

LUMC Light Microscopy Facility

registration form

(version 2023)

For applications, please fill in this intake form and send it to:
LightMicroscopy@lumc.nl

APPLICANT INFORMATION (TO BE FILLED IN BY APPLICANT)	
Application Date	
Applicant Name	
Institute	
Department	
Phone	
E-mail	
LUMC personnel number *	
Which microscope?	
Prior microscopy experience	None a bit a lot
Name applicant group leader	
E-mail applicant group leader	
Facility Guidelines (next page)	I have read and understand the facility guidelines

* to arrange access to microscope room

PROJECT INFORMATION (TO BE FILLED IN BY APPLICANT)	
Brief project description	
Type of samples	
Slides/plates/dishes	
Fluorochromes	
Fixed or live?	
GMO codes (if applicable)	

FACILITY GUIDELINES

Read the information below carefully:

1. Users must be **instructed by facility staff** for each individual microscope. Unauthorized use of microscopes can lead to damage and will result in a **permanent ban** from the facility.
2. **GMOs used in live samples should be registered**. Please report GMO codes to the Biosafety Officers (BVf@lumc.nl). The microscope room has no MLI(I) permit!
3. Follow the guidelines from the **Startup and Shutdown procedure**. When the next user is not starting within the next hour, switch off the system.
 - **Clean lenses** with soft tissue and substrate cleaner (70% Isopropanol).
 - Clean microscope stage including inserts and working space (pc table, keyboard, mouse) with 70% alcohol, **especially in case of live cell imaging**.
4. Never leave **lamps** burning unnecessarily long and use the excitation shutter to prevent your sample from bleaching, and filters and lenses from degrading.
5. The light microscopy facility **does not provide storage for your imaging data**. When images need to be stored locally (e.g. Dragonflies/ slide scanners) use the 'Data disc' and **remove these files** as soon as you're finished. Please be aware that the local storage is **not backed up**.
 - **Make sure to leave enough time to transfer your data during your session**.
 - Do not store any data on your Desktop.
6. All work will be carried out according to the rules of '**Good Research Practice & Integrity**' Research codes as implemented by the LUMC (<https://www.lumc.nl/research/grp-and-integrity/>). Authorship is regulated in accordance with internationally accepted guidelines such as the Uniform Requirements for Manuscripts submitted to Biomedical Journals (www.icmje.org). This states that authorship must be based on substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work.