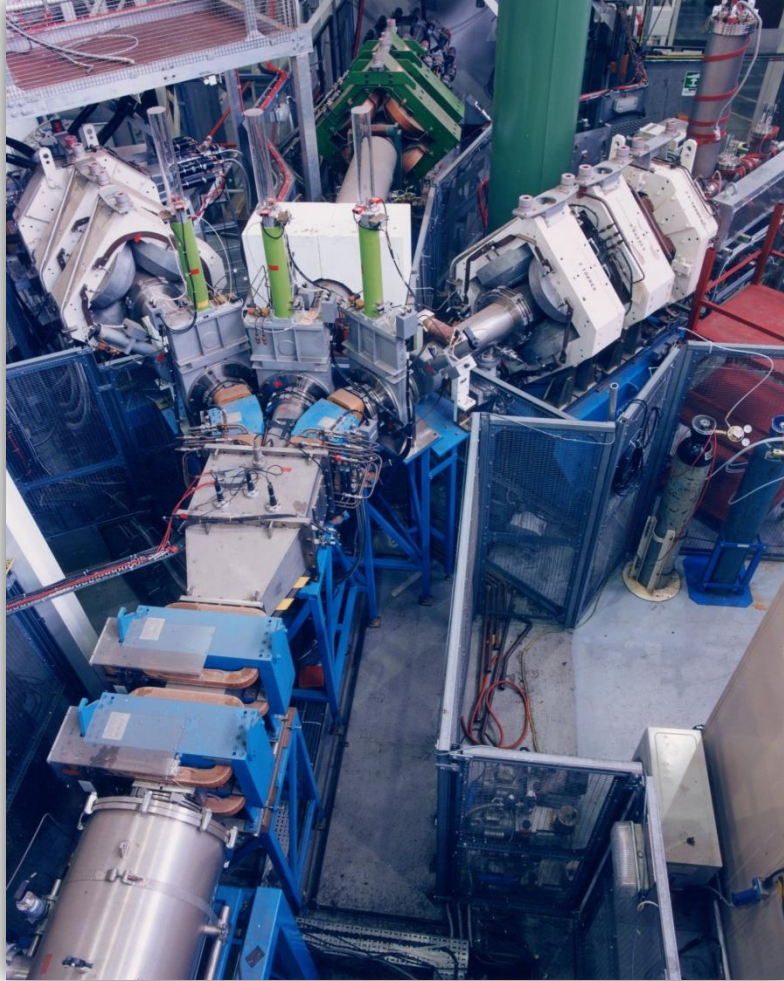


# International Advanced School in Muon Spectroscopy



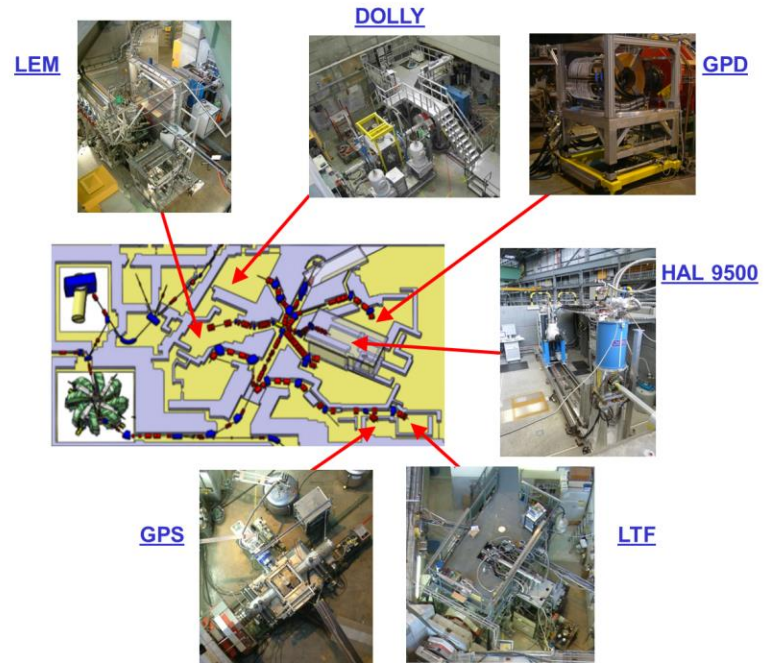
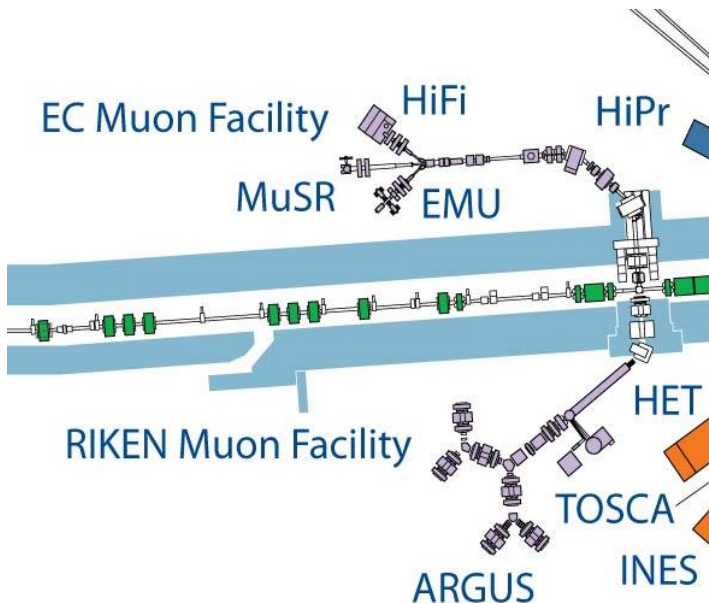
## Applying for Beamtime

