

FOURTH CIRCULAR

JCSDA 9th Workshop on Satellite Data Assimilation
May 24-25, 2011

Will be held at the
University of Maryland, College Park

Meeting Address: 7950 Baltimore Ave.
Computer & Spaces Science Bldg. 2nd Floor, Room 2400-2324 (Registration in front of room 2400)
College Park, Maryland 20742
(map and floor plan attached)

Hotels in College Park: <http://shopcollegepark.org/citymaps/page.php?id=22>

Important note:

Due to a larger than anticipated participation, the main plenary session will take place in room 2324, but registration (and coffee breaks and the poster session) will take place in front of room 2400.

Introduction:

The purpose of the JCSDA Science Workshop is to review the ongoing and planned scientific development sponsored by the NASA-NOAA-DOD Joint Center for Satellite Data Assimilation (JCSDA), and to plan and coordinate future efforts. The JCSDA has six scientific priority areas:

- Radiative transfer
- Clouds and precipitation
- Advanced instruments
- Land data assimilation
- Ocean data assimilation
- Air Composition

The JCSDA supports scientific development work in these areas with proposal-based, internally directed funds as well as with external grants and contracts awarded via a competitive process open to the broader scientific community. In fiscal year 2010, this competitive process took the form of a federally funded opportunity (FFO) led by NOAA. In fiscal year 2011, this process took the form of a NASA announcement within the Roses 2010 opportunity. In addition, JCSDA individual partners undertake their own research that overlaps with JCSDA objectives. It is essential that all these efforts be complementary and coordinated. The JCSDA science workshop aims at facilitating this coordination. At the JCSDA Science Workshop, JCSDA Principal Investigators and affiliated scientists are expected to report on progress and participate in discussions about the progress and future plans of the Joint Center.

Organization of the Workshop

The JCSDA science workshop on satellite data assimilation will have both oral presentations (all in a single plenary session) and posters. In order to allow for open discussions, plenty of time will be made available to presenters to interact with the audience. Adequate visibility will be provided to both management-level presentations from the JCSDA partners and to contributed scientific material in all scientific areas. Management-level presentations will provide a context in which the scientific effort fits.

They also offer an opportunity for scientists to ask questions about the future plans and the scientific directions being considered. There will be break-out sessions, limited to group discussions of the plans and progress for the six science priority areas. It is expected that general and scientific recommendations be made following this breakout session and be presented at the final plenary session. There will also be a dedicated posters session. Note that posters will be mounted on their panels the first morning of the workshop and will remain mounted until the end of the workshop. This will allow scientists to interact on the content of the posters not only at the posters session but also during coffee breaks and lunch breaks if desired. A *Software Packages and Science Integration* session is also scheduled the second day of the workshop, to highlight a number of software packages and tools that are available to scientists and to show interested parties how to get access to these JCSDA resources (supercomputer, visualization tools, scientific software packages, formatting tools). This is expected to provide JCSDA-affiliated scientists the necessary environment to pre-test the impact of their efforts on operational assimilation models, and to assess their impacts on different forecast skills.

Registration:

There is no registration fee to attend the JCSDA science workshop. Participants are however requested to register online at www.jcsda.noaa.gov to confirm their participation. This will allow us to put the agenda together and to make sure that the facilities are adequate. Participants will be requested to enter their names, e-mail addresses, affiliations, and whether they will have a presentation. In case a presentation is planned, authors should indicate a title, and specify if an oral presentation is preferred or a poster. Deadline for the registration has been extended. Registration is now requested, online, by April 22th 2011. On May 24th, registration will be set up in front of room 2400. That is also where coffee breaks will be set up as well as posters. Note that due to larger than expected participation, the main talk sessions will take place in room 2324.

Location:

The 9th JCSDA science workshop on satellite data assimilation will be hosted by the College of Computer, Mathematical and Natural Sciences (CMNS) of the University of Maryland, College Park. The main conference room (~~#2400~~ **2324**) will be located in the main campus, in the Computer & Spaces Science Building on the 2nd Floor. This location offers convenient access to the *Metro* public transit system of the Washington, DC area (College Park/Univ. of Md Metro station, and the Metro bus). It is also walking distance to downtown College Park, MD.

Shuttle from the College Park, Metro station:

University of Maryland, College Park, runs a wide network of shuttles for students and staff in and around College Park, MD and is allowing participants of the workshop to use the shuttle from the College Park Metro station. The 104 shuttle that the participants can ride, runs every 10 to 15 minutes from 6:00am to 3:00am (~ 10 minutes ride).

