

ANSTO Research Portal: User Guide

1. Purpose

The purpose of this guide is to provide information for personnel who access and use the ACNS Customer Portal to access the Australian Centre for Neutron Scattering and the National Deuteration Facility.

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3. Setting up portal user access

Only registered users can access the *Australian Centre for Neutron Scattering Customer Portal*. New users will need to create an account by accessing the portal and creating experiment proposals.

3.1 Click the link

<http://neutron.ansto.gov.au/Bragg/proposal/index.jsp>

3.2 Click *Create New Account*

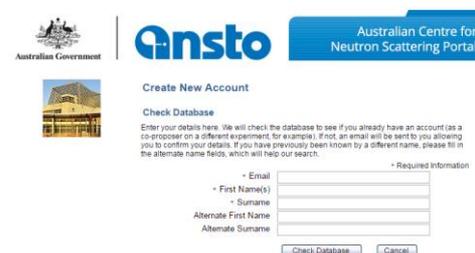
[Create New Account](#) [Forgotten your Password?](#)



3.3 Enter your user details, *Email, First Name(s)* and *Surname*. If you have had a previous user account with another name, enter those names in *Alternate First Name* or *Alternate Surname*.

When complete, click . The systems checks if you already have an account.

To exit, click .



3.4 a) When there is a user with the same e-mail address, you can send a reset email to confirm you as that user. Click .

An existing user was found with that email address. Click the button if you want to send a reset email which will allow you to change your password. You may also search again.

b) When there is an existing user account with the same details, the system displays this message at the bottom of the screen.

We have found one or more records that may correspond to this information. If your details are contained here, please select that record and information will be sent to the registered email address on file. Otherwise, you may choose to create a new account (or search again).

If this is correct, you can click to send an email that lets you change your password.



3.5 When there is no existing account, the system displays this message at the bottom of the screen. To create a new account with your details, click .

We have confirmed that there is no record already in the database. Click the button to create the account, and an email will be sent to you for confirmation.

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- 3.6 When you receive your confirmation e-mail, select and click the link to access the portal and create your new account.

The confirm account will show your name and e-mail address. To exit, click .



- 3.7 Enter your *Password* for this account and *Confirm Password*.

To create the account, click .

* Password	••••••••
* Confirm Password	••••••••

- 3.8 Enter your Account Information.

All fields with * are mandatory and must be entered before the account can be created.

When a field has there is a drop down pick list that has the valid information that you can select and enter.

In these fields, you cannot enter any other information except for these valid choices such as:

Title	<input type="button" value="v"/>
Mr	
Ms	
Mrs	
Miss	
Dr	
A/Professor	
Professor	

Account Information	
Email	<input type="text"/>
Title	<input type="button" value="v"/>
* First Name(s)	<input type="text"/>
* Last Name	<input type="text"/>
* Country of Citizenship	<input type="button" value="v"/>
Gender	<input type="button" value="v"/>
<small>This information is used for statistical purposes only</small>	
* Organisation	<input type="button" value="v"/>
New organisation	<input type="text"/>
<small>Fill this value in if your Organisation is not yet on the list</small>	
Department	<input type="text"/>
* Position	<input type="button" value="v"/>
* Address 1	<input type="text"/>
Address 2	<input type="text"/>
* City	<input type="text"/>
* Postcode	<input type="text"/>
* State	<input type="text"/>
* Country	<input type="button" value="v"/>
* Telephone (main)	<input type="text"/>
Telephone (backup)	<input type="text"/>
Fax	<input type="text"/>
Website	<input type="text"/>

- 3.9 Enter your *Organisation* by selecting and entering your organisation from the drop down pick list. If your organisation is not on the list, enter its name in *New organisation*.

Select and enter *Position* from the drop down pick list.

Note: Staff is personnel employed by the organisation including agency hires.

