**Next Step Benchmarks Workshop Agenda**

**DAY 1** – TUESDAY, APRIL 23, 2019

**Objective of Day 1**: Collect input from the space weather community (working groups and public attendees) on how the Phase 1 benchmarks may be improved, through the identification of data and method gaps, potential solutions to these gaps, potential improved metrics, and new research. This day is about listening to community input.

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| **Time** | **Title** | **Speaker(s)** |
| 7:30 – 9:008:30 – 9:00 | BreakfastREGISTRATION |
| 9:00 – 9:30 | Workshop Introduction | Geoff Reeves |
| 9:30 – 10:30 | Presentations on each Phase 1 Benchmark (15 minutes each) | Steering Group Chairs and Phase 1 Leads  |
| 10:30 –10:45 | Coffee and Snack Break |  |
| 10:45 - 12:30 | Space Weather Operations and User Perspectives |  |
| 12:30 – 1:30 | LUNCH |  |
| 1:30 – 4:30 | Breakout Session:*Analysis of Phase 1 and Research Gaps** Are the current benchmark quantities well-aligned with the objectives and use cases stated in the Phase 1 Document?
* Are the benchmark values reasonable and up-to-date based on current understanding?
* Is the methodology used to derive the benchmark values up-to-date, rigorous, and compelling?
* Recommendations for updates that could be done now or in the near term.
* Recommendations for longer-term studies or research that would improve the benchmark values, reduce their uncertainties, or improve their usability.
 |
| 2:30 - 3:15 | (Concurrent with Breakout) Coffee and Snacks |
| 4:30 – 5:00 | Day 1 Wrap Up |  |
|  | FREE EVENING & DINNER (on your own) |  |

STPI deliverable: notes from the plenary session and each breakout group synthesized and distributed to the working groups for Day 2 discussions.

**Next Step Benchmarks Workshop Agenda**

**DAY 2** – WEDNESDAY, APRIL 24, 2019

**Objective of Day 2**: Synthesize community input from Day 1 and develop specific actions for how it may be used to improve the benchmarks, through the prioritization of gaps and solutions and planning of working group next steps.

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| **Time** | **Title** | **Speaker(s)** |
| 7:30 – 9:00 | Breakfast |
| 9:00 – 9:15 | Day 2 Introduction | Reeves |
| 9:15 – 12:30 | Breakout Session:*Prioritizing Gaps and Potential Solutions** Process results from Day 1
* Prioritize gaps and solutions
 |
| 10:00 – 10:45 | (Concurrent with Breakout) Coffee and Snacks |
| 12:30 – 1:30 | LUNCH |  |
| 1:30 – 5:00 | Breakout Session:*Plan Tasks for Working Group* * Continue work of previous session if necessary
* Suggest edits to report skeleton
* Lay out the tasks that need to be completed to get to a full draft of the document

*Preparation for Peer Review Presentations** Breakout groups prepare presentations for Day 3 summarizing the group’s conclusions and plan
 |
| 2:30 – 3:15 | (Concurrent with Breakout) Coffee and Snacks |
| 5:00 – 5:15 | Day 2 Wrap Up |  |
|  | FREE EVENING & DINNER (on your own) |

STPI deliverable: an updated version of the report outline (20% draft) including key outputs from Days 1 and 2, and notes from each group distributed to all other benchmark working groups

**Next Step Benchmarks Workshop Agenda**

**DAY 3** – THURSDAY, APRIL 25, 2019

**Objective of Day 3**: The individual working groups present to the full group their evaluation of the Phase 1 benchmarks and identified paths forward. Feedback from the full group is incorporated into each working group’s post-workshop plan.

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| **Time** | **Title** | **Speaker(s)** |
| 7:30 – 9:00 | Breakfast |  |
| 9:00 – 10:30 | Peer Review* Each group presents conclusions to all workshop attendees for feedback (~30-50 minutes for each presentation and discussion)
* Full group agrees on structure of final report
 |
| 10:00 – 10:45 | Coffee and Snacks |
| 10:45 – 12:30 | Peer Review Continues |
| 12:30 –1:30 | LUNCH |  |
| 1:30 –3:00 | Breakout Session:*Addressing Peer Review & Next Steps** Consider attendees’ recommendations and adapt conclusions as necessary
* Assign roles, responsibilities, and tasks for the working group members to complete the document draft before town hall
 |
| 3:00 – 3:30 | Wrap-Up and Closing Remarks | Plenary |
|  | DEPARTURES |  |

STPI deliverable:

* a 40% draft of the NSB report that has:
	+ An agreed upon structure / table of contents;
	+ Bullets for most of the major points the final document will likely contain;
	+ Identified the tasks required to produce a full rough draft of the document; and
	+ Assigned responsibilities, tasks, and notional due dates for the tasks.
* Two agreed upon date ranges for the Town Hall to be held in Washington DC in Autumn 2019.