

GETTING GOING IN THE PULSAR SEARCH COLLABORATORY (PSC)



STEP 1 – VISIT THE TWO WEBSITES

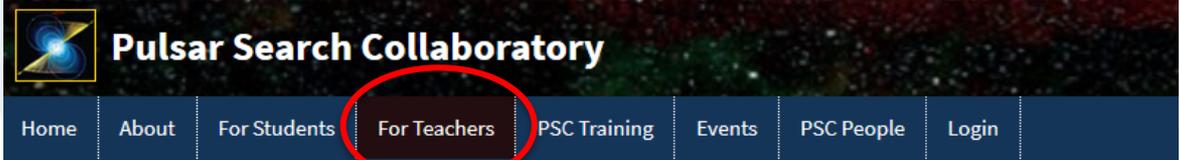
The PSC uses two websites – make sure you can access them.

- (WordPress Site - <http://pulsarsearchcollaboratory.com>) This site contains the training materials, supporting materials, and the Forum.
- (Database Site - <http://psrsearch.wvu.edu/>) The site contains the data and is where you go to create an account.



STEP 2 – LET US KNOW WHO YOU ARE

- Visit the “Teacher Page” on the Database Site



Pulsar Search Collaboratory

Home About For Students **For Teachers** PSC Training Events PSC People Login

Teacher Page

Introduction – PSC students and teachers participate in an online course that teaches them about pulsar science. West Virginia University radio astronomers Dr. Maura McLaughlin and Dr. Duncan Lorimer. Once trained, PSC students taken at the Green Bank Telescope. The data is reserved for PSC students and will not be analyzed by other scientists. A sample of the data is available [here](#).

By participating, your students gain training in astronomy and data analysis from experts in pulsar astronomy. They have the opportunity of making publishable scientific discoveries. They will have the opportunity to interact with leading scientists and students. They may have the opportunity to present their research at a Capstone event at a local university. Students also have the opportunity of a week extending their research experience at a summer camp at theGBT.



STEP 2 – SELECT SHORT APPLICATION

Required:

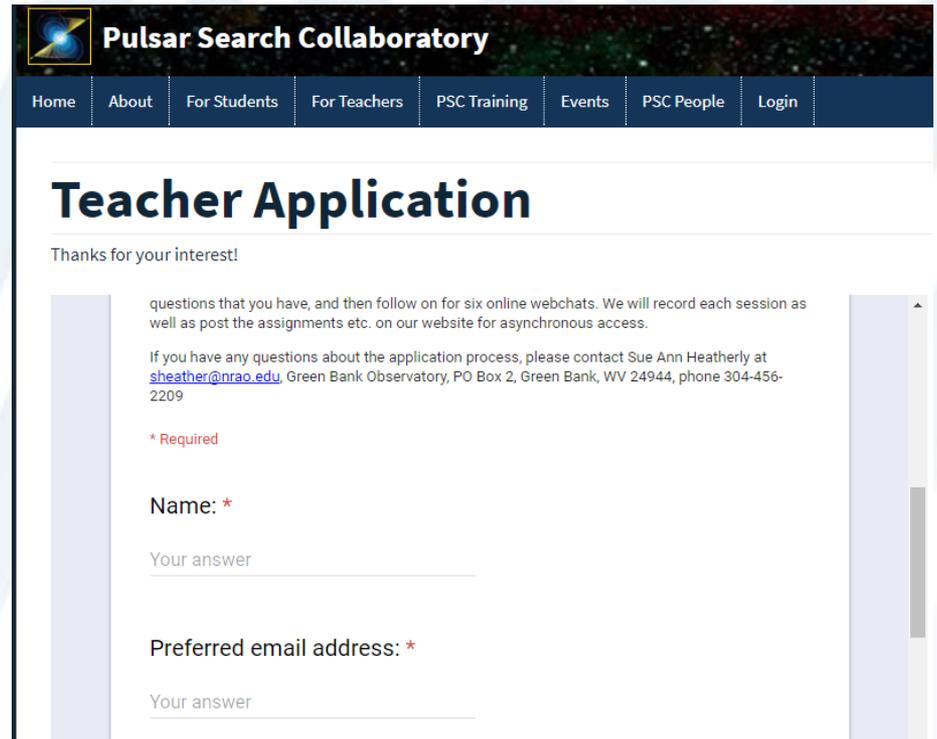
- Teachers apply to join the PSC through this [short application](#). You will receive an email acknowledgment on our database site: psrsearch.wvu.edu
- The registration process will require you to upload a permission letter from the principal of your school.
- Once that is done, your account is activated, and you create a school team name.
- You direct students to register on the same site, selecting your school and team name. They will receive an email acknowledgment.
- You will activate their accounts upon receiving signed parental consent forms.
- Encourage students to persist and conduct enough research to be eligible for opportunities.

Scroll down the page to the “Required Section” and click on the “short application” link.



STEP 2 – FILL OUT THE FORM

- This will get you on all the right mailing lists.
- There is no need to wait for a response. You can proceed immediately to creating an account.



Pulsar Search Collaboratory

Home About For Students For Teachers PSC Training Events PSC People Login

Teacher Application

Thanks for your interest!

questions that you have, and then follow on for six online webchats. We will record each session as well as post the assignments etc. on our website for asynchronous access.

If you have any questions about the application process, please contact Sue Ann Heatherly at sheather@nrao.edu, Green Bank Observatory, PO Box 2, Green Bank, WV 24944, phone 304-456-2209

