

DRAFT Production Timeline

(February 21 to March 30 –the completion of the 1st draft)

February 21 – 22: Everyone

Storyboard review

Each group will present their finalized story layouts in a two-day meeting. Similar to the February 1st deadline, the objective of the meeting will be to present ideas in a cohesive story that is told using graphics clarified with text. Contributors should have reviewed their chapters by this deadline. Meeting objectives are:

- Ensure that only the most compelling and pertinent stories are being told
- Make sure that graphics illustrate ideas and are enhanced by text (as opposed to graphics enhancing the text)
- Challenge the presented stories! (to insure that the most important stories and most influential graphics [through staff input] will be included in the atlas)

February 27: Production Team

Assessment of data and tools needed to create graphic elements

The Production Team must review the compiled storyboard (the product of the Feb 21 – 22 meeting) and document the data required to create the desired graphics. In addition to documenting data needs, production tools must also be identified. By Feb 27, the following should be documented:

- Detailed list of data required by each section, including the desired format and scale
- Prioritization of data needs
- List of tools required to produce each graphic element (or individual graphic) such as ArcInfo, ERDAS, Bryce, Adobe, etc.

March 1: Data Team

Response to the data requirement submitted by the Production Team (on Feb 27)

The Data Team must document the availability of the data layers requested by the Production Team. Documentation should include:

- Catalog of data found in the SS data library including status, scale, and format(s)
- List data not found in the SS database

The meeting between the Data Team and the Production Team should:

- Resolve issues concerning data we want versus the data we can get
- Scope data processing required to provide files in the format specified by the Production Team

March 5: Production Team

Publication requirements and dependencies summary (round 1)

Prior to March 5th, a first round “walk through” of the publication process should be investigated in order to identify requirements for producing the 1st draft and to identify future dependencies for atlas publication. Issues that need to be investigated include:

- Resolution requirements
- Printing options
- Resources (in-house vs. outsourcing)
- Publication budget

March 6: Data Team

Data Team work plan for 1st draft

The Data Team must document a strategy for gathering and processing the data needed for the first draft. Priority should be given to layers deemed essential to the first draft (in the March 1 meeting). The work plan should also document the resources required to complete the tasks by the March 27 deadline.

March 7: Production Team

Production Team work plan for 1st draft

The production plan should include the resources, timeline, and milestones for the completion of the 1st draft on March 29. At this point, data dependencies should be clear as to allow for the completion of essential data elements first. The work plan should also address the needs to:

- Produce digital layouts and graphics which eloquently tell the stories of the Salton Sea
- Examine and improve the flow of individual chapters and the atlas as a whole
- Incorporate the results of the March 5th *Publication requirements and dependencies summary (round 1)* into production methods and practices
- Document production tools necessary for specific graphic elements

The tools used to produce reoccurring and individual graphic elements should be documented and approved by Marcus and Bob if it requires purchasing software or outsourcing tasks.

- Create “look and feel” for chapters and overall atlas
 - Create SSDP color pallets
 - Document text standards
 - Formalize standard page elements (page numbers, headings, etc.)
 - Standardize reoccurring graphics, icons, themes
- Flesh-out table(s) of content ideas and layouts

March 29 - 30: Everyone

1st draft review

The meeting should be dedicated to commenting on the Production Team's 1st draft. Topics to be discussed and challenged will be:

- Are the chapters telling the right story?
- Do the graphics tell a story? Could it be improved?
- Are the graphics enhanced by text (desired) or do the graphics enhance the text (undesired)?
- Does the content flow (graphics and text) both within and between the chapters?

Copies of the 1st draft should also be sent or presented to contributors for their review and comments.

