

OMERO Microscopy Image Data Management

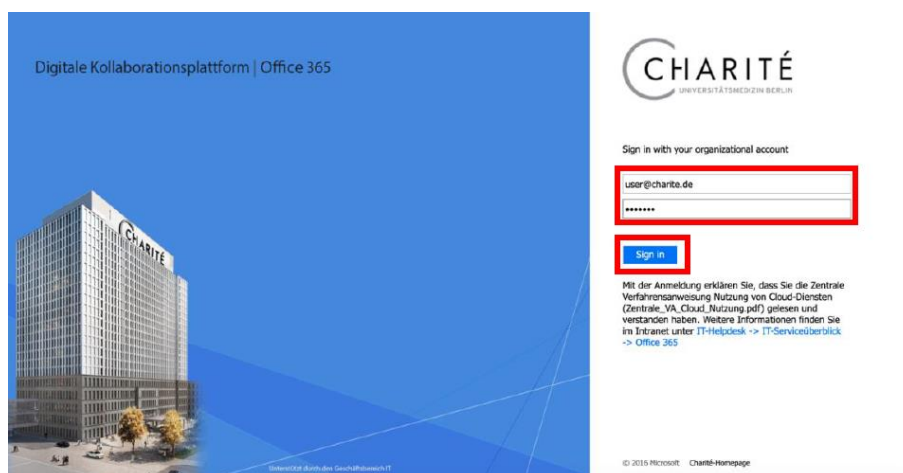
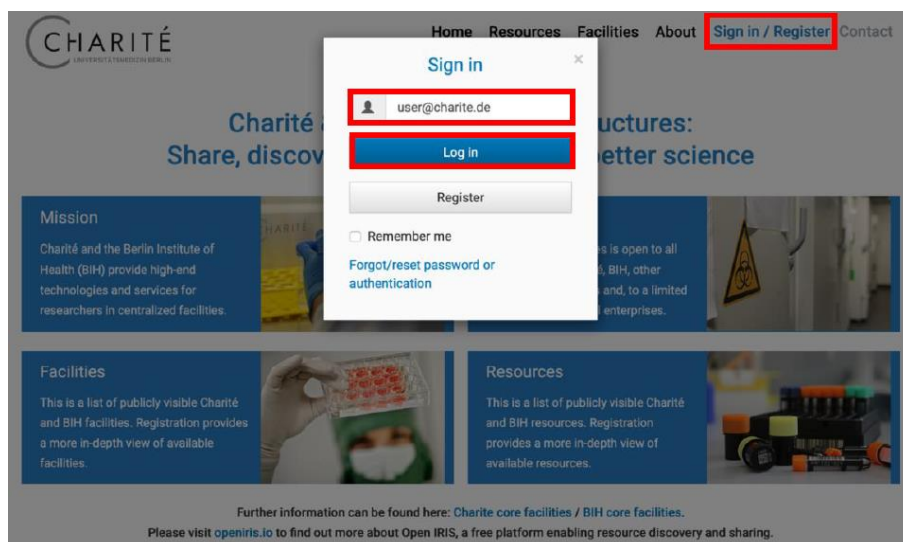
User Registration and support in OpenIRIS

OpenIRIS URL: <https://iris.charite.de>

OpenIRIS contact: openiris@charite.de

1. Logging in

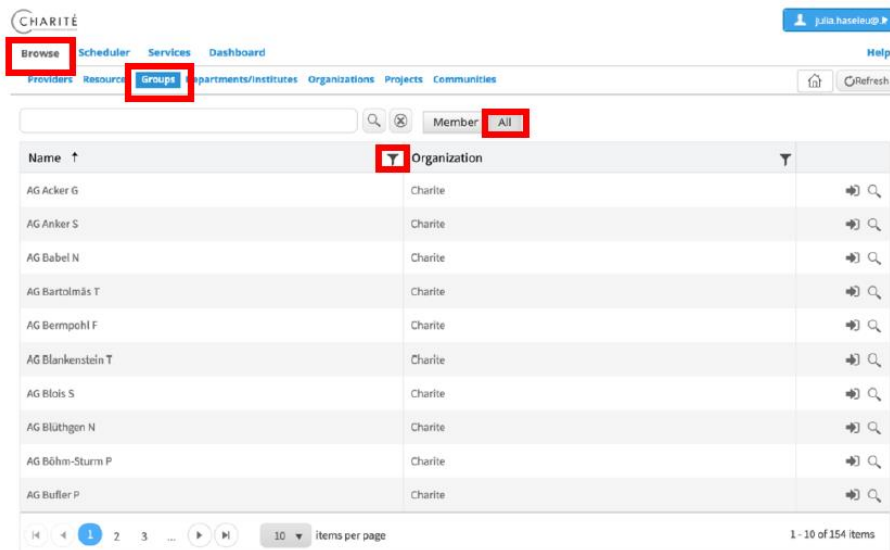
Navigate to the OpenIRIS URL in your browser and click on sign-in/register button. Sign in using your Charité email and password.



