

Shared Resources: Genomics

FRED HUTCHINSON CANCER RESEARCH CENTER
SEATTLE, WA • 501(C)(3) NONPROFIT

FOR MORE INFORMATION

Philip Corrin

pcorrin@fredhutch.org

Elizabeth Jensen

ejensen@fredhutch.org

SR Genomics ABI QuantStudio5 Schedule

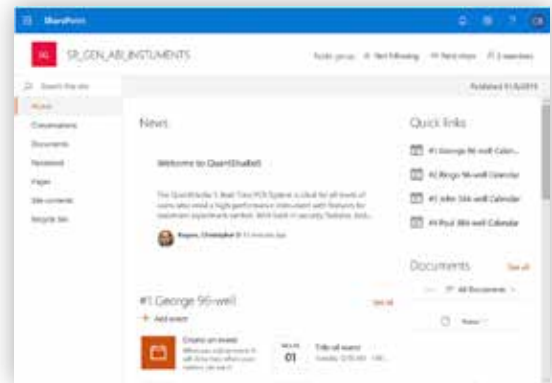
User Instructions for accessing and reserving time on the Shared Resources Genomics Core's QuantStudio5 Instruments, located in DE-341.

Overview

All scheduling and calendars for the Genomics QuantStudio5 Instruments is through a SharePoint Event List Calendar. Anyone with a HutchNetID can add and remove their own reservation using these Calendars. You can connect each Calendar to Outlook for easy access. https://fredhutch.sharepoint.com/sites/SR_GEN_ABI_INSTURMENTS

Viewing Calendars in SharePoint

1. In your preferred browser follow the link above. Or [Click HERE](#).
2. Use the Quick Links on the right of the page to get to each calendar or scroll down to see a summary of the upcoming reservations.
3. Click on the "+Add event" to add a reservation.



Connecting a SharePoint Event Calendar to Outlook

1. Use the Quick Links to get to Calendar you want to connect to Outlook.
2. Click on the Calendar Tab at the top to open the ribbon.
3. Click on "Connect to Outlook"
4. Allow your browser to open Outlook.
5. Outlook will present a dialog box warning.
6. You can use the "Advanced..." option to customize the name if you like.
7. Click "Yes" to connect Outlook to the Calendar

