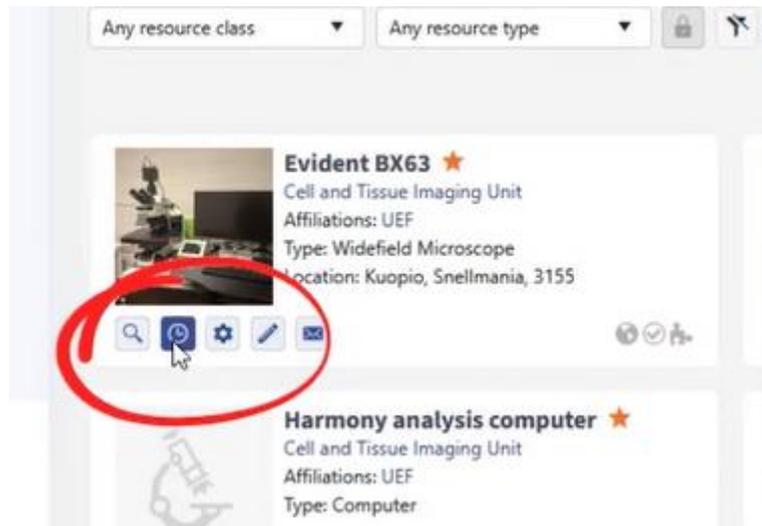
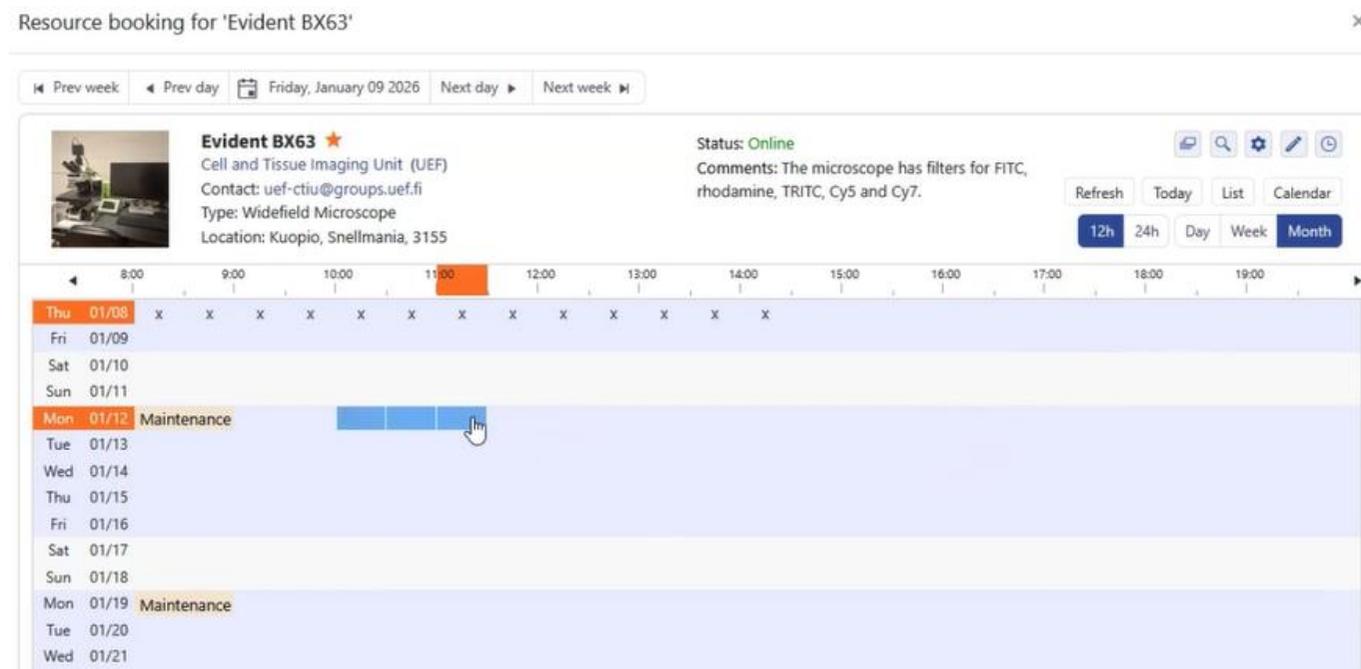


Booking time on a microscope with OpenIris



Clicking on the Clock icon opens the booking calendar.

