



# AI Sweden

## Technology Infrastructure

### – Use Case Journey and Checklist



#### Initial Discussions

##### 1) Partnership check

To be eligible to use the technology infrastructure you need to be a partner or a student in a program associated with AI Sweden. Verify whether your organisation is a partner: [AI Sweden partners](#).

##### 2) Initial discussions on the specifications

To ensure our infrastructure perfectly aligns with your project, we'll have an initial discussion about your data, technical needs, desired lab usage duration, and any collaborations. This helps us confirm that our resources meet your goals and comply with all regulations.

##### 3) Fees

Fees for using our technology infrastructure vary based on the specific use case and setup.

- a) Use cases part of a funded project – fees will typically be covered by your project budget.
- b) Students or talents - no fees are applied for students or participants in talent programs associated with AI Sweden.
- c) Partners running your own projects - you will be charged an upfront fee, the exact amount to be detailed in the agreement.



## Use Case Specification

Once we have established your needs and expectations, we will send you a form to gather the specific details of your use case. We encourage you to be as precise as possible, and please don't hesitate to contact your partner manager or the Labs team for support.

### 1) Use Case Description Form

Your answers will act as the basis for the Use Case Specification (5).

- General information/association.
  - Information about your company or organisation, like legal name, organisation number and country of incorporation
  - or -
  - If you are a student or part of a talent program, details about the work you will conduct during your time at AI Sweden
- Specifics about your use case including:
  - Name and description and individuals who will be using the infrastructure
  - The running time of your use case
  - The dataset/s you will be using (you can choose between any of AI Sweden's datasets or use an external dataset) and how sensitive they are from a data protection perspective
  - Contact person for the use case
- Requirements needed for your use case (please note that we can't guarantee access to the exact resources you require):
  - Type of processing units
  - Type of environment
  - Type of storage
  - Type of framework

### 2) Invoicing details

- AI Sweden associated project:
  - Name of project covering the cost
  - or -
- Companies or users running their own project:
  - Name of contact person for the invoice
  - Invoice reference
  - Preferred method for invoice



## Signing Agreements

Once we have established your needs and expectations, we will send you a form to gather the specific details of your use case. We encourage you to be as precise as possible, and please don't hesitate to contact your partner manager or the Labs team for support.

### 1) User Agreement

If there is no active agreement between us, we will need to sign either a company-wide or a department-specific one.

- **Company-wide Agreement**

This option requires sign-off from the CEO or equivalent and is preferable if multiple departments within your company will need access to the infrastructure. Please note that this agreement needs to be signed by a holder of power of attorney, and be aware that this process may take longer than a Department-Specific Agreement.

- **Department-Specific Agreement**

This can be signed by a head of a department eligible to sign on behalf of the company. It applies only to that specific department and is the preferred option for quicker access to the lab.

### 2) Data Protection Agreement (DPA)

Depending on the character of the data in the dataset you are planning to use we might ask additional questions about the dataset and require you to fill in a Data Protection Agreement (DPA).

Please note that we are not able to support you with specific questions about the character of your data. You or your company/organisation is liable for the data and responsible for providing us with correct information about what you are planning to use.

### 3) Use Case Agreement

Based on the information you provided in the Use Case Description Form, we will send you a specification of your use case. Sign the section concerning fees and that you are responsible for the data used in the use case. Changes to the data must be approved by AI Sweden.



## Use Case Realization, Training, and Support

### 1) Login credentials

All listed users in the use case will receive an instruction email with the title "AI Sweden | VPN instructions".

In the email you will find contacts for support, along with instructions regarding user name, password, VPN, SSH keys, and user guides.

### 2) Active support for using the infrastructure

We have experienced staff in the infrastructure that are available during office hours to help you with questions or concerns.

### 3) Conduct the use case

You are ready to start using the infrastructure. Please note that our infrastructure allows for small scale projects such as PoC. If you need support in this please contact either the technical staff or project manager for your use case.



## Offboarding and Scaling

### 1) Confirm use case end

We will keep track of when you are scheduled to end your use case and will contact the person that you have listed as contact person when the end date is closing in.

You can choose to prolong your use case, which needs to be actively confirmed. No additional fees will be applied until we have your confirmation of continuation.

### 2) Offboard the use case

If you no longer require our services we will offboard you and your use case will end. If you need to access the infrastructure again after offboarding, you will need to start the process over by filling in a new Use case specification.

### 3) Share the knowledge

We encourage you to share the knowledge that you have acquired by running your use case in our infrastructure and that you share your experience in using our equipment. You have a great platform at AI Sweden to share the findings that you have acquired, but we also encourage you to share this knowledge outside AI Sweden.

→ [my.ai.se/usecases](https://my.ai.se/usecases)

→ [my.ai.se/events](https://my.ai.se/events)