



**1st Circular for the ISSI – Europlanet Workshop on
Planetary Atmospheric Electricity
Date 23 – 27 July 2007 in Bern, ISSI, Switzerland**

Conveners and Space Science Series Volume Editors

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Please note that all information in this circular will also soon be put on the workshop webpage located under “Workshop Schedule” on the ISSI home page (<http://www.issibern.ch>) or directly at <http://www.issibern.ch/workshops/Electricity/>.

WORKSHOP OBJECTIVES

The objective of this joint ISSI-Europlanet project is to discuss our present understanding of atmospheric electricity at Earth and on the other planets of our solar system. Both the workshop, which will constitute the first step of the project development, and the book, which will represent its final product, will describe and discuss the different elements of this theme. Each book chapter (Global electric circuit, Ionisation, Physics of discharges, Charging phenomena, Hazards and instrumentation) will correspond to the sessions, and the sessions chairs will serve as lead authors. Other workshop participants and experts not present at the workshop are encouraged to contribute as co-authors. For more information about ISSI itself, please see the ISSI website at www.issibern.ch.

FOR SPEAKERS

Abstract Submittal: As indicated to you in our invitation letter, we have asked each speaker to give a talk on a particular topic. We have constructed the workshop program such that the goals of the workshop will be fulfilled, and that the resultant book sufficiently covers the workshop topic. So that the abstracts can serve as useful references themselves, please submit a maximum of 2 pages (minimum of about 1) in 2 columns, 10pt. font format. An abstract template will be available on the workshop webpage. *Talk titles and abstracts are due by 30 March.* Please send them *in PDF format* to francois.leblanc@aerov.jussieu.fr and klos@cbk.waw.pl. ISSI will provide a digital projector, a PC laptop, an overhead projector (or 2) for talks and sound system. You are also welcome to bring your own Mac laptop to hook up to the projector. Please let our System Administrator, Mr. Saliba, know if you have any other needs for your talk (contact info provided above).

FOR SESSION CHAIRS

Session Preparation: As session chairs, you will serve as the lead co-authors for the book chapter corresponding to your session. Additional authors can include other workshop participants and other experts not present at the workshop. Since it is essential to the goals of this workshop that the book is truly multidisciplinary, we ask that you communicate with your co-chairs before the workshop to formulate an outline of the chapter and to discuss who could serve as appropriate co-authors (including young scientists, such as graduate students and post-docs). We will provide more information later on the technicalities of the chapter submittal, book organization, and make-up of the editors. At the end of each session, you will also be asked to provide the crucial elements of the discussions which will take place in each of your sessions.

FOR ALL PARTICIPANTS

Each participant will be asked to provide brief (2 sentences) biography notes to know what expertises is in the room and to whom they will be speaking. Each participant will be free to prepare a written input for the discussion slots at the end of each session.

Facilities: ISSI has a reliable wireless network to which you will be able to connect during the meeting; the meeting room size will not allow for everyone to connect to an Ethernet cable. Since the ISSI wireless network can only be accessed by password, please contact Mr. Saliba, by 1 July 2007 so that he can set up an account for you. During the workshop, there will be no other groups meeting at ISSI, so there will also be rooms available for meetings of small groups during free time. You will also be able to connect your own laptop to the Ethernet in these rooms. PC and Mac computers are available for all participants to use during free time.

Travel and hotel arrangements:

ISSI and Europlanet will cover all local expenses for all participants. Participants are expected to cover their travel expenses.

While more details will be forthcoming, for those who wish to plan early: our secretary at ISSI, Ms. Fasler, will be handling travel and lodging logistics. She plans to book a block of rooms, paid by the organizers, at a nearby hotel within walking distance of ISSI and the main train station. These rooms will have private shower/toilet, phone, and TV. If you wish to make your own hotel arrangements, the organizers will reimburse you up to 130 CHF per night during the workshop, *but only by wire transfer, not by check*. For your information: the closest airport is the Bern/Belp airport (BRN), but unless there is a sale, it is quite expensive

to fly into Bern from overseas. The Geneve (GVA) and Zürich (ZRH) airports are only 1.5 and about 1 hour, respectively, by train from Bern, and cost much less to fly into.

Please send your travel plans to Ms. Brigitte Fasler by 1 July 2007 so that she can book a room for you for the appropriate nights. Once you have sent your travel plans and Ms. Fasler has made your hotel reservations, she will send to you more details on hotel location, etc. If you have any questions concerning travel, hotel arrangements, or visa issues please contact Ms. Fasler (contact info provided above). ISSI-Europlanet will reimburse you for food through a per diem of 70 CHF per day. Again, you will be reimbursed *only by wire transfer, not by check*. Future circulars will include more information about travel and hotel arrangements, the Wednesday tourist expedition, the Thursday evening workshop dinner, and other logistics.