

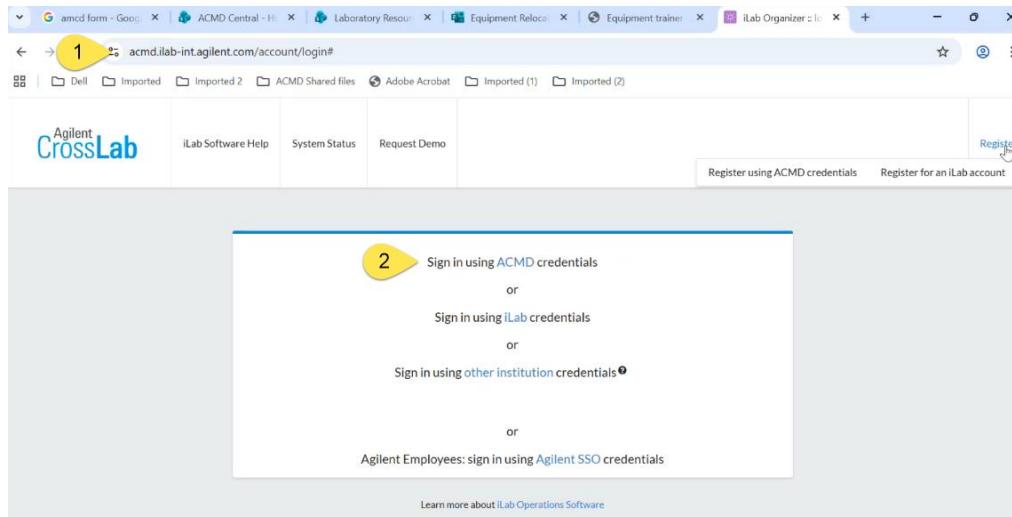
# ACMD: Registration Guide

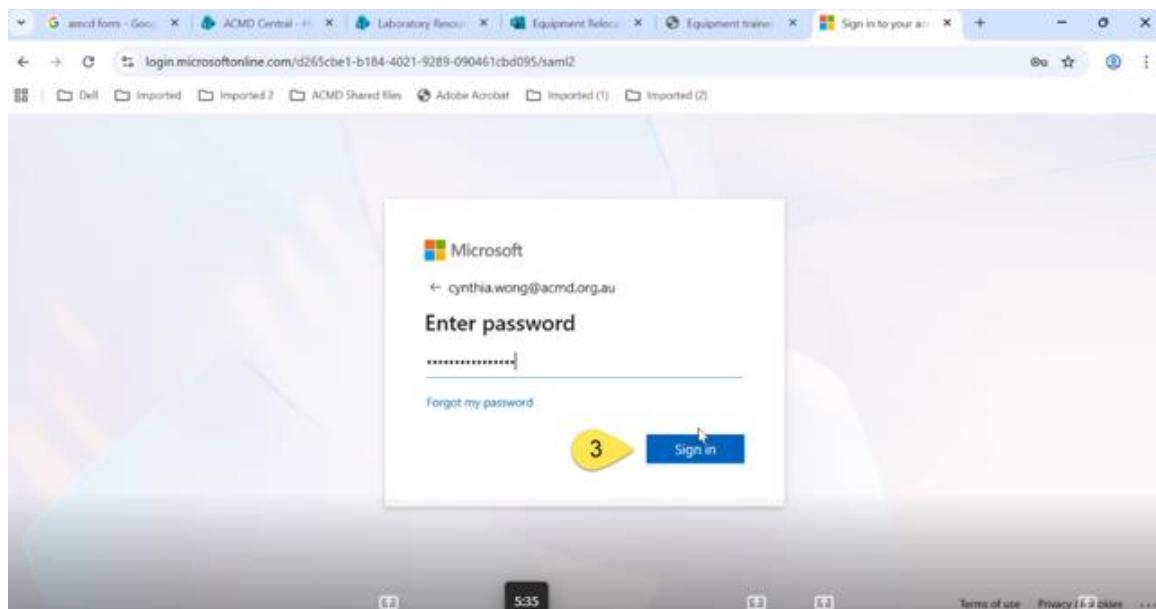
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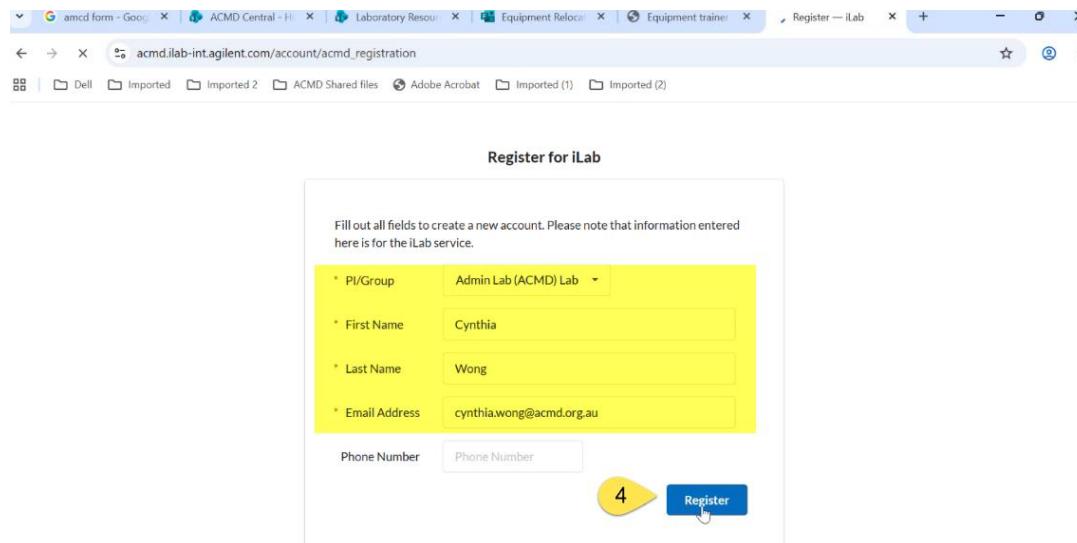
## Internal User Registration

