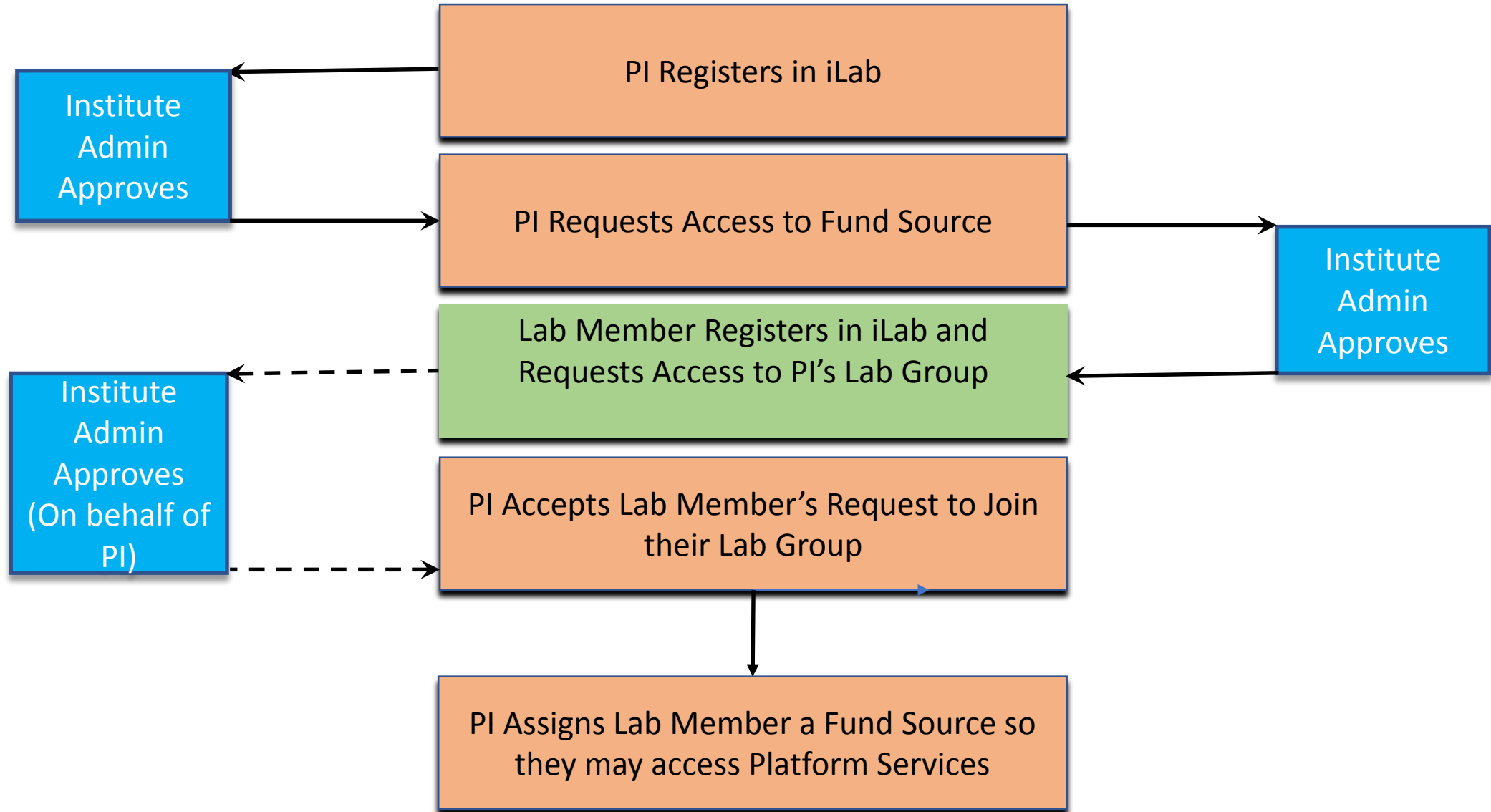


iLab Registration for PI's and Group Members



PI Registers in iLab (PI's Only)

1.

<https://monash.ilab.agilent.com/>



MONASH
University

2.

sign-up or login

About MTRPs

Our Platforms

Search our platforms



Access Monash Technology Research Platforms

PI Registers in iLab (PI's Only)

The screenshot shows the Monash University website with a dark theme. At the top left is the Monash University logo. At the top right are 'sign-up' and 'login' buttons. Below the logo are navigation links: 'About MTRPs', 'Our Platforms', and 'Search our platforms'. A modal dialog box is open in the center, containing three sections for user registration options. The background of the page is dimmed, showing a person in a lab setting.

