

Scheduling your first request with SPIRIT

Requests can be made in advance at any time during the day or night.

The form has three main sections that must be completed.

1. Enter your name and institution

If you have used the *SPIRIT Scheduler* on this telescope before, select your name from the drop-down list.

If this is your first time, create a yourself as a new 'project'



IMPORTANT: Ensure the project title includes your institution and full name:

Example 1: *UWA Phys 3003 Alice Smith*

Example 2: *Willetton SHS, Tom Jones*

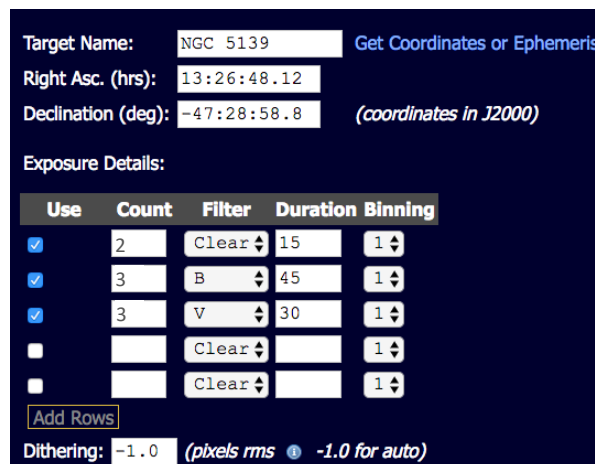
2. Enter the target and imaging details

The format and use should be familiar to you if you have used *SPIRIT* before.

Enter target name and select [Get Coordinates](#) or manually enter the object's J2000 coordinates. Enter your image count, filter and exposure details.

BEGINNERS: Basic requests should not exceed 1 hour of total exposure time per target.

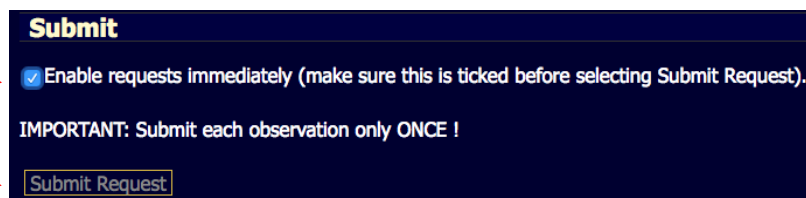
IMPORTANT: Before proceeding, double check your target and exposure details.



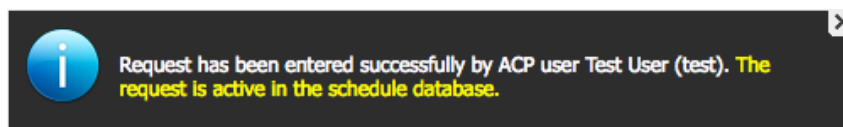
3. Submit your request

Ensure this box is checked

Click "Submit" ONCE.



Success !



For further information on how to receive automated email alerts, download images etc., refer to the guide *Advanced Scheduling with SPIRIT* available on the Guides and Documents page of the *SPIRIT Web Site*.