**3i SDC-TIRF Microscope Startup and Shutdown**

**Startup:**

1. Expect to find all units powered off except for the UPS at the top of the equipment rack and the Oko incubator. The computer may be on or may be powered off.

2. Enter your information in the logbook.

3. Power on, in this order:

a. Computer.

b. UPS.

c. Lasers you wish to use.

d. Laser interlock key at top of laser stack.

e. Air conditioner unit (please leave at 75 ºC).

4. Select “microscopy” on the Zeiss LCD display on the desktop.

5. Login to the computer under your MCB domain account.

6. Start the current version of Slidebook.

7. Open “focus” window in Slidebook and begin observing your sample.

**Shutdown:**

Priorities are *protect lenses, protect lasers and other light sources, return micrscope to normal resting state, protect your data, and power down the system.*

1. Protect lenses:

a. Using Zeiss LCD display, retract lens using “load position” button on Zeiss LCD display.

b. Remove your sample.

c. Using Zeiss LCD display, return lens to normal working position.

d. Wipe oil from all the imaging surface of all lenses used.

e. Remove excess oil from all lens bodies (NOT *imaging surfaces*) with Kimwipes.

f. using Zeiss LCD display, move the lense turret to a “blank” position (position 6).

2. Exit Slidebook.

3. Move (do NOT only copy) your data from the workstation to the server.

4. If no one is scheduled to use the instrument for one hour (check reservation calendar using a browse on the computer):

a. Turn laser interlock key at the top of the laser stack to the “off” position.

b. Switch off the power to each of the lasers your have used.

c. Power-down the instrument using the power button on the UPS.

d. Turn off air conditioner.

5. Shut down the computer.

6. Return the Oko incubator temperature to 22 ºC.

7. Make ending entry into logbook.

***8. Before leaving room: turn off all room lights and look back at system to ensure that nothing unintended has been left on.***