* Required

Name: *

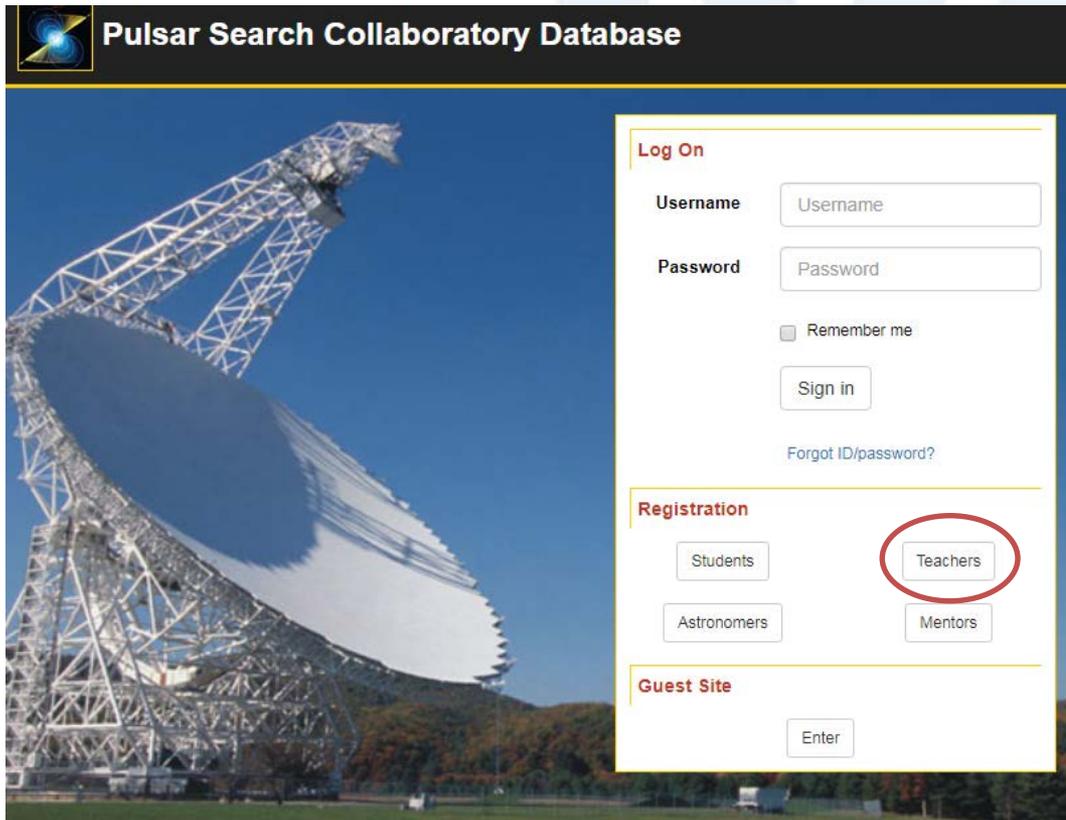
Your answer

Preferred email address: *

Your answer



STEP 3 – CREATE A TEACHER ACCOUNT



The screenshot shows the Pulsar Search Collaboratory Database website. The page features a large image of a radio telescope dish on the left. On the right, there is a registration form with three sections: 'Log On', 'Registration', and 'Guest Site'. The 'Log On' section includes fields for 'Username' and 'Password', a 'Remember me' checkbox, a 'Sign in' button, and a link for 'Forgot ID/password?'. The 'Registration' section has four buttons: 'Students', 'Teachers', 'Astronomers', and 'Mentors'. The 'Teachers' button is circled in red. The 'Guest Site' section has an 'Enter' button.

- Go to the Database Site.
- Select the Teachers Button in the Registration section (circled in red).



STEP 3 – CREATE A TEACHER ACCOUNT



Pulsar Search Collaboratory Database

Teacher Registration

First Name*

Last Name*

Username*

Password*

Confirm Password*

E-Mail*

If you cannot find your school in the list choose "-OTHER-" and add your school's information

School Name*

Your School Name*

School Address

*Required

- Fill out the form.
- Select your school from the list (if you have done this before).
- Select School Name – OTHER- if you are new. Enter your school name and address.
- Push the Sign Up Button



STEP 3 – ACCOUNT CREATED



Pulsar Search Collaboratory Database

Teacher Registration

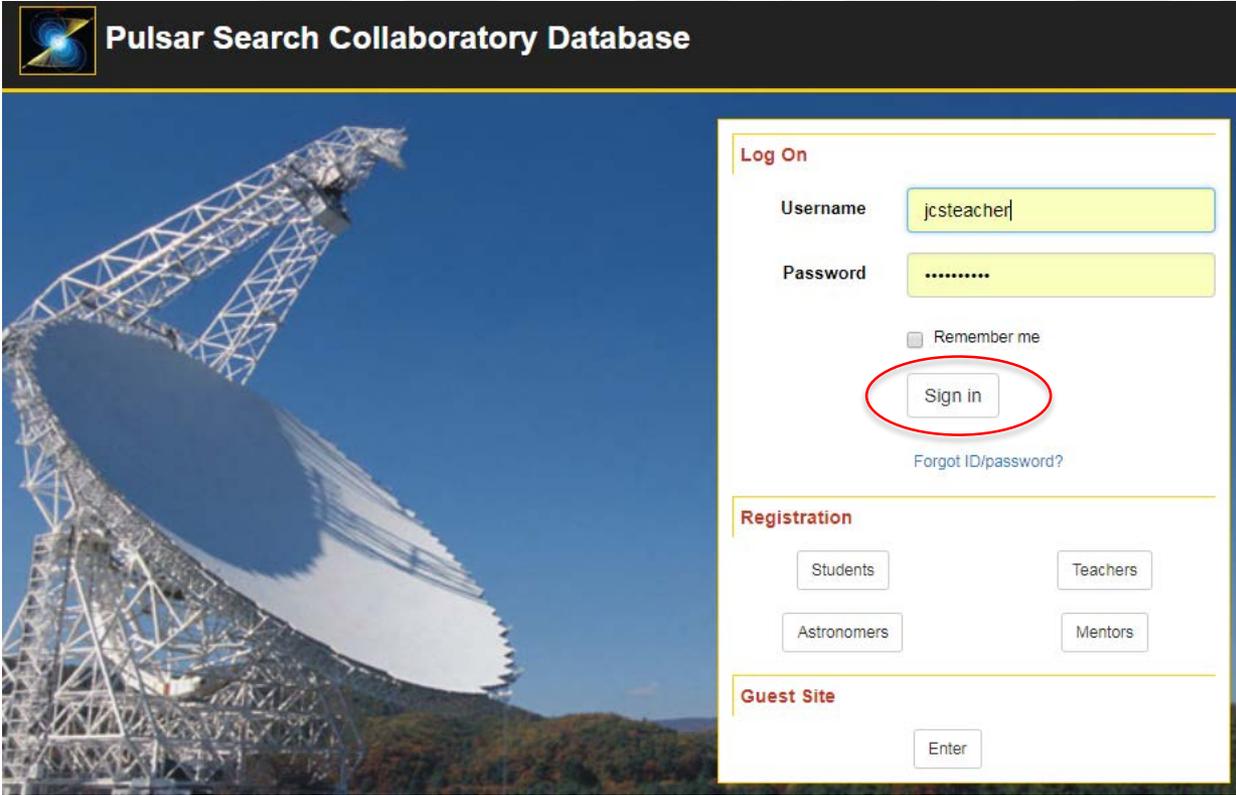
Registration successful

Thank you, your information has been added to the database, you may now [log in](#).

