

# The APS User Portal and Associated Databases

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# Outline of Presentation

- User Registration: How to Populate a Database
- Where the User Database Shares Info
- Functions of the User Portal
- Future Plans and Challenges for the Portal
- Questions?



# APS Home Page

Two places to access User Registration on the APS Home Page (aps.anl.gov).

The screenshot shows the APS Home Page layout. At the top left is the Argonne National Laboratory logo. To its right is the text "Advanced Photon Source" and "an Office of Science User Facility". Further right is the U.S. Department of Energy logo and "Office of Science". Below this is a navigation bar with links: "About", "User Information", "Science & Education", "Media Center", "Beamlines", "Divisions", and "Industry". A search bar is on the right of the navigation bar. Below the navigation bar is a breadcrumb trail: "Argonne Home > Advanced Photon Source >".

On the left side, there is a vertical menu with the following items: Welcome, Visitor Information, Job Openings, Apply for Beam Time, Machine Status | Schedule, Conferences, Seminars & Meetings, Publications, Safety and Training, Construction Schedule, Find People, Organization Charts, Email | WebVPN | Intranet, APS Conference Rooms, Suggestion Box, Document Central, Argonne Guest House, Argonne Accelerator Inst., National User Facility Org., lightsources.org, and social media icons for Facebook, Twitter, YouTube, and LinkedIn.

The main content area features a large image of two scientists in safety glasses working with a large piece of equipment. To the right of the image is a text block: "The Advanced Photon Source provides the brightest storage ring-generated X-ray beams in the Western Hemisphere to more than 5,000 scientists worldwide." Below this text is the "APS User Portal" link, which is highlighted with a red arrow. Below the image and text is a section titled "EVENTS AND ANNOUNCEMENTS" with two columns of information: "July 29 : Monday" and "July 30 : Tuesday" on the left, and "Reminders" on the right. Below the events section is a section titled "APS Upgrade Project" with a sub-section "APS Upgrade News" and a paragraph of text.

The Advanced Photon Source is an Office of Science User Facility operated for the DOE by Argonne National Laboratory

# User Registration

**Argonne** NATIONAL LABORATORY

**Advanced Photon Source**  
an Office of Science User Facility

U.S. DEPARTMENT OF **ENERGY** Office of Science

About ▾ User Information ▾ Science & Education ▾ Media Center ▾ Beamlines ▾ Divisions ▾ Industry

Search APS ...

Argonne Home > Advanced Photon Source > Users > New

**User Information:**

- For Prospective Users
- For New Users
- For Current Users
- For Administrators
- MX Users
- APS User Portal
- APS Data Management Practices
- Find a Beamline
- Apply for Beam Time
- Contacts
- Calendars
- User Community
- Scientific Access
- Site Access/Visit
- Training

**For New Users: How to Become an APS User**

Before you begin, please review the [information for Prospective Users](#) and communicate with local beamline staff to determine how the APS can best serve your research needs. If you need assistance in finding the right person to talk to, please contact the User Office at 630-252-9090 or [apsuser@aps.anl.gov](mailto:apsuser@aps.anl.gov).

**New User Process Overview**

For more detailed instructions, visit [Become a User](#). If you are an experienced user, you may go directly to [Apply for Beam Time](#).

1. **Register with the APS User Office** and receive approval to enter Argonne. (For non-U.S. citizens, special requirements apply and extra time is needed). Upon registration you will be given an APS badge number, which you will need in step 2.
2. **Apply for beam time.**
3. **Establish a legal agreement** between the sponsoring institution and Argonne National Laboratory to cover the research.
4. **Establish a user account** to pay for supplies and services, or proprietary beam time (if r
5. **Arrange for delivery** of samples/materials prior to your arrival.
6. **Complete required safety documentation** for your experiment, in advance.
7. **Complete all required training.** Once training is complete, you will receive a badge, wh Argonne at any time.

*Additional steps may be required if you will access the APS through a Collaborative Access Tea group. If so, contact that organization for additional information specific to its facilities.*

- Registrations are reviewed, approved.
- Receive badge number.
- Establishes your record in the User Database.
- Returning user data is automatically filled in to make updates quicker.




## Argonne National Laboratory's DOE/BES National User Facilities On-Line Registration System

For access to any or all of the following Argonne National Laboratory national user facilities, you will need to complete this on-line registration form, even if you have previously registered with one or more of the facilities.

