

NMR Training Policies

1. All NMR users must go through SAFETY and basic NMR training.
2. All user training will be performed on Varian 500 MHz NMR. Training sessions will be approximately 60 minutes in duration and will be held as many times as necessary for the student to gain competency. More advanced students and post-docs may gain certification by demonstrating their ability to use the instruments and by completing the assignments.
3. Certification to use the 500 NMR will be given as NMR Test #500-1, Test #500-2 and the 500 Practical Assignments are completed.
4. After complete NMR Test#500-1, the trainee may reserve practice sessions between the hours of 9:00 AM to 5:00 PM to familiarize with the operation of the instrument. Unlimited access will be given upon the completion of Test #500-2.
5. Training will begin on the 600 upon successful completion of 500 training and Test #600-1. Certification to use the 600 NMR between 9-5 Monday-Friday will be given as NMR Test #600-2 is completed as approved by Dr. Lee. Unlimited access will be given upon the completion of Test #600-3.
6. Additional training may be requested on an individual basis. But please understand that training sessions **will not** last longer than 1 hour.
7. Variable temperature training will be given as needed. Supervision of variable temperature experiments will continue until both the NMR facility manager and the student are completely confident of the student's ability to safely carry out these experiments independently.
8. No authorized user should attempt to train a NEW user on any NMR.
9. No sharing of user accounts unless authorized by Facility Manager.
10. Food and drink are not allowed in the NMR lab.
11. No one is allowed to wear lab gloves when operating NMR instruments.
12. Ensure your sample follows the guidelines stated in your laboratory SOPs.
13. Each research lab is required to cover damage to the NMR Facility as a result of inappropriate use.
14. The NMR Facility Manager reserves the right to deny spectrometer access if the instrument is used inappropriately or if the user does not follow standard laboratory conduct or rules in this user policy.

Training Procedure

1. Read and sign this form. Schedule a time with NMR Facility Manager for training.
2. Visit the NMR Facility website (<http://nmr.ucsc.edu/HowTos.html>). Read all training files. Print out a copy of the operation instructions and bring them with you to the training session.

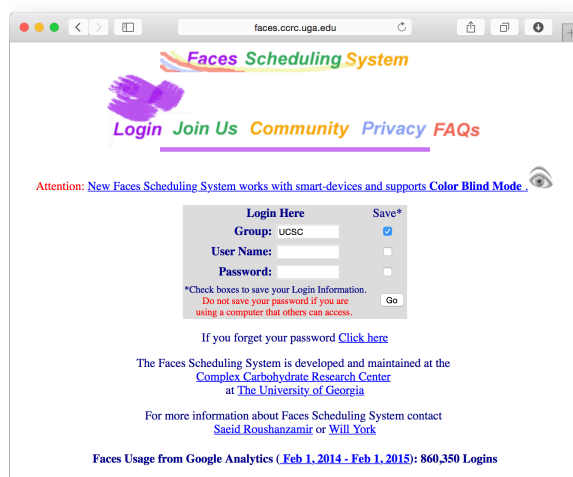
General Rules for NMR Time Reservation

All Users are expected to do the following under ALL circumstances.

1. Use only the instruments for which you are authorized.
2. Sign up for time using the FACES on-line sign up.
3. Remove your sample at the end of your time.
Please leave a note if you are unable to remove the sample at the end of your time.
4. Report any problems and write in the logbook.

Faces On-Line Signup

The faces on-line scheduling program hosted by the Complex Carbohydrate Research Center at the University of Georgia is used for instrument sign-up for all instruments our laboratory. The page is found at <http://faces.ccruc.uga.edu/>



The screenshot shows a web browser window with the address bar displaying "faces.ccruc.uga.edu". The page title is "Faces Scheduling System". Below the title, there are links: "Login", "Join Us", "Community", "Privacy", and "FAQs". A red text message says "Attention: New Faces Scheduling System works with smart-devices and supports Color Blind Mode." Below this is a login form with fields for "Group" (pre-filled with "UCSC"), "User Name", and "Password". There are "Save*" and "Go" buttons. A note below the form says: "*Check boxes to save your Login Information. Do not save your password if you are using a computer that others can access." Below the login form, there is a link "If you forget your password Click here". Further down, it says "The Faces Scheduling System is developed and maintained at the Complex Carbohydrate Research Center at The University of Georgia". At the bottom, it says "For more information about Faces Scheduling System contact Saeid Roushanzami or Will York" and "Faces Usage from Google Analytics (Feb 1, 2014 - Feb 1, 2015): 860,350 Logins".

FACES can be accessed from any computer that has Internet access. The Group is **UCSC**. Individual login and passwords will be set up for users at the initial training sessions. You will only be allowed to sign-up for instruments that you have been trained to use. Please read the news page of the sign-up for instrument status and special instructions for each instruments. All users will be held responsible for following specific instructions found on this news page.

Recharge rates are updated on July 1st and the current rates are as follow:
(Minimum amount of time for each appointment is 30 minutes)

	Partial Assisted M-F 9-5	Unassisted
600 MHz NMR (Plumeria):	\$10.5/hour	\$8.50/hour
500 MHz NMR (Miracle):	\$8.5/hour	\$7.50/hour
500 MHz NMR (NMR500):	\$8.5/hour	\$7.50/hour