

iLab Registration Instructions

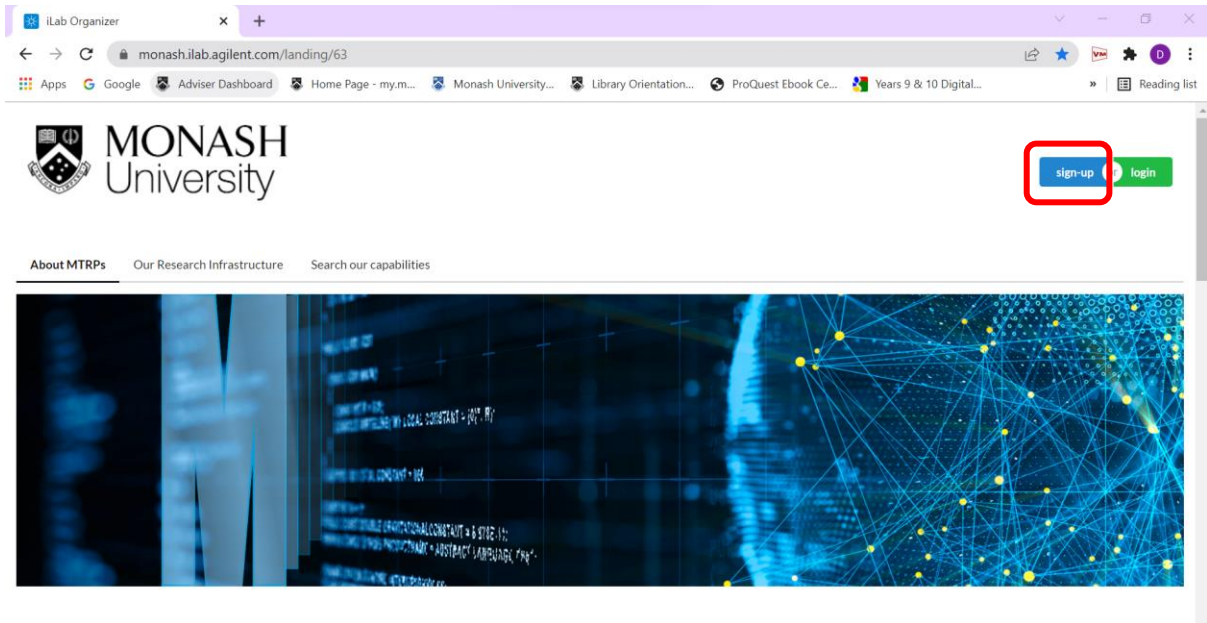
- 1) [Monash Users – Click Here](#)
- 2) [Hudson Users – Click Here](#)

This Manual is for Monash University or Hudson users. It shows how to register an account under iLab.

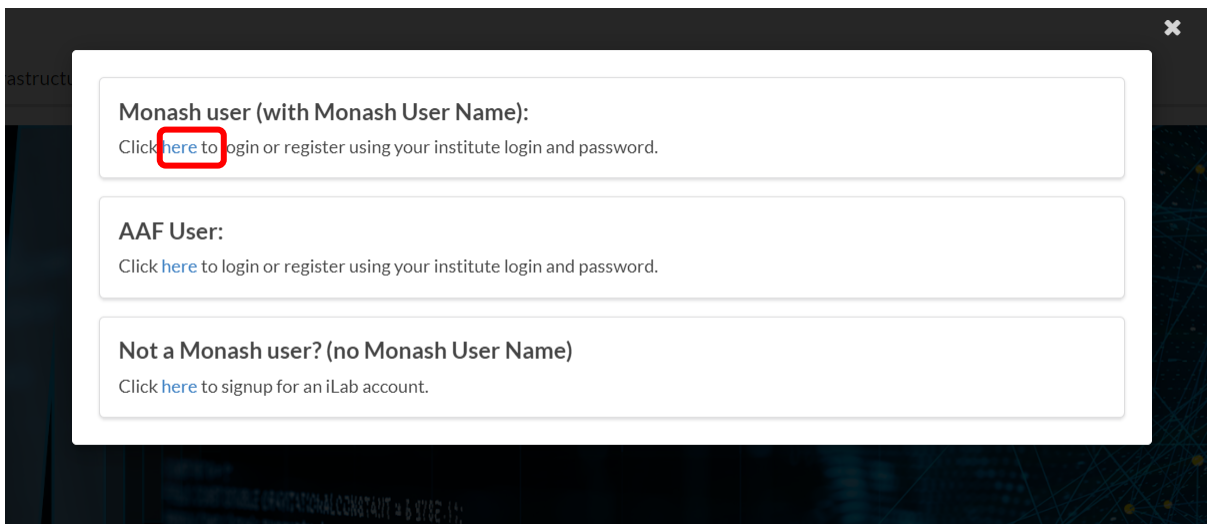
If you are an external user (from industry) then please use the other guide. *This guide will not work for you.*

