



# A very brief introduction to the Beam Request Submission Tool for PS & SPS Users :: 2023

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<https://ps-sps-users.web.cern.ch>  
(SSO / EDUGain Login +  
JavaScript capable Browser Required!)

# A new tool for PS & SPS User Support

- The development of software tools and solutions is one key part of the efforts under the EURO-LABS project (<https://web.infn.it/EURO-LABS/>)
- Goal: improve the quality and level of user support, streamline interactions with the users, reduce the requirements to repeatedly provide data, etc.
- Start: October 2022, Target duration for the relevant work-packages: 3 years
- First step: A new tool for collecting beam requests =>

<https://ps-sps-users.web.cern.ch>

(a **very** first step, many thanks in advance for your understanding and  
for your feedback and help in further improving our tools! )

# Step -1: How to get in contact if you need help?

→ For technical support & questions, feedback and help requests concerning the tool, please do not hesitate to contact me directly:

-----  
Martin Schwinzerl

Building 4/R-021 @ CERN

Email: [martin.schwinzerl@cern.ch](mailto:martin.schwinzerl@cern.ch)

Phone: +41227667069

Mattermost: PS & SPS User Management  
[https://mattermost.web.cern.ch/signup\\_user\\_complete/?id=77ufn4m4ntbtffba8ywxwhfxa](https://mattermost.web.cern.ch/signup_user_complete/?id=77ufn4m4ntbtffba8ywxwhfxa)

→ For questions regarding physics, usage of the accelerators, coordination with other activities, etc.,

→ Please continue to contact the PS & SPS Physics coordinator @ CERN, E. Barbara Holzer via

[Sps.Coordinator@cern.ch](mailto:Sps.Coordinator@cern.ch)

# Step 0: Activities, Periods, Requests, Runs

→ An “**activity**” is a name that can appear on a schedule. You can think of it as a more general term for “Experiment” (so it can also include Mds, Interventions)

→ A “**period**” is a span of time, divided in “**slots**” (i.e. weeks) over which activities can perform measurements, experiments, interventions, at certain locations in the experimental area (or the accelerator complex)

→ A “**run**” is the combination of time (when?), location (where?), and activity (who? / what?). It hopefully corresponds to the typical idea of an “experimental run” or measurement campaign

→ A “**beam request**” is a request for one or more such runs in a period. It is connected to an activity which will allow to keep and reuse information in the future and hopefully will improve our ability to understand our users needs

