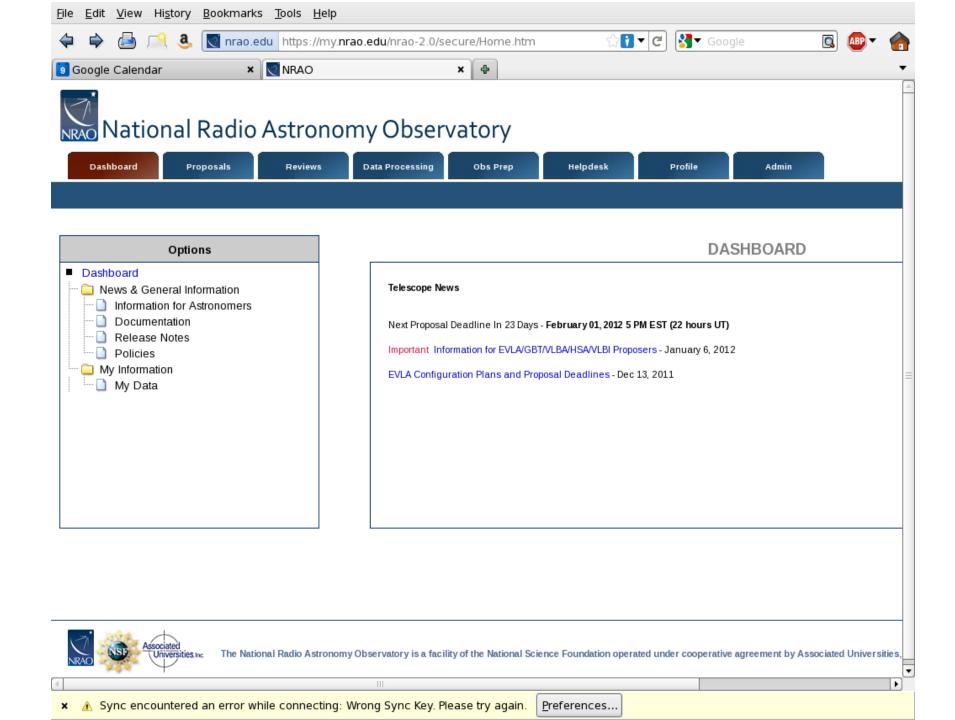
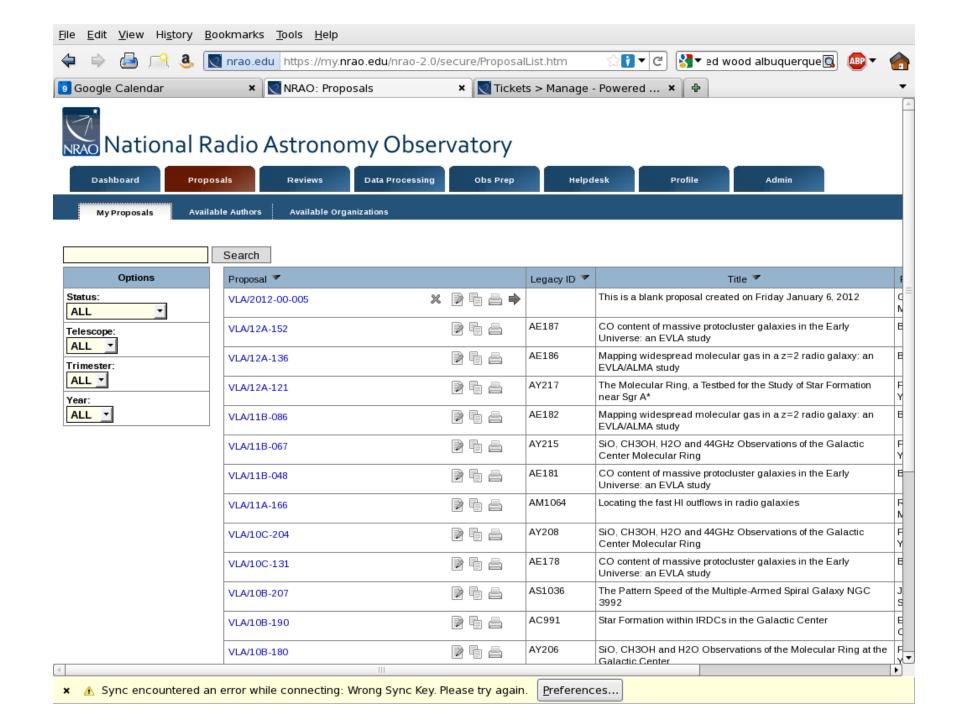
NRAO Proposal Tool (PST)

