Designate a Lab Manager

Managing lab personnel can be done from the "Account Management" tramline under the SystemAdmin site map.

1. Click on "Manage PI" (as indicated in the screenshot below). From the list of PIs, select a PI and click on the "Manage" button.



- 2. Click on the "Submitter" tab.
- 3. Check "Proxy to PI?" next to the user that should be designated as the Lab Manager.
- 4. Save changes.

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Bulletins (open) *	⊟User					
Recent Items 🛠	Kerberos ID	DEL243				
	Full Name	David E Levy				
	Status	Active			Disabled Reason	
roject List dit Project	Email	David.Levy@nyumc.org				
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LabVantage Solution∎, Inc. ⊙ 2011	Submitter Kl	D	Name	Proxyte	PI? Core	
	ABDULM01		Mohammad Maher Abdul H	Hay 📘	Flow Cytometry	
			Felicia Santa Maria Guerra		Flow Cytometry	
	MARIEI01		Isabelle Marie		Experimental Pathology, Microscopy	
	DENGF01		Fang-Ming Deng		Experimental Pathology	
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1. Check "Proxy to PI" by the user's name to designate as a Lab Manager, allowing member to create projects, manage personnel.

2. Save changes.