# SPS: Mai

A period is divided in "slots" which mostly correspond to weeks

schedule issue date: 01-Nov-2022

Version: 3.1.1

|            |                   | Mon 2                           | Tue 3 | Wed 4 | Thu 5 | Fri 6                  | Sat 7 | Sun 8 | Mon 9 | Tue 10        | Wed 11 | Thu 12 | Fri 13 | Sat 14                       | Sun 15 | Mon 16 | Tue 17 | Wed 18                | Thu 19 | Fri 20                  | Sat 21 | Sun 22               | Mon 23 | Tue 24 | Wed 25 | Thu 26                        | Fri 27                                   | Sat 28 | Sun 29 | Mon 30          | Tue 31 | Wed 1 | Thu 2 | Fri 3                                  | Sat 4 | Sun 5 |  |  |  |  |
|------------|-------------------|---------------------------------|-------|-------|-------|------------------------|-------|-------|-------|---------------|--------|--------|--------|------------------------------|--------|--------|--------|-----------------------|--------|-------------------------|--------|----------------------|--------|--------|--------|-------------------------------|--|--------|--------|-----------------|--------|-------|-------|--|-------|-------|--|--|--|--|
| Week       |                   | 18                              |       |       |       |                        |       |       | 19    |               |        |        |        |                              |        | 20     |        |                       |        |                         |        |                      | 21     |        |        |                               |  |        |        | 22              |        |       |       |  |       |       |  |  |  |  |
| Machine    |                   |                                 |       |       |       |                        |       |       |       |               |        |        |        |                              |        |        |        |                       |        | NA61 SHINE              |        |                      |        |        |        |                               | LHCb ECAL                                |        |        |                 |        |       |       |  |       |       |  |  |  |  |
| North Area | T2 - H2           | S. Kowalski<br>150 GeV/c PPE152 |       |       |       |                        |       |       |       |               |        |        |        |                              |        |        |        |                       |        |                         |        |                      |        |        |        |                               | H. Schindler<br>PPE172                   |        |        |                 |        |       |       |  |       |       |  |  |  |  |
|            | T2 - H4           | M.R. Jäkel<br>PPE154            |       |       |       |                        |       |       |       |               |        |        |        |                              |        |        |        |                       |        | Y. Tsipolitis<br>PPE134 |        |                      |        |        |        |                               | M.R. Jäkel, E. Oliveri<br>PPE134, PPE154 |        |        |                 |        |       |       | M.R. Jäkel<br>PPE154                   |       |       |  |  |  |  |
|            | T4 - H6 main user | CMS PIXELS                      |       |       |       | A. Rummler<br>PPE146   |       |       |       | ATLAS AFP     |        |        |        | A. Rummler<br>PPE156         |        |        |        | D. Dannheim<br>PPE156 |        |                         |        | EP pixel             |        |        |        | A. Rummler<br>PPE146          |  |        |        | ATLAS ITK PIXEL |        |       |       |  |       |       |  |  |  |  |
|            | T4 - H6 parallel  | USRB                            |       |       |       | ATLAS ITK PIXEL        |       |       |       | ATLAS AFP BCM |        |        |        | A. Rummler<br>PPE156, PPE146 |        |        |        | ATLAS HGTD            |        |                         |        | A. Rummler<br>PPE146 |        |        |        | ATLAS MALTA                   |  |        |        |                 |        |       |       |  |       |       |  |  |  |  |
|            | T4 - H8           |                                 |       |       |       | H. Schindler<br>PPE138 |       |       |       | LHCb          |        |        |        | F. Garcia<br>PPE168          |        |        |        | TOTEM                 |        |                         |        | LHCb (TOTEM)         |        |        |        | L. Esposito<br>PPE128, PPE138 |  |        |        |                 |        |       |       |  |       |       |  |  |  |  |
|            | T4 - K12          | H. Danielsson                   |       |       |       |                        |       |       |       |               |        |        |        |                              |        |        |        |                       |        |                         |        |                      |        |        |        |                               | NA62                                     |        |        |                 |        |       |       |  |       |       |  |  |  |  |
|            | T6 - M2           |                                 |       |       |       |                        |       |       |       |               |        |        |        |                              |        |        |        |                       |        | NA64mu COMPASS          |        |                      |        |        |        |                               | AMBER (2d)                               |        |        |                 |        |       |       | COMPASS / MuonE (polarization periods) |       |       |  |  |  |  |
| TT41       | E. Gschwendtner   |                                 |       |       |       |                        |       |       |       |               |        |        |        |                              |        |        |        |                       |        |                         |        |                      |        |        |        |                               |  |        |        |                 |        |       |       |  |       |       |  |  |  |  |
| TT66       |                   |                                 |       |       |       |                        |       |       |       |               |        |        |        |                              |        |        |        |                       |        |                         |        |                      |        |        |        | P. Simon                      |  |        |        |                 |        |       |       |  |       |       |  |  |  |  |

An "Activity" is an effort that can appear in the schedule.

ATLAS HGTD

RD51

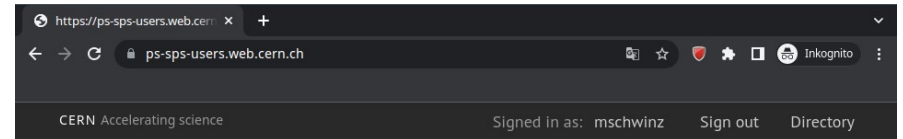
A "run" is the combination of time with a location in the accelerator complex / exp. area

MD Runs, technical stops, Interventions are also activities

# Step 1: Login to the site

## <https://ps-sps-users.web.cern.ch>

- We require a CERN user account or an “Verified External” account (i.e. EduGain, institutional logins).
- If Login does not work for you, please get in contact!
- We are trying to already assign you to your activities before your first login.
- **If you see a login screen like this, please let us know which activity is missing! => We can usually create any new or unknown activity very quickly!**



[\[ Home \]](#)

## PS & SPS Users Beam Requests

### Beam Requests

You do not have any activities listed yet. Please contact the PS & SPS physics coordinator via [sps.coordinator@cern.ch](mailto:sps.coordinator@cern.ch) in order to create any missing activities that you did expect to find here. Please add the following pieces of information to your inquiry:

- A short name of the activity, suitable for displaying in the schedule (i.e., less than 16 characters)
- Optionally a full and descriptive name
- The categorisation of the activity (i.e., LHC, PS/SPS, INT, IEF, CERN internal, CERN external, etc.)
- Whether you have already gotten any endorsement from a scientific committee, advisory board, or individual ( i.e. LHCC, SPSC, IEF, INTC, etc.) regarding your activity
- The name and email address of the responsible person(s)

Many thanks in advance for your cooperation!