* Organisation	<input type="button" value="v"/>
New organisation	<input type="text"/>
<small>Fill this value in if your Organisation is not yet on the list</small>	
Department	<input type="text"/>
* Position	<input type="button" value="v"/>

- 3.10 You can select and enter the *Scientific Areas* that you are interested from the drop down pick list. When you select the area, click .

You can add multiple *Scientific Areas*, e.g.

Scientific Areas	
Scientific Area	Delete
No rows yet.	
<input type="button" value="v"/>	<input type="button" value="Add Scientific Area"/>
Soft-condensed matter	
Strongly correlated electron-systems	
Superconductivity	

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Note: To remove any previous selected items, click **X**.

Scientific Areas	
Scientific Area	Delete
Chemistry	X
Pharmaceuticals	X

- 3.11 You can select and enter your *Scattering Technique* from the drop down pick list. When you select the area, click **Add Technique**.

You can add multiple Techniques, e.g.

Scattering Techniques	
Technique	Delete
Radiography	X
Reflectometry	X

Scattering Techniques	
Technique	Delete
No rows yet.	
	Add Technique
Polarised neutrons	
Powder diffractometry	
Quasi-Laue diffractometry	
Radiography	

- 3.12 When complete, click **Save and Close** or **Cancel**.

4. Accessing the portal

- 4.1 Click the link <http://neutron.ansto.gov.au/Bragg/proposal/index.jsp>

- 4.2 Enter your *Email* and *Password* then click **Login**.

- 4.3 On the Account Home Page, you can choose to edit your account details, change your password or access your proposals. For information to edit your account, refer to 4.8.

You can search for information on the chemicals database and chemicals in ANSTO laboratories.

Note: New users should change their password from their original system allocated password

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4.4 To change your password, click [Change password](#).

4.5 Enter your *Current Password* then your *New Password* and *Confirm Password*.

Click to accept or to exit



5. Creating a new proposal

5.1 To enter a new proposal, click [My Proposals](#)



5.2 Your existing proposals or proposals that have been assigned to you are shown. You can view or edit these un-submitted proposals.

To create a new proposal, click .



5.3 Enter the proposal's *Title* as a brief descriptive summary.

5.4 Select and enter the *Proposal Type* from the drop down pick list .

5.5 Click to continue to enter your proposal's details, or .



5.6 Confirm your proposal's *Title* and *Proposal Type*. It is important that you have the correct type as this determines the proposal rounds that you can choose.

If not correct, click to re-enter.



5.7 Click to select the *Proposal Round* from the drop down pick list.

5.8 To create your new proposal, click .

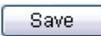
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6. Entering experiment details

When you enter a proposal, you must complete five sections before you can submit it to the ANSTO User Office. You can complete a different section at any time using the menu bar with the system saving your information.



Mandatory information, shown with *, is not checked until you submit the proposal.

Note: The system will time out after 60 minutes. Click  regularly as unsaved information will be lost.

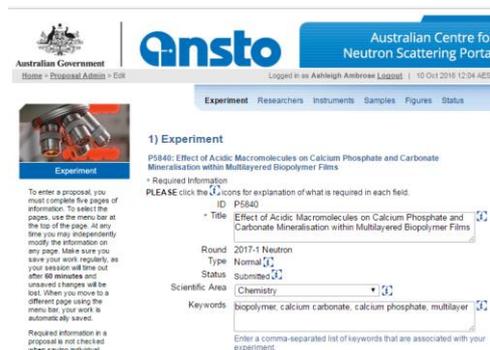
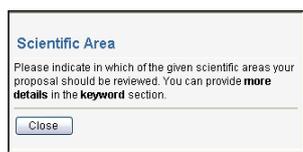
6.1 To enter your proposal's experiment details, select *Experiment* from the menu bar.



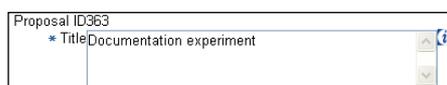
6.2 All fields with * are mandatory.

When a field shows , there is a drop down pick list that has the valid information that you can select and enter. In these fields, you can not enter any other information except these valid choices.

