

Deep Space Gateway Workshop / TESS Session Planning

Deep Space Gateway Workshop:

NCTS #:

Information for Heliophysics portion of Program Committee:

- [Overview Charts - 1Dec2017](#)
- [Workshop Announcement](#)
- [Spreadsheet of sessions, assigned abstracts](#)
- [Zip file of Heliophysics Abstracts](#)
- [Zip file of updated materials for 12Jan2018 telecon](#)
- [Heliophysics_at_MoonReport_FINAL.pdf](#)

Actions:

- a. Finalize workshop program
 - i. re-arrange presentations as appropriate
 - ii. ID session chairs
 - iii. ID overview speakers
 1. External Payloads I (solar):
 2. External Payloads II (near-Earth): Paxton is available
 3. Cubesats/Small Sats:
 4. Space Weather for Exploration I: could be 3147: Berger?
 5. Space Weather for Exploration II: could be 3150: Spence?
- b. Encourage workshop participants to submit actionable summary quad charts to be included in Heliophysics report
- c. Identify topics/prime authors for 2 pagers, which form the basis for the Heliophysics meeting report

Good practices to implement at the workshop (thanks to Ed for starting this discussion):

- All presentations are loaded as PDFs on a presentation laptop with a filename that indicates its order in the session. We will give up on having videos, but the chance of wasting time on getting movies, versions of PPT or Keynote working are not worth the loss of video content.
- All questions should be held for the discussion session, maybe allow clarifying questions - "what is the x-axis in this plot?" but not "You seem to be ignoring the critically important work of DeLuca, DeLuca and DeLuca, so why do you think this makes sense?"
- The discussion sessions should be frequent enough that the previous n-talks can all be addressed. Maybe we have 15-30m of discussion for every 6 talks? Will that break the schedule? Having frequent discussions will make it easier on the audience too. <-- we don't quite have this good balance implemented as yet.
- Chairs need to be strict. Discussion leaders should have questions they want addressed in each discussion.
- We need a way of capturing the discussion. This too is easier with short frequent discussions rather than extended discussions.
- Are there issues (like the acceptable DSG orbits) that we want everyone to address - maybe the talks all start with a quad-chart so we can force people to capture/think about certain parts of the DSG?

Special Session at TESS:

- 2018 Triennial Earth-Sun Summit (TESS), 20-24 May 2018
- Each session can have a maximum of three invited authors
- Deadline to enter all Invited Authors during the submission process is **Tuesday, 13 February 2018**

Actions:

- a. Identify three invited speakers, invite to submit abstract
- b. Send email to all Heliophysics DSG Workshop participants informing of TESS special session