**User Guidelines for CLARIOstar Plus is a multi-mode micro plate reader**

1. All the users should have license for the instrument or should be monitored by a person having license.
2. Please enter the software interface with your own lab account (For the first time use of the lab, please contact the administrator to open the account)
3. To obtain the permission to use this instrument, users require to attend training workshop, Then, new qualified users should be accompanied by authorized users twice, and then operate independently under the supervision of a skilled user twice. (1. Establishment of the experimental process. 2. Experimental process adjustment. 3. Data access, etc.)
4. To open the authority, please fill in the "CLARIOstar Plus authority opening application form", have the administrator confirm and scan the file, then forward it to the teaching assistant to open the access control LSII 623 and reservation system account.
5. The booking for the instrument should be completed through public instrument appointment system of NTHU-LS.
6. The users can use USB to retrieve their data from the instrument (it is recommended to clear the data from the system for preventing slowdown of the software and computer)
7. The users should write down their name and details in the user register provided after using the instrument each time.
8. Proper switching on and off of the instrument is important for every single use.
9. If any kind of spillage happened while using the machine please clean it with Kim wipes.
10. Users should clean the syringe according to the rules. And write down the record of use in the record book.
11. If the user encounter any problem while using the instrument please contact to the CRC lab in charge (LS II Room No:501, Ext No: 33491)

Disposal of improper operation:

1. The user will be verbally warned for the first misuse.

2. If a second misuse occurs, the user will be disabled for one month and the PI will be notified.

3. Improperly operated users are subject to control of their privileges, and their laboratory is responsible for the maintenance costs and responsibilities of the equipment.

Fee Standard:

1. Basic usage fee: NTD 50/30 minutes

2. Alpha laser usage fee: NTD 100/30 minutes

 (All the above charges are calculated as 30 minutes or less)

\*total cost will be calculated every 6 months.