

## Blue Services / iLab: Shared Instrumentation Laboratories (SIL) User Guide for Scheduling “Orientation”

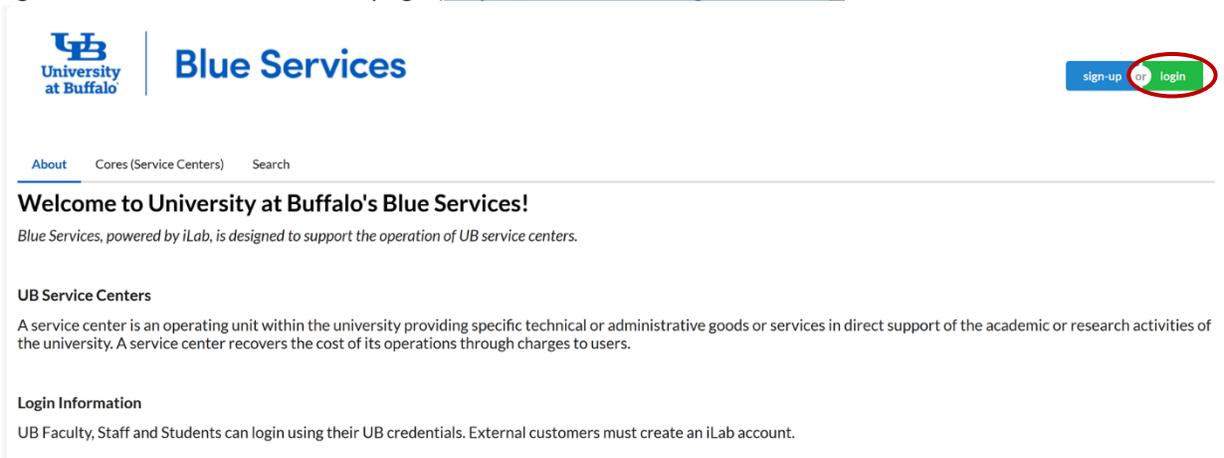
### STEP ONE: iLab Account Registration:

All users of the Shared Instrumentation Laboratories are required to have an iLab account to make use of the facilities. If you have not yet registered for an iLab account, please **“Sign Up”** here.

- <https://buffalo.ilab.agilent.com/>
- Additional helpful information is available here.
  - [Logging in to Blue Services \(iLab\) for UB Users](#)

### STEP TWO: Requesting Orientation:

Login to the Blue Services / iLab page (<https://buffalo.ilab.agilent.com/>).



University at Buffalo | Blue Services

sign-up or login

About Cores (Service Centers) Search

### Welcome to University at Buffalo's Blue Services!

*Blue Services, powered by iLab, is designed to support the operation of UB service centers.*

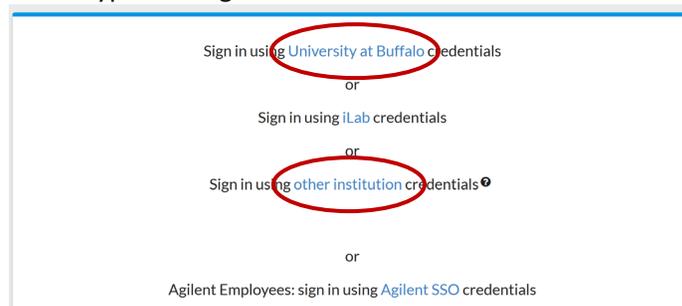
#### UB Service Centers

A service center is an operating unit within the university providing specific technical or administrative goods or services in direct support of the academic or research activities of the university. A service center recovers the cost of its operations through charges to users.

#### Login Information

UB Faculty, Staff and Students can login using their UB credentials. External customers must create an iLab account.

Choose the proper credential type and login.