Your account has been created. You can log in by returning to the homepage of the Database Site by clicking the link circled above.



STEP 4 – LOGIN



Pulsar Search Collaboratory Database

Log On

Username

Password

Remember me

[Forgot ID/password?](#)

Registration

Guest Site

Enter the user name and password you just created. Click “Sign In”



STEP 4 – LOGIN SUCCESS



Pulsar Search Collaboratory Database

Skymap

My Basket

Choose Team

Profile

Search

FAQ

Logout

Hello Ellie Mae

To participate in the PSC, teachers must notify their principal of the activity and the educational research that are part of the PSC. The principal must give written permission for PSC activities at his or her school. This is done by copying the following School Permission Form ([school-permission-template](#)) to school letterhead, having the principal sign the form, scanning the form, and uploading through the link below. Once the form is uploaded, you will be able to go [here](#) and activate students

Browse... No file selected.

Upload the File



STEP 5 – SCHOOL PERMISSION

1. First, notify your principal that you would like to participate in the PSC.
2. If they agree, download the school-permission-template.docx file.
3. Transfer it to school letterhead.
4. Have the principal sign it.
5. Scan the document.
6. Upload to the Database Site.
7. Your account is fully activated and you can activate students.



STEP 5 – SCHOOL PERMISSION TEMPLATE

The link will download a Word file that looks like this.

The following is the text of a letter of permission to be provided by the principal of a participating school. It would be copied onto school letterhead.

I, {principal name}, give permission for {teacher names} to act as leaders of a Pulsar Search Collaboratory (PSC) club at {school name}. The purpose and activities of this club have been explained to me. I understand that students will receive online training in the identification of pulsars in radio astronomy data, will analyze pulsar data over the internet, interact with astronomers in person and through the PSC website, and will possibly be invited to a capstone event at a local university. The effectiveness of club activities and online content may be analyzed by examining the student use of the PSC website.

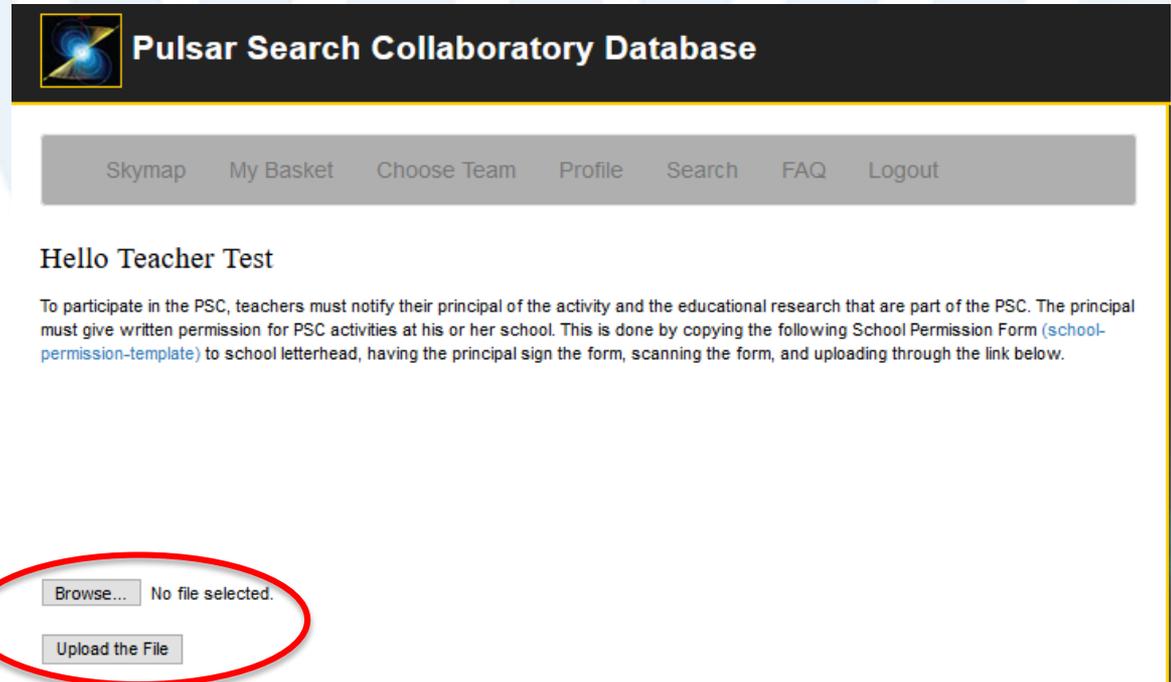
I also understand that the participating teachers will administer a short survey to their classes at the beginning and end of the PSC experience. Parental consent will be collected before administering the survey and only consenting students will be given the survey. Teachers will encourage students to return consent forms by offering a few bonus points to each student who returns a signed consent form.

Sincerely,



STEP 5 – UPLOAD THE LETTER

- Log back into your account at the database site (<http://psrsearch.wvu.edu/>)
- Upload your permission letter by Browsing (Choose File) to the letter and clicking Upload the File.