When a field has , you can select and click to display a pop up window with additional information, e.g.



6.3 You can enter a new proposal *Title* or modify the existing title.



6.4 Select and enter the *Scientific Area* for this experiment from the drop down pick list.

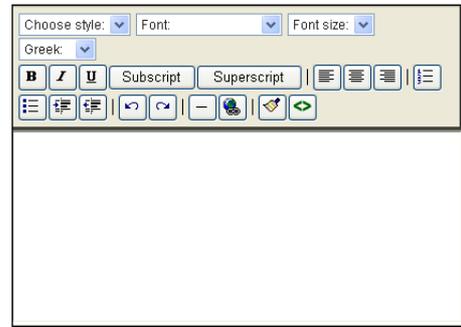


6.5 Enter any associated *Keywords* for your experiment to provide additional information. Each keyword is separated with a comma.



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6.6 Enter your proposed research details. This should be all the relevant information such as aim and purpose of the experiment, scientific background, preliminary work, reason for using this instrument and calculations for the requested beam time. This information can be formatted and include text copied from other sources. *Note: Graphics are loaded using the Figures section.*



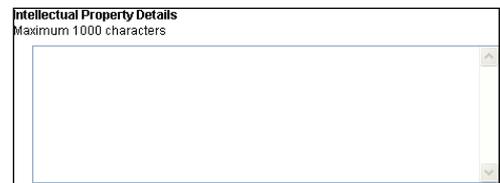
6.7 Enter the *References* with details of any publications that are relevant for your proposed experiment.



Enter *No* or *Yes* if there are any *I.P Issues* (Intellectual Property).



If *Yes*, enter the *I.P Details* and the associated issues that need to be addressed.



6.8 If this experiment is part of student thesis, then click and include details in *Proposed Research*.

Check if this work forms a critical part of a student thesis. Note that this should also be indicated in the 'Proposed Experiment' section above.

6.9 To continue to another section, click before selecting from the menu bar.

To save and return to the your proposals listing, click .

If you click you will lose your entered details.

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7. Entering researcher details

7.1 To enter your proposal's collaborator's details, select *Researchers* from the menu bar.

7.2 Enter the details for your experiment's collaborators.

7.3 You must nominate only one *Principal Scientist* but you can enter multiple *Co-proposers* if required.

To add the experimenter's *Email address* as registered on the portal, then click

7.4 You can add the e-mail details of an *Experimenter* or search for existing experimenters on the system

To add the Experimenter's e-mail click

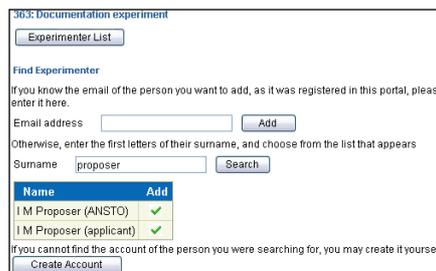
To add an existing Experimenter from the list, click

If you cannot find the experimenter's details, you click to enter their details.

7.5 To continue to another section, click before selecting from the menu bar.

To save and return to your proposals listing, click

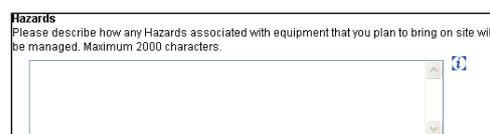
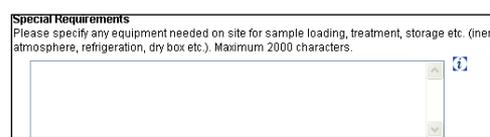
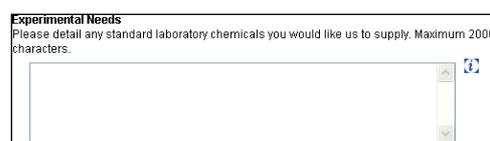
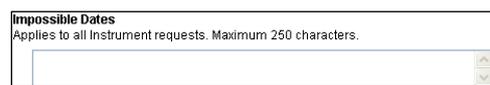
If you click you will lose your entered details.