If you are a new user, click the "New User" button. If you are a returning user or have registered previously, enter your Argonne or User badge number and your web password. The information currently in our database will be automatically entered into the registration form; if needed, please update and correct this information. If you can't remember your badge number or your email has changed so the "forgot password" link does not work, click the "New User" button.

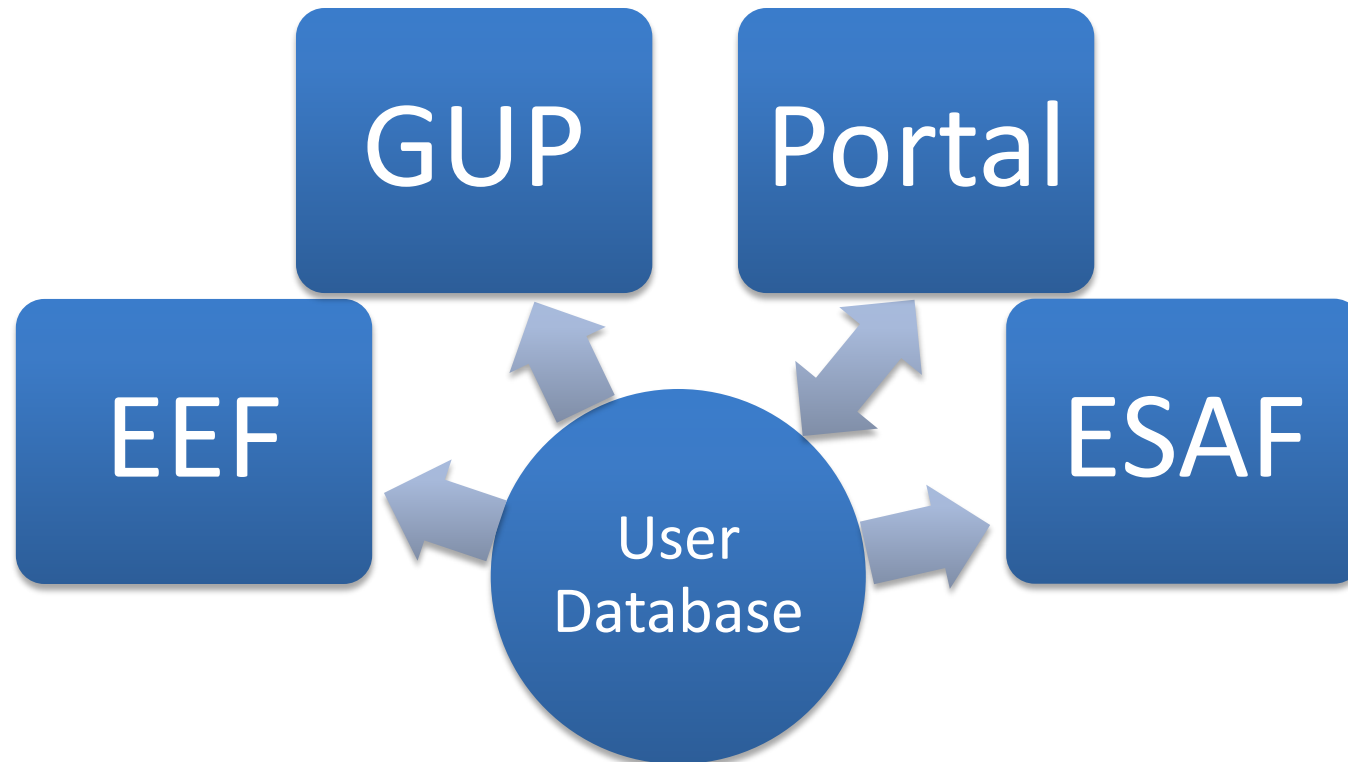
If you need assistance, please send email to [apsuser@aps.anl.gov](mailto:apsuser@aps.anl.gov).

New Users	Returning Users
If you <b>have not</b> been to an ANL DOE-BES User Facility click "New User" below.	If you have been to an ANL DOE-BES User Facility, please click "Returning User" below.
<input type="button" value="New User"/>	<input type="button" value="Returning User"/>
	<p>*Your badge number appears on the back of your badge, below and to the right of the magnetic strip. Use the third through seventh digits of this number.</p> 

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# The APS User Database

- User Database is an Oracle-based central repository for user identifying information.



