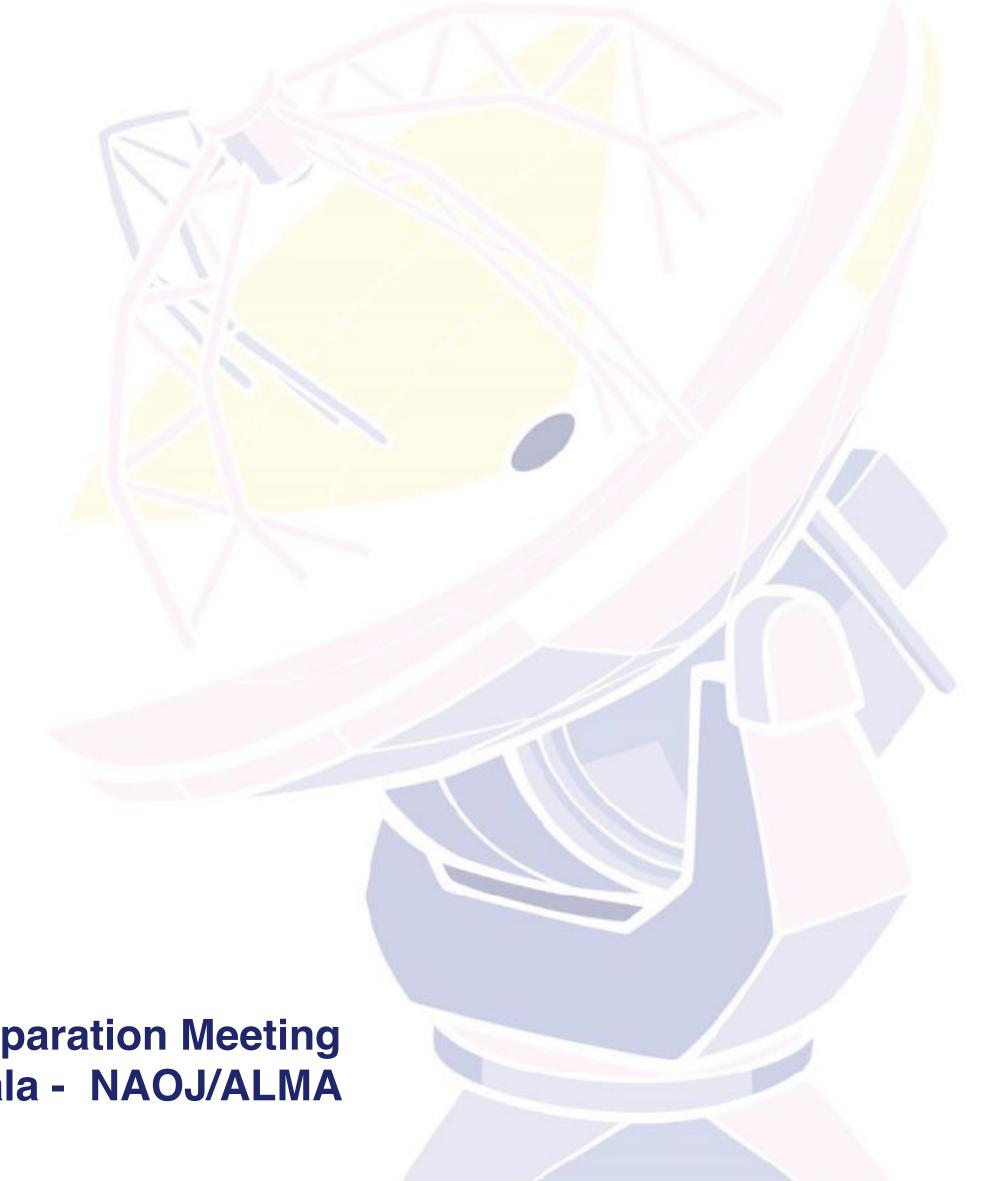
Observing Tool

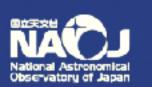
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Quick guide and new in Cycle 9, 2022



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ALMA Cycle 9 Proposal Preparation Meeting Jorge A. Zavala - NAOJ/ALMA



 Note that in order to submit proposals you will have to register with the ALMA Science Portal beforehand

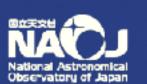
 Proposers must use the appropriate version of the OT for the cycle 9

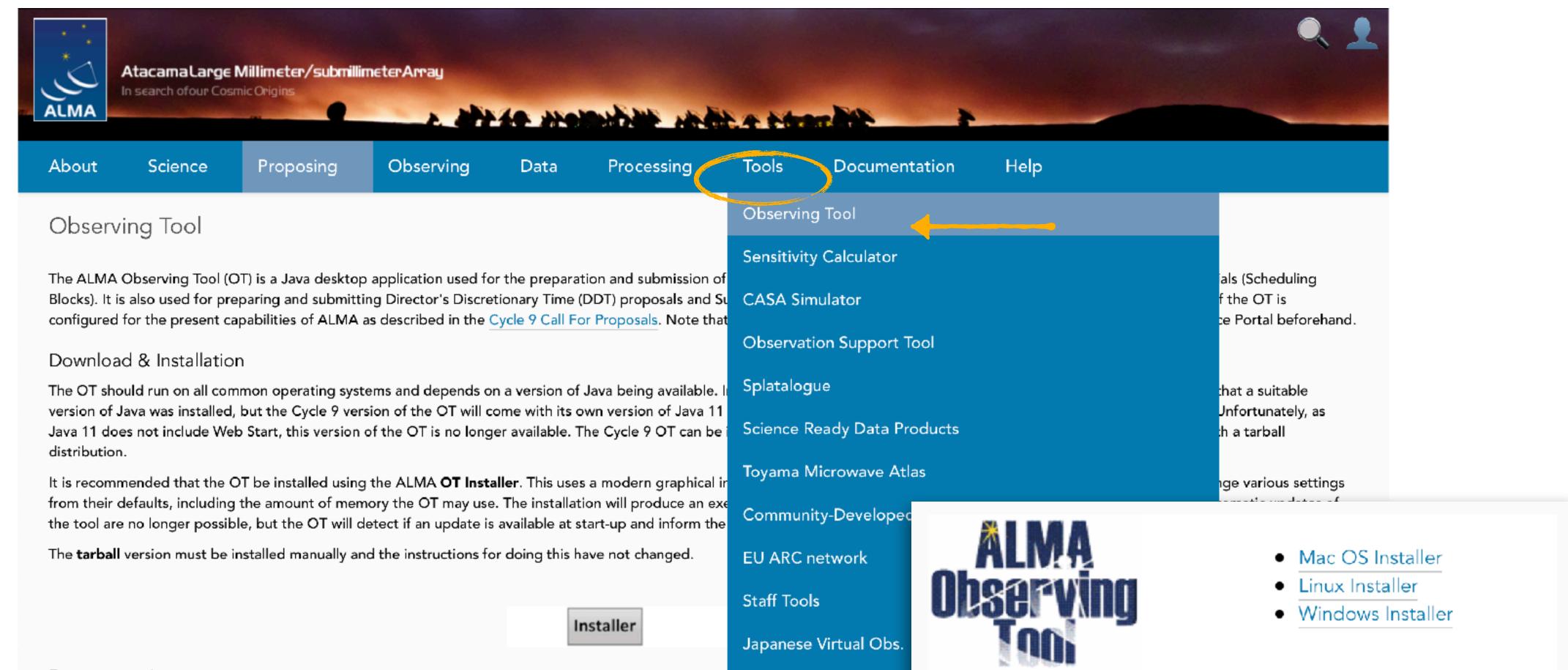
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https://almascience.nao.ac.jp/proposing/observing-tool





