



asu.openiris.io

- 1- Procédure d'accès aux plateformes
- 2- Crédit d'un compte OpenIris
- 3- Guide d'utilisation



Cofinancé par
l'Union européenne



1. Accès plateforme

IMPORTANT: Avant de pouvoir accéder à la plateforme, les utilisateurs doivent avoir suivi la formation Santé et Sécurité dispensée par le responsable Hygiène et Sécurité de leur unité de recherche.

Chef de projet uniquement

Enregistrement du projet

Remplir le formulaire suivant
<https://asu.openiris.io/Landing/Resource?id=17890>



Ce formulaire doit être rempli pour chaque nouveau projet

Nouvel arrivant

Pour accéder aux appareils

Créer un compte sur OpenIRIS
<https://asu.openiris.io/Landing>



Ensuite, trouvez votre projet de recherche dans « browse > Groups » et demandez à en être membre
Sur OpenIRIS, *Group = votre projet*

Demandez la formation aux appareils

Dans les ressources OpenIRIS, Enregistrez votre demande de formation pour le tour des plateaux selon vos besoins :

- **Biodiversity facility Tour** (OOB)
- **Chemistry facility Tour** (OOB)
- **MSXM facility Tour** (UPVD)
- **BIOPIC facility tour** (OOB)

Nous organiserons ensuite les formations spécifiques aux instruments

Réservez vos appareils

Les appareils seront disponibles à la réservation après votre formation validée par les personnels des plateformes.



2. Comment créer votre compte OpenIRIS ?

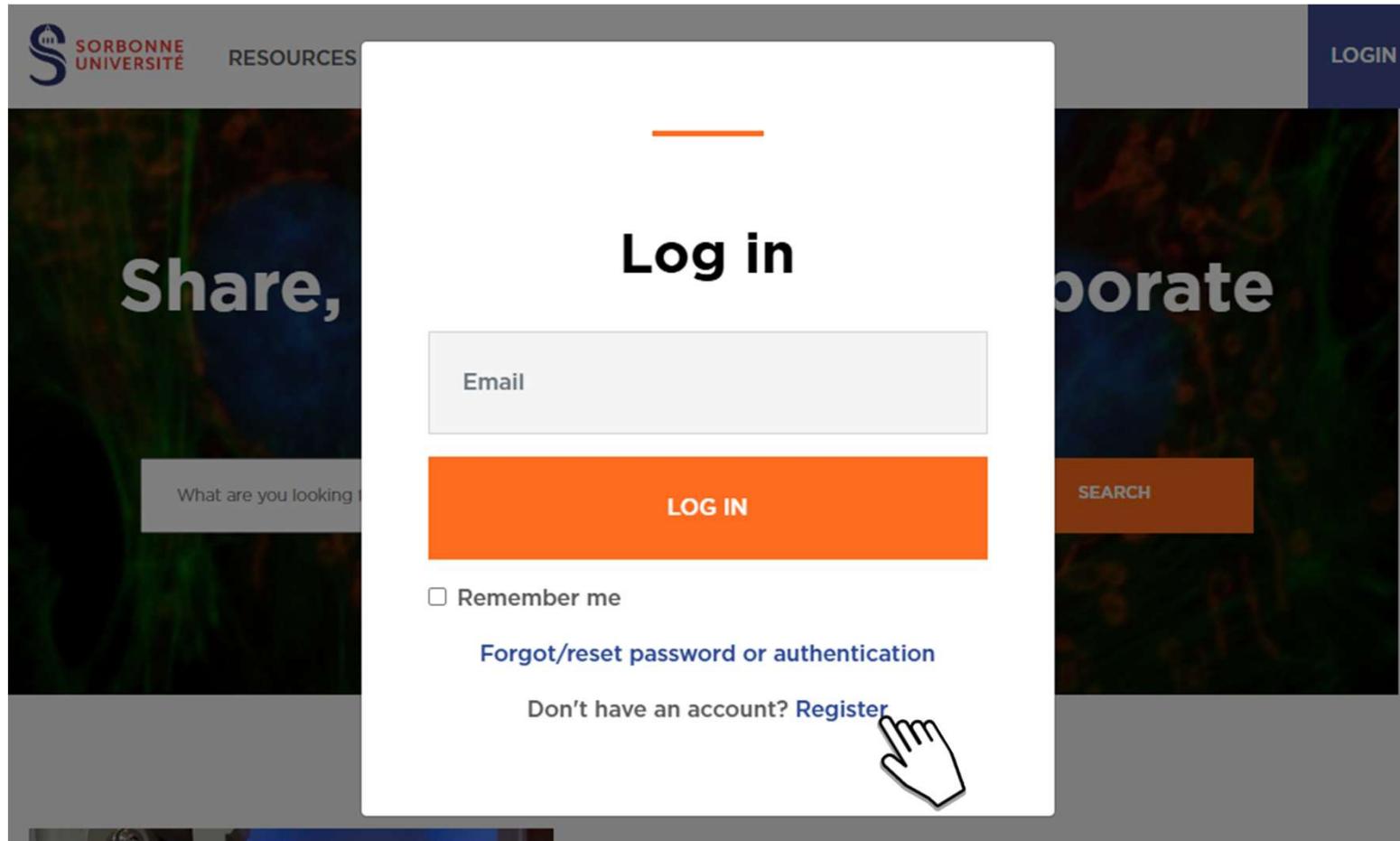
The screenshot shows the landing page of the OpenIRIS platform for Sorbonne Université. The URL in the browser bar is <https://asu.openiris.io/landing/?ReturnUrl=%2f>. The page features a header with the Sorbonne Université logo, navigation links for RESOURCES, PROVIDERS, and CONTACT, and a prominent blue LOGIN button with a hand cursor icon pointing at it. Below the header is a large banner with a dark background showing a microscopic image of cells. Overlaid on the banner is the text "Share, Discover and Collaborate for Better Science". At the bottom of the banner is a search bar with the placeholder "What are you looking for?" and an orange "SEARCH" button. To the left of the main content, there is a QR code and a link to the URL.