# Step 1: Login to the site

## <https://ps-sps-users.web.cern.ch>

- If you are assigned to an activity, you can create a beam request
- General rule of thumb: **please one beam request per activity and period**  
  
(i.e. it is good to create two requests if you plan to perform experiments with both Protons and Ions)
- For some activities, this may however be not optimal (large variation of hardware setups, ver different involved persons in different runs, etc.)
- If in doubt, please contact us !!!

CERN Accelerating science

Signed in as: mschwinz Sign out Directory

[ Home ]

### PS & SPS Users Beam Requests

#### Beam Requests

You are not associated with any beam requests yet but you can create one or several new beam requests for at least some of the activities listed below.

#### Your Existing Activities

You are associated with the following 1 activity and can create any missing beam requests on at least some of them :

Please click here to create a beam request!

| Activity             | Number of Beam Requests | Your Role   | Action                         |
|----------------------|-------------------------|-------------|--------------------------------|
| Beamline for Schools | 0                       | Coordinator | <a href="#">+ BEAM REQUEST</a> |

Many thanks to the BL4S activity for allowing us to use them for this demonstration!

# Step 2: Create Your Beam Request

➔ You have to answer three mandatory questions:

- Which Period do you want to request for (i.e. Protons 2023, Ions 2023)
- Which Accelerators do you plan to use (this can be edited / changed later)
- Do you want to import existing users from the activity (since this is your first beam request, it is fine to keep the default for this)

➔ The beam request you create is persistent, i.e. you can return to it as long as it is active (no need to hurry to not lose your data!)

The screenshot shows a web browser window with the URL `ps-sps-users.web.cern.ch/beamrequest/for/activity/28/add/`. The page title is "Create New Beam Request" for the activity "Beamline for Schools". A "Mandatory fields are highlighted" message is displayed at the top. The form contains the following fields:

- Period \***: A dropdown menu with "Protons 2023" selected.
- Select accelerator(s) \***: A dropdown menu with "Directly (please choose all requested areas / accelerator complexe(s))" selected.
- Requested accelerators / complexes \***: A list of checkboxes for "PS Complex (East Area)", "PS Complex (nTOF)", "SPS Complex (North Area)", and "SPS Complex (AWAKE)". The "PS Complex (East Area)" checkbox is checked.
- Import all active roles from the activity \***: A dropdown menu with "Yes" selected.

Red arrows point to the asterisks on the "Period", "Select accelerator(s)", and "Requested accelerators / complexes" labels. Another red arrow points to a question mark icon next to the "Requested accelerators / complexes" label. A text box below this label contains the text: "Beamline for Schools has traditionally used the T9 beamline zone".

At the bottom of the form is a large blue button labeled "Create Beam Request".



# Step3 : A Birds-Eye-View On Your Beam Request

→ You have to answer three mandatory questions:

- Which Period do you want to request for (i.e. Protons 2023, Ions 2023)
- Which Accelerators do you plan to use (this can be edited / changed later)
- Do you want to import existing users from the activity (since this is your first beam request, it is fine to keep the default for this)

→ The beam request you create is persistent, i.e. you can return to it as long as it is active (no need to hurry to not lose your data!)

The screenshot shows a web browser window with the URL `ps-sps-users.web.cern.ch/beamrequest/details/5`. The page title is "Details for 'Beam request in Protons 2023 for 'Beamline for Schools'". The page is signed in as "mschwinz".

Annotations on the screenshot include:

- A red arrow points to a "[Home]" link with the text: "Click here to go back to the main page & to see other activities and beam requests!".
- A red arrow points to an "EDIT" button next to the "Name" field with the text: "If you see an 'Edit' button like this, you can modify the data that is left of it. Some properties are currently not editable, please contact us if you need anything changed!".
- Red arrows point to the "Activity", "Beam Properties", "Hardware and Setup", and "Runs and Schedule" tabs at the bottom with the text: "Sections containing further information".

The page content includes:

- Overview**
- Name**: Beam request in Protons 2023 for "Beamline for Schools" (with an "EDIT" button)
- Period**: Protons 2023
- Status**: Draft
- Select accelerator(s)**: Directly (please choose all requested areas / accelerator complex(es)) (with an "EDIT" button)
- Selected accelerator(s)**:

| Short Name | Name                   |
|------------|------------------------|
| PS[EA]     | PS Complex (East Area) |
- Further details concerning the requested accelerator(s)**: Beamline for Schools has traditionally used the T9 beamline zone
- Navigation tabs**: Activity, Beam Properties, Hardware and Setup, Runs and Schedule, Safety, Funding, Submit

# Step3 : A Birds-Eye-View On Your Beam Request

- The sections can be visited in any order you want (including going back and forth between them), but
- Generally the idea is to work from left to right and inside a section from top to bottom
- In the following, We will show you briefly what each section is about
- **WiP Warning:** We are working on improving the visibility and layout of these sections in the near future, please let us know if you have any specific improvement suggestions!

ps-sps-users.web.cern.ch/beamrequest/details/5

CERN Accelerating science Signed in as: mschwinz Sign out Direc

[Home] ← Click here to go back to the main page & to see other activities and beam requests!