Solar Ephemeris

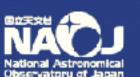
Documentation

Extensive documentation is available to help you work with the OT and optimally prepare your proposal:

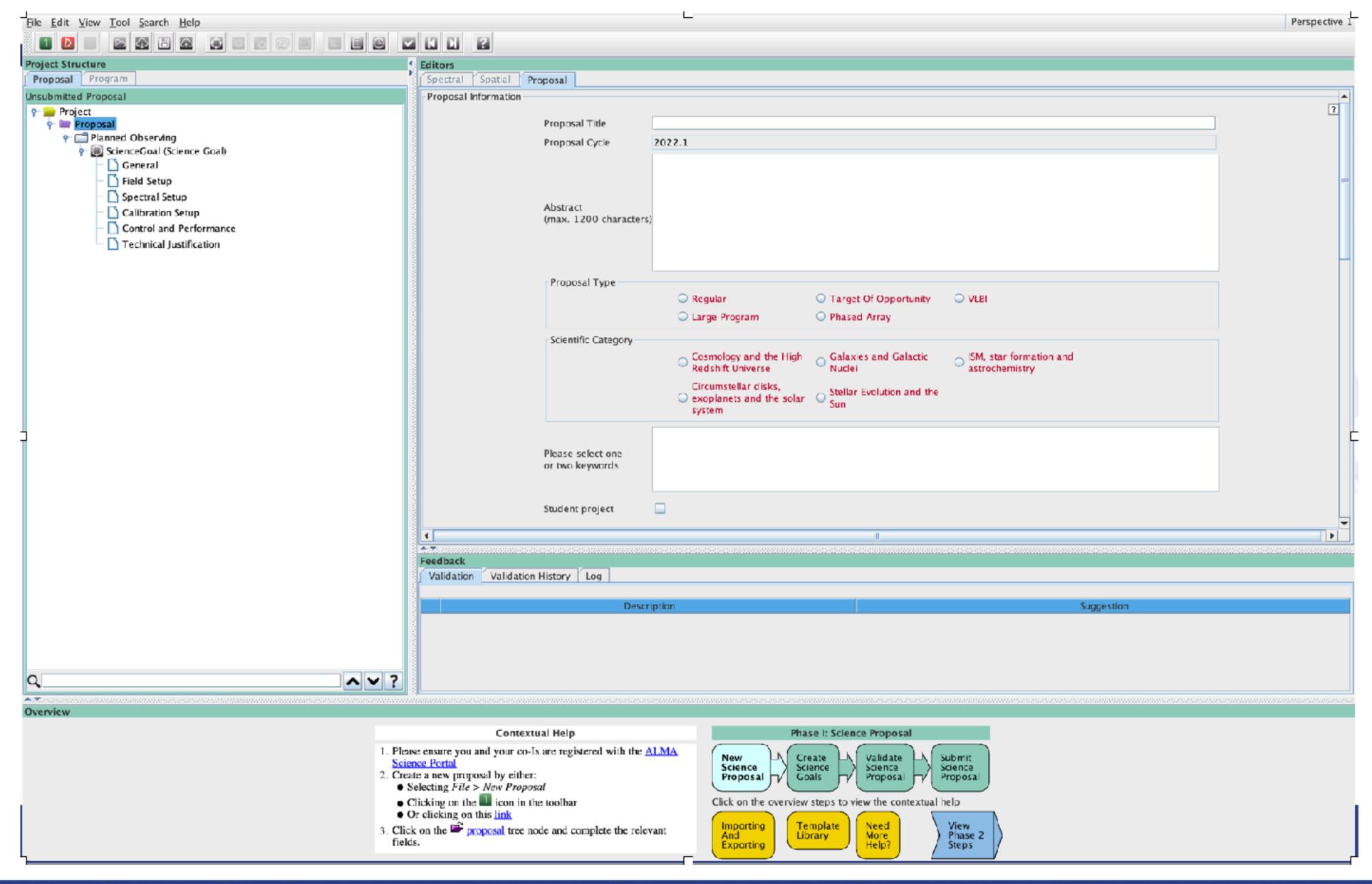
- If you are a novice OT user you should start with the OT Quickstart Guide, which takes you through the basic steps of ALMA proposal preparation.
- Audio-visual illustrations of different aspects of the OT can be found in the OT video tutorials. These are recommended for novices and advanced users alike.
- More in-depth information on the OT can be found in the <u>User Manual</u>, while concise explanations of all fields and menu items in the OT are given in the <u>Reference Manual</u>. These two documents are also available within the OT under the Help menu.

Troubleshooting

If you have problems with the OT, particularly with installation and/or startup, please see the troubleshooting page. A list of currently known bugs, their status and possible workarounds can be found on the regularly updated known OT Issues page. A further source of information is the OT section of the ALMA Helpdesk Knowledgebase - this contains a number of articles that deal with frequently-asked questions. After exploring these resources, if confusion over some aspect of the OT remains, or if a previously unidentified bug has been uncovered, please file a Helpdesk ticket.