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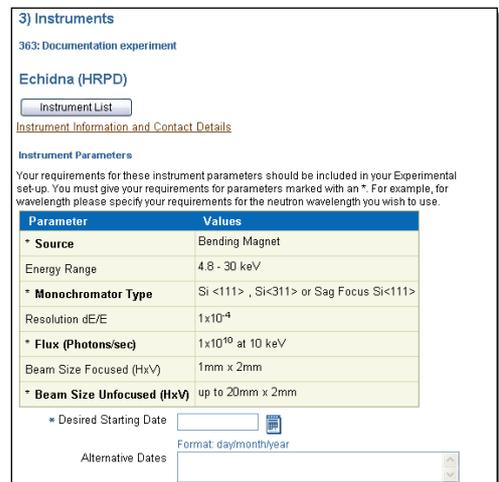
8. Entering instrument details

- 8.1 To enter the instrument for your experiment, select *Instruments* from the menu bar.
- 8.2 Before selecting a specific instrument for your experiment, you enter the information for your complete experiment.
- 8.3 Enter any *Impossible Dates* when you can not conduct the experiment.
- 8.4 Enter any *Experimental Needs* such as the standard laboratory chemicals that you want Australian Centre for Neutron Scattering to supply for your experiment.
- 8.5 Enter any *Special Requirements* such as treatment, refrigeration.
- 8.6 Enter any *Hazards* that are associated with any equipment that you plan to bring on site, and how these hazards are to be managed.
- 8.7 Click .
- 8.8 To enter specific instruments for this from the drop down pick list and click .



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8.9 You enter the instrument parameters required for your experiment
All fields with * are mandatory.



Parameter	Values
* Source	Bending Magnet
Energy Range	4.8 - 30 keV
* Monochromator Type	Si <111>, Si<311> or Sag Focus Si<111>
Resolution dE/E	1x10 ⁻⁴
* Flux (Photons/sec)	1x10 ¹⁰ at 10 keV
Beam Size Focused (HxV)	1mm x 2mm
* Beam Size Unfocused (HxV)	up to 20mm x 2mm

8.10 Enter the *Desired Starting Date* for using this instrument as DD/MM/YYYY, e.g. 01/01/2008.
To access a calendar, click 



8.11 Enter *Alternative Dates* in case your *Desired Date* is unavailable.

8.12 Enter *No. Days Requested* for your experiment.

8.13 Enter the details for the *Experimental Setup*.



8.14 Add the required *Ancillaries* (Sample environment) and *Instrument Scientists*.



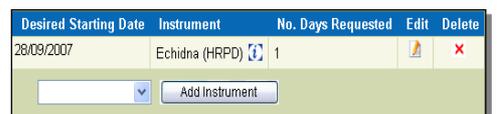
8.15 Select the *Instrument Scientist* for this instrument from the drop down pick list, then click .



8.16 Select the *Sample Environment* for this instrument from the drop down pick list, then click .



8.17 To select and enter the details for another Instrument, click . You can add an instrument or delete and modify existing instrument details for your experiment.



Desired Starting Date	Instrument	No. Days Requested	Edit	Delete
28/09/2007	Echidna (HRPD)	1		

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8.18 Click , or to exit click

9. Entering sample details

9.1 To enter the samples for your experiment, select *Samples* from the menu bar.

9.2 You use this section to enter information on the samples you plan to use in your experiment. There are several sections to provide information such as chemical composition, crystallographic information, etc.

