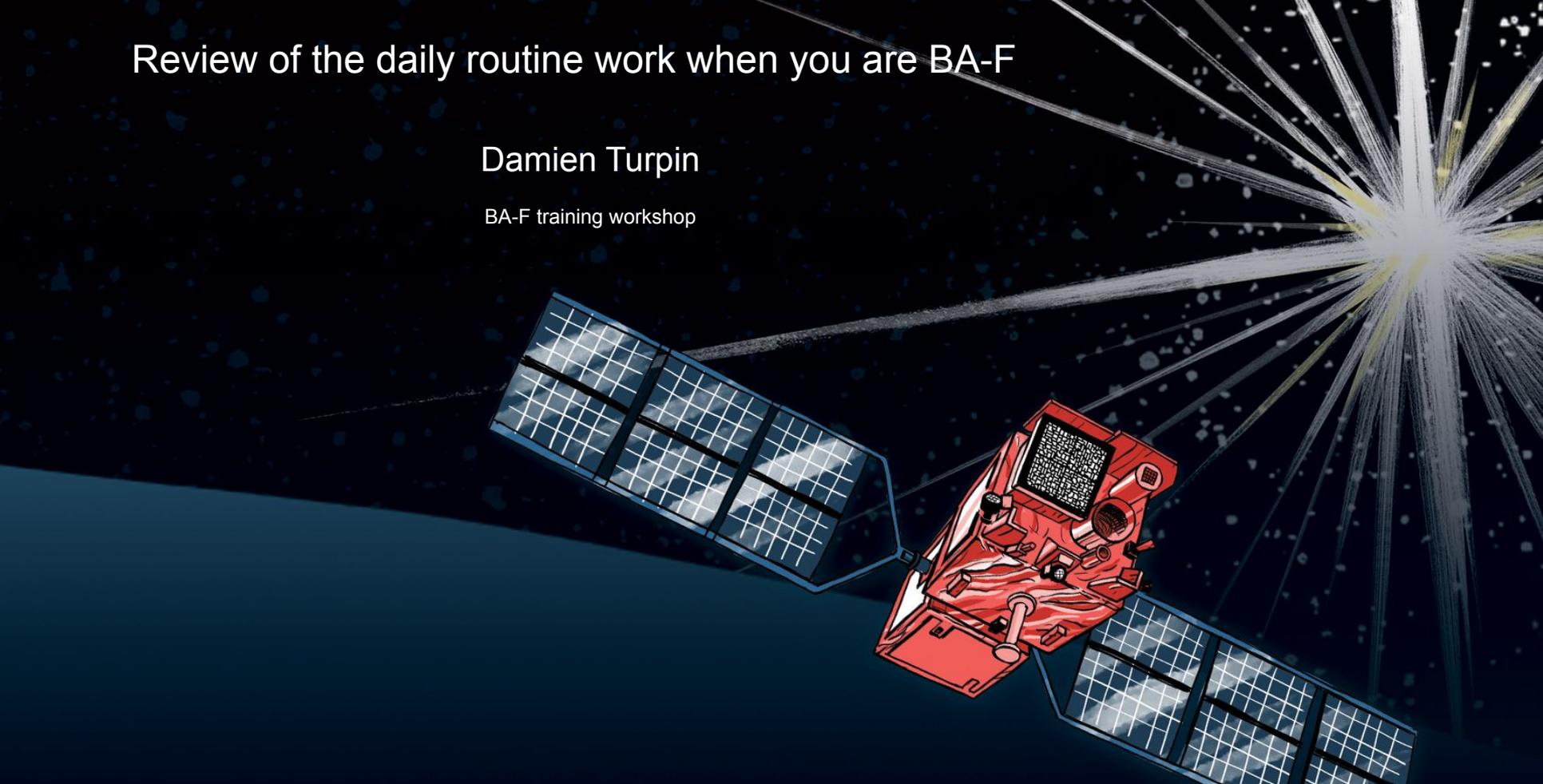


# Review of the daily routine work when you are BA-F

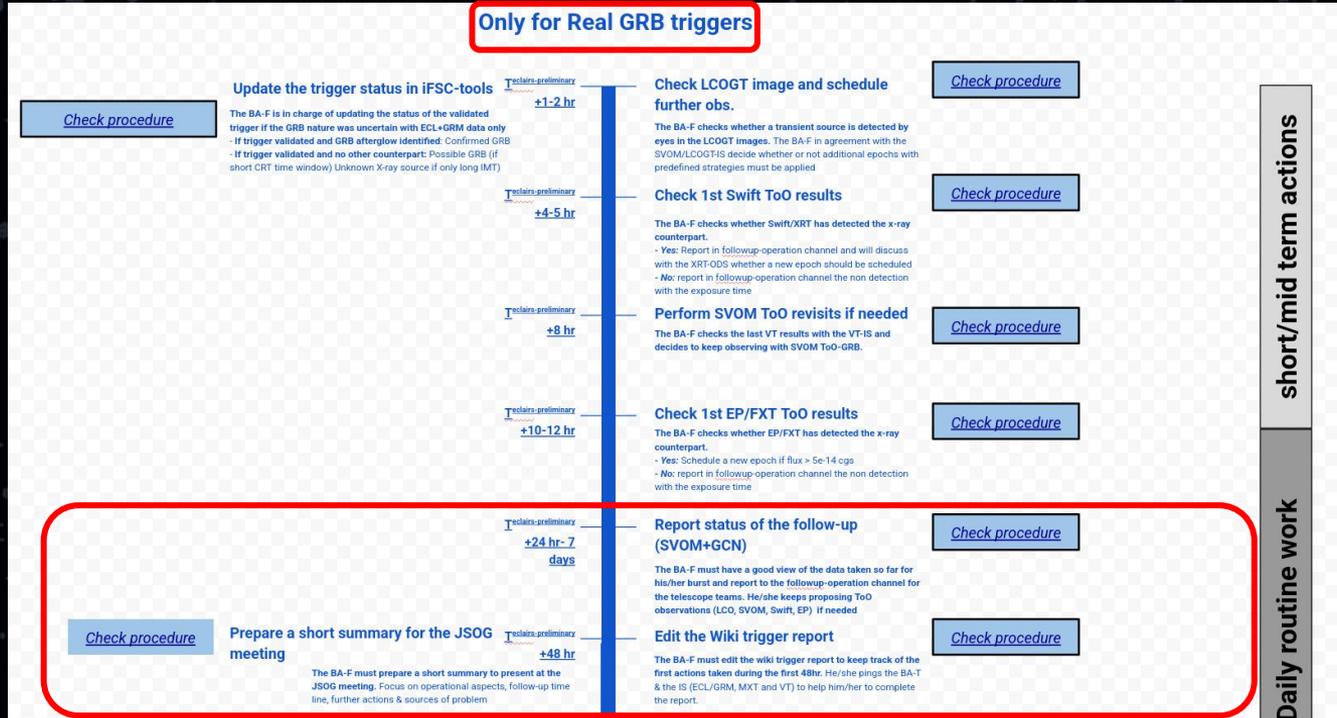
Damien Turpin

BA-F training workshop



# When to do these actions?

Routine work from T0+24h → T0 + XX days



# What are you supposed to do ?

Associated Doc. (needs to be updated)

[https://forge.in2p3.fr/projects/burst-advocates/wiki/Documentation\\_for\\_the\\_BA-F#Daily-routine-work-until-the-follow-up-campaign-is-closed](https://forge.in2p3.fr/projects/burst-advocates/wiki/Documentation_for_the_BA-F#Daily-routine-work-until-the-follow-up-campaign-is-closed)

1. Ensure a good transition between shifter teams and urgent actions to perform
2. Keep reporting the news about your burst from the GCN
3. Organise a short SVOM operation meeting at T0+24h to coordinate further follow-up with SVOM and the partners (MXT IS, VT IS, Swift, EP, LCO IS, FM-GFT, C-GFT, NOT, Stargate, etc.)
4. Keep reporting the SVOM follow-up news
5. Make and update the BA trigger wiki page with the BAT-T and IS
6. Prepare a short presentation at the GRB-SWG meetings
7. If something went wrong during your shift (science operation), you have to present it in the SVOM JSOG meetings in the BA feedback slide

**Let's have a quick demo for some of the reporting tasks!**

**Questions?**