

## General NMR Facility Rules and Policies

1. You are expected to adhere to the Aggie Honor System and the Student Life Rules.
2. Never, for any reason, are you to allow someone else to use your account/login.
3. Only tubes in the "Free NMR Tubes" beaker are available to anyone. Tubes in any other location should only be taken by their owner.
4. NMR labs are glove-free lab space. Therefore, there may be no eating, drinking, horseplay, smoking, or farding. Proper lab attire is required, but you are not to wear gloves when using the instruments or computers.
5. Do not reboot or shutdown any computer without direction from the staff to do so.
6. Do not attempt to make any hardware changes without consulting the staff.
7. Do not rock or lean on the magnets.
8. Do not go beyond the chain barriers, be aware of the magnetic field notices, and do not approach the magnets with inappropriate items.
9. Do not prop open doors after hours.
10. If a sample is broken inside the magnet: place the warning signs and notify the staff immediately.
11. Samples broken outside the magnet or cassette must be properly cleaned-up immediately and the staff informed.
12. Should a spinner be broken, or glass become stuck in it: set the spinner aside and inform the staff.
13. Pick up after yourself, including removeall of your sample tubes in a timely manner.
14. Whenever any system is found to be in a distressed state, notify the staff immediately.
15. Do not reserve time for someone else in your name, and delete reservation time you are going to eschew.
16. Pay attention to all notifications (posted and emails) announcing maintenance and changes to rules and hardware.

## Additional Bruker System (rm 1321) Rules and Policies

1. You must make a reservation to use this system. Only use your reservation time, and your sample must be completed and the water sample must be resubmitted and completed by the end of your reservation time.
2. You must be present before your reservation ends to make sure you logout of the computer and remove your tubes. Failure to do so may result in loss of data and sample tubes.
3. Should a sample be broken in the cassette, notify the staff immediately.
4. Do not attempt to add or remove a sample from a cassette when the sample changer is in motion.
5. DO NOT submit samples under your login for another user that has an account.

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I, the undersigned, have read and received a copy of the "General NMR Facility Rules and Policies" and "Additional Bruker System (rm 1321) Rules and Policies". I have been given a chance to ask questions regarding these rules, understand them, and agree to abide by them. Failure to follow the above rules and policies will result in a temporary loss of your NMR privileges; repeated offenses will result in a permanent ban from the NMR facility.

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Signature

\_\_\_\_\_  
Name (Printed Clearly)

\_\_\_\_\_  
Date

\_\_\_\_\_  
NetID (Not UIN)

Salsa