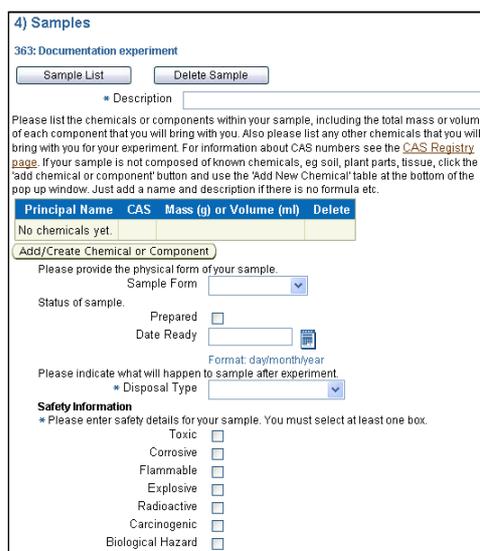
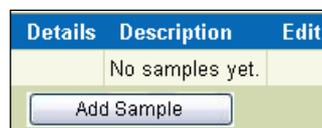
9.3 To enter information on your experiment's samples, click .

9.4 You enter the chemicals or components within your sample including the mass or volume of each component. You must also enter details of all other chemicals that you will bring for your experiment.

You should add any associated crystal and chemical information for this sample.

All fields with * are mandatory.

9.5 Enter the *Description* of your sample.



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9.6 To enter the chemicals or components in your sample, click **Add/Create Chemical or Component**.

Principal Name	CAS	Mass (g) or Volume (ml)	Delete
No chemicals yet.			
Add/Create Chemical or Component			

9.7 You can search for the sample's chemical or component you want to include in your experiment. This search can be by the chemical's *Name*, *CAS number* or *Formula*

Name
▼
Equals
▼

You can specify the chemical search can be to locate chemicals with *Equals* to, *Begins* with or *Contains* the criteria.

Search for Chemicals

[Close](#)

This form allows you to search our database of over 300,000 chemicals. Your search term may match alternate names or formulae (including formula fragments), leading to results that look unexpected. Try the CAS number first if you know it (can usually be googled with chemical name cas number), chemical name is second choice (use the 'contains' option in the pull down list), and by the formula last. The formula needs to be quite exact, and uses hyphens or periods between elements, eg uranium dioxide is 'UO2', Barium Uranium Oxide is 'BaUO'.

Name ▼ Equals ▼ **Search**

Principal Name	CAS	Formula	Select
No rows yet.			

Chemical data kindly provided by the [United States National Library of Medicine](#) © 2006. For information about CAS numbers see the [CAS Registry page](#). If a chemical is marked by a ? symbol, it indicates it is newly created and not yet verified by the user office.

Add New Chemical

If the chemical you want is not already in the database, you may add it here. This will be marked as unverified until confirmed.

- * Name
- * CAS
- * Formula
- * Note

Create and Select

Note: It is recommended that you search on the CAS number as this is a precise number to search with. *Names* and *Formula* searches may be inconsistent due to misspelt or incorrect details

9.8a To search on the *CAS number*, enter the number (including dashes -) and select *CAS Number* and *Equals*, then click **Search**

CAS Number
▼
Equals
▼
Search

Note: If the chemical is not in the database, you can add the details here but it will be marked as *unverified* until confirmed. Enter the details then click **Create and Select**.

Add New Chemical

If the chemical you want is not already in the database, you may add it here. This will be marked as unverified until confirmed.

- * Name
- * CAS
- * Formula
- * Note

Create and Select

To select and add the chemical to your sample's details, click **✓**.

Principal Name	CAS	Formula	Select
Strontium oxide	1314-11-0	O-Sr	✓

9.8b To search by *Name*, you can select to find chemical names with are *Equals*, *Begins* or *Contains*. The more accurate the entered name the fewer matches will be found as the following examples. Click **Search** to start search.

Name
▼
Equals
▼
Search

Using exact chemical name and *Equals* in this case found only one chemical.

Name
▼
Equals
▼

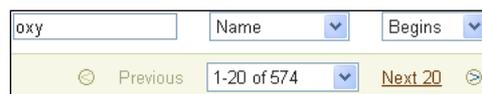
Principal Name	CAS	Formula	Select
Oxygen	7782-44-7	O2	✓

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Using a chemical name and *Contains* in this case found 86 matching chemicals.



