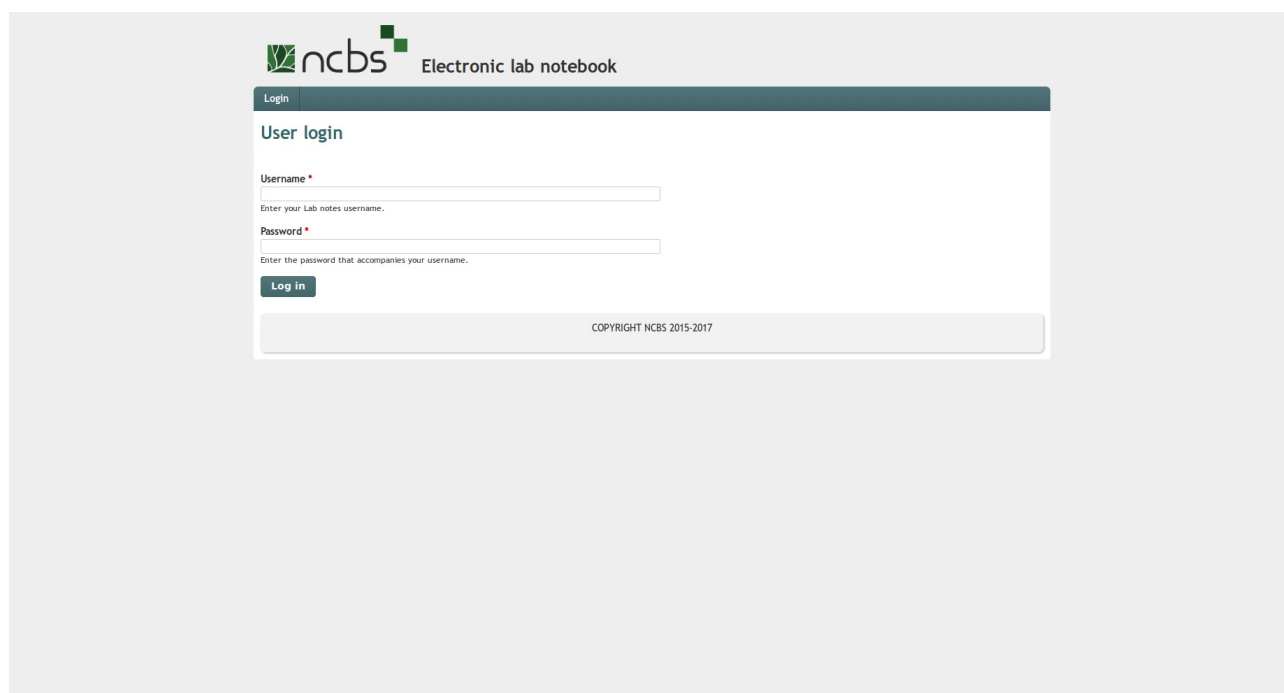


Labnote Documentation

Link : <https://labnotes.ncbs.res.in/>

1) Steps to Login

Landing Page :



