



LIMS

Laboratory information management system

A rough guide for NorFab-users

<http://uio.norfab.no>

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A system created by myfab in Sweden

- The main function is as a booking and logging system
 - Usage statistics
 - Basis for invoicing
- Two main types of users:
 - Flat-rate users (Pays a yearly rate)
 - Max 3 times the yearly rate for a PhD project
 - Time-based users (Pays per hour, based on usage)

Flat rate users

- Probably be the most common category
- Covers all use in all three (UiO, NTNU and HiVe) laboratories
 - except operator costs
- The yearly cost is paid for a **specific person** working on a **specific project**.
 - I.e. if you are involved in several projects, one project might be flat-rate and the other time-based.
- Booking and logging is **mandatory for all**, even if you are in the flat-rate category

How to get started with LIMS

- User registration
- Tool license/training
- Documents
- Tool booking
- Tool log
- Communicating with other users
- Using tools at NTNU or HiVe
- Using tablets in the lab
- Tool responsible/operator

New user/User registration

<http://uio.norfab.no>

Firefox | LIMS - User access | uio.norfab.no/WebForms/Anonymous/ApplyForMembership.aspx

Uio MiNa-Lab myfab LIMS

Tools Info **User access** Uio

Home » [User access](#) Help about this page

Apply for access to this lab

Step 2 of 2: Username, password and contact information

Username: *

Password: *

Confirm Password: *

Email: *

Phone, work:

Phone, mobile:

[Help](#)

Username and password are what you will login with if your application is approved.

The password must be at least 3 characters long.

Previous Finish

How to get a Tool license?

- Already have training?
 - send me a list by email
- Need training:
 - “apply for license” through LIMS
 - The tool responsible will contact you to agree on time for training and give you access when training is completed.
- On tools which require operator license will only be given in special cases.
 - Applies to ALD, Ion-implanter, RBS and MOCVD

Tool booking

- You can only book tools where you have a license
- Time-based users will be charged by booked time
- Choose start time, end time, project and add any relevant additional information
 - Batch may be used, but is not fully developed

Tool log

- From 15.08.12 LIMS will run in parallel with the log books
- From 01.10.12 we plan to phase out the log books
- All users have to fill the LIMS-log
 - Both flat-rate and time-based users
- All users may access the log-history for each instrument
- All instruments have specialized log-fields

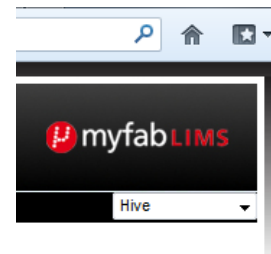
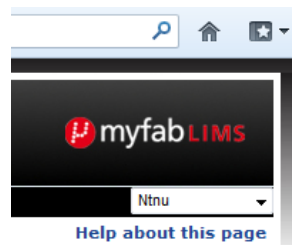
- If you encounter problems and the instrument needs supervision:
 - Set the instrument in warning mode, an e-mail will be sent to the tool responsible.
 - Best practice is of course also to talk to the tool responsible!

Communicating with other users

- Send e-mail-messages to other LIMS-users and groups of users
- E.g., if you cancel your booking
 - Send a message to all licensed users of one instrument

Getting access to tools at NTNU and HiVe

- Flat-rate gives full access for no additional cost
 - Except operator fees (SINTEF and UiO)
- Tool overview is available through LIMS
 - Change the LIMS-node



Using the tablets

- Log into wireless network with UiO username/password:
 - Eduroam (username@uio.no)
 - UiO
 - UiOGuest
- Open a browser to access uio.norfab.no
- Remember to “Forget” the wireless login when you are finished
- So far no restrictions apply
 - remember you are not the only user
- Do not expose them to acetone!



Tool responsible / Operator

- Responsible for training and granting licenses
- Bookable as human resource
 - For training
 - As an operator
- Allowed to change all info for the specific tool
 - Booking rules
 - Log-fields
 - Licenses
 - Time-blocking
 - Override booking for maintenance etc.