



Introduction to ILab

Zachry Common Labs

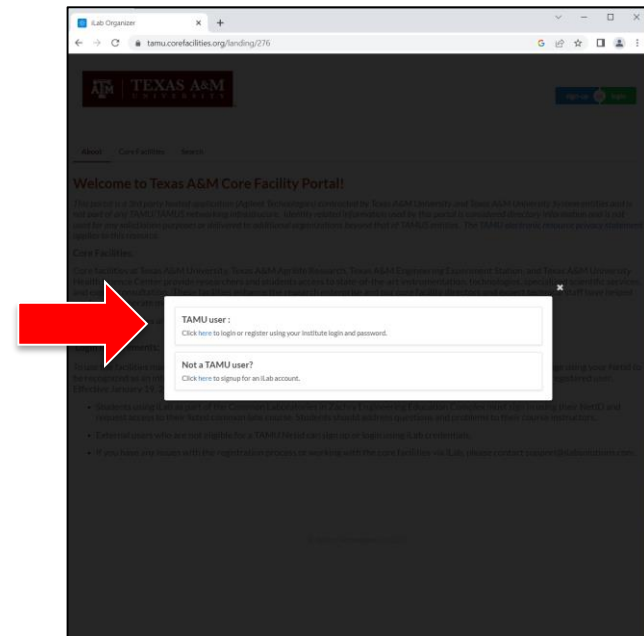
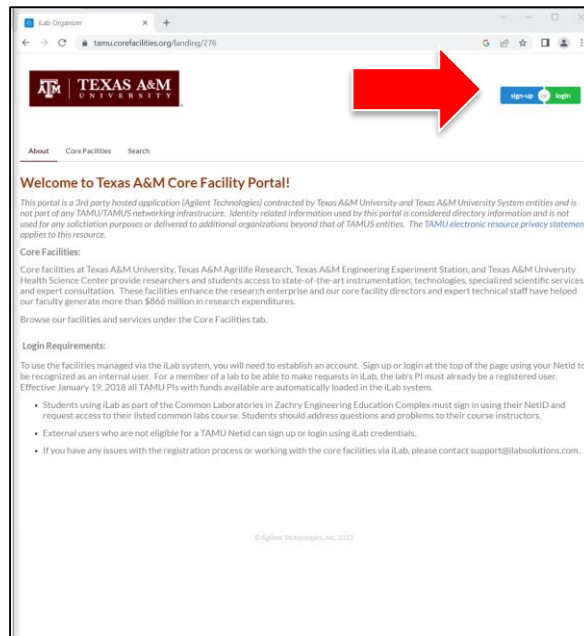


