

Powell Center Working Group  
Information Technology Checklist

The Information Technology Checklist provides a menu of the IT resources available to Powell Center Working Groups. Please fill out the checklist and submit to [powellcenter@usgs.gov](mailto:powellcenter@usgs.gov) at minimum, four weeks before your scheduled meeting to ensure your IT requests are met on time.

**IT Liaison/Data Manager Contact Information:**

- Your Name: \_\_\_\_\_.
- Phone Number: \_\_\_\_\_.
- Email Address: \_\_\_\_\_.
- Working Group Name: \_\_\_\_\_.
- Meeting Date(s): \_\_\_\_\_ **through** \_\_\_\_\_.

**Plotter:** a 40x52 inch capable plotter is available to print out posters, graphics, charts, images, etc. Digital files must be sent ahead of time so that they can be printed before the meeting.

**WebEx:** Conferencing services include a dedicated teleconference phone number, videoconferencing capability, and the ability to share your desktop screen.

**Collaboration Application - myUSGS:** An optional online space for working group members to post meeting notes, share journal articles, organize files, and communicate during the course of the project.

Please provide the following information:

- 1) A list of all your participants (on second page of form)
- 2) Space name (generally the title of the working group): \_\_\_\_\_
- 3) Viewable to the public? Yes:  No:
- 4) Would you like training for how to use myUSGS? Yes:  No:

**Data Storage and Sharing - ScienceBase:** An optional data sharing platform for working group members to upload and download data (up to 10 GB files) during the course of the project.

Please provide the following information:

- 1) A list of all your participants (on second page of form)
- 2) Viewable to the public? Yes:  No:
- 3) Would you like training for how to use ScienceBase? Yes:  No:

**Onsite Data Storage:** Powell Center Working Groups can have access to 7Tb of temporary data storage on location. It is the working group's responsibility to remove all data at the end of the meeting. Please note that this data storage can only be accessed by a USGS employee on the building's internal network.

Approximate storage capacity needed: \_\_\_\_\_.

**High Performance Computing (HPC) Resources:** The USGS Applied Research Computing (ARC) group provides Powell Center Working Groups with access to HPC capabilities.

HPC capabilities should be explored once the working group has prototype code for computing or modeling their project data. Direct access and operation of HPC capabilities is fairly advanced and is limited to USGS personnel only. The USGS ARC group may be able to facilitate access and provide modifications to parallelize the code for higher performance.

