

Slot Booking

<http://www.online.ncpre.iitb.ac.in/slotbooking/index.php>

Version – 2.0



National Centre for Photovoltaic Research and Education

<http://www.ncpre.iitb.ac.in/>

IIT Bombay

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How to register?

(Note: The fields marked with * are mandatory)

- Enter <http://www.online.ncpre.iitb.ac.in/slotbooking/index.php> in the url.
- On the left side, click on Register.
- The registration form opens.
- Read the instructions mentioned at the top of the form.
- Fill the details in the form.
- Submit the form.
- After the form is submitted by user, the request is sent to Guide for approval.
- When Guide approves the request, it is sent to the Administrator (Ms. Diksha ma'am) for approval.
- After the administrator approves the request, the mail is sent to requestor for successful registration.

Monday 18th of



NCPRE
NATIONAL CENTRE FOR PHOTOVOLTAIC RESEARCH AND EDUCATION (NCPRE)
राष्ट्रीय प्रकाश वोल्टीय अनुसंधान एवं शिक्षा केन्द्र
-Supported by Ministry of New and Renewable Energy, Government of India

SLOT BOOKING

[Log in](#)
[Register](#)
[Forgot password](#)
[Help](#)

All fields marked with * are mandatory

If Your Guide is not listed here please ask him/her to Register.
Once you get registered, Your guide and then the Admin(Diksha) has to approve you. You can login after you get a mail of approval.

* Positions :

* Email address (this will be your login) :

* First Name :

* Last Name :

* Rollno/Emp code :

* Date of Birth :

* Department :

* Supervisor :


Co-supervisor :

* Project Id (First) :

* Mobile : +91

* Password :


* Re-Enter Password :

* Validation code:  Enter the code above here :

Can't read the image? click here to refresh.


How to login?

- Enter email address as username.
- Enter password.
- Click on Login.



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Monday 18th of September 2017 10:44:52 AM



IIT Bombay


SLOT BOOKING

[Log in](#)
[Register](#)
[Forgot password](#)
[Help](#)

Login

Password

Validation code




Enter the code above here :

Can't read the image? click [here](#) to refresh.

Submit

In case of any issue call to Priyanka of IT team on 4419/ Diksha Madam- 4475

**Announcements**



How to become authorized user for a particular tool?

- Contact system owner of that tool and request him to grant you authorization.
- System Owner will make you authorized user for that system.
- Once you are an authorized user, you can book slot for that tool.

How to book a slot?

- After login, Click on My Bookings.

The screenshot shows the FESEM booking interface. At the top, there is a header with the NCPRE logo, a left arrow, the text "FESEM 29/10/2017 - 04/11/2017", a right arrow, and a "Jump To Date" field. Below the header, there is a "Select Resource" dropdown menu set to "FESEM". To the right of the dropdown are three tabs: "My Past Reservations", "My Reservations", and "Activated Blackout". The main part of the interface is a calendar grid with columns for dates from 29/10/2017 to 04/11/2017 and rows for times from 00:00 to 13:30. A sidebar on the left contains a list of tools: "Welcome Priyanka Bhole", "Logout", "31-10-2017 17:32:31", "Bookings", "My Bookings", "All Bookings", "Cancelled Bookings", "My Devices", "Reports", "Profile", "Management", "Statistics", "Help", and "Process Documents".

- On top of page you can see a list of names of the tools. Select a tool which you wish to book.
- On top of the page you will find these arrows:  
- You can use these arrows to select a date in previous or Next week. You can also click on Jump to Date to select a particular date.
- Select the column corresponding to the date you wish to book your slot on. Left click with your mouse on the box corresponding to your time for slot booking.

This screenshot shows the same FESEM booking interface as the previous one, but with the "Details of Reservation" modal open. The modal contains the following information:

- User Name: Priyanka Bhole
- Equipment Name: FESEM
- Equipment Location: NCPRE FSEM lab Hill side, near power house
- Start Date: 02/11/2017, Start Time: 08:30, End Date: 02/11/2017, End Time: 09:00
- Reservation Type: ☒ Self Reservation, ☐ Invited User, ☐ Blackout
- Self Reservation section:
 - Select Supervisor Name*: Select Supervisor Name
 - Select Project Code*: Select Project Code
- Summary*

 The background calendar grid is still visible, showing the same date and time slots.

- It will open the Reservation window.
- Select start and end time of booking of slot.
(Note: End time should be more than the start time of the slot)
- Select “Self-Reservation” option.
- Select your supervisors name —————> Select project
- Write the summary and click on submit. Your booked slot will show up on the module.

What is invited user?

- Invited users are those users who are not authorized on tool.
- Authorized user of the equipment can invite other user who is registered for slot booking.
- Authorized user while booking slot for that equipment can select name of registered user to whom he / she want to invite.
- That invited user can activate slot booked by authorized user, who has invited him for that respected slot.