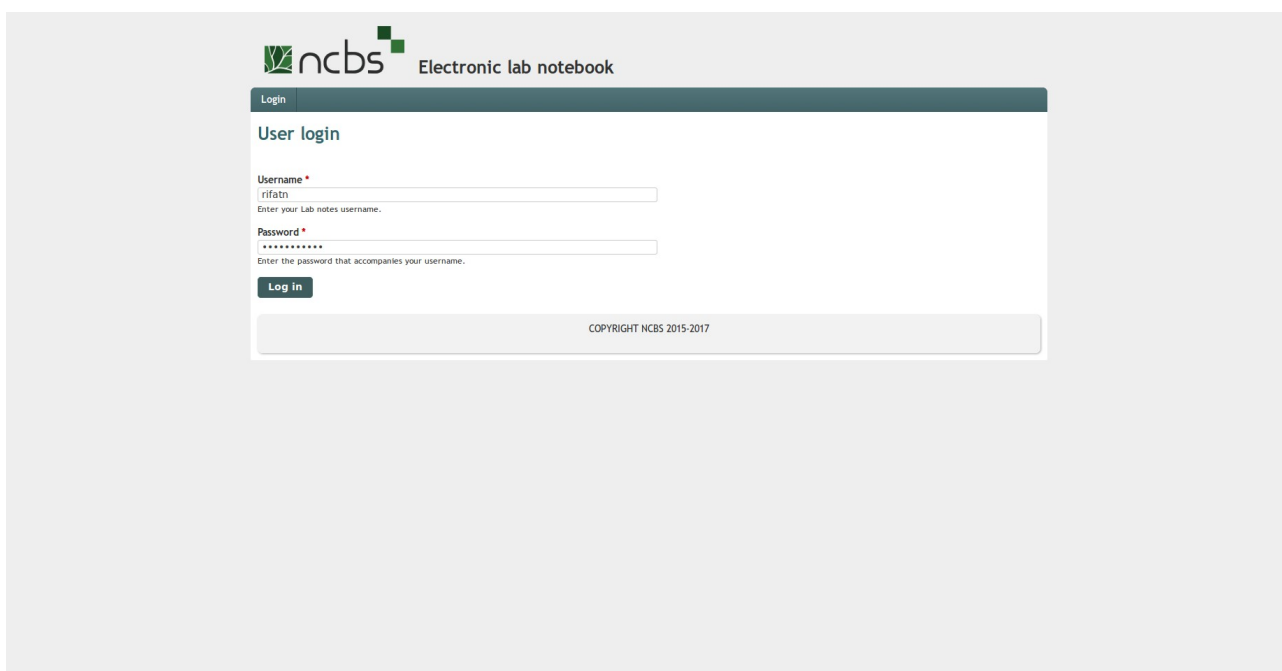
The screenshot shows the landing page of the NCBS Electronic lab notebook. At the top, there is a logo for 'ncbs' and the text 'Electronic lab notebook'. Below this is a 'Login' section with a 'User login' heading. There are two input fields: 'Username' and 'Password'. The 'Username' field has a hint 'Enter your Lab notes username.' and the 'Password' field has a hint 'Enter the password that accompanies your username.' Below the fields is a 'Log in' button. At the bottom of the login section, it says 'COPYRIGHT NCBS 2015-2017'.

Login with your institute username and password.

