

University of Minnesota
Center for Magnetic Resonance Research
Standard Operating Procedure

C100-02 - Applying for CMRR Access

Get your UMN Internet ID first

Register for CMRR Access

Visit the CMRR website and register for access

- Browse to www.cmrr.umn.edu
- Click Register for Access

The steps:

- You enter your email, name, and phone number, and confirm your email
- You pick a CMRR faculty sponsor, and they confirm your access
- You get access to the CMRR calendar (immediately)

If you are a special type of user

- Facilities - select Rick Swanson as your sponsor
- Other - select Michelle Hartwig as your sponsor (Onboarding coordinator)

Computer Server User ID

If you need a Unix server account

- CMRR computer support will create your account (1-2 days)
- You will receive an email when your account is ready

If it has been more than two days and you haven't heard anything

- contact Michelle Hartwig mhwartig@umn.edu 612-626-2001
- or email help@cmrr.umn.edu

Purpose

Scope

Definitions

Responsibility

References

Forms / Templates

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Revision History

| | |
|-----------------------|---------------------------|
| SOP Number / Version: | C100-02 / 1.1 |
| Approval Date: | 07/21/2015 |
| Implementation Date: | 07/21/2015 |
| Author/Owner: | Brian Hanna / John Strupp |

| Version Number | Approval Date | Change from Previous Version |
|----------------|---------------|------------------------------|
| 1.0 | 6/22/2015 | |
| 1.1 | 7/21/2015 | Standard formatting |

| Approval Signatures | Date |
|------------------------------------|-------------|
| Author/Owner: | |
| Regulatory Compliance Coordinator: | |
| Center Director: | |