How to book a slot for invited user?

- Logon to slot booking module.
- Open Reservation window.
- Select start date and time and end date and time.
- Click on Invited User option.
- Select name of user to invite from dropdown.
- Select the corresponding Request Id from Equipment Usage request management system.
- Select Invited User's Supervisor Name (Pl check the correct name from the approval mail.)
- Select corresponding project code (Pl check the correct project code from the approval mail.)
- Write Summary of the experiment to be conducted or any other details related to experiment (Refer to the approval mail for the same).
- Click on Submit.
- The slot for Invited User gets booked.
- Mail will be sent to the user invited for the slot
- The slot will show up in the name of the invited user.
- The invited user can activate the slot. The usual rules for activation, deactivation, and cancellation of slots apply here too.
- If the slot is cancelled by the person booking the slot or by the invited user or the slot gets automatically cancelled, the approval process needs to be followed again to book a slot.

The screenshot displays the NCPRE slot booking interface. At the top, the user is logged in as Priyanka Bhole. The main area shows a calendar for 29/10/2017 (Sunday) and 30/10/2017 (Monday). A reservation form is open, titled "Details of Reservation". It shows the user name as Priyanka Bhole, equipment name as FESEM, and equipment location as NCPRE FSEM lab Hill side, near power house. The reservation is for an invited user, with the invited user name set to Priyanka Bhole. The start date is 03/11/2017, start time is 07:00, end date is 03/11/2017, and end time is 07:30. The reservation is for an invited user, not a self-reservation or blackout. The summary section is empty.

Time	29/10/2017 Sunday	30/10/2017 Monday
00:00		
00:30		
01:00		
01:30		
02:00		
02:30		
03:00		
03:30		
04:00		
04:30		
05:00		
05:30		
06:00		
06:30		
07:00		
07:30		
08:00		
08:30		
09:00		
09:30		
10:00		
10:30		
11:00		
11:30		
12:00		
12:30		
13:00		
13:30		
14:00		
14:30		
15:00		

What is activation of a slot?

Every tool has a certain activation time window of 10-15 minutes which means 10-15 mins before the start of slot to 10-15 minutes after the start of slot. The user needs to be in the lab where the tool is and activate the slot from specified machines in the lab. This is to ensure that the user is there in time to use his slot. If the slot is not activated within the activation time window, the slot is automatically cancelled. This is a violation.

For ex:-

If a user has a slot from 11-12 am and activation time is 15 mins then the activation time window for him on that tool is 10:45 – 11:15 am. To activate, right click on slot and click on activate.

How to activate the slot?

- To use a tool it is necessary to activate the slot.
- The booked slot appears with user's name on slot booking.
- Right click on your booked slot → Click Activate

08:30	V.S Raju Mandapati						
08:45							
09:00							
09:15							
09:30	V.S Raju Mandapati						
09:45							
10:00							
10:15							
10:30							
10:45							
11:00							
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16:30							
16:45							
17:00							
17:15							
17:30							
17:45							
18:00							
18:15							
18:30							

How to deactivate an activated slot?

- Slot can be deactivated only if it has been activated.
- After completing the process on the tool, deactivate the slot.
- If activation and then deactivation is done before start time of slot is a violation.
- If a slot is not deactivated by the user, the slot gets deactivated automatically.

To deactivate the slot

- Right click on your booked slot → Click Deactivate

03:00							
03:30							
04:00							
04:30							
05:00							
05:30							
06:00							
06:30							
07:00							
07:30							
08:00							
08:30							
09:00							
09:30			Anuradha Tewari				
10:00		Kartikey Thakar					
10:30							
11:00							
11:30							
12:00				Vishwas Goel			
12:30							
13:00							
13:30							
14:00		Kankona Roy	DIVYA PRIYADARSHANI	Smita Wangikar	Abhilash Jyoti Singh		
14:30							
15:00					Deactivate		
15:30					Logbook		
16:00			Priya Shrivastava		Email		
16:30		Aswani Yella		vijay tripathi	Report Error		
17:00					Feedback		
17:30							
18:00							
18:30							
19:00							
19:30							

How to report an error?

- Right click on your respective slot in My Bookings.
- Click on Report Error.
- It will open new window.
- Enter your error in given textbox.
- Click on Submit.

03:00							
03:30							
04:00							
04:30							
05:00							
05:30							
06:00							
06:30							
07:00							
07:30							
08:00							
08:30							
09:00							
09:30			Anuradha Tewari				
10:00		Kartikey Thakar					
10:30							
11:00							
11:30							
12:00				Vishwas Goel			
12:30							
13:00							
13:30							
14:00		Kankona Roy	DIVYA PRIYADARSHANI	Smita Wangikar	Akhilender Teot Singh		
14:30							
15:00					Deactivate		
15:30					Logbook		
16:00			Priya Shrivastava		Email		
16:30		Aswani Yella		vijay tripathi	Report Error		
17:00					Feedback		
17:30							
18:00							
18:30							
19:00							
19:30							
20:00							
20:30							
21:00							

How to give feedback on your slot?

