

# WESTERN SYDNEY UNIVERSITY



## Instrumentation Booking System

To register for the Western Sydney University Online Instrumentation Booking System:

- 1) Go to [Instrumentation Booking site](#)
- 2) Click on 'To Register'
- 3) Fill out the registration information and agree to the terms and conditions
- 4) Choose an existing school/organisation from the list or type in a new one
- 5) Choose a supervisor from the list or type in a new one
- 6) Pick your Facilities (instruments\*) of interest
- 7) Check final details are correct and submit

Please allow 2-3 business days for your registration to be processed. When your registration has been processed you will receive a confirmation email. You will then be able to login using your email address and chosen password and start booking instruments.

For information on how to use the instrumentation booking system please see the ACLS User Guide on the following link

[http://www.westernsydney.edu.au/redi/centralised\\_research\\_facilities/equipment\\_booking](http://www.westernsydney.edu.au/redi/centralised_research_facilities/equipment_booking)

If you have further questions please contact the Facility Manager or David Fraser on [researchfacilities@westernsydney.edu.au](mailto:researchfacilities@westernsydney.edu.au)

\* It is important to note that in this booking system:

A) Instruments are referred to as facilities and

B) Facilities are referred to as facility groups

I.E the Joel 6510LV (a scanning electron microscope) is referred to as a facility, however the Advanced Mineral Characterisation Facility (AMCF) is referred to as a facility group.