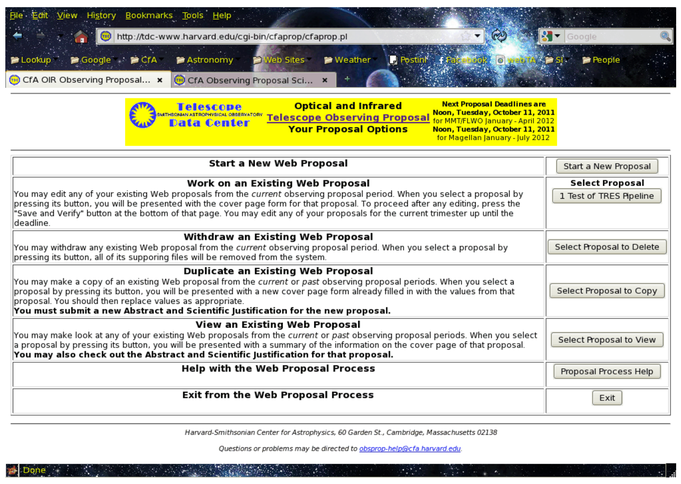
The CfA Web-Based Telescope Time Proposal System

D. J. Mink, S. J. Kenyon, B. J. Carter

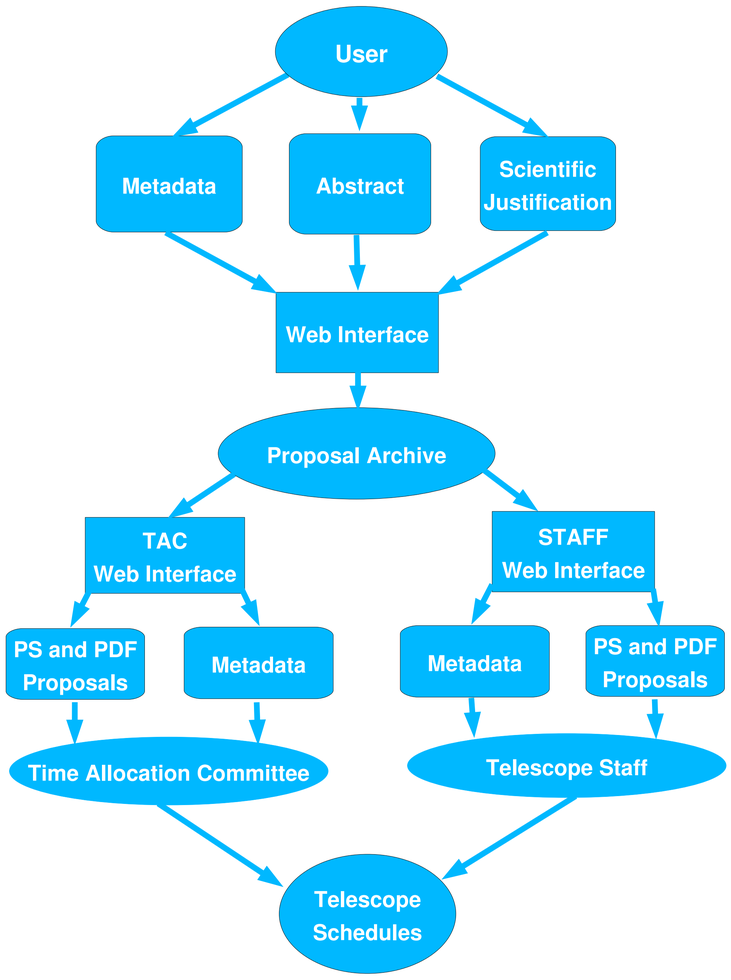
Smithsonian Astrophysical Observatory

Login page with information about the process and links to help.

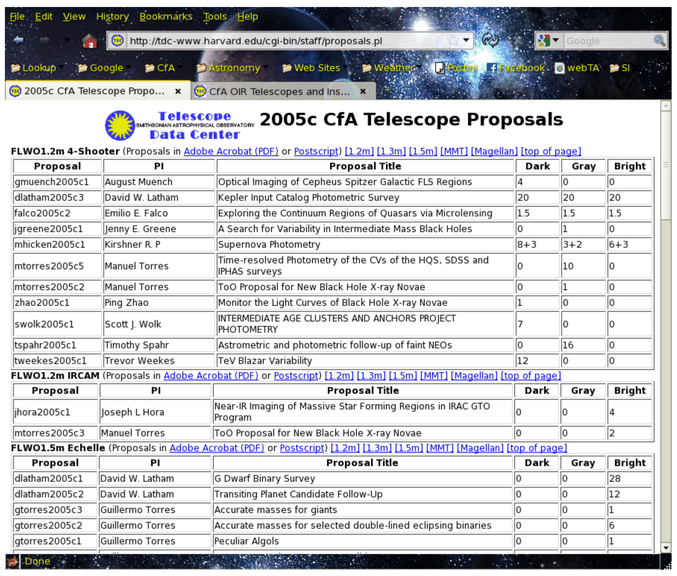
Help page with directions and links for three user inputs



User options include editing current proposals or copying or viewing old proposals. Proposals may be edited up to the deadline; there is no “Submit” button.