*Adrian Hillier (ISIS)  
and Alex Amato (PSI)*

# Planning the experiment



- Think about your proposal
  - What question do you want answered
  - How can muons help?
  - What type of experiments?
  - Which facility/instrument?



If you don't know then please contact us

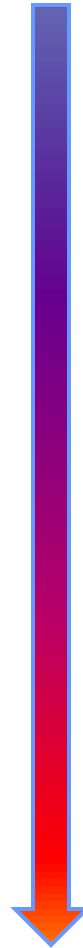
# The Proposal Process

## ISIS

- 2 calls per year (deadlines **April** and **October**)
- All submissions via ISIS website
- ~110-120 proposals submitted per round
- Oversubscription ~1.8-4
- 6 weeks after the deadline, the selection panel meets
- Results a few weeks after that (with comments)
- Instrument scientist will then ask for preferred dates
- Schedule produced, local contacts assigned
- Run experiments!

## PSI

- 2 calls per year (usually deadlines **December** and **May**)
- All submissions via PSI digital user office (PSI-DUO)
- ~150 proposals submitted in round 1 and ~100 proposals in round 2
- Oversubscription ~1.4 - 4
- 6 weeks after the deadline, the selection panel meets
- Results a few weeks after that (with comments)
- Schedule produced according to exclusions set by the users
- Run experiments!



# The Proposal Process

[Home](#) [Proposals](#) [My Details](#) [Information](#) [Contact Us](#)

Please click here to [sign in](#)

## Manage My Account

### ► Login

email address   
password

[Contact Us](#) | [Privacy Policy](#)



Science & Technology  
Facilities Council

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Choose one of the options listed below to access the PSI Digital User Office (DUO). To contact the PSI user office send your e-mails to [useroffice@psi.ch](mailto:useroffice@psi.ch).

Login with your DUO or PSI Account:

Username

Password

<http://www.isis.stfc.ac.uk/apply-for-beamtime/>

<https://duo.psi.ch/duo/>

# The Proposal Process



Direct Access

Current Proposal will close on Wednesday 16 October 2019

Rapid Access

Xpress Access

Dutch Access

Currently Closed

Indian Access

Currently Closed

RIKEN Access

Current Proposal closes Wednesday 17 April 2019

ISIS Consumables

PARIS SCHERRER INSTITUT  
PSI Digital User Office

DUO | PSI | SLS | SINO | SpS | LTP | SwissFEL | User Office | Guesthouse | Calendar

User account: Dr. Alex Amato (amato)

