1. The Jeol workstation is a Windows PC and should already be logged in as IKE. Do NOT log off or change user.

2. Click on the Delta 5.1.2 icon. This window appears.

Click on the Magnet button (red arrow).
3. Another window opens.

Click on Ripley (light blue arrow). Connect.
4. Log in. Click **Own**. If a sample is currently running and experiment, you will get a message about being unable to own the spectrometer at this time. That’s fine. You will still be connected. You can’t own the spectrometer if another sample is currently running, but you can still connect to it.

5. This window will open. Put your sample in the carousel and note the position number. Then click on the green + sign. Fill in the sample’s information. Add a title in the **Enter a title for the new job**: box.
Uncheck the shared box if you do not want other users to see and interact with your sample. **THIS IS IMPORTANT.**

When you have filled in all of the sample’s information correctly, Create a Job with this Sample.

6. Double click on the experiment you want to run in Available Methods.
It will add the experiment you double clicked on to New Jobs. You can also edit parameters (number of scans, etc.) in the Job Parameters window.

Once you have selected what you want to run in the Available Methods box, you will see in the Open Jobs box an estimated time for each experiment. 0:02 means that Proton will take 2 minutes. Below, you can see the Proton and Carbon should take about 14 minutes.
Go back and double click on the Title in the Open Jobs window, and add the experiment time to the title.

![Image of Spectrometer Control Advanced Mode window](image)

Click Ok.

![Image of Spectrometer Control Advanced Mode window with sample added](image)

Submit Job when you are ready. Your sample will now be either added to the queue, or load and begin running.
7. **Delete the job** (or it will pop up every time you open Delta). Click on the job, and hit the delete button. Once a job has been submitted to the queue, your experiment will run even if you delete the job. **Do not forget to do this**, or you will fill up your job list with old jobs **VERY** quickly.

8. Return to the Samples tab to add additional samples.

9. Your sample will remain in your Sample list (in the Samples tab) until you delete it as well. A sample must be unverified before you can eject it, if it is still in the magnet.
10. Once your experiments have run, your sample will remain inside the magnet until it is ejected or someone else submits a job. If your experiment is done and you want to eject your sample, make sure you own the spectrometer. Then select the “dummy” sample that is in slot 24 (it should be shared). Click on it in the Samples tab, and then hit the Load button (it reads Eject if there is a sample in the magnet).

If you want to leave and still have the dummy inserted when your sample is done, select the dummy in the Samples tab. Create a job, and then submit an “empty” job (do not click on any Available Methods).

11. Disconnect from Ripley by clicking the minus magnet button.

11. Once finished, your data is automatically saved to the Ripley data server.