https://asu.openiris.io

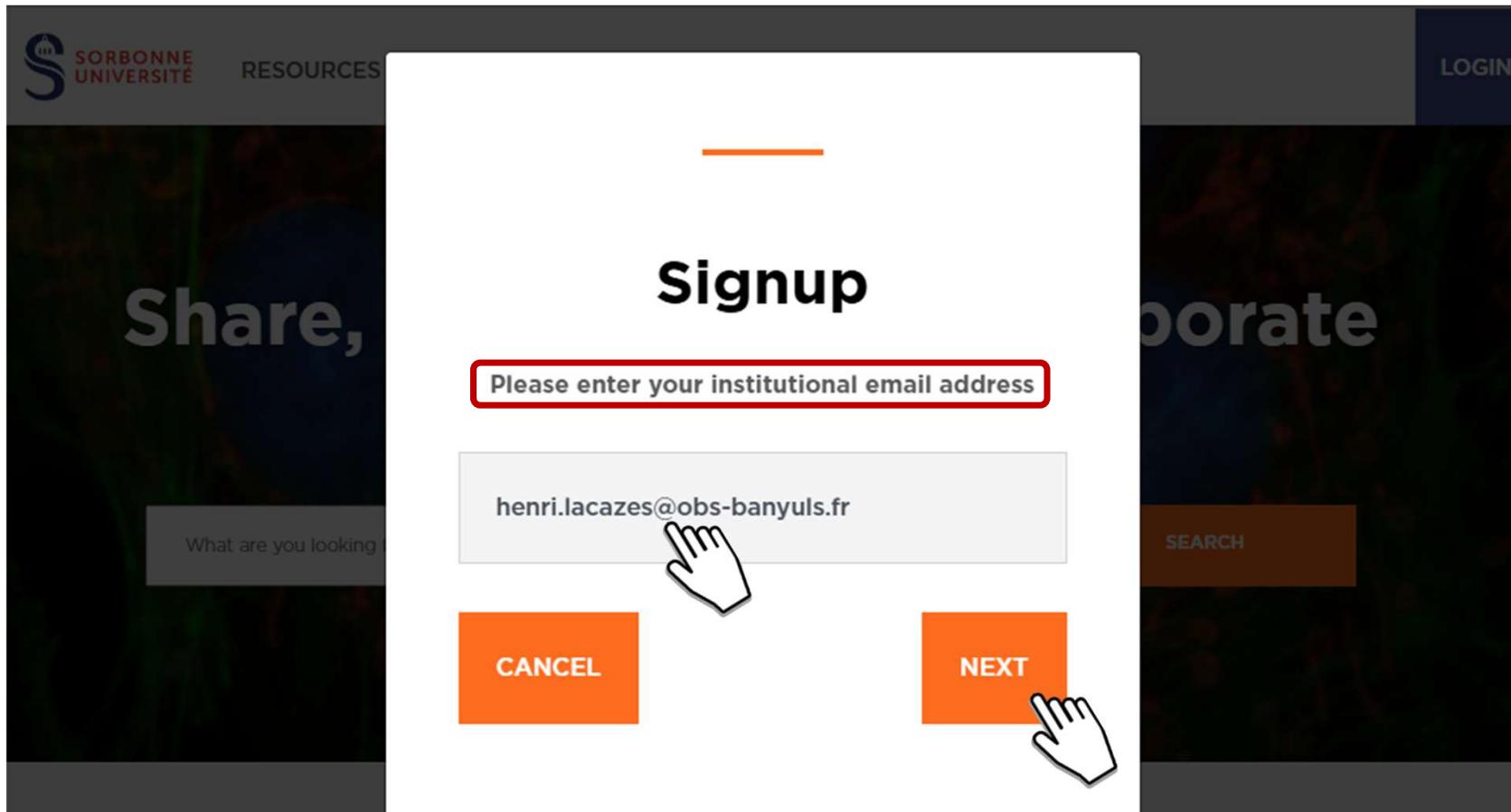




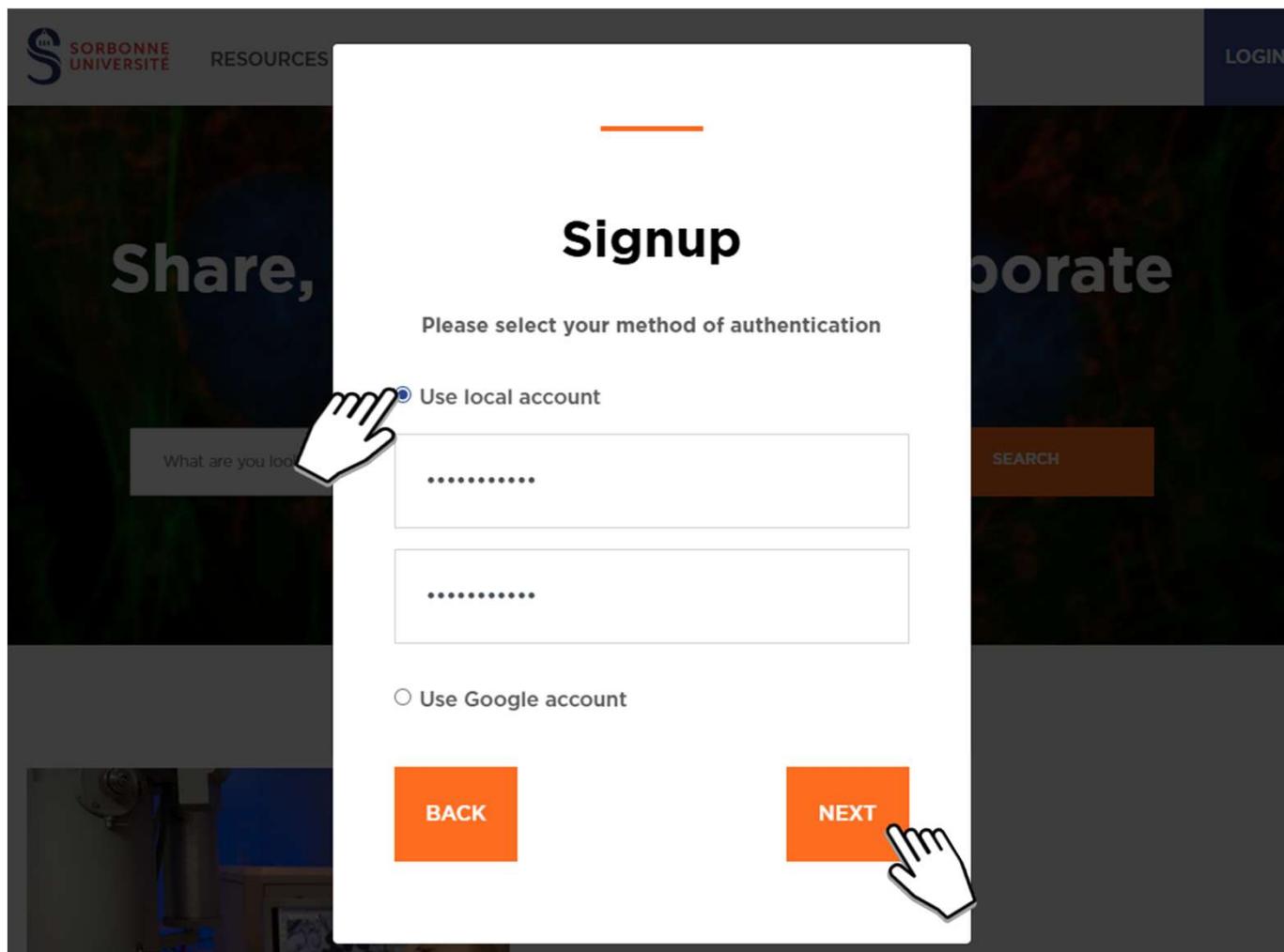
2. Comment créer votre compte OpenIRIS ?



2. Comment créer votre compte OpenIRIS ?



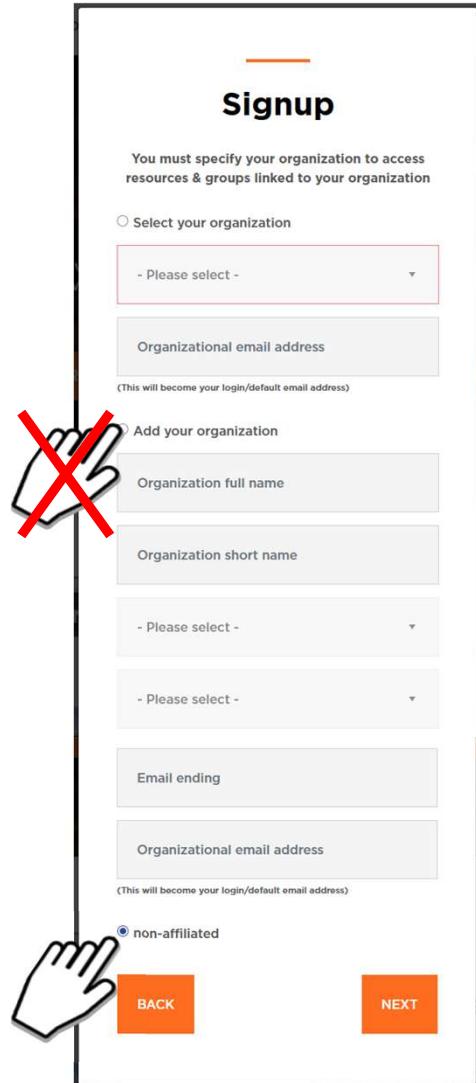
2. Comment créer votre compte OpenIRIS ?



2. Comment créer votre compte OpenIRIS ?

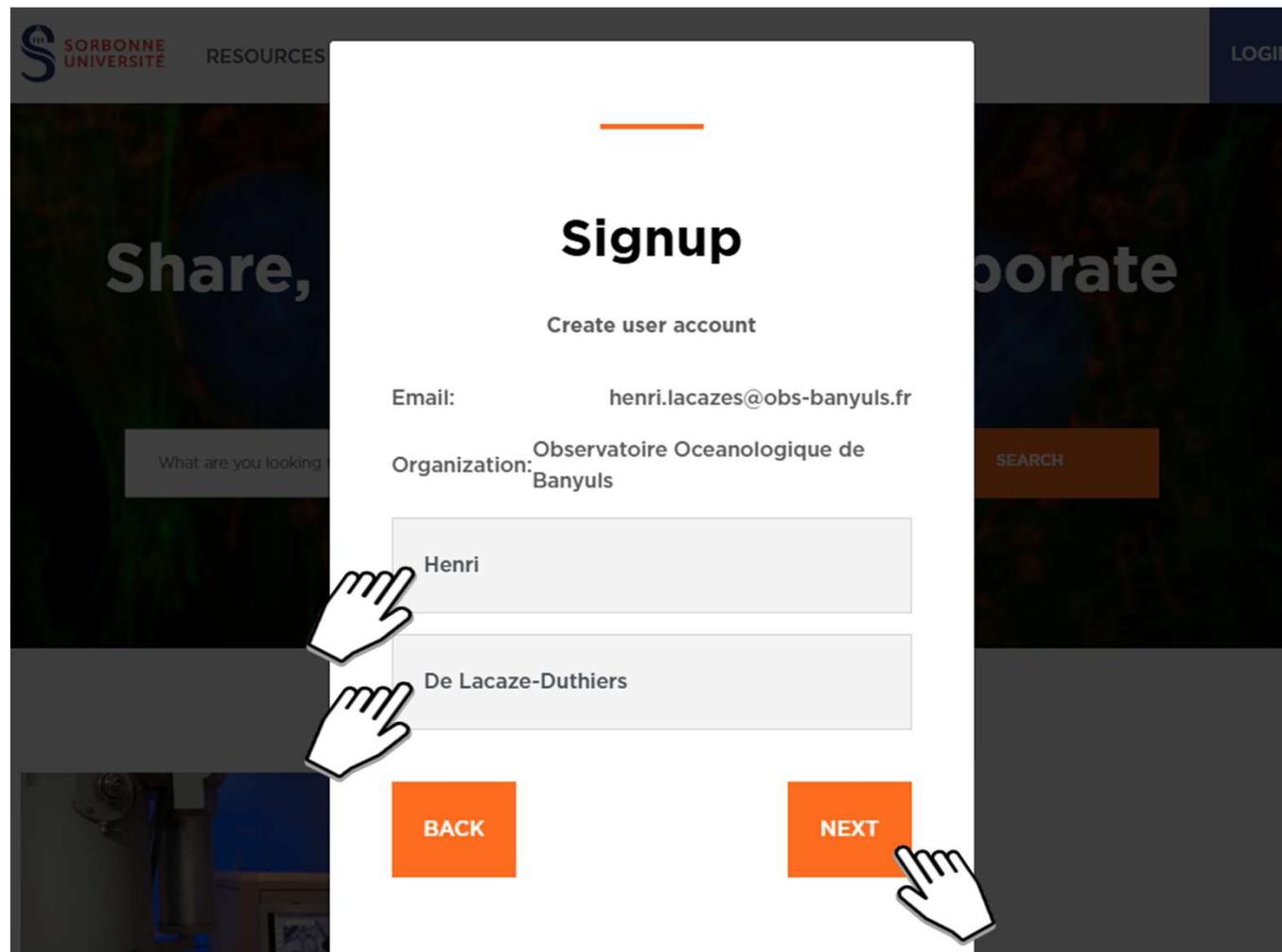
Si vous n'êtes pas affilié automatiquement avec un organisme, ne créez pas le vôtre !

