

# Quick Guide for Keck Lab log-in software



**Step 1. Click the icon**

For Users For Admins

## Start/Complete Session

UID:

**ISU ID number**

Fund:

**Fund number**

Name:

Email:

Prof:

Ticket:

Started:

Ended:

**Step 2. Type in your information. The other info will then popup automatically.**

*You can ask a facility administrator to help you find your fund number if you do not remember. However, we highly recommend people to come with the fund info for confidentiality.*

W. M. Keck Microfabrication Facility  
Iowa State University

Welcome to the W. M. Keck Microfabrication Facility! To access the Facility, you must be a registered user. Before beginning your session, log in with your University ID (UID) and your fund account number. The remainder of the form will automatically populate itself. If you are attending a training session or if you have difficulty logging in, please ask a Keck Facility staff member to log you in.

Upon completion of your session, you must log out to end billing for the session. You will be asked to report which Tools and Consumables you used. This information helps us to understand User needs and to keep the Facility well stocked. Finally, you will be asked to report the condition of the Facility and any Tools that you used.

[Click to return to user interface](#)

## Start/Complete Session

UID:  or Fund:  Name: Email: Prof: Ticket: Started: Ended: 

CleanRoom ✕

New ticket created !

## W.M. Keck Microfabrication Facility

### Iowa State University

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**Step 3. Click "Create Ticket" to start up your fabrication.**

[Click to return to user interface](#)

## Start/Complete Session

UID:    
or Fund: Name: Email: Prof: Ticket: Started: Ended: 

CleanRoom

Ticket found for [redacted], proceed to complete the ticket ?



# W. M. Keck Microfabrication Facility

## Iowa State University

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**Step 4. It will popup the fund number asking if you want to log out. If that's the case, click "Yes" to complete.**

Click to return to user interface

Start/Complete Session

UID: [redacted] [redacted] or [redacted]

Fund: [redacted]

Name: [redacted]

Email: [redacted]

Prof: [redacted]

Ticket: 0001

Started: 16:40:05 08/07/2016

Ended: 16:56:01 08/07/2016

Labor(hour): 0

Cancel

This is for the training you had. Please ask the training person to fill it out.

Tools:

- 01 ABM Mask Aligner
- 02 SCS Spin Coater
- 03 SCS Vacuum Hotplates
- 04 Cleanroom Oven
- 05 KLA Tencor Stylus Profiler
- 06 YES Plasma Cleaner
- 07 Lindberg Vacuum Oven
- 08 Thermionics Thermal Evaporator
- 09 Hybond Wire Bonder
- 10 Spin Dryer

Consumables:

- 01 Jumpsuit S
- 02 Jumpsuit M
- 03 Jumpsuit L
- 04 Jumpsuit XL
- 05 Acetone 100 mL
- 06 Isopropanol 100 mL
- 07 AZ developer 100 mL
- 08 SU8 developer 100 mL
- 09 Cleanroom wipe
- 10 Plastic petri dish 100 mm
- 11 Plastic petri dish 150 mm
- 12 Tungsten boat

Step 5. Fill out the tools and consumables used.

All the tools and consumables will not be charged ! They are only used for managers to keep track of in the Keck lab.

Comments:

Email session info to the user

Email yourself if needed.

Complete & Save the Session

Click to complete the session.