

Dear TITAN Users,

Please, let me inform you about the new regulations for TEM booking.

Because of continuously increasing number of TEM users and requests for full-service measurements, we had to undergo an evaluation of the actual situation to solve

- how to allow the usage of the TEM for all users in a reasonable time frame,
- how to improve the general exploitation of the TEM,
- and how to be still able to use the TEM properly for the purpose of CEITEC Nano Infrastructure collaborative activities.

With respect to the actual situation and, at the same time, with our full understanding that our TEM is a complicated instrument requiring longer experimental sessions, the following rules were established and I would like to ask you kindly to abide by them from now:

- 1. All TEM users can make a reservation within two time windows, 8 am – 1 pm, or, 1 pm – 6 pm during business days.**
- 2. All TEM users can book only two time windows in advance.**
- 3. If both time windows are going to be used for booking within the same day, the TEM session has to begin at 8 am, or, finish at 6 pm.**
Therefore, it is still possible to book the TEM for whole working day. But, please, always consider carefully how many hours you really need for your measurements and rather try to keep free morning or afternoon hours for other users, instead of doing “automatic booking 8 am – 6 pm”.
- 4. It is possible to book more than two time windows in advance after my personal authorization. This option is dedicated mainly for advanced and complicated experiments.**
- 5. Advanced TEM users are eligible to book the TEM beyond the dedicated time windows and during weekends, but only after my personal authorization.**
The users have to be careful if the after-hour or weekend session can harm alignment of the TEM regarding the experimental work of a following user.
- 6. All TEM users have to make a note in the booking form, if the following techniques or alignments will be used: 60 kV, 120 kV, MC, EELS, Obj.Lens=OFF, Cryo Holder.**
This will help to organize the TEM workflow during a week and to avoid the harmful situations mentioned in the previous point.
NOTE: TEM usage at 60/120 kV and use of MC should be cumulated to the beginning or the end of a week to minimize TEM instabilities.
- 7. All TEM users are responsible to announce to all other users the cancellation of their booking or early finish of work (even one hour) as soon as possible.**

I believe that this optimization of rules for TEM reservations will bring positive effects for all users without a considerable change in quality of offered possibilities of our infrastructure.

Please, feel free to ask me if you would need more information and thank you for your kind understanding.

With best regards,

Jan Michalička

Core Facility Specialist

Transmission Electron Microscopy

Brno University of Technology

CEITEC Nano Research Infrastructure

Purkyňova 123, Building A, Office A0.11a

Brno, 612 00

Czech Republic

Phone: +420 541 149 748

Email: jan.michalicka@ceitec.vutbr.cz

www.nano.ceitec.cz

www.ceitec.eu