Merci de sélectionner l'option non-affilié



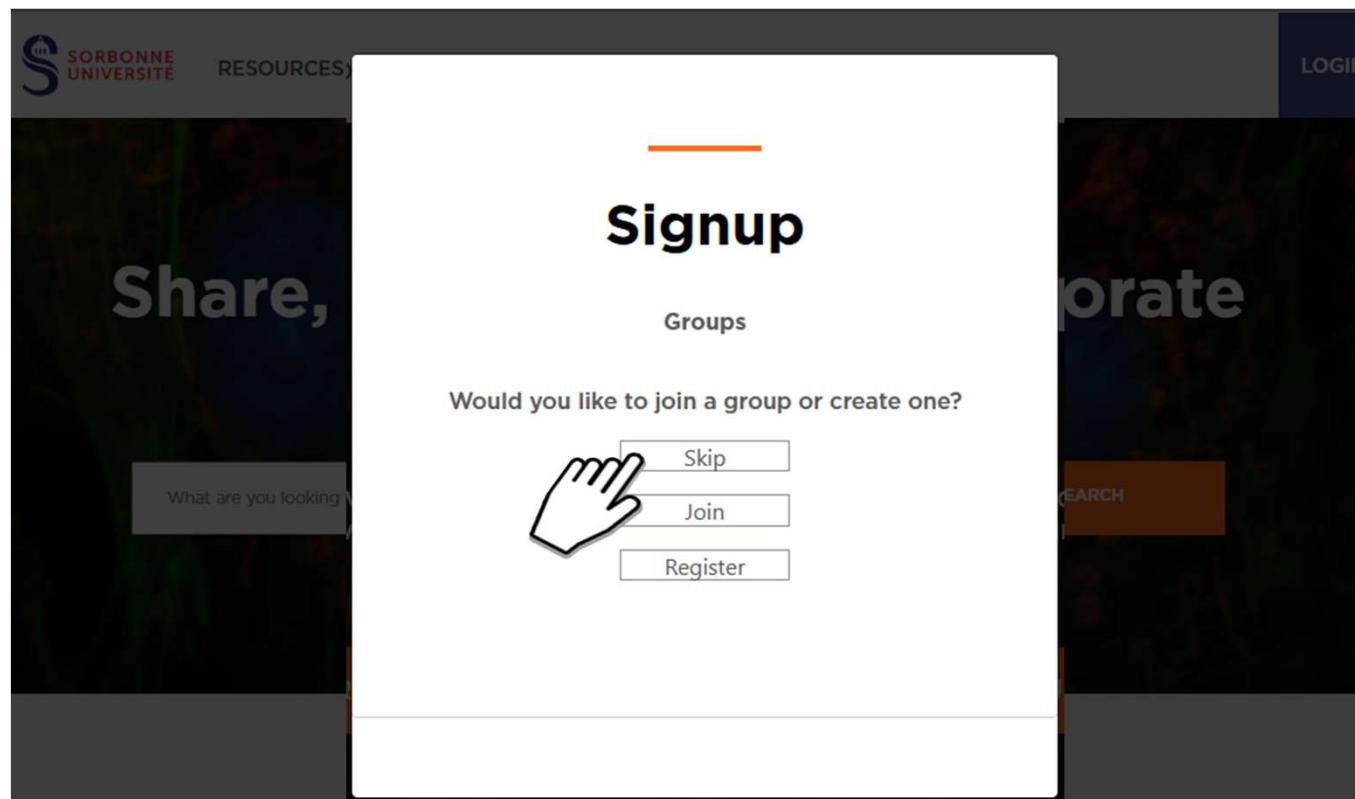
The screenshot shows the 'Signup' page. At the top, it says: 'You must specify your organization to access resources & groups linked to your organization'. There is a radio button option 'Select your organization' followed by a dropdown menu with '- Please select -'. Below this is a field for 'Organizational email address' with the placeholder '(This will become your login/default email address)'. The next section is titled 'Add your organization' and includes fields for 'Organization full name' and 'Organization short name', both with dropdown menus '- Please select -'. Further down are fields for 'Email ending' and 'Organizational email address' with the same note about becoming the login/default email address. At the bottom, there is a radio button labeled 'non-affiliated' which is selected, and two orange buttons: 'BACK' and 'NEXT'.

2. Comment créer votre compte OpenIRIS ?

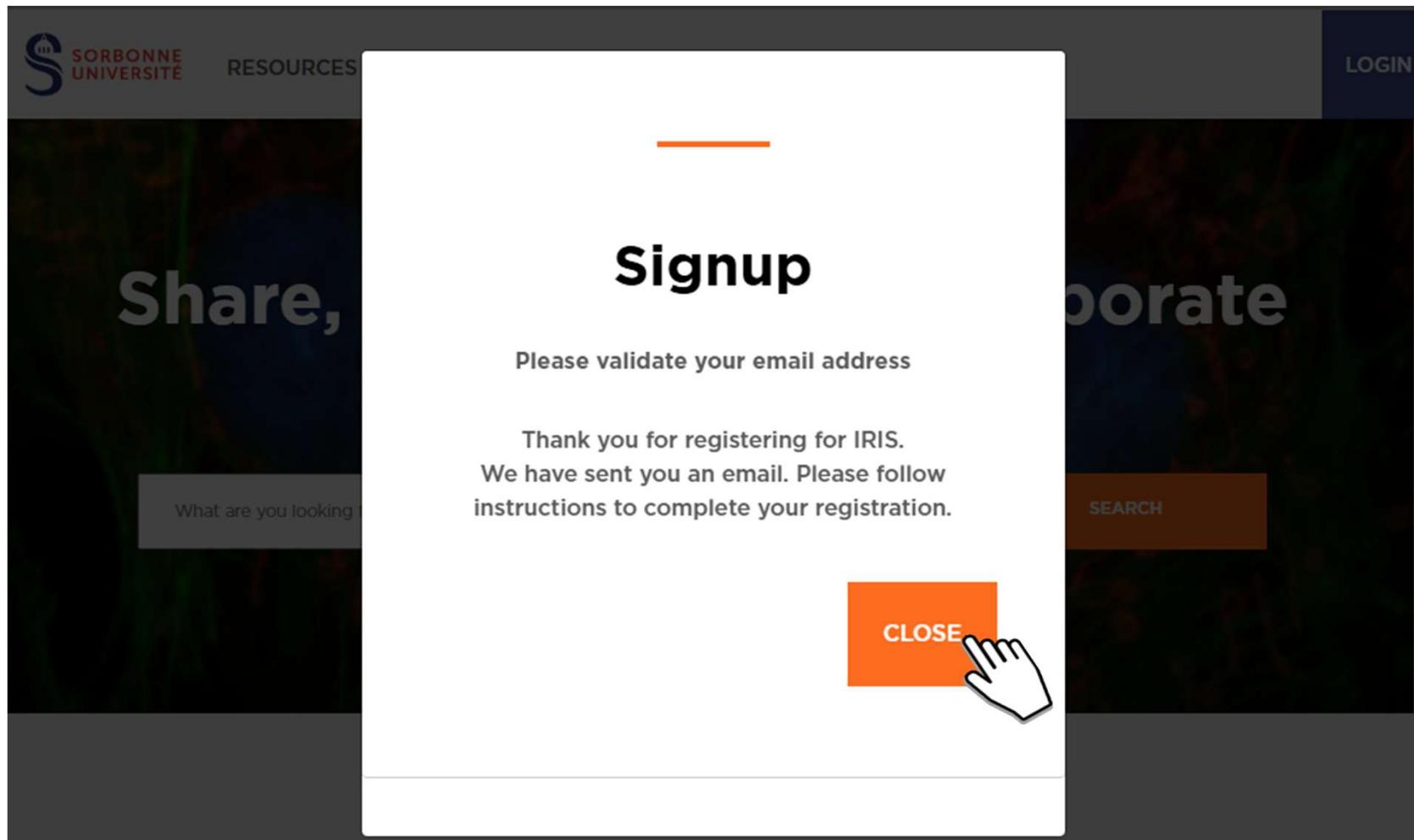




2. Comment créer votre compte OpenIRIS ?



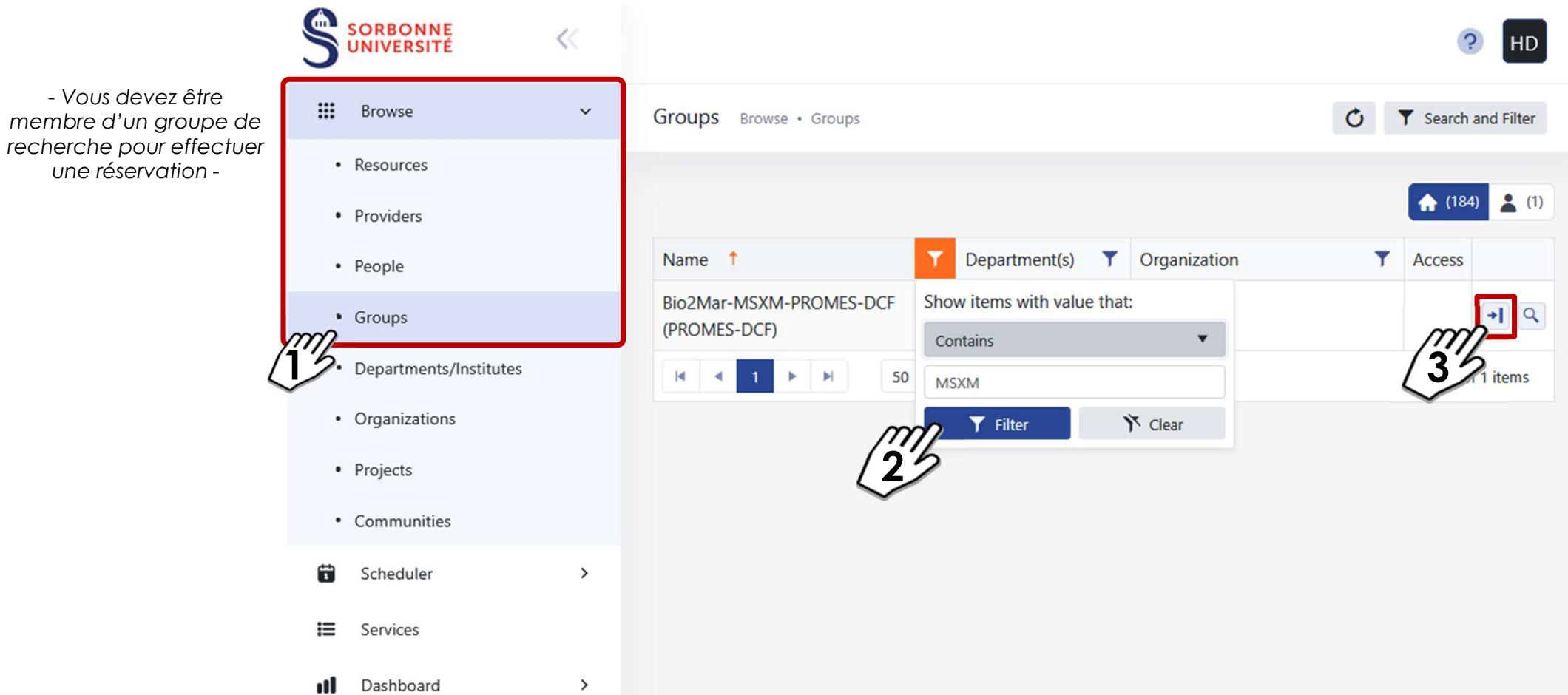
2. Comment créer votre compte OpenIRIS ?



