

Please carefully read the following instructions. If you have any question, please contact us (bioxtal@spring8.or.jp).

1. Beamline alignment in the morning

The first 30 minutes of the beamtime starting in the morning will be used for the beamline alignment. This is needed for the stable use of beamlines. We will appreciate your cooperation.

2. Caution for the staff support

i) Beamline staff will not attend at the beginning of the 2nd and 3rd shift in principle if the user is not a novice.

ii) Contact beamline staff prior to your beamtime, if you need an instruction when your beamtime is allocated in 2nd shift or later.

iii) We expect you to conduct experiment with experienced person in your lab when your beam time is allocated at midnight or weekend. We appreciate your cooperation to reduce the burden of the staff.

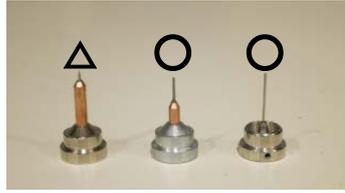
5. Sample changer

We ask all users to use the sample changer which use Uni-Puck as a cassette. If you don't have any Uni-Puck, you can use our Uni-Puck.

If you want to mount samples by hand at BL41XU, please contact us prior to your beamtime. It is impossible at BL45XU to mount samples by hand.

6. Helium cryo-cooler at BL41XU

- You can use Helium cryo-cooler which can cool samples down to 20 K. If you want to use it, please contact beamline staff at least **two month** before your beamtime. We have difficulty to buy Helium gas because it is in short supply in recent days. We appreciate your effort to obtain the gas by yourself.
- We recommend not to use sample pins which have copper sleeve, because turbulence around copper sleeve causes formation of nitrogen ice. When you use N₂-cryo, copper sleeve does not cause any trouble.



6. How to send your dry-shippers

- 1) You can send your dry-shippers to SPring-8.

SPring-8 Storage Ring Building room D21 (between D2 and D3 doors)
"Your Name" c.o. BL41XU (or BL45XU)
Kouto, Sayo-cho, Sayo-gun, Hyogo 679-5198 JAPAN
Phone: +81-791-58-0802 ext.3362, 3364

- 2) Send them to be delivered on weekday, because we cannot receive them on weekend.
- 3) Let us know the tracking number, your beamtime and beamline by e-mail (bioxtal@spring8.or.jp).

7. How to send back your dry-shippers

- 1) Prepare the following documents

- ① Air Waybill
(You can get Air Waybill for FedEx at Users Office)
- ② Commercial invoice
- ③ Other shipping documents
(Maybe the same document you need to send it to Japan)

- 2) Call FedEx to pick up your dry-shippers

When you are asked where FedEx should go to pick up your package, answer the following address.

SPring-8/JASRI Users Office (Main building 2F West)
Kouto, Sayo-cho, Sayo-gun, Hyogo 679-5198 JAPAN
Phone: +81-791-58-0961 Fax: +81-791-58-0965

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- 3) Bring your dry-shippers to the reception counter of Users Office.

8. Miscellaneous

- 1) Attention to your dry-shippers

We recommend you to confirm the soundness of your dry-shippers before shipping. The defect on the adiabatic vacuum may spoil your samples.

- 2) Computer room for users

There is a computer room (D10) outside of the experimental hall. You can use the room for data processing and data backup.

- 3) Account for the beamline PCs

Each research group is provided with his/her own account for the PCs at the beamlines and the computer room. The initial password is also provided if it is your first use of the public beamline. You are allowed to change the password, but be careful not to forget it. The password of users who does not use the previous operation period has been initialized.