QMRI Flow Cytometry
Cell Sorting facility

New User/Training Workflow

TRAINEE: All bookings must be requested via staff qmriflow@ed.ac.uk

STEP1: Create an Account
Following the Online Booking System link below

Proceed Account:
Given novice access to Analysis Workstation

Request Introductory Training (Level1)

Introduction to Facility:
Training session information e-mailed to all users

Return your completed application form to C2.35
(please ensure that you have included the ACK ref# and the form is signed signed by your PI and the relevant eIT authoriser). Failure to do so could lead to delays in your access.

Application Form Check
Check through completed application form and verify PI and eIT information.

Attend Training: 1-1.5h
Must sign attendance sheet

Training Validation:
Autonomous access to Analysis Workstation

Request an Instrument Training (Level 2): 30mins Session on the appropriate cytometer: No samples needed

Training Validation:
Novice Access to the cytometer

NOVICE: Restricted to 9am-5pm with staff assistance

Request 1st assisted booking, with samples. This should be booked directly with facility staff, qmriflow@ed.ac.uk.

1st Assisted Session:
Staff will arrange a mutually suitable time to setup experimental settings and template.

Booking Sessions
Once your experiment is setup then you can start to book the cytometers. Novice user bookings will be confirmed by staff within 1 working day. However, please give as much notice as possible when making any changes to the templates and or setting up afresh as this will require extra assistance.

Supervised Sessions:
Setup experimental settings and template.

Please note that all users who are undergraduates, MSc students or within the 1st year of a 4 year PhD programme, will not be given access above Novice use as this will restrict them to staff supervision during core hours. Use outside these restrictions must be assisted by their supervisor.

AUTONOMOUS: Full Access

User Accounts will be updated to Autonomous Use when the user is deemed competent by facility staff. This a user dependent not time dependent process.

Request a Flowjo Training Session (Level 3) when required.

USER LEVELS

Facility Responsibility

User responsibility