ALMA Cycle 10 Proposal Preparation Workshop

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Presented by Allegro Fellows

Aida Ahmadi
Ashley Bemis
Alex Hygate
Andrés Pérez-Sánchez



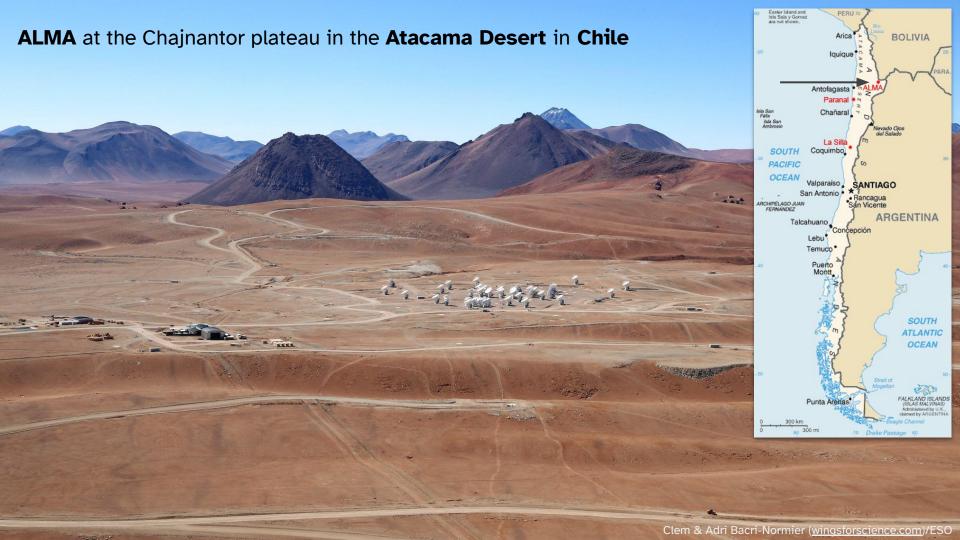
Introduction to ALMA

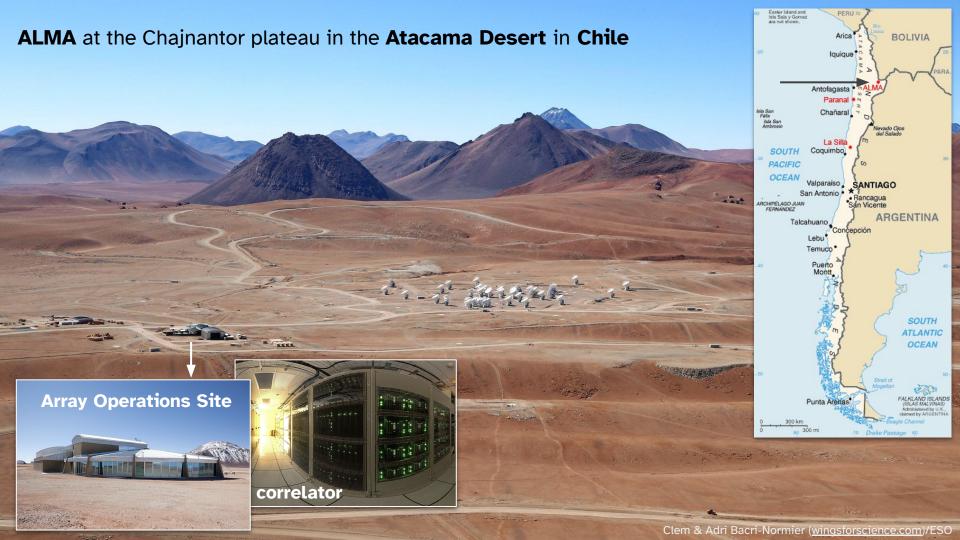
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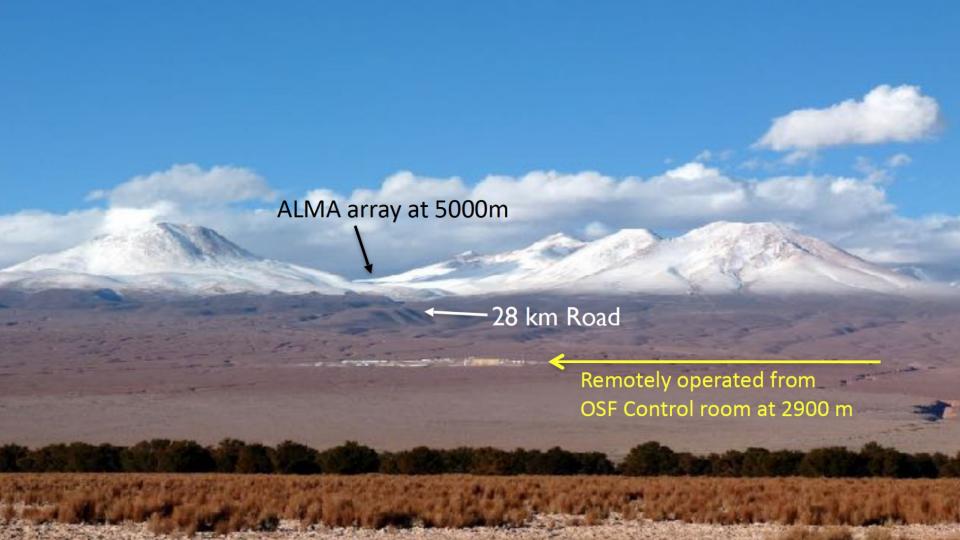
Aida Ahmadi













The Main Array: 50x 12-m antennas

The ALMA Compact Array (ACA): 12x 7-m antennas



The Main Array: 50x 12-m antennas

The ALMA Compact Array (ACA): 12x 7-m antennas

The Total Power (TP) Array: 4x 12-m antennas





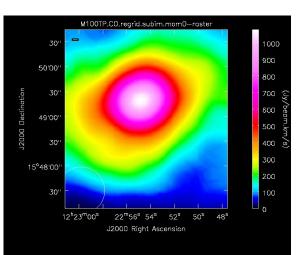
Observations at various scales

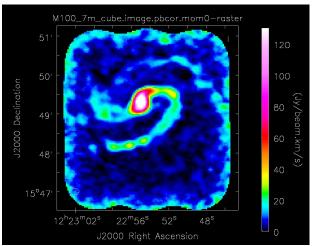
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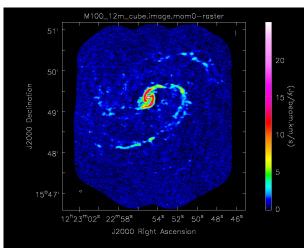
Total Power

