Notre Dame iLab: IUSM-SB Faculty Instructions

PIs and Lab Members
There will be scenarios where someone from IU needs access to a Notre Dame lab and FOP. These users are either a PI or lab member. Below is the process for each scenario.

If the user is a PI at IU and a PI at Notre Dame, they will have two separate accounts in iLab. They will login to the account depending on which funding will be used for services with a core. If they are using **ND FOPs** they will login through the ND URL (https://nd.ilab.agilent.com/account/login) using their ND credentials. If they are using **IU funding** they will login through the IU URL (https://iu.ilab.agilent.com/account/login) using their IU credentials. They can also navigate to their IU login from the ND landing page and selecting "Sign in using other institution credentials" and search for Indiana University. These steps are in the IU login section.

If the user is a lab member, no PI role at either ND or IU, they can have one single account.

1. For IU employees, their account should be under their IU email address. The user can login through the IU URL (https://iu.ilab.agilent.com/account/login) using their IU credentials or follow the steps in the next section to login using IU credentials from the ND landing page and selecting "Sign in using other institution credentials" and search for Indiana University. If the user needs access to a ND FOP to use within a ND core facility, they will need to request access to the faculty's ND lab. To enable the lab member to order services to be charged to an IU account, the user will need to request access to the faculty's IU lab. For the user to request access to a lab they can follow these steps. The PI or manager will need to approve this request and assign funding sources to the user.
2. For ND students, their account should be under their ND email address. The user can login through the ND URL (https://nd.ilab.agilent.com/account/login) using their ND credentials. If the user needs access to a ND FOP to use within a ND core facility, they will need to request access to the faculty's ND lab. To enable the lab member to order services to be charged to an IU account, the user will need to request access to the faculty's IU lab. For the user to request access to a lab they can follow these steps. The PI or manager will need to approve this request and assign funding sources to the user.

Login Process
IU users can login from the IU URL, https://iu.ilab.agilent.com/account/login, using their IU credentials or navigate to the IU login page while on the Notre Dame landing page.
1. Navigate to https://nd.ilab.agilent.com/account/login
2. Select "Sign in using other institution credentials"
3. Type Indiana University and select from drop down
4. Click 'Go'

5. This will take you to the IU login page to enter your IU credentials