

# HMSTrust ANALYTICAL LABORATORY

## How to request access – External user guide

The HMSTrust Analytical Laboratory uses a lab management system called iLab to manage instrument bookings. Following are instructions on how to register, get inducted into the lab and organise instrument training. Once your registration and training is complete, instructions on making instrument bookings are available at <http://help.ilab.agilent.com>

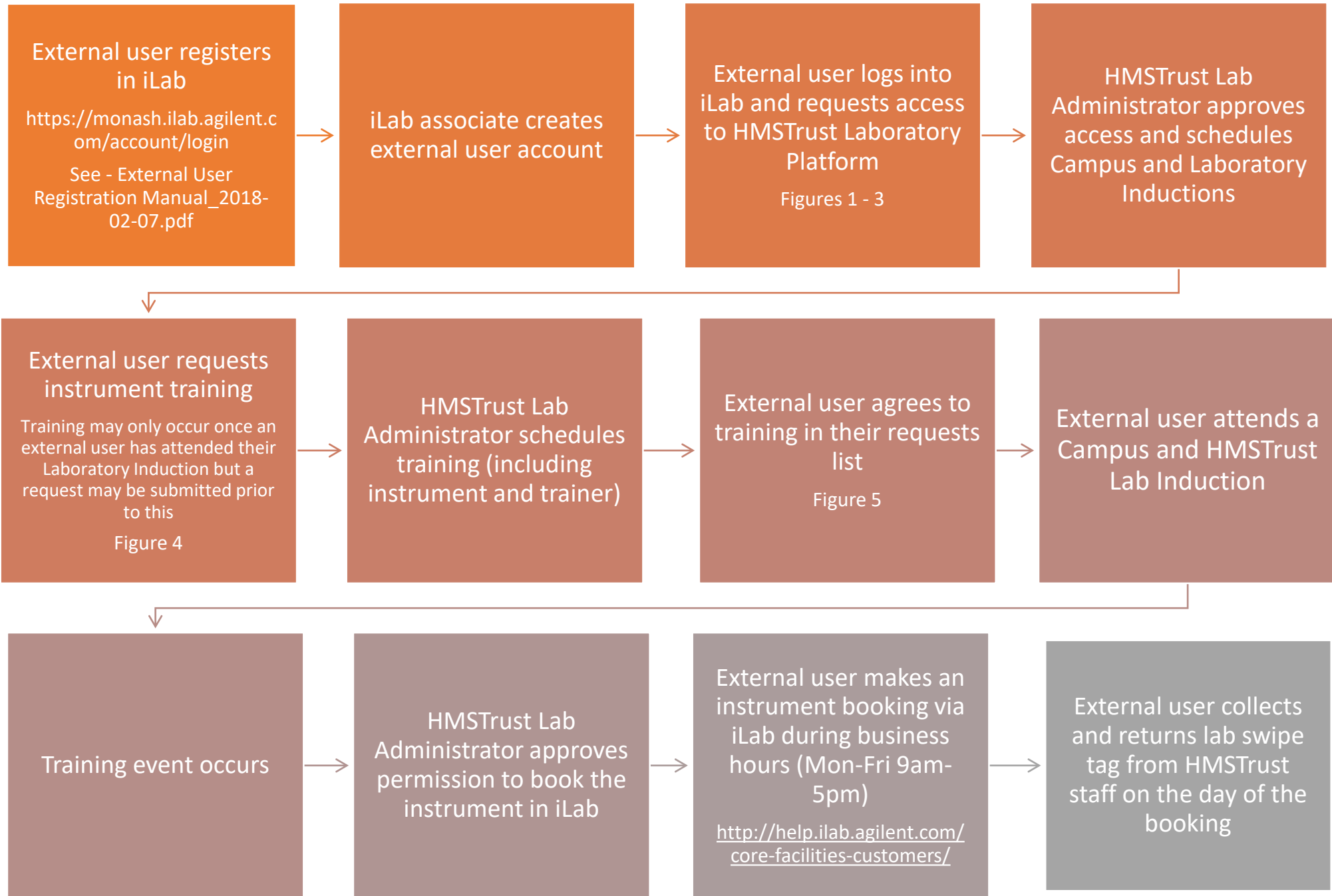


Figure 1

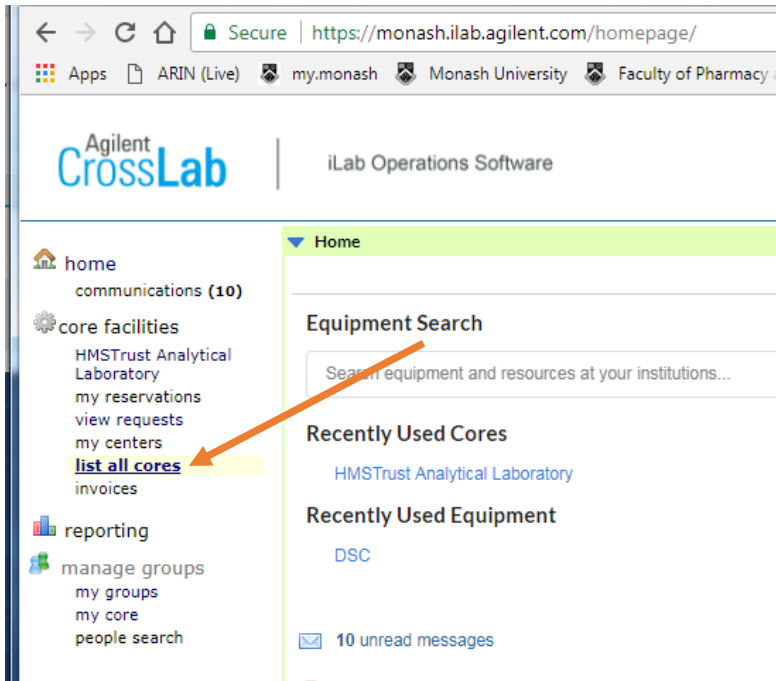


Figure 2

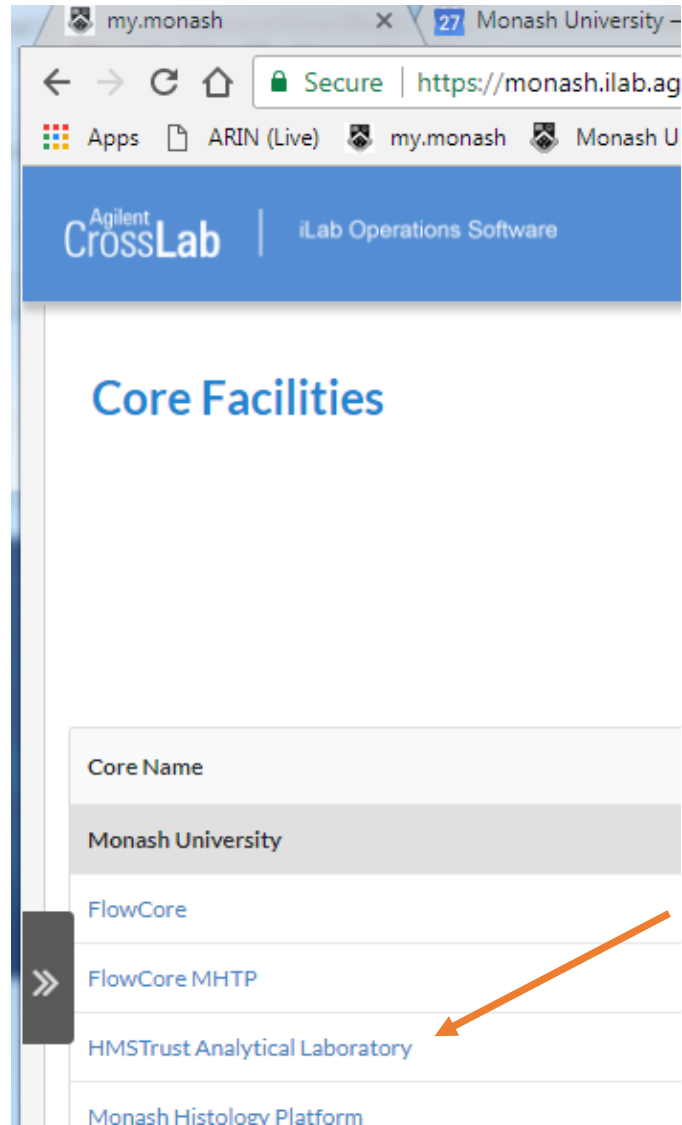


Figure 3

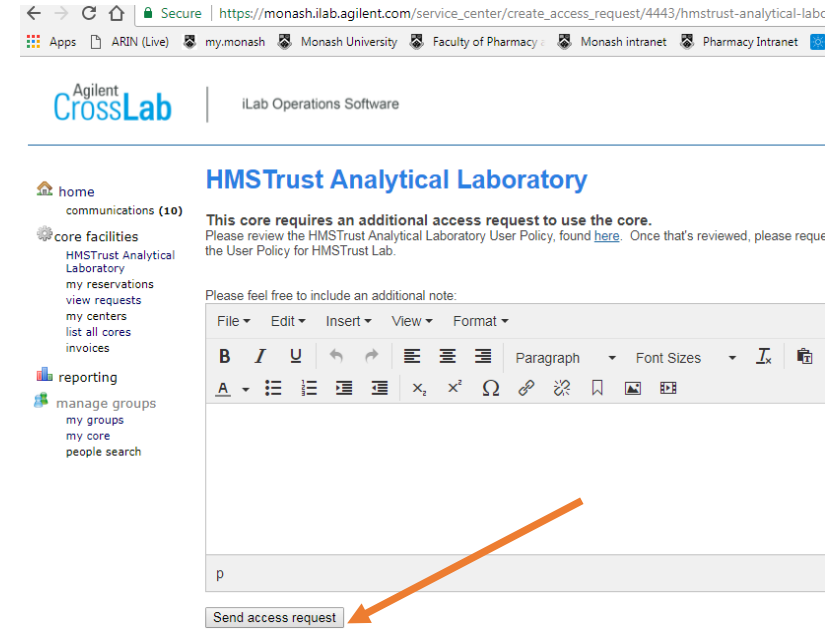


Figure 4

Agilent CrossLab | iLab Operations Software

Home | communications (10) | core facilities | HMSTrust Analytical Laboratory | my reservations | view requests | my centers | list all cores | invoices | reporting | manage groups | my groups | my core | people search

HMSTrust Analytical Laboratory

MONASH University

Search cores and services... Go!

About Our Platform | **Schedule Equipment** | Request Services | View All Requests | Reservations | People | Reporting | Billing | Administration

Go to Kiosk | Confirm Usage | Message Customers | More

Schedule Resources

Users will be granted access to book instruments after attending a HMSTrust Laboratory safety induction and relevant instrument training. Please request training by clicking on the **initiate training** button under each instrument profile