iLab Registration Steps for Monash University.


- 1) Enter the following URL in your internet browser
<https://monash.ilab.agilent.com/landing/63>
- 2) Click on **'Sign-Up'** button, on the right-hand side of the webpage that opens.




- 3) On the pop-up window, under **'Monash user (with Monash User Name)'** , click on **'here'**



4) Enter your Monash email ID and password. Then click on 'Sign In'

Connecting to 

MONASH University



Sign In

Email address
Sign in with your Monash email address
dcyr0001@student.monash.edu

Password
.....

Remember me

Sign In

5) Make sure all the pre-populated details are correct. Then, Select your 'PI/Group name' from the dropdown.

Note 1# – If the PI's name does not appear in the dropdown, they must register and create their group before a user may be added.

Note 2# - If you are a PI & need a new lab created for you, please select 'Admin (Monash) Lab' from the PI/Group name dropdown & Monash iLab Support will contact you & create your lab.

Register for iLab

Fill out all fields to create a new account. Please note that information entered here is for the iLab service.

* PI/Group Please select your lab/PI ...

* First Name Divya

* Last Name Nellivila

* Email Address dcyr0001@student.monash.edu

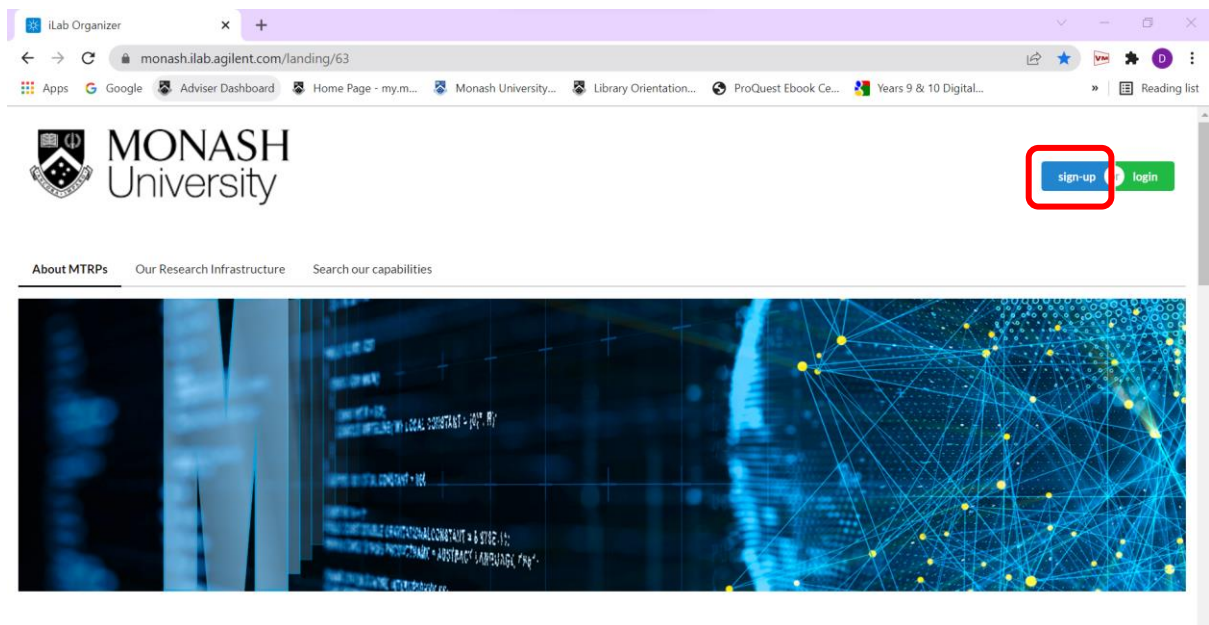
* Phone Number Phone Number

Cancel Register

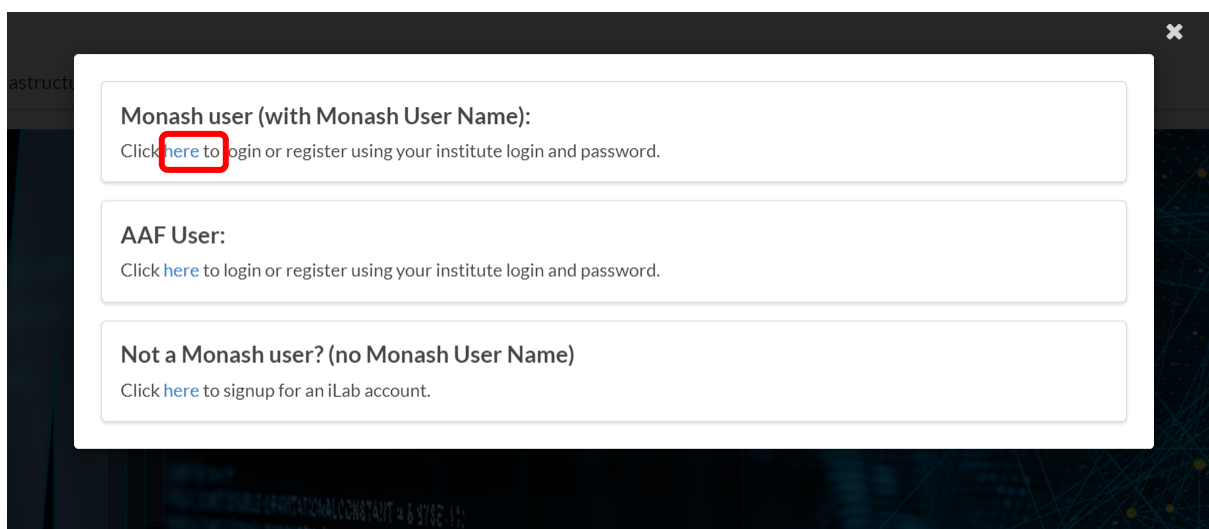
6) Enter your phone number Select your & Click on 'Register'.

iLab Registration Steps for Hudson Institute

- 1) Enter the following URL in your internet browser
<https://monash.ilab.agilent.com/landing/63>
- 2) Click on **'Sign-Up'** button, on the right-hand side of the webpage that opens.



- 3) On the pop-up window, under **'Monash user (with Monash User Name)'**, click on **'here'**



- 4) Enter your Hudson email ID and password. Then click on 'Sign In'

MONASH University

Sign In

Email address
Sign in with your Monash email address

Alan.Lahiff@hudson.idmqat.monash.edu

Password
.....

Remember me

Sign In

- 5) On the next screen, please select the two checkboxes & click on 'Continue'

Start Personal Information Group Associations

You are requesting access to the
Monash University's service centers.