3. Guide d'utilisation

1. Rejoindre un groupe

- Vous devez être membre d'un groupe de recherche pour effectuer une réservation -



SORBONNE UNIVERSITÉ

Browse

- Resources
- Providers
- People
- Groups
- Departments/Institutes
- Organizations
- Projects
- Communities

Scheduler

Services

Dashboard

Groups Browse • Groups

Name Department(s) Organization Access

Show items with value that:

Contains MSXM

Filter Clear

(184) (1)

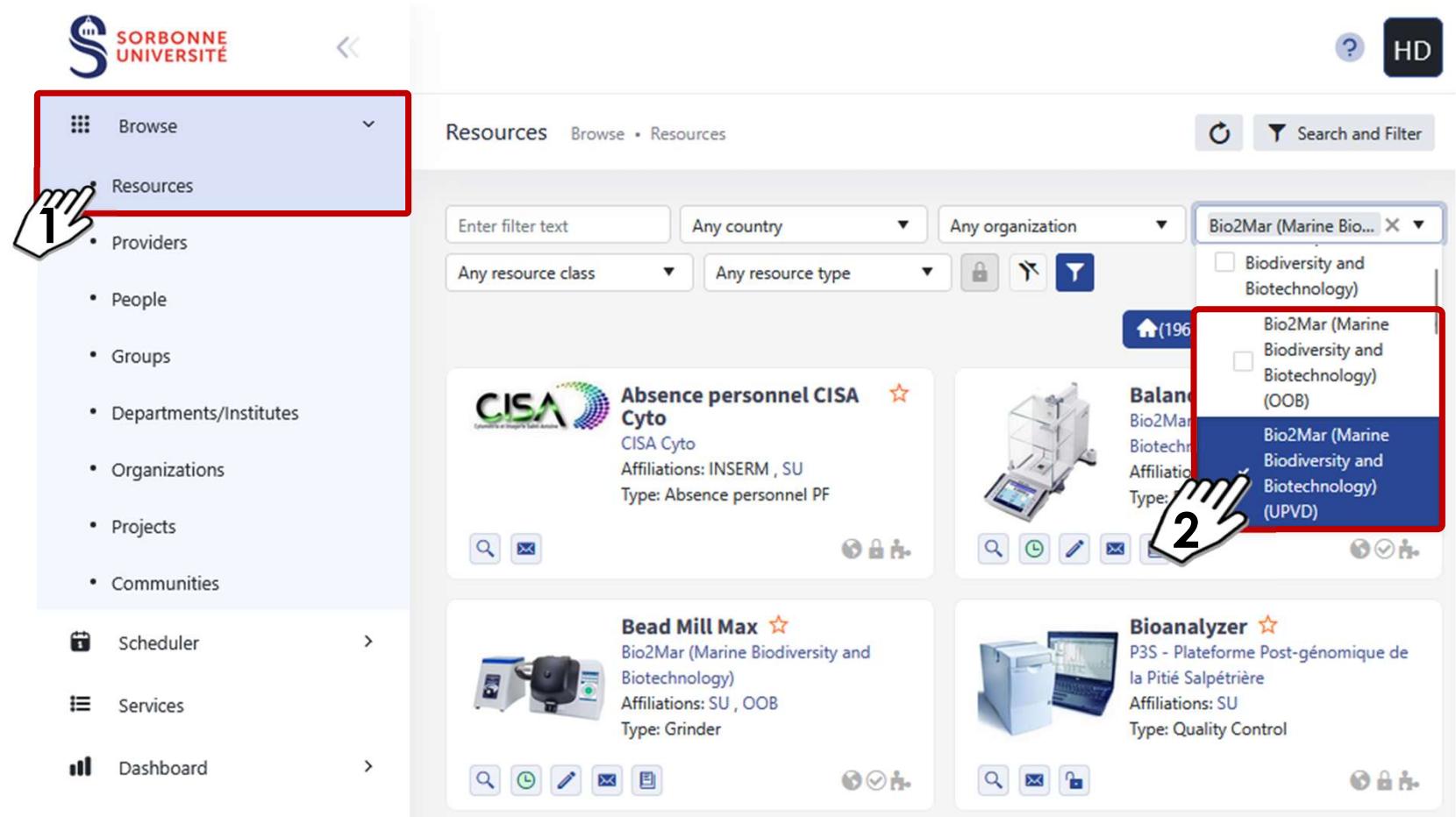
Name	Department(s)	Organization	Access
Bio2Mar-MSXM-PROMES-DCF (PROMES-DCF)			

3. Guide d'utilisation

2. Formation aux appareils

Etape 1 / 3

- Vous devez avoir reçu la formation sur chaque appareil validée par les personnels de la plateforme -

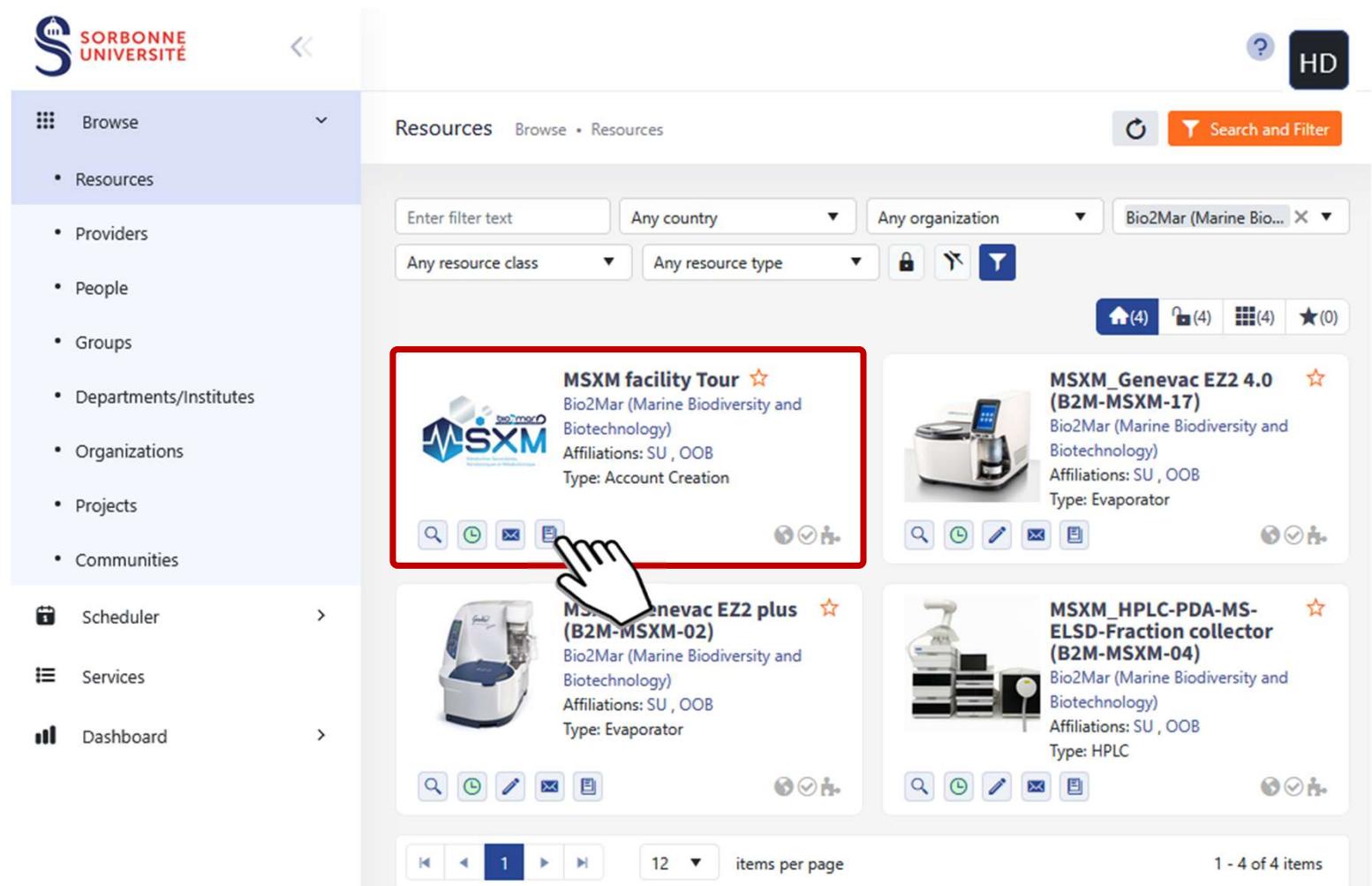


The screenshot shows the openiris.io platform interface. At the top left is the Sorbonne Université logo. The main navigation bar includes 'Resources', 'Browse', 'Search and Filter', and other icons. On the left, a sidebar has 'Browse' expanded, showing 'Resources' (highlighted with a red box and a hand icon labeled '1'), 'Providers', 'People', 'Groups', 'Departments/Institutes', 'Organizations', 'Projects', and 'Communities'. Below this are 'Scheduler', 'Services', and 'Dashboard'. The main content area displays a grid of resource cards. One card for 'Absence personnel CISA Cyto' is shown with details: Bio2Mar (Marine Biodiversity and Biotechnology), CISA Cyto, Affiliations: INSERM, SU, Type: Absence personnel PF. Another card for 'Bead Mill Max' is also visible. On the right, a dropdown menu for 'Bio2Mar (Marine Biodiversity and Biotechnology)' is open, with several options listed, one of which is highlighted with a red box and a hand icon labeled '2'.

2. Formation aux appareils

Etape 1 / 3

3. Guide d'utilisation



The screenshot shows the 'Resources' section of the openiris.io platform. The left sidebar includes 'Browse' (selected), 'Scheduler', 'Services', and 'Dashboard'. The main area displays four resource cards:

- MSXM facility Tour** (highlighted with a red box and a hand cursor)
 - Bio2Mar (Marine Biodiversity and Biotechnology)
 - Affiliations: SU, OOB
 - Type: Account Creation
- MSXM_Genevac EZ2 4.0 (B2M-MSXM-17)**
 - Bio2Mar (Marine Biodiversity and Biotechnology)
 - Affiliations: SU, OOB
 - Type: Evaporator
- MSXM_Genevac EZ2 plus (B2M-MSXM-02)**
 - Bio2Mar (Marine Biodiversity and Biotechnology)
 - Affiliations: SU, OOB
 - Type: Evaporator
- MSXM_HPLC-PDA-MS-ELSD-Fraction collector (B2M-MSXM-04)**
 - Bio2Mar (Marine Biodiversity and Biotechnology)
 - Affiliations: SU, OOB
 - Type: HPLC