7-m array (ACA)

12-m array









Configuration schedule - Cycle 10

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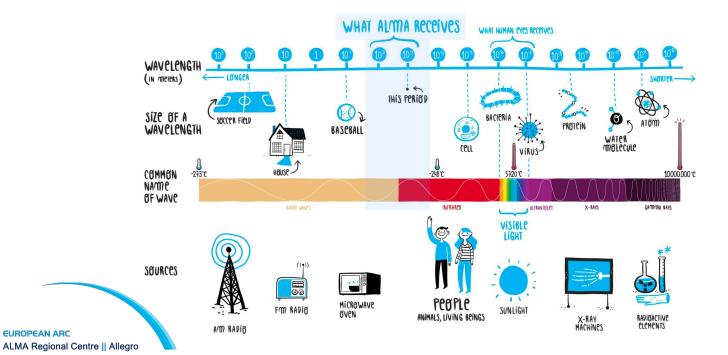




What does ALMA see?

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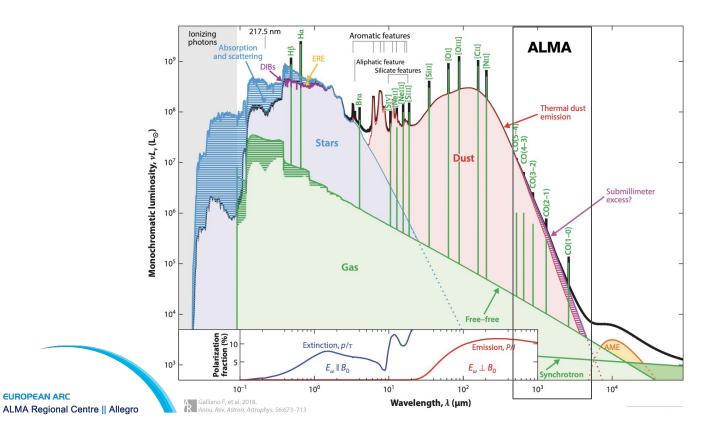
THE ELECTROMAGNETIC SPECTRUM



EUROPEAN ARC

What can ALMA see?

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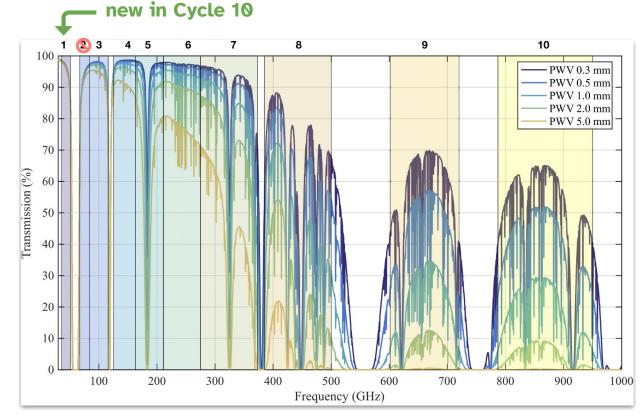


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Atmospheric Transmission & ALMA Bands

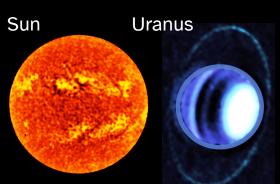
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Band	v (GHz)	λ (mm)
1	35 – 50	8.5 – 6
3	84 – 116	3.6 – 2.6
4	125 – 163	2.4 – 1.8
5, 6, 7	158 – 373	1.9 – 0.8
8	385 – 500	0.78 – 0.60
9	602 – 720	0.50 - 0.42
10	787 – 950	0.38 - 0.32





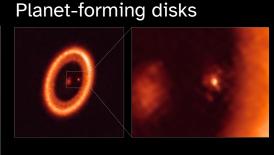
ALMA Science Gallery



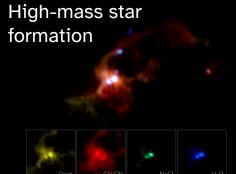
Red giant stars

R Aql

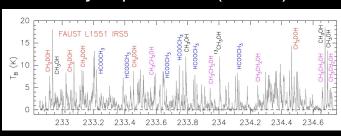
ATOMIUM

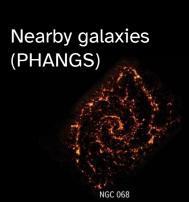


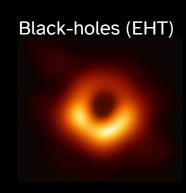
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Chemistry in protostars (FAUST)









ALMA Science Primer for more: https://almascience.eso.org/proposing/early-science-primer

Proposal types

- Regular
 - Projects requesting < 50 hours on the 12-m Array or < 150 hours on the 7-m Array

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- Large Programs
 - Projects requesting > 50 hours on the 12-m Array (with or without accompanying ACA time) or > 150 hours on the 7-m Array in stand-alone mode
- Target of Opportunity (ToO) for certain classes of astronomical transient events that occur at frequent and unpredictable intervals (e.g. gamma ray bursts)
- mm-VLBI and Phased Array proposals (anticipated to be in March/April 2024)
- Joint Proposals (partnered with JWST, VLA, & VLT)



Submission procedure

THE ROLL OF THE REST OF THE REST OF THE PROPERTY OF THE PROPER

ALMA proposals consist of **two parts**:

- 1. The **technical details** that are set up in the ALMA Observing Tool (OT)
- 2. The Scientific Justification that must be uploaded in the OT:
 - 4 pages for Regular, ToO, VLBI, Phased Array, and DDT proposals
 - 6 pages for Large Programs
 - Must follow certain rules (e.g. be anonymised)
 - Formatting templates available: https://almascience.eso.org/proposing/proposal-template
 - Tips for writing a good proposal:
 - I-TRAIN presentation:

 https://almascience.eso.org/euarcdata/itrain13/HowToWriteReview_ITRAIN.pdf
 - I-TRAIN video: https://www.youtube.com/watch?v=FP8H-ObMMnU



Duplicate observations

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- Duplicate observations of the same location on the sky with similar observing parameters (frequency, angular resolution, coverage, and sensitivity) are not permitted!
- It is the responsibility of the proposers to check for duplicates:
 - For more information see:
 https://almascience.eso.org/proposing/duplications
 - Check the ALMA Science Archive: https://almascience.eso.org/ag/
 - Use ALminer: a Python-based code to effectively query, analyse, and visualize the ALMA science archive https://alminer.readthedocs.io/





ALMA Science Archive Live demo

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https://almascience.eso.org/aq/



Dual Anonymous Review Process

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Andrés Pérez-Sánchez





Dual anonymous review process

- In order to reduce the systematic bias during the selection of the proposals, ALMA requires all proposals to be written in the anonymous fashion:
 - The reviewers of the proposal do not know who is in the proposal team, and the proposal team do not know who is reviewing the proposal.