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NRAO Community Day 1/13/2012

Creating an NRAO proposal

- Proposal Submission Tool (PST)
 - EVLA, VLBA, GBT, but ...
 - for ALMA, use ALMA OT
- This presentation: EVLA-centric
- Accessing the PST
 - You must be registered at my.nrao.edu
 - Also allows access to other services (e.g. OPT)
 - Allows creating and submitting new proposals
 - Gives access to all proposals you are associated with regardless of your role (PI, co-I, contact author)





After submission

- Proposal deadlines
 - 2 per year: February 1 and August 1
 - E.g. this year: 12A and 12B
 - No longer tied to VLA configurations
- After deadline:
 - All submitted proposals evaluated by Science Review Panel and Time Allocation Committee
 - Observers will be informed of allocated time (if any) and scientific priority
 - Basic project information transferred to OPT

Types of proposals

- Regular (< 200h) ≤ 4 pages science justification
- Large (≥ 200h) ≤ 10 pages science justification;
 requires data reduction and release plan
- Triggered
 - pre-planned observations of transients whose event times are unknown a priori; well-defined triggering criteria are required
- Director's Discretionary Time
 - for a Target of Opportunity (unexpected, unpredicted, e.g. supernova in nearby galaxy) or Exploratory Time for high risk/high yield projects.

PST – major elements

- General
- Authors
- Science Justification
- Sources what do you want to observe
- Resources instrumental setup
- Sessions combines Sources and Resources
- Student Support

Interactive session. 1: creating a proposal

- Log on to my. nr ao. edu
- Click on Pr oposal s
- If you are on any proposals, they will be listed here. Click on New Proposal (upper right)
- Choose one telescope (here: EVLA) followed by Cr eat e in upper right
- It will list the new name at the top (e.g. VLA-2012-00-008). Click on that name.
- The tree structure of this new proposal is listed on the left, and the first part, 'General' is opened
- Click on Edi t in the upper right

Interactive session. 2: General

- Choose proposal type regular
- Scientific category: up to you!
- Abstract: type a few words (e.g. will be completed at a later date)
- Not a joint proposal
- Observing type: spectroscopy
- Observer present and staff support: up to you
- Click on Save in upper right

Interactive session. 3: Authors

- Continue on to Aut hor s in left tree
 - This should list yourself as sole author
 - Note that you are also PI and contact author
- Add one author (e.g. your neighbor) by clicking Add
- Type (part of) his/her name in search field and click
 Sear ch
- In case of multiple hits indicate correct one and click
 Save and the new author will be listed
- Display order can be modified by using up/ down
- Roles of PI and contact author can be reassigned

Interactive session. 4: Science Justification

- Science justification: .pdf or .txt
 - Uploaded by add, br owse, upl oad sequence
 - Can skip now; has to be present in order to submit
 - Max 4 pages (regular), 10 pages (large)
 - Both for science and technical justification

Interactive session. 5: Sources

- Sources can be added in three ways
 - Manually
 - Search in NED/SIMBAD
 - Load from local data file
- After sour ces on left, click on New Sour ce Group in upper right
- Give it a name and save
- Click sear ch NED/ SI MBAD and enter your favorite source (e.g. M31)
- Click Save

Interactive session. 6: Resources

- After click on Resour ces in left tree click on Add on the top right
- Enter name, conf i gur at i on, recei ver, back-end on top line
- Note how choice of back-end affects correlator setup table
- Choose a transition from the list
- Select one correlator setup
- When happy, click on save

Interactive session. 7: Sessions, Validating, and Submitting

- After click on Sessi ons in left tree click on New Sessi on on the top right
- Enter sessi on name and other information on top line
- Select a sour ce group (here just one) and a resour ce (here just one)
- Enter t i me and r ms you intend to reach (exposure calculator is useful here)
- Note Val i dat e, Pr i nt and Submit buttons in upper left