# Functions of the User Portal

Organized using tabs

The screenshot displays the APS User Portal interface. At the top, there are logos for Argonne National Laboratory and the Advanced Photon Source. A navigation bar contains tabs for Home, User Check-in, User Agreement, APS Core Training, My GUPs, My ESAPs, and My EEPs. The main content area is divided into several sections:

- Registration Profile Summary:** Displays user information such as Badge (50188), Name (Constance Vanni), Email (vanni@aps.anl.gov), Organization (XSD), US-Citizen (Yes), and Access Approved (Yes). A red arrow points to the 'Access Approved' field, and another red arrow points to a 'Review and update your profile' link.
- Pending Actions:** A section titled 'Please complete your pending action(s) before visiting the APS.' It contains a table with columns for Course No, Course Name, Status, and Retraining due by. Two courses are listed: APS101 (APS Orientation) and ESH377 (Electrical Safety Awareness), both with a status of 'NOT CURRENT'.
- APS Announcement:** A section with a RSS icon and text: 'APS Announcement Updated on: 18-JUL-13 Updated by: Constance Vanni'. Below it, there is a link to a blog post about the Bike Share Program and a notice about the Next Proposal Cycle.
- General Inquiries:** A section with a phone icon and text: 'APS User Office Hours: Open: M-F 8:00 am - 5:00 pm Email: [apsuser@aps.anl.gov](mailto:apsuser@aps.anl.gov)'.
- Mailing Address:** A section with an envelope icon and text: 'Advanced Photon Source Argonne National Laboratory Building 401 9700 S. Cass Avenue Argonne, IL 60439 (To ship samples, [click here.](#))'.

- Primary access/info gateway for users.
- Update biographical information—feeds to User Database.
- Check if access permission is current.
- “One-stop shopping”

# APS User Portal: User Check-in



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Welcome: Constance Vanni

Get Help Logout

Home User Check-in User Agreement APS Core Training My GUPs My ESAFs My EEFs

## Check In Form

What is this form for?

Travel plan

Arrival date this visit:

Approximate arrival time:

APS contact, if known:

Departure date this visit:

Do you require an ANL Gate Pass:

July 2013

S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

Today

Additional requests (maximum 500 characters):

## Find APS People

Search  <<< search value

Name	Division
Strasser, Susan Barr	XSD

## Person's detailed info

Name:   
Phone:   
Location:   
Division:   
Email:

Select Cancel

- Notify APS about visit dates.
- Pop-up window prompts user to check badge expiration date.
- Gate passes can be requested if needed for expired badges.

# APS User Portal: User Agreements (UAs)

- Signed UA with home institution is prerequisite for experimental work.
- Covers liability, intellectual property, and financial.
- 685 Master Agreements.
- Electronic signature.

The screenshot displays the APS User Portal interface. At the top left is the Argonne National Laboratory logo. To its right is the text 'Advanced Photon Source' and 'an Office of Science User Facility'. On the far right is the 'APS User Portal' logo. Below the header, a navigation bar contains links for 'Home', 'User Check-in', 'User Agreement', 'APS Core Training', 'My GUPs', 'My ESAFs', and 'My EEFs'. The 'User Agreement' link is highlighted. The main content area shows a form titled 'What is a User Agreement?' with a sub-section 'User Agreement'. It contains two rows of information: 'Institution Agreement in place: N/A' with a button 'If no agreement is in place with your institution, click here to begin the process.', and 'The user acknowledges the Institution Agreement:' with a button 'If you have not acknowledged, click here.'. At the bottom right of the form are 'Save' and 'Cancel' buttons.



# APS User Portal: Core Training



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Welcome: Constance Vanni

- Home
- User Check-in
- User Agreement
- APS Core Training
- My GUPs
- My ESAFs
- My EEFs

[Refresh view](#)

Course No	Course Name	Status	Retraining due by
ESH100	ES&H Orientation (includes GERT prior to 6/22/99)	● CURRENT	Completed
<a href="#">ESH223</a>	Cyber Security Education and Awareness	● CURRENT	01-02-2014
<a href="#">ESH738</a>	GERT	● CURRENT	Completed
<a href="#">APS101</a>	APS Orientation	● NOT CURRENT	
<a href="#">ESH377</a>	Electrical Safety Awareness	● NOT CURRENT	

[Review your complete training history](#)

- Can review full training history.
- Course numbers link user directly to on-line training.
- Courses out of date are also shown on Portal home page.

