

The Proposal Evaluation Interface

OPC Meeting and LP Feedback – For OPC Members

Observing Programmes Office - European Southern Observatory - May 2023

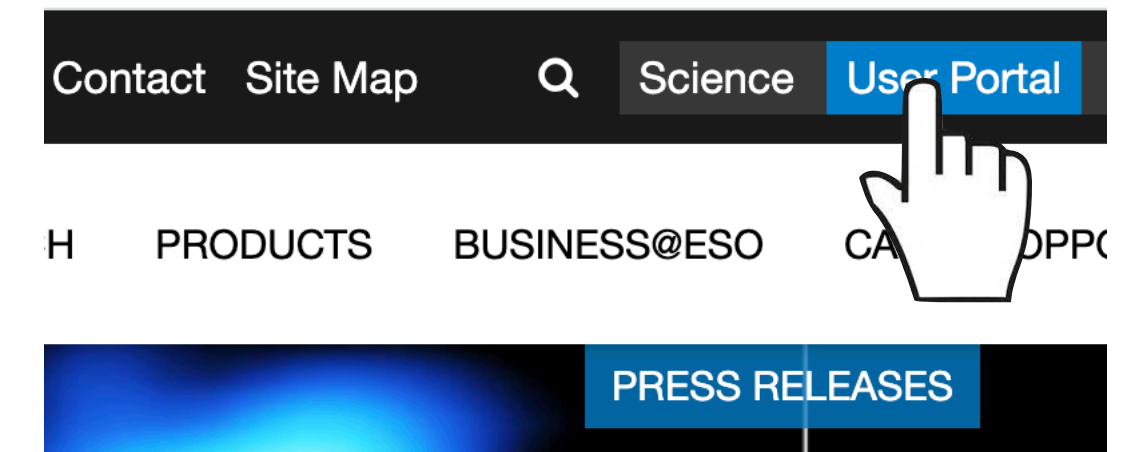


General information

- For a general introduction on the OPC meeting and its procedures, please carefully read [these guidelines](#).
- If you are joining the meeting remotely, make sure you have the link for connecting online via the MS-Team platform. You should have received a message with the relevant information.
- For the Large Programme voting procedures, [refer to this link](#).
- If you have questions and/or doubts, please do not hesitate to contact us at opo@eso.org.

