

University of Pittsburgh iLab Registration Guide

Standard Operating Procedure 001 for Pitt iLab System

iLab Role: Research Core Facility User

Revision #: 1

Date: 7/2026

Purpose:

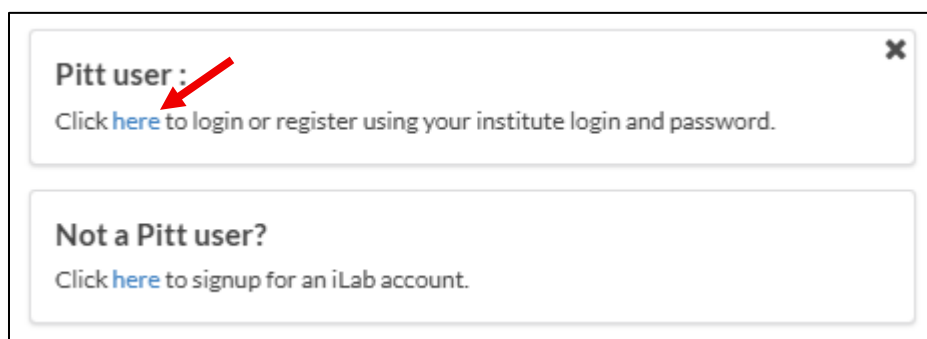
This SOP describes how to register for University of Pittsburgh's iLab system as a Research Core Facility (RCF) user. Registration is required for any user who will be requesting services or scheduling equipment reservations from a core within iLab. Almost all students (undergraduate and graduate) and most postdocs will fit into this role.

Scope:

This SOP should be followed by any University of Pittsburgh member who will be using iLab defined as a Research Core Facility (RCF) User as defined above. UPMC members that need access to a Pitt PI lab and do not have a Pitt email will have to contact cores@pitt.edu for assistance.

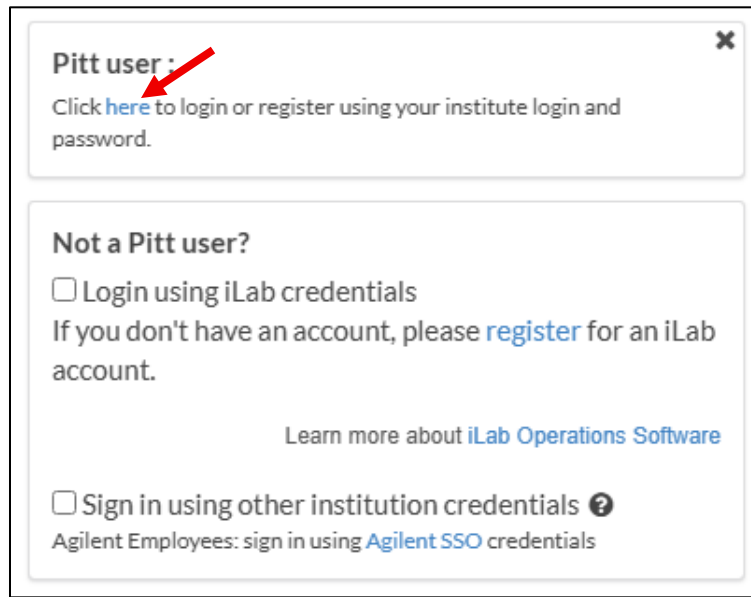
Procedure:

1. Navigate to the following URL: <https://pitt.ilab.agilent.com/account/login>.
2. Bookmark this URL for future use.
3. Once on the Pitt iLab landing page, click the blue sign-up button in the top right corner. A pop-up window will appear; click on the blue hyperlink below 'Pitt user':



- i. If you click on the green login button, you can register from here by clicking the blue hyperlink under 'Pitt user' in the pop-up window:

University of Pittsburgh iLab Registration Guide



Pitt user :

Click [here](#) to login or register using your institute login and password.

Not a Pitt user?

☐ Login using iLab credentials

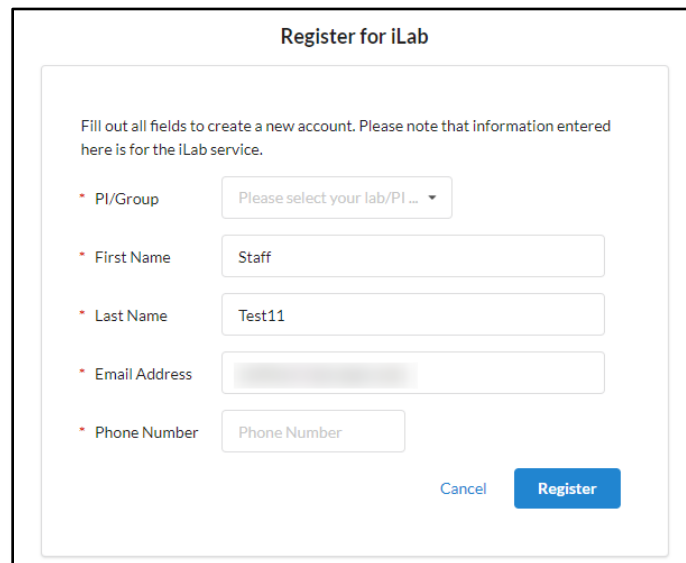
If you don't have an account, please [register](#) for an iLab account.

[Learn more about iLab Operations Software](#)

☐ Sign in using other institution credentials ?

Agilent Employees: sign in using [Agilent SSO](#) credentials

4. You will be prompted to provide your Pitt username and password.
5. Once authenticated using Pitt's login, you will be directed to a registration page.



Register for iLab

Fill out all fields to create a new account. Please note that information entered here is for the iLab service.

* PI/Group

* First Name

* Last Name

* Email Address

* Phone Number

[Cancel](#) [Register](#)

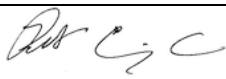
- i. First select the appropriate PI/Group from the drop-down menu.
- ii. First name, last name, and email address will be pre-filled. Complete any remaining required fields.
- iii. Click 'Register'. The next page that will appear will be the 'Greeting Page'.
- iv. The PI selected has been sent an email informing them that they need to approve the account.
- v. The PI is reminded each business day, but you can send an additional reminder.
- vi. You will receive a Welcome email with brief "Getting Started" instructions.

University of Pittsburgh iLab Registration Guide

vii. Once your account has been approved, you will be notified by email.

Note: If your PI/Group is not in the drop-down menu, you will have to inform your PI to have their lab manually created in iLab by an institutional administrator to be able to complete your registration. The PI must contact cores@pitt.edu for assistance.

6. Once registered, follow the login steps 1-4 to utilize the core facilities within iLab.
7. Once logged in, you will be on the iLab homepage dashboard. Make sure to set your time zone.

Approval Authorizations	Signature	Date
Robert Cunningham, <i>Vice Chancellor for Research Infrastructure, University of Pittsburgh</i>		15 Jul 2026
Ashley Zyhowski, <i>University iLab Administrator, University of Pittsburgh</i>		15 Jul 2026