### Details for "Beam request in Protons 2023 for "Beamline for Schools""

If you see an "Edit" button like this, you can modify the data that is left of it. Some properties are currently not editable, please contact us if you need anything changed!

#### Overview

| Name                    | Beam request in Protons 2023 for "Beamline for Schools"   | EDIT       |      |        |                        |  |
|-------------------------|---|------------|------|--------|------------------------|--|
| Period                  | Protons 2023  |            |      |        |                        |  |
| Status                  | Draft   |            |      |        |                        |  |
| Select accelerator(s)   | Directly (please choose all requested areas / accelerator complexe(s))  | EDIT       |      |        |                        |  |
| Selected accelerator(s) | <table><thead><tr><th>Short Name</th><th>Name</th></tr></thead><tbody><tr><td>PS[EA]</td><td>PS Complex (East Area)</td></tr></tbody></table> | Short Name | Name | PS[EA] | PS Complex (East Area) |  |
| Short Name              | Name  |            |      |        |                        |  |
| PS[EA]                  | PS Complex (East Area)  |            |      |        |                        |  |

Further details concerning the requested accelerator(s) Beamline for Schools has traditionally used the T9 beamline zone

Activity Beam Properties Hardware and Setup Runs and Schedule Safety Funding Submit

Sections containing further information

# Step 4 : Section “Activity” (Part 1)

- The **Name** of the activity can be changed here. However, the “short name” can currently not be modified, please let us know if you have any suggestions for a better name here!
- The **Purpose and Description** is for describing the aim of your Activity (not specifically your beam request, the big picture so to speak). This description should ideally apply even if your activity has a long duration
- **Category and Committee** shows where we think your activity fits into the wide scientific community at CERN and which scientific committee (i.e. SPSC, LHCC, INTC, etc.) will be responsible for endorsing, approving and prioritizing your beam requests. Please let us know if you think the characterisation of your activity is not correct!

|          |                 |                    |                   |        |         |        |
|----------|-----------------|--------------------|-------------------|--------|---------|--------|
| Activity | Beam Properties | Hardware and Setup | Runs and Schedule | Safety | Funding | Submit |
|----------|-----------------|--------------------|-------------------|--------|---------|--------|

## Activity

### Name

You can edit the long-form name of the activity here. If you want to change the “short” name of your activity, please get in touch with the PS and SPS physics coordination.

EDIT

|            |                      |
|------------|----------------------|
| Short Name | BL4S                 |
| Name       | Beamline for Schools |

### Purpose And Description

If necessary, please update the purpose of the experiment or test beam activity (e.g. physics, prototype tests, detector or electronics R&D, etc.) and the description of the experimental program, outlining the aim of the test beam program.

EDIT

|               |     |
|---------------|-----|
| Purpose ?     | n/a |
| Description ? | n/a |

### Category And Committee

Please get in touch with the PS and SPS physics coordination if you require any changes to the categorisation or the responsible scientific committee for this activity.

|                       |                                  |
|-----------------------|----------------------------------|
| Category              | Other activities (CERN internal) |
| Responsible committee | n/a                              |

# Step 4 : Section “Activity” (Part 2)

→ The “Target Date” refers to the currently planned end-date of the activity. It gives the PS & SPS physic coordination an idea where along the project plan or overall timeline your beam request happens and is helpful scheduling. We would be thankful if you could provide an estimate here!

→ You can assign other users to the beam request to allow them to help with the creation or to even delegate the whole process (excluding potentially the submission) to them.

## Target Date

Please verify and if necessary update the estimated target date (i.e., the envisaged completion date of your experiment or test beam activity, or the preliminary end of the current planning):

EDIT

Envisaged activity end date ⓘ n/a

Details for the target date ⓘ n/a

## Assigned Users

Please use the “Add” button to add additional users to this beam request.

