

Memorandum: Calendar and Important Dates for FY18

NAASC Internal Memo Number: 6

Status: FINAL

Prepared by:	Organization:	Date:
Anthony Remijan (NA ARC Manager)	NRAO	December 5, 2017
Version	Updates:	Date:
2.0	Updated dates of the Ph1 OT User tests and Code Freeze	December 6, 2017
3.0	Updated the Dates of the preannouncement, Workflow and DRM f2f, new science workshop	December 22, 2017
4.0	Added Dates to the Cycle 6 Countdown meetings and critical software validation and testing deployments, 2 new science conferences	January 05, 2018
5.0	Added new links to the software releases cycle, Feb Maintenance outage, updated dates of documentation, added new dates of meetings	February 02, 2018

6.0	Added new links to the ObsMode pre-meetings; ALMA Ambassadors Event Schedule; added new science conferences	March 05, 2018
8.0	Updated times for the pre-ObsMode telecons; added general dates for the OFFLINE software deployments; new science conference; added a "Look Ahead" section	April 10, 2018
9.0	Deleted Ph2 OT testing dates in June; Added P2G WG f2f Meeting and several other ALMA/NRAO work meetings	May 07, 2018

MEMORANDUM

To: NAASC Staff

From: Anthony Remijan (NA ARC Manager)

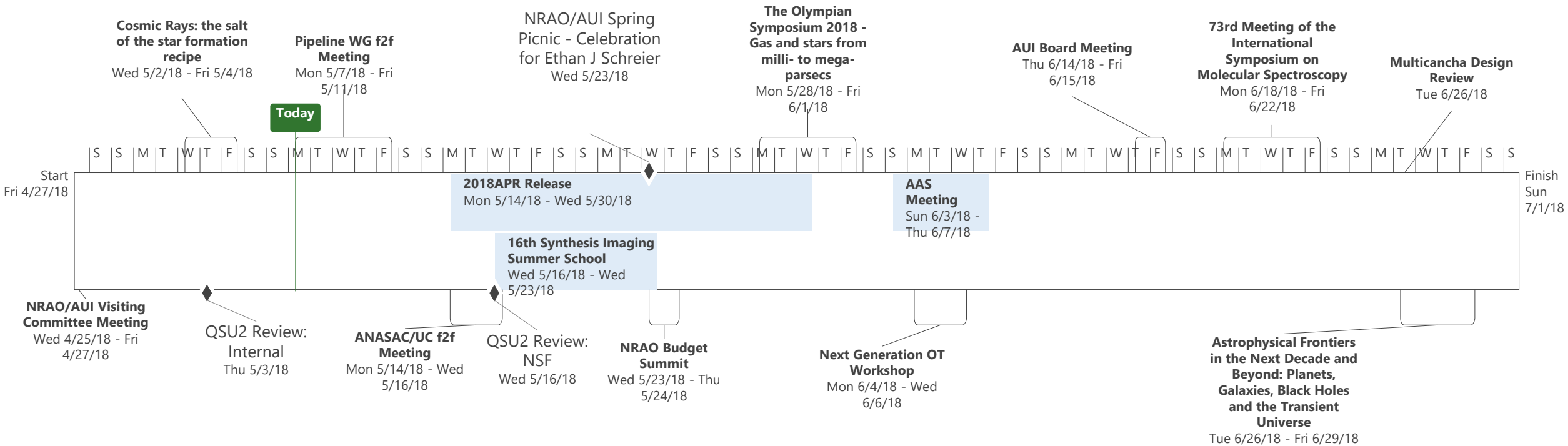
Date: December 5, 2017

Subject: Calendar and important dates for FY18 and countdown to the start of Cycle 6

Now that we are in nearly steady state operations, the timeline of events up through the start of Cycle 6 are now relatively consistent varying only by a few days. Major events, milestones and deadlines include things like the ALMA Call for Proposals, the proposal submission deadline, the dates for the ALMA Science Review panels, the dates for ObsMode and finally the start date of the next observing Cycle. Since many of these dates are now well known here in FY18, this memo will provide the relative information for these major milestones and also other important activities the NAASC will partake in FY18 including external/internal meetings and workshops. These milestones will be constantly maintained and updated, as necessary, off the NA ARC Sharepoint page at:

<https://sharepoint.nrao.edu/alma/arc/Lists/NAASC%20Milestones/AllItems.aspx>

These dates are current as of the posting of this memo and **are subject to change** based on additional discussions and decisions. Any changes in the dates will be communicated as soon as



Task Name	Duration	Start	Finish	Predecessors	Resource Names	Notes
2018 OFFLINE Deployment Calendar	188 days	Wed 3/14/18	Fri 11/30/18			
2018APR Release	13 days	Mon 5/14/18	Wed 5/30/18			In preparation for the APRC Meetings
Functional Meeting Dates	204 days	Wed 12/6/17	Mon 9/17/18			
QSU2 Review: NSF	0 days	Wed 5/16/18	Wed 5/16/18			
QSU2 Review: Internal	0 days	Thu 5/3/18	Thu 5/3/18			
Pipeline WG f2f Meeting	5 days	Mon 5/7/18	Fri 5/11/18			Tokyo, Japan
ANASAC/UC f2f Meeting	3 days	Mon 5/14/18	Wed 5/16/18			Socorro, NM
16th Synthesis Imaging Summer School	6 days	Wed 5/16/18	Wed 5/23/18			Socorro, NM
NRAO/AUI Spring Picnic - Celebration for Ethan J Schreier	0 days	Wed 5/23/18	Wed 5/23/18			Charlottesville, VA
NRAO Budget Summit	2 days	Wed 5/23/18	Thu 5/24/18			Charlottesville, VA
Next Generation OT Workshop	3 days	Mon 6/4/18	Wed 6/6/18			
AUI Board Meeting	2 days	Thu 6/14/18	Fri 6/15/18			Charlottesville, VA
Multicancha Design Review	1 day	Tue 6/26/18	Tue 6/26/18			Santiago, Chile
Science Conferences	143 days	Thu 1/4/18	Mon 7/23/18			
Cosmic Rays: the salt of the star formation recipe	3 days	Wed 5/2/18	Fri 5/4/18			Florence, Italy - https://www.arcetri.astro.it/cosmicrays/
The Olympian Symposium 2018 - Gas and stars from milli- to mega- parsecs	5 days	Mon 5/28/18	Fri 6/1/18			Mount Olympus, Greece - http://www.olympiansymposium.org/index.php
AAS Meeting	5 days	Sun 6/3/18	Thu 6/7/18			Denver, CO - https://aas.org/meetings/aas232
73rd Meeting of the International Symposium on Molecular Spectroscopy	5 days	Mon 6/18/18	Fri 6/22/18			Champaign, IL - http://isms.illinois.edu/
Astrophysical Frontiers in the Next Decade and Beyond: Planets, Galaxies, Black Holes and the Transient Universe	4 days	Tue 6/26/18	Fri 6/29/18			Portland, Oregon - http://go.nrao.edu/ngVLA18

they are known and the timelines updated accordingly. In addition, any NAASC staff that would like an event added to this list, please email Katelyn Sevin (ksevin@nrao.edu) to get the event added to the master list of upcoming events.

Deadlines that have already passed are now ~~crossed-out~~. New information or text are highlighted. Updated milestones or meeting/workshop dates in the tables are in **bold font**.

1. Dates up to the ALMA Proposal Deadline.

Below is a list of important milestones and dates leading up to the ALMA Proposal Deadline. In short, the ALMA Cycle 6 proposal submission will open at **15:00 UT on Tuesday, 20 March 2018**. The Cycle 6 proposal submission deadline is **15:00 UT on Thursday, 19 April 2018**.

Milestone	Date
Call for Proposals Pre-announcement	18 December 2017
Science Portal News Item on Large Programs and Array Configuration Schedule	01 February 2018
Call for Proposals	20 March 2018 — 15:00 UT
Proposal Submission Deadline	19 April 2018 — 15:00 UT

2. User Documentation

Below is the list of documents that are currently being prepared for Cycle 6 and the proposed due dates. All the final documentation and the Science Portal must be ready to be deployed no later than **19 March 2018**. The Parent ticket for all User Documentation for Cycle 6 is available in SCIREQ at: <https://ictjira.alma.cl/browse/SCIREQ-1339>.