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 The primary goal of the dual anonymous process is to ensure reviewers will focus on the scientific merits of the proposals, rather than on the proposal team members/"prestige".



Dual anonymous review process

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A number of studies reported the results of the analysis of the **final proposal rankings** for different telescope facilities:

- Gender-Correlated Systematics in the HST Proposal Selection. (Reid 2014)
- Gender Systematics in Telescope Time Allocation at ESO. (Patat 2016)
- Gender-Related Systematics in the NRAO and ALMA Proposal Review Processes.
 (Lonsdale et al. 2016)
- Systematics in the ALMA Proposal Review Rankings. (Carpenter 2020, Carpenter et al. 2022)

Bias identified:

- Gender.
- Experienced vs Young Researchers.
- Demographic or Regional affiliation.



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- General guidelines https://almascience.eso.org/proposing/alma-proposal-review/dual-anonymous
- It is the responsibility of the proposers to ensure anonymity of all team members in the proposal.

THE ACTIONS

- General guidelines https://almascience.eso.org/proposing/alma-proposal-review/dual-anonymous
- It is the responsibility of the proposers to ensure anonymity of all team members in the proposal.
- Use third person and neutral wording when referring to your work.
 - "In Pérez et al. (1997), we demonstrated..."
 - "As demonstrated in Pérez et al. (1997)..."

THE ACTIONS

- General guidelines https://almascience.eso.org/proposing/alma-proposal-review/dual-anonymous
- It is the responsibility of the proposers to ensure anonymity of all team members in the proposal.
- Use third person and neutral wording when referring to your work.
 - "In Pérez et al. (1997), we demonstrated..."
 - "As demonstrated in Pérez et al. (1997)..."
- Do not self-identify when mentioning your previous proposals.
 - "The data from our pilot study (2022.1.01770.S, P.I. Durango)"
 - "The data from program (2022.1.01770.S)"



- General guidelines https://almascience.eso.org/proposing/alma-proposal-review/dual-anonymous
- It is the responsibility of the proposers to ensure anonymity of all team members in the proposal.
- Reference to Software
 - Public: Normal citation.
 - Private Software: Cite as "obtained via **private communication**". **Do not include name** after.

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- We use our group's archive mining tool ALminer...
- We use the archive mining tool ALminer...



The Observing Tool

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Ashley Bemis



Cycle 10 OT Resources

https://almascience.eso.org/documents-and-tools

Phase 1 & 2

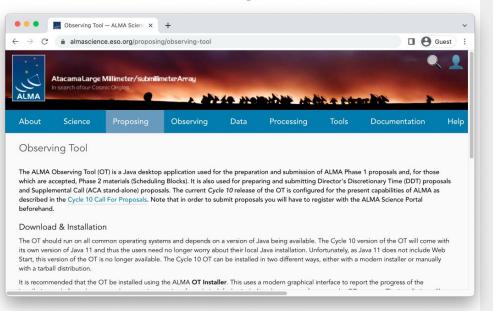
ALMA Phase 1 (observing proposal) and Phase 2 (telescope runfiles for accepted proposals) materials are submitted through the <u>ALMA Observing</u> Tool (OT). Below are documentation which will aid the created and submitted of Phase 1 and Phase 2 with the OT.

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Document	Description	
OT Quickstart	A Quick Start Guide for using the Observing Tool	
OT User Manual	Describes how to use the Observing Tool for preparing ALMA proposals	
OT Reference Manual	An in-depth description of the Observing Tool	
Video Tutorials	Video how-to for the Observing Tool	
Known OT issues	For those instances when OT problems are encountered	
Phase 2 Quickstart Guide	A Quick Start Guide for approved ALMA observing proposals - the process of Phase 2	
A User's Guide to ALMA Scheduling Blocks	(Cycle 4) Guide to understanding the structure and content of ALMA Scheduling Blocks (SBs) using the Observing Tool (OT)	



Acquiring the OT



https://almascience.eso.org/ proposing/observing-tool

- Download installer or tarball, recommendation: installer
- No automatic updates

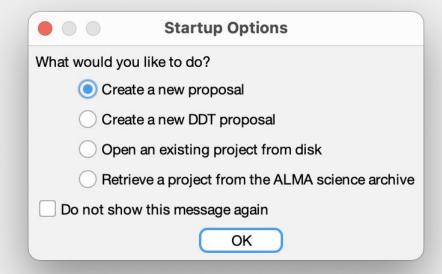
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OT will notify when one is available



Main Startup Options



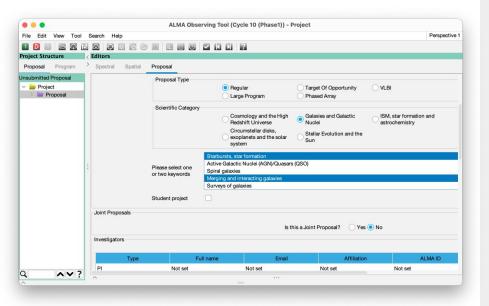


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- Create a new proposal: Start from scratch
- 2. Retrieve project from archive: download previously submitted project, save, & use as template



First Steps



Project & Proposal

Select PI, add co-Is

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- Basic proposal information
 - Title, Abstract
 - Proposal Type
 - Scientific Category Keywords
- Designate Reviewer
- Justify duplicate observations
 - Check the ALMA archive!
- Attach scientific justification



Set Reviewer



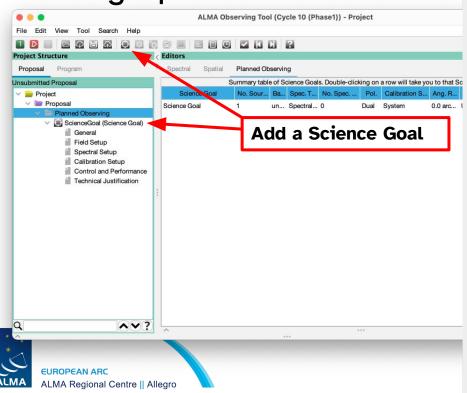
Choose reviewer among CO-Is:
 Recommendation: review no more than 30 proposals, max 50