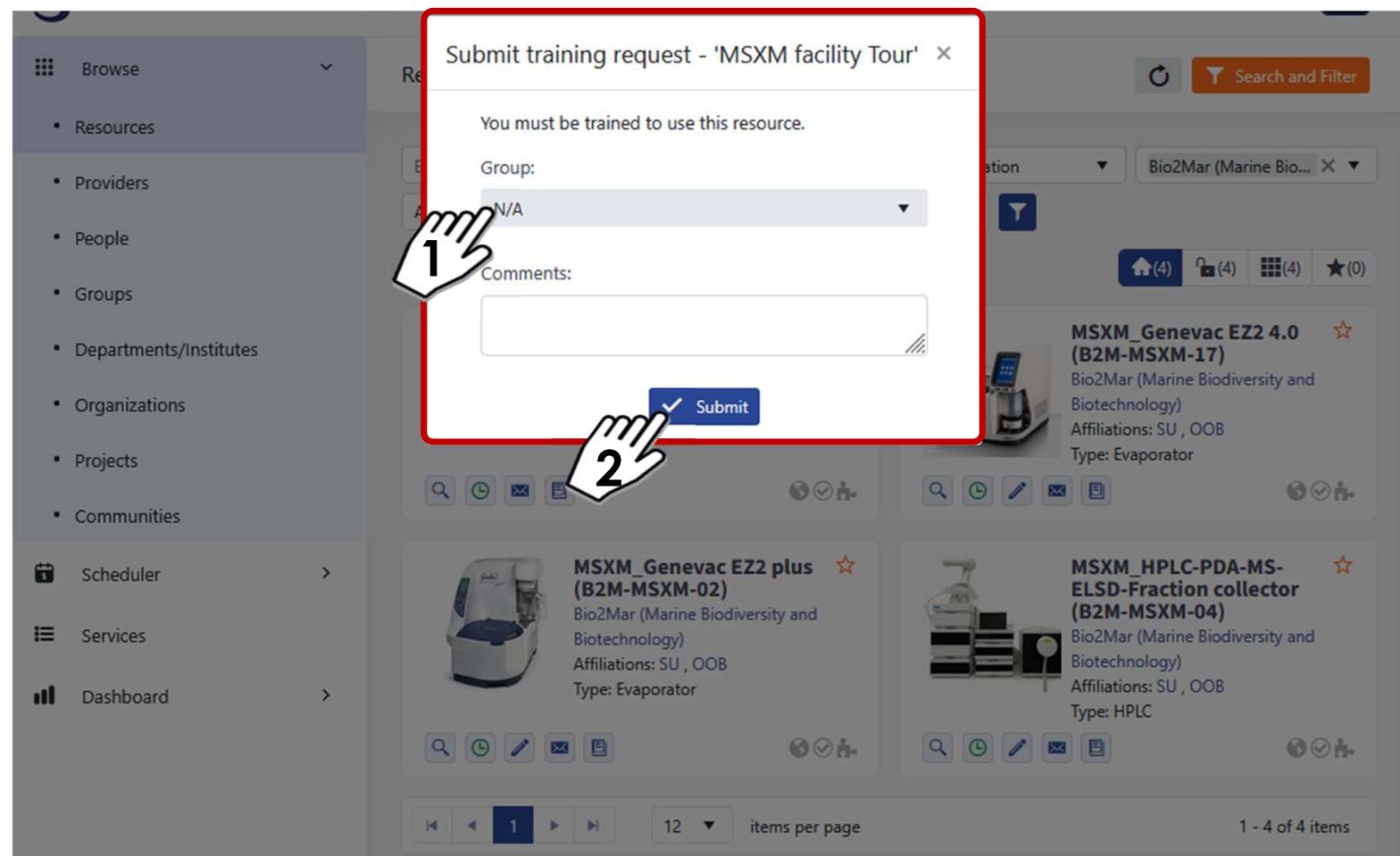
At the bottom, there are navigation buttons (back, forward, page 1), a '12 items per page' dropdown, and a footer with logos for bio2mar, BioPic, and ReMiMed.

2. Formation aux appareils

Etape 1 / 3

- Renseignez votre demande de formation avec votre groupe de recherche -

3. Guide d'utilisation



Submit training request - 'MSXM facility Tour' X

You must be trained to use this resource.

Group:

N/A

Comments:

1

2

Submit

The screenshot shows a user interface for managing training requests. On the left, there's a sidebar with navigation links like 'Browse', 'Scheduler', 'Services', and 'Dashboard'. The main area displays a list of resources, each with a thumbnail, name, provider, affiliations, type, and a 'Details' button. Two specific resources are highlighted: 'MSXM_Genevac EZ2 4.0 (B2M-MSXM-17)' and 'MSXM_HPLC-PDA-MS-ELSD-Fraction collector (B2M-MSXM-04)'. A modal window titled 'Submit training request - 'MSXM facility Tour'' is open in the center. It contains a message 'You must be trained to use this resource.', a 'Group:' dropdown set to 'N/A', a 'Comments:' text input field, and a 'Submit' button. Two white hands with black outlines point to the 'Comments:' field (labeled '1') and the 'Submit' button (labeled '2'). The entire modal is enclosed in a red rectangular border.

MSXM_Genevac EZ2 4.0 (B2M-MSXM-17)
Bio2Mar (Marine Biodiversity and Biotechnology)
Affiliations: SU , OOB
Type: Evaporator

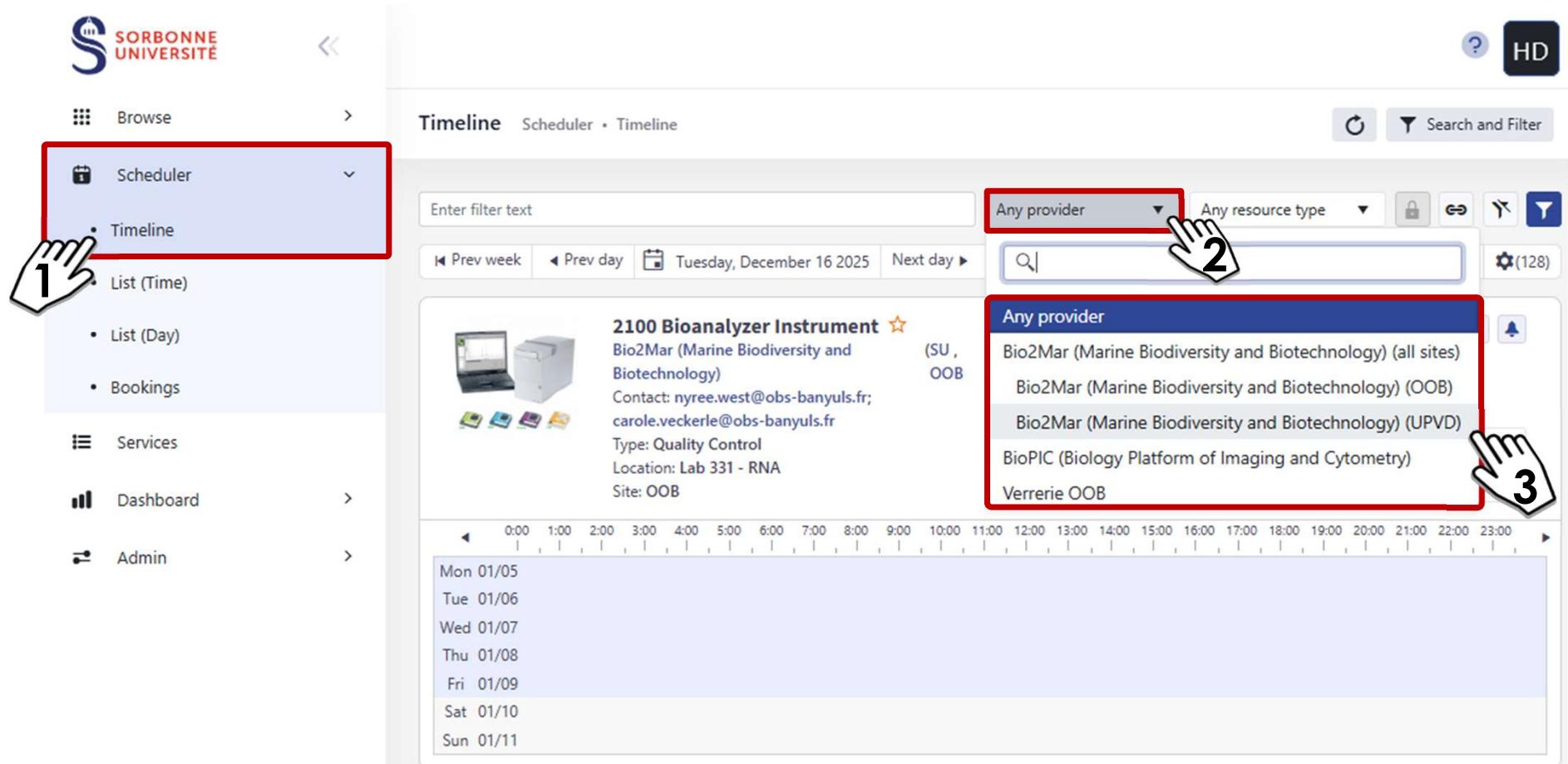
MSXM_Genevac EZ2 plus (B2M-MSXM-02)
Bio2Mar (Marine Biodiversity and Biotechnology)
Affiliations: SU , OOB
Type: Evaporator

MSXM_HPLC-PDA-MS-ELSD-Fraction collector (B2M-MSXM-04)
Bio2Mar (Marine Biodiversity and Biotechnology)
Affiliations: SU , OOB
Type: HPLC

1 - 4 of 4 items

3. Guide d'utilisation

3. Réservez votre appareil



The screenshot shows the openiris.io Timeline interface. A red box highlights the 'Scheduler' dropdown menu on the left sidebar, which contains 'Timeline' (selected), 'List (Time)', 'List (Day)', and 'Bookings'. A hand icon with the number 1 points to this box.