Documentation	Date
Call for Proposals	https://ictjira.alma.cl/browse/SCIREQ-1341
First Draft	05 February 2018
Final Draft	01 March 2018
Call for Proposal ready for Rendering the SP	06 March 2018 — READY
Final Version of the CfP Ready in the SP	13 March 2018
Proposers Guide	https://ictjira.alma.cl/browse/SCIREQ-1342
First Draft	20 December 2017

First Draft Comments Due	08 January 2018
Second Draft	12 January 2018
Second Draft Comments Due	02 February 2018
Third Draft	06 February 2018
Third Draft Comments Due	14 February 2018 (Happy Valentines Day!)
PG Ready for Rendering in the SP	06 March 2018
Final Version of the PG Uploaded to the SP	13 March 2018
ALMA Primer and OT Documents	https://ictjira.alma.cl/browse/SCIREQ-1343
First Draft available for Comments	02 February 2018
First Draft Comments Due	16 February 2018
Final Version available for Comments	23 February 2018
Ready for Rendering in the SP	06 March 2018
Final Versions Uploaded to the SP	13 March 2018
Technical Handbook	https://ictjira.alma.cl/browse/SCIREQ-1287
First Draft of Chapters based on input from Cycle 5 comments	20 December 2017
First Draft Comments Due	08 January 2018
Second Draft of Chapters	26 January 2018
Second Draft Comments Due	08 February 2018
Final Draft of Chapters	23 February 2018
THB Ready for Delivery to the SP	01 March 2018
Final Version of the THB Uploaded to the SP	13 March 2018
Science Portal	
Start rendering the PG and CFP	06 March 2018
SP layout final version ready for feedback (including pdf docs)	14 March 2018
Deadline for comments to SP layout	16 March 2018

Final version of SP installed. Distribution to ARCs	19 March 2018

3. Cycle 6 Countdown Meetings Schedule -

<https://wikis.alma.cl/bin/view/TES/Cycle6Countdown>

Meeting Topic	Date
Kickoff and Current Status of Software	19 January 2018 (DID NOT HAPPEN)
First Kickoff Meeting	07 February @12UT before the SSG telecon
2017DEC Deployment (05 Feb), OT report (05 Feb), documentation and SP progress	07 February 2018
2018FEB validation progress, documentation and SP progress	23 February 2018 @12UT
2018FEB validation end, documentation and SP progress	09 March 2018 @12UT
Final Status: Go/No Go	16 March 2018 @12UT

4. Relevant Software Releases and Deployments

Core Call for Proposals functionality should be delivered and part of the 2017DEC release. The relevant software validation deadlines and deployment are given below. The remaining Call for Proposal functionality (a minimum) and bug fixes are included in the 2018FEB release. The relevant software validation deadlines and deployment are given below. Also shown are the anticipated releases and testing periods for the upcoming CASA and ALMA Pipeline.

2018 Engineering Maintenance Period – 01 - 28 February, 2018

As of today, we have started the 2018 Engineering and Testing Period for ALMA. Access to the archive and science portal will be unavailable (or very limited) in a period from 02 – 12 February 2018 (inclusive) due to planned maintenance.

At the AMT/IXT meeting, the following actions and decisions were taken which are relevant to the testing and deployment Cycle:

- **DECISION:** We have suspended the monthly deployments. There will still be monthly releases that will be used for testing etc.

- AI: ICT/iSOPT to decide on the deployment schedules on the milestone deployments. We will continue to have monthly releases. We can also arrange the testing schedule/weeks, etc... where these things will be properly tested and validated.

The current release schedule for the Cycle 6 software from ICT is available at the following wiki:

https://ictwiki.alma.cl/twiki/bin/view/Main/ReleasesPlanning#MONTH_2018_cycle_6_submission

There is also the IRM delivery calendar which is available here:

<https://ictwiki.alma.cl/twiki/bin/view/Main/ReleasesPlanning> although it may be confusing at times because of the date/month of the release or deployment and the release name (e.g. 2017DEC is deployed in February 2018).

