:2002	Railway applications - Environmental conditions for equipment - Part 2: Fixed electrical installations	Start of review	90.00.0000				
70209	CLC/prTS 50711	Railway applications - Fixed installations - High-voltage/low-voltage prefabricated substations in AC and DC electric traction systems	Acceptance of TS draft	30.99.0979	2021-01-15			
70253	EN 50463- 4:2017/prA1	Railway applications - Energy measurement on board trains - Part 4: Communication	Acceptance of ENQ draft	30.99.0979	2020-09-15			
70743	CLC/prTS 50712	Railway applications - Current collection systems - Technical criteria for the interaction between pantograph and overhead lines on electrified roads	Acceptance of TS draft	30.99.0979	2021-01-15			
71559	CLC/prTS 50238-3	Railway applications - Compatibility between rolling stock and train detection systems - Part 3: Compatibility with axle counters	Circulation of 1st WD	20.60.0979	2020-11-27			
71560	prEN 50617-1	Railway applications - Technical parameters of train detection systems for the interoperability of the trans-European railway system - Part 1: Track circuits	Acceptance of ENQ draft	30.99.0979	2021-01-20			
71563	prEN 50388-2	Railway Applications - Fixed installations and rolling stock - Technical criteria for the coordination between electric traction power supply systems and rolling stock to achieve interoperability - Part 2: stability and harmonics	Acceptance of ENQ draft	30.99.0979	2021-01-20			



## Projex-Online



Get more information on the alert.

### $\succ$ Mouse over the alert icon:

Numb	Number of Results: 18 Alerts: A5 A11 A2								
$\triangle$	WI Number	P	Reference ү	Tit					
	20508		EN 50128:2011	Ra					
	Review		EN 50533:2011	Ra					
∕	CLC		EN 50467:2011	Ra					
A	23348		EN 50526-3:2016	Ra					

### Click on the icon:

#### Alert Information

This document should be reviewed.

#### Possible actions:

The review process at TC level is triggered 1 year before the "stability date". The TC is responsible for performing the review and the subsequent decisions are to be included in the TC report to CENELEC/BT for approval. If there is no active TC, BT is responsible for the review.



from 02:00 until 20:00 (Central European Time)

CENELEC Projex-Online Login

Use this option if you only have a local CEN-CENELEC account

Select this option if you have an account in the **Standardization Identity Federation** (eg: ISO Global Directory account, IEC Expert Management System account)

valiable from Monday to Friday,

Preferred Login

CENELEC

Alternative Login

Please note that the service

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Since 5 October: access to Projex-Online has been extended to CEN & CENELEC experts

- Access rights are now based on the roles in Expert Management System: In EMS
- Users are encouraged to authenticate themselves using the option "Preferred login":

Will be removed in Q1/2021

Secretary Acting Secretary Assistant Secretary Chair Convenor Member NC Official National Participant



Projex-Online



### IT tools in the CENELEC environment

# 4. Zoom web conferences



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### What? Web conference tool

- Free access to web conference facilities
- Personal account
- Not limited in time

### Where?

- CEN-CENELEC Homepage
- Link: <u>https://www.cencenelec.eu/aboutus/ourservices/WebConf</u>

### How? Request email to <u>webconf@cencenelec.eu</u>

- Name and Email address
- Organization (CEN or CENELEC)
- Reference of the TC(s) and eligible role in the TC(s)
- If a Zoom account already exists





### Who? Eligible roles

- Active Secretaries, Convenors, and their Assistant and Acting Secretaries + Support Teams (TC, SC, WG level)
- Active Chairpersons and their support teams
- Eligibility for Project Team leader is under discussion

### **Restrictions?**

- CCMC recommends and supports Zoom (not mandatory)
- Alternative ways of joining a Zoom meeting
  - Phone dial-in
  - Use of Zoom mobile application
  - Use of Zoom web client
  - Use of Skype for Business client







### Main features

- Organize CEN or CENELEC meetings (video, audio, collaboration)
- Host meetings or schedule meetings on behalf of someone else
- Conferences with up to 500 participants
- Recording of meetings
- Screen sharing
- Use of meeting chat
- Use of parallel rooms and workspaces (breakout rooms)
- Nonverbal feedback mechanism icons such as raise hand
- Possibility to conduct surveys







### Information & support

- CEN-CENELEC web page <u>https://www.cencenelec.eu/aboutus/ourservices/WebConf</u>
- CEN-CENELEC Zoom <u>https://cencenelec.zoom.us/</u>
- CEN-CENELEC Quick <u>Help</u> to Zoom meetings
- CEN-CENELEC Quick <u>Guide</u> to Zoom meetings
- Email to <u>webconf@cencenelec.eu</u>





### IT tools in the CENELEC environment

# 5. QuickSearch



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### and direct way on:➤ CEN & CENELEC BT decisions,

- CEN & CENELEC standardization work,
- ➢ CEN & CENELEC technical bodies.

### Access?

What?

Direct link: https://quicksearch.cencenelec.eu/

QuickSearch





QuickSearch is a password protected application allowing users to search in an easy



## QuickSearch



### **Users?**

- Allowed to consult Standardization work and Technical bodies information:
- > All Projex-Online users

Allowed to consult BT decisions:

- Currently: CEN BT members and CENELEC Permanent Delegates
- > To come (Q1/2021): access extended to CEN and CENELEC TC/SC secretaries and chairs



## QuickSearch







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### IT tools in the CENELEC environment

# 6. Forthcoming evolution



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## Forthcoming evolutions

- New public web site + experts portal (2021 Q2)
- CENELEC meeting registration system (2021)
- Online Collaborative Authoring (Ongoing)



## Online Collaborative Authoring







# Thank you! Questions?

### IT Team <a href="mailto:itsupport@cencenelec.eu">itsupport@cencenelec.eu</a>

### www.cenelec.eu

Follow us

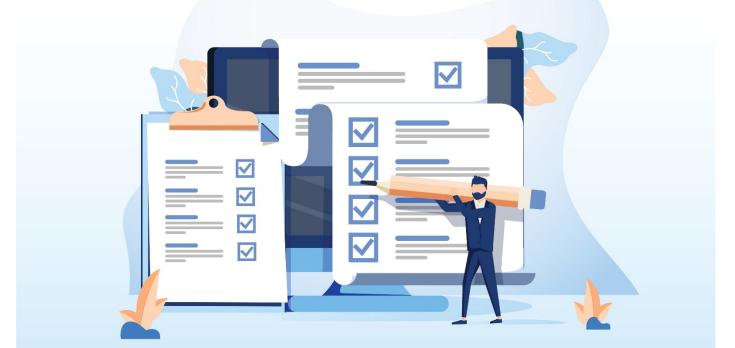




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## Your feedback is welcome!



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## Best wishes...



#### THANK YOU FOR YOUR CONTINUOUS SUPPORT. WE WISH YOU ALL THE BEST FOR 2021

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