

Dr. «First_Name» «Name»
«Email»
by Email

Tuesday, 29 July 2003

**ISSI Workshop on *Coronal Mass Ejections*
in Bern, Switzerland, on 16-20 March 2004**

Dear Dr. «Name»

With this letter we should like to invite you to participate and play an active role in a workshop on *Coronal Mass Ejections*, which is organised and sponsored by the International Space Science Institute (ISSI) in Bern, Switzerland, and will be held on 16–20 March 2004 (Tuesday 9 a.m. to Saturday 6 p.m.). For information about ISSI please refer to our homepage at www.issi.unibe.ch.

This workshop will be the third in a series that began in Elmau in 2000 and was continued there in 2003. The format is thus similar to the successful series on Corotating Interaction Regions that culminated in Volume 7 of the ISSI book series in 2000. The workshop series on CMEs is convened by Nancy Crooker (Boston Univ.), Jon Linker (SAIC San Diego), Rainer Schwenn (MPAe Lindau) and Horst Kunow (Univ. of Kiel), who formulated the aims and goals of the workshop, drafted a programme of introductory talks, nominated a list of invitees, and structured the workshop into eight working groups. This format should leave ample time for open, informal discussions, which is one of the principal aims of ISSI. Each working group will meet for two sessions, moderated by the same two co-chairs as in Elmau last year. The co-chairs are further requested to gather and organise the material and ideas of the WG members and to present it to the plenum. The workshop will start with a series of introductory talks, the topics of which are also indicated in the attached circular. The convenors have assigned a pair of authors to each topic, who will be informed by separate email. Their task is to summarise the *status quo* up to this workshop.

We have pleasure of inviting you to attend this workshop on *Coronal Mass Ejections*.

Participation at this workshop is by invitation only. The convenors have endeavoured to create a list of participants who are currently very active in this field and who will cover the relevant topics without making the workshop unwieldy.

ISSI offers to cover your subsistence costs (hotel and meals) while in Bern. However, we are not in a position to cover your travel costs. If you can accept this invitation we ask you to kindly fill in the registration form attached to the circular. Also, please indicate if you agree with the proposed working group assignments.

A printed volume will be published after the workshop in the *Space Sciences Series of ISSI* by Kluwer Academic Publishers (see www.issi.unibe.ch/publications). The volume will be issued both as a hardcover book in our series and also as an issue of the journal *Space Science Reviews*. Manuscripts of the introductory talks are due at the workshop as a basis for the working groups, and the working group papers will be due some 6–8 weeks after the workshop so they can reflect the discussions during the workshop. All papers will be peer reviewed, and the volume is expected to appear some 9–12 months after the workshop.

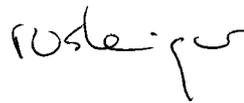
We hope very much that you will be able to attend this workshop and contribute to the volume described above. At ISSI, Rudolf von Steiger is the responsible local organiser, and Brigitte Fasler will deal with all matters such as reservations, reimbursements, etc. Please let us know at your earliest convenience of your decision, but no later than 30 September 2003, either by fax (+41-31-631-4897) or by e-mail (vsteiger@issi.unibe.ch). We will then contact you again in a few months with a second circular giving more detailed information about the workshop and the accommodation in Bern.

We are looking forward to welcoming you to ISSI at the workshop next Spring.

With best regards,
Yours sincerely,



Roger M. Bonnet
Executive Director



Rudolf von Steiger
Director