

## **Information for people new to SCRM or from outside SCRM who wish to make use of the SCRM Flow Cytometry Facility**

The SCRM Flow Cytometry Facility staff are:

- Fiona Rossi (Head of Flow Cytometry, [fiona.rossi@ed.ac.uk](mailto:fiona.rossi@ed.ac.uk)),
- Claire Cryer (Deputy Head of Flow Cytometry, [claire.cryer@ed.ac.uk](mailto:claire.cryer@ed.ac.uk))
- Bindy Heer (Flow Cytometry Assistant, [bindy.heer@ed.ac.uk](mailto:bindy.heer@ed.ac.uk))

The facility is on the ground floor of SCRM (G51 – laboratory, G50 – office).

Contact details:

- Telephone: 0131 651 9522 (office) / 9533 (lab)
- Email: [scrmfacs@ed.ac.uk](mailto:scrmfacs@ed.ac.uk)

The facility has 5 analysers: two BD LSR Fortessas, each capable of analysing up to 16 parameters, a BD Accuri C6 (capable of analysing up to 4 parameters), a BD FACS Calibur (capable of analysing up to 4 parameters) and an Acea Novocyte 3000 (capable of analysing up to 13 parameters). It also has 3 cell sorters, a BD FACS Aria II, a BD FACS Fusion and a Sony SH800. Sorters are operated by Flow Lab staff, and if you wish to arrange a sorting session, please contact the flow cytometry facility in the first instance to discuss your needs.

All bookings for the cytometers are made on PPMS, the online booking system used in SCRM ([www.ppms.eu/ed](http://www.ppms.eu/ed)). You will need to request an account to gain access. Access to book analysers will be provided after training has been successfully completed.

If you are new to flow cytometry in general, we recommend you look over the basic information and useful links document on PPMS, to give you a background understanding of the theory of flow cytometry and how the instruments work (<https://ppms.eu/ed/vdoc/?pf=3&docid=6>).

The Biosafety Form can also be found on the documents link on PPMS (<https://ppms.eu/ed/vdoc/?pf=3&docid=4>) and should be printed out, completed, signed by your PI and returned to the flow cytometry facility, along with copies of the relevant BA1 forms and, if applicable, GMMO forms relating to your project. Ideally this should be done as early as possible.

For more information on the cytometers in the facility (lasers, filter configuration), please see the document on PPMS (<https://ppms.eu/ed/vdoc/?pf=3&docid=14>).

Groups are charged for use of the equipment in the flow cytometry facility – details of the charges, booking and cancellation policies can be provided by Fiona or Claire.

### **Access to analysers**

The analysers can be used by members of SCRM after successful completion of training in the facility. Once trained and deemed competent, and having completed both the Building Induction and the Late and Lone Working training, users can access the analysers 24 hours a day, 7 days a week

(except for emergency maintenance/repair and the mandatory Christmas shutdown period). However, facility support will only be provided in normal working hours, Monday to Friday – no out of hours support is available.

Training should be arranged in advance of starting experiments for flow cytometry – the first step to organising training is to come and speak to Flow Lab staff to discuss your needs. Do not prepare samples and assume that you can be trained last minute, as this may not be possible. All practical cytometer-based sessions are held on a one-to-one basis at a mutually agreed convenient time.

#### **Classroom session:**

This is mandatory for all users new to the facility and will cover basic information about the facility, and an introduction to flow cytometry. This is held every 2<sup>nd</sup> Thursday (1030-1130). If you wish to attend, please contact Flow Lab staff to arrange attendance.

#### **Fortessa training:**

For the Fortessas, a minimum of two training sessions will be required: both sessions will require you to bring a small experiment down to run on the analyser. If possible, we recommend you bring an experiment you wish to set up, with no more than 2 samples for analysis. For more details of samples required (including controls), please see the analyser training document on PPMS (<https://ppms.eu/ed/vdoc/?pf=3&docid=5>).

#### **Calibur, Accuri and Novocyte training:**

If you wish to make use of the Calibur or the Accuri C6, training sessions are arranged at mutually convenient times, subject to the availability of Flow Lab staff. Please contact Fiona or Claire to arrange this in advance, and please bring cells along to run on the cytometer for this training, if possible.

For all analysers, after your training sessions have been completed, you are highly recommended to bring a 'buddy' with you from your laboratory/group who has more experience of using the cytometer to support you initially while you gain experience. Alternatively, arrangements can be made for Flow Lab staff to support you, but this must be arranged in advance at a mutually convenient time.

For all analysers, refresher training is available. Also, if you wish additional sessions or facility support, please speak to Flow Lab staff in advance, as this will be dependent on staff availability.

For more information, or if you have any questions, please look at the document on PPMS (<https://ppms.eu/ed/vdoc/?pf=3&docid=5>) or speak to Flow Lab staff.