3.

Monash user (with Monash User Name):
Click [here](#) to login or register using your institute login and password.

AAF User:
Click [here](#) to login or register using your institute login and password.

Not a Monash user? (no Monash User Name)
Login using iLab credentials
If you don't have an account, please [register](#) for an iLab account.
[Learn more about iLab Operations Software](#)

Access Monash Technology Research Platforms

We have started to transition access of all our Technology Research Platforms to a new Platform Booking System (Agilent iLab).

If you are a Monash Employee or Student you will be able to use your Monash authentication to log in.

PI Registers in iLab (PI's Only)

4.

MONASH University

Sign In

john.smith@monash.edu

Remember me

Sign In

[Forgotten password](#) | [Acceptable use policy](#) | [Privacy policy](#) | [Contact service desk](#)

5.

iLab Account Registration

Hello John Smith,

Welcome to iLab! Please choose your PI or group to get started!

PI/Group: ★ Admin (Monash) Lab

First Name: ★ John

Last Name: ★ Smith

Email: ★ john.smith@monash.edu

Phone number: ★ 99012345

register cancel

If the PI's name does not appear in the dropdown, select "Admin (Monash) Lab" to notify iLab admins to create the new lab group

PI Requests Access to Fund Source (PI's Only)

home
communications (169)

core facilities
my cores
my reservations
view requests
view funds
list all cores
invoices

reporting

manage groups
my groups
my departments
my cores
Monash University
people search

John Smith (Monash) Lab

2.

Membership Requests & Funding Sources

Members (13)

Budgets

Bulletin board (15)

Group Settings

1.

Membership Requests

✓ No Access Requests require approval

John Smith (Monash) Lab

Please enter your account info in the following format:
CostCentre-FundNumber
(No space)

Manage Funding Sources

Request access to additional Funding Sources

🔔 If you don't see a Funding Source that you should have access to, please type it in below. The Fund Owner will receive a notification and approve or deny your request.

★ Funding Source

3.

Lab Member Registers in iLab (Lab Member)

1.

<https://monash.ilab.agilent.com/>



MONASH
University

2.

