**DCIF IconNMR Policies**  
**Bruker AVANCE III HD b401**  

**Please note:** None of these policies are permanent. We are still learning and figuring out what works best here at the DCIF. If you have any comments or suggestions, please let us know.

1. The 401 will run IconNMR (automation) starting 9am on Mondays and ending 5pm on Fridays. Friday 5pm to Monday 9am (basically, over the weekend), the instrument will be in “single user mode” and reservable for longer experiments like 2D and VT (variable temperature).

2. You must have your account activated in IconNMR by a DCIF staff member before you can submit samples.

3. **FIRST COME, FIRST SERVE.** If all 24 positions in the carousel are occupied, you must wait for those samples to run and be removed from the carousel before you can load your samples.

4. Under no circumstances are you to touch or remove anyone else’s samples from the carousel. You may only remove your own samples.

5. You are responsible for loading your samples into the carousel and accurately entering the necessary information into IconNMR.

6. In order to free up space for other users, your finished samples may be removed from the carousel by a DCIF staff member and placed in the nearby sample rack. Please make sure you collect your finished samples in a timely fashion. If you fail to do so, your tubes will be disposed of after 3 days.

7. Please use Wilmad 528 or 535 NMR tubes. Label your tubes properly. No loose tape or tags. We reserve the right to tape loose labels. **NO BROKEN TUBES.**

8. During a 24 hour period, you are limited to 1 hour and 15 minutes of total experiment time with a maximum duration of 1 hour for a single experiment.

9. Data from samples run in IconNMR can be found in `/opt/data/<userID>/nmr`

10. Please be courteous and respectful. Any abuses or misuses of the SampleCase or IconNMR can result in your account being deactivated. Using broken tubes will result in your account being deactivated.