Setting Up an ILab Account

Setting Up Your ILab Account

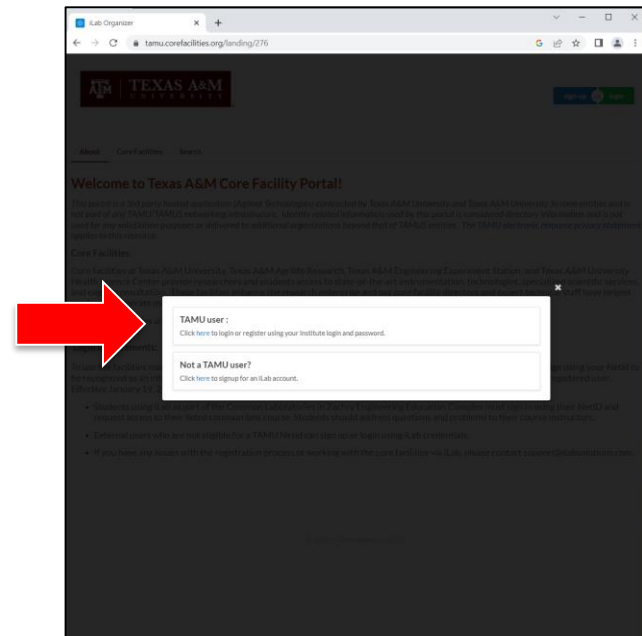
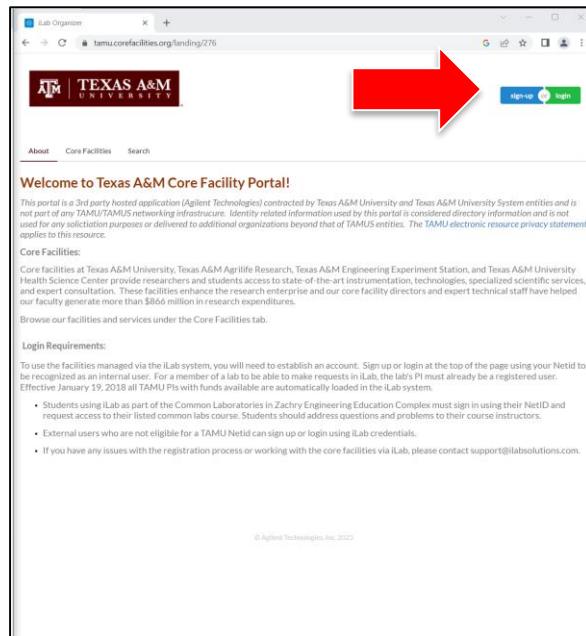
Before setting up a new account, try logging in with your TAMU credentials. Most ILab accounts are automatically generated at the start of the semester. If you have an account, proceed to section “requesting group access” if you are not in your group, or “making a reservation”.

To check, go to <https://tamu.corefacilities.org/> and click on the blue “login” at the top of the screen. Then, sign-in as a “TAMU User.” If you do not have an account, proceed to the next step.



Setting Up Your ILab Account

Go to <https://tamu.corefacilities.org/> and click on the blue “Sign-up” at the top of the screen. Then, sign-in as a “TAMU User.”



Setting Up Your ILab Account

From this page, select the group that matches the class you are enrolled in. Pick the simplest name that matches your class, then fill out the rest of the form. (i.e. **select “ECEN 248”**; NOT “ECEN 248: Pi Zach (TAMU) Lab”

***Make sure to use your TAMU email address for your account.**

Click **“Register.”**

tamu.corefacilities.org/account/tamu_registration

Already have an account? [Sign In](#) [English](#)

Register for iLab

Fill out all fields to create a new account. Please note that information entered here is for the iLab service.

* PI/Group

* First Name

* Last Name

* Email Address

Phone Number

[Cancel](#) [Register](#)

If you do not see your PI listed in the drop-down please email ilab-reg@tamu.edu to request they be added to iLab. You must provide your PI's UIN and NetID. Once the PI is added to iLab, you can then register for an account.

Agilent and the institutions who use Agilent's CrossLab products ("the services") collect personal data from you in order to create a user account and to register you as an authorized user of the services provided by Agilent and the institutions.

To create an account, you must provide your name and email address(es), as well as billing address if required.

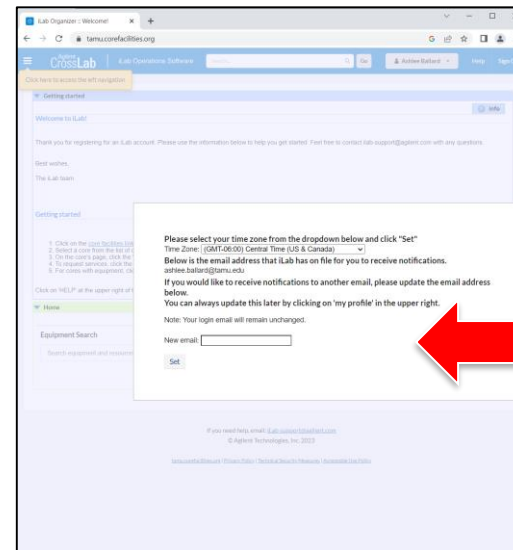
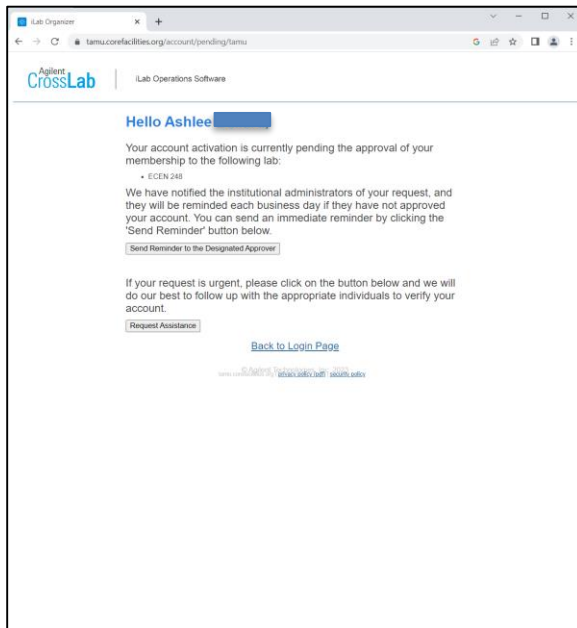
We will also collect and store details of your usage by collecting log files.

