



SR Genomics ABI QuantStudio5 Schedule

User Instructions for accessing and reserving time on the Shared Resources Genomics Core's QuantStudio5 Instruments, located in DE-341.

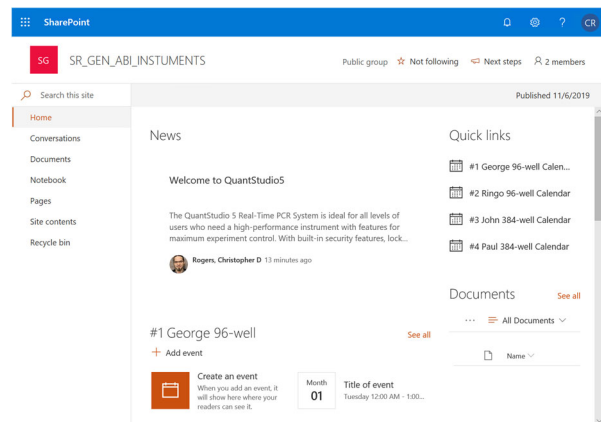
Overview:

All scheduling and calendars for the Genomics QuantStudio5 Instruments have been moved into a SharePoint Event List Calendar. Anyone with a HutchNetID can add and remove their own reservation using these Calendars. You can connect each Calendar to Outlook for easy access.

https://fredhutch.sharepoint.com/sites/SR_GEN_ABI_INSTUMENTS

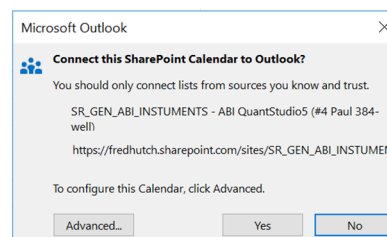
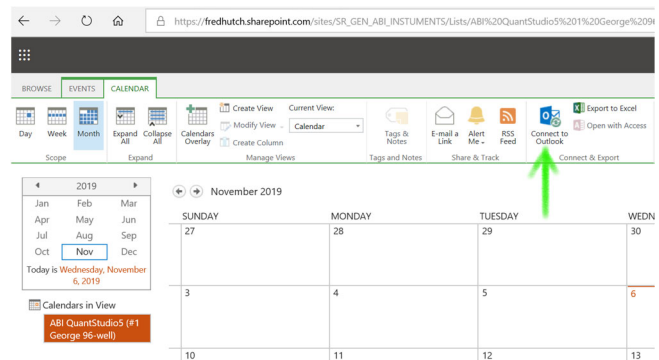
Viewing Calendars in SharePoint:

1. In your preferred browser follow the link above. Or Click [HERE](#).
2. Use the Quick Links on the right of the page to get to each calendar or scroll down to see a summary of the upcoming reservations.
3. Click on the “+Add event” to add a reservation.



Connecting a SharePoint Event Calendar to Outlook:

1. Use the Quick Links to get to Calendar you want to connect to Outlook.
2. Click on the Calendar Tab at the top to open the ribbon.
3. Click on “Connect to Outlook”
4. Allow your browser to open Outlook.
5. Outlook will present a dialog box warning.
6. You can use the “Advanced...” option to customize the name if you like.
7. Click “Yes” to connect Outlook to the Calendar



If you have any issues or questions, contact:
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