



Vitrobot Guidelines CryoEM Core Facility

- To use our Vitrobot, users must make a reservation through our **booking system**.
- To reserve a **Training Session**, **contact** the Core Facility **Director** beforehand.
- The vitrobot must be reserved for a **minimum** of **two hours** per session. With a **two hours downtime** between reservations.
- **Keep** the tweezers, screwdrivers, in designated spots. Keep them **Dry** at all times.
- **Check-In** in the instrument before using it, you will find a QR code in the proximity of the Vitrobot to do this. Make sure you are check-in using only your **reservation number**.
- You can **turn on** the Vitrobot only at the **starting time** of your reservation.
- You can use the **glow discharger** as many times as required during your Vitrobot reservation. A **single time** glow discharger **fee** will be applied to all your Vitrobot sessions.
- At the **end** of your reservation **remove** the **bloating paper** from the bloating chamber, **remove** the **water** of Humidifier water container, and **dry** the interior of the **bloating chamber**.
- **Dispose** pipette tips and other used materials in the **trash bins**.
- Make sure the **Ethane gas cylinder** is properly **closed**.
- **Check-Out** after the end of your Vitrobot session using the same QR code, and your **reservation Number**.
- **Log** the number of grids and grid boxes used. You will be able to log them in the Check-Out form.
- **Dry** all the tools and the Vitrobot Styrofoam at the end of the reservation.
- **Dispose** the liquid nitrogen from the Dewar set them to dry facing down.

- **Report** to the staff if you **stored samples** in the Facility Dewar. Report the position and number of grid boxes. A monthly charge will be applied per falcon tube/puck stored. Samples **not reported** will be **disposed** by the Facility personnel.
- Failure to comply to these guidelines may result in getting your **Vitrobot privileges revoked**.
- For any Vitrobot related questions or issues please contact the facility staff.