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 Reviewer without PhD: ensure a mentor is chosen, does not have to be CO-I



Setting up a Science Goal

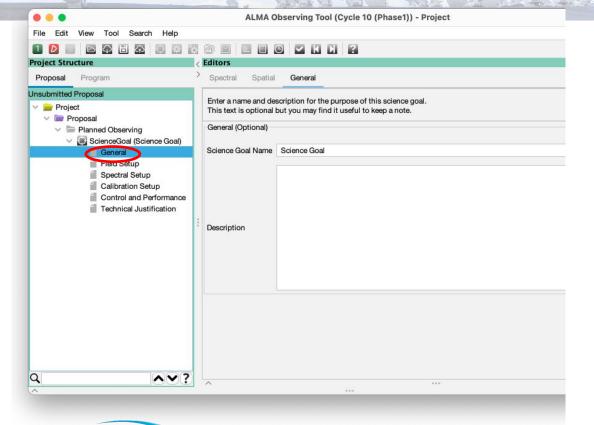


Science Goal:

1. General

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- 2. Field Setup
- 3. Spectral Setup
- 4. Calibration
- 5. Control and Performance
- 6. Technical Justification



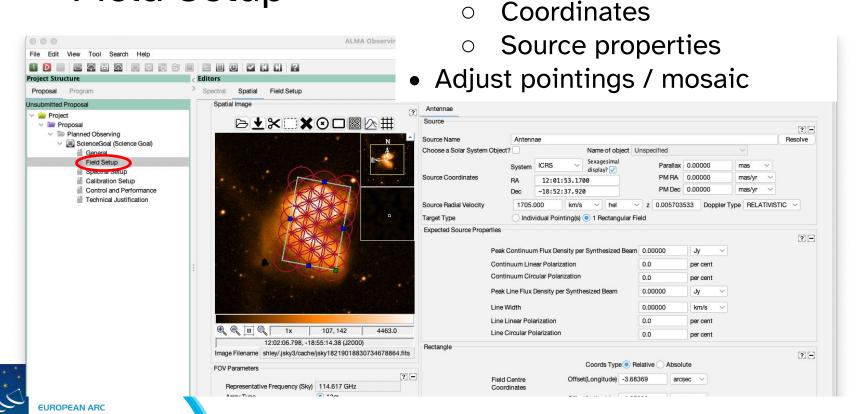
General

- Give each Science
 Goal a unique name
- Add description



Field Setup

ALMA Regional Centre | Allegro



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Input source information

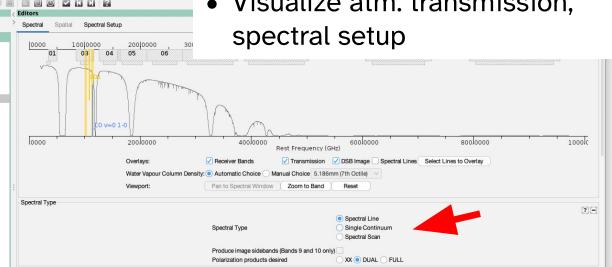
Spectral Setup

Select Spectral Type

Polarization

ALMA Obser

- Add / adjust spectral windows
- Visualize atm. transmission, spectral setup





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Proposal

Unsubmitted Proposal Project Proposal Planned Observing ScienceGoal (Science Goal) General Spectral Setup Calibration Setup Control and Performance I Technical Justification

Program

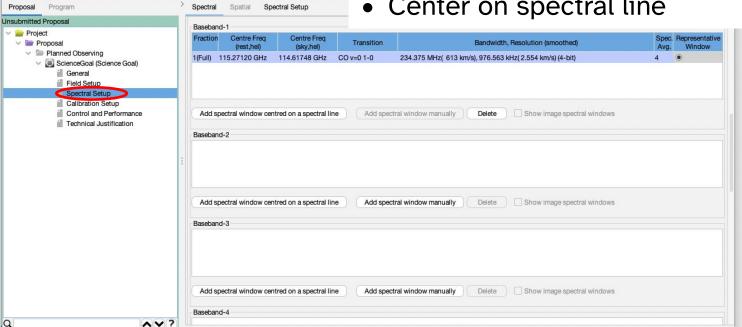
View Tool Search Help

Spectral Setup (cont'd.)

Four basebands

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- Can have 4 SPWS each
- Input SPW manually OR
- Center on spectral line

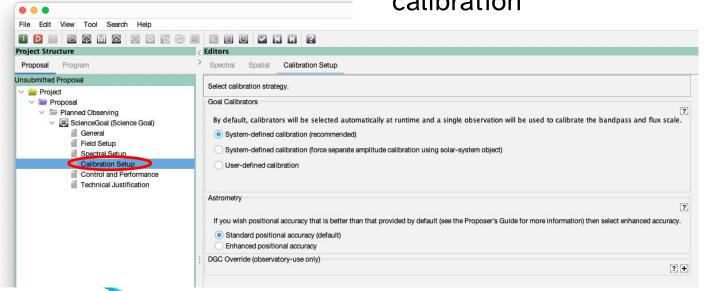




Calibration Setup

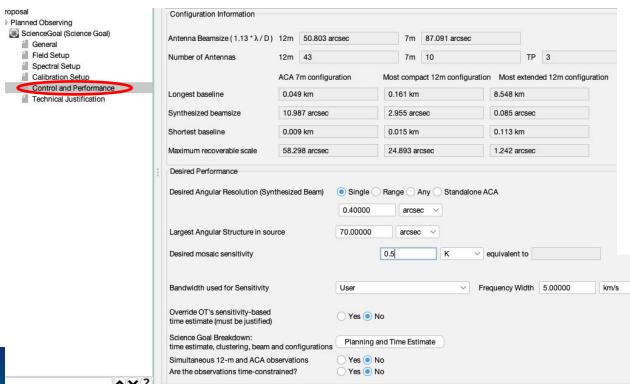
- In most cases, keep default calibration
- Must justify user-defined calibration

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Control and Performance



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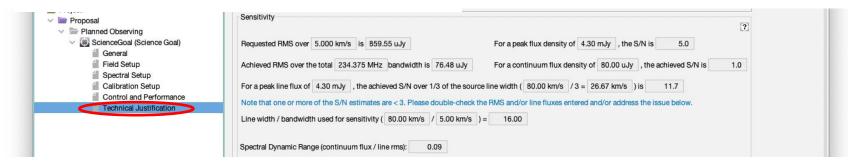
ALMA Regional Centre | Allegro

 Choose Resolution + LAS

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- Specify sensitivity per specified bandwidth
- Get time estimate + required array configs.