Agilent collects this personal data for the legitimate purpose of enabling the institutions to provide you with the services and will share your data with the institutions you access.

For further details on how we treat your personal data and how you can exercise your data subject rights please view our [privacy policy](#)

Setting Up Your ILab Account

Now wait for approval from a manager to be added to a group. If you have sent your request and it has not been accepted, you can email info-zachCL@tamu.edu or inform lab staff in person.



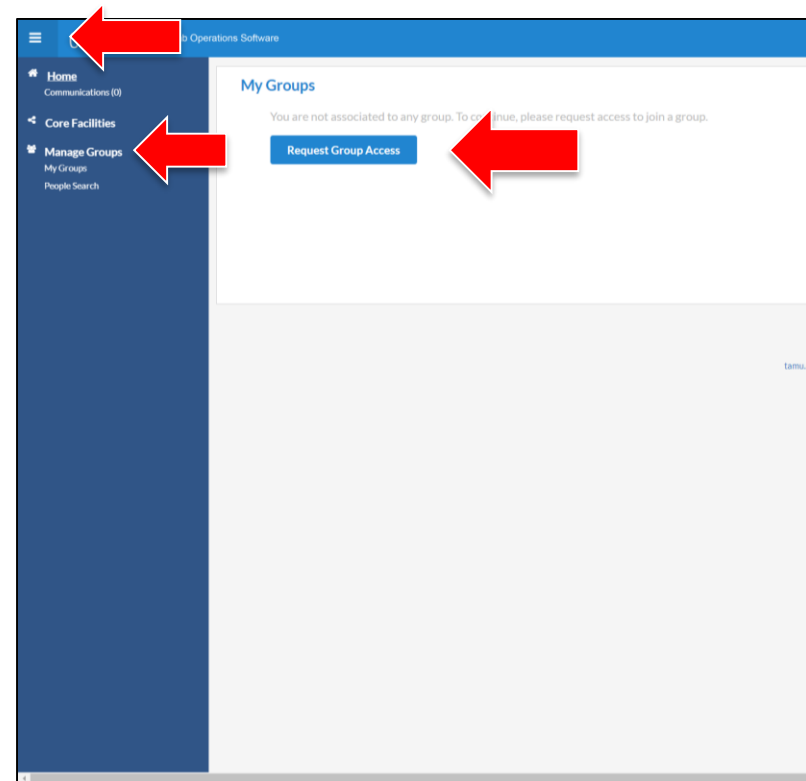
*If you get this pop-up when you get into your new account, select your time zone and click "Set."



Requesting Group Access

Requesting Group Access

If you did not get into a group when making your ILab account, or if you need added to a new group, you can request access by clicking on the lines at the top-left, clicking “**Manage Groups**” and then clicking on the blue “**Request Group Access**” button.