▼ Chromatography and Mass Spectrometry (7)

**UHPLC** [description](#) [pricing](#)

**What is it?** Shimadzu Nexera binary UPLC system fitted with diode array detectors (DAD). #5 & 6 also have fluorescence detectors

**Manufacturer:** Shimadzu

**Model Name:** Nexera

**Use this instrument for....?** High resolution separation of compounds, short run times with UV-visible spectra available for all peaks. DAD capability for assessing peak purity or investigating the UV-vis characteristics of unknown compounds.

**Benefits of this instrument:**

View Schedule | **Initiate Training** | Review Usage | Upload Usage | Take Offline



Figure 5

The screenshot shows the Agilent CrossLab iLab Operations Software interface. The browser address bar displays the URL: <https://monash.ilab.agilent.com/sc/4443/hmstrust-analytical-laboratory/?tab=requests>. The page header includes the Agilent CrossLab logo and the text "iLab Operations Software". A search bar is located in the top right corner with the placeholder text "Search cores and services...".

The main content area is titled "HMSTAL Analytical Laboratory" and features a navigation menu with the following items: About Our Platform, Schedule Equipment, Request Services, **View All Requests** (highlighted with an orange arrow), Reservations, People, Reporting, Billing, and Administration. Below this menu are buttons for "Message Customers" and "Reload Active Requests".

