

Quick Guide to Submit Spectroscopic Data into AVSpec

Version 2.1– September 2022

1. Get an AAVSO observer code (Obscode) at <https://www.aavso.org/apps/member/>
2. In your account, register your observing site and equipment:
app.aavso.org/site_equip/
 - Ensure your Site Name and Equipment Name matches exactly the corresponding FITS keywords (e.g., BSS_SITE, BSS_INS) in your image file as determined by your image acquisition software, otherwise your submission may be rejected.
 - Equipment must have "Observing Type" listed as **Spec**
 - Set your "Type" in the Spectra section to the appropriate spectrograph
 - Set up your spectra acquisition software so that your Obscode appears in the image FITS header with the OBSERVER keyword.
3. Acquire one spectrum of one of the standard stars from the list.
aavso.org/apps/avspec/standardstars
4. Reduce your data to produce a 1-d wavelength calibrated and scaled spectrum.
Regular Spectra:
 - Create a .fits file using your spectral reduction package. Make sure you have correctly filled in all the necessary keywords in the header. Please see the [technical guide](#) for more information. Note: .zip files are only accepted for echelle observations.Echelle:
 - Create a fits file using your spectral reduction package for each echelle order. Make sure you have the necessary keywords including AAV_ORD with the corresponding order number. Note: If you are using BSS_ORD, the key words are slightly different, however, the upload tool will translate between them automatically.
 - Create a zip file containing each individual order's fits file. You should only include the fits files, and only those from a single observation, as anything else will cause the submission to be rejected.
5. Submit the appropriate file (fits, zip) based on your observation type
aavso.org/apps/avspec/submit

If there is a problem, please check the generated log and correct any errors. If you cannot figure out the error or need assistance please email avspect@aaavso.org and include your submission and log file (if available).

6. Your spectrum will be validated by a moderator. The moderator will check the same items as step 6 and send you suggestions if there are issues with your spectrum. Once your spectrum has been validated you will receive an email letting you know. You should submit spectra only on variable stars in VSX (and with an AUID). AVSpec is not intended to be a repository for non-variable star spectra such as planetary nebula.
7. Once approved, you can start submitting your observations. If you need suggestions on which objects to observe, please go to our spectroscopic observing section page aaavso.org/spectroscopy-observing-section for suggested projects.

Clear skies!