For example : institute email-id is abc@ncbs.res.in

username: abc

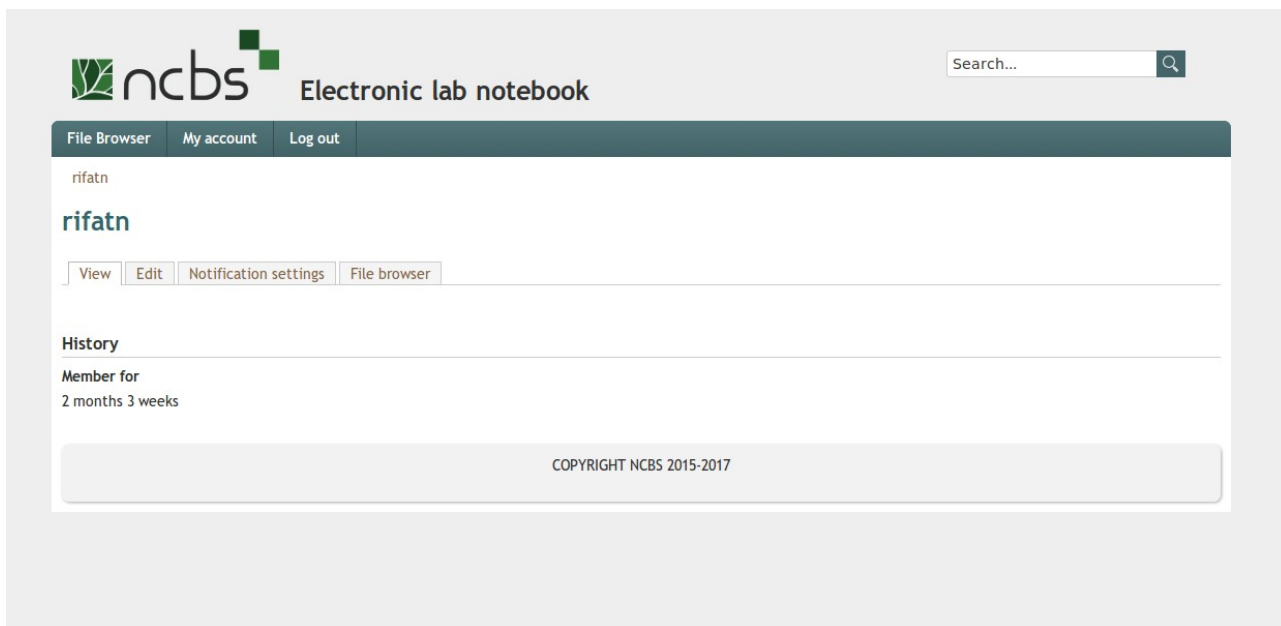
password: your webmail password



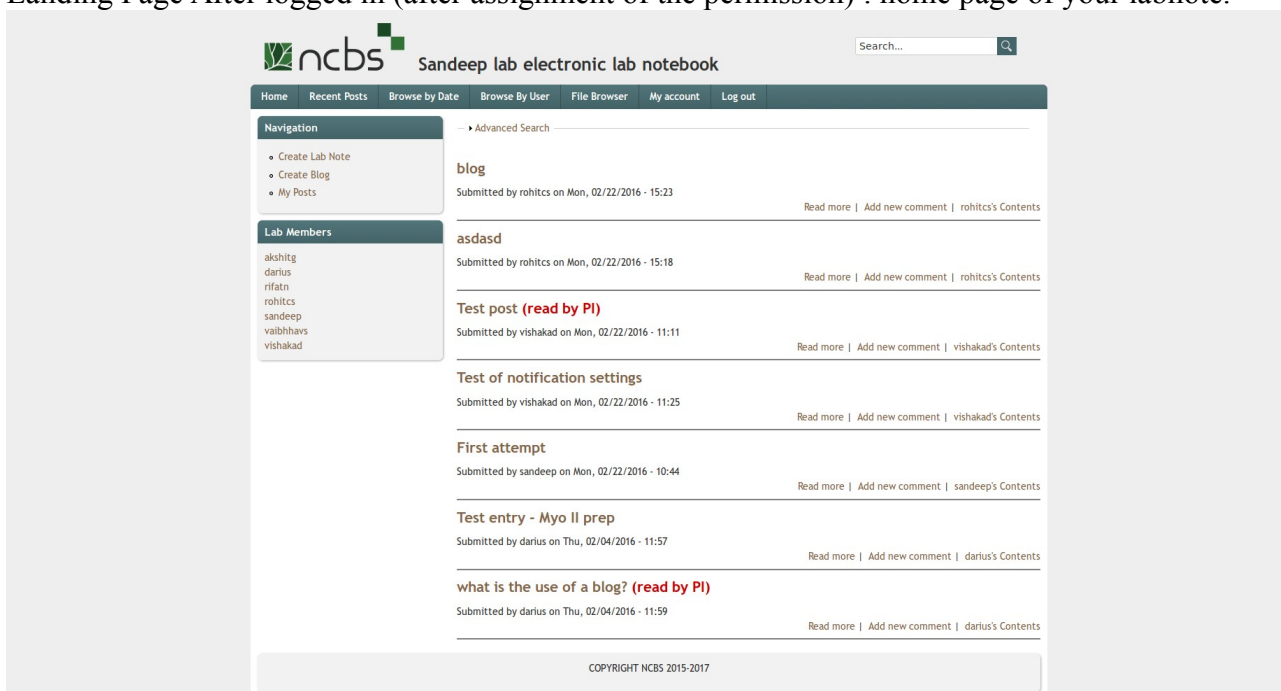
This screenshot is similar to the one above, but it shows the login page with sample credentials entered. The 'Username' field contains 'rifatr' and the 'Password' field contains '*****'. The 'Log in' button is still visible. The footer text 'COPYRIGHT NCBS 2015-2017' is also present.

After logged in , the new user will don't have permission to create labnote, IT will get notification after you logged in once into the system and they will assign respective permission to your id.