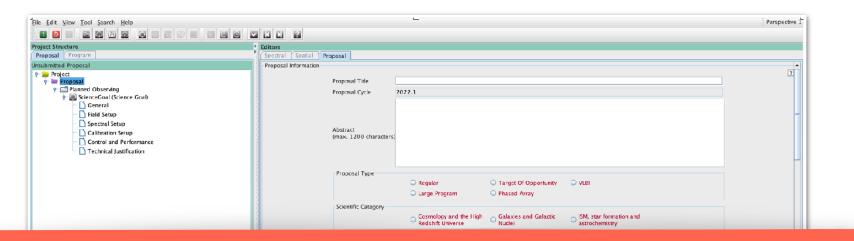


Starting the OT....



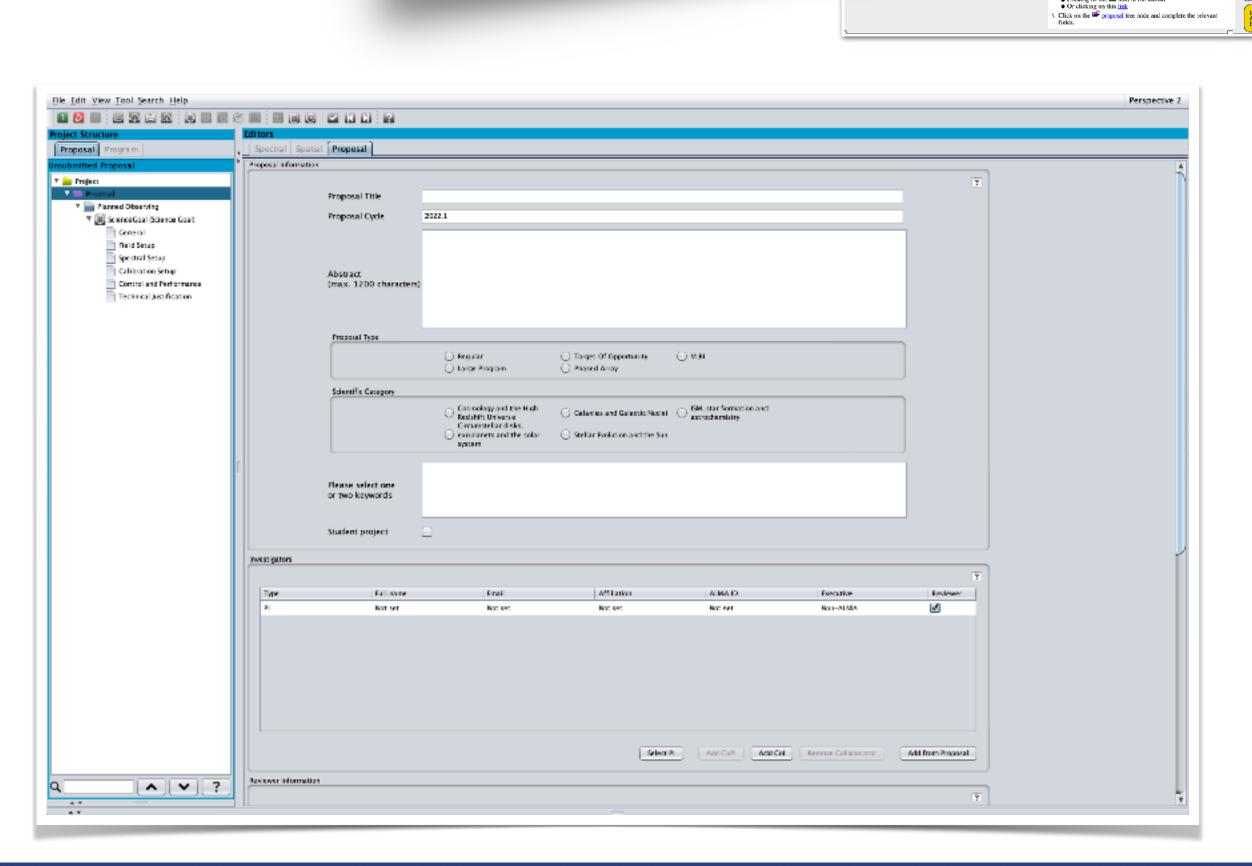


Preferences...