DUO statistics: Proposals: 42, Co-proposals: 321

**Your next scheduled experiments**

Badge & Dosimeter request	Proposal	Beamline	Start	End
[Submit]	20190293	LEM	12/08/2019	15/08/2019
[Submit]	20190182	GPS	19/08/2019	21/08/2019
[Submit]	20190239	Dolly	28/08/2019	30/08/2019
[Submit]	20190214	GPD	28/08/2019	02/09/2019
[Submit]	20190199	HAL-9500	06/09/2019	12/09/2019
[Submit]	20190212	HAL-9500	27/09/2019	30/09/2019
[Submit]	20190178	GPD	04/10/2019	11/10/2019
[Submit]	20190327	HAL-9500	04/10/2019	07/10/2019
[Submit]	20190182	GPS	17/10/2019	19/10/2019
[Submit]			19/10/2019	22/10/2019
[Submit]	20190293	LEM	23/10/2019	26/10/2019
[Submit]	20190216	GPS	13/11/2019	14/11/2019

**Proposals**

- Submit a new proposal**  
Click here in order to start a new proposal. At any time, you can save your input and leave from the DUO. The proposal is left in the state of being partially completed.
- Edit / Delete a partially complete proposal**  
Click here if you want to edit or delete a partially completed proposal. A proposal is partially completed until it is submitted (submit button). From then on, the proposal is defined as completed and for any modification you need to contact the PSI user office directly.
- Resubmit a proposal**  
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- Additional request**  
Click here if you want to submit an additional request to an already submitted proposal.  
Available on the following facilities: 'SINQ', 'SpS'.
- View all proposals**  
Click here to see (PDF format) your (as proposer or co-proposer) proposals stored within the DUO.
- Experiment feedbacks**  
Please help us improving our service and submit a feedback form on your experiment and your visit of PSI!
- Experimental reports**  
Enter here to submit or edit an experimental report on a past proposal. This report will be used for evaluating future proposals.
- Publications in DORA**  
DORA is the digital repository and bibliography for all research articles and other publications affiliated with the PSI.

- One can (re)submit a new proposal, edit a saved one, etc

# Funding Support



Science & Technology Facilities Council

ISIS

- Home
- Proposals
- My Details
- Information
- Contact Us

Welcome **Philip King** ([logout](#))

- 1) Experiment
- 2) Experimenters
- 3) Facility Access
- 4) Support
- 5) Instrument
- 6) Publications
- 7) Samples
- 8) Other Facilities
- 9) File Upload
- 10) Survey
- 11) Final Submission

[View Proposal](#)

## Step 4 of 11: Support for your research

We would like to understand how your research at ISIS is supported within your overall research programme. This is so that we can better understand how ISIS contributes to the programmes of other research councils or research funders, or the programmes of industrial partners.

**Do you or another co-investigator on this proposal have one or more grants which relate to this proposal? \***  ▾

**Are there any industrial links related to this proposal (including CASE awards, etc)\***  ▾

Please list any other ways that this proposal is supported, e.g. through fellowships, etc

### PhD Students on this Proposal

**Please specify up to 3 funding sources per PhD student**

You have not added any PhD students as co-applicants on your proposal. Please tell us in the 'Other' box above if there are likely to be any students associated with this proposal and what their funding source is.

|

How the proposal is supported (associated grants, or studentships, or industry links) is important.

# Sample environment

The screenshot shows the ISIS Science & Technology Facilities Council website. At the top, there is a navigation menu with buttons for 'Home', 'Proposals', 'My Details', 'Information', and 'Contact Us'. Below the navigation, a welcome message reads 'Welcome Philip King (logout)'. On the left side, there is a vertical menu with 11 steps: 1) Experiment, 2) Experimenters, 3) Facility Access, 4) Support, 5) Instrument, 6) Publications, 7) Samples, 8) Other Facilities, 9) File Upload, 10) Survey, and 11) Final Submission. A 'View Proposal' button is located below this menu. The main content area is titled 'Step 7b of 11: Sample Environment'. It contains a dropdown menu for 'Standard ISIS SE equipment (choose multiple if applicable - Ctrl+Click)\*' with options: None, Do Not Know, Helium Cryostat, CCR (selected), and T < 1K cryostat. Below this are input fields for 'Temperature range: 10 to 300 K', 'Pressure range: to MPa', and 'Magnetic field strength: 0 to 4000 gauss'. A text box for 'Details of any specialist equipment or user supplied equipment:' is present, followed by a 'Please note' section stating that special equipment must be discussed in advance with Zoe Bowden at [zoe.bowden@stfc.ac.uk](mailto:zoe.bowden@stfc.ac.uk). At the bottom right, there are 'Prev' and 'Next' buttons.