1. Navigate to the following URL: [acmd.ilab.agilent.com](http://acmd.ilab.agilent.com)
2. Bookmark this URL for future use.
3. Once on the iLab login page, select 'ACMD'
4. At this point you will be prompted to provide your ACMD credentials and password.



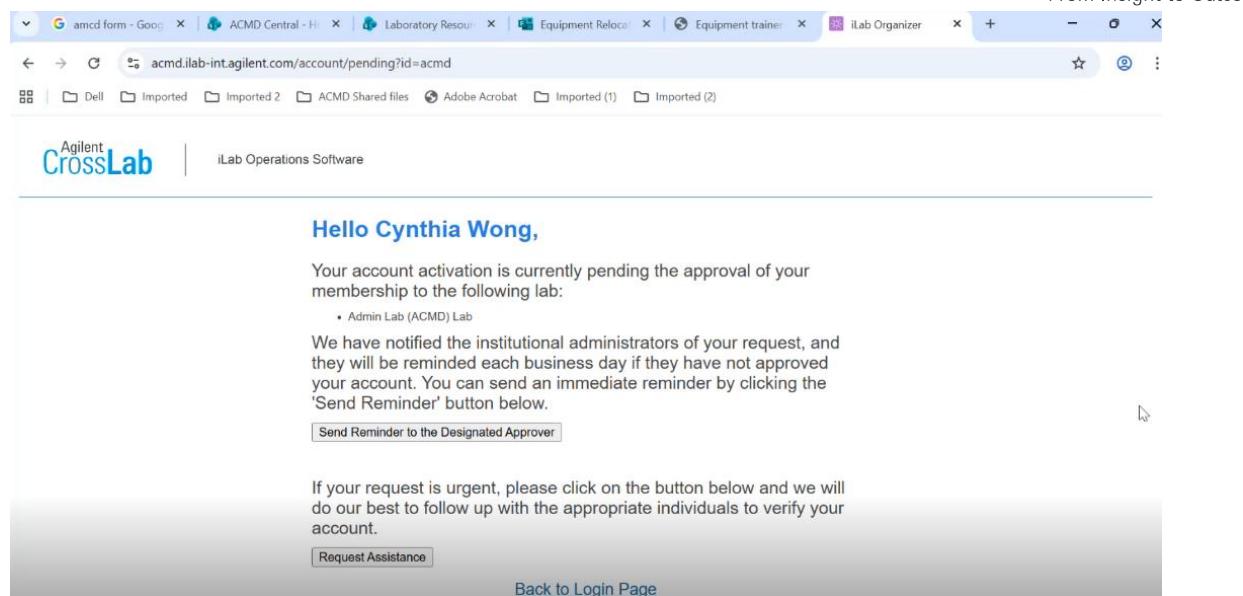


a) If this is your first time logging in, once you authenticate you will be directed to a registration page.



- i. First select the appropriate **PI/Group** from the first drop down.
- ii. Your first name, last name, and email address will be pre-filled.
- iii. Complete any remaining required fields.
- iv. Click '**Register.**' The next page you see will be the '**Greeting Page**'





Agilent CrossLab | iLab Operations Software

Hello Cynthia Wong,

Your account activation is currently pending the approval of your membership to the following lab:

- Admin Lab (ACMD) Lab

We have notified the institutional administrators of your request, and they will be reminded each business day if they have not approved your account. You can send an immediate reminder by clicking the 'Send Reminder' button below.

[Send Reminder to the Designated Approver](#)

If your request is urgent, please click on the button below and we will do our best to follow up with the appropriate individuals to verify your account.

[Request Assistance](#)

[Back to Login Page](#)

- v. The PI is reminded each business day but you have the opportunity to send an additional reminder.
- vi. You will also receive a Welcome email with brief getting started instructions.
