

NA 2008 Connectathon Checklist

This checklist identifies significant dates participants must meet as they prepare for the NA 2008 Connectathon.

Date	Description	Category
June – August, 2007	Review Technical Frameworks; decide which to support for Connectathon; assign appropriate resources.	Normal engineering planning
Aug 15, 2007	Begin online Connectathon registration in Kudu tool (http://ihe-kudu.wustl.edu/na2008).	Advice to start registration in Aug. Do not wait until Sep 13 to begin.
Sep 21, 2007	Completed Connectathon registration material due with payment to the RSNA	Connectathon requirement for all
Sep 21, 2007	Completed HIMSS Showcase registration material due with payment to HIMSS	Required for HIMSS Showcase participants
Aug 15 – Sep 28, 2007	Telephone interviews conducted with engineering representative of each Connectathon system. A 15 minute telephone interview with the Connectathon Technical Project Managers (Moore, Felhofer) is a required step in the Connectathon process.	Connectathon requirement for all
Oct 5, 2007	Install pre-Connectathon test software and submit results for test indicating installation is complete.	Connectathon requirement for all
Oct 3-4, 2007	Workshop for HIMSS demonstration participants. Systems that only participate in Connectathon testing and not in showcase demonstrations do not attend.	Required attendance for participants in demonstrations.
Oct – Dec, 2007	Perform required pre-Connectathon tests for your systems. Enter test results in Kudu	Connectathon requirement for all
Oct – Dec, 2007	Review Connectathon test plans as they are published.	Normal engineering planning
Nov 15, 2007	You should know what equipment (or at least what kind of equipment) will be shipped to the Connectathon. Enter your system's configuration information into the Kudu web system (port numbers, application titles,...)	Connectathon requirement for all
Dec 31, 2007	Deadline for all pre-Connectathon (MESA) tests to be completed with results entered in Kudu	Connectathon requirement for all
Dec 2007 – Jan 2008	Arrange shipping to/from Connectathon. You are responsible for delivery of packages to the hotel and from the hotel holding area to your table.	Requirement unless you walk in with laptops.
Dec 21, 2007	Register all Connectathon staff members in the Kudu tool.	Connectathon requirement for all
Jan 1, 2008	Prepare your equipment for shipping: <ul style="list-style-type: none"> • Enter configuration for peer systems in your equipment before you arrive in Chicago • Know the network configuration for the event. • Besides the normal equipment, bring an Ethernet hub and extra cables (network and power) 	Connectathon requirement for all
Jan 7-11, 2008	Connectathon Technical Project Managers have completed review of pre-Connectathon test results. Any participant considered at risk for Connectathon failure will be contacted during this week.	Connectathon preparation
Jan 11, 2008	Order power for your table from the hotel.	Connectathon requirement for all
Jan 28, 2008	Your equipment has to be at the Connectathon site in advance of the Connectathon. There will be a separate logistics document. If you are shipping equipment, make sure you provide enough time (especially for international shipping). Many participants now bring their implementation with them on a laptop.	Connectathon requirement for all