Using three letters from the name and *Begins* found 574 matching chemicals.



To select and add the chemical to your sample's details, click .

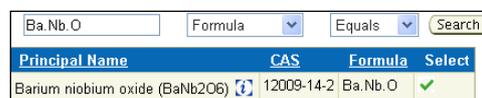
Principal Name	CAS	Formula	Select
Oxygen 	7782-44-7	O2	

- 9.8c To search by *Formula*, you can select to find chemical formula with *Equals* or *Contains*. Click  to start search.



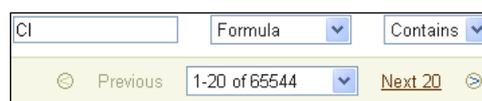
- Note:* Chemical formula format is the element symbols separated by a dash (-) or dot (.). When searching using one separator you should re-try using the other separator.

Using the exact chemical formula and *Equals* in this case found one matching chemical.



Principal Name	CAS	Formula	Select
Barium niobium oxide (BaNb2O6) 	12009-14-2	Ba.Nb.O	

Using an element symbol and *Contains* in this case found 65544 matching chemical formulas.



To select and add the chemical to your sample's details, click .

Principal Name	CAS	Formula	Select
Barium niobium oxide (BaNb2O6) 	12009-14-2	Ba.Nb.O	

- 9.9 Enter the mass or volume of your chemicals for your experiment. To delete chemicals, click .

Principal Name	CAS	Mass (g) or Volume (ml)	Delete
Barium niobium oxide (BaNb2O6) 	12009-14-2	<input type="text"/>	

- Note:* When a chemical shows  indicates that there is additional information about that chemical and whether a MSDS is available. Click  to display information and MSDS.



Principal Name	CAS	Formula
Rutile (TiO2) 	1317-80-2	O2-Ti
Titanium dioxide  	13463-67-7	O2-Ti

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To display the MSDS, click [Download MSDS](#)

TITANIUM DIOXIDE

Chemwatch Material Safety Data Sheet (REVIEW)
Issue Date: 29-Sep-2006
NC317TCP

CHEMWATCH 10971
Revision No:2
CD 2006/4 Page 1 of 12

Section 1 - CHEMICAL PRODUCT AND COMPANY IDENTIFICATION

PRODUCT NAME
TITANIUM DIOXIDE

SYNONYMS
O2-Ti, TiO2, "titanium oxide", "titanium(IV) oxide", "C.I. Pigment White 6", "C.I. 77891", Titafrance, Tipaque, Tiofine, "Food Additive 171", Kronos, "Levanox White", Unitane, Tronox, Rutiox, Tioxide, Austiox, Titanox, "Tiona RCL-2", RCL-3, RCL-4, RCL-6, RCL-9, RCL-69, "RCL-181RCL-373 RCL-472", RCL-535, RCL-628, RCL-666, RCL-464, Runa, Bayertitan, Baytitan, "Cosmetic White"

PRODUCT USE
Used as main pigment in white and pale coloured plastics, inks, ceramics, porcelain, vitreous enamels, paints, enamels, lacquers, fibres and fabrics. Also used in colouring and coating of paper. Titanium dioxide is food additive 171 and is used to colour foods, toothpaste, cosmetics. Also used in coatings for welding rods.

Chemical Information: Titanium dioxide

Close

CAS Number: 13463-67-7
Name: Titanum dioxide
Formula: O2-Ti

Note
Used medically as protectant against externally caused irritation & sunlight, high concentrations of dust may cause irritation to respiratory tract.

MSDS
Download MSDS

Flammability: 0
Toxicity: 0
Body Contact: 2
Reactivity: 0
Chronic: 2
Date Uploaded: Jun 8, 2007
Date Updated: Sep 29, 2006
Verified MSDS: 1
Source: ChemWatch

Alternate Names

Type	Name
Substance name	C177891
Substance name	Pigment white 6
Substance name	Titanium dioxide

Note: The MSDS must be attached to your proposal for each chemical used in your experiment. Refer to 11. *Adding Attachments* for details.

