

**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!!!**
- The Biostation, CO2 control and Computer are always on
- Open the top lid of the Biostation and insert your glass bottom dish
- Turn on the **Nikon Intensilight #1** if you need fluorescence
- **Fill out** the log sheet, **Log in** with **your LIC User ID** and **Start Biostation IM Software**
- Start your experiment when the Biostation is stable

## 2. TURN Off the System

- **Clean** the chamber with 70% ETOH.
- **Finish filling out** the log sheet, **Save your data** in your **personal folder**, **No saving on your desktop!**
- **Exit Biostation IM software**
- **Log OFF** from your user profile, but **do not turn the computer off**.
- Shut off the **Nikon Intensilight #1** if nobody is using the system after you

## 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!