- vii. Once your account has been approved you will receive an email notifying you.

7. Now you can login following steps 1-4 to utilize the core facilities within iLab

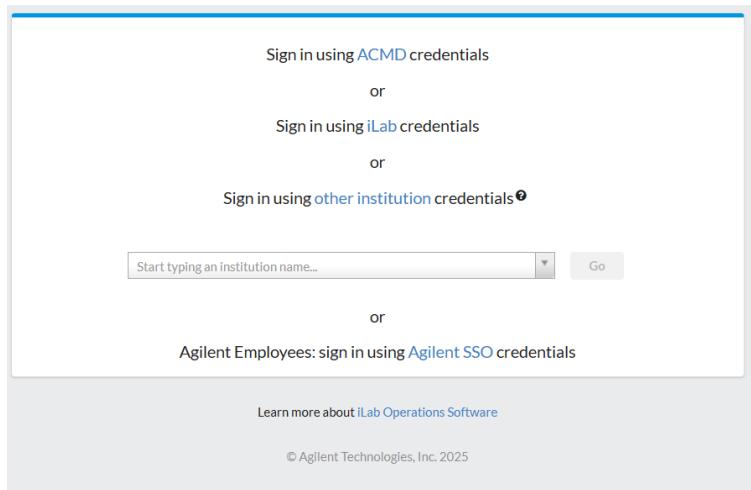
8. Once logged in you will be on the iLab homepage dashboard. Make sure to set your time zone!

## External User Registration

If an external user needs to utilize an ACMD core, they can navigate to the ACMD iLab URL to sign up and/or login. Cores can provide their direct URL or the overall ACMD URL.

1. Navigate to ACMD url: [acmd.ilab.agilent.com](http://acmd.ilab.agilent.com)
2. If you have an existing iLab account choose to 'Sign in using iLab credentials' or 'Sign in using other institution credentials.'
  - a. Those that belong to an institution in iLab that has an SSO/ID integration will choose to 'Sign in using other institution credentials.'





- b.
- c. For additional information on logging in, [click here](#).

3. If you are a new iLab user, select 'Register' in the top right corner and follow the registration wizard.
  - a. For additional information on registering for an iLab account, [click here](#).

## iLab Help Site

The iLab help site has a lot of great help articles for Institution admins, PIs, Core Admins, and Users. We strongly urge you to utilize this site as it is continuously updated, and new articles are always being added. Below are a few articles that you might find useful for you as you begin to use iLab.

[Overall Navigation](#)

[Managing Your Profile](#)

[Key iLab Terms](#)

[Using a Core](#)



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