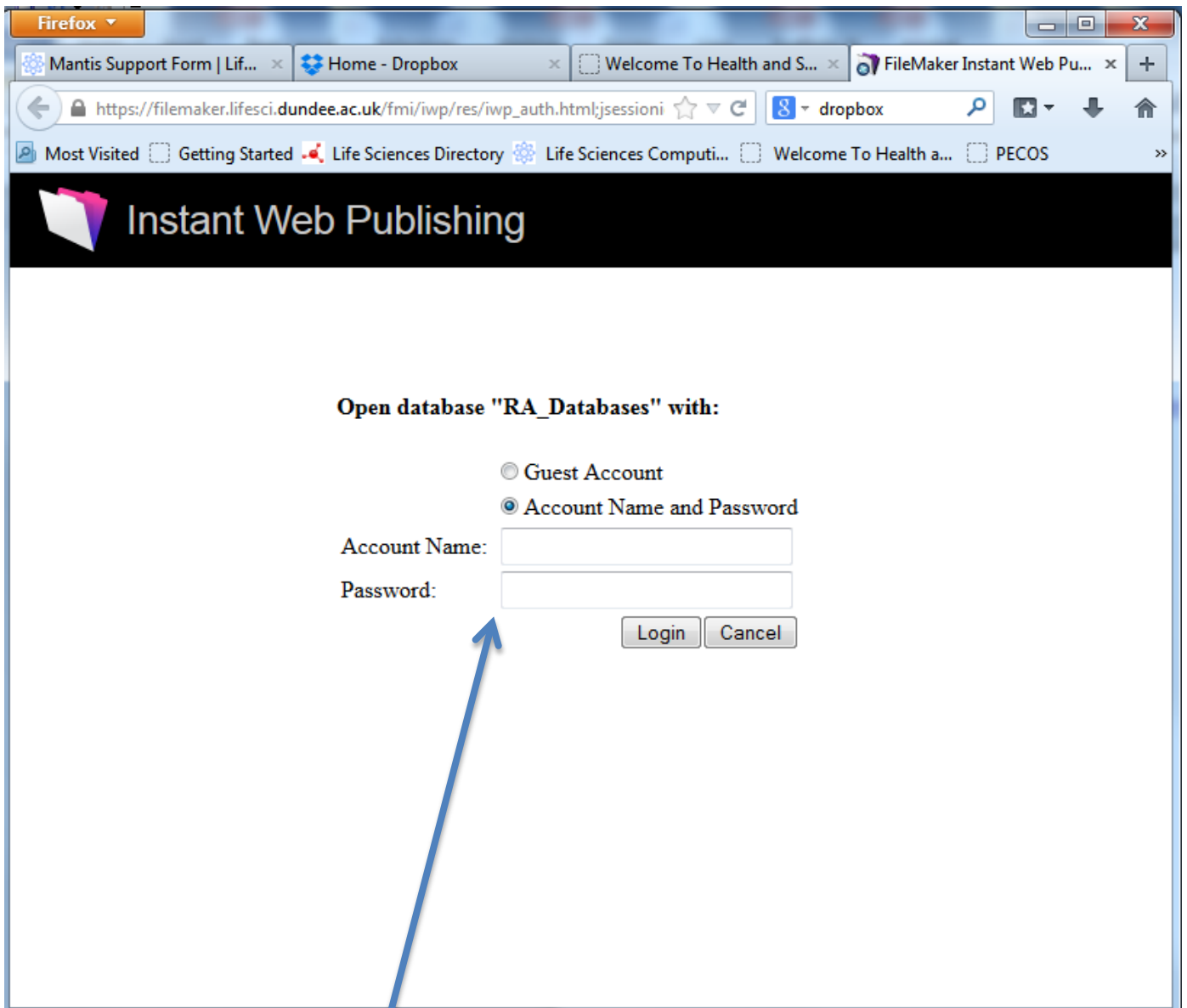


1. Click the link below to go to the login screen.

https://filemaker.lifesci.dundee.ac.uk/fmi/iwp/cgi?-db=RA_Databases&-loadframes



Instant Web Publishing

Open database "RA_Databases" with:

Guest Account

Account Name and Password

Account Name:

Password:

Login Cancel

2. Enter your LSD username and password. This is usually your email name without the dot(s), e.g. lgrayson, and your email password.

3. Click the 'Risk Assessments – for work with Radiochemicals' option. This will display the list of current assessments, 12 in total.

The screenshot shows the 'Risk Assessment Database System' interface. The top navigation bar includes 'Risk Assessments' and 'Safety Data' sections. The 'Risk Assessments' section lists several options, with '- for work with Radiochemicals' highlighted in yellow and a blue arrow pointing to it. The 'Safety Data' section lists options for 'Chemicals', 'Microorganisms', and 'Blood & Tissue'. Below the navigation bar is a table of 14 records. A blue arrow points to the first record, 'Labelling proteins with Iodine 125'.

Title	Serial No.
▶ Labelling proteins with Iodine 125	1
▶ 32P Cell Labelling	3
▶ Positron Annihilation Experiments	4
▶ Xenopus Extract Testing using $\alpha^{32}\text{P}$ -dATP	6
▶ Kinase assays using 33P ATP for DSTT screening facility	7
▶ Metabolic labelling with [35S]-methionine and [35S]-cysteine for protein synthesis	8
▶ Experiments performed in Low Level Areas with 32P open sources	9
▶ Experiments performed in Low Level Areas with 3H open sources	10
▶ Experiments performed in Low Level Areas with I-125 open sources	11
▶ Experiments performed in Low Level Areas with 14C open sources	12
▶ Experiments performed in Low Level Areas with 35S open sources	13
▶ Experiments performed in Low Level Areas with 33P open sources	14

4. Click the left hand arrow to view the relevant assessment.

5. Click the blue bar once you've read and understood the assessment.

Use these buttons to flip back and forth through the records in the found set

Or use this tool to slide to the desired record

Click the tabs to navigate through the different sections

6. Your username and the current date should now appear on the Staff List.

The screenshot shows the 'Risk Assessment Database System' interface. At the top, there is a menu bar with options: 'Show All', 'New Record', 'Edit Record', 'Delete Record', and 'Records'. A callout box points to the 'Records' button, stating: 'The logout button is located at the far right of this menu bar'. Below the menu bar, there are sections for 'Risk Assessments', 'Safety Data', and 'Safe Operating Procedures'. The 'Risk Assessments' section includes a list of activities, with '- for work with Radiochemicals' highlighted in yellow. Below this is a 'Submit to RPA' button. A callout box points to this button, stating: 'Click this button to go back to the full list of assessments'. The main content area displays 'Ionising Radiation Risk Assessment' details for 'Damian Leddy', including 'Serial Number: 4', 'Version: 1', and 'Created: 5/6/2013, 4:39:30 PM, lgrayson'. A blue bar contains the text: 'Click here once you have read and understood this procedure and any questions you have about it have been answered. Your details will then be added to the Staff List.' Below this is a paragraph explaining the legal requirement to complete a risk assessment. At the bottom, there is a 'Staff List' tab. A callout box points to the 'Staff List' tab, stating: 'Click this button to go back to the full list of assessments'. The 'Staff List' tab shows a table with columns 'User' and 'Date Registered', containing one entry: 'lgrayson' and '8/5/2014'. A blue arrow points from the 'Staff List' tab to the 'lgrayson' entry in the table.

7. Once you've signed all the relevant assessments, log out using the button at the far right of the top menu bar.