

AC Lab System

Edit Usage Log Guide 2015



*Mark Wainwright Analytical Centre
Dong Ming Zheng*



Through ACLS tracker implementation, you are able to track down the usage time of the instrument operation by users. However, as you may be aware, tracker may not record the logout time due to the following operations:

- Without clicking on logout button on tracker, the user logoff computer
- Without clicking on logout button on tracker, the user may reboot computer
- Due to the network breakdown, system fails to record the logout time
- Due to the server breakdown, system fails to record the logout time

The world is not perfect as we know, so admin/staff have to correct the error usage logs if you want to product a correct usage reports and invoices. The correction shall be carried out in the first week of the month to fix up the error logs of the last month.

A smart feature is implemented to highlight the error logs for correction. Here are the steps taken.

- Go to Data Logbook Manager

Booking Logbooks Usage Logbooks

Usage Logbooks

Project Logbooks

Month: November

Year: 2015

Accept Reset

- Select month and year, click on Accept
- Select facility and click on Accept



October 2015:

Facility Name: **4000 OTRAP LC-MS (U)**

- 5600 TripleTOF LC-MS/MS (U)
- 7890A AGILENT GC (L)
- FOCUS DSQ GC-MS (L)
- LCQ DECA LC-MS (L)
- LTQ FT LC-MS/MS (U)
- LTQ Orbitrap LC-MS (L)
- LTQ Velos Orbi LC-MS/MS (U)
- MALDI TOF/TOF (U)
- QExactive Small Molecule (L)
- QSTAR Elite (U)
- SHIMADZU HPLC (L)
- SHIMADZU XR UFLC (L)
- TRACE DSQ GC-MS (U)
- TSQ Quantum Access (L)
- TSQ Quantum Vantage (L)
- TSQ Vantage LC-MS/MS (U)

Accept Re

- Click on Fix Error Logs

Fix Error Logs

Facility [QSTAR Elite (U)]: October 2015

Sel	Login Date	Login Time	Project	Logout Date	Logout Time	Project	Usage Hours	Login User	Logout User
<input checked="" type="radio"/>	07/10/2015	2:42:47 PM	#SYSTEM MAINTENANCE	15/10/2015	7:14:12 PM	#SYSTEM MAINTENANCE	196.5	Martin P Bucknall	Martin P Bucknall
<input type="radio"/>	15/10/2015	7:14:40 PM	EFFECTS OF DRYING AND EXTRACTION TECHNIQUES	16/10/2015	12:06:01 AM	EFFECTS OF DRYING AND EXTRACTION TECHNIQUES	4.9	Martin P Bucknall	Martin P Bucknall
<input checked="" type="radio"/>	16/10/2015	11:31:48 AM	#DATA ANALYSIS	16/10/2015	6:12:14 PM	#DATA ANALYSIS	6.7	Martin P Bucknall	Martin P Bucknall
<input type="radio"/>	16/10/2015	6:12:49 PM	#STAFF PROJECT	17/10/2015	3:30:50 PM	#STAFF PROJECT	21.3	Martin P Bucknall	Martin P Bucknall

Edit Delete Add Reset

If there are errors, you can see a short list of error logs. If not, you see nothing.

- o No error logs:

Facility [QSTAR Elite (U)]: October 2015

ERROR LOGS TABLE

Login Date	Login Time	Login Project	Logout Date	Logout Time	Logout Project	Usage Hours	Login User	Logout User	Notes
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- Have error logs:

Facility [TSQ Quantum Access (L)]: October 2015

ERROR LOGS TABLE

	Login Date	Login Time	Login Project	Logout Date	Logout Time	Logout Project	Usage Hours	Login User	Logout User	Notes
Click to Fix	21/10/2015	12:00:00 AM	METABOLOMIC MODELLING IN GLIOBLASTOMA	21/10/2015	8:34:16 AM	METABOLOMIC MODELLING IN GLIOBLASTOMA	8.6	Still In Use	Ameline Lim	

Simply click on Click to Fix. Click to fix is trying to add logout time for 0.1 hour usage time. 0.1h usage time is just an initial value for the missing logout time. To estimate the correct usage time, you may take the following recommended steps:

- Contact user who suffers the missing logout time
- Check against the local tracker log file on the instrument computer
- Check against the booking hours made by the user

You may also apply a usage time based on lab policy and your experience for the best estimation.