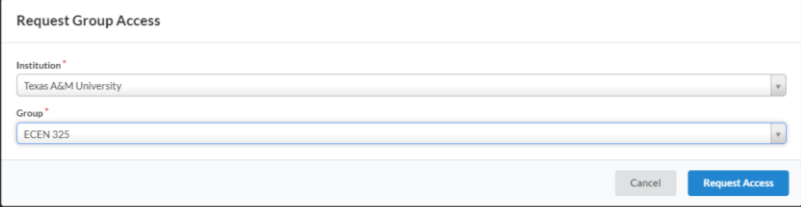
Requesting Group Access

You will get a pop-up that looks like this.

For Institution*:
“Texas A&M University”

For Group*:
Please select the department and course you are enrolled in (ex. “ECEN 325” or “ECEN 248”)

Click “Request Access.”

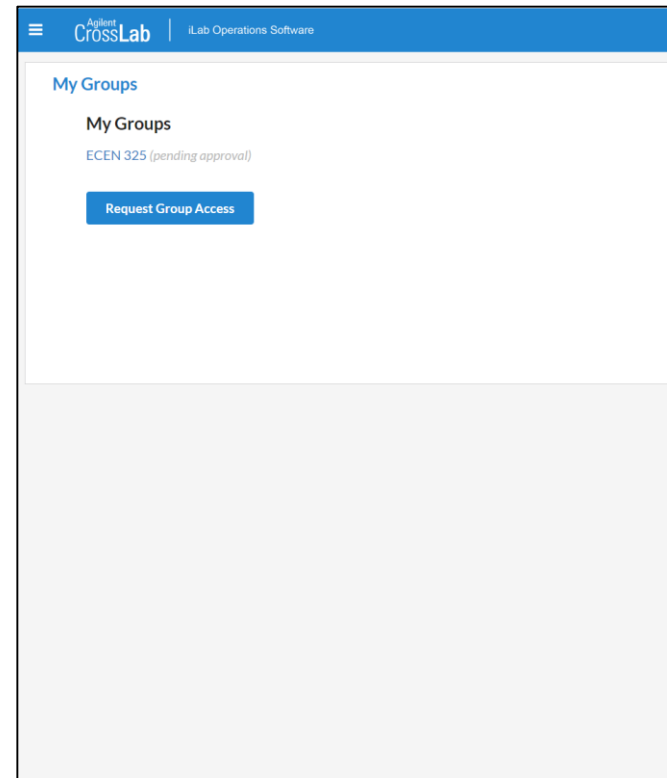


The screenshot shows a web form titled "Request Group Access". It contains two dropdown menus. The first dropdown is labeled "Institution*" and has "Texas A&M University" selected. The second dropdown is labeled "Group*" and has "ECEN 325" selected. At the bottom right of the form, there are two buttons: a grey "Cancel" button and a blue "Request Access" button.

Requesting Group Access

Now you should see “**Pending approval**” next to your group.

Wait for approval from a manager to be added to a group. If you have sent your request and it has not been accepted, you can email info-zachCL@tamu.edu or inform lab staff in person.