Accessing PEI

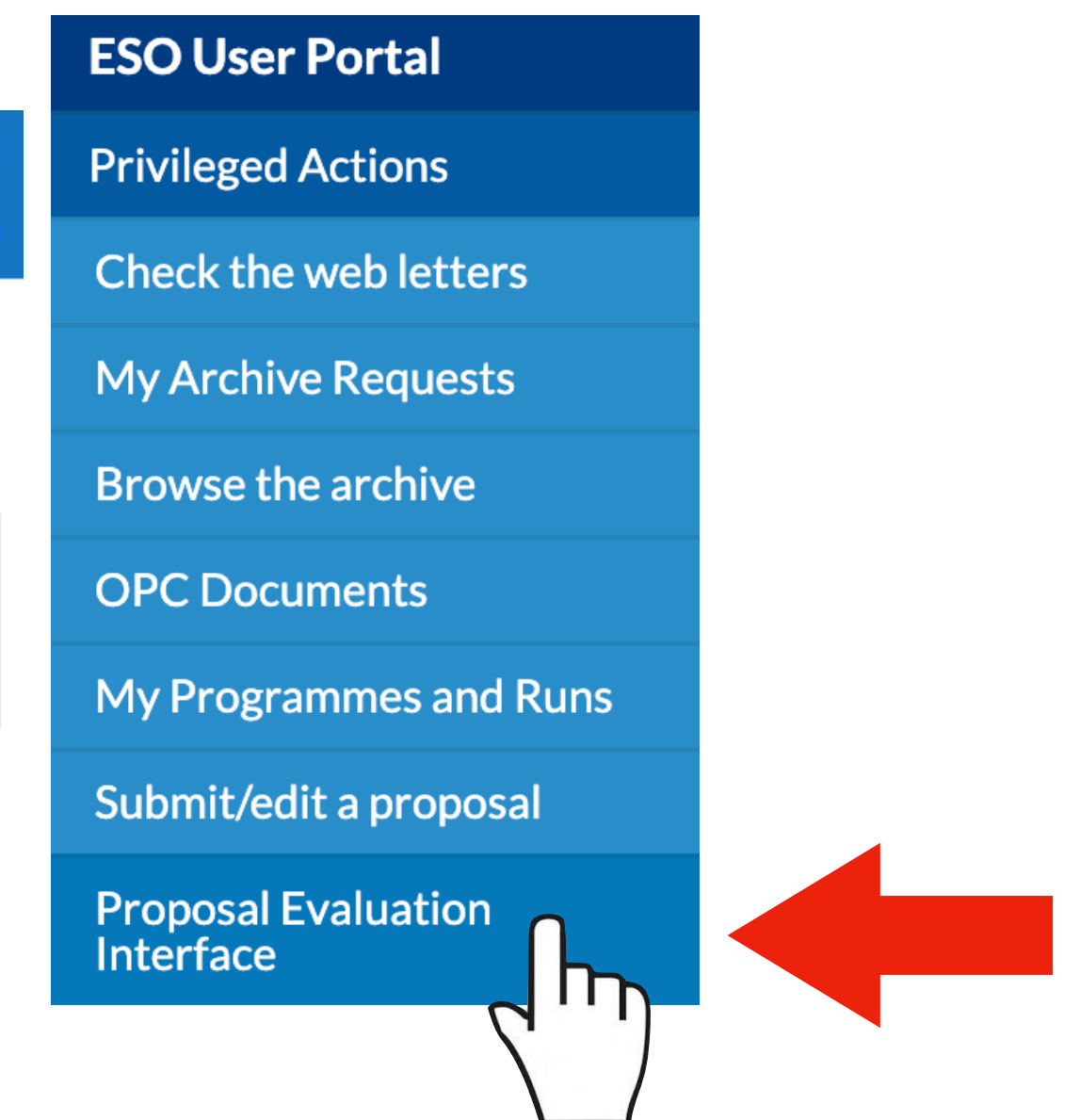
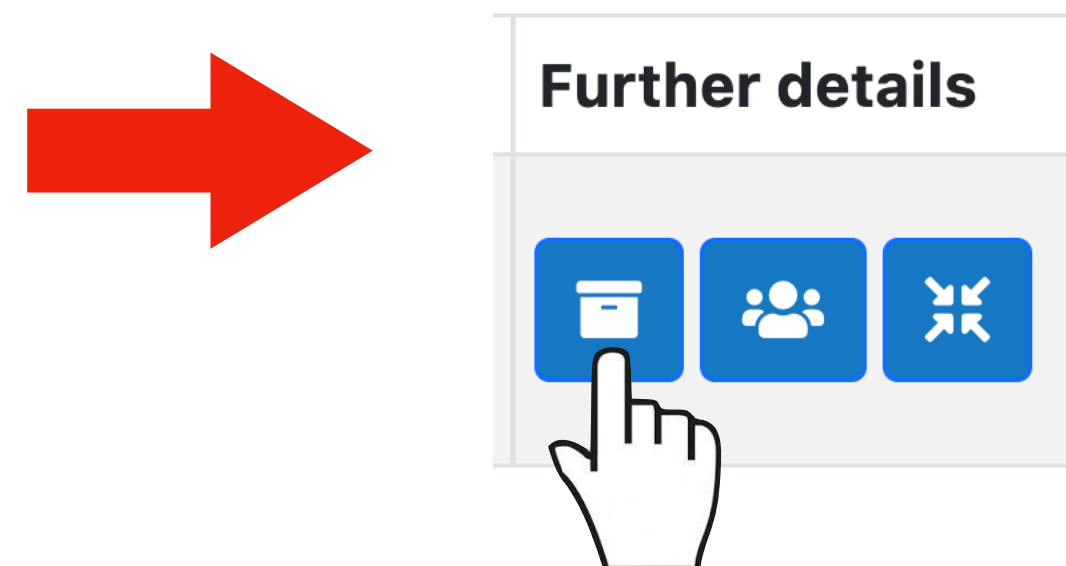
- Go to the [User Portal](#) and enter your credentials
- Select [Proposal Evaluation Interface](#) from the left menu
- Select the Current Review.