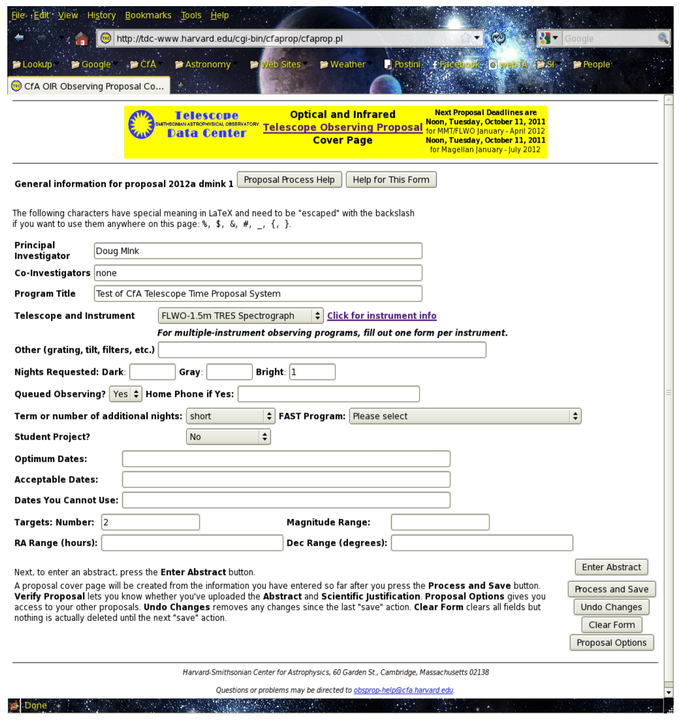
The Smithsonian Astrophysical Observatory's web-based telescope proposal processing system interactively processes proposals by CfA users of the MMT, FLWO 1.2-, 1.3-, and 1.5-meter telescopes, and the Magellan telescopes into a standardized form. This system is based on one from NOAO, with the addition of more interactivity and feedback. Proposals are saved so that information does not have to be re-entered for long-term projects, and a single login per user instead of per project makes life easier for scientists with multiple observing projects. Proposals are grouped by instrument and telescope and presented to the the telescope Time Allocation Committee (TAC) both online and as hard-copies. Web pages are generated for each of the TAC members to enter their grades online. Software normalizes the grades and averages them into a final grade for each proposal. The grades are given to the TAC, which then meets and allocates the trimester's (semester's for Magellan) observing time according to these grades.



Staff access to proposals and metadata

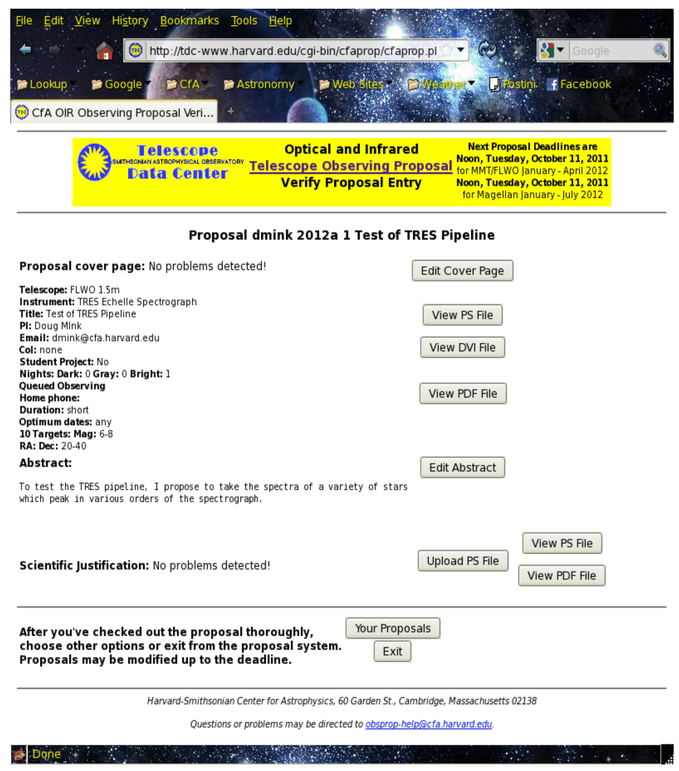
Telescope Data Center
SMITHSONIAN ASTROPHYSICAL OBSERVATORY

D. J. Mink
dmink@cfa.harvard.edu
http://tdc-www.harvard.edu/mink/



Cover page metadata to be turned into TeX

Abstract may be typed or pasted in and uploaded



Proposal metadata, abstract, and status of scientific justification confirm completion of a proposal