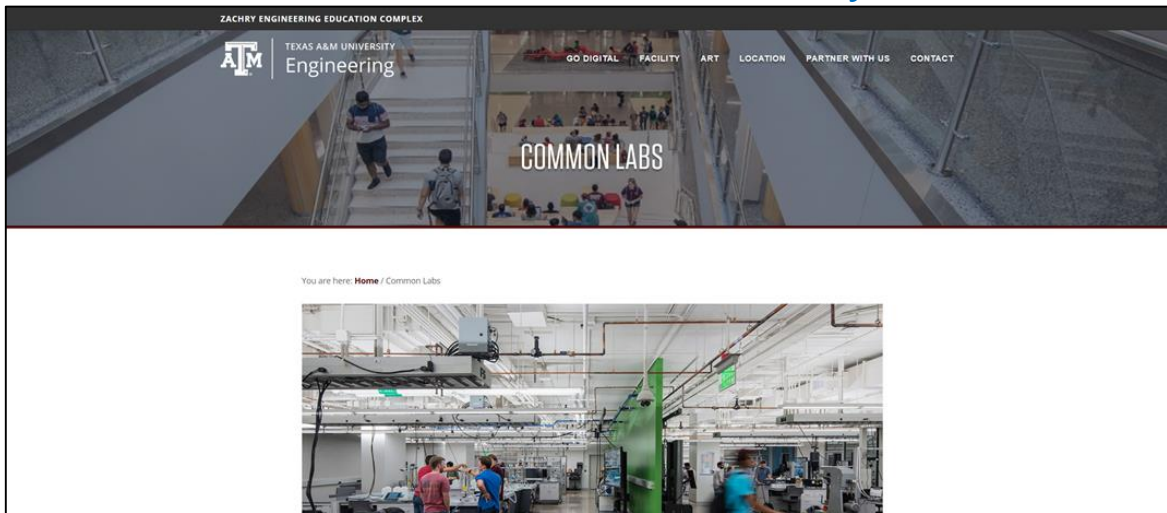
Making a Reservation

Making a Reservation

Go to <https://zachry.tamu.edu/common-labs/>

Then, scroll down until you see the lab space you are trying to reserve in.

*All 3rd Floor Student Access reservations can be made by selecting “[Electrical Measurements Laboratory](#)” towards the bottom of the screen.



This screenshot shows a list of laboratories. The 'Third Floor:' section is highlighted, and a red arrow points to the 'Electrical Measurements Laboratory' link. Below the list is a 'CONTACT' section with the email 'info-ZACHCL@tamu.edu' and a dark red button labeled 'Engineering Lab Contacts'.

- Valero High Bay Lab

Second Floor:

- Dow Controls Laboratory
- Schneider Cyber-Physical Laboratory
- Shell Transport Phenomena Laboratory

Third Floor:

- [Electrical Measurements Laboratory](#)
- Electrical Sciences Laboratory
- Emerson Advanced Automation Laboratory

CONTACT

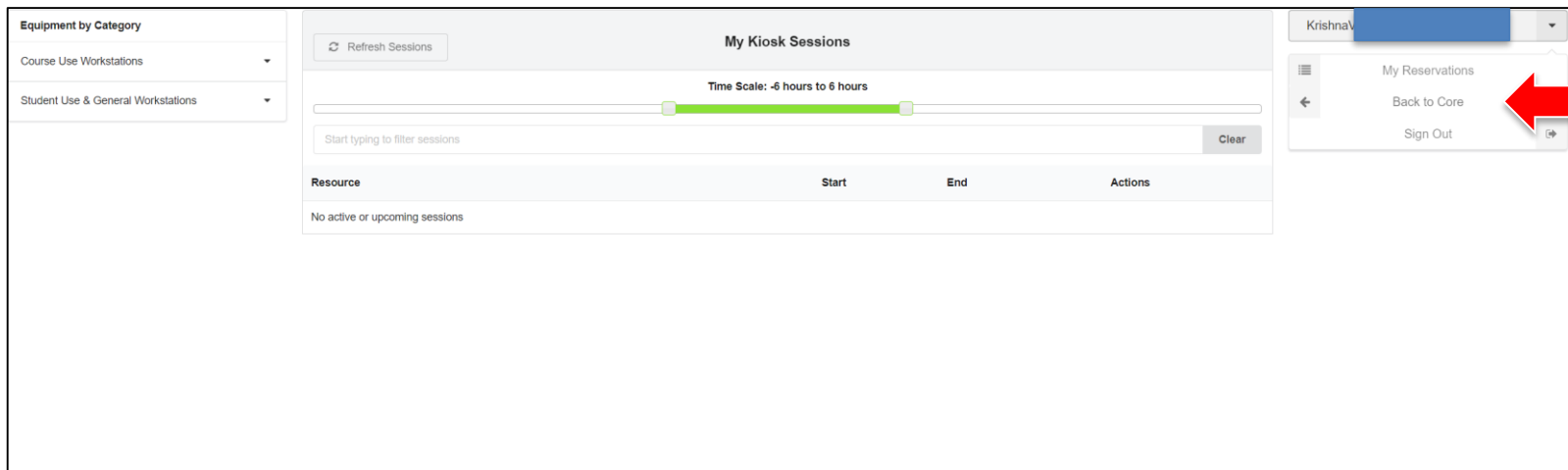
General inquiries: info-ZACHCL@tamu.edu

Engineering Lab Contacts

Making a Reservation

After you log in with your TAMU credentials, you will be taken to the My Kiosk page.

