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**uulm**



# USER GUIDE

## agendo.science

*ULMTeC Core Facility Viruses*

### Contact

ULMTeC – Core Facilities

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# 1. Agendo Log in / Log out

The login form contains the following elements:

- Logos for 'core facilities' and 'uni ulm' at the top.
- An 'Email' input field.
- A 'Password' input field.
- A blue 'Sign in' button.
- A green 'Sign in with institute credentials' button.

Web page: <https://ulm.agendoscience.com/>

**Log in** with the **Login credentials** that you received from the ULMTeC Core Facility Viruses manager.

You arrive at the **Homepage view** configured with the **view only access** of Core Facility Viruses:

The screenshot shows the Agendo homepage with a 'Whiteboard' on the left and a 'My permissions' table on the right. A red circle highlights the calendar icon next to 'Shaker Virus' in the table. A black arrow points from a text box on the right to the three-dot menu icon in the top right corner of the page.

RESOURCE	TYPE	AVAILABILITY
Hood Cell culture	Phys Chem Measurements	●
Hood Virus	Phys Chem Measurements	●
Shaker Cell culture	Phys Chem Measurements	●
Shaker Virus	Phys Chem Measurements	●
Ultrazentrifuge XE90	Centrifuges	●

**Agendo Log out**  
Select in the upper right corner  
Then select the option **Sign Out**

# 2. View a resource calendar

To view a resource calendar (e.g. Hood Cell culture) from the **Homepage view**: **click directly on the calendar icon** from the view **My permissions**.

The screenshot shows the 'Shaker Virus' resource calendar. A yellow banner at the top states: '(2025-04-17) This calendar is blocked. This Shaker-Virus calendar is for Core facility Viruses staff usage only.' Below the banner is a calendar grid for April 2025. A red horizontal line is drawn across the 10:00 slot on Thursday, 17th April. A green slot is visible on Saturday, 19th April, from 11:00 to 13:00, labeled 'Maintenance Downtime 1704-1904-11PR'.

**To book a slot please contact the Core Facility directly (either Tel.: 46121 or [astrid.kritzinger@uni-ulm.de](mailto:astrid.kritzinger@uni-ulm.de))**