Landing Page After logged in(if permission has not been assigned to your id)

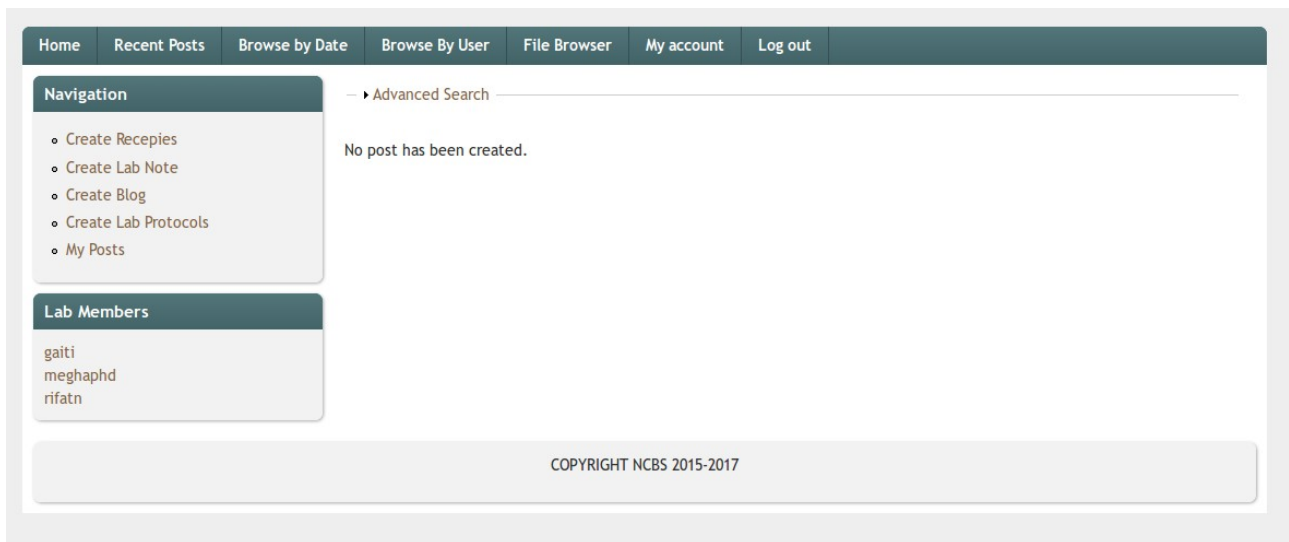


Landing Page After logged in (after assignment of the permission) : home page of your labnote.



Home page : Consists of published Post submitted by all of the labmembers.

If no post has been submitted the below screen shot will appaer.
(initials setup labnote)



Top menus consists of

1) Home

- consists of all the current labnotes present between 1 month (from today's date to previous -30 days)

- Advanced Search

search by title, author and between dates

2) Recent Posts

- All Recent Content
- My Recent Content

3) Browse By Date

- labnotes Archieves based on month

4) Browse By User

- labnotes sort based on lab members

5) File Browser

- list of files uploaded by you in server
- to upload files

6) My Account

- Notification Settings
- Edit --> Comment Settings

7) Logout

Left Sidebar Block Consists

1) Navigation (Based on each Lab)

- Create Labnote
- other menus based on lab requirement
- My Posts
 1. Published Post
 2. Draft Post (Labnotes/post saved as draft)

2) Lab members (List)

- To check post based on authors

RHS Top Corner : General Search (any words, keywords, title etc)

Notification Settings

rifatn

Navigation

- Create Lab Note
- Create Blog
- My Posts

Lab Members

- akshitg
- darius
- rifatn
- rohitcs
- sandeep
- vaibhhavs
- vishakad

rifatn

[View](#) [Edit](#) [Notification settings](#) [Track](#) [File browser](#)

Master switch

Notify status
☒ Disabled
☐ Enabled
The master switch overrides all other settings for Notify. You can use it to suspend notifications without having to disturb any of your settings under "Detailed settings" and "Subscriptions".

