



UNIVERSITY of MARYLAND
SCHOOL OF MEDICINE

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 <mmccarth@umaryland.edu>

Subject: Christopher Wright is requesting access to McCarthy, Margaret (UMB) 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:

PI(s): mmccarth@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.



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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@ilabsolutions.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



REAL-WORLD THINKING | WORLDWIDE REACH™

HELP ?

UMB Authentication

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

UMID
Password

- [? 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](#).

[UMB](#)

[ASC Helpdesk](#)

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](#).

iLab Organizer :: McCarthy, Margaret (UMB) Lab

ryland.edu/about/show_profile/517631?tab=lab_requests_to_join

HSL Unive...f Maryland Google Scholar University of Maryland University o... of Medicine PubMed home Commons Apple Yahoo! Google Maps YouTube Wikipedia News Popular

iLab Solutions Save money. Save time. Accelerate research.

Search cores and services... Go

McCarthy, Margaret (UMB) Lab

- home
- communications (0)
- core facilities
 - my reservations
 - view requests
 - list all cores
 - invoices
- reporting
- manage groups
 - my labs
 - people search

Membership Requests & Projects Members (1) Budgets Bulletin board (0) Group Settings

Membership Requests

⚠ An Access Request requires approval

Date	Name	Email	Actions
⚠ Oct 22 '15	Christopher Wright	cwig003@umaryland.edu	<input type="checkbox"/> Accept <input type="checkbox"/> Reject

Manage Projects

Click on the check t

Name	10015588
Margaret McCarthy	<input checked="" type="checkbox"/>

Request access t

Disable/Enable P

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.


mmccarth@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:



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

The screenshot shows the iLab Solutions interface for the McCarthy, Margaret (UMB) Lab. The page title is "McCarthy, Margaret (UMB) Lab". The main content area is titled "Membership Requests" and contains a table with one entry for Christopher Wright. The table has columns for Date, Name, Email, and Actions. The Actions column for Christopher Wright has "Accept" and "Reject" buttons. A red arrow points from the text above to the "Accept" button. Below the table, there is a "Manage Projects" section with a table of projects and checkboxes for funding assignments.

Date	Name	Email	Actions
Oct 22 '15	Christopher Wright	cwrig003@umaryland.edu	<input type="button" value="Accept"/> <input type="button" value="Reject"/>

Name	Default Project	10009481	10009519	10009840	10013773	10015340	10015588
Margaret McCarthy	None	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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cibcumaryland.edu | [privacy policy \(pdf\)](#) | [security policy](#)

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!

Lab Solutions
Save money. Save time. Accelerate research.

McCarthy, Margaret (UMB) Lab

Membership Requests & Projects | Members (1) | Budgets | Bulletin board (0) | Group Settings

Membership Requests

Join request accepted. Make sure you assign Projects available to Christopher Wright and click 'Save'

Date	Name	Email	Actions

Manage Projects

Click on the check boxes to change funding assignments in real time. A green highlight indicates a saved change.

Name	Default Project	10009481	10009519	10009840	10013773	10015340	10015588
Margaret McCarthy	None	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Christopher Wright	None	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Request access to additional Projects

Disable/Enable Projects

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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