If a MSDS is not on the database, you can browse and upload a file.

File

9.10 Select and enter the Sample Form from the drop down pick list .

Please provide the physical form of your sample.

Sample Form

9.11 You can click the *Prepared* box and enter the *Date Prepared* as DD/MM/YYYY e.g. 01/01/2008.

Status of sample.

Prepared

Date Ready

To access a calendar, click

9.12 Select and enter the *Disposal Type* from the drop down pick list. **Note:** This is mandatory field.

Please indicate what will happen to sample after experiment.

* Disposal Type

9.13 Enter the Safety Information by clicking on the appropriate box.

Safety Information

* Please enter safety details for your sample. You must select at least one box.

Toxic

Corrosive

Flammable

Explosive

Radioactive

Carcinogenic

Biological Hazard

Not Hazardous

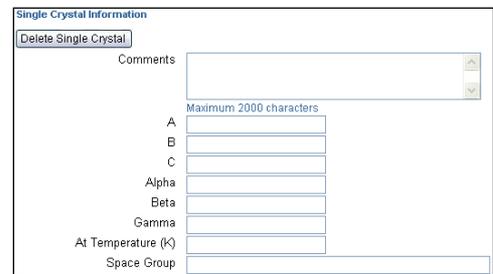
9.14 You can enter any additional safety information associated with this chemical and your experiment.

Safety Comments

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9.15 Click to include information on any crystals to be used in your experiment.

9.16 Enter the specific information for the crystal to be used in your experiment.



Single Crystal Information

Delete Single Crystal

Comments

Maximum 2000 characters

A

B

C

Alpha

Beta

Gamma

At Temperature (K)

Space Group

9.17 Click , or to exit click

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10. Adding attachments

10.1 To include additional files, graphics, diagrams and pictures in your proposal, select *Figures* from the menu bar.

10.2 To select the file you want to include, click to search files on your PC and computer network.

Select and click the file on your computer then click .

Note: The maximum file size is 300kb.

10.3 Click , or to exit click .



11. Submitting proposals

11.1 To submit your proposal, select *Submit* from the menu bar.

11.2 The system checks that your proposal has all the mandatory information. If not, the missing items are shown.

You cannot submit your proposal until all these items are correct.

11.3 When the proposal is correct, you click to confirm you have read the [terms and conditions](#).

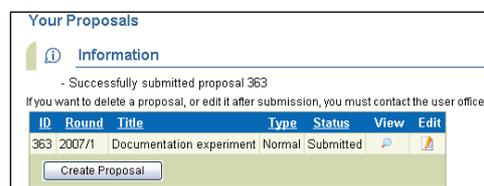
Note: When the proposal is submitted, you must contact the user office before you can edit any details.

11.4 To finalise and submit your proposal, click



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When your proposal is successfully submitted, the Status is shown *Submitted*.



12. Copying an existing proposal

- 12.1 You can copy an existing proposal to modify and submit as a new proposal.

To copy a new proposal, click [My Proposals](#)

- 12.2 A list of your existing proposals is shown that you can view, edit or copy.

To copy, click .

Note: The copy takes all original proposal information up before it was submitted. Information such as dates and times are not copied.

- 12.3 Enter the *New Title* for your proposal.
- 12.4 You can select to copy the original proposal's Samples and Figures information to the new proposal. Click the boxes to select.
- 12.5 Select the *Proposal Round* for your proposal.
- 12.6 Click  to create new proposal or .

Note: If you cancel, no information is saved.

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- 12.7 The new proposal is created with a message showing the new proposal number and the original such as:

Successfully created proposal 372, copied from #299

You can modify existing and enter new information as shown in steps 7 to 12.

13. Printing proposals

- 13.1 To preview and print your proposals, click

[My Proposals](#)

- 13.2 To preview your proposal, click .

- 13.3 To print your proposal, click .