Website https://ppms.us/yale/start/

Login with NetID and password

- If you do not have an account yet, you can fill in a user account creation request
- If you cannot login or have any trouble please contact: FC facility, email: lesley.devine@yale.edu, phone: 203.737.7451
- This core facility management system is also used by other core facilities. Change core facility.
PPMS Booking System

Can select instrument to book from either

Can look at schedules for all instruments
This is the default schedule view. You can highlight only the instruments you want to look at by clicking on the star next to instrument name and then clicking on the star in upper right corner.
Schedule now showing only instruments you are interested in

Can click on Star again to toggle back to show all instruments
Selecting this option allows you to look at the weekly schedule for all the instruments individually.
From the Home Page – you can select the instrument you want to use.
When you click “systems available”, you can select the instrument you want to book.
Can also select “Book” from top menu and select instrument from here
After selecting the instrument you want to book, choose the time slot and select “Book the selected sessions”
If you need to **cancel** a booking then click on the blue background of your time slot; if you need to **reschedule** then click on the pencil icon at the top right of your booking selection.
Clicking on the blue background of booking, allows you to cancel time
Clicking on the pencil icon of booking allows you to edit your time.
At the Analyzer

We will no longer use Appgate to login to start your session. Below is the screen view at the analyzers before and after logging into the time-tracker function of PPMS. Unlike Appgate, you will have to manually launch the instrument software.

Before login

Login with NetID and NetID password
At the Analyzer

After logging on you will be asked to confirm or change your charging information.
At the Analyzer

After login – now you can launch the software

User login info is at bottom of screen; will need to logout from here to end session – DON’T FORGET TO LOGOUT
How to Request Training on Analyzers

***Please see our Training Request Guide for further details!***

You can initiate a training request in either place.