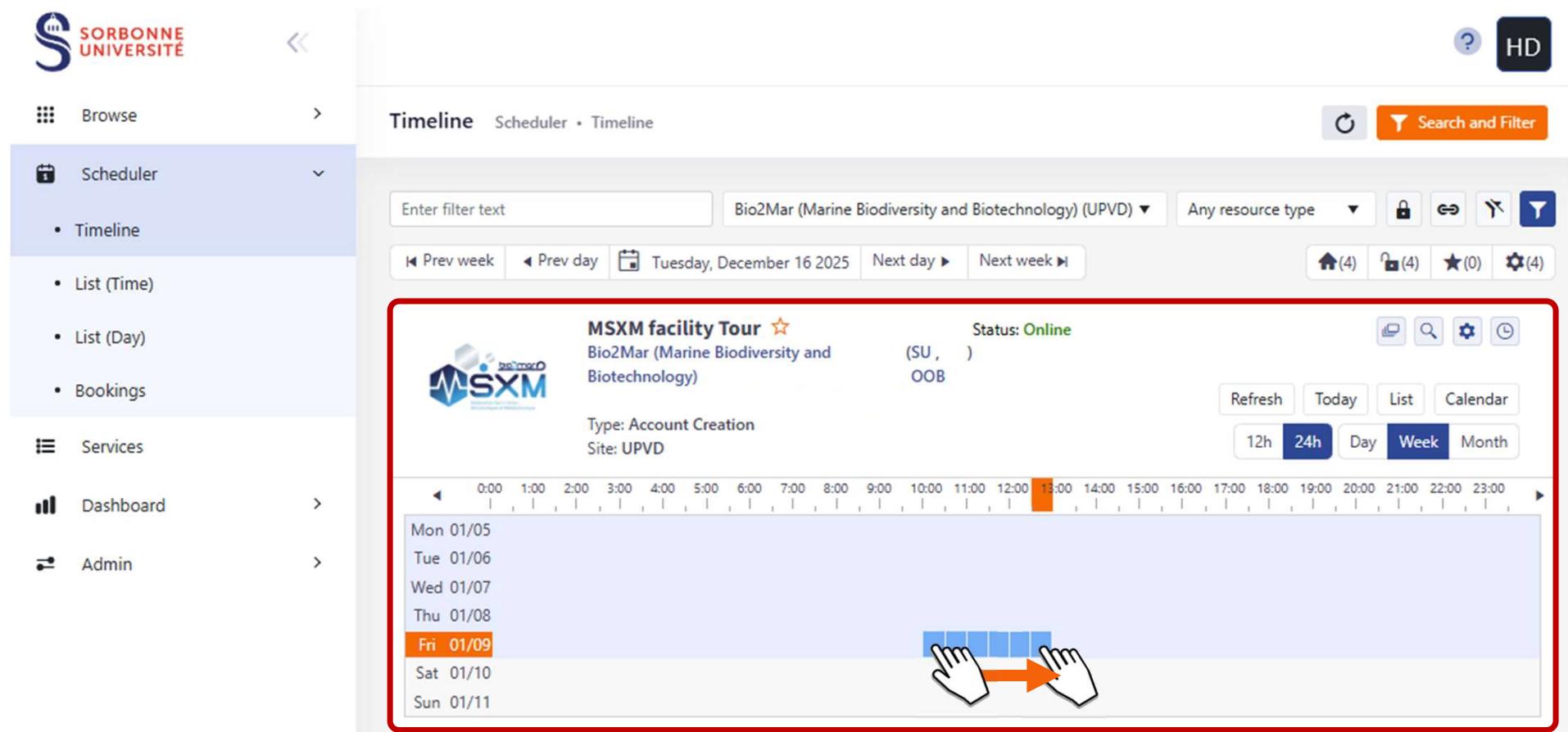
A red box highlights the 'Any provider' dropdown in the top right search bar, which is currently set to 'Any provider'. A hand icon with the number 2 points to this box.

A red box highlights the list of providers in the dropdown menu, including 'Bio2Mar (Marine Biodiversity and Biotechnology) (all sites)', 'Bio2Mar (Marine Biodiversity and Biotechnology) (OOB)', 'Bio2Mar (Marine Biodiversity and Biotechnology) (UPVD)', 'BioPIC (Biology Platform of Imaging and Cytometry)', and 'Verrerie OOB'. A hand icon with the number 3 points to this box.

The main timeline view shows a Bioanalyzer instrument listed for Tuesday, December 16, 2025, from 11:00 to 12:00. The instrument is located in Lab 331 - RNA, Site: OOB. The provider is listed as 'Bio2Mar (Marine Biodiversity and Biotechnology)'.

3. Guide d'utilisation

3. Réservez votre appareil



The screenshot shows the openiris.io Timeline interface. On the left, a sidebar menu includes 'Scheduler' (selected), 'Timeline' (highlighted in blue), 'List (Time)', 'List (Day)', 'Bookings', 'Services', 'Dashboard', and 'Admin'. The main area is titled 'Timeline' and shows a booking for 'MSXM facility Tour' on 'Fri 01/09'. The booking details are: Bio2Mar (Marine Biodiversity and Biotechnology) (UPVD), Status: Online, Type: Account Creation, Site: UPVD. The timeline shows a slot from 13:00 to 14:00 on Friday, January 9, 2024, which is highlighted with a red box. Below the timeline, a weekly calendar lists days from Monday, January 8 to Sunday, January 14, 2024. A large red box highlights the entire booking entry. At the bottom right of the booking card, there is a graphic of two hands pushing a large orange arrow pointing to the right.

3. Guide d'utilisation

3. Réservez votre appareil

Resource booking for MSXM_Genevac EZ2 4.0 (B2M-MSXM-17) x

Booking

User information

Booking for: henri.lacazes@obs-banyuls.fr

Group: * OOB - Lab Creator (OOB) OOB - Lab Creator (OOB)

Booking info 1

Email calendar entry

Title: Pesées des Gorgones

Start: End:

2026.01.09 09:00 2026.01.09 13:00 All day event

Repeat: Never

Comments:

✓ Book 2



3. Guide d'utilisation

3. Réservez votre appareil

- Votre nom apparaît sur votre réservation horaire -

Resource booking for 'Balance'

Prev week | Prev day | Tuesday, December 16 2025 | Next day | Next week | X

MSXM_Genevac EZ2 4.0 (B2M-MSXM-17) ★
Bio2Mar (Marine Biodiversity and Biotechnology) (SU, OOB)

Status: **Online**

Type: Evaporator
Location: G-112
Site: UPVD

Refresh Today List Calendar
12h 24h Day Week Month

	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00
Mon	01/05																							
Tue	01/06																							
Wed	01/07																							
Thu	01/08																							
Fri	01/09																							
Sat	01/10																							
Sun	01/11																							

Henri De Lacaze-Duthiers

3. Guide d'utilisation

4. Acceptation des conditions d'utilisation de la plateforme

- Uniquement lors de votre première réservation-

Usage Policy "Bio2Mar (Marine Biodiversity and Biotechnology)"

Charte d'utilisation plateforme Bio2Mar / Règlement interne Bio2Mar

Cette charte présente les obligations auxquelles sont tenus les utilisateurs et le personnel de la plateforme Bio2Mar au sein de l'OOB (Observatoire Océanologique de Banyuls sur). En termes de définition, toute personne qui sollicite les moyens humains et matériels (équipements et services) de la plateforme Bio2Mar est tenue de respecter la présente charte.

La plateforme Bio2Mar propose :

- Biodiversité : biologie des microorganismes et des écosystèmes
- Biomolécules et chimie marine
- Métabolites Secondaires et analyse environnementale

L'ensemble des informations sont disponibles sur le site web (<http://bio2mar.obs-banyuls.fr>)

Règles de fonctionnement

Tout utilisateur doit utiliser un moyen électronique sur la plateforme (<http://iris.science-it.ch>). Le tutoriel est disponible dans l'annexe de la charte.

8. Remerciements et publications :

La mention des services rendus par la plateforme Bio2Mar doit apparaître clairement sur tout document ou communication présentant des résultats de mesures réalisées sur l'un des équipements de la plateforme.

- Pour remercier l'assistance par le personnel de la plateforme :
"We are grateful to the Bio2Mar platform (<http://bio2mar.obs-banyuls.fr>) for providing technical help and support"
- Pour remercier uniquement l'accès à la plateforme :
"We are grateful to the Bio2Mar platform (<http://bio2mar.obs-banyuls.fr>) for providing access to instrumentation"
- Pour un projet collaboratif associant plus directement un ou plusieurs partenaires extérieurs à l'OOB ou des membres de la plateforme :
"We are grateful to XXXX YYYY from the Bio2Mar platform (<http://bio2mar.obs-banyuls.fr>) for providing technical help and support"

Remerciements dans les articles scientifiques liés à EMBRC-France :

- Si vous avez bénéficié de moyens liés à EMBRC-France pour vos travaux de recherche, vous devez faire apparaître la phrase ci-dessous dans les remerciements :
"We thank the technical support of EMBRC-France, whose French state funds are managed by the ANR within the Investments of the Future program under reference ANR-10-INBS-02."

Accept Decline



3. Guide d'utilisation

5. Modification / suppression de votre réservation

Resource booking for 'Balance'

MSXM_Genevac EZ2 4.0 (B2M-MSXM-17) ★
Bio2Mar (Marine Biodiversity and Biotechnology) (SU, OOB)

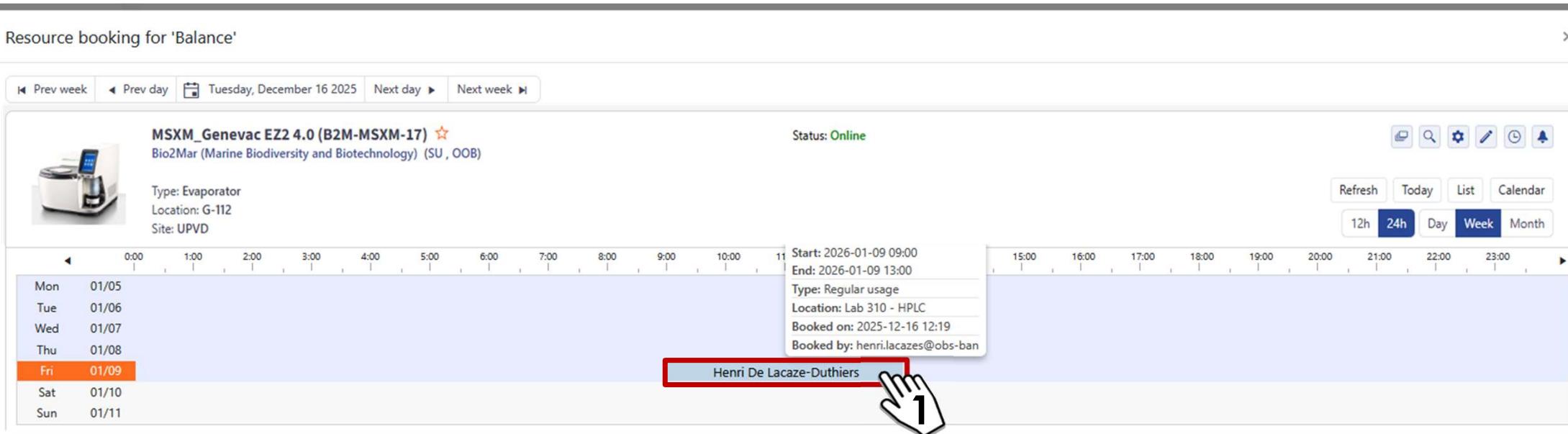
Type: Evaporator
Location: G-112
Site: UPVD

Status: Online

Start: 2026-01-09 09:00
End: 2026-01-09 13:00
Type: Regular usage
Location: Lab 310 - HPLC
Booked on: 2025-12-16 12:19
Booked by: henri.lacazes@obs-ban