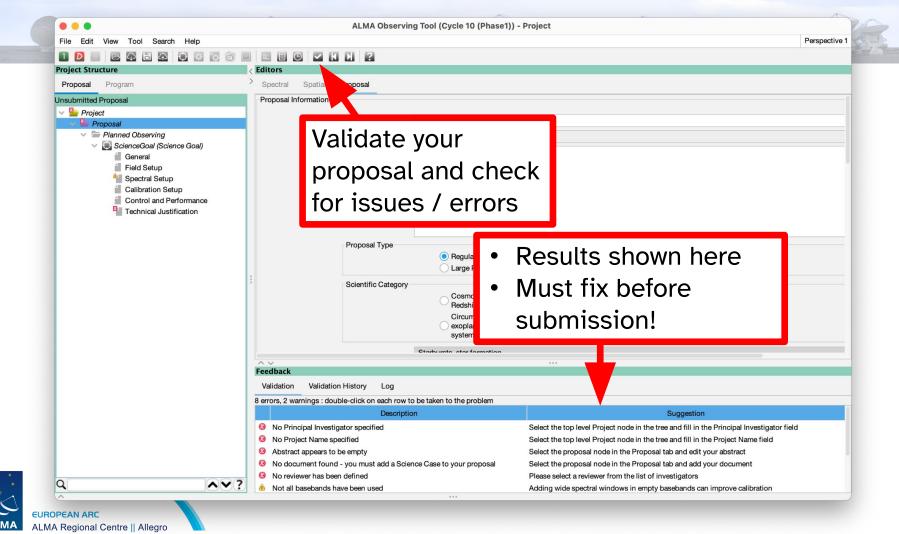
Technical Justification



र स्वीत्र येन इंद्र की निर्मात स्वीति स्व र यानका

- Justify RMS and requested S/N
 - Explain how you determined required sensivity
 - O Do you achieve your science goals with this?
- Justify angular resolution and LAS
 - What spatial scale do you need to resolve in your source?
 - o Is there large scale emission?
- Justify correlator setup + spectral resolution

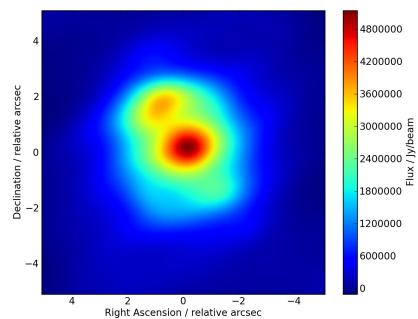




ALMA simulations

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Alex Hygate





Why simulate your proposed observations?

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- Determine proposal feasibility
- Investigate different observing setups
- Improve proposal quality



What you need to simulate

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- Basic source properties
 - Flux
 - Sky position
- A source model
- Observing setup
 - Desired resolution
 - Observing frequency
 - Desired sensitivity
 - Observing time
 - Atmospheric pwv

Intrinsic to the source



What you need to simulate

THE RESERVE OF THE RESERVE

- Basic source properties
 - Flux
 - Sky position
- A source model
- Observing setup
 - Desired resolution
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 - Desired sensitivity
 - Observing time
 - Atmospheric pwv

Intrinsic to the source

E.g. a simulation, model or image of a similar source



What you need to simulate

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- Basic source properties
 - Flux
 - Sky position
- A source model
- Observing setup
 - Desired resolution
 - Observing frequency
 - Desired sensitivity
 - Observing time
 - Atmospheric pwv

Intrinsic to the source

E.g. a simulation, model or image of a similar source

 Enter these into the ALMA sensitivity calculator or the observing tool to get
 these



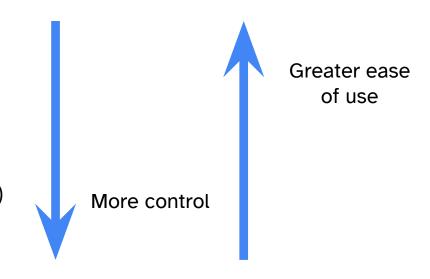
Simulation tools

THE AMERICAN STREET AS A STREET

- 3 options:
 - Observation Support Tool (website)

simalma (CASA task)

3) simobserve + simanalyze (CASA tasks)





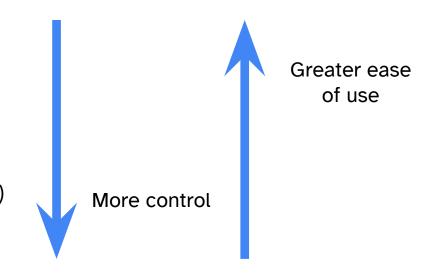
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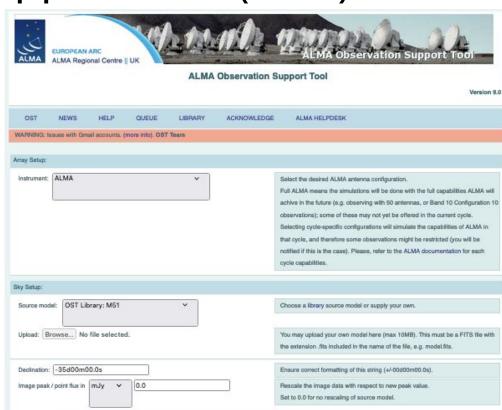


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Web tool http://almaost.jb.man.ac.uk/

- Easy to use
- Minimal computing needs (only needs a web browser)
- Requires internet access
- Reliant on website availability
- May need to wait in the queue...
 http://almaost.jb.man.ac.uk/cgi-bin
 /almaost/aa_status_v3

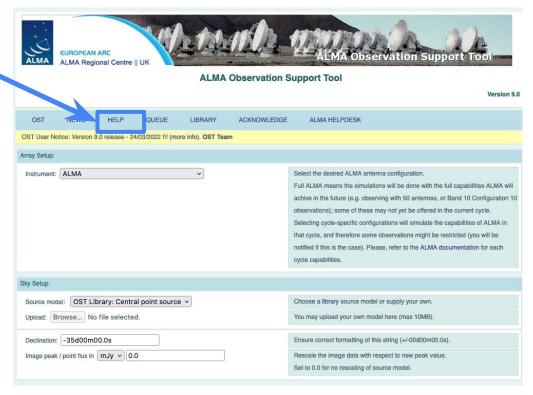




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Detailed help pages:

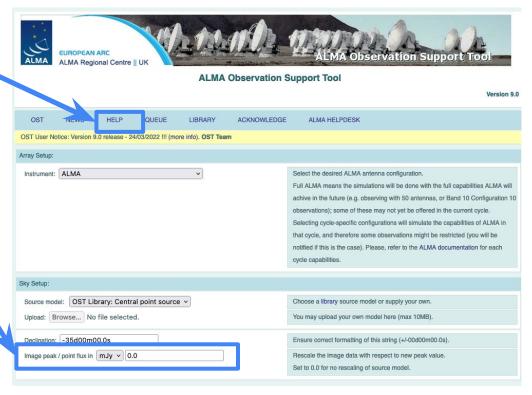
http://almaost.jb.man.ac.uk/help/





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- Detailed help pages:
 http://almaost.jb.man.ac.uk/help/
- E.g. what is image peak flux?
 http://almaost.jb.man.ac.uk/help/
 #impeak





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 http://almaost.jb.man.ac.uk/help/
- E.g. what is image peak flux?
 http://almaost.jb.man.ac.uk/help/
 #impeak



Image Peak / Point Flux

The user can arbitrarily scale the brightness of the source model by entering a non-zero value in this field. The original image I_{X,V} is scaled according to:

$$I_{x,y}^{'} = P \times \frac{I_{x,y}}{M}$$

Eqn. 1

where *P* is the value entered in the field and *M* is the original maximum value of the image. Entering a value of zero means that no image scaling will be applied. It is therefore not possible to scale an image such that all pixels are zero. The value entered in this field also controls the brightness of the point source if the user selects that particular source model. If a simulation of a pure noise field is required then this can be accomplished by selecting the point source model and applying a flux of zero. There is also a small drop down menu which selects the unit of the value entered: Jv. mJv or uJv.



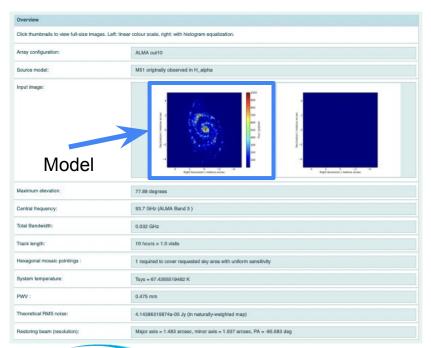
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Submission:	
Your email address is essential!	Submit (Information on how we use your email address here).

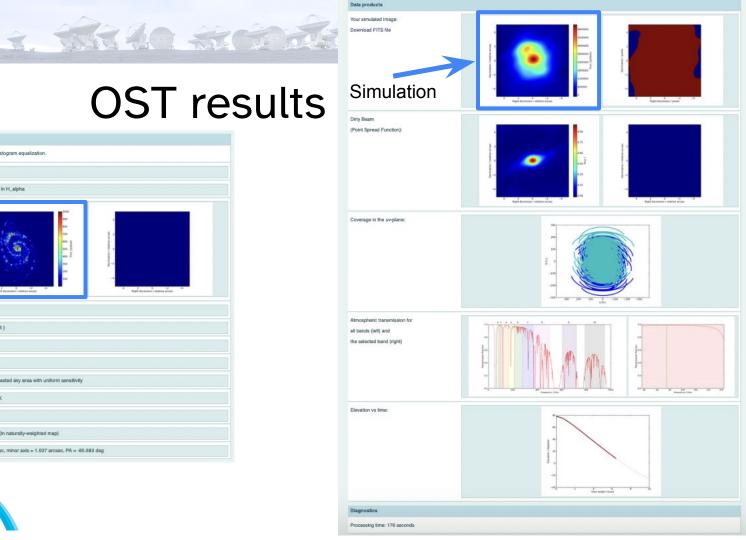
Warning: gmail accounts don't currently work -> use a different e-mail!



OST results







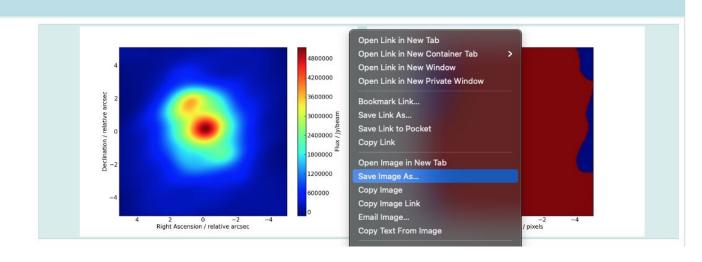
OST results

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Data products

Your simulated image:

Download FITS file

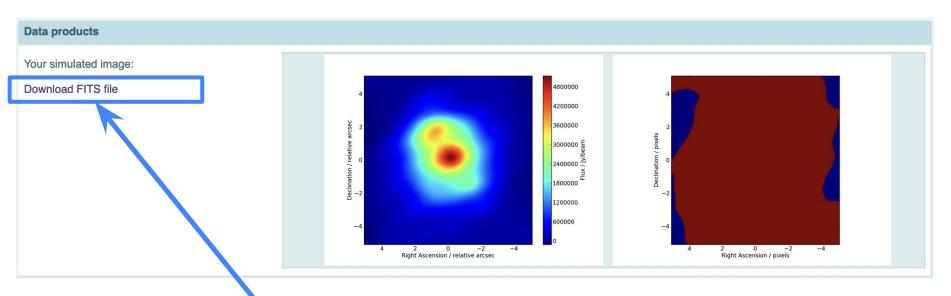




A plot of your simulated image is ready to download and include in your proposal!