Detailed settings
These settings will only be effective if the master switch is set to "Enabled".
Notify new content
☐ Disabled
☒ Enabled
Include new posts in the notification mail.
Notify new comments
☐ Disabled
☒ Enabled
Include new comments in the notification mail.
How much to include?
☐ Title only
☐ Title + Teaser/Excerpt
☒ Title + Body
☐ Title + Body + Fields
Select the amount of each item to include in the notification e-mail.

Subscriptions
Tick the content types you want to subscribe to.
☐ Blog - Dr. Sandeep's Lab
☐ Dr. Sandeep's Lab Note

Save settings

COPYRIGHT NCBS 2015-2017

- **Master Switch** (if you want to receive any notification)

Disabled (Selected) – user won't receives any notification either on post or comment.

Enabled (Selected) – user will receives notification based on their sub selection about contents(Labposts) and comments.

***Subscriptions – for which post notification is required (please select the checkbox to receive notification to the corresponding posts and comments)**

- Save Settings

Note: Please check content under subscriptions to receive notification

The notification email will be delivered to your registered email-id.

How to create Labnote?

- Click “Create Labnote” present under navigation menu
- The fields which appears, are based on each lab requirement which may differ from lab to lab.
- After filling all the fields “Labnote” can be published or it can be “Save as draft”.

[Home](#) [Recent Posts](#) [Browse by Date](#) [Browse By User](#) [File Browser](#) [My account](#) [Log out](#)

Navigation

- Create Lab Note
- Create Blog
- My Posts



Lab Members

- akshitg
- darius
- rifatn
- rohitcs
- sandeep
- vaibhavs
- vishakad

Create Dr. Sandeep's Lab Note



Title *

Tags

Featured image
  [Remove](#)

File Attachment


File information

	Display	Operations
 Living_ft_working_@ncbs.pdf (6.77 MB)		Remove

Add a new file
[Browse...](#) No file selected. [Upload](#)
Files must be less than 50 MB.

Details

Source



To insert images under the editor -> click image icon

body p

[Switch to plain text editor](#)

Text format HTML

- Lines and paragraphs break automatically.
- Web page addresses and e-mail addresses turn into links automatically.
- Mathematics inside the configured delimiters is rendered by MathJax. The default math delimiters are $...$ and $\{...\}$ for displayed mathematics, and $...$ and $\{...\}$ for in-line mathematics.

[Publish](#) [Save as draft](#) [Preview](#)

COPYRIGHT NCBS 2015-2017

- if clicked “Save as Draft”, the post will be saved as draft and it will present under Navigation --> My Posts -> Drafts

- Draft Post will be looked like the below image as unpublished.

Test labnote for Demo

View

Edit


Submitted by rifatn on Wed, 02/24/2016 - 15:26

Tags:

- demo labnote

Featured image:

File Attachment:

 Living_&_working_@ncbs.pdf

Details:

To insert images under the editor -> click image icon



To upload pdf in editor

Pdf link

- if clicked “Published” , the post will be saved, it will appear under home page and author page and in my posts.

Navigation --> My Posts -> Published

Note:

In Home Page View


Student View : if your post has been read by your PI, it will be shown as “**Read by PI**”

In Faculty/PI view: the new post be shown as “**New**”

How to insert image in editor?



- Click image icon in the editor

sandeep
vaibbhavs
vishakad



File Attachment

Show row weights



























File information	Display	Operations
 Living_&_working_@ncbs.pdf (6.77 MB)		<button>Remove</button>



























Add a new file





No file selected.

Files must be less than 50 MB.

Details




B **I** **U** **S** **x_e** **x²** **I_x** 

Normal Font Size    

To insert images under the editor -> click image icon

body p

Switch to plain text editor

Text format HTML 

More information about text formats ?

- Lines and paragraphs break automatically.
- Web page addresses and e-mail addresses turn into links automatically.
- Mathematics inside the configured delimiters is rendered by MathJax. The default math delimiters are $...$ and $[...]$ for displayed mathematics, and $...$ and $\backslash(...)$ for in-line mathematics.