Panel review

Science category	Panel	Period	Review call	My role	Reference person	Review state	Further details
Cosmology and the intergalactic medium	A1	106	P106	Panel chair	OPC chair: G. Galilei	Proposals grading	

- Click on the “Go to proposals icon”



Large Programmes navigation/1

Review details

Science category	Panel	Period	Review call	My role	Reference person	Review state
Cosmology and the intergalactic medium	A1	106	Cycle P106	Panel chair OPC	OPC chair:	Proposals grading

PANEL **OPC**

[+ All Large proposals](#) **NP** Not Promoted LPs [LPs voting](#)

Use this tab for the OPC meeting

PANEL **OPC**

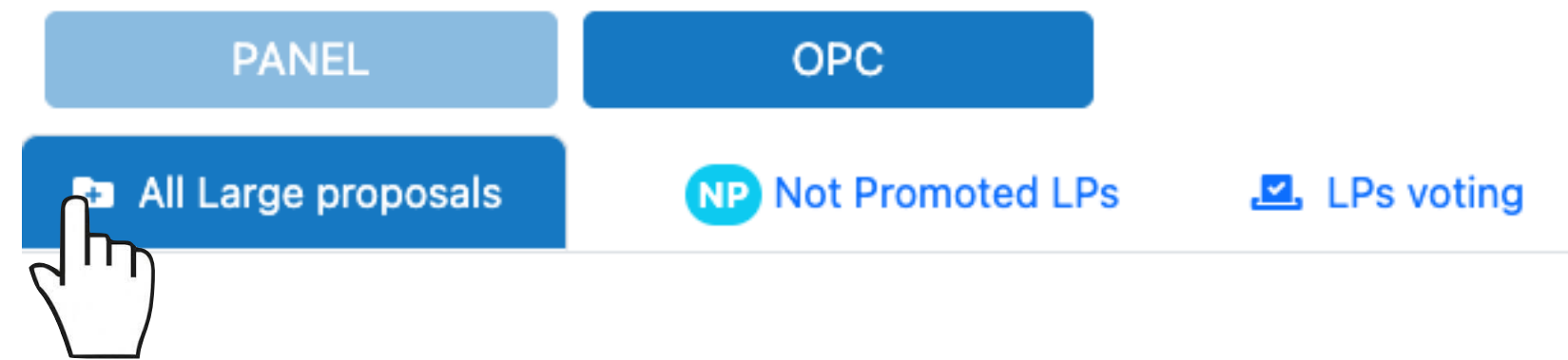
[+ All Large proposals](#) **NP** Not Promoted LPs [LPs voting](#)

Overview table of all LPs submitted in the given period

LPs Not Promoted for discussion at the OPC meeting

LP voting interface

Large Programmes navigation/2



- At the start of the voting session, all promoted LPs will be flagged **To be performed**
- Not promoted LPs are always flagged as **Not Applicable**

Large proposals overview



Proposal ID	Primary reviewer	My assignment	Conflicted	Scientific keywords	Title	Rationale	Proposal PDF	Instrument(s)	Voting status
106.21G9 (1106.B-0205) NP	Kepler	Secondary	No	galaxies: active galaxies: interactions galaxies: Seyfert	The Nuclear Regions of Nearby Major Galaxy Mergers across the Merger Sequence using MUSE NFM			• MUSE	Not Applicable
106.21AT (1106.A-0566)	Galilei	Secondary	No	galaxies: clusters methods galaxies: photometry	VSPT			• VIRCAM	To be performed

Large Programmes navigation/3



- This tab is there for information only.
- It provides information on the not promoted LPs, which will not be discussed at the meeting. These LPs are formally rejected.