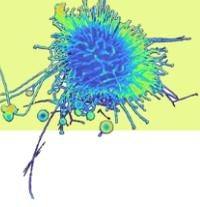
(Side note: the color of the button indicates whether the microscope is currently occupied or not)



Drag over the desired time

! Already booked times are blocked out and can not be booked

Releasing the drag will open the booking window



Resource booking for Evident BX63

Booking

Group: N/A

Booking information

Email calendar entry to booked for booked by

Title:

Start: 2026.01.12 10:00 End: 2026.01.12 12:00 All day event

Repeat: Never

Comments:

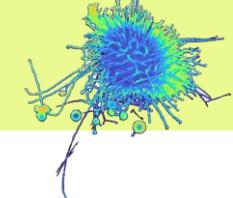
Additional information

Booking type: Regular usage

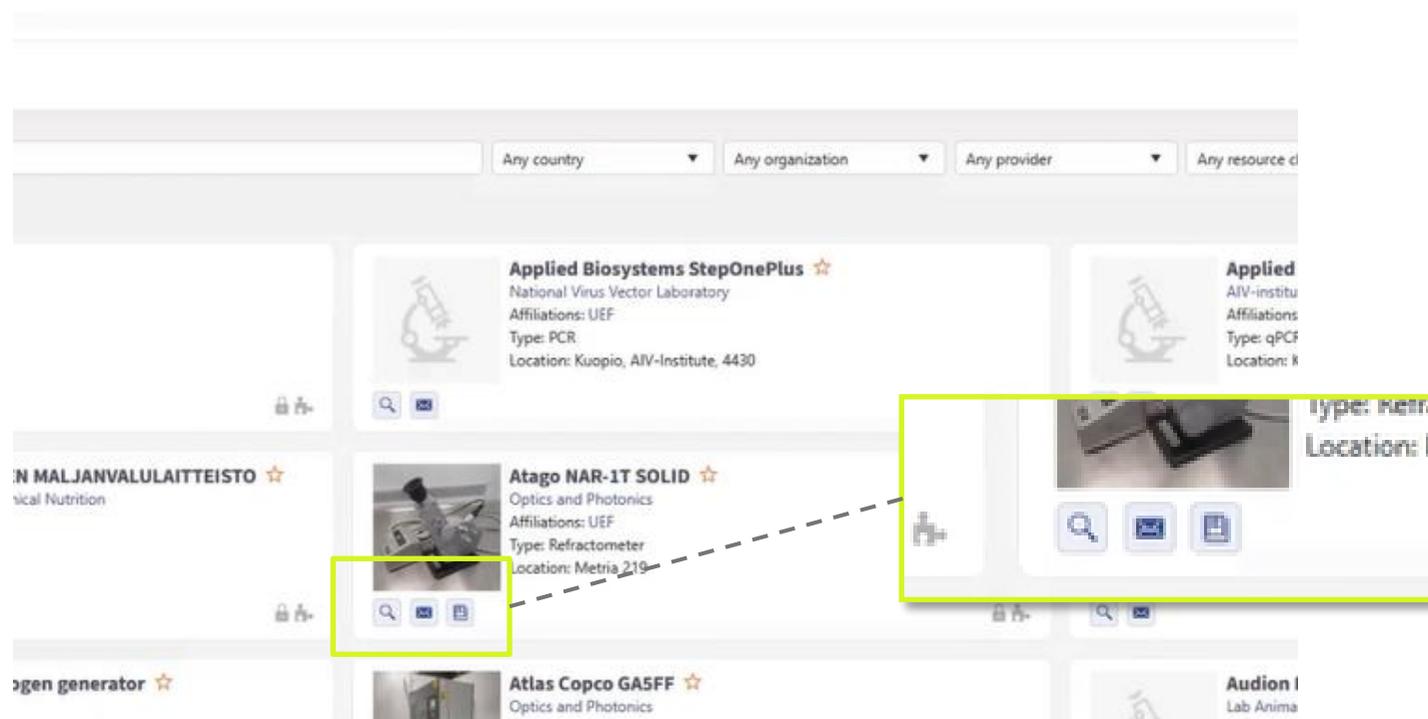
Book

When the booking window opens you can:

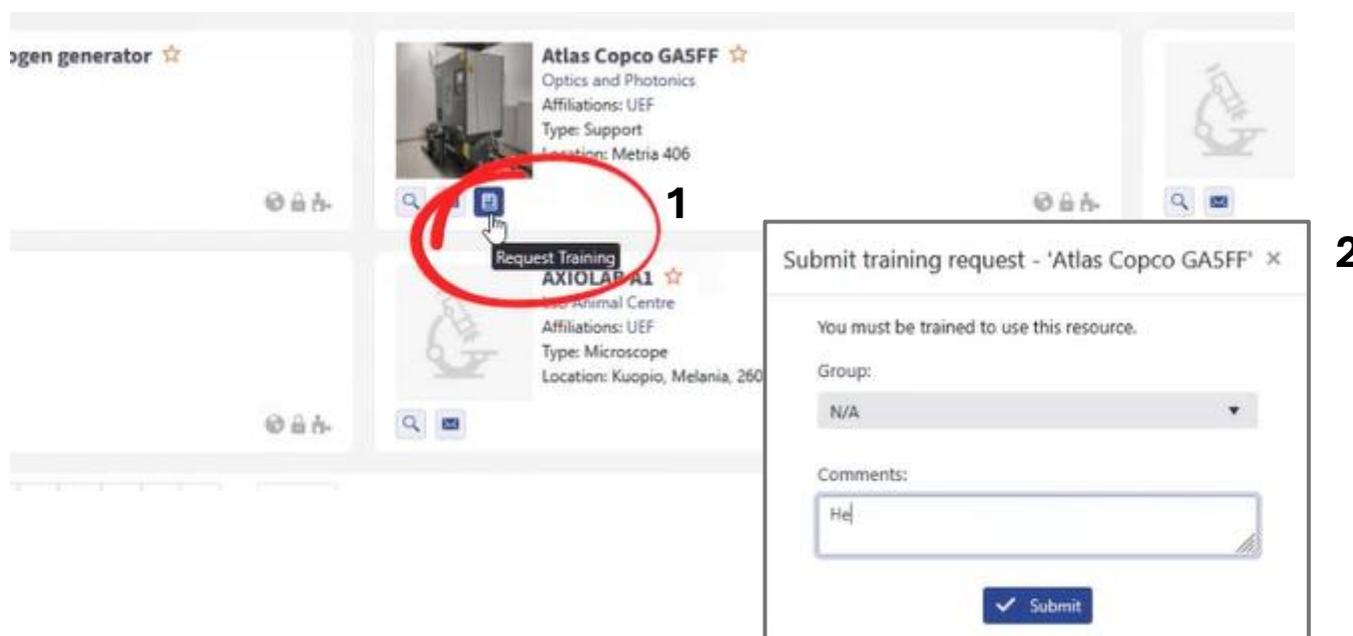
- Give your booking a title (optional)
- Adjust your booking time
- Leave a comment for yourself or the CTIU staff (also optional)
- **Confirm the booking (necessary)**



I don't see the booking button (that means you haven't been trained)



If you don't have a clock icon under the microscope you want to book, that means you are unable to book this microscope, because you are not trained yet.

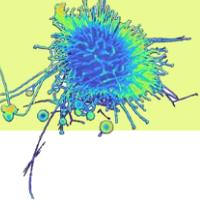


1 You can request a training by clicking on the book icon

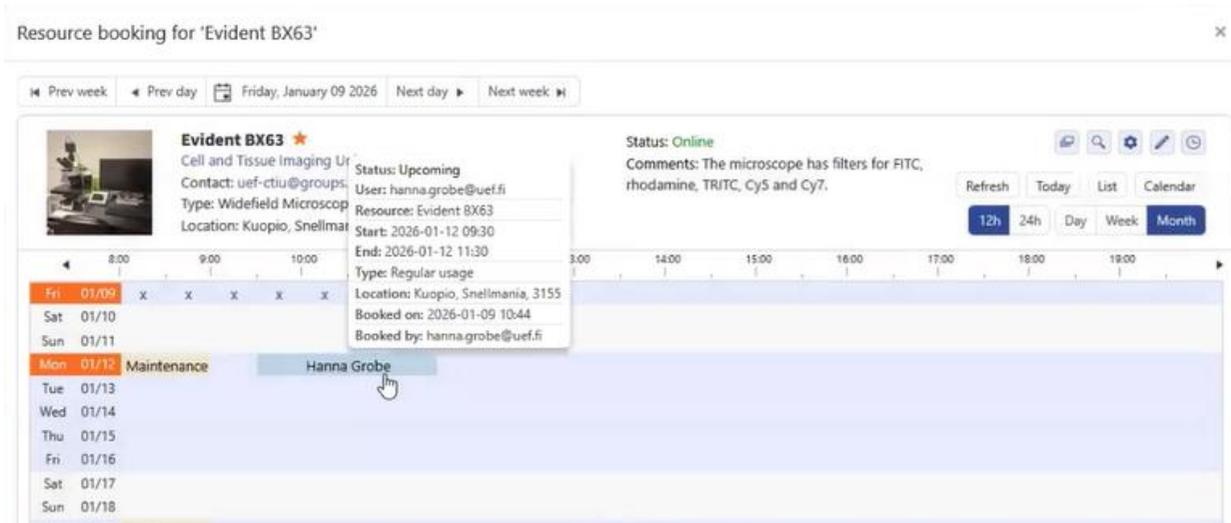


2 Optionally, you can leave a message, otherwise click submit and we will get notified

Of course, you can also send us an email to our general email address with a training request.