2. Group Membership

In order to request OMERO Microscopy Image Data Management services in OpenIRIS **you need to be a member of a group first (the research group belong to)**.

In order to join a group you can request access to a research group in BROWSE.GROUPS (set the filter to 'all'). Groups are named 'AG (Last name of group head) (Initial of group head)'. The group head/s will have to approve your group membership.



If your research group is not yet listed in OpenIRIS you can request the addition of the research group at the following link: <https://iris.charite.de/service/?provider=p1503>.

3. OMERO Services

The following services can be requested through the OMERO Microscopy Image Data Management provider (*OMERO new user request, OMERO training request and OMERO support request*) at the following link: <https://iris.charite.de/service/?provider=p1976>.

Once the new user request has been submitted it will have to undergo approval from the research group head/s. Following this approval a new user account will be created in OMERO and you will then be notified through OpenIRIS that your new account has been created.

a. Submitting a new user request

The screenshot shows the OMER interface with the 'Services' menu highlighted. A modal window titled 'OMERO User Access Request (Charité/BIH only)' is open. The form contains the following fields and text:

- Request for:** adminopeniris@charite.de (with a 'Change user' button)
- Group:** - Please select - (dropdown menu)
- Dear OMER user,** All new users requiring access to the OMER system are requested to complete this form. If you do not have an IRIS profile with associated group you may request it [here](#).
- To create your OMER user account, please provide your Charité username below (correct spelling is essential)**
- Charité username:** (text input field, max. 128 characters)
- Your role in the OMER group:** - Please select a value - (dropdown menu)
- Buttons:** SUBMIT, CANCEL

Below the modal, the main page shows the request details for 'OMERO User Access Request (Charité/BIH only)'. The status is 'Online'. A 'SUBMIT REQUEST' button is highlighted with a red box.

b. Submitting an OMER training request

The screenshot shows the OMER interface with the 'Services' menu highlighted. A modal window titled 'OMERO Training' is open. The form contains the following fields and text:

- Request for:** adminopeniris@charite.de (with a 'Change user' button)
- Group:** - Please select - (dropdown menu)
- OMERO training request:** (text input field)
- Dear OMER user,** To request to join an OMER training session please submit this form. In order to place you in the correct training session please could you state your OMER experience level below and if you have any particular training requests
- Experience level:** (text input field, max. 5000 characters)
- Buttons:** SUBMIT, CANCEL

Below the modal, the main page shows the request details for 'OMERO Training'. A 'SUBMIT REQUEST' button is highlighted with a red box.

c. Submitting an OMERO support request

The screenshot displays the OMERO web interface. At the top, the navigation menu includes 'Browse', 'Scheduler', 'Services', 'Dashboard', and 'Admin'. The 'Services' menu is highlighted with a red box. Below the navigation, the 'OMERO Support' service is shown with a status of 'Online'. A 'SUBMIT REQUEST' button is highlighted with a red box. A modal form titled 'OMERO Support' is open, containing the following fields:

- Title:** A text input field with a red border and the label 'required field'.
- Request for:** A dropdown menu showing 'adminopeniris@charite.de' and a 'Change user' button.
- Group:** A dropdown menu showing '- Please select -' and the label 'required field'.
- OMERO support request:** A text area for the request details.
- Dear OMERO user:** A section with instructions: 'To receive OMERO support and to submit issues regarding the operation of OMERO please submit this form and complete the query box below:'. It includes a 'Query' field with a 'max. 5000 characters' limit and a 'Select file(s)' button for attachments.
- Attachments:** A section with the text 'Here you can upload log files, screenshots of error messages etc.' and a 'Select file(s)' button.

At the bottom of the modal, there are 'SUBMIT' and 'CANCEL' buttons. The background interface shows a list of services with 'OMERO Microscopy Image Data Management' selected, and a 'SUBMIT REQUEST' button highlighted with a red box.