

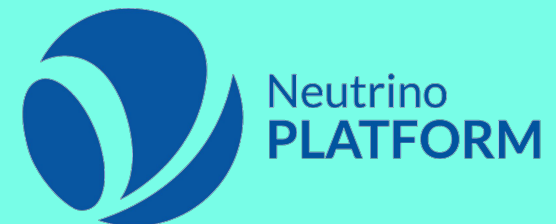


NP visits organization

NP guides meeting - CERN – 13/03/2023



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Organization of visits

Currently:

- There can be a first personal contact (e-mail to Claire), but then need to go through [official CERN visits form](#): (currently in standby) or through [personal visit request by members of personnel](#), or it can be a VIP visit

The screenshot shows the 'Visit CERN' form at the 'Group Profile' step. A progress bar at the top indicates three steps: 'Group Profile' (active), 'Date and Time', and 'Contact Details'. The main heading is 'Group visit for 12 people or more'. Below this, there is a question 'What kind of group are you?' with two radio button options: 'SCHOOL/UNIVERSITY' and 'OTHER'. The 'OTHER' option is selected. Below the options, there is a field for 'Total number of participants' with the value '12' entered.

The screenshot shows the 'Visit CERN' form at the 'Guided tour' step. The heading is 'Guided tour organised by a member of the CERN personnel request form'. Below this, there is a light blue information box with an 'i' icon: 'Please use this form to request a private guided tour to CERN. You will receive an answer within 5 working days.' Below the information box, there is a field for 'Group name' with a group icon to its left. Below the field, there is a note: 'Please use a name that easily identifies your group, for example a school name.'

- NP is **not** included in CERN official *Visit Points* (<https://guides.web.cern.ch/visit-points>), discussed later
- Claire was guiding in most visits, asking for help when needed (unavailability or different language)
- Trying to accept all visits, even with short notice

Organization of visits

Few things to discuss, regarding visits from now on:

- There can be a first personal contact (e-mail to Emanuele), but then need to go through [official CERN visits form](#): (currently in standby) or through [personal visit request by members of personnel](#), or it can be a VIP visit
- When to allow visits:

Option	Pros	Cons
Allocate fixed time slots each week	Easier to plan	Not flexible for visitors
Accept requests for any time slot	More options for visitors	Each week is different
Other ideas?		

- How much **notice** would you need to be more easily available? **1 week?** 2? We can fix a minimum threshold.
- **Turnover**: we have around 7 active guides. How often would you be available to keep it bearable for you? **Once per month?** Or once every....?
Need to understand this to avoid accepting more than we can handle.

Close and far future

- We need **more guides!** It's fun, useful to keep posted about news, train outreach skills, meet people, spread knowledge about neutrino physics!
Also people who spend only part of their time at CERN are welcome and super useful!
You will even get paid ~30CHF per visit (for official group visits, in weekends; during weekdays only for Users).
→ new training/refresh for guides soon
- We could be added to the **official CERN Visit Points**
→ would need to allocate some time slots each week, then it would be completely handled by Visits Service.
More guides will be trained and could be available for other tours. **This will be done this summer**
- Improvements and additions in **exposition material**-> ideas?
- There are some [notes made by Claire](#) for the guides, including information about neutrino physics, NP info, tips
→ let's work together to **expand this!**
All of you know something from your work, share it!

– Things to show and talk about o...

Neutrino fun facts:

History of CERN & Neutrinos:

The CERN Neutrino Platform:

DUNE Fun Facts:

About the ProtoDUNEs:

Thank you! 🙌

- For being a guide
- For being here today
- For your contribution to the NP outreach