- You will then be guided through the different steps (instrument, sample environment, sample, etc).
- Always contact the instrument scientists if you are unsure about instrument/sample environment or other questions
- **IMPORTANT:**
  - Due to their specificities, it is important for the instruments HAL-9500 and LEM to **contact the instruments scientists prior to submit (and write) a proposal.**
  - @PSI Define the exclusion dates for your experiment!  
NO further contact will be made with the proposers concerning the scheduling
  - @ISIS We'll contact about scheduling if you experiment is successful

# Safety



Science & Technology Facilities Council

ISIS

- Home
- Proposals
- My Details
- Information
- Contact Us

Welcome **Philip King** ([logout](#))

- 1) Experiment
- 2) Experimenters
- 3) Facility Access
- 4) Support
- 5) Instrument
- 6) Publications
- 7) Samples
- 8) Other Facilities
- 9) File Upload
- 10) Survey
- 11) Final Submission

[View Proposal](#)

## Step 7c of 11: Sample Safety

Are there any hazards associated with your sample?\*

Sensitive to air?

Sensitive to water vapour?

Are there any other hazards associated with the experiment?\*

Are there any other hazards associated with the sample preparation at ISIS?\*

Are there any other hazards associated with experiment equipment?\*

Will you need to use the sample prep labs?

Other special equipment requirements ?

After the experiment the sample will be\*

Please note that a more detailed Experiment Risk Assessment will be required for all successful proposals before an experiment is run.

[Prev](#) [Next](#)

A safety assessment will be needed before the experiment will be run



# The Case

- Proposals judged on science
- Upload a scientific case (2 pages ISIS, 3 pages PSI).
  - **Don't rely on colour**
  - **Will be reduced to 70%: don't use fonts <12pt size. Be careful with figures**
  - **Self-contained** (but can include references)
- Explain the background (timeliness, technological relevance, etc)
- What question(s) are you trying to answer?
- How will muons help - what information will you get?
- Why muons (consider that  $\mu$ SR is a very expensive technique)?
- Describe the measurements (no. samples, temp. / field scans)
- Justify the time you are asking for (be specific)
- Samples - do you have them? Say how they been characterised
- Demonstrate you've used previous beamtime well

# Things to avoid . . .

‘we will search for the multi-spitoon excitations’

‘CsNiBr<sub>3</sub> is isomorphic to CsNiBr<sub>3</sub> [2]’

‘we will probe the two mango dispersion’

‘the burst of muons, rather than one muon at a time, will simulate hydrogen diffusion and encourage competition for traps . . .’

‘In the past, several of these systems have been studied by means of muSR. Reanalysing the data shows that substantial parts of the data are missing . . . .’

---

‘I am overwhelmed by the feeling that I have spent longer reading this proposal than the author spent writing it’

# The review



External panel to advise ISIS or PSI on the science

Panel recommends a program for the facility to run

# Other types of Proposals

## Rapid Access (ISIS), Director Discretion Time (PSI)

- For rapidly-moving science areas, new sample discoveries, other urgent studies
- Proposals can be submitted any time
- Rapidly reviewed
- If awarded time, scheduled as soon as possible
- Must be a clear case as to why the measurement is urgent

## Xpress Access

- For initial characterisation of samples or feasibility checks on samples for future beamtime
- Proposals are short, and can be submitted any time
- Reviewed internally
- Awarded up to 5 hours of beamtime on either MuSR or EMU.
- Users need not come for the measurement - can send the sample in

## Proprietary Research (Industrial access)

- Proprietary beam time is defined as work that will not be made available in the open literature.
- Each facility has routes for this access and may incur fee

# Data Policy

- Access to Raw Data and Metadata obtained from an experiment is restricted to the Experimental Team for an embargo period of three (3) years after the end of the experiment.
- Researchers who carry out analyses of Raw Data and Metadata which are openly accessible shall, to the extent practicable, contact the original PI to inform him and suggest a collaboration if required.
- Raw Data and Metadata explicitly used for peer-reviewed publication will become Open Access at the time of such publication.

# User Offices



DE EN FR

People, content...



