Shared Services User Guidelines

ATTENTION USERS: All usage will be tracked through logbook. If a user fails to record logging information at the end of the session, a warning will be issued the first time. Failure to record logging information the second time will result in a suspension of your access to the shared services.

User Expectations

• The user who signs up for the equipment is the only one who has permission to use the requested equipment. You may use instruments that you are qualified to operate independently.

• The times you sign up for will be strictly enforced.

• Access will be granted via card swipe. You may not share student ID or user ID to have access to the facility.

• Any issues with equipment must be reported immediately to Dr. Haejune Kim. (haejune.kim@tamu.edu)

• All reservations must be made before each usage.

• After usage of instrument, clean the work area and keep the doors closed when you leave.

Training Requirements:

• Users must be trained prior using equipment. Training can be requested through Dr. Haejune Kim (haejune.kim@tamu.edu)