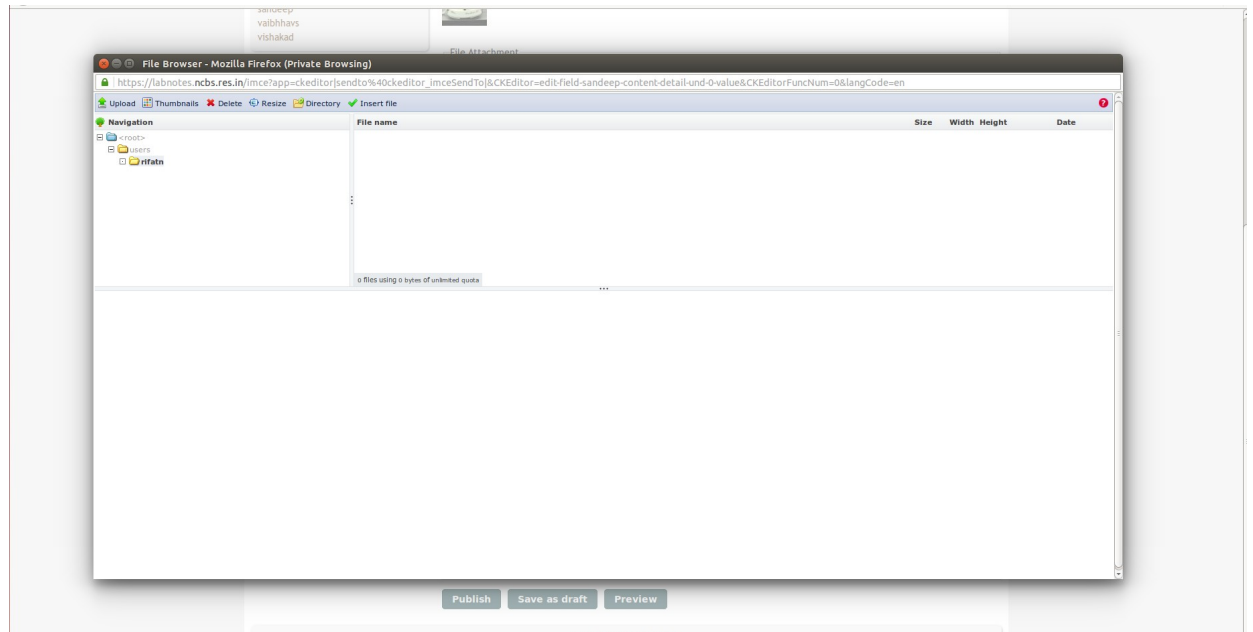
Publish

Save as draft

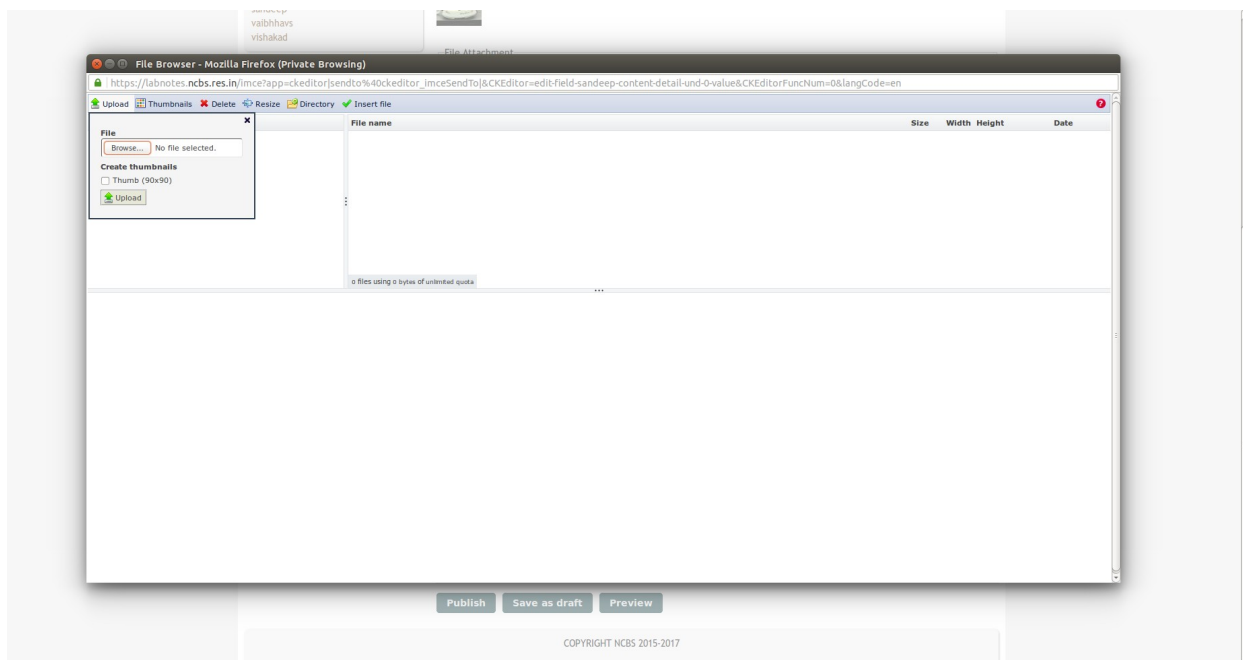
Preview