* Please enter your Institution email address

Alan.Lahiff@hudson.idmqat.monash.edu

I'm not a robot

I agree with iLab's [privacy](#) and [security policies](#)

Cancel Continue

- 6) On the next screen, under 'I am affiliated with the following institution' dropdown, type **'Hudson institute if Medical Research'**. Then choose your **'primary role'**. You can choose other & use the Role textbox, if the option you want to choose isn't available in the dropdown. Then click on **'Continue'**

Monash University's service centers.

* First Name
Alan

* Last Name
Lahiff

Phone Number

* I am affiliated with the following institution
Hudson Institute of Medical Research

* What is your primary role at the above?
Other

Role
Financial Accountant

Cancel Back Continue

- 7) From the dropdown, choose the name of the lab/research group you want to be a part of & then click on **'Complete'**

Please Note - If you are a PI & need to create a new lab, click [HERE](#) to skip to Step 9

Start Personal Information Group Associations

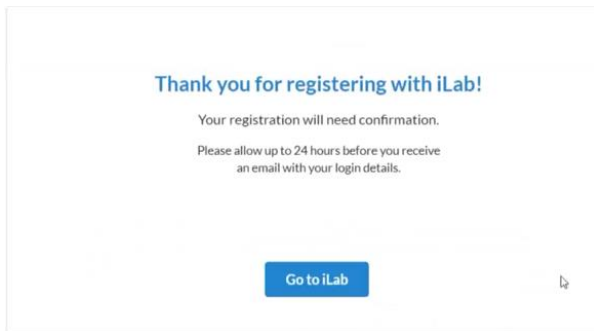
You are requesting access to the
Monash University's service centers.

* What lab or research group are you associated with?
Admin Lab (HIOMR) Lab

Hint: You can also search using your PI or Manager Name

Cancel Back Complete

8) Wait for upto 24 hrs for your account to get activated.



9) **Note – Next set of steps are only applicable for Principal Investigators (PI'a) to register a new lab.**

On the Group Associations tab, start entering your name. Click on 'Create New Group..' option that appears.

A progress bar at the top shows three steps: "Start", "Personal Information", and "Group Associations". The "Group Associations" step is active. Below the progress bar, the text reads: "You are requesting access to the Monash University's service centers." A search prompt asks: "* What lab or research group are you associated with?". Below this is a search input field containing the placeholder text "Please type the name of your group". A hint below the field says: "Hint: You can also search using your PI or Manager Name". At the bottom right, there are three buttons: "Cancel", "Back", and "Complete".

A progress bar at the top shows three steps: "Start", "Personal Information", and "Group Associations". The "Group Associations" step is active. Below the progress bar, the text reads: "You are requesting access to the Monash University's service centers." A search input field contains the text "Divya". Below the input field, a dropdown menu is open, showing a search icon on the right and a blue button labeled "Create New Group...". Below the dropdown is the placeholder text "Please type the name of your group". A hint below the field says: "Hint: You can also search using your PI or Manager Name". At the bottom right, there are three buttons: "Cancel", "Back", and "Complete".

10) Make sure all the pre-populated details are correct. Then click on **‘Complete’**

Please Note – Please select ‘Yes’ in the last dropdown should you wish to add another person’s details as the Financial Administrator of your lab

You are requesting access to the
Monash University's service centers.

* What lab or research group are you associated with?
Create New Group...
Hint: You can also search using your PI or Manager Name

* PI's First Name
Divya

* PI's Last Name
Nellivila

* PI's Email Address
divyadony@gmail.com

PI's Phone Number

* PI's Last Name
Nellivila

* PI's Email Address
divyadony@gmail.com

PI's Phone Number

* Is there another person in your lab who helps manage lab memberships, fund assignments and spending approval?
No

* Your Group's Name
Nellivila, Divya (HIOMR) Lab

[Cancel](#) [Back](#) [Complete](#)

11) Wait for up to 24 hrs for your account to get activated.

Thank you for registering with iLab!

Your registration will need confirmation.
Please allow up to 24 hours before you receive
an email with your login details.

[Go to iLab](#)