OST results

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Or download the FITS file for custom plotting



OST video tutorial

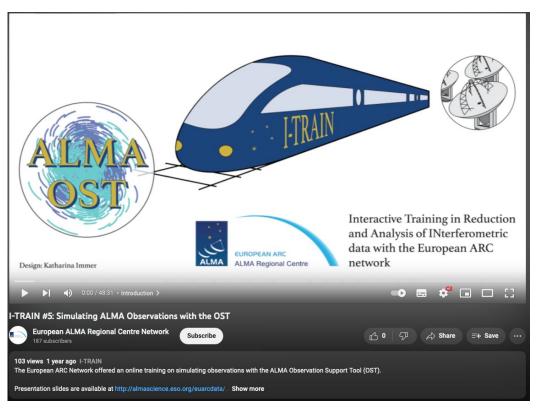
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Video:

https://www.youtube.com /watch?v=nXqIj2_JYEk

Slides:

https://almascience.eso.
 org/euarcdata/itrain05/
 OST_iTRAIN.pdf





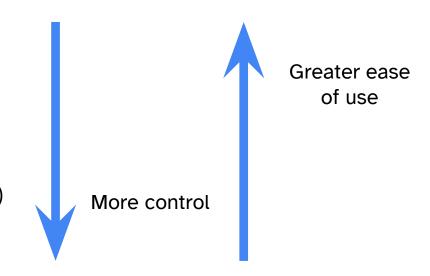
Simulation tools

THE AMERICAN STREET AS A STREET

- 3 options:
 - 1) Observation Support Tool (website)

2) simalma (CASA task)

3) simobserve + simanalyze (CASA tasks)





Simalma

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- Simulate on your own computer
- Some limitations (but should cover most cases)
- Casaguide tutorial:
 https://casaguides.nrao.edu/index.php?title=Simalma_(CASA_6.4.1)
- See full details of the task:
 <u>https://casadocs.readthedocs.io/en/stable/api/tt/casatasks.simulation.simalma.html</u>

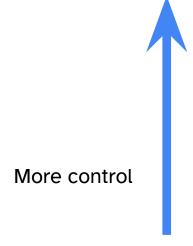


Simulation tools

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- 3 options:
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- 3) simobserve + simanalyze (CASA tasks)



Greater ease of use



Simobserve + Simanalyze

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- More flexibility:
 - Not limited to ALMA e.g. simulate the VLA (for dual proposals!)
 - Control more settings of atmospheric noise corruption
- More effort to simulate
 - More settings that you can get wrong!
 - If you want quick results the OST or simalma may be a better choice!
- Worked tutorial (only available for CASA 5):
 https://casaguides.nrao.edu/index.php?title=Protoplanetary_Disk_Simulation_(CASA_5.4)

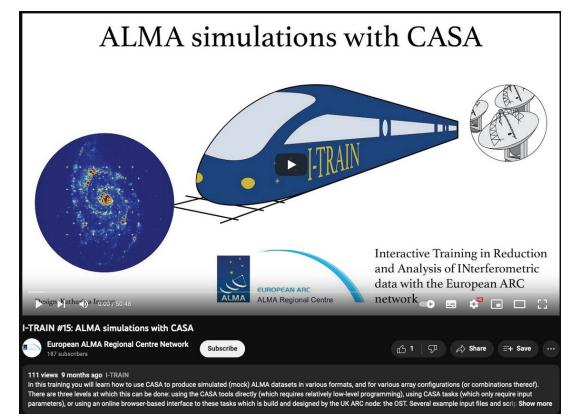


CASA simulations video tutorial

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Video:

https://www.youtube.com/watch?v=XlKH8XMDmHI

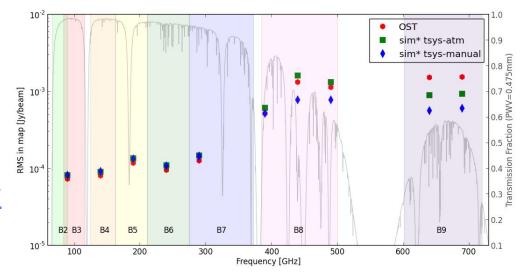




A note about noise & time calculations

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- Noise can differ between the ALMA Sensitivity
 Calculator/observing tool the OST and casa simulations.
- You should use the observing tool noise for your technical justification, not the simulated noise
 - https://almascience.eso.org/ proposing/sensitivity-calcul ator





ALMA Simulations Resources

THE AMERICAN THE WE SHOW

- Observation Support Tool (OST) http://almaost.jb.man.ac.uk/
 - Help pages: http://almaost.jb.man.ac.uk/help/
 - Extended video tutorial: https://www.youtube.com/watch?v=nXqIj2_JYEk
- CASA documentation: https://casa.nrao.edu/casadocs/latest/
 - CASA simulations in general: https://casadocs.readthedocs.io/en/stable/notebooks/simulation.html
 - o simalma: https://casa.nrao.edu/casadocs/latest/global-task-list/task_simalma/about
 - o simobserve: https://casa.nrao.edu/casadocs/latest/global-task-list/task_simobserve/about
 - o simanalyze: https://casa.nrao.edu/casadocs/latest/global-task-list/task_simanalyze/about
- CASA guides: https://casaguides.nrao.edu/index.php?title=Simulating_Observations_in_CASA_5.4
 - o (some guides available in CASA 6 versions, others are only available in CASA 5 versions)
 - o simalma: https://casaquides.nrao.edu/index.php?title=Simalma_(CASA_6.4.1)
 - simobserve+ simanalyze
 https://casaguides.nrao.edu/index.php?title=Protoplanetary_Disk_Simulation_(CASA_5.4)
- CASA simulations video tutorial: https://www.youtube.com/watch?v=XlKH8XMDmHI
- Download CASA: https://casa.nrao.edu/casa_obtaining.shtml
 - → Allegro maintains CASA installations on our computers, which can be used for simulations

Contact us at <u>alma@strw.leidenuniv.nl</u> with questions or requests for assistance with simulating your proposed ALMA observations



Distributed peer review

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Alex Hygate





Reviewer assignment rules

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- Each proposal must designate someone (usually the PI) to review 1 proposal set (10 proposals) for all proposals except large programmes
 - A large programme is >50 hours 12m time (regardless of 7m time) or 150 hours of standalone 7m time

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- If you don't have a PhD, you must either:
 - Designate a mentor with a PhD (e.g. your PhD supervisor).
 - Designate a (willing!) co-I to do the reviews.



Mentor guidelines

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Reviewers participating in the distributed review process who do not have a PhD are required to have a mentor who will assist with the proposal review. The mentors are specified in the OT when preparing the proposal. In general, the role of the mentor is to provide whatever guidance is necessary for the reviewer during the review process. They have access to the proposals and the reviews of their mentees through the Reviewer Tool in read-only mode.

Specific roles of a mentor include:

- 1. Work with the reviewer to declare any conflicts of interest on the assigned proposals. The conflicts of interest criteria apply to both the reviewer and the mentor.
- 2. Provide advice to the reviewer as needed on the scientific assessment of the proposals.
- 3. Provide guidance to the reviewer on providing constructive feedback to the PIs.
- 4. Review the comments to the PI before they are submitted.