Not Promoted LPs

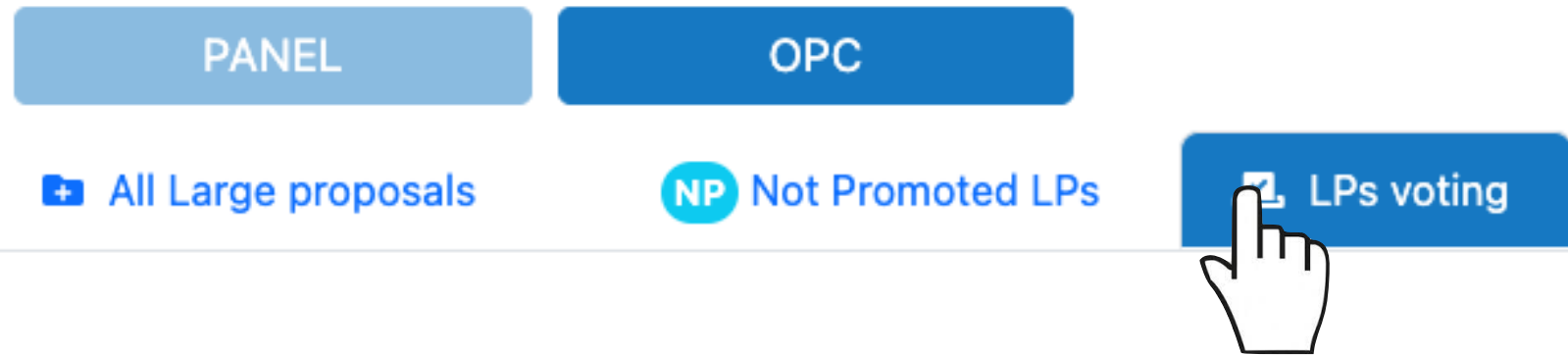
Expand all Collapse all

- S 106.21G9 (1106.B-0205)
- S 106.21TE (1106.A-0331)

Proposal 106.21G9 (1106.B-0205)

Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text

Large Programmes navigation/4



- This tab is the one you will be using the most during the OPC meeting.
- It gives you access to all relevant information for all promoted LPs.
- It allows you to cast your vote (Yes/No/Abstain) for the promoted LPs once the OPC Chair opens the voting session.

Vote evaluations



Click the proposal id to see more details and continue to work on your evaluation notes



Large Programmes navigation/5



- Click on the LP ID to display the information concerning the programme. Scroll down the page to view all the details (including your pre-grade and all comments from other reviewers).

Vote evaluations


Expand all Collapse all

 **106.20X6 (1106.A-1059)** 

Is Earth really rotating around the Sun?

Primary Reviewer: Kepler

Run ID: 106.20X6.001 **Pre-grade:** 3.1

106.210U (1106.A-0404) 

Proposal 106.20X6 (1106.A-1059)

Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text Obfuscated Text

[Rationale](#) [PDF](#) [Anonymization issues](#)

My Vote

Run ID
106.20X6.001

My scientific evaluation




Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text
Obfuscated Text Obfuscated Text

Notes from panel member 1


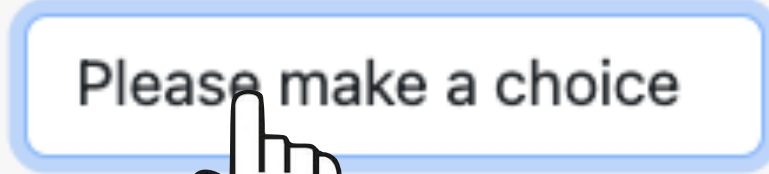
This field is editable

Large Programmes Voting/1

 LPs voting

- After the presentation by the Primary reviewer and the discussion by the whole OPC, the Chair will open the voting session for the given LP.
- The proposal being voted will be flagged as  106.20X6 (1106.A-1059) 
- To quickly go to the proposal being voted click on 
- This will bring you to the voting box. Make your choice (Yes/No/Abstain).