- Right click on your respective slot in My Bookings.
- Click on Feedback.
- It will open a new window.
- Enter your feedback in the given textbox.
- Click on Submit.

03:00							
03:30							
04:00							
04:30							
05:00							
05:30							
06:00							
06:30							
07:00							
07:30							
08:00							
08:30							
09:00							
09:30			Anuradha Tewari				
10:00		Kartikey Thakar					
10:30							
11:00							
11:30							
12:00							
12:30				Vishwas Goel			
13:00							
13:30							
14:00		Kankona Roy	DIVYA PRIYADARSHANI	Smita Wangikar	Akhilender Teot Singh		
14:30							
15:00					Deactivate		
15:30					Logbook		
16:00			Priya Shrivastava		Email		
16:30		Aswani Yella		vijay tripathi	Report Error		
17:00					Feedback		
17:30							
18:00							
18:30							
19:00							
19:30							
20:00							
20:30							

How to cancel a slot?

- A booked slot can be cancelled before the start time of the slot.
- Slot cannot be cancelled after activating the slot.
- On cancelling a slot user has to give the reason for cancelling a slot.
- A mail is sent to all authorized users of the tool about the cancelling a slot and the slot is available for use

To cancel the slot

- Right click on booked slot → Click Cancel

The screenshot displays a slot booking interface with a grid of time slots (03:00 to 20:00) and user names. A modal window titled "SLOT CANCELLATION" is overlaid on the grid. The modal contains a "Cancellation Reason :" label, a text input field, and a "Submit" button. The background grid shows various slots booked by users like Akhilender Jeet Singh, Mihir Kumar Jha, Ajit Kumar, vijay tripathi, Priya Shrivastava, and Aswani Yella. The 15:00 slot is highlighted in blue.

Can a slot be extended before the start time?

- If user comes before his scheduled time of slot and finds that tool available for use and no other slot before his slot is there, then, he can activate his slot from that time also.
- User has a slot --11:00 – 12:00 am. If he finds the tool available for use from 10:00 am, so he can activate his slot from 10:00 am. His time would be counted from 10:00 am. A message will be shown “You are trying to activate the slot early and your slot will be extended”.

How to fill online logbook?


- The online logbook has to be filled by authorized users.
- Logbook option appears after user activates the slot.
- The logbook entries can be made after slot activation till 48 hours after slot end.
- After 48 hours users will be unable to fill/edit the logbook entries.

To fill logbook entries

- Right click on activated/past slot(if the time is less than 48 hours of slot end time) Click on Logbook
- The logbook form window opens.
- Fill in all the fields.
- Click Save.
- Logbook entries get saved.
- The logbook entries can be edited till 48 hours after slot end.
- Below the form last 10 logbook entries are shown.

03:00							
03:30							
04:00							
04:30							
05:00							
05:30							
06:00							
06:30							
07:00							
07:30							
08:00							
08:30							
09:00							
09:30			Anuradha Tewari				
10:00		Kartikey Thakar					
10:30							
11:00							
11:30							
12:00				Vishwas Goel			
12:30							
13:00							
13:30		Kankona Roy	DIVYA PRIYADARSHANI	Smita Wangikar			
14:00							
14:30							
15:00							
15:30							
16:00			Priya Shrivastava				
16:30		Aswani Yella					
17:00				vijay tripathi			
17:30							
18:00							
18:30							
19:00							
19:30							
20:00							
20:30							
21:00							
21:30							
22:00							
22:30							

FESEM

 The logbook entries can be made after slot activation till 48 hours after slot end.

Baseline Run ☐ Yes ☒ No

Type Of Deposition

Substrate Used

SiH4 Sccm

Ar Sccm

H2 Sccm

N2O Sccm

N2 Sccm

NH3 Sccm

Temp (degree Centigrade)

Time Min Sec

Pressure MT

RF Power Watt

ICPRF Power Watt

Substrate Holder Used

Feedback (RI Thickness Other)

Remarks

Logbook entries found for this slot : 0

What is Blackout for a tool?

- If the tool is under maintenance and we don't want to give access to users for reservation of tool, the tool is set as blackout for that time period.
- By setting blackout time user is prohibited from making reservations on the tool.

How to set a blackout for a tool?