Click the drop arrow at the top-right of the screen and select “**Back to Core**.”



The screenshot shows the 'My Kiosk Sessions' interface. On the left, there are filters for 'Equipment by Category' with options for 'Course Use Workstations' and 'Student Use & General Workstations'. The main area features a 'Refresh Sessions' button, a 'Time Scale: -6 hours to 6 hours' slider, and a search bar with a 'Clear' button. Below this is a table with columns for 'Resource', 'Start', 'End', and 'Actions', which currently displays 'No active or upcoming sessions'. On the right, a user profile for 'KrishnaV' is visible with a dropdown arrow. The dropdown menu is open, showing 'My Reservations', 'Back to Core', and 'Sign Out'. Two red arrows point to the dropdown arrow and the 'Back to Core' option.

*This is the same page you will come to for checking-in for your reservation when it is time.

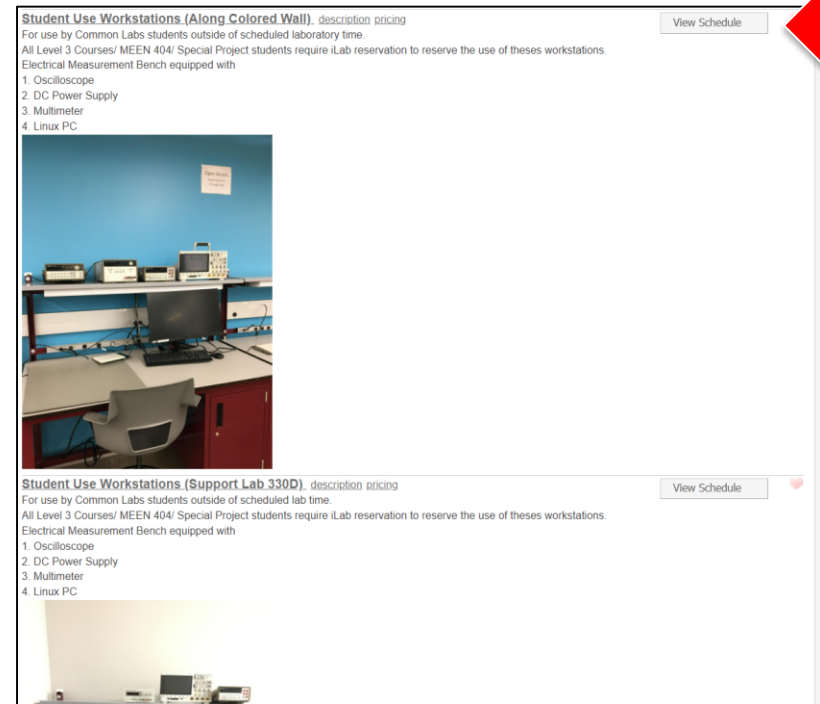
Making a Reservation

For students coming in outside of their lab time:

Click on the drop down arrow for “[Student Use & General Access](#)” This should pull up a few options.

“[Student Use Workstations \(Along Colored Wall\)](#)” and “[Student Use Stations \(Support Lab 330D\)](#)” will both have a Linux computer, an Oscilloscope, a DC Power Supply, a Multimeter, and a Waveform Generator.

To make a reservation for either of these rooms, select “[View Schedule](#)” on the right side of the page to see all workstations and their availability in that location.



The screenshot displays two reservation options for student use workstations. Each option includes a title, a description, a list of equipment, and a 'View Schedule' button. A red arrow points to the 'View Schedule' button for the first option.


Student Use Workstations (Along Colored Wall) description pricing [View Schedule](#)

For use by Common Labs students outside of scheduled laboratory time.

All Level 3 Courses/ MEEN 404/ Special Project students require iLab reservation to reserve the use of these workstations.

