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| C:\Users\sybille\Desktop\CESAMO\Images-Logos\LogoCesamo.jpg | **CESAMO Analytical Platform****NMR Charter** | C:\Users\sybille\Desktop\CESAMO\Images-Logos\LOGO_ism.jpg |
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*For all spectrometers use and analysis requests*

1. **Security**

The presence of intense magnetic fields and cryogenic fluids request to know and apply security instructions issued by the NMR service and displayed at rooms entrances.

1. **Formation and accreditation**

Any user concerned about the utilisation of CESAMO NMR spectrometers must present itself to service staff in order to receive the formation which allows to be authorised to work, in an autonomous way, on the appropriate apparatus. **No person may use these spectrometers before having followed the formation.**

1. **Instructions**

NMR spectrometers are necessary to the community for all research works, their utilisation has to be done with rigor. Then, everyone is involved to respect spectrometers utilisation instructions and tools at their disposal.

* Before approaching spectrometers, remove all metallic pieces and magnetic cards in your possession
* Use NMR tubes in good conditions with **minimal length of 18 cm: no broken tubes or chipped**. Outer diameter has to be 4.97 mm (+/- 0.05) and the camber doesn’t be over 0.060 mm.
* Outer tube has always to be cleaned before analysis.
* Do not put or remove tubes during sample changer operations.
* In case of problem, refer immediately to spectrometers responsible members.
* Prioritize tubes in sample changer is forbidden without agreement of a NMR staff member.
1. **Utilisation planning and information**
	1. Free access spectrometers (**hourly cost : 1,50 €**)
* Liquid Avance 300 MHz « **300A** » 1H/X, BBI Probe (greater sensitivity on 1H). Day routine (**on reservation**) from **9 am to 5 pm** – **Automatic** **sample changer from 7 pm to 9 am (Night experiments from 8 pm)**
* Liquid Avance 300 MHz « **300B** » 1H/X including 19F, BBFO Probe (greater sensitivity on X nucleus). Day routine de **9 am à 8 pm** – **Night from 8 pm.**

Routine spectrometers work with programmable sample changer with ICON NMR software. No booking is needed for 300B spectrometer. **Analysis time per user on spectrometers is limited to 20 minutes consecutive and/or 3 tubes max.**

About 300A in manual mode, reservation has to be done before analysis (in the “ENT” – “Services en ligne” – “Résevation de ressources”)

**Allocation of night slots** (per group and spectrometer):

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| --- | --- | --- |
|  | 300A | 300B |
|  | Monday, Wednesday | Tuesday,Thursday | Monday, Wednesday | Tuesday,Thursday |
| C2M | 0 | **4H30** | **4H30** | 0 |
| NEO | 0 | **4H** | **4H** | 0 |
| CSH | **3H00** | 0 | 0 | **3H00** |
| Orga-SQ | 0 | **3H30** | **3H30** | 0 |
| Orga-YL | **6H30** | 0 | 0 | **6H30** |
| Orga-MP | 0 | 0 | 0 | 0 |
| IPM | **2H30** | 0 | 0 | **2H30** |

b. Research spectrometers (**hourly cost : 3,00 €**)

These spectrometers are equipped with chillers which allow to realize experiments with different scale of temperature (-80°C < T < 150°C) and are accessible on request:

* Liquid Avance 400 1H/X including 19F BBFO probe and CPMAS solid probe
* Liquid 600 1H/X BBI and HRMAS 1H/13C probes
1. Data transfer

NMR data are automatically transferred from acquisition unit to corresponding treatment unit and then copied to the server. Each user can recover data in his computer thanks to FileZilla software or in retreatment station computers (room 2N29a). So, it is recommended to users **to not retreat their spectra on acquisition unit** but on retreatment computers provided for this purpose.

1. **Non-observance of instructions**

In order to preserve spectrometers and to assure the correct functioning for all the community, the non-observance of instructions by users will cause the interdiction of manipulation during one week, of free access spectrometers and the notification to their managers.

***A respectful, responsible and civic behaviour of apparatus, work environment and users will ensure a pleasant and efficient functioning of spectrometers.***

Name and signature of the user : Manager Signature :

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**Contacts**:Portable CESAMO 06 20 30 71 53

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| Cybille ROSSYTel : 05 40 00 **69 92** - Office : 2N29bcybille.rossy@u-bordeaux.fr | Yannick CHOLLETTel : 05 40 00 **63 92** – Office : 2N31yannick.chollet@u-bordeaux.fr | Zidane MDARHRITel : 05 40 00 **63 92** – Office : 2N31zidane.mdarhri@u-bordeaux.fr |