Labs & User Services ▾ Visitors ▾ Industry ▾ Our Research ▾ Career & Further Education ▾ About PSI ▾

PSI Home > Labs & User Services > User Office > User Office

## User Office

Proposal deadlines

Your stay at PSI ▾

Safety at PSI ▾

EU support programmes ▾

Accelerator status

Accounts, data access, ...

Wifi access for users

PSI Data Policy

Users association ▾

Conference calendar

User meetings

Contacts



## User Office

The Paul Scherrer Institute operates five major user laboratories: a third generation X-ray synchrotron source (SLS), a X-ray free electron laser facility (SwissFEL), the only continuous spallation neutron source worldwide (SINQ), the worlds most powerful continuous-beam  $\mu$ SR facility (S $\mu$ S) and a meson factory for fundamental nuclear and elementary particle physics (LTP). In fact, PSI is one of the very few places worldwide to offer the three major probes for condensed matter research (photons, neutrons and muons) on one campus.

The PSI User Office is a central PSI installation to serve the users from all the large scale user laboratories of PSI. In case of any question before, during or after your stay at PSI please don't hesitate to contact us.

## Contact

PSI User Office

Phone: +41 56 310 4666  
Fax: +41 56 310 3280  
Email: [useroffice@psi.ch](mailto:useroffice@psi.ch)

## Further information

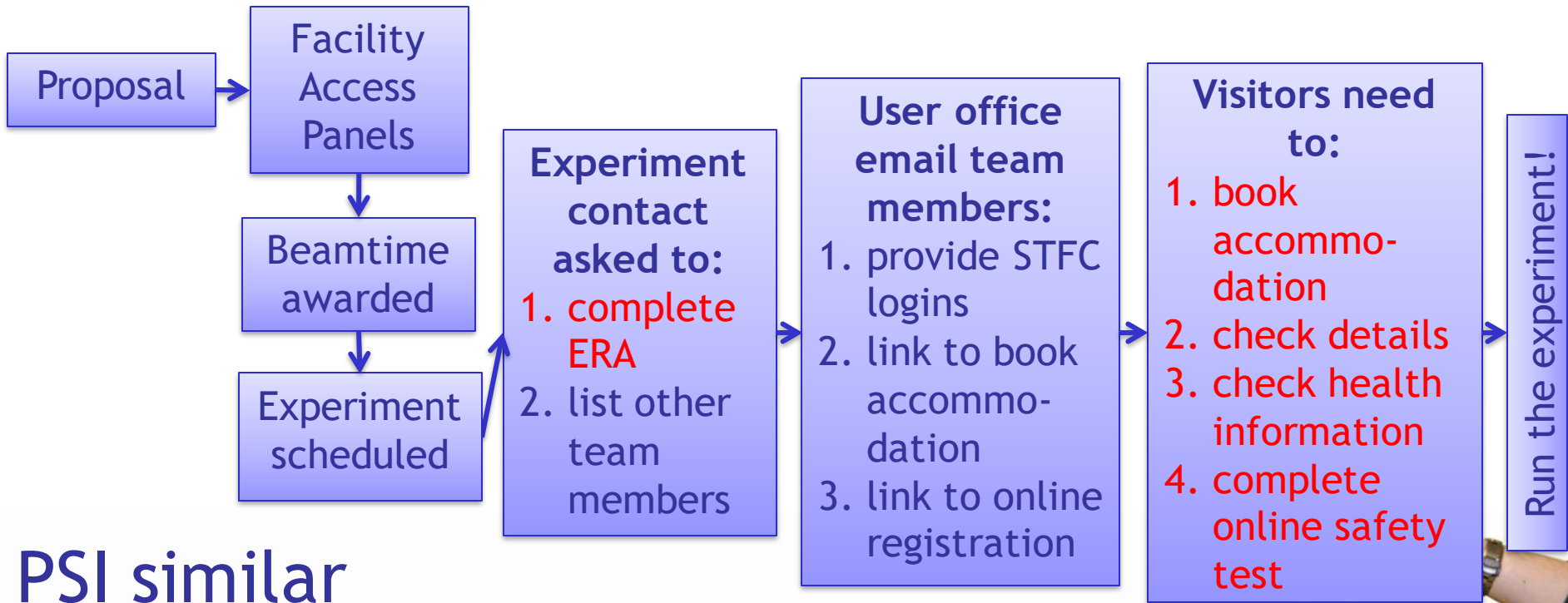
- Photons: [SLS](#) and [SwissFEL](#)
- Neutrons: [SINQ](#)
- Muons: [S \$\mu\$ S](#)
- Particle Physics: [PP](#)