Electrical Measurement Bench equipped with

1. Oscilloscope
2. DC Power Supply
3. Multimeter
4. Linux PC




Student Use Workstations (Support Lab 330D) description pricing [View Schedule](#)

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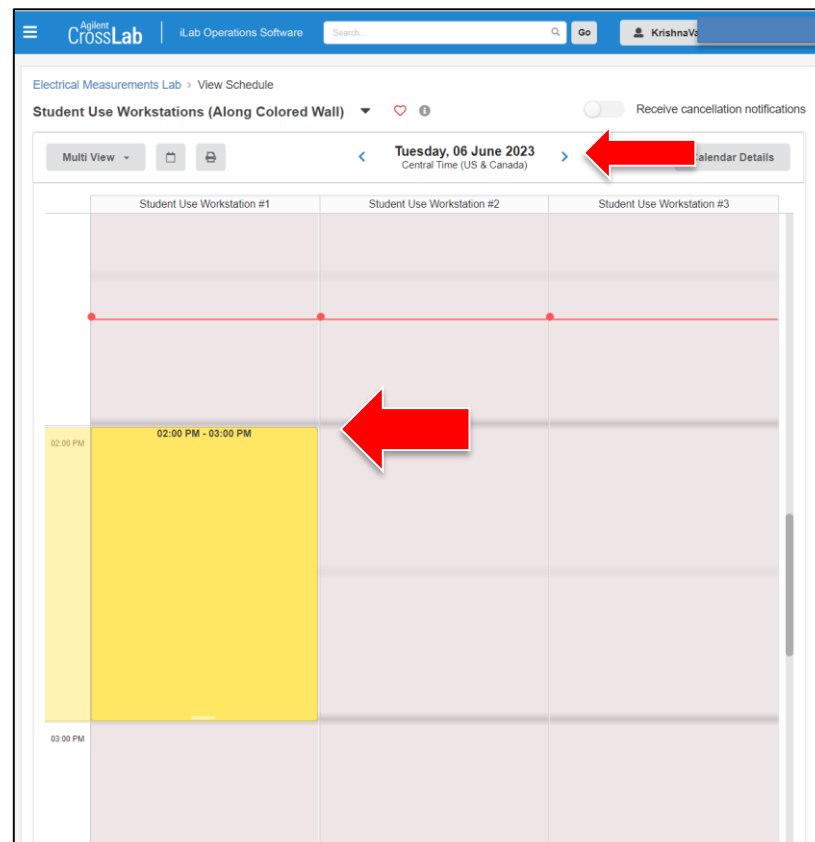


Making a Reservation

Find an open time slot at any of the workstations.

Click-and-drag from the top of the time you would like to make your reservation.

*If you are on mobile or your device will not let you drag down on the reservation, the next screen will let you adjust the time.



*You can make reservations ahead of time by using these arrows at the top of the page to switch to another day.

Making a Reservation

From this screen you can adjust the details of your reservation. You should not need to make any changes unless you need to adjust the time of the reservation. You can do this by clicking on the **pencil** icon. When you are done, you can click “**Save Reservation**” at the bottom of the screen.

*Note: If you click on the pencil to change the time, you will be prompted to save your changes. This will **only** save the time changes. You **must** still click “**Save Reservation**” at the bottom of the screen.

The screenshot shows a reservation management interface with the following sections:

- General** (selected), Comments, Contacts
- Reservation details** (Unsaved reservation - click save reservation) | **Required forms**
- For: Student Use Workstation #1 - Open Access Workstations \$0.00/hr (All Customers) - My Reservation
- Lab: [ECEN 325](#)
- Created on: June 06, 2023 13:37
- Specify the required resource: Student Use Workstation #1
- Event Notes: (note visible to any)
- Copy notes to the charge and display on the invoice
- Times**
- Scheduled: Jun 06 2023 02:00 PM - Jun 06 2023 03:00 PM (pencil icon)
- This event can be modified or deleted before 02:00 PM CDT on Jun 06, 2023
- Repeating event**
- Enabled
- Use and cost of reservation**

Duration	Effective Rate	Amount	Use Type
1.0 hours	\$0.00	= \$0.00	Open Access Workstations Base Rate
1.0 hours	Total Cost	\$0.00	Internal

► Pricing Details

- Payment information**
- Save Reservation (pencil icon) | Cancel Changes (warning icon)
- Delete Reservation (X icon)

Two red arrows point to the pencil icon in the 'Times' section and the 'Save Reservation' button at the bottom left.