Relevant Software	Date
Finalize Heuristics for new Pipeline Features	December 2017— March 2018
CASA 5.1.2	Early Jan
SPT-PIPE-2017DEC (Validation deadline)	12 January 2018
OBSPREP-2017DEC (Validation deadline)	19 January 2018
OBOPS-2017DEC (Validation deadline)	19 January 2018
ARCHIVE-2017DEC (Validation deadline)	26 January 2018
CASA 5.2 (HPC/Parallel) “stealth” release	Week of 26 Jan
2017DEC (Deployment Deadline)	12 February 2018
SPT-PIPE-2017FEB (Validation deadline)	02 March 2018
OBSPREP-2017FEB (Validation deadline)	09 March 2018
OBOPS-2017FEB (Validation deadline)	16 March 2018
ARCHIVE-2017FEB (Validation deadline)	09 March 2018
2017FEB (Deployment Deadline)	14 March 2018
CASA 5.3 Release	May 2018
Internal Pipeline Release (RI) for testing	April 2018
Pipeline (RI) Testing	March – April 2018
Final Deadline for PL release requirements	01 May 2018

Internal Pipeline Release (R2) for testing	01 July 2018
Pipeline (R2) Testing	July – August 2018
CASA 5.4 Release	Circa August 2018

2018 OFFLINE DEPLOYMENT CALENDAR

Release	Tentative Date	Comment
2018FEB	March 14th, 2018	in preparation for Call for Proposal
2018APR	second half of May 2018	in preparation for APRC meeting
2018JUN	second half of July 2018	adding new functionality for current cycle
2018AUG	mid-September 2018	preparation for starting new cycle
2018OCT	second half of November 2018	adding new functionality for current cycle

5. Cycle 6 Capabilities and Input to the OT Phase 2

As of the writing of this memo, the ObsMode Go/No Go Meeting was held on 29 November, 2017. The Decisions and Actions remaining will be posted to the ObsMode wiki available at: https://wikis.alma.cl/bin/view/DSO/CapWG/Cycle6_OBSMODEpages and to the relevant tickets posted off the main ObsMode 6 SCIREQ ticket at: <https://ictjira.alma.cl/browse/SCIREQ-1083>. There are still several outstanding decisions that need to be taken before the capabilities can be set for Cycle 6. The important upcoming dates for the final decisions to be taken on the Cycle 6 capabilities based on input needed for the Phase 1/2 OT are given below.

Milestone (Observing Tool)	Date
Final OT Phase 1 Capabilities Go/No Go	29 November 2017
Final input to developers on OT Phase 1	11 December 2017
OT Phase 1 start of user tests	22 January 2018
OT Phase 1 end of user tests	26 January 2018
Final input to developers on OT Phase 2	30 January 2018

OT Phase 1 user test report ready	05 February 2018
Phase 2 ObsMode Telecon	09 February 2018 — DID NOT HAPPEN
Validation deadline (OBSPREP-2018FEB)	09 March 2018
OT phase 1 deployment at the ARCs	14 March 2018
Deadline for providing input on defaults for OT Phase 2	30 March 2018

Starting the week of 05 March, we will begin the “pre-ObsMode” telecons in preparation for ObsMode 7 which is going to held in Santiago, Chile from 24 – 26 April, 2018. The planning wiki for Cycle 7+8 ObsMode can be found here:

https://wikis.alma.cl/bin/view/DSO/CapWVG/Cycle7plus8_OBSMODEpages

The pre-ObsMode Telecon dates and topics are given below:

Meeting Topic	Date
“Low Priority” Items	07 March 2018 @ 13:30 UT
Data rates, Spectral Scans, and other items	14 March 2018 @ 12:30 UT
High Frequency (12-m & 7-m, incl. Long Baselines and B2B)	21 March 2018 @ 12:30 UT
TP continuum, TP High Frequency, Combined Array (Maximum Collecting Area Array)	28 March 2018 @ 12:30 UT
Polarization, incl. Sessions	04 April 2018 @ 12:30 UT
Data Throughput	11 April 2018 @ 12:30 UT

The following dates are relevant to the Archive testing and deployment.

