Making reservations in the CNSI Microfluidics Lab and Innovation Workshop

General:
• FBS reservations are not used for billing.
• Users with reservations have priority over people using tools without reservations.
• 3D printer reservations should be made for the length of the print run.

Microfluidics Lab
• All tools in the Microfluidics Lab require FBS reservations. The reservations allow users to plan ahead knowing that the tools that they want to use will be available when they go to the lab.

Innovation Workshop:
• Only the 3D printers in the Innovation Workshop require reservations.

3D Printers:
• Before entering the lab reserve the printer for the estimated print time.
• After preparing the print job adjust the reservation end time based on the calculated run time.
• Enter the print consumable use in the section titled “Consumables for this Reservation”
• FBS reservation takes the place of the Google Form and paper logs.
Using FBS – Logging in

- Log in to FBS
  https://ucsb.fbs.io

- Contact me if you have login problems:
  bothman@ucsb.edu
Select the room where you will be working
Navigate to the reservation page

1. Select the **USER** tab
2. Select the **ACTIVITY** Dashboard
Reserving Tools

### Upcoming Group Events
There are no Group Events records to display.

### My Reservations
You have no upcoming Reservations.

### Recently Scheduled Resources
Your most recently scheduled reservations are listed below:

<table>
<thead>
<tr>
<th>Facility</th>
<th>Resource</th>
<th>Lab</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>BUILDING</em></td>
<td>79 - uFL Lab 3430-1</td>
<td>Microfluidics</td>
</tr>
<tr>
<td><em>BUILDING</em></td>
<td>128 - uFL Lab 3430-2</td>
<td>Bothman, David</td>
</tr>
<tr>
<td>IWS</td>
<td>Ultimaker3DPrint - Ultimaker 3 - 3D Printer</td>
<td>CNSI</td>
</tr>
<tr>
<td>MFL</td>
<td>Objet30-3DPrint - Objet30 Pro Polyjet Printer</td>
<td>Microfluidics</td>
</tr>
<tr>
<td>IWS</td>
<td>MiiCraft3D Print - MiiCraft 50 3D printer</td>
<td>Microfluidics</td>
</tr>
<tr>
<td>IWS</td>
<td>F270-3DPrint - Stratasys F270 3D Printer</td>
<td>Microfluidics</td>
</tr>
<tr>
<td>IWS</td>
<td>Form2-3DPrint#2 - Form2 3D printer #2</td>
<td>Microfluidics</td>
</tr>
<tr>
<td>IWS</td>
<td>Form2-3DPrint#1 - Form2 3D printer #1</td>
<td>Microfluidics</td>
</tr>
<tr>
<td><em>BUILDING</em></td>
<td>61 - Innov Wkshp 2442</td>
<td>Innovation Workshop</td>
</tr>
<tr>
<td>MFL</td>
<td>Objet30-3DPrint - Objet30 Pro Polyjet Printer</td>
<td>CNSI</td>
</tr>
</tbody>
</table>

### My Lab Schedules
The following Lab / Room Schedules are available:

<table>
<thead>
<tr>
<th>Location</th>
<th>Schedule</th>
<th>Type</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>EH 2442</td>
<td>Innov Wkshp 2442</td>
<td>Room</td>
<td>Schedule</td>
</tr>
<tr>
<td>EH 2448</td>
<td>Innov Wkshp 2448-1</td>
<td>Room</td>
<td>Schedule</td>
</tr>
<tr>
<td>EH 3430</td>
<td>uFL Lab 3430-1</td>
<td>Room</td>
<td>Schedule</td>
</tr>
<tr>
<td>EH 3430-A</td>
<td>uFL Lab 3430-2</td>
<td>Room</td>
<td>Schedule</td>
</tr>
</tbody>
</table>

### Available Resources to Schedule
You can Schedule or Request Training on the following resources:

**Zone A**
- PDMS-tools - PDMS Tools - mixer, spin coater, vacuu... Schedule

**Zone B**
- Laser-welder - Miyachi Unitek YAG laser welder Schedule
- CNC drill - Sherline/Flashcut CNC drill Schedule

**Zone C**
- Hot-press - Carver hotpress Schedule
- Vac-oven - Isotemp vacuum oven Schedule
- Keyence-micro - Keyence VHX-5000 microscope Schedule - or - Walk-Up
- Laminar-Flow - Laminar Flow Hood Schedule
- Trotec-Lasercut - Trotec Speedy 100 laser cutter Schedule

**Objet30-3DPrint** Objet30 Pro Polyjet Printer Schedule

Select the tool that you plan to use.
FBS - Select the date

Select the tool that you are reserving.

Double Click on the day that you want to work
FBS - Select the start time

Double Click on the start time
FBS - Make the Reservation

- Set the work time that you want to reserve
- Make sure that you are making the reservation for yourself
- Note the tools that you will be using
- Save the reservation

Set start and end time
Select your PI’s lab
Select your name
Save
FBS – Add/Change/Cancel Reservations

- Open the Calendar
- Open the reservation
- Delete it
Reserving 3D Printers

1. Before entering the lab reserve the printer for the estimated print time.
2. After preparing the print job adjust the reservation end time based on the calculated run time.
3. Enter the print consumable use in the section titled “Consumables for this Reservation”
4. Note: the FBS reservation takes the place of the Google Form and paper logs.