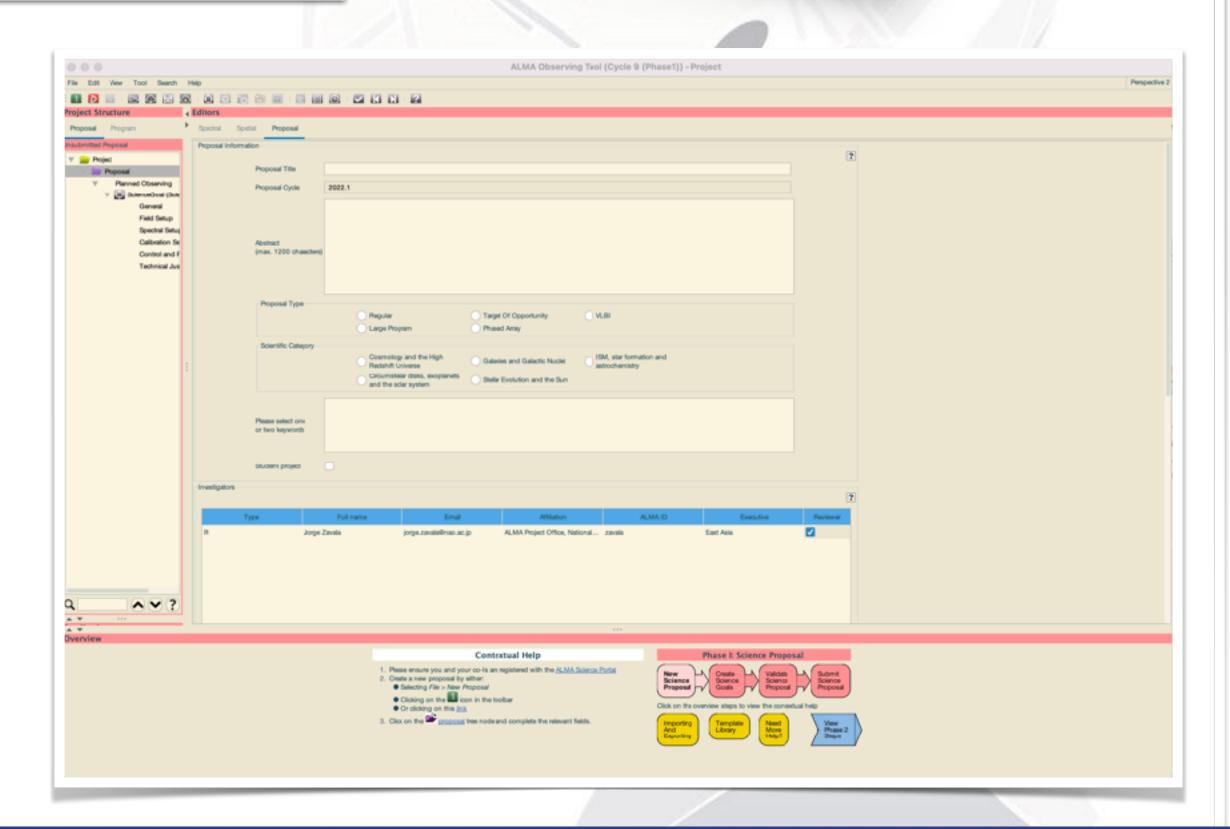




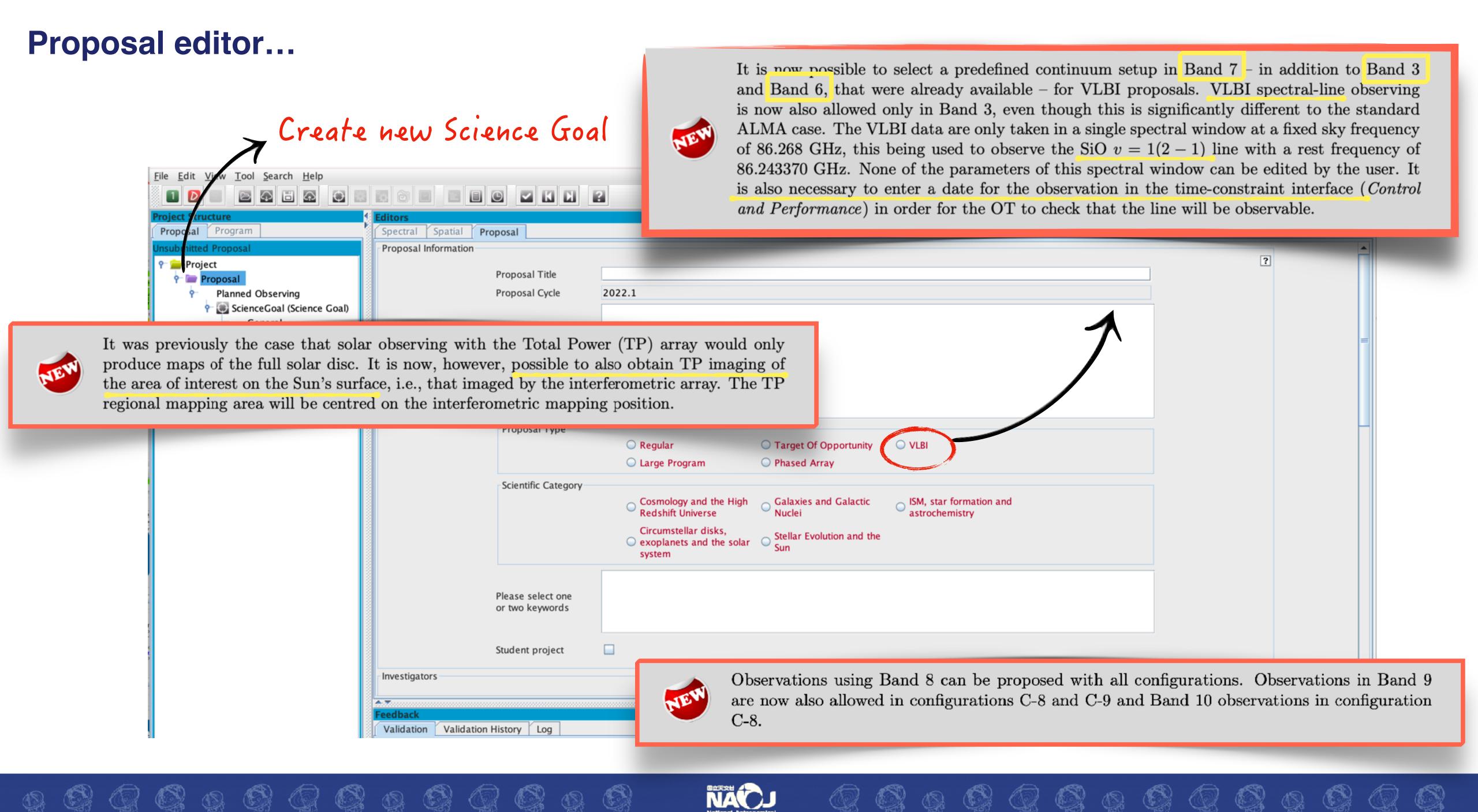
The OT GUI can be made more modern by selecting a 'flat' look and feel. You can customise the look and feel by selecting File > Preferences > Appearance > Look and Feel. This also appears to speed up the GUI's response times.



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Proposal editor... Proposal review for proposals that are neither Larg Programs or ToOs, will now be done using distributed peer review i.e. the reviewing will be done by the PIs submitting such proposals. Unless Large Program is selected, the OT will require that one of the investigators be selected as a proposal reviewer. If this person is the PI and does not have a PhD, a mentor can be File Edit View Tool Search Help Perspective 1 named who would assist the PI with the reviewing. Spectral Spatial Proposal Proposal Program nsubmitted Proposal Investigators Project roposal 🚞 Proposal Full name Email ALMA ID Executive Type Planned Observing ALMA Project Office, Nation ... zavala Jorge Zavala jorge.zavala@nao.ac.jp East Asia ScienceGoal (Science Goal) General Field Setup Spectral Setup Calibration Setup Control and Performance Technical Justification Add Col Remove Collaborator Select PI Add CoPI Add from Proposal Reviewer Information ? Please designate a reviewer who will participate in the distributed review process. The reviewer may be the PI of the proposal or one of the other investigators. A student (without a PhD) may serve as the reviewer only if they are the PI of the proposal and a mentor (with a PhD) is identified The mentor does not need to be an investigator on the proposal. Reviewers are requested to update their user profiles with combinations of scientific categories and keywords which describe their area(s) of expertise using the new 'Expertise' tab in https://asa.alma.cl/UserRegistration/secure/updateAccount.jsp. Available expertise information will be used in the distribution of proposal assignments. The fonts used in the PDFs must have a minimum size of 12 points. The OT will issue an Reviewer has a PhD? No Yes error if >15 per cent of the text is smaller than 12 points. Be aware that an image cropped from another PDF may contain text that lay outside of the cropped area, even though this is Select Mentor not displayed. Misato Fukagawa ntor has a PhD? 🔘 No 🖲 Yes Science Case