It is good practice to print out the error logs just in case you wish to compare the results after fixing it.

System highlights those usage hour at 0.1h for your attention to adjust to the correct usage time. You may see a few 0 hour logs which are not mean for errors. Users may login and logout quickly on the instrument computers for simple tasks less than 0.1h (or 6 minutes).



08/10/2015	11:12:51 AM	#STAFF PROJECT	08/10/2015	11:12:57 AM	#STAFF PROJECT	0.0	Dong Zheng	Dong Zheng
08/10/2015	11:58:28 AM	#DATA ANALYSIS	08/10/2015	12:05:13 PM	#DATA ANALYSIS	0.1	Martin P Bucknall	Martin P Bucknall
08/10/2015	12:48:50 PM	EYE DROP SOLUTION ANALYSIS	09/10/2015	1:30:09 AM	EYE DROP SOLUTION ANALYSIS	12.7	Simon Lo	Simon Lo
09/10/2015	10:28:00 AM	#STAFF PROJECT	09/10/2015	10:30:42 AM	#STAFF PROJECT	0.0	Russell Pickford	Russell Pickford
09/10/2015	12:13:00 PM	#DATA ANALYSIS	09/10/2015	12:58:34 PM	#DATA ANALYSIS	0.8	Lewis Adler	Lewis Adler
09/10/2015	1:00:12 PM	EYE DROP SOLUTION ANALYSIS	09/10/2015	1:01:51 PM	EYE DROP SOLUTION ANALYSIS	0.0	Simon Lo	Simon Lo
09/10/2015	2:00:36 PM	METABOLIC CONTROL OF BIOACTIVE SPHINGOLIPIDS	09/10/2015	4:30:21 PM	METABOLIC CONTROL OF BIOACTIVE SPHINGOLIPIDS	2.5	Anthony Don	Anthony Don
19/10/2015	11:04:50 AM	#DATA ANALYSIS	19/10/2015	11:05:38 AM	#DATA ANALYSIS	0.0	Lewis Adler	Lewis Adler
19/10/2015	11:41:01 AM	AOAC FOLATE ASSAY	19/10/2015	4:39:24 PM	AOAC FOLATE ASSAY	5.0	Maria Veronica Lisa Chandra-Hioe	Maria Veronica Lisa Chandra-Hioe
20/10/2015	11:47:42 AM	METABOLOMIC MODELLING IN GLIOBLASTOMA	20/10/2015	9:21:43 PM	METABOLOMIC MODELLING IN GLIOBLASTOMA	9.6	Ameline Lim	Ameline Lim
20/10/2015	9:35:50 PM	#DATA ANALYSIS	20/10/2015	9:44:10 PM	#DATA ANALYSIS	0.1	Anthony Don	Anthony Don
21/10/2015	7:24:15 AM	METABOLOMIC MODELLING IN GLIOBLASTOMA	21/10/2015	8:23:11 AM	METABOLOMIC MODELLING IN GLIOBLASTOMA	1.0	Ameline Lim	Ameline Lim
21/10/2015	8:29:16 AM	METABOLOMIC MODELLING IN GLIOBLASTOMA	21/10/2015	8:34:16 AM	METABOLOMIC MODELLING IN GLIOBLASTOMA	0.1	Ameline Lim	Ameline Lim

- Important Notes

Fixing error tool is not guaranteed to fix all kinds of errors. If the tool does not fix the error, you have the option to delete the error logs and add new one in. However, only system administrator is given the power to carry out the deletion as this is non-recovery action.

- Feedbacks

If you encounter any issues and errors when dealing with the usage data, please contact Dong Zheng at dm.zheng@unsw.edu.au.