Contributors	SSDP Contact	Fish	Chapter	Contacted	Interviewed	Email	Date Finished	Phone #	Contact History	User Name	Password
Amrhein, Chris	Sabine, Mark	Minerals and Sediments	2.2.8	Sent		chrissa@mail.ucr.edu			10/9/2000 Mailed initial contact letter.	Amrhein	Data
Baty, Roger	Lisa, Joe	History of Lake Cahuilla	2.1.1	Yes	Yes	baty@uor.edu		793-2121 ext 4284	10/3/2000 Called and left a voice mail requesting a return call. Spoke to him 10/3. He has little time, but is interested. Mailed a copy of the primer intercampus, 10/9/2000.	Baty	Sea
Black, Glen	Sabine, Mark	Fish	2.3.3	Yes		gblack@dfg2.ca.gov		597-5043	10/4/2000 Mailed Hard Copy Primer.	Black	Pelican
Burgess, Larry	Sabine, Mark	History	2.1.1	Yes	Yes	admin@akspl.org		798-7565	10/3/2000 Got only recording on library voicemail. Probably need to email.	Burgess	Algae
Collins, Ed	Lisa, Joe	History of Lake Cahuilla	2.1.1	Yes		ivcdm@imperial.cc.ca.us		(760) 339-9008	10/3/2000 Called and left a voice mail requesting a return call.	Collins	Primer
Collins, Karen	Lisa, Joe	History of Lake Cahuilla	2.1.1	Yes		ivcdm@imperial.cc.ca.us		(760) 358-7016	10/3/2000 Called and left a message with Michael Pflaum to have Karen give us a call back.	Kcollins	Salt
Cornett, Jim	Patrick, Dina & Lisa, Joe	Biodiversity	2.1.4	Yes		jwcorbett@aol.com		(760) 325-7186	10/3/2000 Called and left a voice mail requesting a return call.	Cornett	Fish
Cornett, Jim		History of Lake Cahuilla	2.1.1			jwcorbett@aol.com					
Costa-Pierce, Barry	Sabine, Mark	Fish	2.3.3	Yes	Yes	b.costapierce@usm.edu		(228) 875-9341	11/15/00 Contacted by Barry, is willing to enter the forum.	Costa	Bird
Dangermond, Jack		Introduction	1	Yes		ksykes@esri.com		(714) 793-2853		Dangermond	GIS
Faulkner, John	Sabine, Mark	Algae Bloom	2.3.2	Yes		jfaulkner@ucsd.edu		(619) 534-4259		Faulkner	Camp
Friend, Milt	Sabine, Mark	Pacific Flyway	2.1.3	Yes		milton_friend@usgs.gov		(608) 270-2401		Friend	Flyway
Friend, Milt		Fish	2.3.3			milton_friend@usgs.gov					
Friend, Milt		Birds	2.3.4			milton_friend@usgs.gov					
Friend, Milt		Wildlife Health Monitoring System	2.3.5			milton_friend@usgs.gov					
Gray, Gary	Patrick, Dina	Current Uses & Economics	2.1.5	Yes	Yes	glgray@greencafe.com			10/30/00 Emailed info to him.	Gray	Park
Hempel, Monty	Patrick, Dina	Western & Population	2.1.1	Yes		hempel@uor.edu		793-2121 2926		Hempel	Study
Horvitz, Steve	Patrick, Dina & Lisa, Joe	Current Uses & Economics	2.1.5	Yes	Yes	shorvitz@cre8v.com		(760) 393-3059		Horvitz	North
Horvitz, Steve		Creation of Sea and Recent Human History	2.1.1			shorvitz@cre8v.com					
Hurlbert, Stuart	Sabine, Mark	Ecosystem Dynamics	2.3.1	Yes		shurlbert@sunstroke.sdsu.edu		(619) 594-5409	10/3/2000 Called and left a voicemail message requesting a return call.	Hurlbert	East
Hurlbert, Stuart		Algae Bloom	2.3.2			shurlbert@sunstroke.sdsu.edu					
Massey, Barbara	Sabine, Mark	Birds	2.3.4	Yes	Yes	bmassey@myrealbox.com		(541) 552-0400	10/10/2000 Got an email, would like me to mail her hard copy atlas.	Massey	Mist