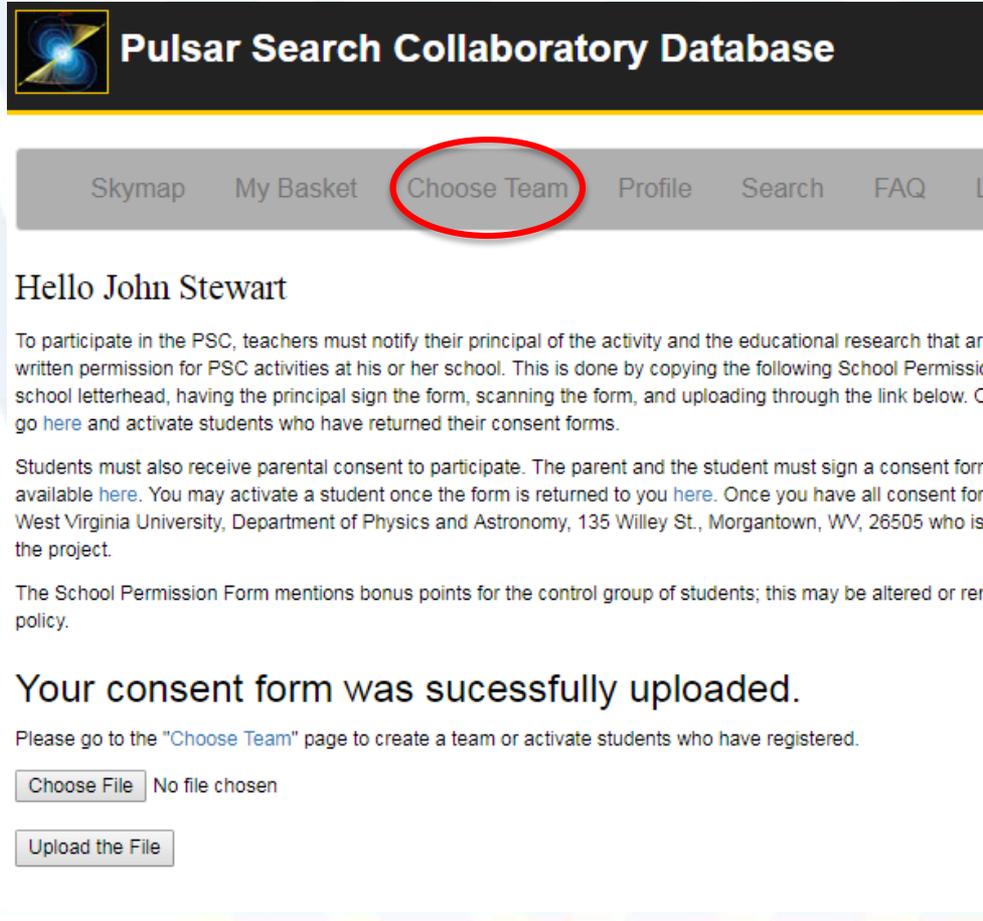


The screenshot shows the Pulsar Search Collaboratory Database interface. At the top, there is a navigation bar with the following links: Skymap, My Basket, Choose Team, Profile, Search, FAQ, and Logout. Below the navigation bar, the user is greeted with "Hello Teacher Test". A message explains that to participate in the PSC, teachers must notify their principal and provide a signed School Permission Form. A link to the "school-permission-template" is provided. At the bottom of the interface, there is a file upload section with a "Browse..." button, the text "No file selected.", and an "Upload the File" button. A red oval highlights the "Browse..." button and the "Upload the File" button.



STEP 6 – CREATE A SCHOOL TEAM

- Students join by selecting a team. Your next step is to create one or more teams for your school.
- Normally teachers create one team and name it after their school.
- Select the Choose Team tab to get started.



The screenshot shows the Pulsar Search Collaboratory Database website. At the top, there is a navigation bar with the following tabs: Skymap, My Basket, Choose Team (highlighted with a red circle), Profile, Search, and FAQ. Below the navigation bar, the user is greeted with "Hello John Stewart". The main content area contains three paragraphs of text. The first paragraph explains that teachers must notify their principal and obtain written permission for PSC activities. The second paragraph states that students must also receive parental consent. The third paragraph mentions that the School Permission Form includes bonus points for a control group of students. Below the text, there is a confirmation message: "Your consent form was successfully uploaded." followed by instructions to go to the "Choose Team" page. At the bottom of the page, there are two buttons: "Choose File" (with the text "No file chosen" next to it) and "Upload the File".

Pulsar Search Collaboratory Database

Skymap My Basket **Choose Team** Profile Search FAQ

Hello John Stewart

To participate in the PSC, teachers must notify their principal of the activity and the educational research that ar written permission for PSC activities at his or her school. This is done by copying the following School Permissi school letterhead, having the principal sign the form, scanning the form, and uploading through the link below. C go [here](#) and activate students who have returned their consent forms.

Students must also receive parental consent to participate. The parent and the student must sign a consent for available [here](#). You may activate a student once the form is returned to you [here](#). Once you have all consent for West Virginia University, Department of Physics and Astronomy, 135 Willey St., Morgantown, WV, 26505 who is the project.

The School Permission Form mentions bonus points for the control group of students; this may be altered or rer policy.

Your consent form was sucessfully uploaded.

Please go to the "Choose Team" page to create a team or activate students who have registered.

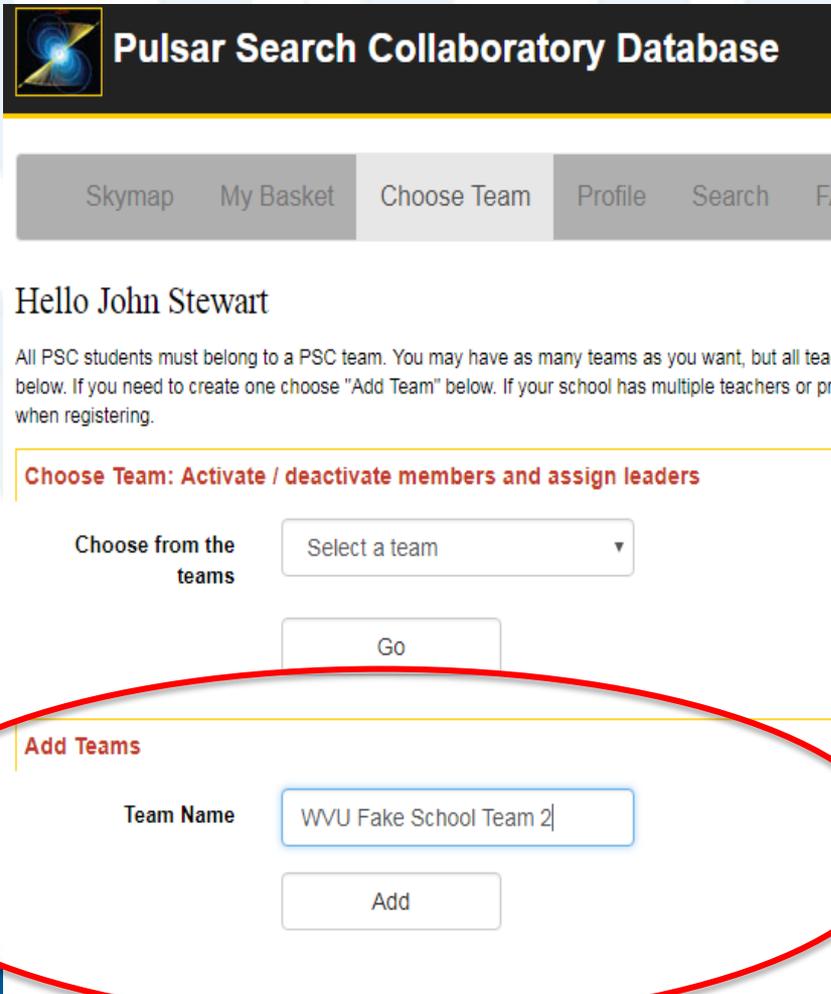
Choose File No file chosen

Upload the File



STEP 6 – CREATE A SCHOOL TEAM

- All students must belong to a PSC team. Create your team by entering a Team Name and clicking Add in the Add Teams part of the Choose Teams page.