My Vote


Run ID

106.20X6.001

My Vote



✓ Please make a choice

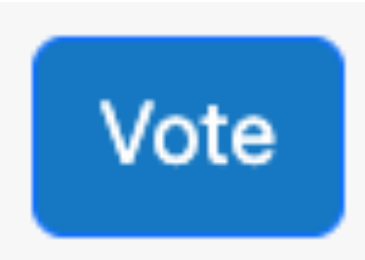
  

Run ID


Large Programmes Voting/2



 LPs voting


- After making sure that you have selected the proper vote, push




My Vote




 Your vote was successfully submitted. 

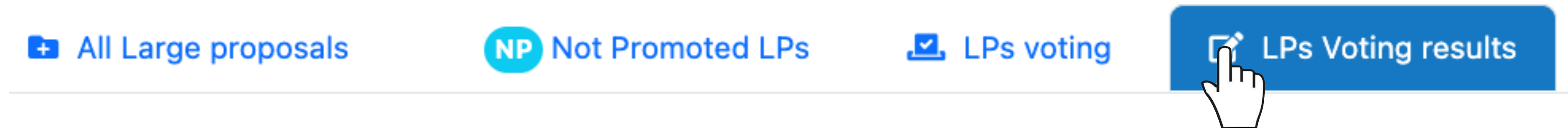
My Vote 

- A confirmation message will pop up.
- Once all non-conflicted OPC members have casted their vote, the OPC Chair will close the voting session, and the programme will get flagged as  in the left list.

 106.20X6 (1106.A-1059) 

LP Voting Results/1

- Once all LPs have been voted, OPO will make the overall voting results visible to the OPC directly in PEI.
- A new tab  LPs Voting results will appear in the upper bar.



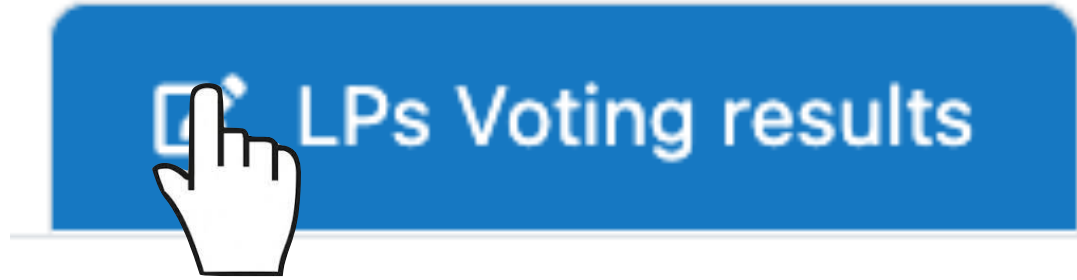
- Click on it to access the voting results.

Voting results

Proposal ID	Title	Yes	No	Abstain	Recommendation	Validity ratio
106.BACH	Is Earth really rotating around the Sun?	16	0	0	Approve	1

Sort in descending order

LP Voting Results/2



- For each voted LP the list reports the number of Yes, No and Abstentions.
- These values **are not displayed** in all cases in which the given OPC member is conflicted.
- The list also reports the formal recommendation (Approve/Reject). A programme is recommended for approval if the number of Y is larger than the number of N, and if the validity ratio is $\geq 2/3$.

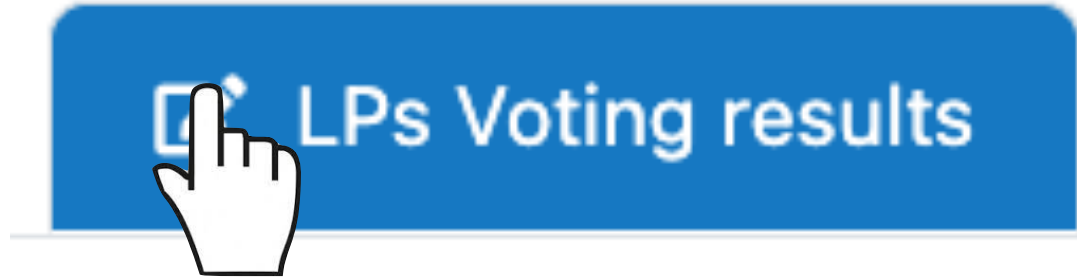
Yes ▼	No ◆	Abstain ◆
-------	------	-----------