+ ADD

| Role        | Name (Click for details / edit)   | Action   |
|-------------|-----------------------------------|----------|
| Coordinator | [REDACTED]                        | X DELETE |
| Coordinator | <a href="#">Martin Schwinzerl</a> |          |

→ Currently three “roles” available:

- “Coordinator” – can do anything
- “Editor” – can view and edit but not submit
- “User”: can only view information but not edit anything

# Step 4 : Section “Activity” (Part 3)

→ Note: Currently, you can only add users that have already been active on the site. Please contact us if you need to add lists of users in bulk or if you have issues with finding users to assign.

→ Note: You can also remove users with role of less capability than yourself (except your own profile).

Please use this feature responsibly and coordinate with your colleagues!

→ We can restore access if something goes wrong :-)

## Target Date

Please verify and if necessary update the estimated target date (i.e., the envisaged completion date of your experiment or test beam activity, or the preliminary end of the current planning):

EDIT

Envisaged activity end date ⓘ n/a

Details for the target date ⓘ n/a

## Assigned Users

Please use the “Add” button to add additional users to this beam request.

+ ADD

| Role        | Name (Click for details / edit) | Action   |
|-------------|---------------------------------|----------|
| Coordinator | [REDACTED]                      | X DELETE |
| Coordinator | Martin Schwinzerl               |          |

→ There is some additional information on display towards the end of the activity section (metadata, status info) which is not discussed here

# Step 5 : Section “Beam Properties” (Part 1)

➔ Moving on to the next section, you can on the top level do three things:

- Create one or more “beam configurations” to describe what kind of beam properties you require.
- Give a positive or negative (i.e. exclusions) preference preference for specific locations (beamlines, zones, subzones) for your activity. These are the “global” preferences, you can fine-tune these selections later when configuring your run(s).
- Add further comments and details in a free text field in case they don’t fit anywhere else in the beam section.

The screenshot shows a navigation bar with buttons for 'Activity', 'Beam Properties', 'Hardware and Setup', 'Runs and Schedule', 'Safety', 'Funding', and 'Submit'. The 'Beam Properties' button is active. Below the navigation bar, the 'Beam Properties' section is displayed. It has a sub-header 'Beam Configurations: Particle Type, Target, Momentum, etc.' and a text area with a '+ ADD' button. Below that, there are two sections for 'Location Preferences: Accelerators, Beamlines, Zones, SubZones'. The first is 'Requested Locations, Positive Preferences' with a '+ ADD' button. The second is 'Exclusion of Locations, Negative Preferences' with a '+ ADD' button. At the bottom, there is a section for 'Other Requirements And Descriptions' with an 'EDIT' button.

Activity Beam Properties Hardware and Setup Runs and Schedule Safety Funding Submit

## Beam Properties

**Beam Configurations: Particle Type, Target, Momentum, etc.**

There are currently no beam configurations available for this beam request. Please describe the requirements of your activity by adding beam configurations. [+ ADD](#)

**Location Preferences: Accelerators, Beamlines, Zones, SubZones**

**Requested Locations, Positive Preferences**

There are currently no location preferences for this beam request configured. Please use the "Add" button to enter your preferences. [+ ADD](#)

**Exclusion of Locations, Negative Preferences**

There are currently no negative location preferences for this beam request configured. Please use the "Add" button in case you want to indicate a beamline, zone, etc. that should, if possible, not be considered when scheduling your beam request. [+ ADD](#)

**Other Requirements And Descriptions**

Please add any general / high-level information and requirements that apply to all beam configurations and the whole testbeam activity here (spill structure, admissible bounds for the intensity variation, known issues with other potentially parallel users, etc.) [EDIT](#)

# Step 5 : Section “Beam Properties” (Part 2)

→ Within the beam configuration section, you can create one or more sets of parameters that describe your beam requirements

- Primary, secondary, tertiary beams, targets
- Muons, Hadrons, Leptons, Ions
- Polarity, Intensity, and Momentum
- Beam size, number of primary particles on target, momentum deviation
- It is possible to give a range for several parameters

→ Please note that some combinations of parameters that can be entered are not meaningful or sensible – we are working on improving this but would be grateful for your cooperation, many thanks!

## Add New Beam Configuration

### Particle Data

Primary beam particle \*

Protons

Mode of beam generation \*

Tertiary beam

Type of target

Electron enriched target

Particle type

Electrons or Positrons (High Purity)

Polarity

No preference (polarity does not matter)

### Intensity and Momentum

Target intensity [particles/spill] \*

10k particles/spill

Min. beam momentum [GeV/c]

0.5

Range

Max. beam momentum [GeV/c]

5

Switch between different input modes (Value, range, free text field, not specified)

### Beam Size, Target Intensity, Momentum Deviation

# Step 5 : Section “Beam Properties” (Part 3)

- Once saved, the beam configuration is given an automatically generated name, you can change it if you want to
- You can add a (prioritized) list of locations that you want to either prefer or discourage for scheduling your beam request
- Please use the filter field to narrow down the number of entries in the list and please let us know if something is missing!