Mon 01/05
Tue 01/06
Wed 01/07
Thu 01/08
Fri 01/09
Sat 01/10
Sun 01/11

15:00 16:00 17:00 18:00 19:00 20:00 21:00 22:00 23:00



3. Guide d'utilisation

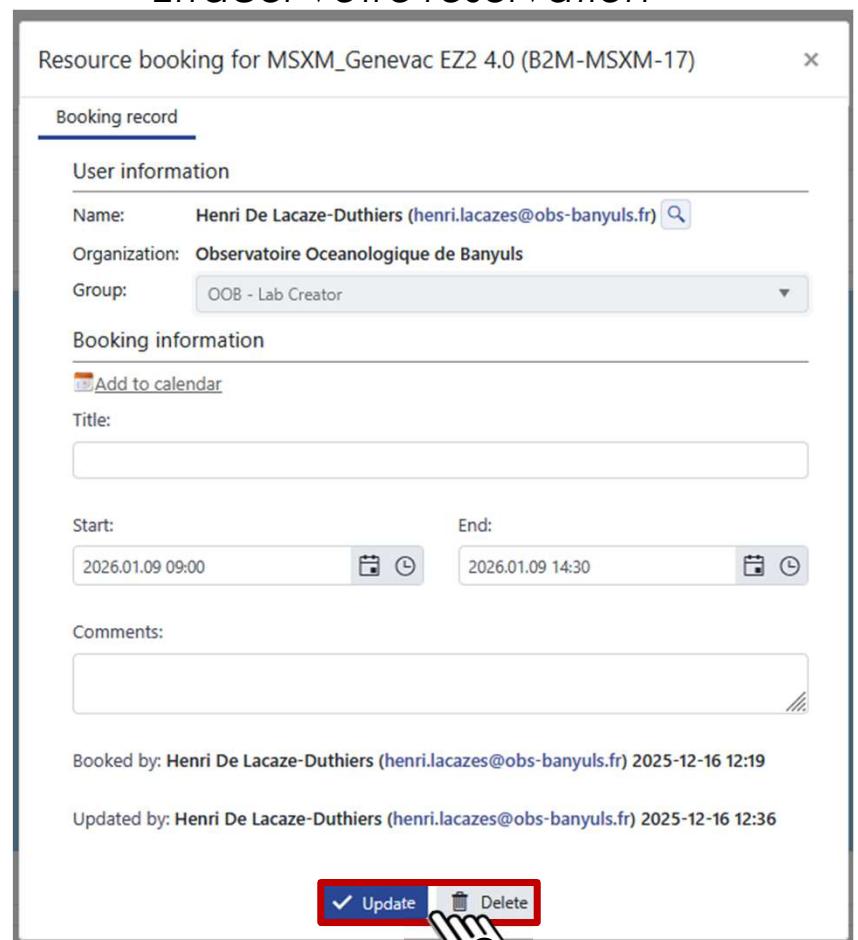
5. Modification / suppression de votre réservation



- Ajuster votre horaire -

OR

- Effacer votre réservation -



Resource booking for MSXM_Genevac EZ2 4.0 (B2M-MSXM-17)

Booking record

User information

Name: Henri De Lacaze-Duthiers (henri.lacazes@obs-banyuls.fr) 

Organization: Observatoire Oceanologique de Banyuls

Group: OOB - Lab Creator

Booking information

Add to calendar

Title:

Start: 2026.01.09 09:00  

End: 2026.01.09 14:30  

Comments:

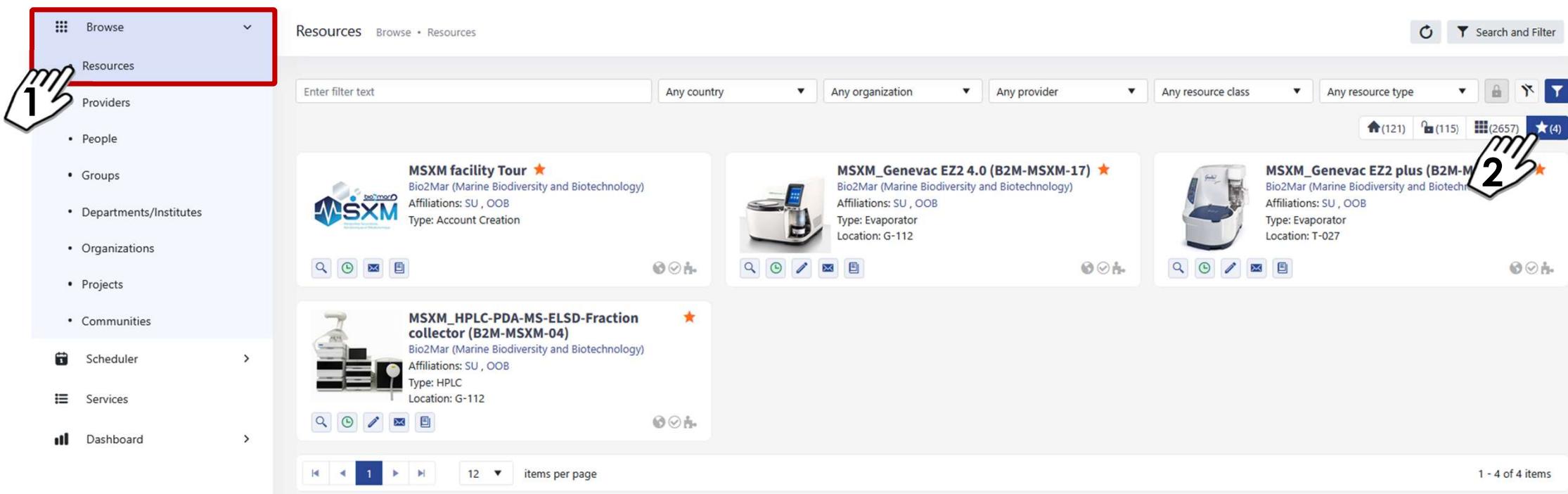
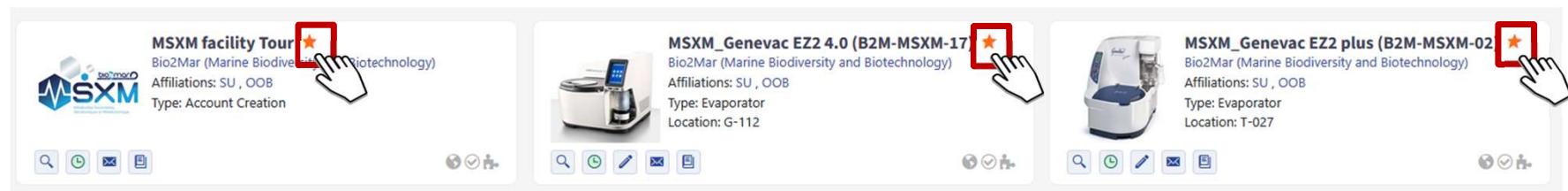
Booked by: Henri De Lacaze-Duthiers (henri.lacazes@obs-banyuls.fr) 2025-12-16 12:19

Updated by: Henri De Lacaze-Duthiers (henri.lacazes@obs-banyuls.fr) 2025-12-16 12:36

Update  Delete

3. Guide d'utilisation

6. Sélectionner vos ressources favorites



1

Resources

Providers

- People
- Groups
- Departments/Institutes
- Organizations
- Projects
- Communities

Scheduler

Services

Dashboard

Resources Browse + Resources

Enter filter text Any country Any organization Any provider Any resource class Any resource type

MSXM facility Tour ★
Bio2Mar (Marine Biodiversity and Biotechnology)
Affiliations: SU , OOB
Type: Account Creation

MSXM_Genevac EZ2 4.0 (B2M-MSXM-17) ★
Bio2Mar (Marine Biodiversity and Biotechnology)
Affiliations: SU , OOB
Type: Evaporator
Location: G-112

MSXM_Genevac EZ2 plus (B2M-MSXM-02) ★
Bio2Mar (Marine Biodiversity and Biotechnology)
Affiliations: SU , OOB
Type: Evaporator
Location: T-027

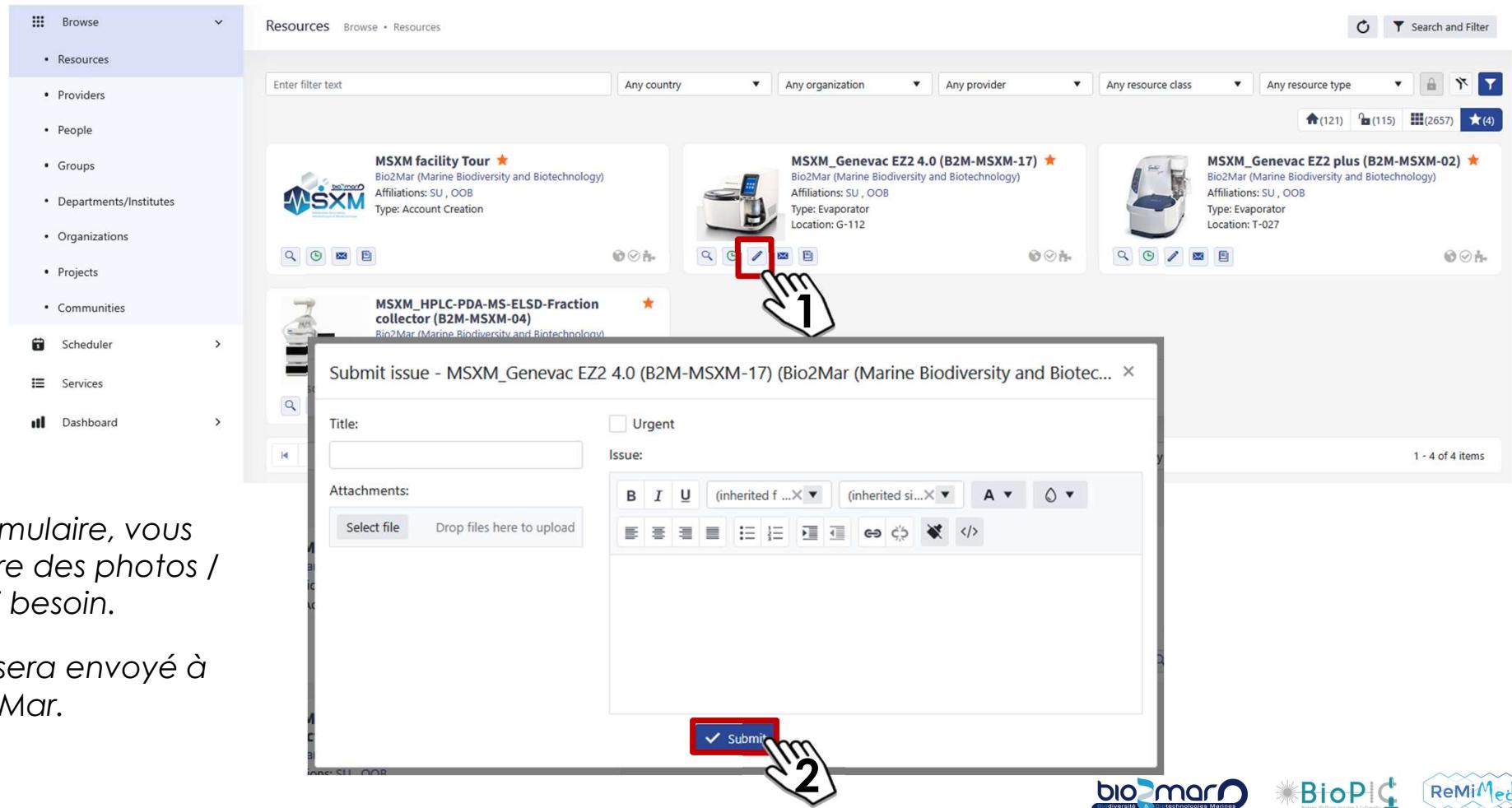
2

1 - 4 of 4 items

3. Guide d'utilisation

7. Soumettre un problème technique

- En cas de dysfonctionnement sur un appareils, vous pouvez soumettre le problème directement sur OpenIRIS -