Yes ▼	No ◆	Abstain
Conflict	Conflict	Conflict

Yes ▼	No ◆	Abstain ◆	Recommendation ◆	Validity ratio ◆
17	0	0	Approve	1
0	15	0	Reject	1

$$\text{Validity ratio} = \frac{n(Y) + n(N)}{n(Y) + n(N) + n(A)}$$

LP Voting Results/3



- If the validity ratio is $<2/3$, the vote will be automatically flagged as invalid. The case will need to be rediscussed and voted again.
- For more details on the voting policy, [refer to the guidelines](#).

PANEL OPC

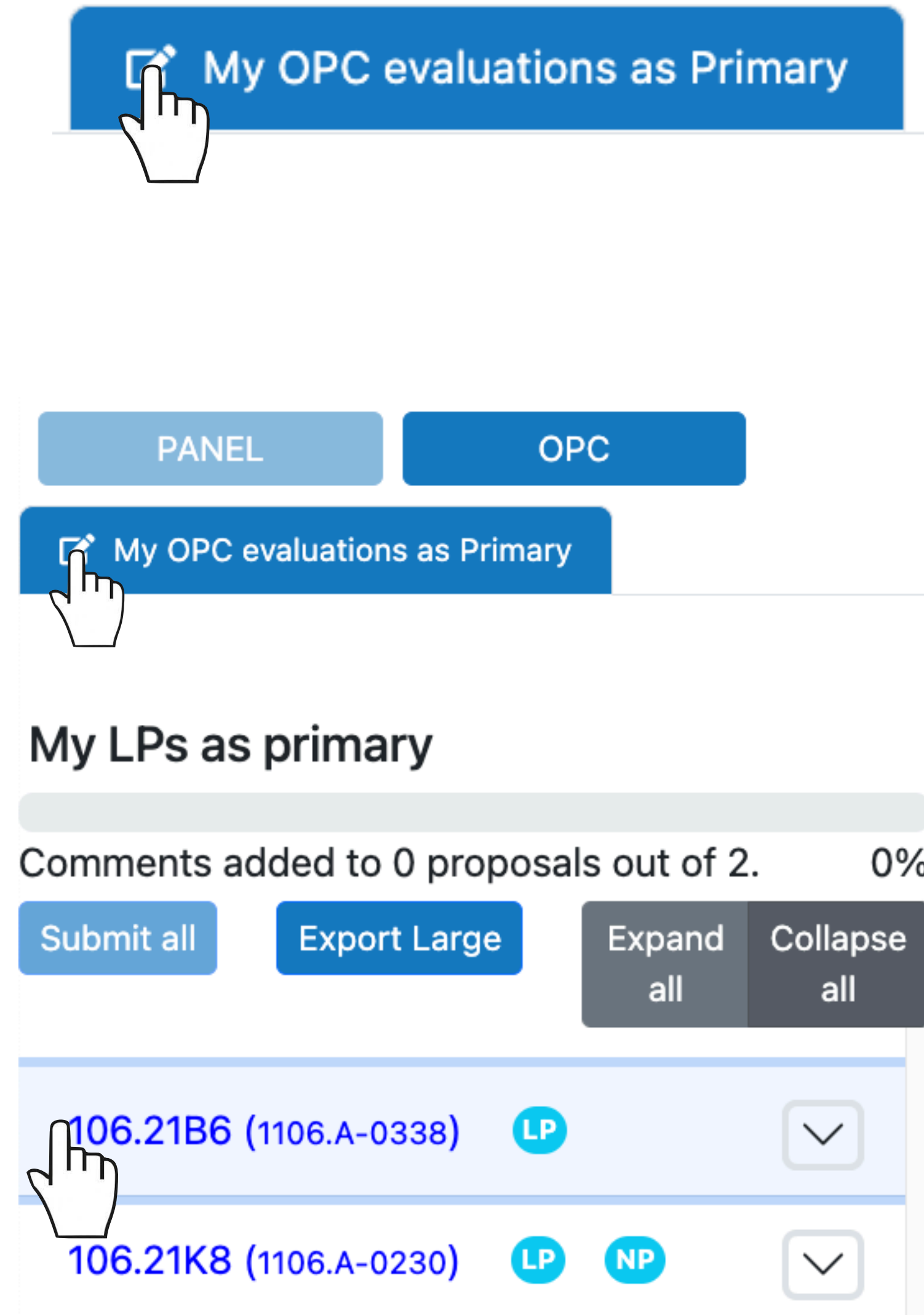
All Large proposals NP Not Promoted LPs LPs voting LPs Voting results