Making a Reservation

When it is time for your reservation, [you must check-in on ILab.](#)

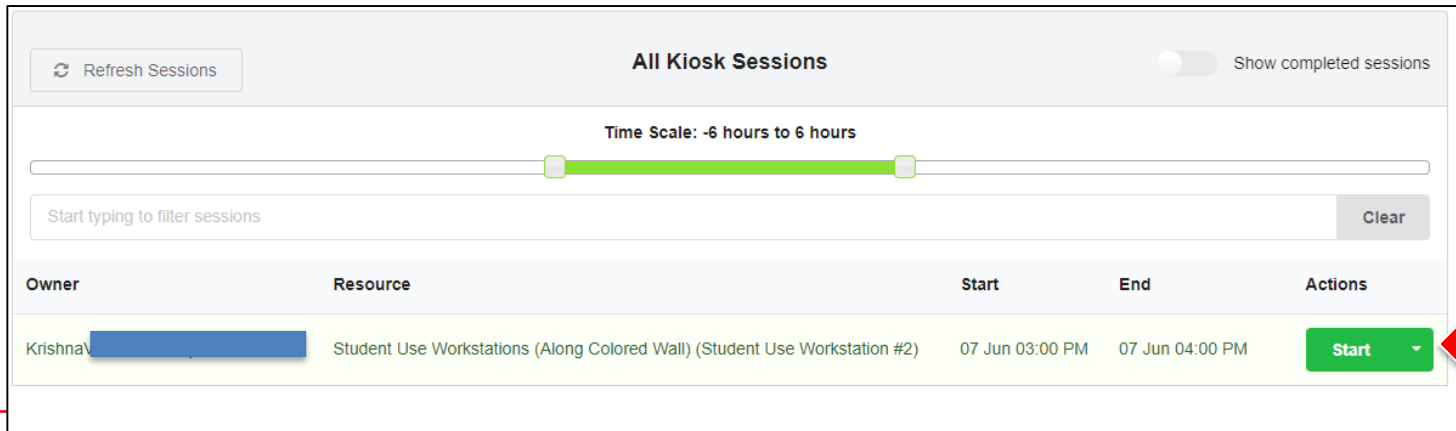
Log on the same way you would to make a new reservation at <https://zachry.tamu.edu/common-labs/>. Scroll down and click on “[Electrical Measurements Laboratory.](#)”

On the day of your reservation, it will show up on this first screen. When it is time for your reservation, you will have the option to press “[Start](#)” on the right side of the screen.

Start your reservation within **15 minutes** of the start time. **Failure to do so will result in an automatic cancelation of the reservation as a “No-Show” and your reservation will no longer be valid.**

*If it is not yet time for your reservation, there will be a button that says “[Details](#)” instead of “[Start](#).” Wait for your scheduled appointment time.

*If you are late and it no longer says “[Start](#)”, you will need a new reservation.



The screenshot displays the 'All Kiosk Sessions' interface. At the top, there is a 'Refresh Sessions' button and a toggle for 'Show completed sessions'. Below this is a 'Time Scale: -6 hours to 6 hours' slider. A search bar with the placeholder 'Start typing to filter sessions' and a 'Clear' button is present. The main content is a table with the following columns: Owner, Resource, Start, End, and Actions. A red arrow points to the 'Start' button in the Actions column for the first row.

Owner	Resource	Start	End	Actions
KrishnaV [redacted]	Student Use Workstations (Along Colored Wall) (Student Use Workstation #2)	07 Jun 03:00 PM	07 Jun 04:00 PM	Start