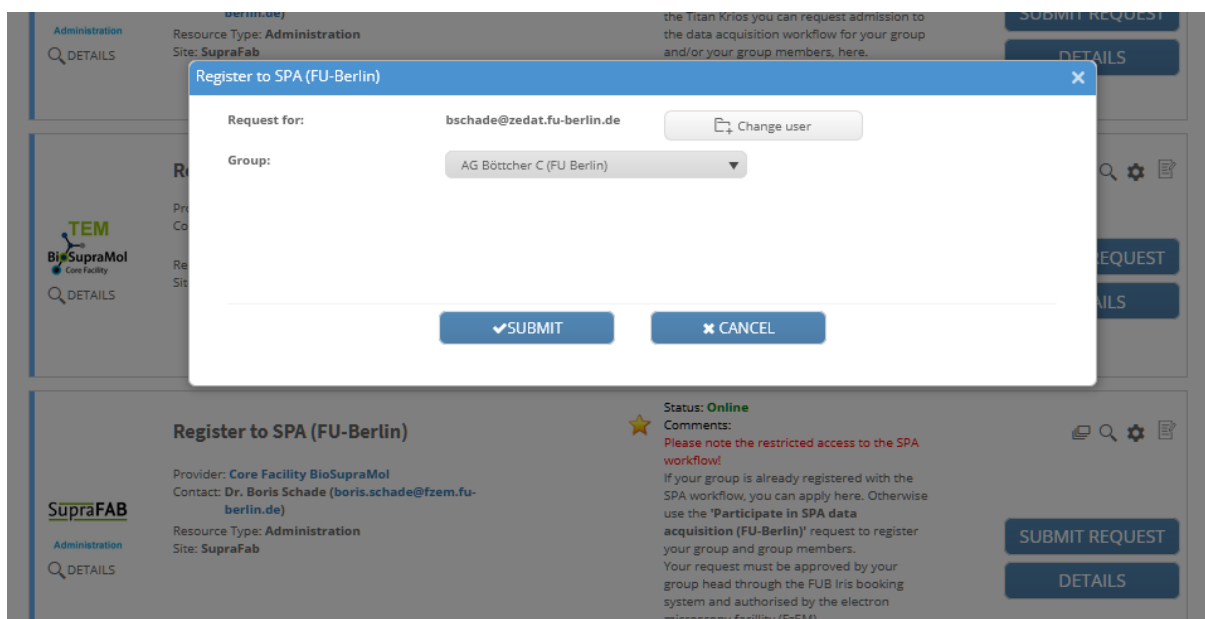


How new group members can register for Single Particle Analysis (SPA)

Prerequisites: *You need to be registered with a group in OpenIRIS, which must already be registered with the SPA workflow (otherwise you will not see the necessary request in OpenIRIS). If in doubt, ask your group head or group admin. (There are also special handouts on these topics.)*

To request your registration for the SPA workflow, follow the steps below.

- Login to fub.openiris.io with your institutional credentials (email and password).
- Open the Tab 'Services' and look for 'Register to SPA (FU Berlin)'.
If you cannot find this service, you or your group might not yet be registered (see prerequisites). If in doubt, please contact your group admin or Dr. Boris Schade (boris.schade@fzem.fu-berlin.de) at the FZEM.
- Once you press either the blue button 'SUBMIT REQUEST' or the document icon on the right top, a new window will open.



- Make sure your institutional email is chosen as user and the right group is indicated. If the wrong group is displayed use the drop-down list to select the desired one.
- Upon pressing the 'SUBMIT' button an information mail with your request will be sent to the group head who must confirm or reject the request.

Only after this confirmation we will make the appropriate settings and you will be able to request 'SPA data acquisition – Titan Krios (FU-Berlin)'. Give us some days for the necessary entries.

Never forget to log out from Iris!