Voting results

Proposal ID	Title	Yes	No	Abstain	Recommendation	Validity ratio
106		Conflict	Conflict	Conflict	Approve	Conflict
106		2	15	0	Reject	1
106		16	0	0	Approve	1
106		15	2	0	Approve	1
106		17	0	0	Approve	1
106		5	12	0	Reject	1
106		8	7	0	Approve	1
106		10	4	0	Approve	1
106		9	6	0	Approve	1

LP Feedback/1

- Once the OPC meeting is over you can enter your evaluation for all the LPs for which you are Primary reviewer.
- Click on the proposal ID in the left list. This will visualise all available information, including the comments provided by all non-conflicted OPC members.
- Scroll down to **My final scientific evaluation**

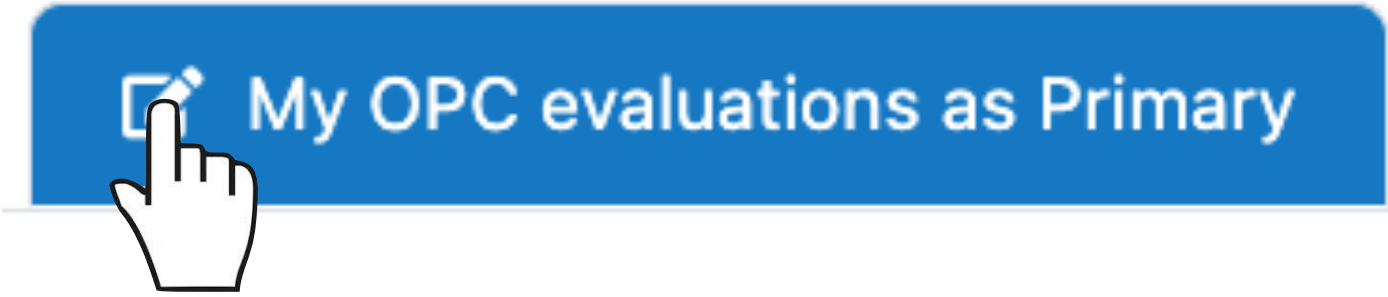


My final scientific evaluation

Approver: Johannes Kepler 20 of minimum 300 characters

Enter your final evaluation here.

LP Feedback/2



- Repeat this step for all LPs in your primary assignment list.
- When you are done and you are sure the evaluations are all finalised, submit them to the OPC Chair for the final approval.
- For this push the **Submit all** button. The LPs will be flagged as **Submitted**

My LPs as primary

Comments added to 2 proposals out of 2. 100%

Submit all **Export Large** **Expand all** **Collapse all**

106.21B6 (1106.A-0338)	Submitted	LP
106.21K8 (1106.A-0230)	Submitted	LP NP

LP Feedback/3

- The process may require a few iterations, depending on the specific cases.
- At the end, the OPC Chair will approve the final feedback, which will then be ready to be made available to the PIs of the proposals.
- Please, [check the deadline](#) to make sure your feedback is finalised in due course.
- This completes your OPC meeting activities.