Milestone (Archive)	Date
Verification Testing (start)	05 February 2018
Verification Testing (end)	23 February 2018
Validation Testing (start)	26 February 2018
Validation Testing (end)	02 March 2018

Deployment Testing (start)	05 March 2018
Deployment Testing (end)	09 March 2018
Validation deadline (ARCHIVE 2018FEB)	09 March 2018
Archive deployment at the ARCs	16 March 2018

6. Upcoming Meeting Dates

Below is a list of the anticipated upcoming meeting dates which may be relevant to NAASC staff. If the meeting, dates or location are still under discussion, the entry will be listed with a “(TBC)” identifier. For example, the Cycle 7 ObsMode dates are set from 24 – 26 April 2018 but the location is still to be determined. ***This is by no means a complete list of all the events that will be taking place over the course of the year*** nor does it include any of the individual Subsystem Scientist f2f meetings and other training sessions. To include a meeting, workshop, tutorial or training session to the list, please let myself or Katelyn know so we can add it to the master summary list.

In addition, the decision taken at the AMT/IXT meeting, the AMT will be maintaining an ALMA-wide calendar for each of the IXTs, which will include critical face-to-face meetings within ALMA and the IXTs as well as science meetings and conferences of interest to ALMA staff. The calendar can be accessed via the ALMA Science Portal’s internal documents area landing page: <https://almascience.nrao.edu/internal-documents>.

Meeting	Dates (Inclusive)	Location
NSF Program Review	6-7 December 2017	Charlottesville, VA
ICT Management Meeting	12-14 December 2017	Charlottesville, VA
iSOPT f2f Meeting	28 January 2018	Santiago, Chile
Joint AMT-IXT Meeting	29-31 January 2018	Santiago, Chile
Cycle 6 Workflow Meeting	29-31 January 2018	Santiago, Chile
DRM f2f Meeting	31 January 2018	Santiago, Chile
CPM 7	01—02 February 2018	Santiago, Chile
AMT Meeting	01—02 February 2018	Santiago, Chile
AQUA f2f Meeting	05—06 February 2018	Santiago, Chile
ALMA Ambassador Training Session	12—14 February 2018	Charlottesville, VA

HiL Simulation PDR	15 February 2018	Santiago, Chile
ASAC Meeting	26-27 February 2018	Santiago, Chile
HDWG f2f Meeting	28—28 February 2018	Mitaka, Japan
Correlator Upgrade PDR	28 Feb—01 Mar 2018	Santiago, Chile
AMT Meeting (TBC)	01—02 March 2018	Santiago, Chile
AUI Board Meeting	01—02 March 2018	Pasadena, CA
ALMA Director's Council Meeting	15—16 March 2018	Mitaka, Japan
Spring Budget Meeting (w/NSF)	22 March 2018	(Video)
ALMA/NRAO Community Day Event	26—28 March 2018	Pasadena, CA
ICT Management f2f Meeting	27—29 March, 2018	Mitaka, Japan
AMT Meeting	8-9 Apr 2018	San Pedro de Atacama, Chile
ALMA Board Meeting	11-13 Apr 2018	OSF
ObsMode 7	24-26 April 2018	Santiago, Chile
NRAO/AUI Visiting Committee	25—27 April 2018	Charlottesville, VA
Pipeline WG f2f Meeting	7 – 11 May, 2018	Tokyo, Japan
ANASAC / UC Meeting	14-16 May 2018	Socorro, NM
NSF QSU2 Review	16 May 2018	Socorro, NM
16th Synthesis Imaging Summer School	16 – 23 May 2018 (ALMA tutorials 21 – 23 May)	Socorro, NM
NRAO/AUI Spring Picnic – Celebration for Ethan J Schreier	23 May 2018	Charlottesville, VA
NRAO Budget Summit	23-24 May 2018	Charlottesville, VA
Next Generation OT Workshop	4 – 6 June	Garching, Germany (by invitation only)
AUI Board Meeting	14 – 15 June 2018	Charlottesville, VA
Multicancha Design Review	26 June 2018	Santiago, Chile
P2G WG f2f Meeting	24 – 27 July 2018	Santiago, Chile

AMT-HAAG Meeting	8 – 9 August 2018	Washington, DC
ALMA Board Retreat	15 – 16 August 2018 (TBC)	NSF; Washington, DC
NAC 6 Workshop	14 – 16 September	Washington, DC
iSOPT f2f Meeting	26 – 28 September	Prague, Czech Republic

7. ALMA Ambassador Cycle 6 Proposal Preparation Workshops

Starting the week of 26 March, the ALMA Ambassadors will start a series of workshops and tutorials. The dates and locations of each of the tutorials are below along with the meeting pages that contains all the relevant information and registration information. We will be communicating with the event organizers using a Slack channel. If anyone has interest in working with the event organizers during their workshop, please let Tony know.

