## B600 Newcomer Topics and User Policies 7 May 2021; DLO

## **Basic Checklist for Newcomers**

- Contact Nikki to get started:
  nduay@illinois.edu
- Respond to all of Nikki's set-up requests
- Make sure she has your IP address for the computer you use to access NMR data from Samba.
- Make sure your iCard works on the door to A149 CLSL.
- Make sure ChemFOM instrument permission is set to "Any Time Access" for the B600 (done by staff once you are ready).
- Change your password within the B600 operating software by following Nikki's instructions.

## **Policies**

- Currently, time blocks are 10 minutes.
- For a data acquisition that exceeds 20 minutes, sign up on ChemFOM for *your entire data acquisition time*, just like you would on a Varian. This is the only way another person knows if the instrument is occupied.
  - Other users can still submit a sample even if someone else is logged onto ChemFOM. Billing is done by Bruker software. On Varian NMRs, billing is done by ChemFOM.
- If a sample is finished, and the owner is not present, the next user may remove the sample if desired.
- If it's after 9 p.m., feel free to set up a long sample overnight, but make sure it's done by 9 a.m.
  - $_{\circ}~$  We may need to put a data acquisition time limit on this.
  - Again, declare your entire block of acquisition time on ChemFOM so others can see it.