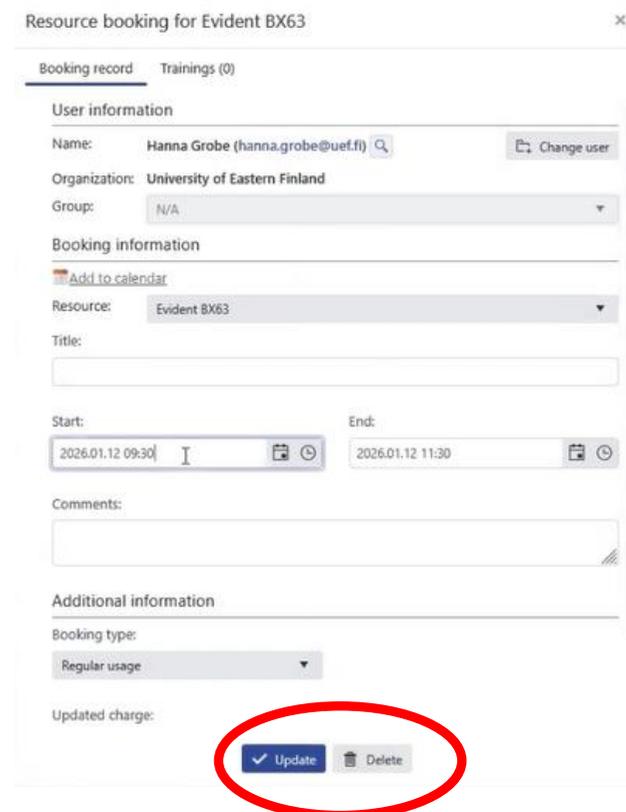


Editing or deleting a booking (only possible for your own bookings)



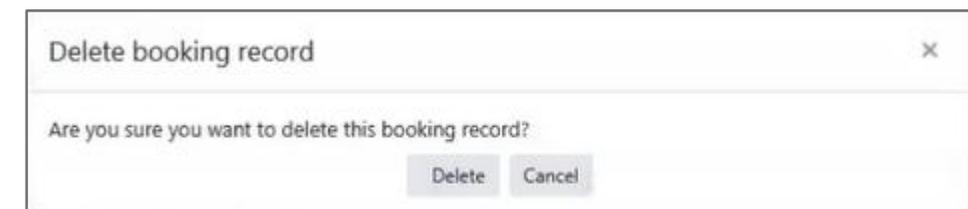
Hovering the cursor over the booking shows the details of the booking

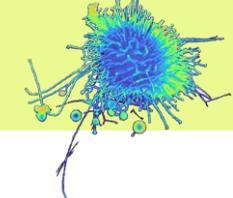
Clicking on the booking opens the booking menu
(only possible for your own bookings)



Hovering the cursor over the booking shows the details of the booking

Clicking on the booking opens the booking menu
(only possible for your own bookings)