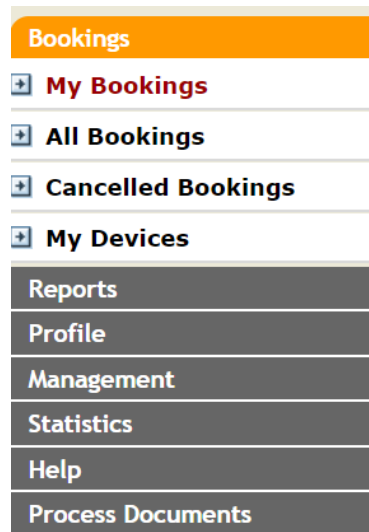
(Note: Only admin and system owner can set blackout)

- Click on **Bookings** —————> **My Bookings**
- Select a tool from Resource Drop Down menu.
- Click on the day and time for which you want to set Blackout timing for the tool.
- The Reservation window will open.
- Select Start time and End time.
- Select “Blackout” option (Radio Button)
- Enter summary
- Click Submit
- An auto generated mail will be sent to all users regarding the marking of blackout timings for the tool.


The screenshot displays the NCPRE FESEM reservation system interface. At the top, the user is logged in as Priyanka Bhole. The main navigation menu on the left includes Bookings, My Bookings, All Bookings, Cancelled Bookings, My Devices, Reports, Profile, Management, Statistics, Help, and Process Documents. The central area shows a calendar for the week of 29/10/2017 to 04/11/2017. A modal window titled 'Details of Reservation' is open, showing the reservation details for the selected date and time. The 'Blackout' option is selected, and a summary field is provided for the user to enter a reason for the blackout. The 'submit' button is visible at the bottom of the modal.

Time	29/10/2017 Sunday	30/10/2017 Monday	31/10/2017 Tuesday	01/11/2017 Wednesday	02/11/2017 Thursday	03/11/2017 Friday	04/11/2017 Saturday
00:00							
00:30							
01:00							
01:30							
02:00							
02:30							
03:00							
03:30							
04:00							
04:30							
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11:00							
11:30							
12:00							
12:30							
13:00							
13:30							
14:00							
14:30							
15:00							


How to view Bookings?



My Bookings

- On the left panel —————> Click **My Bookings** under **Bookings** menu.
- Select your resource name from drop down.
- You can see only the slots booked by you for that particular tool.
- You can use arrow for previous and next week  or use jump to date.

All Bookings


- On the left panel —————> Click **My Bookings** under **Bookings** menu.
- Select your resource name from drop down.
- You can see all slots booked by all users for that tool
- You can use arrow for previous and next week  or use jump to date.

What is allowed break time?

- Every tool has an inactivity period, marked in number of days.
- For example, suppose the inactivity period for a tool is 100 days, which means if you have not used the tool for 100 days or more, it is assumed that you need to take permission from system owner again to use the tool and your authorization for the tool is automatically cancelled.

How to view the error reports?

- On the left panel —————> Click on **Errors** under **Reports** menu.
- The list of error reports is displayed. It is a list of errors that are reported by users that occurred on tool while performing experiments.
- To see tool wise—————>select tool name—————>Select start and end date
Click Search.



Welcome Priyanka Bhole
Logout
01-11-2017 10:16:08

Bookings

Reports

Errors

Logbook

Profile

Management

Statistics

Help

Process Documents

Select Machine
All Resources
Fume Hood
2 Inch Phosphorus Diffusion,oxidation Furnace


Select From Date
Select To Date

Search

Error Report

User Name	Email Id	Machine Name	Date	Error Details
Ashok Kumar Sharma	anamics.ak@iitb.ac.in	Sensovation Camera (For EL & PL on Solar Cells)	09/10/2017	typos error

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Welcome Priyanka Bhole

[Logout](#)

01-11-2017 10:42:22

Select Tool Name

Sensovation Camera (For EL of Solar Modules) : NCPRE Module Lab-1

Select From
Select To D

Logbook Entry (Offline Tools)

Download Logbook

FESEM : 01-01-2017 To 01-11-2017

User Details	Slot Time	Datetime	Session Operators	Summary	Guide	Project	Baseline Run	Type Of Deposition	Substrate Used	SiH4 Sccm	Ar Sccm	H2 Sccm	N2O Sccm	N2 Scm
Smita Wangikar <small>IAP User</small> Electrical Engineering	01-11-2017 10:30:00 01-11-2017 12:00:00	30-10-2017 11:19:37	Thirmaliah Narukuti	Dear Smita Wangikar, FESEM slot (NCPRE) (ID. 00564) booked on 01-11-17, 10:40 am to 12:00 pm, please bring the CD for data we will not keep the data for a long time. N Thirmaliah Intercom no-4871 FESEM Lab (NCPRE) IIT Bombay	SURYANARAYANA DOOLLA	12IN001								
Purnendu	01-11-2017			Dear Purnendu Kartukay, FESEM slot (NCPRE) (ID. 00616) booked on 01-11-17, 09:10 am to										

Bookings

Reports

Errors

Logbook

Profile

Management

Statistics

Help

Process Documents

How to edit profile and change password?

