

1. TURN On the System

- **Cover all components with the plastic wrap according to the laid-out instructions!!!**
- Turn on the **Main Switch #1**
- Turn on the **Remote Control** for the computer **#2**
- Turn on the **Computer #3**
- Turn on the **HBO lamp #4**
- **Fill out** the log sheet, **Log in** with **your LIC User ID** and **Start ZenBlack** Software
- **Open** the “**Acquisition**” tab and the “**Laser**” tab **to turn on the laser**
 - **Note** that Argon laser line takes a while to turn on. You can follow the warm up progress by selecting the laser you are using and the Laser Properties below.

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 –

- **Open** the “**Acquisition**” tab, **turn off any laser that won't be used by the next person** (check the booking comments in the LIC Booking Calendar)
- **Exit ZEN software**. Close all open windows
- **Log OFF** from your user profile, but **do not turn the computer off**.
- Leave everything on (PC, camera, fluorescence light source...).

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

- Open the “**Acquisition**” tab and set **all Lasers** to the **OFF** position.
- Shut off the **HBO lamp #4**
- **Exit ZEN software** – wait about 10 seconds and **shut down** the computer **#3**
- Shut off the **Remote Control #2**
- Shut off the **Main Switch #1**

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!