## APS USER TRAINING HISTORY

User Name: VANNI, CONSTANCE  
User Type: ANL Employee  
Badge No: 0000050188

### APS Core Curriculum

ANL Data shows Date of Report is 26-JUL-2013

Course No.	Course Title	Status	Retraining Due By
ESH100	ES&H Orientation (includes GERT prior to 6/22/99)	● Not Current	25-MAR-1997
ESH223	Cyber Security Education and Awareness	● Current	03-JAN-2014
ESH738	GERT (General Employee Radiation Training)	● Not Current	22-JAN-2003

see No Section Orientation on record see

### Other Training

Course No.	Course Title	Status	Retraining Due By
ESH108400	Building/Facilities Safety Orientation - Building 400	● Not Current	02-FEB-2002
ESH108401	Building/Facilities Safety Orientation - Building 401	● Not Current	02-FEB-2002
ESH103984	Employee Engagement: The Observative Conversation Training - Field Engage	● Current	
ESH1405L	Employee Engagement: The Observative Conversation Training	● Current	
ESH387Z	SOFT Hazard for APS Small Quantities	● Not Current	17-JUL-2001
ESH10840A	Hazard Communication Update	● Current	
ESH1096	Hazard Communication	● Current	
ESH1-01	Emergency Services Orientation	● Current	
ESH1-11	Accident Investigation Training	● Current	
ESH1-12	Pollution Prevention Training	● Current	
ESH108420	Building/Facilities Safety Orientation - Building 420	● Not Current	02-FEB-2002
ESH108418	Building/Facilities Safety Orientation - Building 418	● Not Current	02-FEB-2002
ESH108413	Building/Facilities Safety Orientation - Building 413	● Not Current	02-FEB-2002
ESH108412	Building/Facilities Safety Orientation - Building 412	● Not Current	02-FEB-2002
ESH108411	Building/Facilities Safety Orientation - Building 411	● Not Current	02-FEB-2002
ESH108402	Building/Facilities Safety Orientation - Building 402	● Not Current	02-FEB-2002

ESH108281	Building/Facilities Safety Orientation - Building 281	● Not Current	15-MAY-2002
SHC100	Initial Security Briefing	● Current	
SHC101	Counterintelligence, Classification, Export Control and Security Refresher	● Current	26-AUG-2013
APF100	APS Personal Safety System Training - Session 1	● Current	
SCD101	Supreme Counterintelligence and Export Control Refresher Training/Briefing	● Current	
SCD101	Counterintelligence Briefing for New Employees	● Current	
SCD100	Foreign National Unclassified Visit & Assignment Host Briefing	● Current	16-JUL-2014
OCF106	Internal Controls	● Current	19-APR-2016
SHC101	HSN: Pandemic Flu Awareness	● Current	
SHC109	LMN General Employee Training	● Current	
SHC109	Job and Hazard Questionnaire (JHQ) Review	● Current	06-NOV-2013
HR400	HR New Employee Orientation/Money Seminar	● Current	
HR750	Statement of Conduct Employee Certification Form	● Current	24-FEB-2014
HR342	Performance Appraisal Leadership Calibration Ratings	● Current	
HR342	Search Committee Kick-Off Briefing	● Current	
HR498	Ethics Training	● Current	05-NOV-2013
HR362	Preventing Sexual and Other Forms of Unlawful Harassment - New Supervisors	● Current	
HR285	Supervising at Argonne	● Current	
HR287	University Fraud Drive	● Current	
APF101	APS Personal Safety System Training - Session 2 (Site Site)	● Current	
EM116	Emergency Management and Continuity General Awareness	● Current	05-NOV-2013
SHC100	Annual Security Refresher Briefing - Updated 1999 (includes SHC100)	● Current	

### Legend

- Calls attention to courses that require action.
  - ▲ Calls attention to courses that might require action.
  - Calls attention to courses that do not require immediate action.
  - Calls attention to courses that will require retraining within 90 days.
  - Denotes course that is no longer offered.
- [Button](#) Click here to view training requirements associated with APS Experiment Safety Reviews.