Pulsar Search Collaboratory Database

Skymap My Basket **Choose Team** Profile Search F

Hello John Stewart

All PSC students must belong to a PSC team. You may have as many teams as you want, but all team members must belong to a team. If you need to create one choose "Add Team" below. If your school has multiple teachers or principals you may want to create multiple teams when registering.

Choose Team: Activate / deactivate members and assign leaders

Choose from the teams

Go

Add Teams

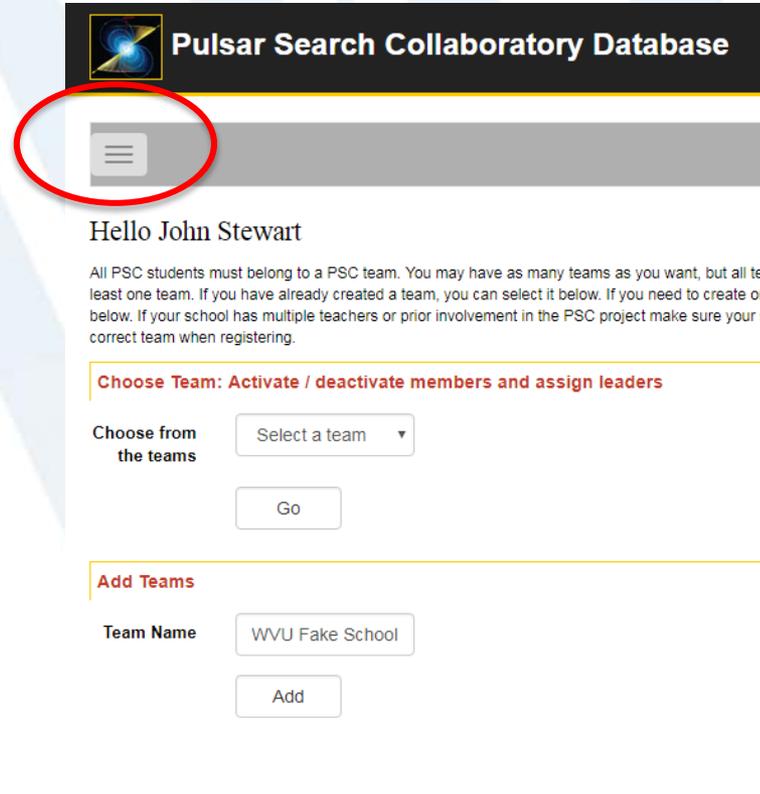
Team Name

Add



STEP 6 – HIDDEN MENU

- Depending on the screen width, the menu with Choose Team may be hidden. Click on the menu icon in the red circle to show it.



 Pulsar Search Collaboratory Database



Hello John Stewart

All PSC students must belong to a PSC team. You may have as many teams as you want, but all team members must belong to at least one team. If you have already created a team, you can select it below. If you need to create one below. If your school has multiple teachers or prior involvement in the PSC project make sure you select the correct team when registering.

Choose Team: Activate / deactivate members and assign leaders

Choose from the teams

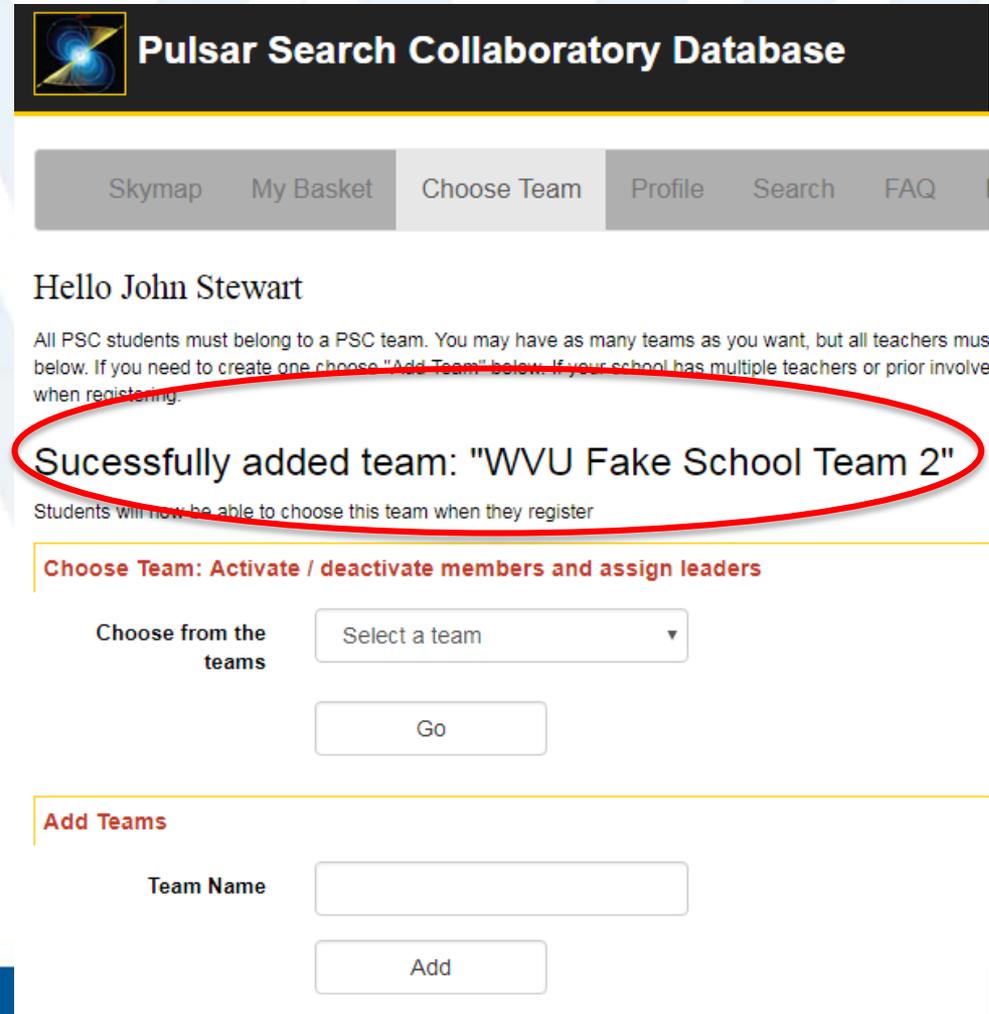
Add Teams

Team Name



STEP 6 – SUCCESS

- You team has been created.