To edit the profile

- On left panel —————> Click Edit Profile tab Edit you profile —————> Click Submit.

The screenshot shows the 'Edit Member Profile' form. On the left is a sidebar menu with options: Bookings, Reports, Profile (highlighted), Change Password, Edit Profile, Management, Statistics, Help, and Process Documents. The main form area is titled 'Edit Member Profile' and includes a red warning: 'all fields marked with * are mandatory'. The form contains the following fields: Email address (priyankapb@ee.iitb.ac.in), First Name (Priyanka), Last Name (Bhole), Rollno/Emp code (P15430), Date of birth (10-19-1990), Department (Electrical Engineering), Positions (Project Staff), Supervisor (NCPRE), Co-supervisor (Select Co-Supervisor), Project Id (First) (10MNRE001), Research Areas (empty), Selected Research Areas (empty), CEN (None), INUP (None), NCPRE (None), Website (empty), and Mobile (+91 9405728510). Navigation arrows (>> and <<) are between the Research Areas and Selected Research Areas fields.


To change the password

- On left panel —————> Click Change Password tab —————> Change the password.

The screenshot shows the 'Reset Password' form. On the left is a sidebar menu with options: Bookings, Reports, Profile, Change Password (highlighted), Edit Profile, Management, Statistics, Help, and Process Documents. The main form area is titled 'Reset Password' and includes the following fields: Old password, New password, and Confirmed new password. A 'submit' button is at the bottom right. The top of the page features the NCPRE logo and a welcome message: 'Welcome Priyanka Bhole Logout 01-11-2017 10:48:30'. The footer contains the text: 'Copyright © 2017 NCPRE, IIT Bombay. All Rights Reserved. Released on August 19, 2017 Version 2.0'.


How to view resources and their details?

- On left panel —————> Click “**Management**” —————> Click “**Resources**”
- The list of all tools is displayed with their System Owners and Operators name.
- To view the details of the tool, click on tool name.
- Admin can edit the details of all tools.

								
Welcome Priyanka Bhole Logout 01-11-2017 10:59:08		Manage Resources						
Bookings	Scanning Electron Microscope Micro 1 Lab (Ground Floor, Electrcal Annex Building)	clean					4404	
Reports								
Profile	Multi I-V Curve Tracer (Daystar) Nano E building top floor	clean	Shashwata Chattopadhyay				4871	
Management	Adhesion Tester NCPRE Char lab (3rd Floor, NanoE Building)	clean					4489	
Resources	In-house solar simulator NCPRE Char lab (3rd Floor, NanoE Building)	clean					4489	
Past Resources	Laser Doping Tool NCPRE Char lab (3rd Floor, NanoE Building)	clean					4489	
Statistics	Lifetime Characterization and Suns Voc Measurement System NCPRE Char lab (3rd Floor, NanoE Building)	clean					4489	
Help	Nova Simulator NCPRE Char lab (3rd Floor, NanoE Building)	clean			Aswani Yella		4489	
Process Documents	Quantum Efficiency Measurement System NCPRE Char lab (3rd Floor, NanoE Building)	clean					4489	
	SAN four probe system NCPRE Char lab (3rd Floor, NanoE Building)	clean					4489	

How to view past resources?

- On left panel —→ Click “**Management**” —→ Click “**Resources**”



NCPRE

Welcome Priyanka Bhole
Logout
01-11-2017 10:59:44

- Bookings
- Reports
- Profile
- Management
- Resources
 - Past Resources
- Statistics
- Help
- Process Documents


Past Resources

Resource Name	Category	System Owners	Operators	Faculty In Charge	Location
No Resources Found					

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How to give system ownership to other users for a tool?

(Note: Only admin and system owner can give authorization to user)

- Admin has the authority on all tools and can give authorization to user on any tool.
- On the left panel —————> Click “**Management**” —————> Click “**Resource**”.
- Resource list will open.
- Click on the  icon against the tool name under “Edit Permission” column.
- You will see users list.
- Check the checkbox given in front of the user to whom you want to give authorization.

Search By :-

SCANNING ELECTRON MICROSCOPE

User Name	Email	Allow System owner	Allow User
Aastha Suman	aastha@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Adani Solar	ncpre.industry8@yahoo.com	<input type="checkbox"/>	<input type="checkbox"/>
Aftab Alam	aftab@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Ajit Kumar	154174002@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Ajit Singh Kuri	164120016@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Akash Kumar	144170001@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Akhilender Jeet Singh	151170014@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Akshay Modi	akshaymodi@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Aldrin Antony	aldrinantony@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Allam Akshaykranth	akshaykranth417@gmail.com	<input type="checkbox"/>	<input type="checkbox"/>
Aman Chaudhari	154124001@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Amartya Mukhopadhyay	amartya_mukhopadhyay@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
AMAT Industry	ncpre.industry1@yahoo.com	<input type="checkbox"/>	<input type="checkbox"/>
Amlan Roy	14i170011@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Ananta sarkar	ananta@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Anil Kottantharayil	anilkg@ee.iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Anil Kumar	anilkumar@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Anirudh Salian	p14414@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Anishraj K	p16572@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>
Ankitha Bangera	ankitha_bangera@iitb.ac.in	<input type="checkbox"/>	<input type="checkbox"/>

How to edit the resource details?

