Becoming a NEW member of FOM (Facility Online Manager)

This is mandatory for all users.

2) Select "I am a new user."
3) Select "internal" or "external" (if off campus-non UCD).
4) Fill out the fields (boxes) and submit.
5) The page will refresh and you will be prompted to add a new account number and submit.
6) The page will refresh again and you will see a list of equipment available for training on right side of the page.
7) Select the piece of equipment you need training on and submit.
8) You will then be prompted to enter your availability and submit.
9) An email will then be sent to the instrument manager, who will schedule training and then email you the dates/times.