Approving your lab member requests for membership in your “iLab”

HOW TO GET STARTED
For Faculty PI’s

CIBR: Center for Innovative Biomedical Resources
Fueling YOUR Research

medschool.umaryland.edu/cibr
You will receive an email like the one below

Follow the first link provided as instructed in the email

From: "no-reply@ilabsolutions.com" <no-reply@ilabsolutions.com>
Date: Thursday, October 22, 2015 at 10:29 AM
To: Margaret McCarthy <mmccarthy@umaryland.edu>
Subject: Christopher Wright is requesting access to McCarthy, Margaret (UM8) Lab in iLab

Christopher Wright would like to become a member of your group, so that they can order services from cores. Please visit the URL below to approve or reject their request.

Instructions
1) Click here: https://cibr.umaryland.edu/about/show_profile/517631?tab=lab_requests_to_join - you will be directed to a page where you should login with your iLab or institution credentials.
2) If you are not re-directed to your lab page, look to the left hand menu for a link called 'my labs' - hover over the link and click on your lab’s name.
3) Look for the 'Access Requests' panel and click 'approve' or 'reject' for each person.

Please contact our support team if you experience any challenges using the system: support@ilabsolutions.com or 617-297-2805.

Best wishes,
iLab Support

email intended for:
Pl(s): mmccarthy@umaryland.edu
Follow the link for internal UMB users

You are about to enter the private network of iLab Solutions, LLC. Unauthorized entry and/or use of this system may subject you to both civil and criminal liability under applicable state and/or federal laws and regulation.

Internal UMB user:
Click [here](#) to login or register using your institute login and password.

Not a UMB user?
Login using iLab credentials

If you don’t have an account, please [register](#) for an iLab account.

Please email support@lab solutions.com if you are experiencing problems with your username and password.

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Use your myUMB ID and password to sign into the iLab portal

UMB Authentication

NOTICE!!!, Coming Next Week, a new login page will be released to provide you the look and feel of other UMB applications!!!

What is the UMID?
The UMID is a common ID that enables you to access many campus applications with the same username and password.

More information about the UMID can be found here.

Forgot Password?
First Time User, Setup Your Password

OneCard Guest Deposits

Notice Concerning Computer Use and Monitoring

This system is for authorized users only. The Maryland Code, Criminal Law Article, §7-302 and §8-606 prohibit unauthorized access to computers and public records. Violation may result in a criminal conviction and imprisonment not exceeding 3 years or a fine not exceeding $1,000 or both. Anyone using this system expressly consents to having their use of the system monitored and recorded by system personnel. If such monitoring reveals possible evidence of criminal activity, system personnel may provide the evidence of such monitoring and recording to law enforcement officials and your account may be deactivated. Use of UMB computers and computing resources must comply with the UMB IT Acceptable Use Policy.
Please select your time zone from the dropdown below and click "Set"

Time Zone: (GMT-05:00) Eastern Time (US & Canada)

Below is the email address that iLab has on file for you to receive notifications.
mmccarthy@umaryland.edu

If you would like to receive notifications to another email, please update the email address below. You can always update this later by clicking on 'my profile' in the upper right.

Note: Your login email will remain unchanged.

New email: [Enter new email]

Set

“CLICK” on Set if this appears
If this is a member of your lab and you would like for this person to be able to place orders for services and/or equipment time with our core facilities please “CLICK” accept
Then select which of your project ID’s (grants) you would like the staff member to be able to use when ordering services and/or equipment time.

That is all that needs to be done at this time!
Things to remember:

• This is a new system so we expect there to be some “speed bumps” and requests for assistance as we implement it
  • For “use of system” questions please contact Tom McHugh tmchugh@som.umaryland.edu or Sanjay Uchil suchil@umaryland.edu

• Note: Your project(s) will not be charged until services had been rendered and then typically only at the end of any given month

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