How to get access to OpenIRIS at the Freie Universität Berlin

The handout will explain the registration procedure in OpenIRIS for members of the FUB. This registration is mandatory to use the booking portal, i.e., to book resources and services of the Core Facility BioSupraMol and SupraFAB.
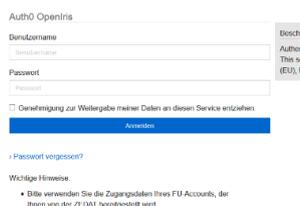
(1) Open https://fub.openiris.io.

(2) Click ´Sign in / Register´.

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

(4) You will now be passed to the *Single-Sign-On* of FU-Berlin. (If not, your submitted email address was not a valid FU-account address.) Enter your FUB 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-On* of FU-Berlin again.
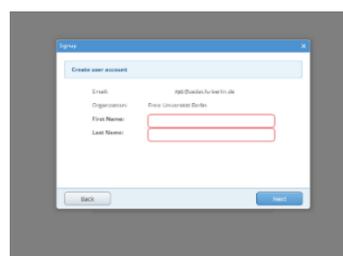

(6) If you are now guided to the FUB IRIS portal, you had been already registered in IRIS and thus, you are most probably done.

(7) Otherwise, you will see the following information window. Press the text link (red circle) to proceed.
Attention! Do not press the close button!

(8) Fill in your first and last name. Pressing ´Next´ (probably two times) will complete the registration. You are now guided to the FUB IRIS portal page to start.
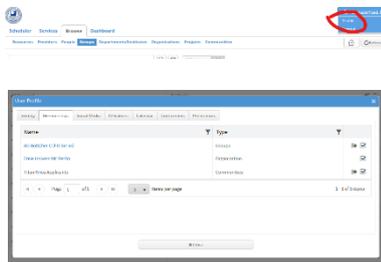

(9) It is vital to join a 'group' in IRIS. Therefore, immediately choose Groups in the Browse tab, set the filter to ´All´ and tick the ´join group´ icon of the respective group on the right. If your group is not yet present, join the group ´New User´ and inform your group head or group admin.
If necessary,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

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

Go to your profile. Click the blue field with your username on the top right. Please do add your institutional phone number here. This may help the staff to check measurement details of service measurements with you. You can also check your memberships in your profile.

From now on, you can access FUB IRIS directly from the main site https://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 BioSupraMol home page.

If, after log-in, you arrive on a blank page with only the FU-Logo displayed on the upper left, maybe an advertise blocker prevents execution of the necessary Java Scripts. Disabling of the blocker for https://fub.openiris.io may help in this case.

Never forget to log out from Iris!