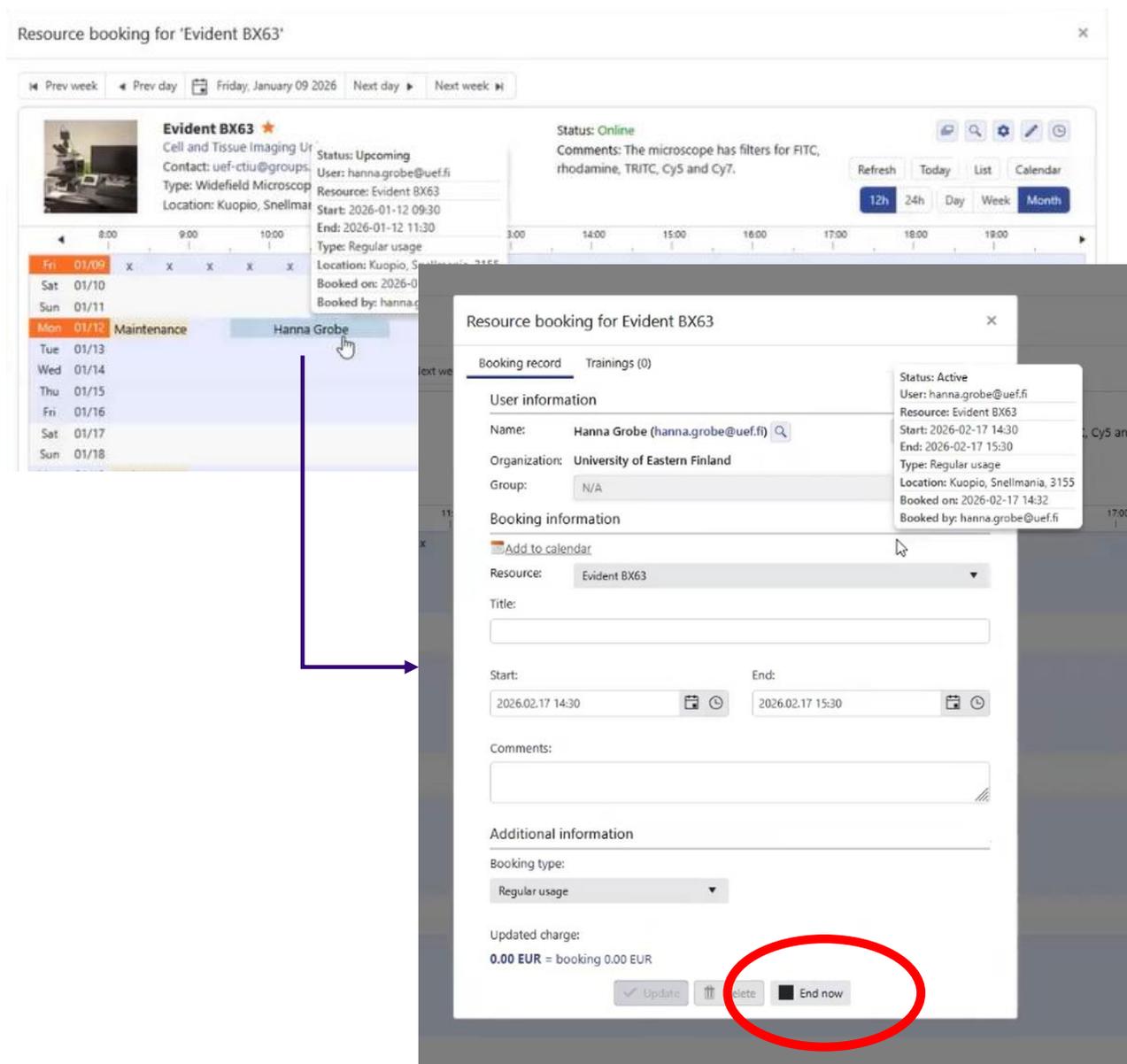




Manually ending a booking

You will be billed for the full duration of your booking.

If you finish earlier, we recommend you end your booking manually in OpenIris to avoid being charged for unused time.



Resource booking for 'Evident BX63'

Prev week | Prev day | Friday, January 09 2026 | Next day | Next week

Evident BX63 ★
Cell and Tissue Imaging Ur
Contact: uef-ctiu@groups.uef.fi
Type: Widefield Microscop
Location: Kuopio, Snellman

Status: Upcoming
User: hanna.grobe@uef.fi
Resource: Evident BX63
Start: 2026-01-12 09:30
End: 2026-01-12 11:30
Type: Regular usage
Location: Kuopio, Snellman
Booked on: 2026-01-12 11:30
Booked by: hanna.grobe@uef.fi

Status: Online
Comments: The microscope has filters for FITC, rhodamine, TRITC, Cy5 and Cy7.

Refresh Today List Calendar
12h 24h Day Week Month

Mon 01/12 Maintenance Hanna Grobe

Resource booking for Evident BX63

Booking record Trainings (0)

User information
Name: Hanna Grobe (hanna.grobe@uef.fi)
Organization: University of Eastern Finland
Group: N/A

Booking information
Add to calendar
Resource: Evident BX63
Title:
Start: 2026.02.17 14:30 End: 2026.02.17 15:30
Comments:

Additional information
Booking type: Regular usage
Updated charge: 0.00 EUR = booking 0.00 EUR

Update delete **End now**

Open your **ACTIVE** booking in OpenIris.

At the bottom of your booking window, you will see an “End now” button.

This will shorten you booking to the current time.