PINMRF

Guide to Starting, Extending and Finishing a Spectrometer Session using the iLab Software

<u>NOTE</u>: The following assumes you have already set up your iLab account and had it approved by your business office. If you have not done this, go to https://purdue.ilabsolutions.com/service_center/show_external/4067 and click on the blue "sign-up" button in the upper left-hand corner of the page. Follow the instructions in the pop-up window.

Starting your iLab session

1. Using a web browser on either a laboratory kiosk, your own computer, or your smart device, navigate to the PINMRF iLab kiosk webpage:

https://purdue.ilabsolutions.com/service_centers/4067/equipment_kiosk/dashboard

- 2. Log in to iLab using your Purdue or iLab credentials.
- 3. Use the menus under the "Equipment by category" heading to select the spectrometer you wish to use.
- 4. Use the green "Create Session" button to initiate your session. Select the time period to match the estimated duration of your session.
- 5. Click the green "Create Session" button.
- 6. When the session menu comes up, select the account you want to use for billing using the selection tool. If you have access to only one account you may skip this step.
- 7. Click the green "Start" button to begin. This will allow the spectrometer to be used.
- 8. If you are using a kiosk, click the "Log out & use equipment" button to log out of the session so that another user may have access to the kiosk. If you are using your own computer or smart device you may skip this step.

NOTE: if you are using a PINMRF Bruker AV-III spectrometer, you may access iLab to start your session after logging in to the spectrometer host computer. Simply start the Firefox browser on the host computer and follow the instructions steps 1-7, above. You must start your iLab session before attempting to start TopSpin.

Extending your iLab session

1. If you need more time for your current active session, click the "Extend" button on the session page. In the pop-up window which follows, select the amount of time you need and click the green "Extend" button.

Finishing your iLab session

- 1. If you are using a kiosk and have logged out as described in step 8, above, log back in to iLab.
- 2. Click the "Finish" button on your session page. Confirm that you want to finish your session by clicking on the green "Finish session" button in the pop-up window.
- 3. You may then log out of iLab.