

Rules for Operating Till-Spinning Disc

Always have the door of the microscope room closed!

1. TURN On the System

- **Cover all components with the plastic wrap according to the laid-out instructions!!!**
- Turn the **Key Switch** to “1”
- Turn on the **Power Supply** for the microscope components #1
- Turn on the **Power Supply** for the computer #2
- Turn on the **Computer** #3
- Turn on the **Oligochrome** #4
- **Fill out** the log sheet, **Log in** with **your LIC User ID** and **Start** LA Software for Life Acquisition and OA for Offline Analysis

2. TURN Off the System

- **Clean** any oil/glycerin/water objective you used: Suck off fluid with grey Kleenex box tissue, clean objective cautiously with cotton swab using the waterfree ETOH.
- **Finish filling out** the log sheet, **Save your data** in your **personal folder**, **No saving on your desktop!**

If someone is scheduled within the next 2 hours -

- **Exit LA and OA software.** Close all open windows
- **Log OFF** from your user profile, but **do not turn the computer off**.
 - Leave everything on (PC, camera, laser, fluorescence light source...).

If you are the last person of the day or nobody is using the system for at least 2 hours -

- **Exit LA and OA software** – wait about 10 seconds and **shut down** the computer #3
- Shut off the **Oligochrome** #4
- Shut off **Power Supply** for the computer #2 **only after computer has finished shut down**
- Shut off the **Main Switch** #1
- Turn the **Key Switch** to “0”

3. End off using the microscope room and leaving the LIC Area

- **Remove all your waste** as samples, slides, cover slips or paper, throw it in the appropriate waste bin, **Disinfect your hands with 70% ETOH still having the gloves on!**
- **Remove the plastic wrap of all components (waste) – again disinfect the hands/gloves!**
- Use kitchen tissue with **70% ETOH** to clean focus knobs, table and other surfaces, joystick...
- **Leave the Microscope Room, always close the door!**
- **Last step** at the main exit of the LIC: **Take off your lab coat**, leave it in the coat bin, **take off your face mask** (throw **one way masks in the provided bin**), **take off your gloves** (throw into trash bin), and **use the hand disinfectant or wash hands**. Main exit door stays open!