Activity **Beam Properties** Hardware and Setup Runs and Schedule Safety Funding Submit

## Beam Properties

### Beam Configurations: Particle Type, Target, Momentum, etc.

There is 1 beam configuration available for this testbeam request.  
Please describe the requirements of your activity by adding beam configurations.

+ ADD

Beam Configuration (Click for details or to edit)

Actions

Proton Run, Charged pure e, 0.5 - 5.0 GeV/c, 20.0 - 40.0 mm

X DELETE

### Location Preferences: Accelerators, Beamlines, Zones, SubZones

#### Requested Locations, Positive Preferences

You can add additional location preferences for this beam request using the "Add" button. You can reorder these preferences by editing the individual entries and changing the "sequence" value - entries with smaller sequence values appear earlier in the list and have a higher priority.

+ ADD

Requested Locations (Click for details or to edit)

Sequence

Actions

PS[EA] / T9

1

X DELETE

PS[EA] / T10

2

X DELETE

#### Exclusion of Locations, Negative Preferences



# Step 6 : Section “Hardware Setup” (Part 1)

- Similar to the procedure with the beam configurations, you can create one or more sets of hardware configurations to be used during your activity.
- It is mandatory to create at least one hardware setup or to provide a (detailed) free-text description of your setup in the field at the end of the section



## Hardware And Setup Configurations

### Hardware Setups

There are currently no hardware setups available for this beam request.  
Please describe the requirements of your activity by adding hardware setup.

+ ADD

### Other Requirements And Descriptions

Please add any general / high-level information and requirements that apply to all hardware setups and the whole testbeam activity here.

EDIT

Further Details And Descriptions ⓘ

# Step 6 : Section “Hardware Setup” (Part 2)



→ Creating a hardware setup configuration only involves a view questions at first, you will get the opportunity to add many additional details after it has been created!

→ The most crucial information is whether your setup has implications on downstream users or is installed in a fixed location

## Hardware And Setup Configurations

### Add New Hardware Setup Configuration

In the following, we are asking for a minimum amount of data to create a new hardware setup configuration. You can expand this record after its creation, allowing you to add hardware devices, describing its function, formulating its power, gas, and cooling, requirements, etc. .

|   |  |
|---|--|
| Name of the setup  | <input type="text" value="Beamline 4 Schools Setup"/>  |
| Influence on beam  | <input type="text" value="(Mostly) Transparent"/>  |
| Is your setup a fixed installation ?  | <input type="checkbox"/>   |
| Description   | <div style="border: 1px solid #add8e6; padding: 5px;"><p><u>We intend to use our scintillators and potentially our Micro-Megas / MRPC detectors, depending on the requirements of the winning entries in our competition</u></p></div> |
| Actions   | <input type="button" value="SAVE"/> <input type="button" value="CANCEL"/>  |
|   | <input type="button" value="Save Beam Configuration"/>   |

# Step 6 : Section “Hardware Setup” (Part 3)

- After the hardware setup has been created, you should see a detailed view with default values → please edit them to reflect your requirements!
- Note specifically the section to add “Hardware Devices”; this allows you to request / announce any beam instrumentation, platforms or tables, magnets, telescopes, etc.
- Again, please let us know if somethin is missing or appears to be not correctly designated

Height Of The Beam Above The Floor In The Experimental Area EDIT

Height of the beam [m] ? Not specified

Add Devices BACK

Category of device ? Platform or table ▼

Hardware device \* ? DESY table ▼

Number of instances ? 2

Details and further comments ?

Actions SAVE CANCEL

# Step 6 : Section “Hardware Setup” (Part 4)

→ You can also supply your requirements / constraints regarding

- The height of the beam above the floor (including the ability to define ranges or non-nummerical values)
- Any gas or cooling services you may require
- Whether you may need the crane service
- Details concerning your use of the control / counting room and experimental area

→ Most of the fields are not mandatory, please provide whatever information makes sense in your context!