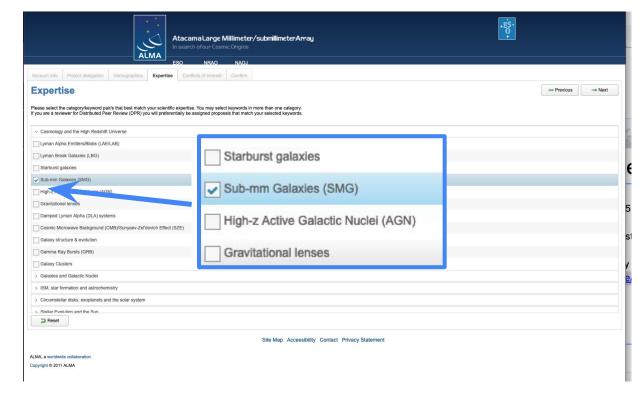


https://almascience.eso.org/proposing/alma-proposal-review/guidelines-for-reviewers#quidementors

Expertise areas

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- ALMA account page:
 https://asa.alma.cl/UserR
 egistration/secure/updat
 eAccount.jsp
- Select your expertise areas so that you get appropriate proposals
- Set your expertise areas by 16 May 2023, 15:00 UTC

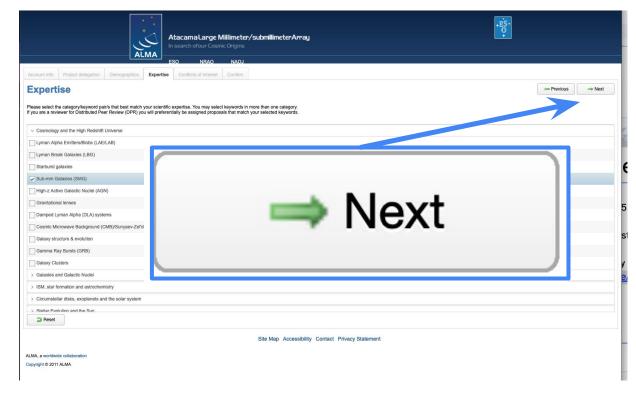




Expertise areas

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- ALMA account page:
 https://asa.alma.cl/UserR
 egistration/secure/updat
 eAccount.jsp
- You cannot use the tabs to navigate the webpage, only the arrows in the top right





Date	Milestone
12 April 2023 (15:00 UT)	Release of Cycle 10 Call for Proposals, Observing Tool, and supporting documents, and opening of the Archive for proposal submission
10 May 2023 (15:00 UT)	Proposal submission deadline for Cycle 10 Call for Proposals
01 June 2023, (15:00 UTC)	Deadline to submit list of proposals with a conflict of interest
28 June 2023 (15:00 UT)	Deadline to submit reviews for the distributed peer review system
August 2023	Announcement of the outcome of the proposal review process
1 October 2023	Start of ALMA Cycle 10 Science Observations (anticipated)

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Don't forget the review deadline - it is mandatory! Not submitting your reviews = rejected proposal!



Distributed peer review webinars

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ALMA will offer webinars presenting the distributed peer review and with Q&A session

- Session 1: Thursday May 25, 17:00 UTC
- Session 2: Friday May 26, 13:00 UTC
- Session 3: Wednesday May 31, 2:00 UTC
- Attend whichever is convenient for you
- Details will be e-mailed to you and posted here:
 <a href="https://almascience.eso.org/proposing/alma-proposal-review/alma-proposal

Guidelines also available in text form here:

https://almascience.eso.org/proposing/alma-proposal-review/quidelines-for-reviewers#quidementors



Code of conduct and confidentiality

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All participants in the review process are expected to behave in an ethical manner.

- Reviewers will judge proposals solely on their scientific merit.
- Reviewers will be mindful of bias in all contexts.
- Reviewers will declare all major conflicts of interest.
- The proposal reviews will be constructive and avoid any inappropriate language.

All proposal materials related to the review process are strictly confidential.

- The assigned proposals may not be distributed or used in any manner not directly related to the review process.
- Any data, intellectual property, and non-public information shown in the proposals may be used only for the purpose of carrying out the requested proposal review.
- The assigned proposals and the reviews may not be discussed with anyone other than the Proposal Handling Team, the APRC, or the assigned mentor when applicable.
- All electronic and paper copies of the proposal materials must be destroyed as soon as a reviewer completes the proposal review process.



Distributed Proposal Review Resources

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Proposer's guide:

- https://almascience.eso.org/proposing/proposers-guide#autotoc-item-autotoc-51
 Explanation:
- https://almascience.eso.org/proposing/alma-proposal-review/distributed-peer-review

FAQ:

- https://almascience.eso.org/proposing/alma-proposal-review/frequently-asked-questions
- Guidelines for reviewers:
 - https://almascience.eso.org/proposing/alma-proposal-review/guidelines-for-reviewers

ALMA account page:

https://asa.alma.cl/UserRegistration/secure/updateAccount.jsp

ALMA reviewer tool

- https://almascience.eso.org/proposing/alma-proposal-review/reviewer-tool
- How to use the reviewer tool:
 - https://almascience.eso.org/proposing/alma-proposal-review/how-to-use-the-reviewer-tool



Network support

- After the successful execution and data delivery of your project, you can ask for face-to-face support for regular or advanced data reduction
- Face-to-face support can also be requested for the purposes of proposal preparation or archival research
- Support: high-performance computing resources; remote or on-site user support
- Helpdesk tickets submitted via the Science Portal are passed to the relevant node
- You may also contact the nodes directly





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Want to know more?

THE RESERVE WE SHOW

- ALMA Proposer's Guide for Cycle 10
 https://almascience.eso.org/proposing/proposers-quide
- ALMA Primer https://almascience.eso.org/proposing/early-science-primer
- ALMA Primer videos
 https://almascience.eso.org/tools/alma-primer-videos
- ALMA explained: a series of 3-minute videos
 https://www.eso.org/sci/facilities/alma/arc/ALMA_explained_videos.html



https://almascience.eso.org/ag/

Contact Allegro! alma@strw.leidenuniv.nl

Need help?

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- E-mail us your questions or request a meeting with the Allegro staff to discuss your proposal
- Contact us on the #Allegro channel in slack
- Dedicated drop-in sessions in our offices (HL-1122) from 14:00-16:00 on:
 - o April 24
 - May 1
 - May 8
- If you are planning to submit a Large Programme, contact us early so that we can
 explore the many ways we can support your project and help optimise your program.

We wish you a relaxed and successful proposal preparation time! Contact Allegro!

alma@strw.leidenuniv.nl