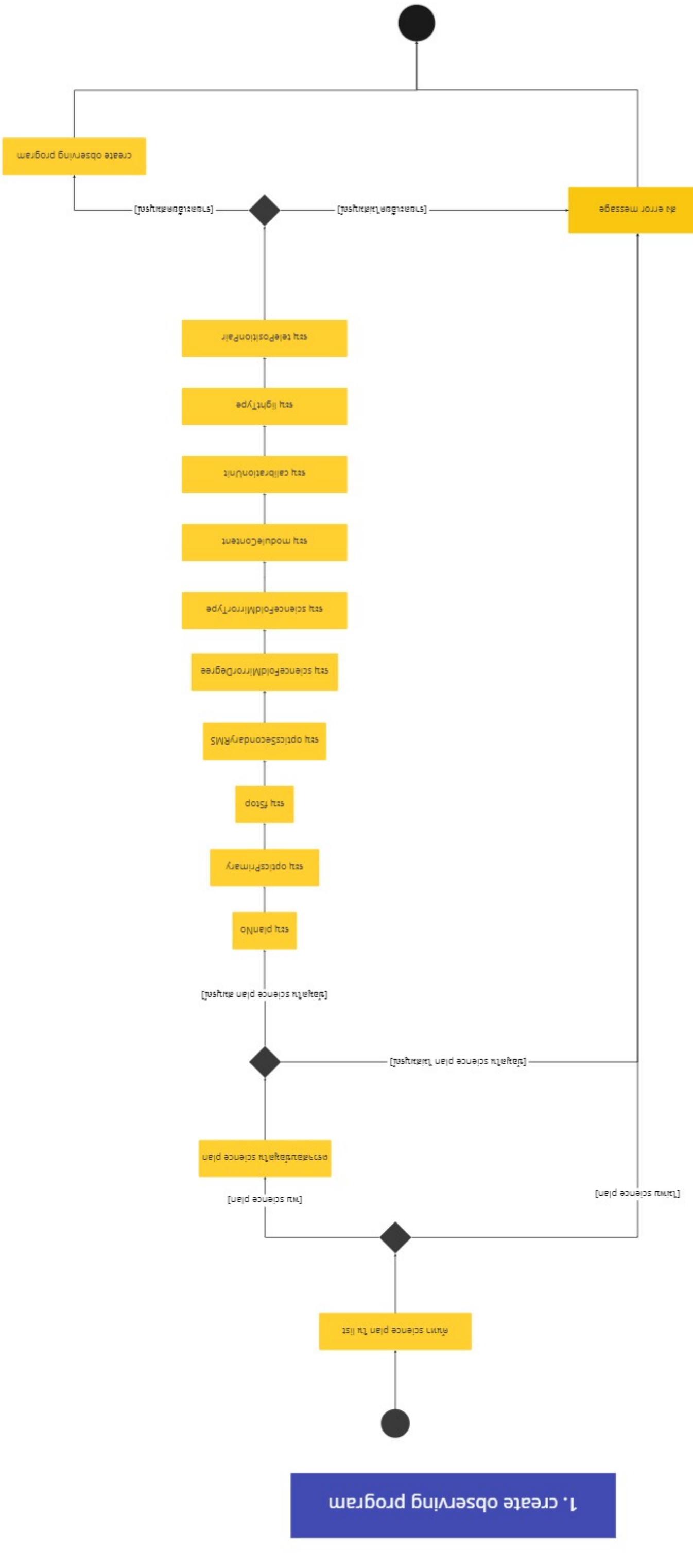
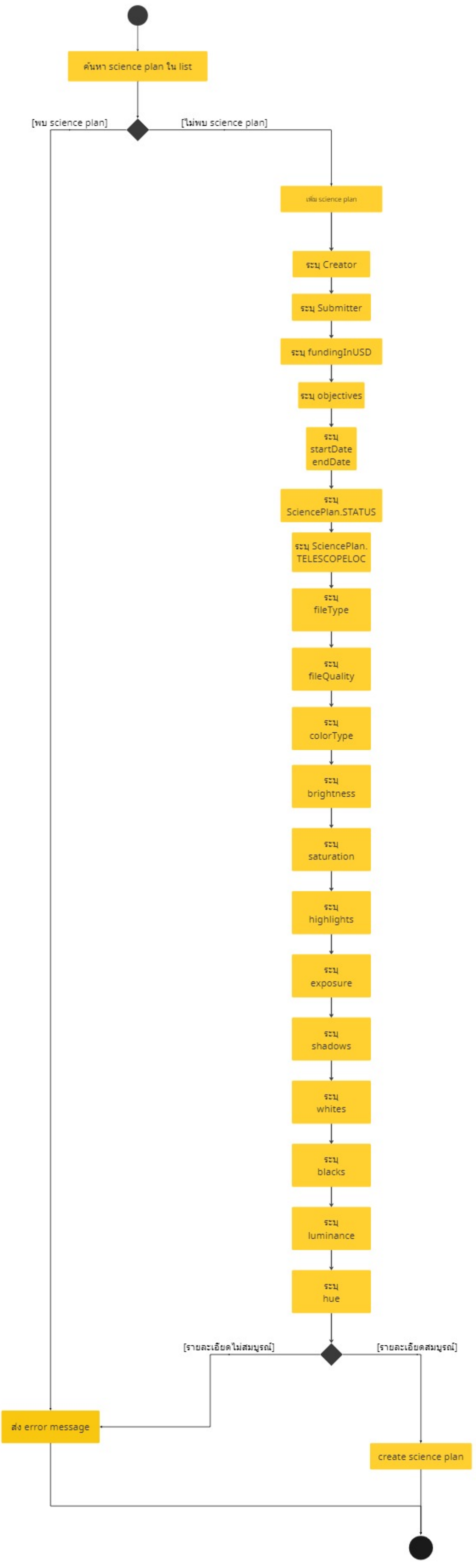
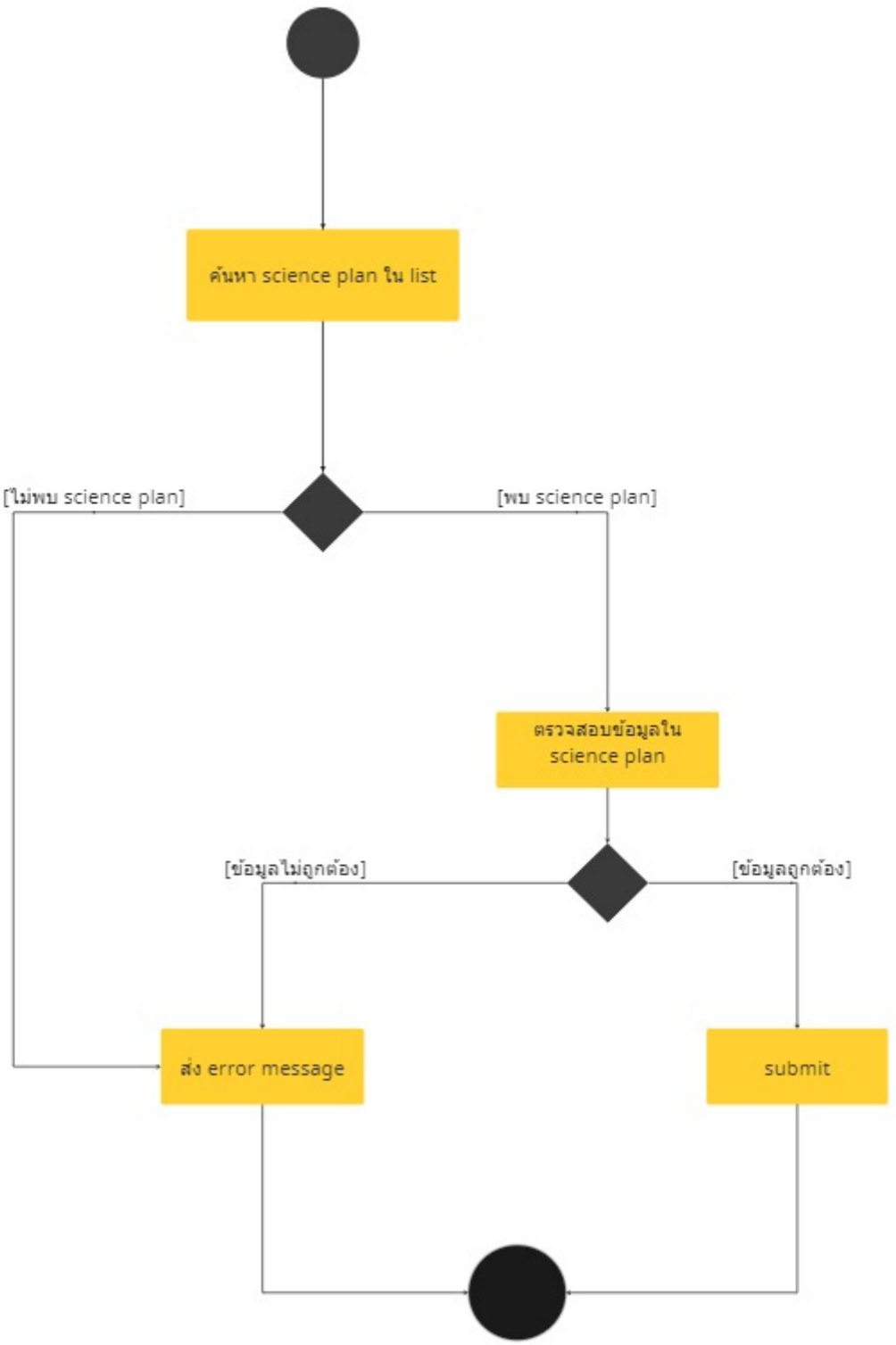
1. create observing program



2. create a science plan



3. submit a science plan