Event Organizer	Date	Location (Website)
Katie Jameson	March 26, 2018	Australian National University: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-anu18/
Meredith McGregor and Kate Rowlands	March 27, 2018	Johns Hopkins University: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-jhu18/
Ian Czekala	March 27, 2018	Stanford University: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-stanford18/
Loreto Barcos	March 28, 2018	Universidad Diego Portales: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-chile18/
J. Dary Ruiz-Rodriguez	March 28, 2018	Rochester Institute of Technology: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-rochester18/
Katie Jameson	March 29, 2018	CISRO: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-csiro18/

Deanne Coppejans	March 29, 2018	Northwestern University: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-northwestern18/
Statia Cook	March 30, 2018	Columbia University: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-columbia18/
Rui Xue	March 30, 2018	University of Iowa: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-iowa18/
Irene Shivaiei, Steve Ertel and Nick Ballering	April 10, 2018	University of Arizona: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-arizona18/
Patrick Sheehan	April 10, 2018	University of Oklahoma: https://science.nrao.edu/facilities/alma/naasc-workshops/nrao-cd-oklahoma18/

8. Upcoming Meetings and Workshops

There will be several NAASC sponsored scientific workshops in the upcoming fiscal year along with many other interesting topical scientific or technical workshops. The list below is a short list of a few of the upcoming scientific or technical workshops to which NAASC staff may be interested in attending or contributing. To include a meeting, workshop, tutorial or training session to the list, please let myself or Katelyn know so we can add it to the master summary list.

Meeting	Dates (Inclusive)	Location	URL
National Radio Science Meeting (NRSM)	4-7 January 2018	Boulder, CO	https://nrsmboulder.org/home
AAS & NRAO Town Hall	8-12 January 2018	Washington, DC	https://aas.org/meetings/aas231

Atacama Large-Aperture Submm/mm Telescope (AtLAST)	17-19 January 2018	ESO-HQ, Garching b. München, Germany	https://www.eso.org/sci/meetings/2018/AtLAST2018.html
Magnetic Fields or Turbulence? (NAASC Sponsor)	6-9 February 2018	National Tsing Hua University, Hsinchu, Taiwan	http://events.asiaa.sinica.edu.tw/workshop/20180206/index.php
AAAS Symposium 'The Chemistry and Physics of Nascent Planetary Systems'	15-19 February 2018 (TBC)	Austin, TX	
Diversis mundi: The Solar System in an Exoplanetary context	5-9 March, 2018	ESO - Santiago, Chile	https://www.eso.org/sci/meetings/2018/ops2018.html
Advanced school on Infrared and Sub-millimeter Astrophysics	5-16 March 2018	Quito, Ecuador	http://oaq.epn.edu.ec/infrarrojo/index.php
Star and Planet Formation 2: Star and planet formation with a focus on disks (NAASC Sponsor)	12-16 March 2018	Biosphere 2 Center, Oracle AZ	http://www.event.com/events/spf2-star-and-planet-formation-in-the-southwest/event-summary-27cf1cb597d94eae7a9cf9ece86cb01.aspx
Workshop: Submillimetre Single-Dish Data Reduction and Array Combination Techniques	15-16 March 2018	ESO-HQ, Garching b. München, Germany	http://www.eso.org/sci/publications/announcements/sciann17086.html
Prebiotic Molecules in Space and	19-23 March 2018	Physikzentrum Bad Honnef, Germany	https://events.mpe.mpg.de/event/4/