### Gas And Cooling Requirements

|                          |   |
|--------------------------|---|
| Requires gases ?         | Yes   |
| Requires gases details ? | <p><u>For the MRPCs, a gas installation and mixing capabilities may be required. We also expect to require standard gases (Ar/CO2,et.c) in case DWC or similar detctors are used.</u></p> |
| Cooling required ?       | Don't know  |
| Cooling details * ?      | <p><u>Depending on the experiment, chillers / cryogenic substances may be required</u></p>  |

Actions UPDATE CANCEL

# Step 7 : Section “Runs and Schedule” (Part 1)

→ In this section we would ask you to state

- Your planed runs, including any preferences (positive and negative) regarding the time when we should schedule them
- Optionally: which hardware setups and beam configurations are applicable to which run (the default assumption is that they apply to all of them)
- State any “global” negative preferences if there are any periods of time (i.e. conferences, dependencies on other resources, etc.) that rules any work towards your activity

→ It is mandatory to provide at least one run

Further details concerning the requested accelerator(s)

Beamline for Schools has traditionally used the T9 beamline zone

Activity

Beam Properties

Hardware and Setup

Runs and Schedule

Safety

Funding

Submit

## Runs And Schedule Information

You currently do not have any runs defined, please create at least one run to provide us with information about how long and when you intend to use the beamlines.

+ ADD

## Exclusion Periods (Negative Global Preferences For Scheduling)

Exclusion periods refer to any period in time where no runs (or any other work concerning your beam request) should be scheduled. Note that in addition to the global exclusion periods defined here, you can also specify exclusion periods for individual runs below.

Use the "Add" button to create your first exclusion period:

+ ADD

# Step 7 : Section “Runs and Schedule” (Part 2)

→The most important piece of information is your usage, i.e.:

- Main or Parallel (depending on availability, the default)
- Parasitic
- Exclusively Main usage
- No beam / access only
- Placeholder (to indicate that you need a break between two runs for data analysis, etc.)

→The installation and deinstallation time is considered “inclusive” in your usage time

## Add a Run

You can add any consecutive period of time within your activities schedule below as a run below. Examples for a run are

- Testbeams and explorative runs to test your equipment as a main or parallel user
- Runs for data taking as either main, parallel, or parasitic user
- Pauses and breaks between your runs which you would prefer to not schedule so you can indicate minimum time for data analysis, equipment preparation, etc. as placeholder runs.

← BACK

You can specify your time and beamline preferences, beam configuration, and hardware setups after creating the run.

Name of the run ?

Test of Equipment, Validation of Concept

Primary particle used in the run ?

Protons

Type of usage ?

Main or parallel usage

Total duration of usage ?

1

Week(s)

Specify installation time ?

No

Specify deinstallation time ?

No

# Step 7 : Section “Runs and Schedule” (Part 3)

- Note that the amount of beam time requested within one year (not period!) may introduce the need to get approval from your scientific committee (cf. The Activity section!)
- Also: please prefer the use of “weeks” (or “slots”, which are equivalent but start on Wednesday) to providing individual dates when stating times and intervals / preferences – it makes life a lot easier for scheduling!

## Scheduling Preferences For This Run

### Add a Preference for Scheduling the Run

Select date mode \* ?

Select based on the slots of the period

Begin slot \* ?

Week 26: 2023/06/28 until 2023/07/05 (Protons 2023)

End slot \* ?

Week 29: 2023/07/19 until 2023/07/26 (Protons 2023)

Additional information and description

Please schedule our test run during these period of time as it allows us to fix anything in time before our dedicated measurement run with the winners of the competition in autumn.

Actions

SAVE

CANCEL

# Step 8 : Section “Safety”



→ We would ask you to indicate use of any of the following hazardous categories

- Gases (Flammable, Poisenous, Greenhouse Effect causing)
- Mechanical Safety
- Cryogenics
- Lasers
- Irradiated Materials and Sources

→ Note that this section **does not replace** the ISIEC Form!!!

→ Its Manadatory to at least edit this section once, we require this information to for example decide when to consult with our colleagues from the safety groups during scheduling!

## Safety Relevant Information

**Note:** in the following, we would ask you to provide any safety or security related concerns or constraints that may arise due to your experimental activity or test beam. The links below have been provided by the CERN EP safety people and require all login / access via single-sign-on (SSO).

### Gas Safety: Flammable Gases, Poisenous Gases, Greenhouse Gases

Please check CERN safety rules regarding flammable gases, cf. <https://ep-th-safety.web.cern.ch/node/33459>  
Concerning greenhouse relevant gases, please do consider the information and requirements laid out in <https://ep-th-safety.web.cern.ch/node/33452>

EDIT

|  |            |
|--|------------|
| Uses flammable gas(es)                   | Don't Know |
| Uses poisenous, mutagenic, etc. gas(es)  | Don't Know |
| Uses greenhouse gas(es) and substance(s) | Don't Know |

### Mechanical Safety, Vessels under Pressure, Vacuum

Please consult the guidelines and requirements outlined in the mechanical safety section of the EP - TH Safety group: <https://ep-th-safety.web.cern.ch/node/33521>. Please also indicate any potential hazards due to use of pressurised vessels and systems or vacuum installations.

