

Dear Registrants for the 2021 Sagan Summer Workshop,

We are busy planning for the workshop, which will take place July 19-23. We are excited about the amazing response for the virtual workshop - currently, we have more than 1000 registrants from over 45 countries, and registration is still open! As a reminder, the workshop will be a combination of pre-recorded talks, live presentations, and panel discussions. The complete agenda can be found here <https://nexsci.caltech.edu/workshop/2021/agenda.shtml>

This email is to update you on workshop logistics and what you can expect over the next six weeks. Please read it carefully as it contains important information. We are also asking you to fill out a [Google form](#) if you are interested in participating in the hands-on sessions (see details in the "Hands-on Sessions" section below). If, after reading this email, you have questions, please contact us at Sagan_workshop@ipac.caltech.edu

Important Dates:

- June 13: Deadline to fill out Google form if interested in participating in hands-on sessions
- June 21: Poster presentation submission information available (submissions due by July 12)
- Early July – you'll be notified by email about all of these:
 - Zoom webinar registration information
 - Invitation to join Slack channel
 - Breakfast/Lunch with Speakers sign-up available
- Early to mid-July: Pre-recorded talks will be posted on the [Sagan Summer Workshop YouTube Channel](#).
- July 19-23: 2021 Sagan Summer Workshop
- End of August: Certificates of attendance available

Online Workshop Tools

Zoom Webinar: We will be using a Zoom webinar for the main workshop sessions, and you will need to register for the webinar (separate from the workshop registration) in order to receive the link information. Webinar registration information will be sent in early July.

Slack Workspace: We will be using Slack to facilitate communication before, during and after the workshop. There will be channels for the poster sessions, the hands-on sessions, pre-recorded talks, etc. An invitation link to join the Slack workspace will be sent in early July.

Gather.town: A Gather space will be available the week of the workshop. We intend this to be used primarily for the poster sessions, but it will be open for socializing all week. We will send the link at the start of the workshop.

Poster Sessions and Poster POPs

We have set aside time in the agenda for virtual interactive poster sessions on three days during the workshop. As noted above, these will take place in an interactive environment within Gather. Posters will be grouped by science area, and poster authors will be able to stand by their posters and have online conversations with visitors. We realize that time zone differences will make this difficult for some registrants, and we will also have a Slack channel for discussion of the posters. All the posters will also be available on the workshop website.

Poster submission is optional, but posters must be related to the topic of the workshop in a general way. We are not able to accommodate other topics.

The online poster submission site will be available from June 21 to July 12. Posters will only be accepted through the online site and *not* via email. The specifications for the poster file submissions are below. We

expect to be able to accommodate all posters that are submitted, provided they meet the topic and image size criteria.

Poster files must be in .png or .jpg format only (not .pdf) with a maximum file size of 3MB. The minimum width of the poster is 1000 px and the minimum height is 600 px.

Poster authors can also submit a short (2 minutes maximum) pre-recorded video poster advertisement, or POP. There is space in the agenda for 30 POPs, and these can also be submitted through the online site available on June 21.

All poster submissions (poster image files and videos) are due by July 12.

Hands-on Sessions

We will offer two hands-on sessions: one on disk modeling, and one on simulating planet spectra. They will involve the use of Python code run in Jupyter notebooks. No Python experience is required, but we might ask you to install Python ahead of time. We are working on making the hands-on session activities also run in Google Colab, which would not require you to install Python – please stay tuned as we work out the details. We will post updates, as well as any instructions for preparing for the hands-on sessions, on the hands-on session website: <https://nexsci.caltech.edu/workshop/2021/handson.shtml>

Since we have such a large number of registrants, we are asking you to fill out this [Google form](#) if you intend to participate in the live hands-on sessions (you also have the option to work on the hands-on session activities on your own time). Please fill out this form by **June 13**. This will help us plan how to best support these sessions.

We plan to use a regular Zoom meeting with breakout rooms for the hands-on sessions, so participants can work in smaller, more collaborative groups. We will also be providing asynchronous support via a Slack channel.

Virtual “Breakfast/Lunch” with Speakers

On Wednesday, Thursday, and Friday of the workshop week, participants will have the opportunity to meet in small Zoom meetings with our workshop speakers to talk about science, work-life balance, career paths, or related topics. On all three days there will be “breakfast” meetings (early morning Pacific Time), and on Friday there will also be “lunch” meetings in the early afternoon (again Pacific Time). We are still working out the schedule and will let you know when sign-ups are available (sometime in early July).

Certificates of Attendance

Many of you have asked about Certificates of Attendance; we will provide an online form to submit your requests, and we plan to make the certificates available by the end of August 2021.

Questions? Email us at Sagan_workshop@ipac.caltech.edu