iLab - Quick Start Guide for PI's (new lab)

CTG uses iLab to manage your sequencing service orders. In iLab, you and the other members of your group can inquire for project consultation and price quotes and initiate a project from our range of library preparation and sequencing services.

In iLab users are connected to one or more research groups called *Labs*. Each Lab is led by a PI (Principal Investigator), that is your group leader. Your group at Lund University is described as the name of your *PI* followed by "(*LU) Lab"*.

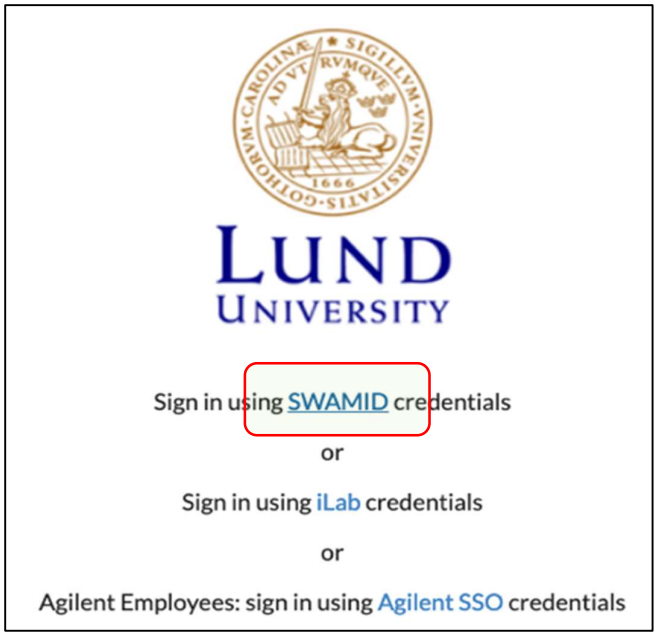
How to get started using iLab

To get started using iLab, you first need to

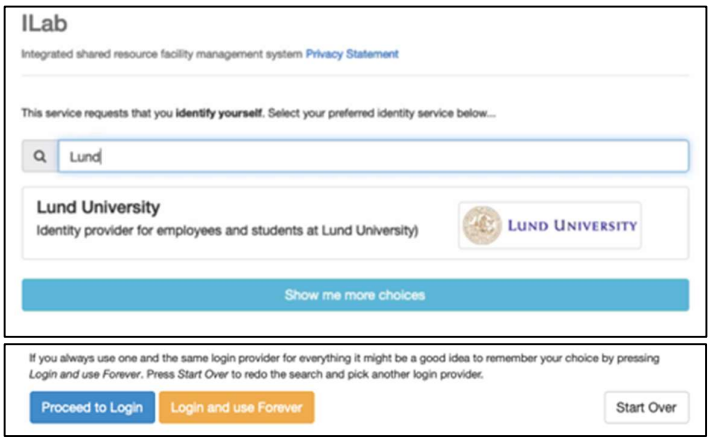
- Activate your account (using your LUCAT id)
- Request (temporary) membership in the "*Admin (LU) lab*"
- CTG can now proceed and generate your group in iLab

1. Go to the iLab Lund University login page at: https://lund.ilab.agilent.com

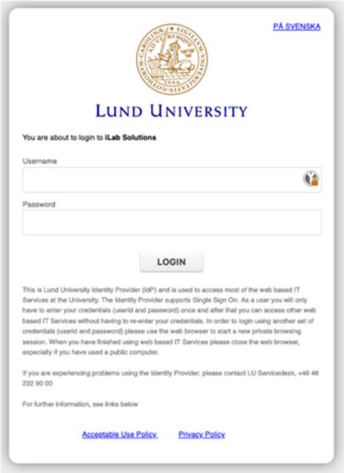
2. Click "Sign *in using SWAMID credentials* "



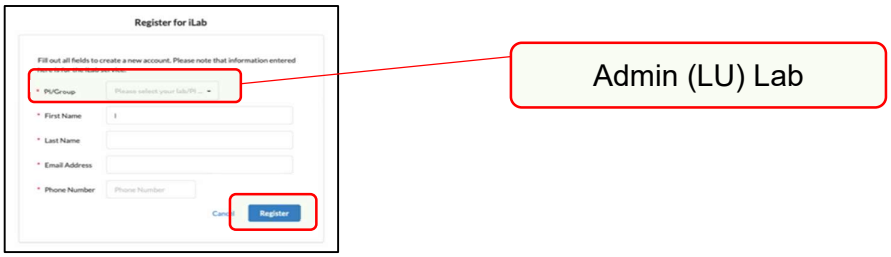
3. The first time you login you need to specify your university. Search for "*Lund University*", select it, and click "*Proceed to Login*".



4. You will now be prompted to provide your LUCAT username and password. Enter your username without *@lu.se* at the end.



5. The first time you log in, you need to populate some personal questions. In the "*PI/Group*" field, please locate the "Admin (LU) Lab". Then click "*Register*" to continue.



6. After this step, please contact us by email. Your account is now activated, and we can proceed with creating your research group profile in iLab. You should receive an email when this process is complete.