Lab Contact & Resource Guide

Abdullah Lab, IMMEI, University Hospital Bonn

2025-12-02

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Purpose

This document provides a centralised, up-to-date contact reference for new and existing Abdullah Lab members.
It identifies who to contact for facility access, animal house procedures, equipment booking, software licensing, HPC access, and administrative support.

The goal is to reduce ambiguity and ensure requests reach the correct person efficiently.

Animal Facility (HET) Contacts

HET Green Barrier – Access, General Enquiries

Anna Schilling
Responsibilities: - Access permissions and Green Barrier onboarding
- General HET queries and procedural guidance

HET – Genotyping, Mating Setup, Colony Management

Christine Schmitt-Mbamunyo (AG Garbi TA)
Responsibilities: - Genotyping requests
- Setting up mating pairs
- Coordination of breeding colony logistics

IMMEI Institute Administration

Institute Manager

Lucie Hrvat-Delforge
Email: ldelfo4s@uni-bonn.de
Responsibilities: - General administrative management of IMMEI
- Institute-level coordination

Science Manager (GMO, Documentation, S1/S2 Safety)

Dr. Johanna Breuer
Email: jbreuer@uni-bonn.de
Responsibilities: - GMO applications and approvals
- S1/S2 documentation and risk assessments
- Laboratory safety compliance and training coordination

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iFET Facility

iFET Manager

Daniela Krauss
Email: d.krauss@uni-bonn.de
Responsibilities: - iFET operational management
- Scheduling and workflow coordination

Flow Cytometry Core Facility (FCCF)

Core Facility Manager

Andreas Dolf
Email: Andreas.dolf@uni-bonn.de
Responsibilities: - Oversight of flow cytometry instruments and sorters
- Training and troubleshooting
- Assistance with panel design and experiment planning

Booking Flow Cytometers

Machines can be booked via PPMS:
https://ppms.eu/uni-bonn/?FCCF

High-Performance Computing (HPC) Access

Marvin HPC Cluster

Steps for access: 1. Request a Marvin HPC account via University IT.
2. Set up SSH keys for secure access.
3. Configure your environment (modules, conda/mamba, R, Python).
4. Use Slurm scheduler for job submission.

For assistance: - IMMEI analysis support (e.g., Dillon Corvino) for workflows
- University HPC team for account setup and permissions

Software & Digital Tools

Below is a list of commonly used software, what they are used for, and how to obtain access.

GraphPad Prism

Used for statistical analysis and graphing.
How to obtain: Request a named-user license via IMMEI administration.

FlowJo

Flow cytometry data analysis.
How to obtain: Request access through the Flow Cytometry Core Facility.

FluoroFinder

Used for **flow cytometry panel design**, fluorochrome selection, and spillover prediction.
How to obtain: Request access through the Flow Core booking system under **Orders**.

Benchling

Cloud-based molecular biology platform for cloning design, sequence storage, sample tracking.
How to obtain: Request access via IMMEI administration or PI.

Quartz

University time tracking and project allocation system.
How to obtain: Access granted during HR onboarding.

PyRAT

Animal facility management software for cage tracking, breeding, and genotypes.
How to obtain: Request access through HET administration / Christine Schmitt-Mbamunyo.

BTC Cloud

Used for accessing streamed microscopes, facility devices, and cloud-hosted instrumentation.
How to obtain: Request through IMMEI IT or device managers.

Mattermost

Internal messaging platform used within IMMEI/UKB networks.
How to obtain: Accounts created during onboarding or upon request to IMMEI IT.

GitHub

Version control, code sharing, protocol hosting, analysis pipeline management.
How to obtain: Create an account on GitHub; Abdullah Lab or IMMEI GitHub organisations provide access by request.

Company Contacts & Representatives

STEMCELL Technologies

Sanja Lošić
Email: sanja.losic@stemcell.com
Representative for media, cytokines, and cell culture products.

Miltenyi Biotec

Verena Barbarino
Email: verena.barbarino@miltenyi.com
Representative for MACS reagents, antibodies, cell isolation kits, instruments.

Version history

Version	Date	Description
v1.0	2025-12-02	Initial onboarding & contact reference created
v1.1	2025-12-02	Added institute admin, safety, core facility, software, HPC
v1.2	2025-12-02	Added company contacts, expanded software section