(Note: Only admin and system owner of that tool can edit the details)

- On the left panel —————>Click Management —————> Click Resource.
- Manage Resource table opens.
- Click on the tool name.
- Tool details will open.
- Edit the information.
- To upload SOP, Policy document, Recipes, Glimpse, click Browse, select location and upload. (Only pdf, zip, rar files are allowed)
- Click Submit.

Welcome Priyanka Bhole
Logout
You Are Admin
21-09-2017 15:24:34

Bookings

- My Bookings
- All Bookings
- Cancelled Bookings

Reports

Accounting

Profile

Management

Downloads

Lab Status

Statistics

Announcements

Help

Process Documents

Resource Details

Equipment name : Scanning Electron Microscope

Category : Clean

System Owners :

Operator Name 1 : Select Operator 1

Operator Name 2 : Select Operator 2

Operator Name 3 : Select Operator 3

Faculty In-Charge : Select Faculty In-Charge

Equipment Make/ Model : Zeiss/ EVO 18

Equipment Information : Scanning electron microscope for imaging

Equipment Serial No. :

AMC Required : Yes

Equipment Local Agent :


Equipment Local Agent Contact :

Authorised Users List


How to set weekly usage limit of a tool for users?

(Note: Only admin and system owner has the permission)

- Weekly usage limit is the maximum time limit in a week till which a user can use a tool.
- On the left panel —————>Click “**Management**” —————> Click “**Resource**”.
- Manage Resource table opens.
- Click on the Weekly Limit link given in front of the tool.