Pulsar Search Collaboratory Database

Skymap My Basket Choose Team Profile Search FAQ

Hello John Stewart

All PSC students must belong to a PSC team. You may have as many teams as you want, but all teachers must belong to a team. If you need to create one choose "Add Team" below. If your school has multiple teachers or prior involvement when registering.

Successfully added team: "WVU Fake School Team 2"

Students will now be able to choose this team when they register

Choose Team: Activate / deactivate members and assign leaders

Choose from the teams

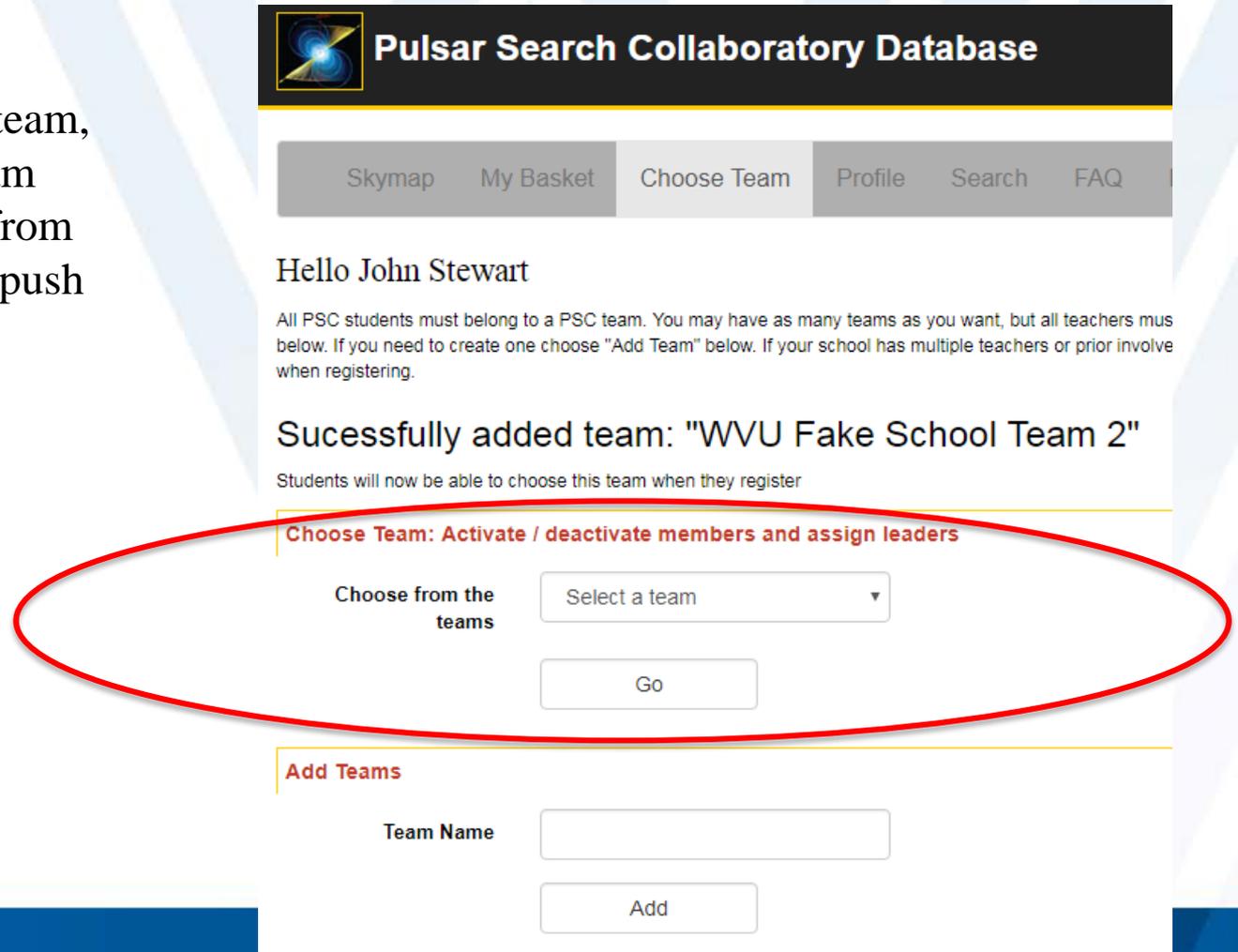
Add Teams

Team Name



STEP 6 – VIEW YOUR TEAM

- To view your team, select your team from Choose from the teams and push Go.



Pulsar Search Collaboratory Database

Skymap My Basket **Choose Team** Profile Search FAQ

Hello John Stewart

All PSC students must belong to a PSC team. You may have as many teams as you want, but all teachers must belong to one. If you need to create one choose "Add Team" below. If your school has multiple teachers or prior involve when registering.

Successfully added team: "WVU Fake School Team 2"
Students will now be able to choose this team when they register

Choose Team: Activate / deactivate members and assign leaders

Choose from the teams

Add Teams

Team Name



STEP 6 – NO STUDENTS YET

- Your team is brand new, so no students have selected it yet.
- Students can now create their accounts.



