

FACSCalibur Usage Instructions.

- 1) Make sure you have been trained by Michelle or Damir on this instrument. If not, contact Michelle (MHSScott@lbl.gov) or Damir (DSudar@lbl.gov) to schedule training first. **Do not proceed unless properly trained.**
- 2) Make sure you have or get a Windows Active Directory (also known as Windows Domain) account from the LBNL Help desk. If you do not have an account yet, request it by visiting: <http://www.lbl.gov/IT/CIS/accounts.html>, select "LBNL Windows Active Directory" and enter your employee ID, continue and complete the form. Once you receive the password, you can use that to log into the FACSCalibur computer.
- 3) In order to schedule usage on the FACSCalibur you must have an active account on the FOM scheduling system. To set up an account, go the following site: <https://www.instrumentschedule.com/fom/> and click on the LBNL Cytometry/Microscopy link. Once you are on the Welcome page, select [I am a new user](#) and proceed to create your account.

Start up procedures:

- A. If using the system for data acquisition, turn it on as follows:
 1. On FACSFlow system check DIW cubitainer is at least half full, empty Waste cubitainer
 2. Turn FACSFlow Sytem ON
 3. Turn FACSCalibur main power ON
 4. Turn Macintosh computer ON
 5. After boot-up log onto LBNL-Windows network
 6. Launch Safari, go to www.instrumentschedule.com/fom/, Logon to LBNL Cytometry/Microscopy and logon to FACSCalibur

Running Samples:

- A. Run samples as follows:
 1. Configure FACSCalibur for tube mode or plate mode
 2. Press PRIME wait, repeat.
 3. Launch CellQuest
 4. Open your Acquisition document, connect to cytometer, load your instrument settings
 5. Run in Setup Mode to optimize instrument settings, save new instrument settings
 6. Run samples, acquire data
 7. Store all your templates, instrument settings, and Data on your lab server

Shutting Down:

- 1) Shut down the cytometer as follows:
 1. If in plate mode, run Daily Clean protocol in Plate Manager, Clean with Contrad and Deionized Water
 2. If in tube mode, place tube half-filled with Contrad on SIP, run on HIGH for 3 minutes
 3. Next place tube half-filled with Deionized Water on SIP, run on High for 3 minutes.
 4. Set FACSCalibur to STANDBY
 5. Turn off Macintosh computer
 6. Turn off FACSCalibur main power
 7. Turn off FACSFlow system