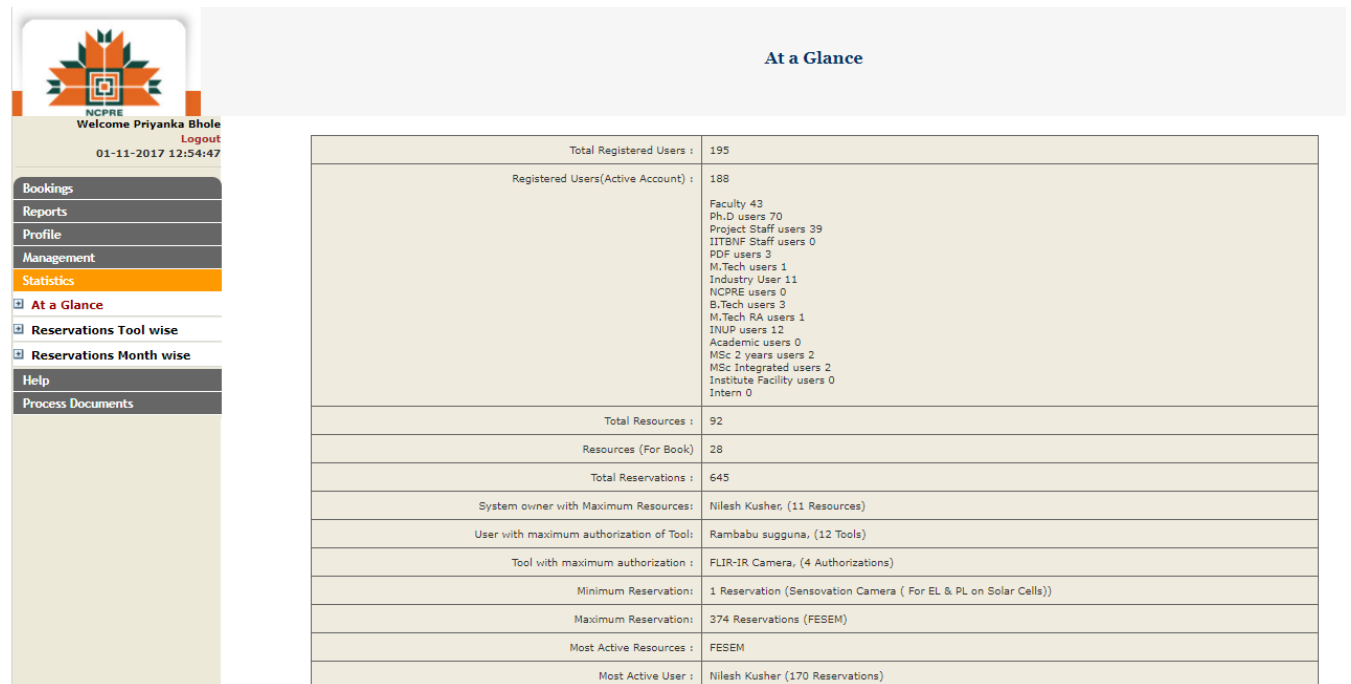
									
Welcome Priyanka Bhole Logout You Are Admin 21-09-2017 15:26:21		Manage Resources New							
Bookings	Scanning Electron Microscope Micro 1 Lab (Ground Floor, Electrical Annex Building)	clean		Operators				4404	
My Bookings	Multi I-V Curve Tracer (Daystar) Nano E building top floor	clean	Shashwata Chattopadhyay					4871	
All Bookings	Adhesion Tester NCPRE Char lab (3rd Floor, NanoE Building)	clean						4489	
Cancelled Bookings	In-house solar simulator NCPRE Char lab (3rd Floor, NanoE Building)	clean						4489	
Reports	Laser Doping Tool NCPRE Char lab (3rd Floor, NanoE Building)	clean						4489	
Accounting	Lifetime Characterization and Suns Voc Measurement System NCPRE Char lab (3rd Floor, NanoE Building)	clean						4489	
Profile	Nova Simulator NCPRE Char lab (3rd Floor, NanoE Building)	clean			Aswani Yella			4489	
Management	Quantum Efficiency Measurement System NCPRE Char lab (3rd Floor, NanoE Building)	clean						4489	
Downloads	SAN four probe system NCPRE Char lab (3rd Floor, NanoE Building)	clean						4489	
Lab Status	Solar I-V Measurement System NCPRE Char lab (3rd Floor, NanoE Building)	clean						4489	
Statistics									
Announcements									
Help									
Process Documents									

- Fill the weekly usage limit for the positions and click **Insert**. You can set weekly usage from 1 to 168 hours.

																													
Welcome Priyanka Bhole Logout You Are Admin 21-09-2017 15:27:03																													
Bookings My Bookings All Bookings Cancelled Bookings Reports Accounting Profile Management Downloads Lab Status Statistics Announcements Help Process Documents	<table> <tr> <th colspan="2">Scanning Electron Microscope</th></tr> <tr> <td colspan="2">Weekly Usage can be 1 to 168 Hours.</td></tr> <tr> <th>Positions</th><th>Weekly Usage (Hours)</th></tr> <tr> <td>B.Tech</td><td><input type="text"/></td></tr> <tr> <td>Faculty</td><td><input type="text"/></td></tr> <tr> <td>IAP User</td><td><input type="text"/></td></tr> <tr> <td>Industry User</td><td><input type="text"/></td></tr> <tr> <td>INUP</td><td><input type="text"/></td></tr> <tr> <td>M.Tech</td><td><input type="text"/></td></tr> <tr> <td>M.Tech RA</td><td><input type="text"/></td></tr> <tr> <td>MSc Integrated</td><td><input type="text"/></td></tr> <tr> <td>Ph.D</td><td><input type="text"/></td></tr> <tr> <td>Project Staff</td><td><input type="text"/></td></tr> <tr> <td colspan="2"><input type="button" value="Insert"/></td></tr> </table>	Scanning Electron Microscope		Weekly Usage can be 1 to 168 Hours.		Positions	Weekly Usage (Hours)	B.Tech	<input type="text"/>	Faculty	<input type="text"/>	IAP User	<input type="text"/>	Industry User	<input type="text"/>	INUP	<input type="text"/>	M.Tech	<input type="text"/>	M.Tech RA	<input type="text"/>	MSc Integrated	<input type="text"/>	Ph.D	<input type="text"/>	Project Staff	<input type="text"/>	<input type="button" value="Insert"/>	
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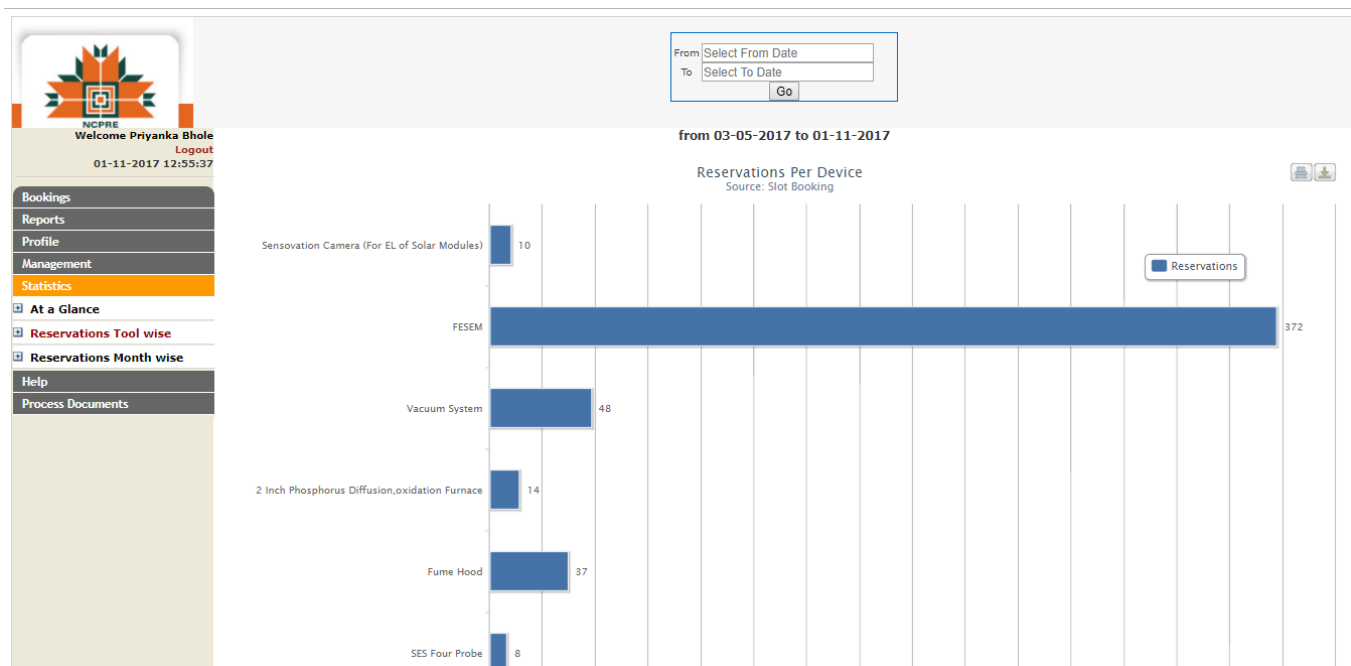
How to view the details of users and reservations?

