



Using NEMO

This is a guide for users on how to utilize NEMO

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Introduction

This guide will cover how to make reservations, how to "swipe in" to machines, and how to report errors so that Terrapin Works staff can address them.

Step 1 — Getting NEMO Access



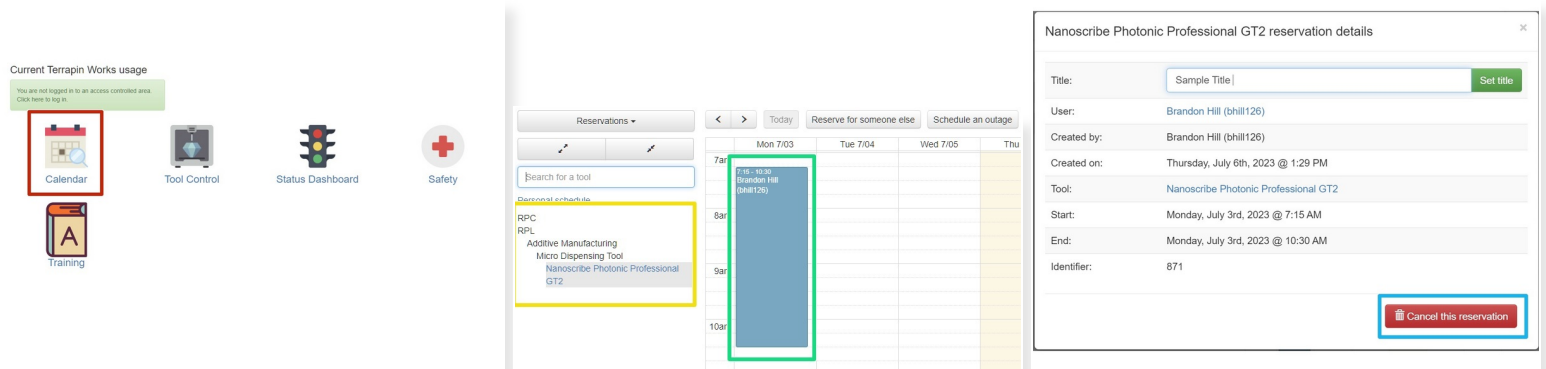
⚠ In order to get access to NEMO, an admin will have to add you to the user list.

① The LC and the TC should have admin perms, if not, then contact Nick Bentley, Evan Hutzell, or Rick Blanton

① Logging into NEMO uses UMD's SSO.

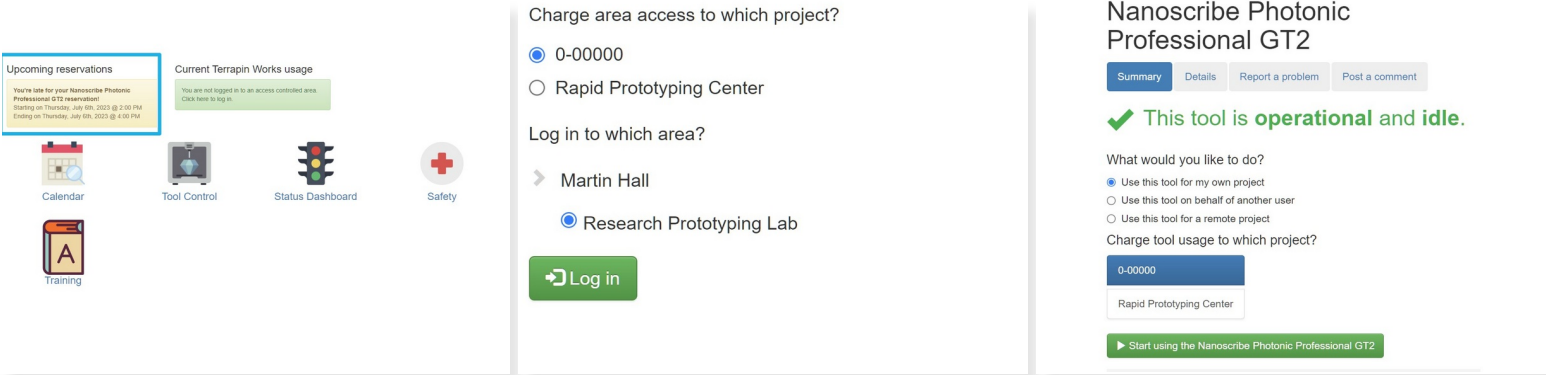
✳ NEMO can be accessed at nemo.tw.umd.edu

Step 2 — Reservation Overview



- Reservations can be made by selecting the "Calendar" option on the home page.
- On the left, you can see all of the tools available to reserve. To see the Nanoscribe reservations, go to RPL->Additive Manufacturing -> Two Photon Polymerization and select "Nanoscribe Photonic Professional GT2"
- Reservations are as simple as clicking and dragging across the desired time period.
 - ① Reservations must be at least 30 minutes long, and can only be created 14 days in advance.
 - ① Users have 45 minutes to log into the space before their reservation is considered missed and may be removed from the calendar.
- Cancelling is done by clicking on the reservation, and clicking "cancel".
 - ① From this page, you can also set the title of the reservation. This is not necessary, but can be useful for communicating information.

Step 3 — "Swiping" into the space and machines



- Once a reservation is created, you should be able to see the reservation from the home page.
- The box on the left allows you to log into the tool during their reservation.
- The next page will show the tool information, and some fields to select to allow the user to charge machine usage to different projects. **This information will be used for charging later.**

Step 4 — Reporting a Problem

Nanoscribe Photonic Professional GT2

✔ This tool is **operational** and **idle**.

What would you like to do?

- ☐ Use this tool for my own project
- ☐ Use this tool on behalf of another user
- ☐ Use this tool for a remote project

The Nanoscribe system is a laser lithography system allowing 3D printing of true 3-dimensional microscale and nanoscale based on two photon polymerization in UV-curable photoresists. The system can utilize specifically designed IP-photoresists optimized for 3D microfabrication, but can also employ custom polymers developed by the user. The direct laser writing technology is a powerful platform for a wide variety of high-impact applications of direct interest to Clark School faculty including micro-optics and photonics, opto-electronics, energy systems, sensors, material research, and nanotechnologies for the life sciences. The system enables micro/nano structures that are impossible to realize using traditional photolithography or other patterning methods.



Nanoscribe Photonic Professional GT2

Use this form to report a problem relating to the currently selected tool. The Terrapin Works staff will be notified of the problem by email and the details of the problem will be visible to everyone on the website.

Please provide a **detailed** description of the problem so that the Terrapin Works staff have enough information to resolve the problem efficiently.

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What is your best estimate of when the problem will be resolved? Leave this field blank if you are unsure.

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- ☐ This problem represents a safety hazard to the Terrapin Works and should be regarded as urgent. Notify the Terrapin Works safety officer of this issue.
- ☐ Shut down the tool so that it may not be used until this problem is resolved.

[Choose Files](#) | No file chosen

[Report problem](#)

- ❗ From the Nanoscribe tool page, you can report problems. These will show up for all users, and can be addressed and tracked by technicians.
 - Select "Report a problem" to start the process.
- ❗ The next page has a few fields to fill out that will help technicians to address the problem.
 - ❗ Either of the checkboxes will notify admins of the issue, but the reports will be regularly checked regardless.
 - Pictures can be uploaded to help diagnose the issue.