# APS User Portal: General User Proposals



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Welcome: Constance Vanni

- Home
- User Check-in
- User Agreement
- APS Core Training
- My GUPs
- My ESAFs
- My EEFs

## APS Beam Time Request System

GUP ID	Spoke Person	Submit Date	Proposal Title	Status
<a href="#">13074</a>	Yu Huang		test	NEW
<a href="#">11877</a>	Yu Huang		Staff test	NEW
<a href="#">11780</a>	Yu Huang		test PUP2	NEW
<a href="#">11745</a>	Yu Huang		test	SUBMITTED

- Directly linked to the Beam Time Access System database.
- Shows all GUPs for which the user is the spokesperson.
- Can view a .pdf report of any proposal.

**APS Partner User Proposal**  
Proposal ID: 11780 Printed Date: 07/28/2013

Proposal Title: test PUP2  
Principal Investigator: Yu Huang

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Total shifts requested for the life of the proposal:  
1st Choice Beamline: 1st BTR: 1-BM-XOR  
Requested Shifts: 1st BTR: 1

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**Proposal Abstract**  
test

**General Information**  
Proposal Status: New  
Submitted Date: 17-SEP-09  
Review Panel: TEST PANEL  
Spoken to a beamline staff: Information not provided  
Research Subject: Biological and life sciences  
Attached File(s):  
Macromolecular Crystallography: N  
Proprietary Proposal: N  
Classified: N  
Mail in Status: N  
Human Subject/Materials: N  
Live Animals: N  
Known Safety Hazard: N  
Funding:

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**Beam Time Request(s)**  
Scheduling Period: 2009-3-1 Rapid Access Request  
1st Choice Beamline: 1-BM-XOR  
2nd Choice Beamline: not selected  
3rd Choice Beamline: not selected

Requested Shifts: 1  
Requested Min Shifts:  
Instrument Request: 1-BM-C1 Powder Diffraction  
Scheduling Requirements:  
Equipment Requirements:  
Proposal Progress:  
Publications:

### Experimenters' Information

NAME	INSTITUTION	PHONE	EMAIL
Susan Strauser	Argonne National Laboratory	630/252-5981	
Beverly Knott	Argonne National Laboratory	630/252-7183	brknott@aps.anl.gov
Constance Vanni	Argonne National Laboratory	630/252-0909	vanni@aps.anl.gov
Jane Andrew	The University of Chicago	630-252-0437	andrew@cars.uchicago.edu
Margaret	Argonne National Laboratory	630/252-9026	mag@aps.anl.gov
Viggoeco-Hagen			
Yu Huang	The University of Chicago	3-9819	yuhuang@aps.anl.gov

# APS User Portal: Experiment Safety Approval Form



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Welcome: Constance Vanni

[Get Help](#) [Logout](#)

- [Home](#)
- [User Check-in](#)
- [User Agreement](#)
- [APS Core Training](#)
- [My GUPs](#)
- [My ESAFs](#)
- [My EEFs](#)

[Experiment Safety Assessment Form](#)

Pen	Experiment ID	Experiment Title	Proposal Title	Speaker	Submit Date
<a href="#">98-2013-</a>	101210	Test New EEF	N/A	N/A	
<a href="#">98-2013-</a>	101196	Test New EEF	N/A	N/A	
<a href="#">98-2013-</a>	100687	Test New EEF	N/A	N/A	
<a href="#">23-IDB-2013-</a>	100686	Test New EEF	testing proposal	Yu Huang	
<a href="#">11-IDC-2013-</a>	100685	Test New EEF	testing proposal	Yu Huang	
<a href="#">19-IDD-2013-</a>	100683	Test New EEF	testing proposal	Yu Huang	
<a href="#">24-IDC-2013-</a>	93057	Test New EEF	testing proposal	Yu Huang	

- Direct link to ESAF platform.
- Shows all ESAFs on which user is listed.
- Can view report for any ESAF.

### APS ESAF - Experiment Hazard Control Plan Report

Printed Date: 07/28/2013

PNL: 19-IDC-2013- Experiment ID: 100683  
 ID Start Date: 20-JAN-13 ID End Date: 02-FEB-13  
 Title: Test New EEF

#### On-Site Spokesperson

The information on this hazard control plan is accurate and complete. All materials/samples to be used and hazards have been identified. All users are listed.

