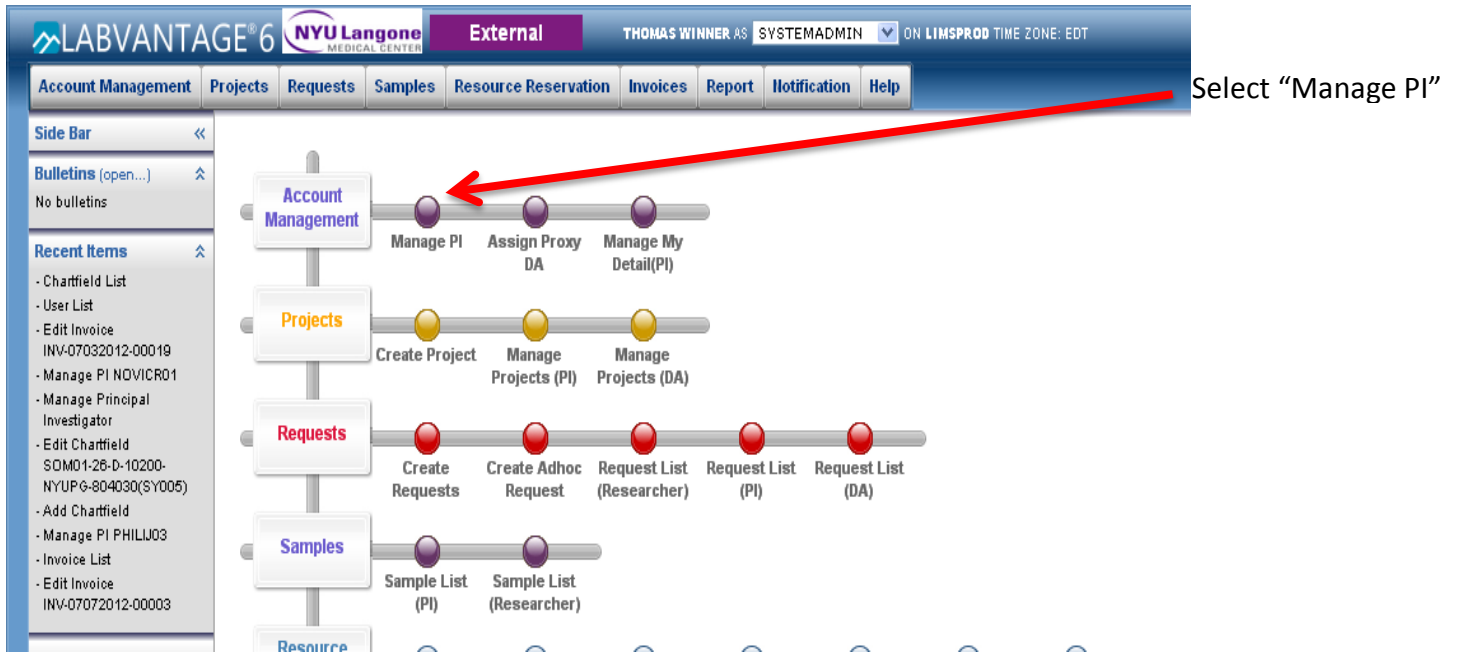


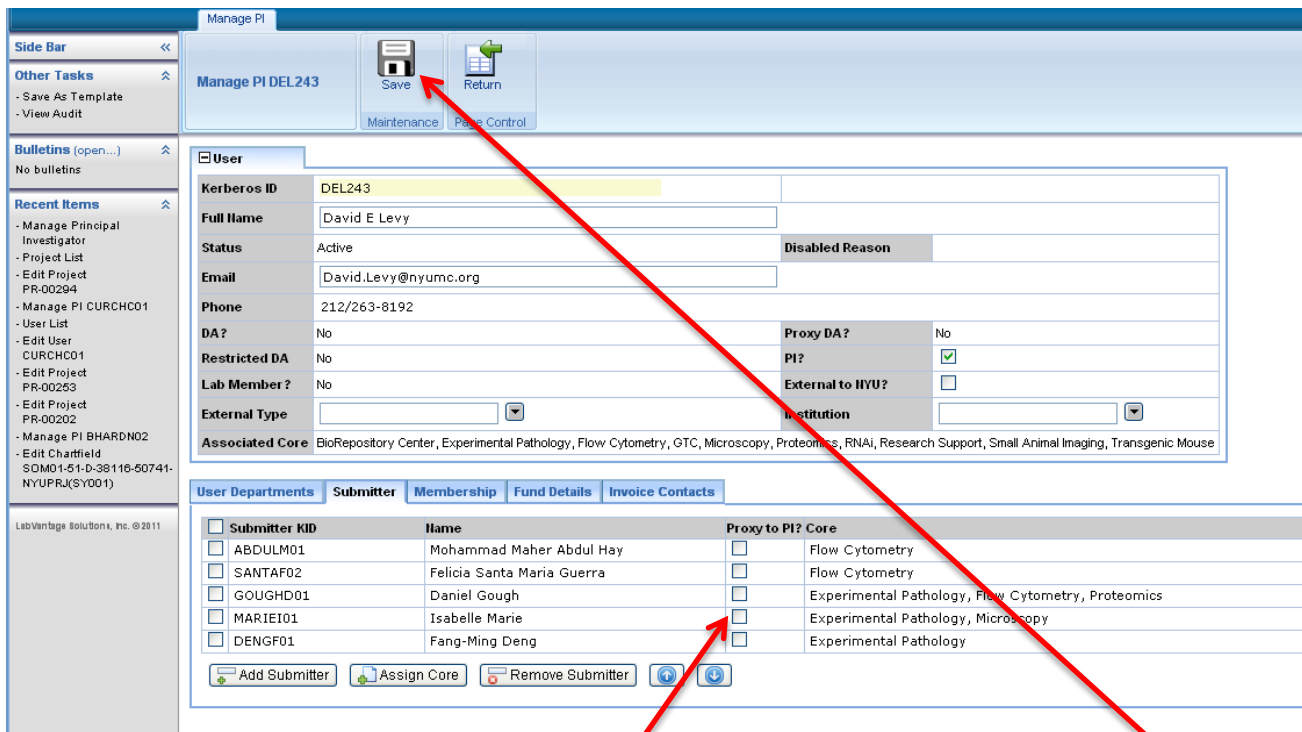
Designate a Lab Manager

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.



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.