How to get access to OpenIRIS at the Freie Universität Berlin

In the following, the registration procedure to OpenIRIS for members of the FUB is explained. This registration is necessary to use the booking portal, i.e., to book instrumentation and services of the core Facility BioSupraMol and SupraFAB.

(1) Open fub.openiris.io.
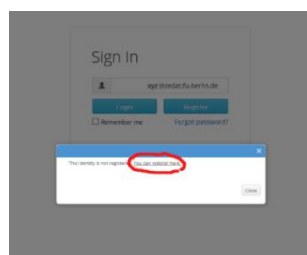
(2) Click ´Sign in / Register´.

(3) Fill in your institutional (Zedat) email address (the one you use for other FUB services, normally *@zedat.fu-berlin.de* and sometimes *@fu-berlin.de*) and log in. Be sure not to use an FUB alias email address.

(4) You will now be guided to the *Single-Sign-In* of FU-Berlin, otherwise your submitted email address was not valid (see above). Enter your Zedat credentials and press ´Anmelden´ in the authentication window.

(5) Submit your email address to receive a confirmation mail, which will revert you to the *Single-Sign-In* of FU-Berlin again.
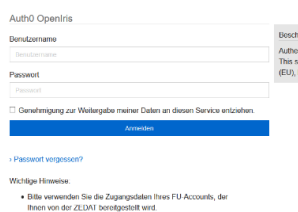

(6) If you are now guided to the FUB IRIS portal, you are already registered and so, you are most probably done.

(7) If your identity is not (yet) registered, press the text link (red circle) in the information window to proceed.
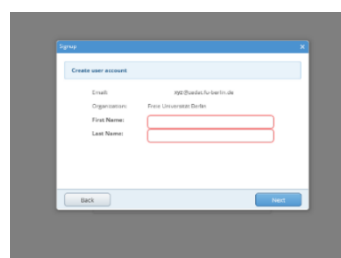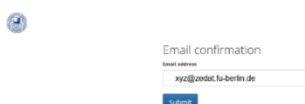*Attention! Do not press the close button!*

(8) Fill in your first and last name, press ´Next´ (probably two times) and you are guided to the FUB IRIS portal page.
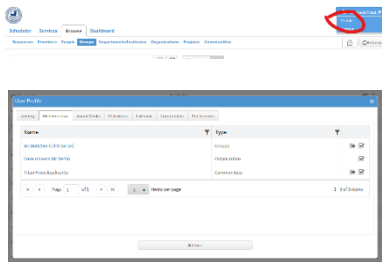

(9) It is vital to directly join a 'group' in IRIS. Otherwise, you will not be able to login again. Therefore, immediately choose Groups in the Browse tab, set the filter to ´All´ and tick the ´join group´ icon of the respective group on the right. If your group is not yet present, join the group ´New User´ and inform your group head or group admin. If necessary, you may join more than one group.

Normally, registration with a group will take some time; you will get informed.

You can check your memberships in your profile. Click the blue field with your username on the top right, and then choose ´Memberships´.

From now on, you can access FUB IRIS directly from the main site fub.openiris.io, by using your institutional credentials (email and password). Booking of particular instruments and services, however, may require additional registration and/or training. You may find specialized information on these topics on the provider home pages.

Never forget to log out from Iris!