HOW TO GUIDE: UBC Sockeye Resource Allocation Application

Link to Application: https://flex.redcap.ubc.ca/surveys/?s=7MKJT898LK

Tip: Have the above application form open in another window side-by-side while reading through this form

SECTION 1: Applicant Information

This section is fairly self-explanatory as it focuses on your general UBC information.
A general breakdown of each field and example entries can be found below.

Field	What It Means	Example
First/Last Name	Your legal name	Jane Doe
CWL Username	Your UBC login ID	jdoe123
Institutional Email	Your official UBC or affiliate email	jane.doe@ubc.ca
UBC Position	Your faculty rank or job title	Assistant Professor
Early Career Researcher?	Are you within 5 years of your first faculty appointment?	Yes
New to UBC?	Were you hired within the last 5 years?	Yes
Years at UBC	Total time you've held your current role	2 years
Primary Work Location	UBC Vancouver or Okanagan	UBC Vancouver
Primary Faculty	Your faculty	Arts
Department	Your department or program	History
Hospital/Institute Affiliation	Only if applicable	[Leave Blank or choose from List]

Note: As the primary applicant, you are what is called the Allocation Owner. This is usually a faculty member who is responsible for overseeing the research project and managing Sockeye access for themselves and their team.

The last part of this section also allows you to include the information of a Designated Contact. All email communications will be addressed to this contact in addition to yourself.

SECTION 2: Use of Sockeye

This is where you explain how you'll be using Sockeye. We recommend keeping your explanation brief yet specific to what you intend to use Sockeye for.

Question	Guidance
How will a Sockeye allocation support your research?	Briefly explain the task Sockeye helps with (e.g., "to run large-scale text mining on historical newspaper archives" or "train an AI model for analyzing digital manuscripts").
Do you have an existing allocation?	Only say "Yes" if you're already using Sockeye.
Will you store or process controlled data?	Answer "Yes" only if your data has special restrictions (like confidential health data or data with legal agreements).
What's the highest classification of data?	Usually "Low Risk" or "Medium Risk" for most Arts projects. Please reference the provided Security Classification for more details

SECTION 3: Alternative Computing Resources

Question	Guidance
Do you use Digital Research Alliance (DRAC) resources?	If you're not using national computing resources, say "No." (Tip: ARC encourages DRAC first for large-scale users, but Sockeye is fine for smaller or beginner projects.)
Do you have other computing access?	Say "Yes" if you have a strong office desktop or lab computer, but explain its limitations in the next question.
Why aren't your current tools enough?	Example: "My personal computer cannot efficiently process large image datasets, and the software tools I use require more memory and storage than available locally."

SECTION 4: Technical Requirements

This section may be the most intimidating, so we have provided a more thorough breakdown of how you may answer each of the section's parts below.

26. Describe the per-job resource requirements (number of nodes, cores, GPUs, memory, duration, etc.)
This question is asking "How big are the computing tasks you're submitting?". While you may not know the exact numerical requirements, you can still provide a thorough explanation without giving the specified numbers (although they would help) Tip: ARC offers consultations, which can help you determine if what they offer best suits your research needs. Feel free to email them at arc.support@ubc.ca

Some brief examples of what you could write:

- "Our jobs involve Python-based topic modeling on a corpus of ~10,000 documents."
- "Our job involves training a neural network to classify archival images."

27. What are the primary constraints affecting job performance?	
Option	When to Select
CPU cores	If your tasks take a long time and speed up with more processors (e.g., text analysis, R scripts).
System memory (RAM)	If your job crashes with "out of memory" errors or deals with large datasets.
GPU cores	Needed primarily for training deep learning models or using AI image/video tools.
GPU memory	Needed if your AI models run out of video RAM. Only check if you already use GPUs.
Storage quota	Check this if you're uploading lots of large files or digital media.
I/O performance	If your job reads/writes a lot of files quickly (e.g., text mining huge corpora or moving large archives).
File system limits (inode count)	Select if you're working with many small files (e.g., >100k PDFs or text files).
Inter-node communication	Only check if you're running distributed computing across many nodes. (Uncommon for most Arts projects.)

SECTION 4: Technical Requirements (continued)

28. What are the estimated total number of files and largest file size used and created as output by a typical job?
Similar to before, you can primarily focus on the content/size of the data you would be working with when answering this question. 5TB of project storage and scratch space (i.e. temporary space that is used during your job's active computation) is a lot, and in most cases, this should be more than enough for your project to work with. Example: "Each job processes ~1,000 image files with a size of ~2 GB total"
29. List all software packages that will be used on Sockeye **30. Does the research team need assistance from the ARC Support team to install software packages on Sockeye** (see list of available software on Sockeye)?
If you already know what software you may be using (or are considering using) on Sockeye, list them here. In addition, as it will most likely be your first time working with ARC, feel free to say "Yes" when asking for help with installations.

CONCLUSION

Note: Question 31 is an additional opportunity for you to include any other necessary information you may feel is important for ARC to know that was not addressed in any previous questions.

Make sure to double-check all your filled information, and once you are certain, click "Submit".

And with that, you're done! You've successfully filled out the UBC Sockeye application form.