On the left side, there is a sidebar menu with categories: home, core facilities, and reporting. Under "core facilities", there are links for "my reservations", "view requests", "my centers", "list all cores", and "invoices". Under "reporting", there are links for "my groups", "my core", and "people search".

The main content area displays a notification: "HMSTAL-NM-9 Service Request successfully updated". Below this is a table of active requests:

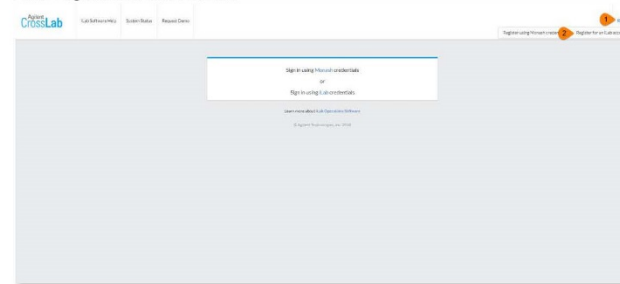
date	for	service id	status	cost	tax	total	
Feb 27 (Feb 27 2018)	Nicole McMillan <a href="#">McIntosh, Michelle (Monash) Lab</a>	HMSTAL-NM-9 Training	Waiting for Researcher Approval <b>Agree</b> <b>Disagree</b>	\$0.00 (\$0.00)	\$0.00	\$0.00	 

The table shows one active request for "HMSTAL-NM-9 Training" by Nicole McMillan, with a status of "Waiting for Researcher Approval". The cost is \$0.00. The "Agree" button is highlighted with an orange arrow.

## External User Registration Manual

### Registration Process for Internal Users

1. Navigate to the following URL into your browser: <https://monash.ilab.agilent.com/account/login>
2. Bookmark this URL for future use.
3. Once on the iLab login page, hover over 'Register' in the upper right hand corner. Then select 'Register for an iLab Account.'



4. This is a 4 step process. Complete the required fields within the different sections of the registration form. It is important to provide accurate and sufficient information for our team to create your account or contact someone if needed.