

From: Nick Walker, To: Main Linac Area System Leaders, March 16, 2006

Dear Chris, Hitoshi, Lutz, Nikolai,

As you are aware, we have scheduled the first of our weekly Area System videoconference meetings for next Tuesday, 21/3, and that the focus of this meeting will be the Main Linac System.

The meeting is scheduled for two hours. We propose that approximately one hour of presentation be planned, which would allow the remaining hour for discussion.

These meetings are primarily designed to aid communication between the respective technical groups, and the RDR management: they are our opportunity to ask questions and your opportunity to raise issues.

We propose three informal presentations covering the following points:

1. General Layout and component counts (25')
2. Associated CF&S (25')
3. Operations & reliability issues (10')

The times should only be taken as a rough guide (and do not include discussion). In order to focus the discussions more, we have collected a list of general questions which we would like you to consider during your presentations:

- What are the design criteria that have driven your choices?
- What performance overheads are included in the design?
- Are their outstanding (cost-relevant) design choices?
- Is all the cost-relevant information available to the TS groups?
- What is the status of the TS groups (with respect to the Main Linac)?
- Are there identified 'costing bottlenecks'?
- Can you foresee cost saving modifications, and what would their performance impact be?
- What specific costs models are being developed for the SCRF? Specifically what mass production models (cavity preparation, cryomodule assembly, testing, QA/QC etc) are being considered?

We have set up an evolving agenda on our ILC InDiCo server:

<http://ilcagenda.cern.ch/conferenceDisplay.py?confId=296> (this is for Main Linac – March 21)
<http://ilcagenda.cern.ch/categoryDisplay.py?categId=58> (gets entire agenda and links thru May 2)

where I have provisionally placed the three presentations listed above. You are free to add specific agenda items as you see fit (send them to me with a cc to Max). I will leave it up to you who gives the presentations. We have intended that these meetings be System Area driven, so you four should take the lead. But if you feel that you would like to have one of the Technical Systems present some information, then I will leave that up to you. (The only constraint is the ~1 hour).

Please note that it is very important that all presented material be uploaded to the InDiCo agenda before the meeting. We are likely to have several people attending via telephone, and they will need this material in advance.

If you have any questions, comments or suggestions, please don't hesitate to contact me.

Regards, Nick (for the RDR management)