The screenshot shows the OpenIRIS web interface. On the left, there's a sidebar with navigation links: 'Browse' (selected), 'Resources', 'Providers', 'People', 'Groups', 'Departments/Institutes', 'Organizations', 'Projects', 'Communities', 'Scheduler', 'Services', and 'Dashboard'. The main area is titled 'Resources' with a 'Search and Filter' bar at the top. Below it, there are four resource cards:

- MSXM facility Tour** ★
Bio2Mar (Marine Biodiversity and Biotechnology)
Affiliations: SU, OOB
Type: Account Creation
- MSXM_Genevac EZ2 4.0 (B2M-MSXM-17)** ★
Bio2Mar (Marine Biodiversity and Biotechnology)
Affiliations: SU, OOB
Type: Evaporator
Location: G-112
- MSXM_Genevac EZ2 plus (B2M-MSXM-02)** ★
Bio2Mar (Marine Biodiversity and Biotechnology)
Affiliations: SU, OOB
Type: Evaporator
Location: T-027
- MSXM_HPLC-PDA-MS-ELSD-Fraction collector (B2M-MSXM-04)**
Bio2Mar (Marine Biodiversity and Biotechnology)

A red box highlights the edit icon for the second resource card. A large callout bubble with a hand icon and the number '1' points to this edit icon.

A modal window titled 'Submit issue - MSXM_Genevac EZ2 4.0 (B2M-MSXM-17) (Bio2Mar (Marine Biodiversity and Biotechnology))' is open. It contains fields for 'Title' (with a placeholder 'Issue'), 'Attachments' (with 'Select file' and 'Drop files here to upload' buttons), and a rich text editor for the 'Issue' description. There's also an 'Urgent' checkbox. A red box highlights the 'Submit' button at the bottom-left of the modal. A large callout bubble with a hand icon and the number '2' points to this 'Submit' button.

At the bottom right of the page, there are logos for bio2mar, BioPIC, and ReMiMed.

Remplir le formulaire, vous pouvez joindre des photos / documents si besoin.

Un message sera envoyé à l'équipe Bio2Mar.



3. Guide d'utilisation

8. Utilisation des Qrcodes

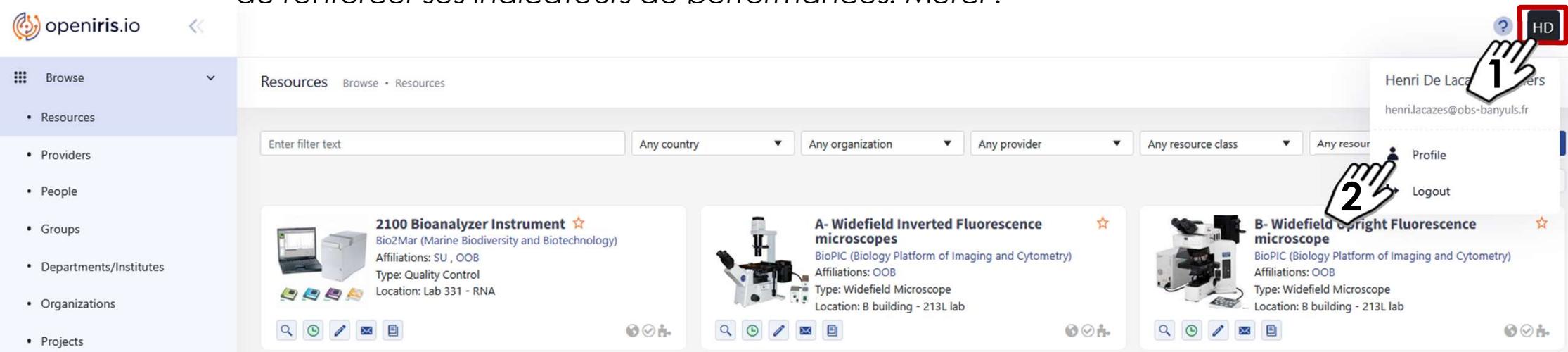
- Des Qrcodes sont présents sur chaque appareil
Vous pouvez les utiliser si vous avez oublié de réserver -



3. Guide d'utilisation

9. Association de votre numéro ORCID

- OpenIRIS peut scanner les bases de données ouvertes pour associer vos publications à votre compte OpenIRIS. Ceci permet à la plateforme de renforcer ses indicateurs de performances. Merci !



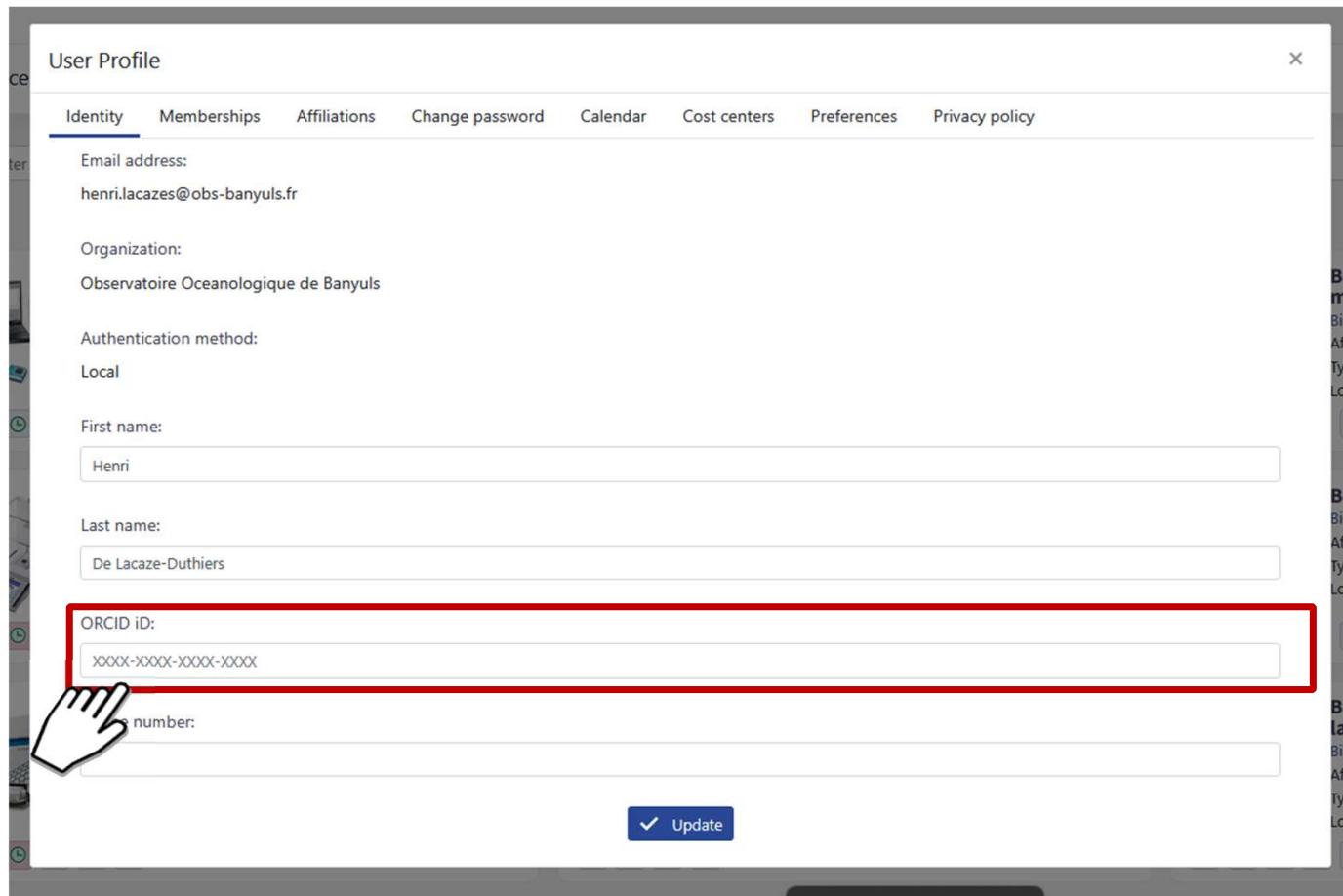
The screenshot shows the openiris.io web interface. On the left is a sidebar with navigation links: Browse, Resources, Providers, People, Groups, Departments/Institutes, Organizations, and Projects. The main area is titled "Resources" and includes a search bar with filters for "Enter filter text", "Any country", "Any organization", "Any provider", "Any resource class", and "Any resource type". Below the search bar are three resource cards:

- 2100 Bioanalyzer Instrument** (Bio2Mar) - Type: Quality Control, Location: Lab 331 - RNA
- A-Widefield Inverted Fluorescence microscopes** (BioPIC) - Type: Widefield Microscope, Location: B building - 213L lab
- B-Widefield Bright Fluorescence microscope** (BioPIC) - Type: Widefield Microscope, Location: B building - 213L lab

On the right side of the interface, there is a user profile for "Henri De Lacaze" with the email "henri.lacazes@obs-banyuls.fr". There are two numbered callouts: "1" points to the "Logout" button, and "2" points to the "Profile" link.

3. Guide d'utilisation

9. Association de votre numéro ORCID



The screenshot shows the "User Profile" dialog box with the "Identity" tab selected. The dialog contains fields for Email address, Organization, Authentication method, First name, Last name, and ORCID iD. A red box highlights the ORCID iD input field, which contains the placeholder "XXXX-XXXX-XXXX-XXXX". A hand cursor is positioned over this field. Below the input field is a "number:" label and a "Update" button.

User Profile

Identity Memberships Affiliations Change password Calendar Cost centers Preferences Privacy policy

Email address:
henri.lacazes@obs-banyuls.fr

Organization:
Observatoire Oceanologique de Banyuls

Authentication method:
Local

First name:
Henri

Last name:
De Lacaze-Duthiers

ORCID iD:
XXXX-XXXX-XXXX-XXXX

number:

✓ Update



asu.openiris.io



Cofinancé par
l'Union européenne