[http://www.transportation.umd.edu/images/Shuttle/Schedules%20pdfs/Summer%2011/104_CP M.pdf](http://www.transportation.umd.edu/images/Shuttle/Schedules%20pdfs/Summer%2011/104_CP_M.pdf)

Lodging:

There are many hotels within walking distance to the main campus for those who prefer to stay around the meeting location. College Park metro station is on the Metro green line: A fifteen (15) minutes Metro ride to downtown Washington, DC. So participants can also chose to stay in downtown Washington DC. We are currently working with the University of Maryland to allow workshop participants to use the UMD shuttle to go from the College Park Metro station to the main campus. The location of the meeting is at around 30 minutes walking distance from the College Park Metro station.

For more information, please consult the JCSDA web site workshop page. It contains several links to many hotels in College Park.

Lunch:

There are many options for lunch around the main campus in College Park, but one convenient alternative is the University of Maryland food court at the Adele H. Student Union building (on the map attached), not far from the workshop conference room. It offers many options ranging from fast food, coffee shops, to sit-down restaurants.

For more information, please consult the JCSDA web site workshop page. It contains several links to many restaurants, lunch and dining options.

Parking Information:

Workshop participants could chose among lodging options that are walking distance from the conference room or use public transportation (Metro station College Park, University of Maryland), from Washington, DC downtown for instance. If using a car, there are a number of visitor parking lots in and around the University main campus. The attached map shows the locations of these visitor parking lots.

A SPEAKERS GUIDE TO GIVING POSTER OR ORAL PRESENTATIONS

POSTER PRESENTATIONS

The Poster Session Format

Please refer to the program for your particular conference for viewing dates and times. The Program General Information will list poster set up and tear down times.

Poster Display Panels and Support Equipment/Configuration

Please provide your poster in as close to a 2' wide (horizontal) x 4' tall (vertical) (0.6096m x 1.2192m) size, as possible.

Mounting of Display Materials

You can mount your poster with tape (not pushpins).

Additional Equipment

Laptops/Computers - Should you elect to bring a laptop or personal computer, a table can be provided for you. However you must provide your own power supply. Please send an e-mail to Sid.Boukabara@noaa.gov to request a table.

Some Pointers for Poster Presentations

Large Format Poster Printing

Many of our authors find that printing a large format poster is now the most convenient way to organize their presentation. There may also be a local print shop in your area that offers the service of large format printing. Please check the telephone Yellow Pages for printing companies.

Formatting Guidelines/Suggestions

- Place the title at the top center of the poster.
- Use 72 point letters.
- Avoid hand drawn materials.
- Keep it simple.
- Do not post the pages of your paper.
- Make sure it has a logical flow.
- Use color, graphics, charts, and photos.
- Key points should be in large type.
- Do not try to tell the entire story on the panel.
- Save some key points for the one-on-one discussion.
- Check the program for the set up and presentation time for your session.

ORAL PRESENTATIONS

Oral Presentation Format

Please refer to the program for your session date and time. Each author has 15 minutes for their presentation. With approximately 12 minutes given for the presentation followed by 3 minutes for questions and answers. If possible, please send your presentation to Sid.Boukabara@noaa.gov (and cc Eve-Marie.Devaliere@noaa.gov) so that it can be loaded onto the JCSDA laptop computer. Presentations could also be loaded first thing in the morning or during the break before the presentation.

Meeting Room Standard Equipment

The meeting room is equipped with the following:

one data/video projector
one computer
one podium microphone
one screen of appropriate size.

We encourage you to use the JCSDA supplied computer. Please note that the JCSDA supplied computer does not run Microsoft Vista. All presentations should be saved as a PowerPoint file or as a .pdf and should be tested on a Windows machine prior to the meeting. Please bring your presentation on one of the following media:

- USB flash drive
- CD-ROM, CD-R, or DVD

Note: If your graphics or video clips are not imbedded in your presentation, please be sure that you bring them as well.

Note on Mac-produced presentations

If your presentation was created on a MAC and converted to run on a PC please test it before you come to the meeting. Make sure that the hyperlinks still function. Avoid using a rewritable CD (CD-RW). We've encountered compatibility problems with them.

If your presentation was produced on a Mac and it includes embedded video, your video will most likely NOT play automatically on the PC platform. You will need to either convert your .mov files to .avi format or create a link in your slide show to an external .mov file. If you choose the latter, your animation will play in a separate QuickTime window, outside of your PowerPoint presentation. We strongly recommend that you test your Mac-produced presentation on a Windows based system before arriving at the meeting.

Questions

All questions regarding audio/visual or computer support should be sent via e-mail to Eve-Marie.Devaliere@noaa.gov (with cc Sid.Boukabara@noaa.gov). On-site please stop by the registration desk.