## PSI User Facilities Newsletter

Current News from PSI  
photon, neutron and muon  
user facilities

Available to answer questions, deal with problems, etc:

# Flow chart for an ISIS experiment



PSI similar



# Online systems

Science & Technology Facilities Council  
**ISIS**

CLRC/pjck34 [Sign Out](#)

**Experimental Risk Assessment System**  
 for a successful and safe experiment

**Welcome**

This system should be used to build your experimental risk assessment (ERA). Your ERA is a document that is needed before you begin your experiment. This system replaces COSHH forms.

The information collected by this system will help us improve our service, as well as properly evaluating the hazards of an experiment.

**Your ISIS Experimental Risk Assessments**

You do not have any saved assessments.

To create a new assessment for your experiment, click on the 'Create New Assessment' below.

[Create New Assessment](#)

PAUL SCHERRER INSTITUT  
**PSI** Digital User Office

DUO | PSI | SLS | SINQ | SpS | LTP | SwissFEL | User Office | Guesthouse | Calendar

Function selection

**User Menu**

- New Proposal
- Edit Proposals
- View all Proposals (PDF)
- Resubmit Proposals
- SpS/SINQ Additional request
- Experimental Reports
- Publications
- Experiment feedbacks
- Badge & Dosimeter (new visit)
- Planned visits
- Account settings
- Logbook

Logout

User account: Dr. Alex Amato (amato)

DUO statistics: Proposals: 42, Co-proposals: 321

**Your next scheduled experiments**

Badge & Dosimeter request	Proposal	Beamline	Start	End
[Submit]	20190293	LEM	12/08/2019	15/08/2019
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[Submit]	20190212	HAL-9500	27/09/2019	30/09/2019
[Submit]	20190178	GPD	04/10/2019	11/10/2019
[Submit]	20190327	HAL-9500	04/10/2019	07/10/2019
[Submit]	20190182	GPS	17/10/2019	19/10/2019
[Submit]	20190293	LEM	19/10/2019	22/10/2019
[Submit]	20190218	GPS	23/10/2019	26/10/2019
[Submit]	20190218	GPS	13/11/2019	14/11/2019

**Proposals**

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**Resubmit a proposal**  
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**Additional request**  
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 Available on the following facilities: 'SINQ', 'SpS'.

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**Experiment feedbacks**  
 Please help us improving our service and submit a feedback form on your experiment and your visit of PSI.

**Experimental reports**  
 Enter here to submit or edit an experimental report on a past proposal. This report will be used for evaluating future proposals.

**Publications in DORA**  
 DORA is the digital repository and bibliography for all research articles and other publications affiliated with the PSI.

Science & Technology Facilities Council

**My Safety Tests**

This system should be used to complete the safety tests you must pass to enter the facility. The information collected by this system will also help us improve our registration process.

Please ensure that your safety tests will be valid for the duration of your experiment. (You may need to take the test sooner than the expiry date.) You only need to take the tests for the facility you will be working at.

**My Visits**

to Rutherford Appleton Laboratory

This system should be used to inform us who will be visiting the ISIS Facility or Central Laser Facility (CLF) and why (e.g. as part of an experimental team).

It is important you use this system to record all visitors who will require access to site regardless of whether they need accommodation or travel for the duration. This will help us improve our registration process and in turn our service to you.

Visit Reference	Earliest Date of Arrival	Primary Purpose	Status
2011-04-28	2011-04-28	ISIS Experiment eaert	Draft <a href="#">Edit</a> <a href="#">Delete</a>

- Request Badge and Dosimeter for next schedule experiment



# Here to help!



Contact:  
Dr. Adrian Hillier  
Muon Group Leader  
ISIS Neutron and Muon  
Facility

[adrian.hillier@stfc.ac.uk](mailto:adrian.hillier@stfc.ac.uk)



Contact:  
Dr. Alex Amato  
Head of LMU Laboratory  
Paul Scherrer Institute

[alex.amato@psi.ch](mailto:alex.amato@psi.ch)