COPYRIGHT NCBS 2015-2017

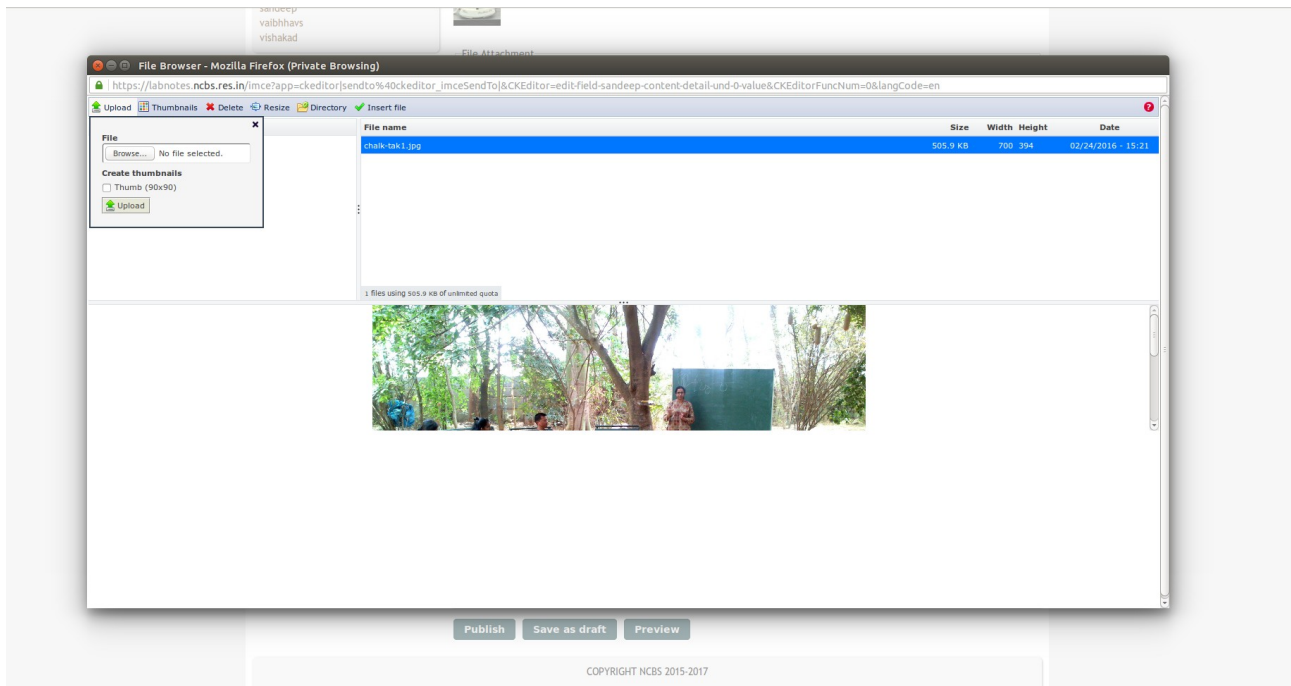
- After clicking image icon , pop up appears