Detach

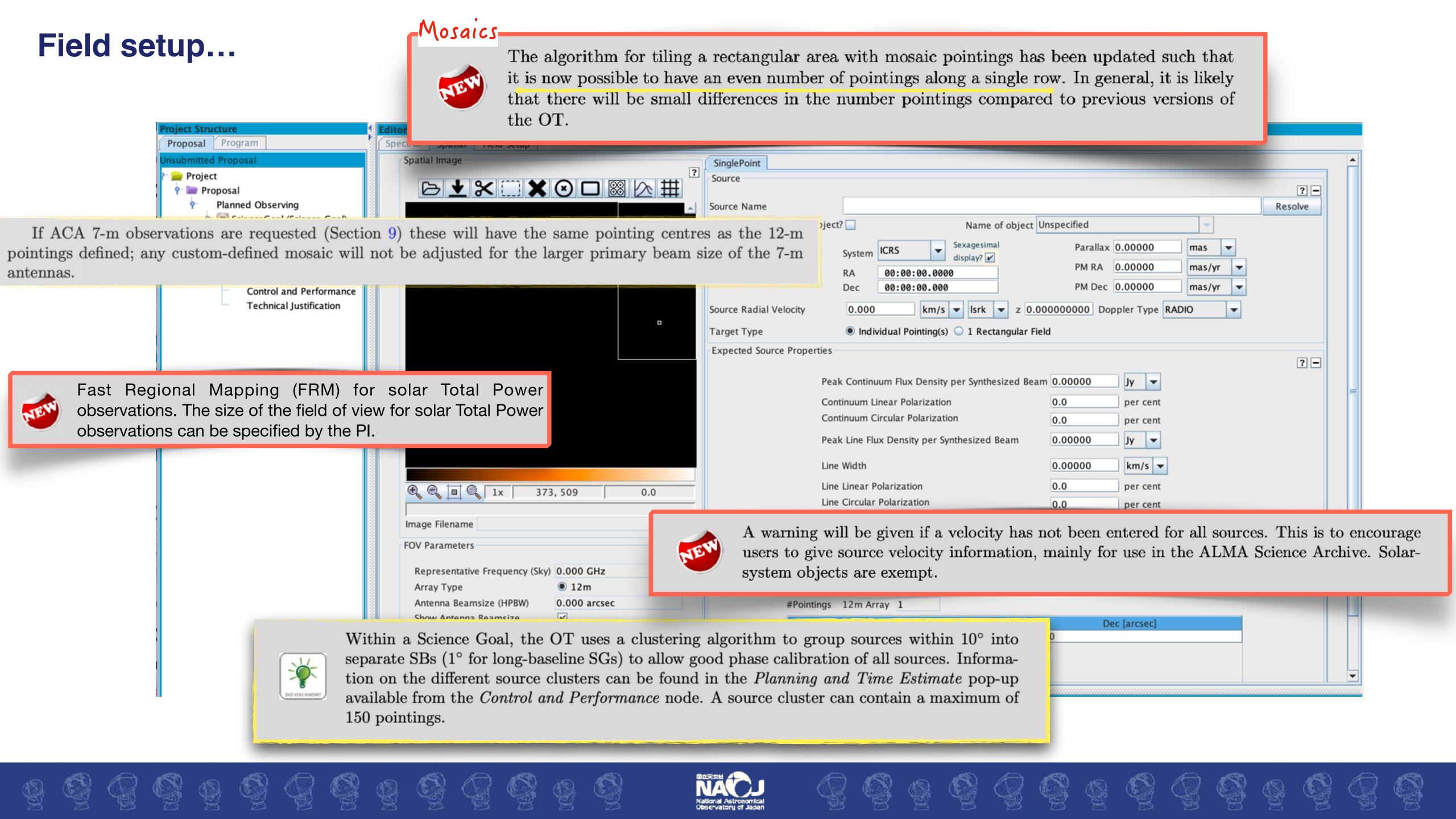
View

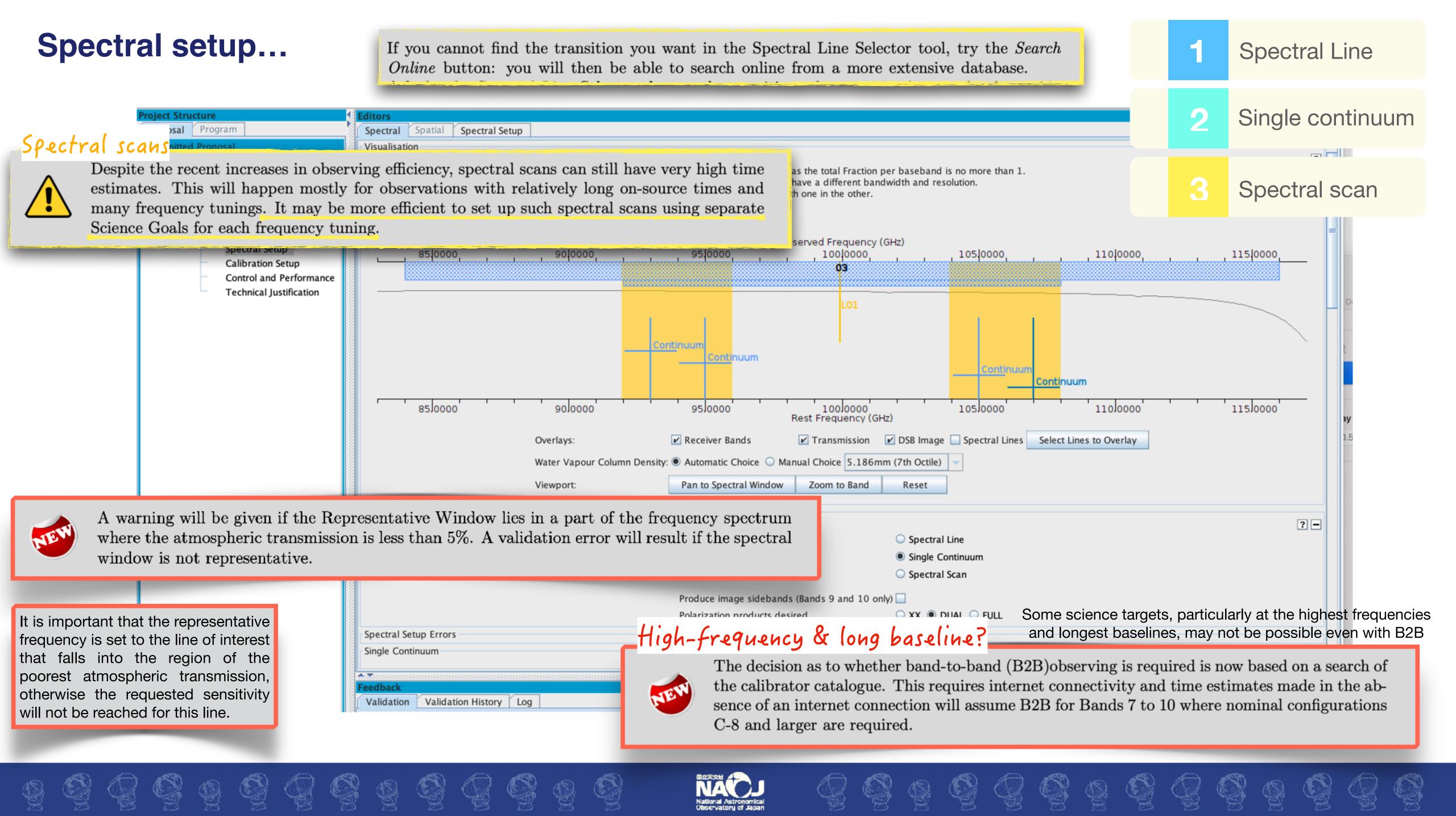
Attach

Q Q Q Q Q Q Q Q Q Q

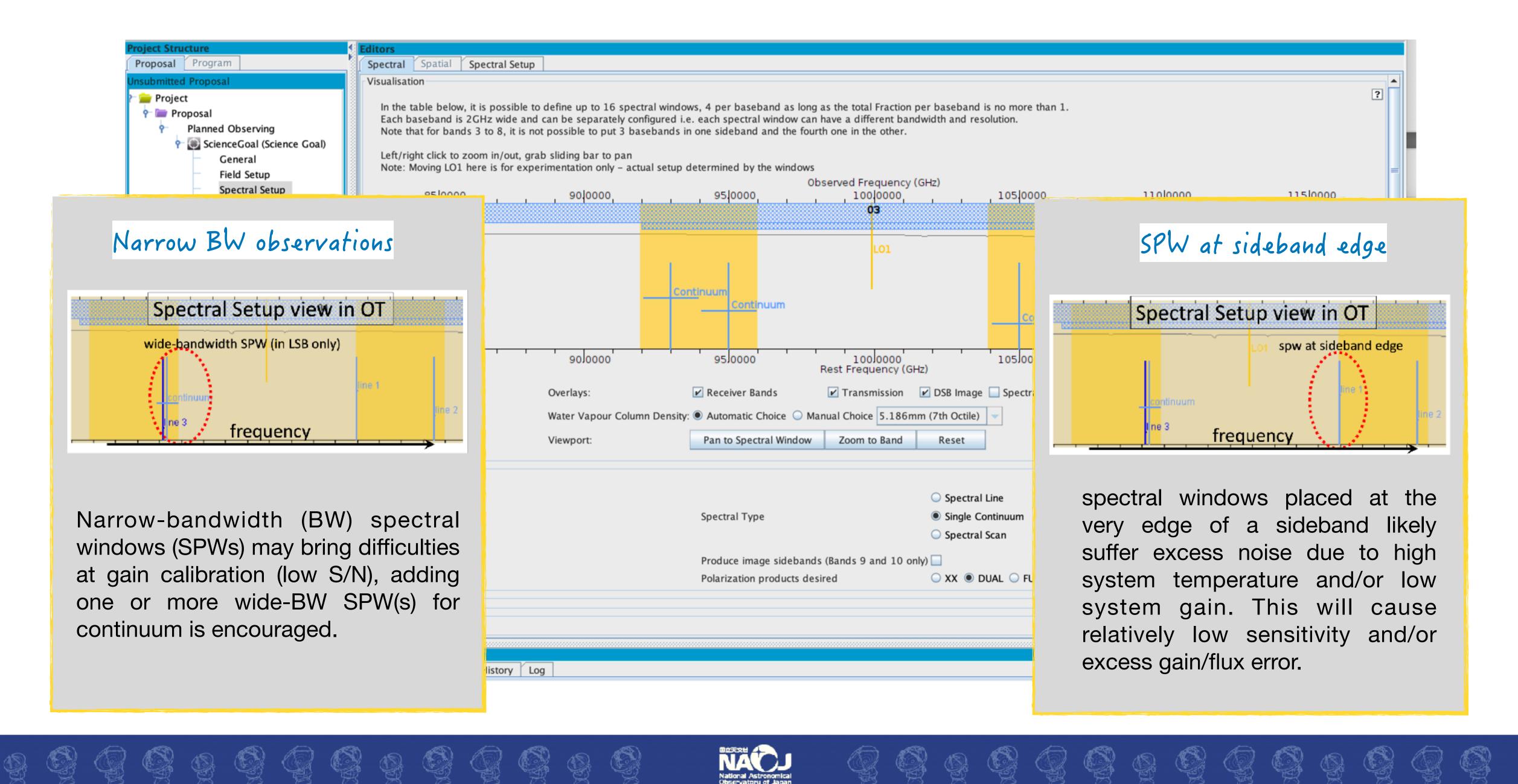
Please ensure that your science case is properly anonymized following instructions on the Science Portal

Science Case (Mandatory, PDF, 4 pages max.)





Spectral setup...