Origins of Life on Earth			
The ALMA Quest for Our Cosmic Origins, The Symposium is in honor of Pierre Cox service as ALMA Director	27 March, 2018	JAO— Santiago, Chile	https://welcu.com/alma/the-agma-quest-for-our-cosmic-origins-a-symposium-to-honor-pierre-cox
Cosmic rays: the salt of the star formation recipe	2-4 May 2018	Florence, Italy	https://www.arcetri.astro.it/cosmicrays/
The Olympian Symposium 2018 - Gas and stars from milli- to mega-parsecs	28 May – 01 June 2018	Mount Olympus, Greece	http://www.olympiansymposium.org/index.php
AAS Meeting	3-7 June 2018	Denver, CO	https://aas.org/meetings/aas232
73 rd Meeting of the International Symposium on Molecular Spectroscopy (NAASC is a Corporate Sponsor)	18 – 22 June 2018	Champaign, IL	http://isms.illinois.edu/
Astrophysical Frontiers in the Next Decade and Beyond: Planets, Galaxies, Black Holes, and the Transient Universe	26 – 29 June 2018	Portland, Oregon	http://go.nrao.edu/ngVLA18
Tracing the Flow: Galactic Environments and the Formation of Massive Stars	2-6 July 2018	Lake Windermere, UK	http://almaost.jb.man.ac.uk/meetings/TtF/

The Cosmic Cycle of Dust and Gas in the Galaxy: from Old to Young Stars	9-13 July 2018	Quy Nhon, Vietnam at ICISE	https://cosmiccycle2018.sciencesconf.org/
Astrochemistry - Past, Present, & Future - A meeting in celebration of Ewine van Dishoeck	10 – 13 July 2018	Pasadena, CA	https://www.cfa.harvard.edu/events/2018/astrochem18/
COSPAR 2018 42nd Assembly 60th Anniversary	14 – 22 July 2018	Pasadena, CA	http://cospar2018.org/

9. Look Ahead Images

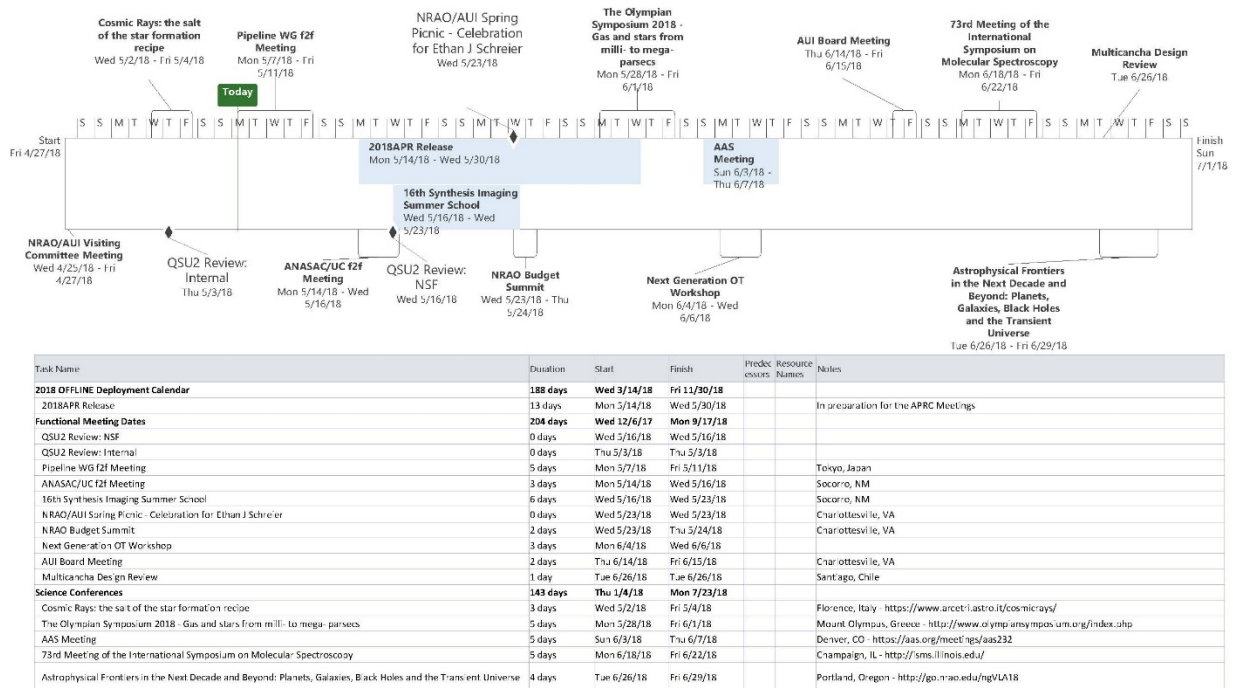


Figure I. May – June 2018