McKinney, Tony	Patrick, Dina	Biodiversity	2.1.4	Yes		tony_mckinney@fws.gov		(760) 431-9440		McKinney	Palm
Miller, Dave	Lisa, Joe	Geologic Scale	2.1.1	Yes	Yes	dmiller@usgs.gov		(650) 329-4923	10/3/2000 Spoke to Dave. He can participate but has limited time. He is ready to start discussing the geologic scale section anytime we are ready.	Miller	Sun
Orlob, Gerald	Ken, Eric	Weather and Climate	2.2.2	Yes		gtorlob@ucdavis.edu		(530) 752-1424	Have meeting with him on Monday 10/9/2000	Orlob	Moon
Patten, Michael	Lisa, Joe & Mark, Sabine	Geologic Scale	2.1.1	Yes		patten@citrus.ucr.edu		787-5903	10/3/2000 Got generic voicemail for department. Probably better to email again once the forum site is ready.	Patten	Crest
Patten, Michael		Pacific Flyway	2.1.3			patten@citrus.ucr.edu					
Patten, Michael		Birds	2.3.4			patten@citrus.ucr.edu					
Pryde, Phil	Lisa, Joe	Geology		Yes	Yes	ppryde@mail.sdsu.edu				Pryde	Map
Sandos, Jim	Lisa, Joe	Creation of Sea and Recent Human History	2.1.1	Yes		sandos@uor.edu				Sandos	Redlands
Schroeder, Roy	Sabine, Mark	Minerals and Sediments	2.2.8	Sent		raschroe@usgs.gov			10/10/2000 Mailed contact letter.	Schroeder	Mine
Setmire, Jim	Sabine, Mark	Nutrient Loading	2.3.2	Yes		jsetmire@lc.usbr.gov		(909) 695-5310	10/5/2000 Will participate in forum, but would like to know what information is expected and when it is expected.	Setmire	Bloom
Setmire, Jim		Minerals and Sediments	2.2.8			jsetmire@lc.usbr.gov					
Spickard, Jim	Patrick, Dina	Current Uses & Economics	2.1.5	Yes	Yes	spickard@McGuire-Spickard.com		(210) 493-0126	10/3/2000 Appears to be wrong number (voicemail refers to a different person)	Spickard	Sound
Steele, Bill	Patrick, Dina & Ken, Eric	Western & Population	2.1.1	Yes		wjsteele@lc.usbr.gov		(702) 293-8129		Steele	Sand
Steele, Bill		Inflows	2.2.3			wjsteele@lc.usbr.gov					
Sutton, Ron	Sabine, Mark	Fish	2.3.3	Yes		rsutton@do.usbr.gov		(303) 445-2495	10/6/2000 Talked with him, he will check out the primer, sounds interested and looks forward to discussion forum.	Sutton	Depth
Sziji, Lazlo	Sabine, Mark	Ecosystem Dynamics	2.3.1	Yes	Yes	ljsziji@csupomona.edu		869-4051	10/9/2000 Is interested, will be leaving for 2 weeks, back on 24th.	Sziji	Land
Vogl, Richard	Sabine, Mark	Minerals and Sediments	2.2.8	Yes	Yes	richard.vogle@lfr.com		(949) 955-1390	10/3/2000 Spoke to Richard. He is on vacation for the next 3 weeks. I told him we will email him the Forum information, and he will try to access his email from the road.	Vogl	Read
Von Werlof, Jay	Lisa, Joe	History of Lake Cahuilla	2.1.1	Sent		ivcdm@imperial.cc.ca.us			10/9/2000 E-mailed contact letter.	Von Werlof	Find
Wilke, Phil	Lisa, Joe	History of Lake Cahuilla	2.1.1	Sent		philip.wilke@ucr.edu		787-3117	10/10/2000 E-mailed contact letter.	Wilke	Water
Zemba, Dick	Patrick, Dina & Mark, Sabine	Biodiversity	2.1.4	Yes		dick_zemba@fws.gov		(760) 930-9443		Zemba	Region
Zemba, Dick		Birds	2.3.4			dick_zemba@fws.gov					