Sign in using **University at Buffalo** credentials

or

Sign in using iLab credentials

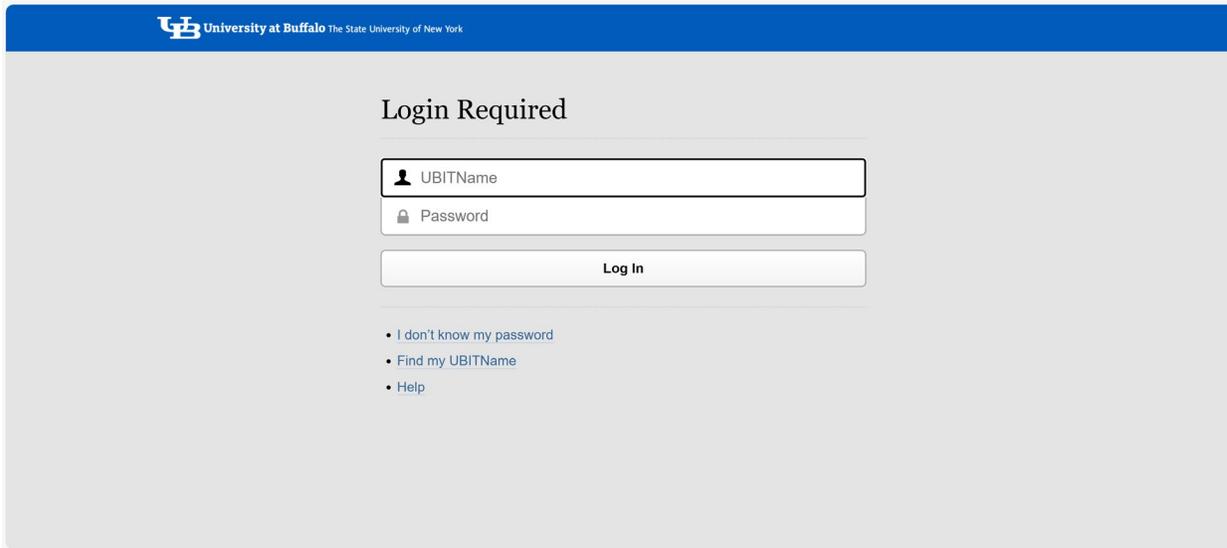
or

Sign in using **other institution** credentials

or

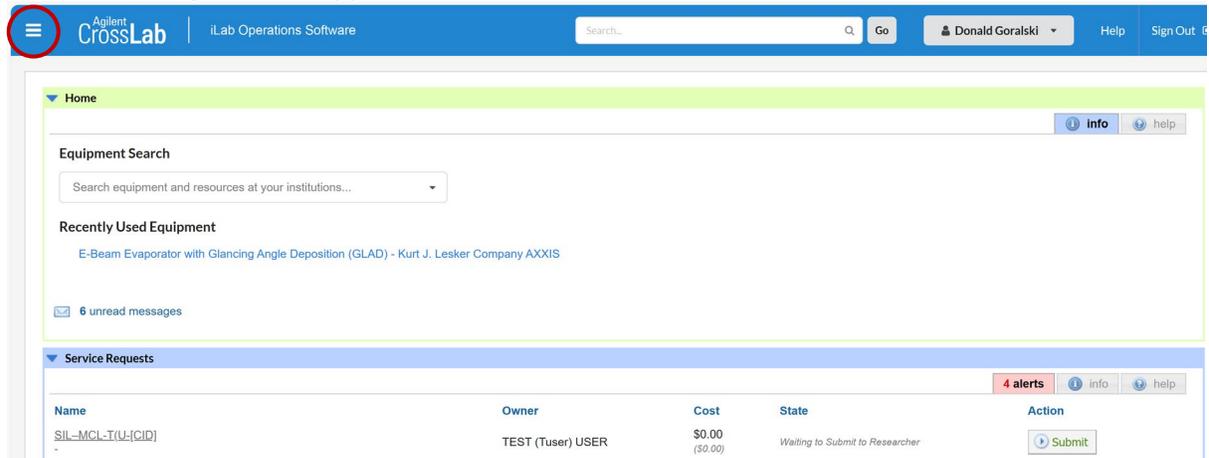
Agilent Employees: sign in using Agilent SSO credentials

For UB users, use your UBIT username and password.



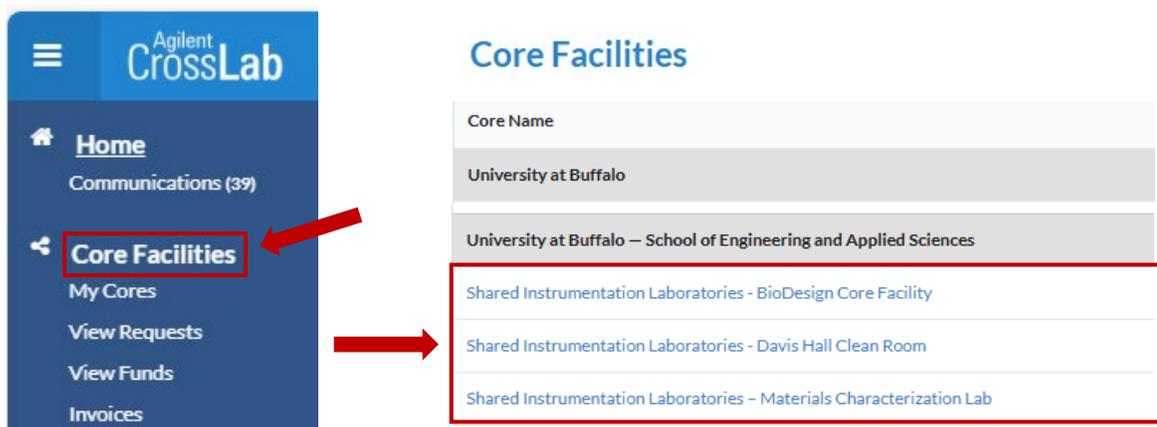
The image shows the login page for the University at Buffalo. At the top, there is a blue header with the University at Buffalo logo and the text "University at Buffalo The State University of New York". Below the header, the text "Login Required" is centered. There are two input fields: one for "UBITName" and one for "Password". Below these fields is a "Log In" button. At the bottom, there are three links: "I don't know my password", "Find my UBITName", and "Help".