Name	Institution	Phone
Steve Ledferman	Argonne National Laboratory	
Constance Vanni	Argonne National Laboratory	
Stephan Grenl	Argonne National Laboratory	630/252-3972
Susan Strasser	Argonne National Laboratory	630-252-5981
Jonathan Lang	Argonne National Laboratory	630-252-0122
Yu Huang	The University of Chicago	
Susan White Depace	Argonne National Laboratory	

#### Materials Hazards

Material	City	Tox	Bio	Flam	Rad	Carcin	Corro	Oxid	Exp	Nano	Other	Disp	Lab
No hazardous materials are listed in the ESAF at this time.													

#### Beamline Laboratory Used

Beamline Laboratory is not used.

#### Equipment Hazards

High Voltage

#### Experiment Description

No experiment description is provided.  
Attached File:

#### Hazard Classes That Apply

Class	Code	High T	Laser	High P	Chem	Bio	Rad	Flam	Exp	Other	EE	High Y	None	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### Experiment Safety Requirements Summary

Exp. Controls	Proc. Controls	Q. Rec. & Insp.	RFPS	Signal Labeling	Chem. Monitoring	Safety Training
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### Beamline Comments

No Beamline comment is provided at this time.

#### APS Experiment Review Board Comments

This experiment Risk Class is Low  
No APS Experiment Review Board comment is provided at this time.

#### Experiment Personnel and Training Due Dates

First Name	Last Name	Institution	CEERT	APS 181	ESR1189M	Sector	ES4023333A	ES4077
Stephan	Grenl	Argonne National Laboratory	11/15/2013	10/05/2013	Completed	0461/0214	0106/0014	
Yu	Huang	The University of Chicago	10/09/2010	Completed	10/09/2010	10/09/2010		
Jonathan	Lang	Argonne National Laboratory	11/06/2013	06/05/2013	Completed	0627/0014	06/05/2013	
Steve	Ledferman	Argonne National Laboratory	01/06/2008	Completed	02/01/2014	01/06/2008		
Susan	Strasser	Argonne National Laboratory	03/09/2009	03/09/2010	Completed	13/10/2013	11/06/2014	
Constance	Vanni	Argonne National Laboratory	01/22/2003	Completed	01/22/2014			
Susan	White-Depace	Argonne National Laboratory	10/10/2014	Completed	10/10/2013	01/06/2010		

# APS User Portal: End of Experiment Form



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APS User Portal

Welcome: Gaya K. Amarasinghe

[Get Help](#) [Logout](#)

[Home](#) [User Check-in](#) [User Agreement](#) [APS Core Training](#) [My GUPs](#) [My ESAFs](#) [My EEFs](#)

An End of Experiment Form (EEF) needs to be completed for the experiments listed below. Click on the Experiment ID to open the form.

Sector	Beamline	Experiment ID	Experiment Title	Proposal ID	Proposal Type	Spokesperson	Experiment Start Date	Survey Status
19	19-ID-D	<a href="#">71430</a>	Structural studies of immune antagonists	24379	GUP	Amarasinghe, Gaya	03/06/2013	New
19	19-ID-D	<a href="#">71984</a>	Structural studies of immune antagonists	24379	GUP	Amarasinghe, Gaya	03/25/2013	New
19	19-ID-D	<a href="#">72450</a>	Structural studies of immune antagonists	24379	GUP	Amarasinghe, Gaya	04/08/2013	New
19	19-ID-D	<a href="#">73732</a>	Structural studies of immune antagonists	33519	GUP	Amarasinghe, Gaya	06/07/2013	New
19	19-ID-D	<a href="#">74590</a>	Structural studies of immune antagonists	33519	GUP	Amarasinghe, Gaya	07/07/2013	New

- EEFs appear on the spokesperson's portal.
- EEF responses are stored in Oracle-based EEF database.

# A Possible Future Enhancement: Publications Database Tab

- Possible ideas for a Publications tab:
  - User could access his/her own publication list directly from the portal.
  - User could update with new publications any that are missing.
  - User could enter experiment-related info about a publication (e.g., proposal number).
- More ideas? Other tabs?
- Challenges: Interfacing across many different databases, platforms can be tricky from a programming perspective.
- Questions?

