HPCAT
User Guide to Requesting Beamtime

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June 22, 2022

Beamtime Request Process Overview

What beamline do you need?
- Check current operational status
- Verify the technique and support equipment is available

Register with the APS User Office
- to receive a badge number
- to initiate experiment approval process

Establish a legal agreement with APS
- Acknowledge your institution in My APS Portal
- 1,611 Institutions with Master Agreements in place

Submit a proposal
- GUP beamtime requests collected 3x year
- After the deadline, Rapid Access possible
- Rated by independent review committee
- Not all experiments are feasible in Remote mode
- CAT beamtime requests go to your PI

- See https://www.aps.anl.gov/Beamlines/Directory
- See https://hpcat.aps.anl.gov/beamlines
- See aps.anl.gov

- Allow at least **2 weeks** to process registrations for US citizens, up to **4 weeks** for non-US citizens.
- DOE requires current and complete CVs
- The registration form asks non-US citizens to provide a visa number. Enter "Visa applied for" if you don't yet have the number
- Create your ANL domain account (to log into ANL and APS systems)

- Action is required by you in My APS Portal before registration is approved
- List of institutions

- General User Beamtime proposal requests are valid for up to 2 years, but all will expire at the start of the APS-U shutdown. See deadlines
- You can submit a Beamtime Request (BTR) on an existing proposal
- If you don't receive beamtime, PRP score improves by .2 (2x max)
- See: GUP concepts, definitions and help
- See: APS Operations Schedule
- **Beamtime for CAT Members (CDAC, SSAA, and DOE Tri-lab users) are handled through your PI – NOT through the GUP system**

CAT Member Beamtime

National Nuclear Security Administration

Lawrence Livermore National Laboratory

Los Alamos
NATIONAL LABORATORY
EST.1943

Sandia National Laboratories

SSAA Stewardship Science Academic Alliances Program

UIC **CDAC**
Chicago/DOE Alliance Center

Send your beamtime request to your beamtime coordinator:

LLNL – Will Evans
LANL – Blake Sturtevant
SNL – Chris Seagle
CDAC – Steve Gramsch
SSAA – Nenad Velisavljevic

Describe what technique set up you need, preferred detector, preferred/unavailable dates, energy range, sample material, pressure/temp ranges, etc.

Feel free to reach out to the beamline staff directly at any time throughout the process

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Once you've been awarded beam time

Formally accept your scheduled dates
- Reply to notification email by the requested date
- Change of dates is sometimes possible, but not easy

- Official GUP Allocation notifications come from APS first
- HPCAT then notifies you of the dates and local contact (to email in the APS database)
- SSAA/CDAC groups will receive date notifications from HPCAT
- You will not be scheduled on your listed "unacceptable dates"

Complete all training
- Links to online training courses in My APS Portal
- Sector orientation is given in person

- User office sends links upon registration approval
- MY APS Portal

Submit ESAF
- List all experimenters, remote / on-site / off-site
- List all samples per ESAF instructions

- ESAF System login
- Create New ESAF for Scheduled or Allocated Beam Time (see Instruction Guide)
- CAT allocations choose: "Create a New No-BTR Xray ESAF"
- See last month's "How to submit an ESAF" presentation

Arrange shipping of DACs / equipment
* Ask your institution to provide return shipping label
* Establish a user account
* Understand what is & is NOT provided by HPCAT

- Instructions sent with beamtime notification
- Shipping address (and more) found on hpcat.aps.anl.gov/user-info
- SDS sheets are required by ANL
- User account information
- Plan to have your DACs arrive early. Allow EXTRA time

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Where to find…

COVID Updates – https://www.aps.anl.gov/Users-Information/Updates/Covid-Rule-Regulations

APS User Info - https://aps.anl.gov/Users-Information

APS Phone App https://aps.anl.gov/Users-Information/APS-Phone-Application

Guest House info https://www.anlgh.org/   *Now OPEN*

Preferred Off-Site hotels https://www.anl.gov/area-accommodations

More user news https://hpcat.aps.anl.gov/user-info

    Remote Experiments – getting started with Globus Online
    Paris-Edinburgh Cell and Hazardous Materials Shipping procedures
    HPCAT Tech notes for 2022
    HPCAT's Acknowledgement statement

- Neil Ashcroft Early Career Award for Studies of Matter at Extreme High Pressure Conditions – **Nomination Deadline: July 1, 2022**
- HPCAT Upgrade Plans – User Town Hall Meeting –1pm **Wed. Aug 24, 2022**
- **Job openings** from our user community are posted here: https://hpcat.aps.anl.gov/resources