

Dear Users:

You will receive an email giving your assigned beamtime and computer access dates approximately 3-4 weeks prior to the start of the run. Please respond by the date indicated, whether you accept or decline this beamtime and also indicate if you will need a formal letter of invitation.

NOTE: All users that do not carry a valid APS User Badge must register with the APS User Office at: http://aps.anl.gov/Users/Become_A_User/index.html Approval time for foreign nationals can take up to 12 weeks. It is suggested that all users verify with the APS user office the status of their APS User Badge.

Under DOE Order 142.3: All foreign national visitors, upon their visit to Argonne, will be required to show proof that they are legally in-status by presenting their INS documentation at the AIC before an employee badge or visitor gate pass will be issued. Please be prepared to produce a passport along with a current visa, or other applicable documentation such as an I-94, I-20, DS-2019, EAD, etc.

In order to maximize use of your scheduled beamtime, we strongly recommend that new SBC users arrive the night prior to their assigned starting date and/or arrange to begin APS training at 8:00 AM.

The SBC-specific training will begin at 10 AM and data collection will follow training. All group members who will conduct experiments **MUST** be present during the SBC-specific training period. Although the group's size, previous synchrotron experience, starting time for training, and the group's organization will influence the length of the SBC training, in general a user will be ready to mount a crystal by 1 PM.

The SBC staff host(s) will assist you in using the beamline and the data processing and structure solution software HKL2000/HKL3000 and D*TREK. Users will likely be ready for unassisted data collection on the first day. SBC staff will typically be available during regular working hours. Although your host(s) will not be present beyond normal working hours for data processing assistance and (b) will only be present 3-4 hours in the morning on Saturday and Sunday, they can be contacted by telephone for assistance.

The user's "DataSpace" will be kept at SBC for not less than two weeks following the end of their scheduled beam time, after which time the data will automatically be deleted from disk! It is crucial that the users verify their backups at their home institutes as soon as possible after their beam time at SBC and contact their SBC host immediately for assistance if the backups are corrupted. The recommended backup media are USB/FIREWIRE Disks.

For backing up your data - please visit:

<http://www.sbc.anl.gov/userprogram/datamanagement.html>

Be sure to view the SBC's "User Program, Preparation for Visit" link to

review what requirements need to be completed before your arrival.

<http://www.sbc.anl.gov/userprogram/visitpreparation.html>

NOTE: When results are published in journals, books, conference proceedings, or other printed technical media, please use the following acknowledgment statement in the manuscript:

"Results shown in this report are derived from work performed at Argonne National Laboratory, Structural Biology Center at the Advanced Photon Source. Argonne is operated by UChicago Argonne, LLC, for the U.S. Department of Energy, Office of Biological and Environmental Research under contract DE-AC02-06CH11357."

The APS requires all users to dress appropriately when in the experimental hall. This includes: closed toe, covered heel shoes and long pants. Sandals and shorts are NOT allowed. If you do not follow these procedures, you will not be allowed on the experimental floor.

Please share this information with fellow researchers, employees, collaborators, and users who will be assisting your group at the APS.

If you have any further questions, please contact Dr. Stephan Ginell, SBC User Program Coordinator (ginell@anl.gov, 630-252-3972) or Michelle Radford, SBC User Program Administrator (mficner@anl.gov, 630-252-0560).

Sincerely,

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