sign-up or login

About MTRPs

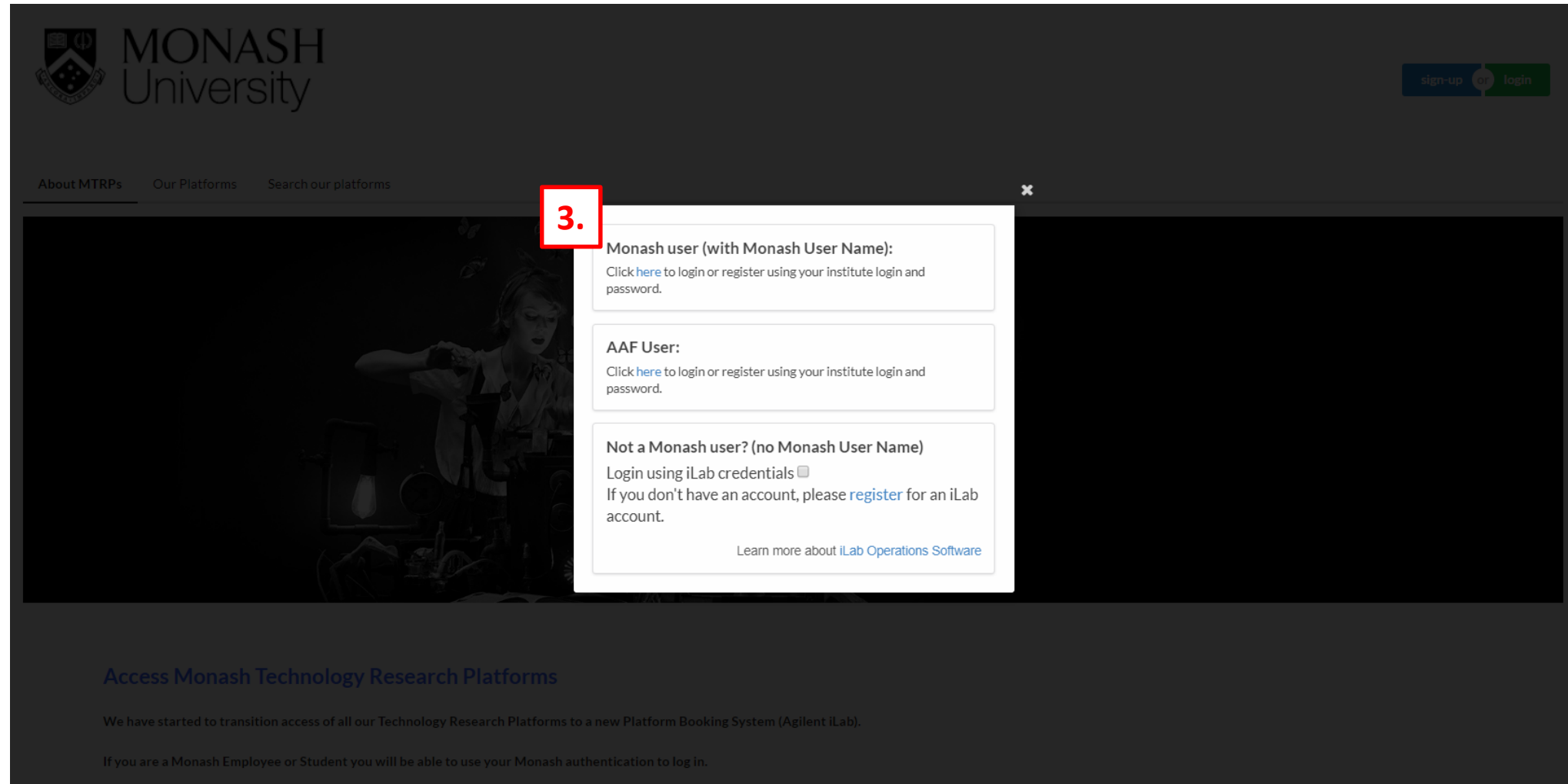
Our Platforms

Search our platforms



Access Monash Technology Research Platforms

Lab Member Registers in iLab (Lab Member)



The screenshot shows the Monash University website header with the logo and navigation links: "About MTRPs", "Our Platforms", and "Search our platforms". In the top right corner, there are "sign-up" and "login" buttons. A modal dialog box is overlaid on the page, containing the following text:

3.

Monash user (with Monash User Name):
Click [here](#) to login or register using your institute login and password.

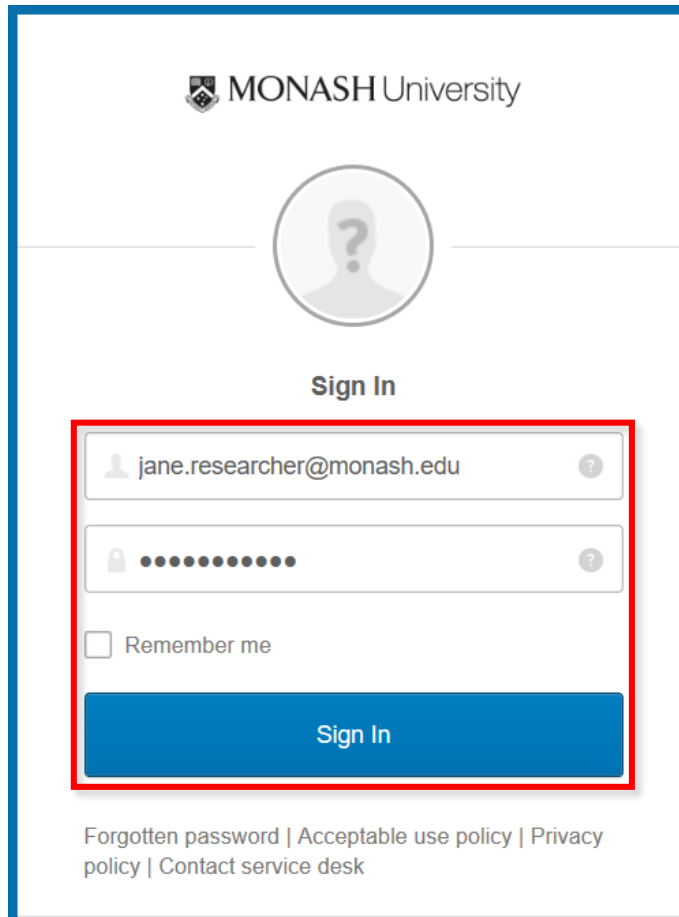
AAF User:
Click [here](#) to login or register using your institute login and password.

Not a Monash user? (no Monash User Name)
Login using iLab credentials
If you don't have an account, please [register](#) for an iLab account.
[Learn more about iLab Operations Software](#)

Below the modal, the page content includes the heading "Access Monash Technology Research Platforms" and the text: "We have started to transition access of all our Technology Research Platforms to a new Platform Booking System (Agilent iLab). If you are a Monash Employee or Student you will be able to use your Monash authentication to log in."

Lab Member Registers in iLab (Lab Member)

4.



