

**HowTo** 

# Apply for a Training Session @ the Biooptics Facility with Stratocore PPMS

Please follow these steps to get trained for a Biooptics facility instrument in Stratocore (PPMS).

### **Access Stratocore PPMS**

Open the URL https://ppms.eu/maxperutzlabs

### Login

Login with your u:account userID (e.g. musterm43) and the password you set during registration (hint: this is per default not the same password as your u:account password).

nome Logout	
Login	
-	
Enter your username:	To find your username:
Enter your password:	
••••	
Login	
• If you do not rememb	er your password, you can follow these instructions

#### **Dashboard / Instrument overview**

After the login you will be redirected to the PPMS dashboard. This lower section of the dashboard can be modified to your needs (via "Add a New Section to the Home Page"). Elements can be deleted via the small "trash" icon in the top right corner of each box.



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In the top part of the dashboard you see quick-link to start a training request (red arrow).



Part of

Home	Current user: Mustermann B
Book a system:	
Systems available:	~ book
Make a new request: request a training	
Restore Default Sections	+ Add a New Section to the Home P
<ul> <li>iCal Remote Calendars</li> <li>You may have to right click the webcal links and copy/paste them into the "remote calendar import" or "subscribe" function of you calendaring software. Software compatible with the icalendar standard: Office 2007 and later (Windows), Mac OSX i cal, Google or Yahoo web calendars,</li> </ul>	My Sessions C
- Vour sessions on any PPMS system - BioOptics Facility (VBCS) - DeltaVision Ultra Epifluorescence Microscope calendar	Training Training requests No current training requests on this core.
My User Profile C 🔅 🖩 Name: Mustermann BOptint Email:	Training sessions as participant
Intranetopmaxperutziaos.ac.at Phone: Unit/Lah: BioOptics Account#: 100400 Edit my profile	Sessions Recently Cancelled  No sessions recently cancelled on this core. Receive email notifications for new cancellations
	Administrative Rules

## A list of potential forms will appear:

MAX PERUTZ LABS		PPMS for the BioOptics Core Facili	ity - BioOptics
Home Book <b>Request</b> Documents Schedules Statistics Reports Publications	Profile Logout		
Incidents Rights Training Users Accounts Invoicing Help			
Training Requests Please select one of the following forms: • Type or paste request (no form) • BioOptics Training Application • In-House Microscope Training Application			
AGE 2	() universität Wien	MEDIZINISCHE UNIVERSITÄT WIEN	Vienna BioCer

A joint venture of

Type or paste request (no form):



Is a form to be used for general requests to the facility team, NOT for any dedicated training application!

BioOptics Training Application:

opens the standard training application form of the Biooptics facility. Please answer all the questions and finally click the "SUBMIT REQUEST" button (blue arrow) at the very bottom of the form.



In-House Microscope Training Application:

Opens the training application form for "IN HOUSE MICROSCOPES". Please answer all the questions and finally click the "SUBMIT REQUEST" button at the very bottom of the form.

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LABS	
Home Book Request Documents Schedules Statistics Reports Publications Profile Logout	
Incidents Rights Training Users Accounts Invoicing Help	
In-House Microscope Training Application	
Please define the account number to use:	
100400	~
Request to be authorized for another financial account	
Please answer the questions below:	
Do you have prior experience with microscopy? *	
O Yes	
O No	
Which type of samples would you like to observe? *	
Imaging modalities *	
Brightfield	
Fluorescence	
Will you bring your own samples to the training? *	
O Yes	
O No	
Subait request	
Submit request	

Your request will automatically be forwarded to the Biooptics facility. A team member will then approach you to organize a personal meeting to discuss your application.



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