

Data Management Center / Hardcopy Facility Notes

October 1991

1 Procedure for Requesting Photowrites

Since June 1991, photowrites have been an optional data product. This policy and the procedure for requesting photowrites were sent to the current GOs in their observing package. If photowrites are desired, the GO is asked to fill out a form requesting photowrites at the end of EACH of their observing shifts. While this procedure may seem cumbersome to the GO, it is currently the most efficient means of communicating these requests to the Hardcopy Facility personnel. The photowrites are made from the SOC History Tapes. These tapes are identified strictly by number. Usually more than one program ID is contained on the tape.

2 Authorizing Data Distribution to Persons Other Than the PI

If Primary Investigators want their data sent to another individual rather than themselves, they should send a written request to the DMC documenting this request. DMC personnel ask that these requests be made per program ID. While DMC personnel do keep these requests on file, your data is more likely to be mailed to the correct location if the request is renewed for each observing run or set of observing runs.

3 Who to Ask About Data Distribution and Photowrites

If you have a question or concern about the distribution of your data or about photowrites please contact:

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