EDIT

|  |            |
|--|------------|
| Uses pressurised vessels or containments | Don't Know |
| Uses pressurised vessels or containments | Don't Know |
| Uses vacuum                              | Don't Know |



# Step 9 : Section “Funding”

- ➔ If you already know (or at least plan) to use funding via the EURO-LABS project, please indicate so during your beam request so we can later match your request to the approval form and reference .
- ➔ If you have any questions regarding this EU project, please consult the homepage or (with respect to questions regarding the PS & SPS accelerator related workpackages) please direct your questions to the PS & SPS physics coordinator.

Further details concerning the requested accelerator(s) Beamline for Schools has traditionally used the T9 beamline zone

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Activity   Beam Properties   Hardware and Setup   Runs and Schedule   Safety   **Funding**   Submit

### External Funding (EURO-LABS)

Starting with October 2022, the **EURO-LABS project** <https://web.infn.it/EURO-LABS/> (EU Grant Agreement 101057511) aims, among others objectives, to provide efficient access to the available resources at a major fraction of EUROpean Laboratories for Accelerator Based Sciences.

#### Funding Information

As a participating Laboratory under WP 4.1 and WP 4.4 (PS & SPS, test beams), please indicate to us if you already have or intend to apply for external funding under this initiative for your beam request:

Funding application

Your funding application reference

Your questions

Actions


# Step 10 : Section “Submission”

→ During the submission process, it will be verified

- That the minimum necessary amount of information is present
- Whether the total amount of beam time requested required approval from a committee (plus fields to give this information)
- You will be required to confirm that you have read & well understood the safety related rules and regulations, as displayed on the page of the EP-TH Safety group:

→ <https://ep-th-safety.web.cern.ch/node/33388>

**Overview**

| Name  | Beam request in Protons 2023 for "Beamline for Schools"   | <b>EDIT</b> |      |        |                        |  |
|--|---|-------------|------|--------|------------------------|--|
| Period   | <a href="#">Protons 2023</a>  |             |      |        |                        |  |
| Status   | Draft   |             |      |        |                        |  |
| Select accelerator(s)  | Directly (please choose all requested areas / accelerator complex(es))  | <b>EDIT</b> |      |        |                        |  |
| Selected accelerator(s)  | <table><thead><tr><th>Short Name</th><th>Name</th></tr></thead><tbody><tr><td>PS[EA]</td><td>PS Complex (East Area)</td></tr></tbody></table> | Short Name  | Name | PS[EA] | PS Complex (East Area) |  |
| Short Name   | Name  |             |      |        |                        |  |
| PS[EA]   | PS Complex (East Area)  |             |      |        |                        |  |
| Further details concerning the requested accelerator(s)                                  | Beamline for Schools has traditionally used the T9 beamline zone  |             |      |        |                        |  |

[Activity](#) [Beam Properties](#) [Hardware and Setup](#) [Runs and Schedule](#) [Safety](#) [Funding](#) **Submit**

**Submit Beam Request**

Two steps are required before successfully submitting the beam request:

1. Please perform a check to verify that your request is complete and contains all necessary information
2. Finally, you are required to confirm on behalf of your activity that you have read and well understood the [Early Safety Instructions for Temporary Experiments \(SSO / Login required\)](#).

**? VERIFY**

# Troubleshooting Tips & Tricks

- Please try to use a recent Firefox, Chrome, Chromium, or similar Browser. IE in all its incarnations **seemed** to work, but has not been tested extensively.
- If you do not use the page for a longer period of time, the internal session can time-out => Reloading the page and reopening the section usually works
- We are working on fixing any bugs that are still present, many thanks for your help by reporting any issues or glitches you may notice.

Many thanks for your Attention!

Remember: Please contact me in case of any questions or problems,

Martin Schwinzerl  
[Martin.schwinzerl@cern.ch](mailto:Martin.schwinzerl@cern.ch)

Phone: +41227667069

Mattermost: PS & SPS User Management  
[https://mattermost.web.cern.ch/signup\\_user\\_complete/?id=77ufn4m4ntbtffba8ywaxwhfxa](https://mattermost.web.cern.ch/signup_user_complete/?id=77ufn4m4ntbtffba8ywaxwhfxa)

I am also very happy to arrange a zoom meeting with you to tackly your issues interactively and with screen sharing



[home.cern](http://home.cern)