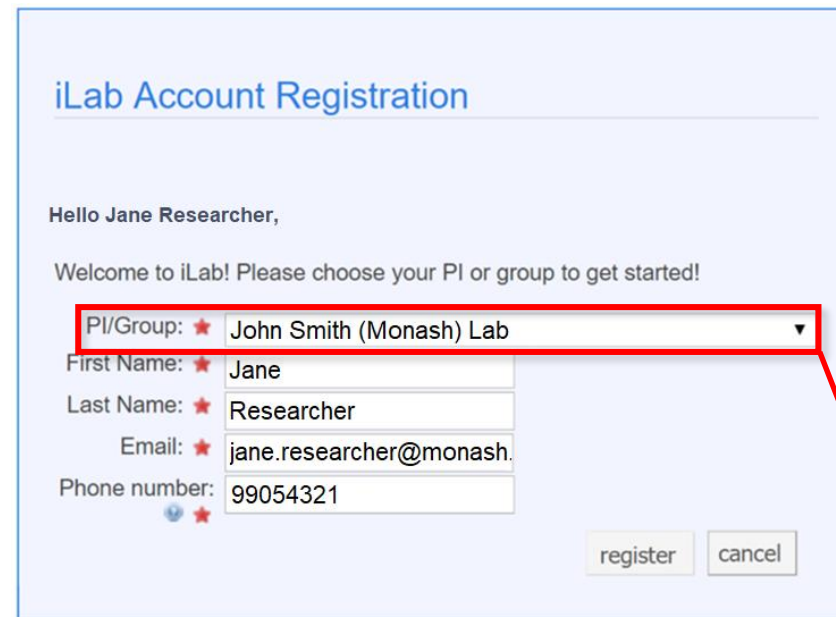
MONASH University

Sign In

Remember me

[Forgotten password](#) | [Acceptable use policy](#) | [Privacy policy](#) | [Contact service desk](#)

5.



iLab Account Registration

Hello Jane Researcher,

Welcome to iLab! Please choose your PI or group to get started!

PI/Group: ★ John Smith (Monash) Lab

First Name: ★ Jane

Last Name: ★ Researcher

Email: ★ jane.researcher@monash.

Phone number: ★ 99054321

If the PI's name does not appear in the dropdown, they must register and create their group before a user may be added

PI Accepts Lab Member Request (PI's Only)

home
communications (169)

core facilities
my cores
my reservations
view requests
view funds
list all cores
invoices

reporting

manage groups
my groups
my departments
my cores
Monash University
people search

John Smith (Monash) Lab

Membership Requests & Funding Sources

Members (13) Budgets Bulletin board (15) Group Settings

Membership Requests

Several Access Requests require approval

Name	Email	Actions
John Smith (Monash) Lab Jun 21 '18 Jane Researcher	jane.researcher@monash.edu	<input checked="" type="checkbox"/> Accept <input type="checkbox"/> Reject

1.

2.

3.

PI add a New Lab Member (PI's Only)

home
communications (169) **John Smith (Monash) Lab** 2.

core facilities
my cores
my reservations
view requests
view funds
list all cores
invoices

Membership Requests & Funding Sources **Members (13)** Budgets Bulletin board (15) Group Settings

reporting 1.

manage groups
my groups John Smith (Monash) Lab \$ 0.0 ⚠️
my departments \$ 0.0 ⓘ
my cores
Monash University
people search

save approval settings

Lab-wide approval settings

Click the pencil icon next to the person below whom you would like to make the financial approver.

Lab members and settings

Name	Auto Approval Amount	ERP ID	Email	Phone	Start Date ⓘ	End Date ⓘ
link existing user 3.						

Add an existing user

Invite additional members to this group

Jane

Jane Researcher - jane.researcher@monash.edu

4.

PI Assigns Lab Member a Fund Source (PI's Only)

- home
- communications (169)
- core facilities
 - my cores
 - my reservations
 - view requests
 - view funds
 - list all cores
 - invoices
- reporting
- manage groups
 - my groups**
 - my departments
 - my cores
 - Monash University
 - people search

John Smith (Monash) Lab

2.

Membership Requests & Funding Sources

Members (13)

Budgets

Bulletin board (15)

Group Settings

1.

Membership Requests

✓ No Access Requests require approval

Manage Funding Sources

John Smith (Monash) Lab

▶ Customize Funding Source Grid

Click on the check boxes to change funding assignments in real time. A green highlight indicates a saved change.

Filter Funding Source numbers

Filter Members

Name	Default Funding Source	M12345-1234567
Jane Researcher	None	<input checked="" type="checkbox"/>

3.