Pulsar Search Collaboratory Database

Skymap

My Basket

Choose Team

Profile

Search

FAQ

Hello [John Stewart](#) [BACK](#) [Team WVU Fake School Team](#) [Team Summary](#)

You have no student registered in your team



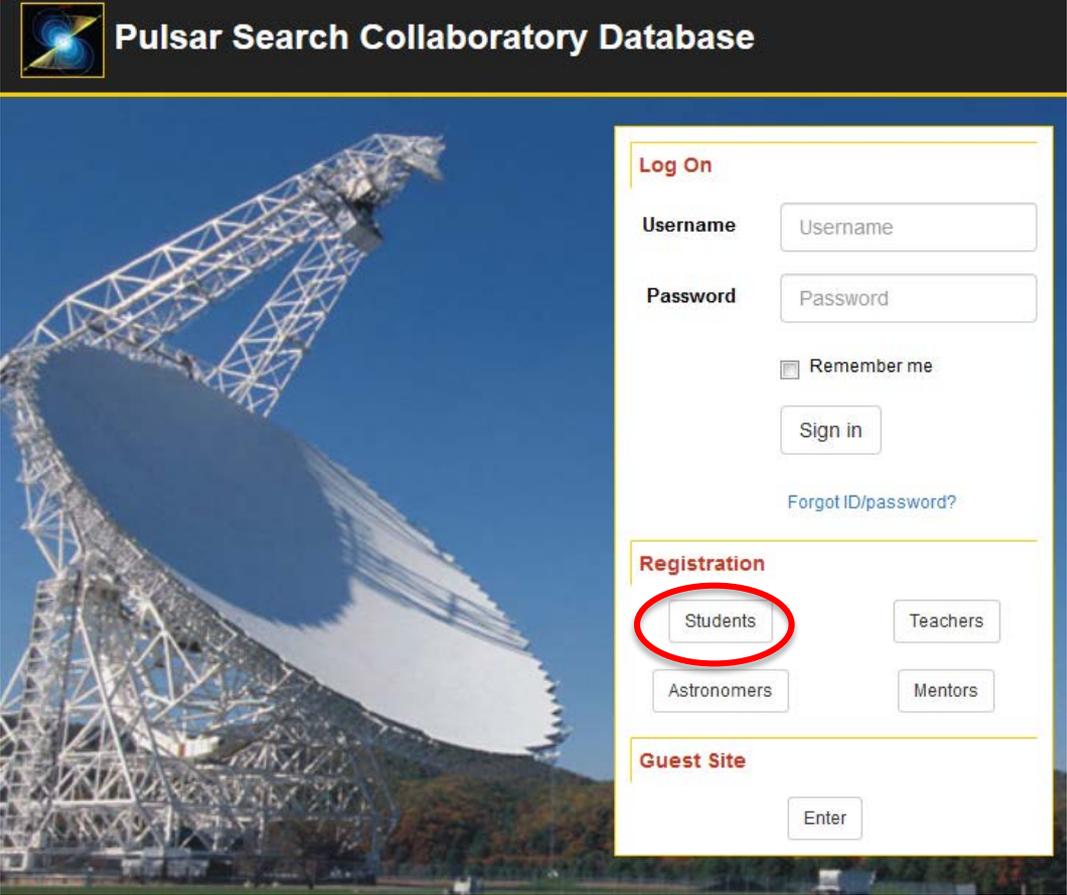
STEP 7 – CREATE A STUDENT ACCOUNT

- Creating a student account is just like creating a teacher account.
- Go to the Database Site (<http://psrsearch.wvu.edu/>)
- Click Register



STEP 7 – HAVE STUDENT GO TO THE DATABASE SITE

- Your student should click Students in the Registration Section.



Pulsar Search Collaboratory Database

Log On

Username

Password

Remember me

[Forgot ID/password?](#)

Registration

Guest Site



STEP 7 – FILL OUT THE FORM

- Your student should select the school you entered and the school team. Click Sign Up at the bottom of the form.

Student Registration

If you don't see your school in the list please contact your teacher sponsor. They will need to register first to create a school entry as well as a team. If you have been unable to secure a teacher sponsor and will be working independently please choose "Green Bank Observatory" as your school with "GBScience" as your team.

School Name*

School Rank*

Team Name*

Your Info

First Name*

Last Name*

E-Mail*

Birthday*

Username*

Password*

Confirm Password*



STEP 7 –SUCCESS

- The student has created an account but it is not active. You can activate the account once the student returns his or her consent form.

Laboratory Database

Student Registration

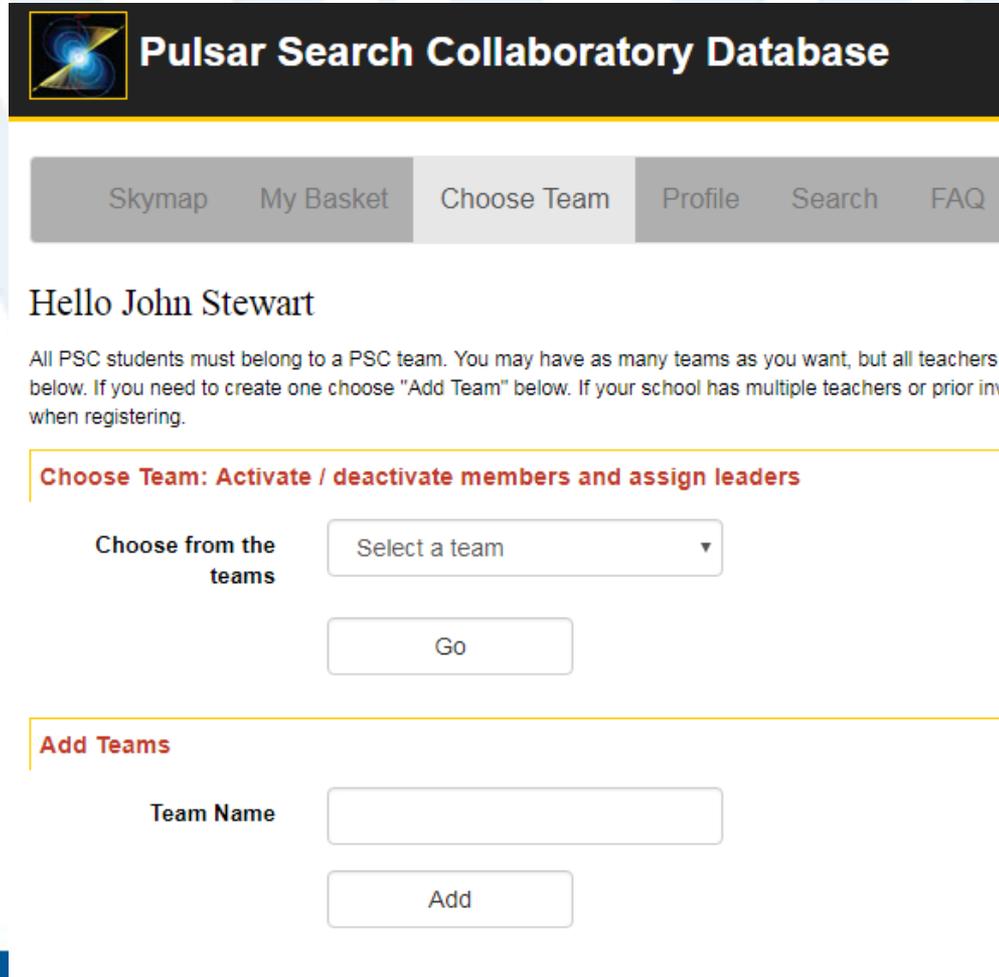
Registration successful

Thank You,
Your account has been created. Your teacher can activate your account and give you access to begin pulsar training