Click on Hamburger icon at upper left



The image shows the Agilent CrossLab iLab Operations Software interface. At the top, there is a blue header with the Agilent CrossLab logo, the text "iLab Operations Software", a search bar, and a user profile for "Donald Goralski". Below the header, there is a "Home" section with an "Equipment Search" field, "Recently Used Equipment" (E-Beam Evaporator with Glancing Angle Deposition (GLAD) - Kurt J. Lesker Company AXXIS), and "6 unread messages". Below the Home section, there is a "Service Requests" section with a table of requests. The table has columns for Name, Owner, Cost, State, and Action. One request is shown: "SIL-MCL-T(U-[CID])" owned by "TEST (Tuser) USER" with a cost of "\$0.00 (\$0.00)" and a state of "Waiting to Submit to Researcher".

Select "Core Facilities." At the "Core Facilities" page, scroll to the Shared Instrumentation Laboratories list, and select the facility for which you would like Orientation.



The image shows the Agilent CrossLab Core Facilities page. On the left, there is a navigation menu with a hamburger icon and the Agilent CrossLab logo. The menu items are: Home, Communications (39), Core Facilities (highlighted with a red box and a red arrow), My Cores, View Requests, View Funds, and Invoices. On the right, the "Core Facilities" page is shown. It has a "Core Name" field with the value "University at Buffalo". Below this, there is a list of facilities: "University at Buffalo -- School of Engineering and Applied Sciences", "Shared Instrumentation Laboratories - BioDesign Core Facility", "Shared Instrumentation Laboratories - Davis Hall Clean Room", and "Shared Instrumentation Laboratories - Materials Characterization Lab". The last three items are highlighted with a red box and a red arrow.

Select the "Request Services" tab and "Initiate a Request" via the "One Time Orientation and Training Fee" drop-down menu on the lower left of the page. Click "Initiate Request" at the lower right.

Shared Instrumentation Laboratories - Davis Hall Clean Room

University at Buffalo School of Engineering and Applied Sciences

Request Services

One Time Orientation and Training Fee

Initiate Request

Begin typing your name and select your advisor's lab in the pop-up dialogue box. Click "Proceed."

One Time Orientation and Training Fee

person search within: current customers @ this institution All

lab

Proceed

Cancel

Select your account number from the drop-down menu on the following page and click "Submit Request to Researcher" button and the bottom right.

Cost

Please provide the customer with a final quote for this request. The quote will be based on the services and charges you have added above and any "buffer" you have added. The "buffer" amount is for services or charges that you have not yet defined but that you expect to arise during the course of the request.

Add value or percent buffer:  
as percentage amount: 0%

Quote (total predicted cost):  
\$125.00 (automatic total of any services, charges or buffer added to this request)

Payment Information

Please enter the Account Number

% Account Number Amount

100.0%

100.0% Total Allocated

Split Charge

enter additional payment information

Skip approval?

submit request to researcher save draft request Cancel

If you have any questions, please contact the lab manager of the appropriate facility.

116 Bonner Hall BioDesign Core Facility	Dr. Alan Friedman	<a href="mailto:alanfrie@buffalo.edu">alanfrie@buffalo.edu</a>
114 Davis Hall Cleanroom	Jeff Salzmann, Jonathan McMahon	<a href="mailto:seas-cleanroom@buffalo.edu">seas-cleanroom@buffalo.edu</a>
109 Fronczak Hall High-Resolution Transmission Electron Microscope Facility	Dr. Yueling Qin	<a href="mailto:yqin@buffalo.edu">yqin@buffalo.edu</a>
110 Furnas Hall Mat'ls Characterization Lab	Dr. Yulong Huang	<a href="mailto:yhuang59@buffalo.edu">yhuang59@buffalo.edu</a>