- On left panel —————> Click **Statistics** —————> Click **At a Glance**
- The details of users and reservations are displayed.



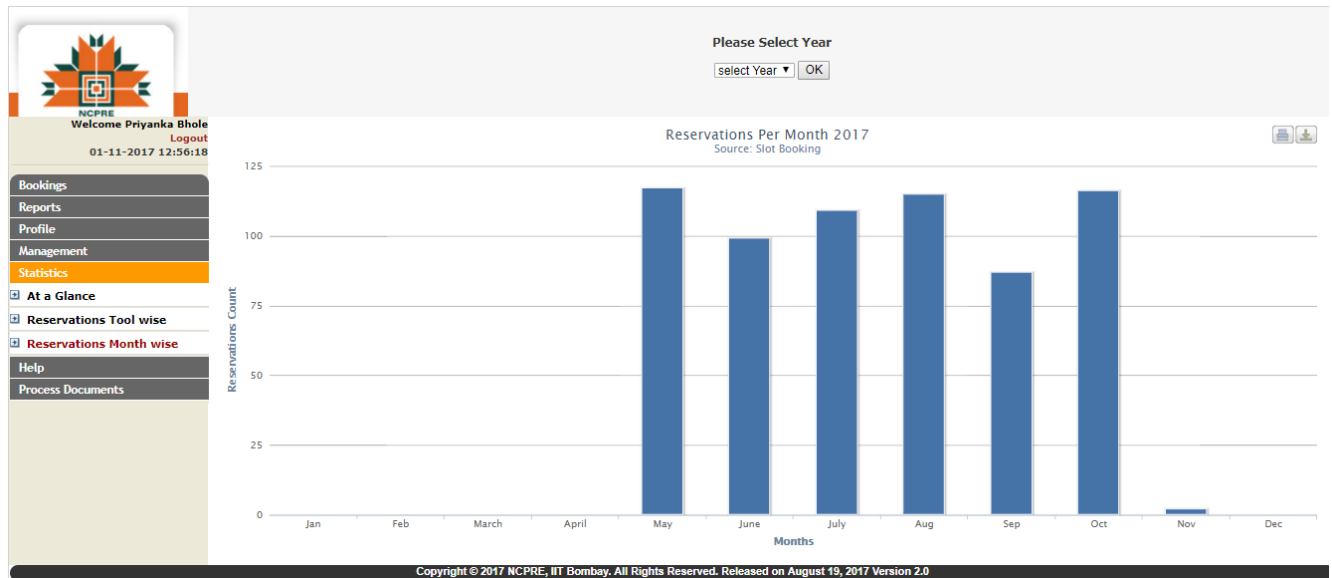
To see reservations tool wise

- On the left panel, click on “**Statistics**” —————> “**Reservation Tool Wise**”.
- Select **From** and **To** date and click on “**Go**” button.



To see reservations month wise

- On left panel —————> Click **Statistics** —————> Click **Reservations Month wise**
- Month wise graph will display.



How to logout?

- On the top left —————> Click Logout