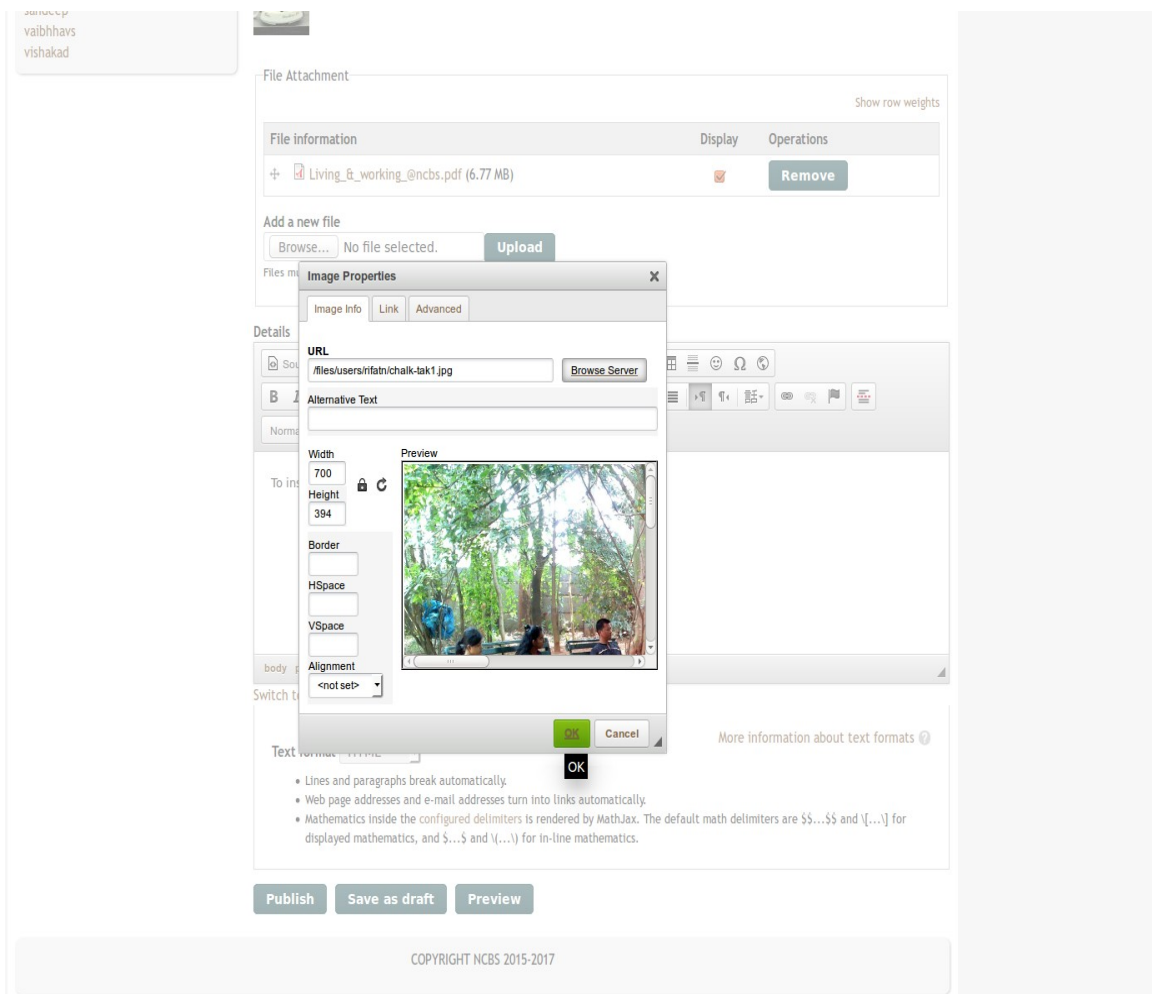
- Click Upload in the LHS top corner of the popup



- Click Browse and it will connect to your local file system.
- Select the file/image which needs to be inserted.
- Click upload – to upload it in the server
- either Double click on image or click insert , the image will be inserted into the editor.



- Image width and height can be set in the mentioned fields present in the popup block



- After insertion of image it will appear in the editor

