Agenda

PLATO Characterization and Operations Team (PCOT) Kick-off Meeting

6-7 March 2019

DLR Berlin Adlershof
Rutherfordstr. 2
12489 Berlin

Time	Wednesday 06.03.2019	
13:00	Introduction and goals of the meeting **[DLR]**	
13:30	PCOT in the PLATO Management Plan **[DLR]**	
14:30	"Speed dating" (see clarification below): 1 slide per institute (2 min max) **[All]**	
15:30	*Coffee break*	
16:00	**BLOCK I: OPERATIONS**	
	16:00	Overview **[DLR]**
	16:30	Discussion covering: • Algorithm specification for production of calibration database. • In flight operations (including instrument performance and functional verification). • Support for MOC, SOC, L1 ground processing pipeline.
18:30	End of day 1	
TBC	Social dinner in Berlin downtown (TBC)	

Time	Thursday 07.03.2019	
09:00	**BLOCK II: ALGORITHMS**	
	09:00	Overview **[DLR+DPA-WG]**
	09:30	Discussion covering: • Definition of data products at test houses: inputs. • Algorithm specifications for EGSE to control the camera. • Algorithms/Analysis procedures to produce Up&downlink calibration tables
10:30	*Coffee break*	
11:00	**BLOCK II: ALGORITHMS (continued)**	
	11:00	Discussion (continued): • Algorithm specification for performance and functional verification. • Success criteria: outcome of tests (including impact on key science objectives). • Data products (images, imagettes, photometry curves, calibration tables).
12:00	*Lunch break*	
13:00	**BLOCK III: TESTS**	
	13:00	Overview **[DLR+KUL]**
	13:15	Discussion covering: • Test Procedures Document. • Definition of data products at test houses: outputs. • Success criteria: consistency between test houses. • Ground tests (CCD, FEE, DPS, camera-level...).
15:30	*Coffee break*	
16:00	**BLOCK IV: HOW WE WILL WORK**	
	Wrap-up and way forward **[All]**	
17:00	End of meeting	

GOALS OF THE MEETING

A) Definition of precise tasks for PCOT (i.e. production of deliverables).

B) Definition of Teams responsible for the tasks given a timeline.

List of PCOT deliverables (open for discussion):

- Telecommand/telemetry (TC/TM) dictionaries
  - We will deliver to prime with DPS, but PCOT will interface to ESA for updates during operations
- On-board software (OBSW):
  - We will deliver to prime with DPS, but PCOT will interface to ESA for updates during operations
- Payload User Manual
  - Payload description, configuration, functions, external/internal interfaces, heat/power profiles, operations, etc
- Commission operating procedures (command sequences & parameters), commissioning evaluation code & reference data
- Routine operation procedures (command sequences & sequence parameters)
- Contingency procedures
- OBSW procedures
- Uplink calibration tables mission planning / SVM
  - e.g. alignment matrix AOCS - cameras, FEE supply voltages, Camera TRP1 setpoints, microscanning parameters, ...
- DPU OBSW calibration tables
- L1 (ground) processing calibration tables
- Payload health monitoring, trend analysis

Guidelines for the preparation of the discussion:

All of these deliverables are indeed for the operations phase, but we are starting the first version of many of these already during the test phase (mostly DPS and Camera). We should aim at finding a smooth transition between ground and in-orbit phases.

For each deliverable we need to make sure that we all understand/can share insights about:

- What the deliverable is.
- Identify where in the payload development we produce (part of) the deliverable or a first good version (subsystem, camera level, DPS level, payload level) & analysis tools planned.
- Identify the preferred format of the deliverable.
- Identify a pragmatic configuration control system to maintain versions from now till end of operations.
- Identify need for analysis tools in-orbit / evolution from ground tools.

Speed dating concept:

This meeting is the kick-off of the PCOT so we should devote some time to introduce ourselves. Each Institute shall present a short summary (1 slide) of their contribution. Institutes with more than one contribution (i.e. LESIA with N-DPU, DPA & WP320) can present one slide per contribution.