NIRSPEC

NIRSPEC Design Notes

The NIRSPEC design note setup will be similar to the system we had with Gemini, particularly the numbering scheme. This time however we will be taking a few steps to make sure we keep better track of the documents.

First of all, Annie will be looking after the master copies of all documents. When you create a document, you should give a copy to Annie, who will put it "on display" in the lab for a few days. If you need a personal copy, either make one or add your name to the attached list. After a few days of review Annie will make the requested copies and put the original in the master file cabinet. Also in the cabinet will be a list of the documents in each category (optical, electronic etc.). If you plan to write a new design document pencil in your document title and name in the next space in the list, thus reserving yourself the next document number. I'll update the on-line list from time to time as documents are created.

General lab copies for ready reference will be in a set of ring binders on the lab bookshelves. If you're going to write anything in the margin, put it in those copies! If you do add anything, include your name or initials, and if you find any annotations in something you wrote, be sure to include anything relevant in a later version.

In addition to keeping a central reference set of printed documents, we will also try to keep all the documents available on-line. Fred and I are trying to switch the whole lab over to DOS 6 and Windows for Workgroups, and will also get network hardware for all the PCs. This will allow us all to work from a single set of documents in a specified directory on one machine. The default on Gemini was that most of the documents ended up on the 386 PC (which was then a bigger fraction of our total computing resources than I care to remember), but some files never made it there or weren't updated. We have yet to decide which machine will be the repository for all NIRSPEC knowledge, but once it is clear how much storage we can reclaim on the 386 we'll figure it out.

Please make every effort to keep to this scheme and not bypass it. *Everything* we design for NIRSPEC must be written up and inserted into the system. We will review the design of everything we build. If your pet component doesn't appear as a design document, that means we can't build it, and we'll never use your brilliant idea. Also we must be sure that the master copy is always the up to date version, and not some generations behind what we are actually working on.