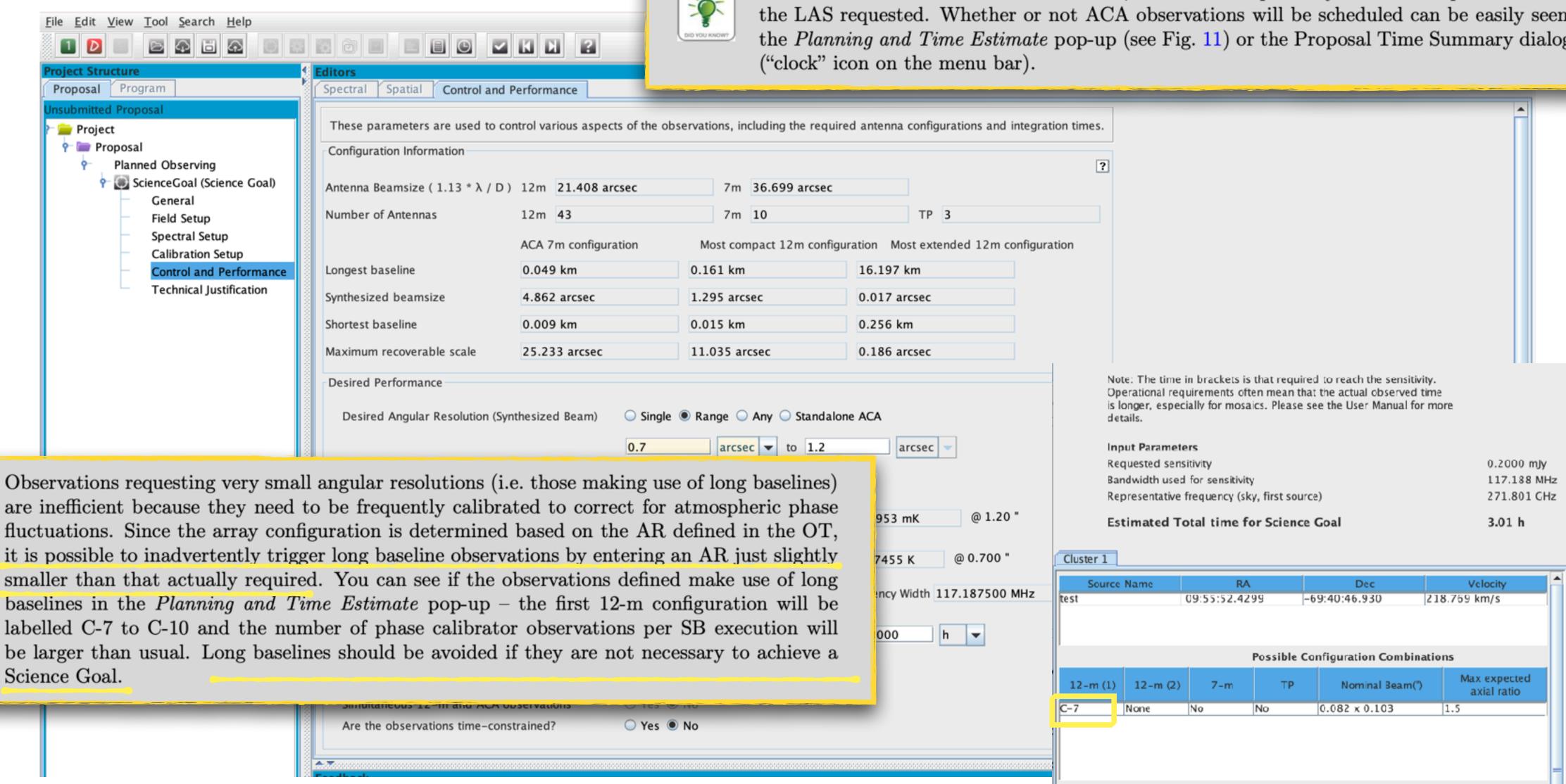


Control and performance...

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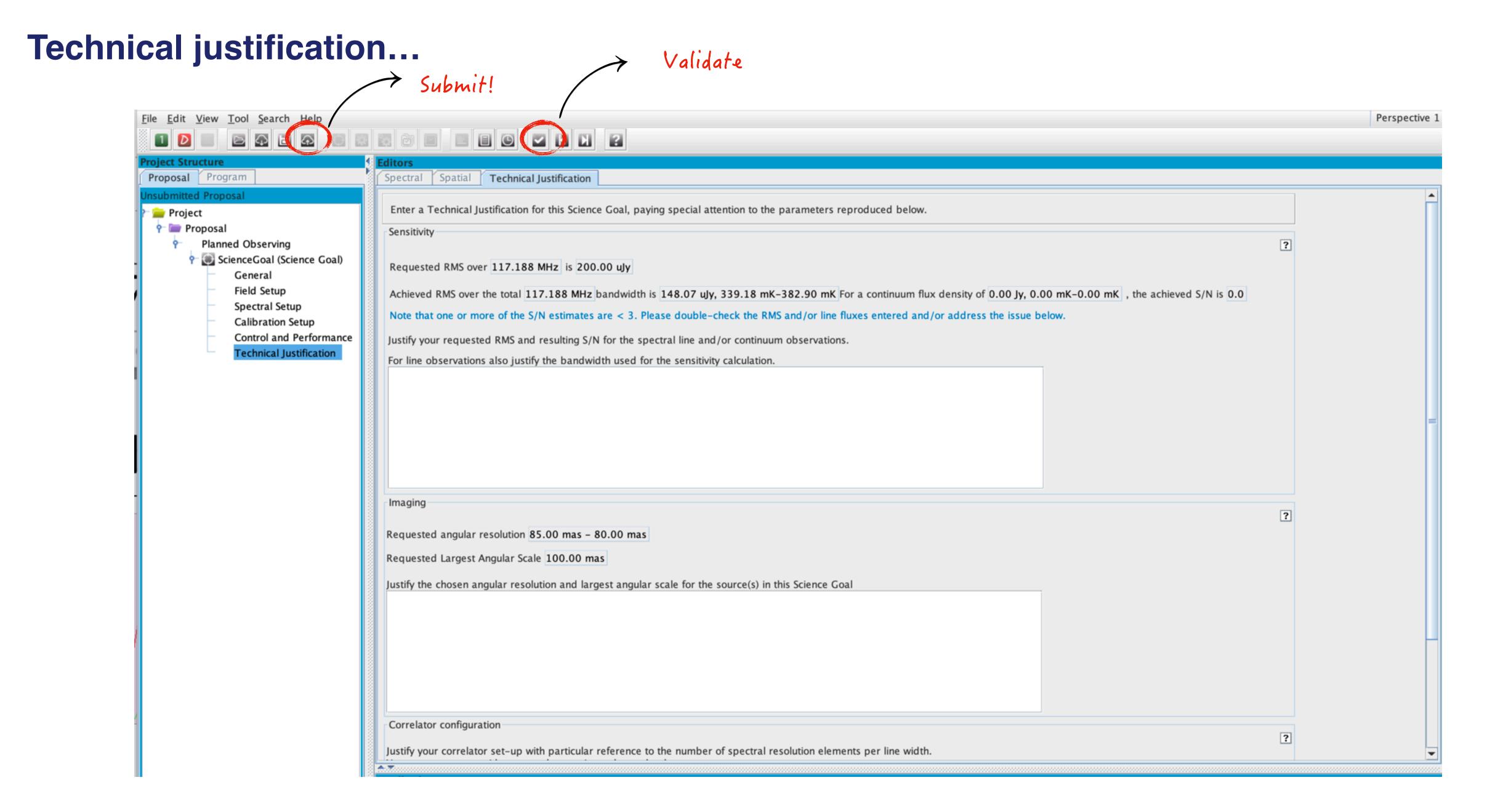