STEP 8 – ACTIVE YOUR STUDENT’S ACCOUNT

- Log into the Database site and select the Choose Team tab.
- Select your school team from Choose from the teams and push Go.



The screenshot shows the Pulsar Search Collaboratory Database interface. At the top, there is a navigation bar with a logo and the text "Pulsar Search Collaboratory Database". Below this is a secondary navigation bar with tabs for "Skymap", "My Basket", "Choose Team", "Profile", "Search", and "FAQ". The main content area displays a greeting "Hello John Stewart" and a message: "All PSC students must belong to a PSC team. You may have as many teams as you want, but all teachers below. If you need to create one choose 'Add Team' below. If your school has multiple teachers or prior inv when registering." Below the message is a section titled "Choose Team: Activate / deactivate members and assign leaders". This section contains a form with a label "Choose from the teams" next to a dropdown menu with the text "Select a team" and a downward arrow. Below the dropdown is a "Go" button. Further down is a section titled "Add Teams" with a label "Team Name" next to an empty text input field. Below the input field is an "Add" button.



STEP 8 – ACTIVE YOUR STUDENT’S ACCOUNT

- Once the student returns the consent form, activate them on this page.
- Select the student and push Submit.

Pulsar Search Collaboratory Database

Skymap My Basket Choose Team Profile Search FAQ Log

Hello John Stewart [BACK](#) Team WVU Fake School Team 2 [Team Summary](#)

Edit Students

Inactive Students	Active Students	Choose team leader
<input type="radio"/> John Stewart		No leader chosen
<input type="button" value="Activate Selected Student"/>	<input type="button" value="Deactivate Selected Student"/>	<input type="button" value="Submit"/>

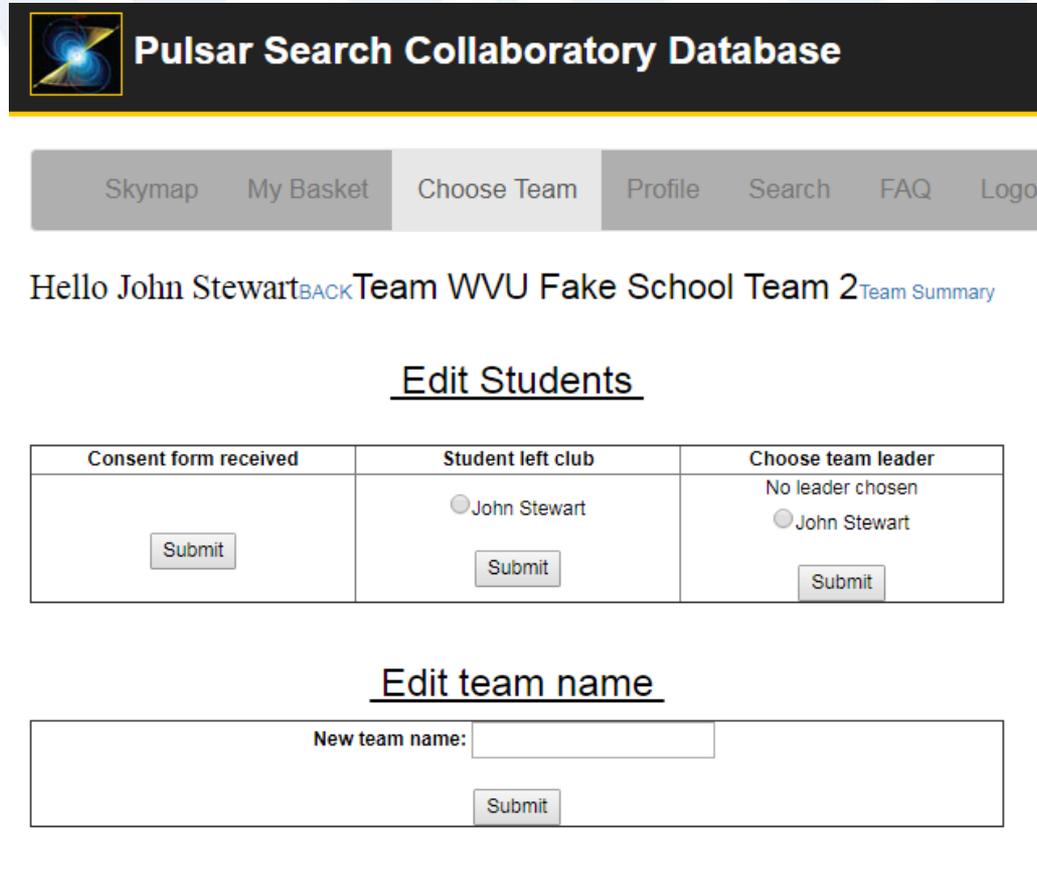
Edit team name

New team name:



STEP 8 – SUCCESS

- The student is moved for the consent received column to the Student left club column.
- Your student's account is active and they have access to the Database Site and can begin training.



Pulsar Search Collaboratory Database

Skymap My Basket Choose Team Profile Search FAQ Logout

Hello John Stewart [BACK](#) Team WVU Fake School Team 2 [Team Summary](#)

Edit Students

Consent form received	Student left club	Choose team leader
<input type="submit" value="Submit"/>	<input type="radio"/> John Stewart <input type="submit" value="Submit"/>	No leader chosen <input type="radio"/> John Stewart <input type="submit" value="Submit"/>

Edit team name

New team name:



QUESTIONS?

You and your students will receive additional training on using the Database Site and the certification tests as you go through the six training modules.

Contact Sue Ann Heatherly at sheather@nrao.edu, if you have any questions.

