

Telescope Assembly Qualitative Analysis Meeting

Date: Tuesday, Feb 26

Meeting time: 8:15 am - 5:30 pm (PT)

Webex: [Join the meeting](https://jpl.webex.com/) https://jpl.webex.com/

Dial-In: 844-575-9329 Meeting ID: 900 373 919

Website: https://exoplanets.nasa.gov/exep/technology/in-space-assembly/iSAT_study/

Conference Room: *Building 321 Room 617*

Wifi: *For non-NASA - Network: jplguest Username: your email address Password: your birthdate mmddyyyy*
NASA employees - Network: NASA Username: ndc\yourusername Password: your ndc password

| | Topic | Presenter | Start | Duration | Intended Result |
|----|--|-----------------------|-------|----------|---|
| 1 | Sign in and Refreshments | | 8:15 | 0:15 | Visitors sign in at the visitor center no later than 8:15 and are escorted to meeting room |
| 2 | Welcome | Siegler | 8:30 | 0:10 | Team understands emergency evacuation plan and restroom locations |
| 3 | Game Plan Discussion | Siegler | 8:40 | 0:20 | Team understands the game plan for the two days, answer questions, participant introductions |
| 4 | Parameter Scoring | All | 9:00 | 0:30 | Individually, the team provides scores for the different parameters for cost, risk, and science value |
| 5 | Score Capture | Jennifer | 9:30 | 0:20 | Cost scores are captured in Parameter Worksheet |
| 6 | Process Discussion | Mukherjee and Siegler | 9:50 | 0:30 | Team understands Claim Sheet and vocabulary |
| 7 | Break | All | 10:20 | 0:15 | |
| 8 | Claims Generation and Correlations Mapping | Mukherjee and Siegler | 10:35 | 1:10 | Team explains the rationale behind their scores, Claims are generated, correlations between Parameters are recorded in the Correlation Matrix |
| 9 | Lunch Break | All | 11:45 | 1:00 | No host JPL cafeteria Building 303 |
| 10 | Claims Generation and Correlations Mapping (cont'd) | Mukherjee and Siegler | 12:45 | 2:00 | Team explains the rationale behind their scores, Claims are generated, correlations between Parameters are recorded in the Correlation Matrix |
| 11 | Break | All | 14:45 | 0:15 | |
| 12 | Claims Generation and Correlations Mapping (cont'd) | Mukherjee and Siegler | 15:00 | 2:00 | Team explains the rationale behind their scores, Claims are generated, correlations between Parameters are recorded in the Correlation Matrix |
| 13 | Closing Remarks | Siegler | 17:00 | 0:30 | Summary of how day 1 went and discuss changes to consider for next day |
| 14 | Adjourn | | 17:30 | 0:00 | |
| | End Day 1 | | 17:30 | | |
| | | | | | |
| 15 | No-Host Group Dinner Reservations @6:30pm La Cabanita Restaurant 3445 N. Verdugo Rd. Glendale, CA 91208 | | 18:30 | | |

Telescope Assembly Qualitative Analysis Meeting

Date: Wednesday, Feb 27

Meeting time: 8:15 am - 5:30 pm (PT)

Webex: [Join the Meeting](https://jpl.webex.com/Join%20the%20Meeting) https://jpl.webex.com/

Dial-In: 844-575-9329 Meeting ID: 906 951 122

Website: https://exoplanets.nasa.gov/exep/technology/in-space-assembly/iSAT_study/

Conference Room: Building 321 Room 318

Wifi: For non-NASA - Network: jplguest Username: your email address Password: your birthdate mmddyyyy
 NASA employees - Network: NASA Username: ndc\yourusername Password: your ndc password

| | Topic | Presenter | Start | Duration | Intended Result |
|----|-----------------------------|-----------------------|-------|----------|--|
| 1 | Sign in and Refreshments | | 8:15 | 0:15 | Visitors sign in at the visitor center no later than 8:15 and are escorted to meeting room |
| 2 | Welcome | Siegler | 8:30 | 0:10 | Recap the day before, reviews any changes |
| 3 | Correlation Diagram Mapping | Mukherjee and Siegler | 8:40 | 1:30 | Finish up the correlation diagram |
| 4 | Break | | 10:15 | 0:15 | |
| 5 | Claim Sheet Introduction | Mukherjee | 10:30 | 0:30 | Team understands the Claim Sheet and its requirements |
| 6 | Claim Discussions | Siegler | 11:00 | 1:00 | Team works out an outline of the first Claim Sheet |
| 7 | Lunch | All | 12:00 | 1:00 | No host JPL cafeteria Building 167, group picture |
| 8 | Claims Discussions | Siegler | 13:00 | 2:00 | Team works out outlines of additional Claim Sheets |
| 9 | Break | | 15:00 | 0:15 | |
| 10 | Claim Discussions | Siegler | 15:15 | 1:30 | Team works out outlines of additional Claim Sheets; volunteers from the entire Study Membership identified to lead specific Claim Sheets |
| 11 | Summary and Steps Forward | Mukherjee | 16:45 | 0:30 | Recap of what has been achieved and what's left to be done. |
| 12 | Adjourn | | 17:15 | | Please return visitor badges to guard office |
| | End Day 2 | | 17:15 | | |