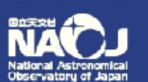
Users do not directly select whether ACA 7-m and/or Total Power observations should be added to their 12-m observations or not. Instead, the ACA is imposed by the OT if required to achieve the LAS requested. Whether or not ACA observations will be scheduled can be easily seen in the Planning and Time Estimate pop-up (see Fig. 11) or the Proposal Time Summary dialogue





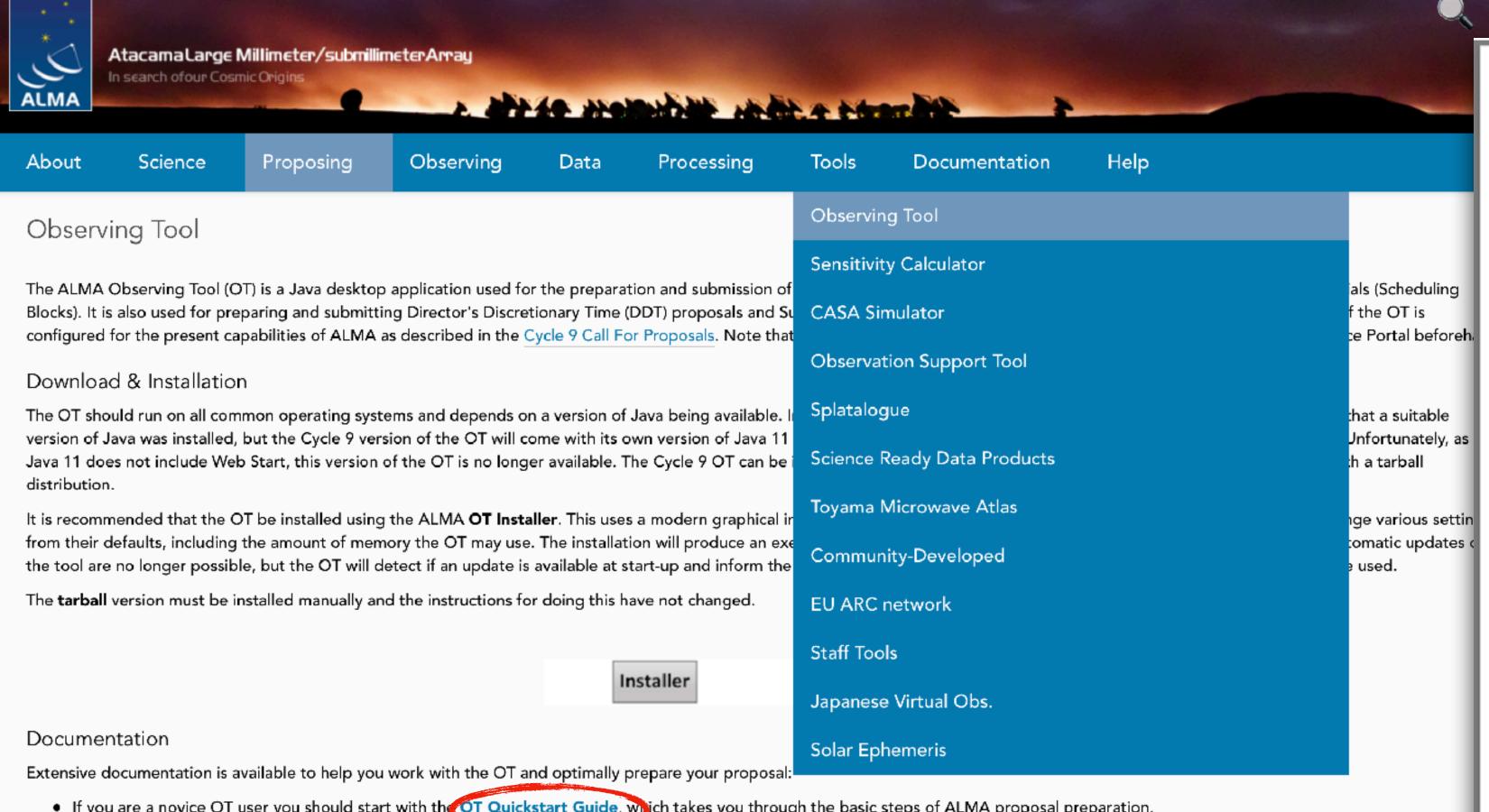






Documentation...

QUESTIONS?



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ALMA Observing Tool Quickstart Guide



Doc. 9.10, Ver. 1.0 | March 2022





www.almascience.org

ALMA, an international astronomy tacility, is a partnership of ESO (representing its member states), NSF (USA) and NINS (Japan), together with NRC (Canada), MOST and ASIAA (Taiwan), and KASI (Republic of Korea), in cooperation with the Republic of Chile. The Joint ALMA Observatory is operated by ESO, AUI/NRAO and NAOJ.

