Creating a Stratocore PPMS Account

Stratocore PPMS is the online ordering, reservation and financial administration software for the Faculty of Medicine & Dentistry (FoMD) Core Research Facilities: Autoclave Repair Core, Cell Imaging Core, Flow Cytometry Facility, High Content Analysis Core, Lipidomics Core, Transgenic Core and Workshop.

These instructions highlight the steps for users/lab members to set up a Stratocore PPMS account. **Users must have an account prior to being able to use the FoMD Core Research Facilities.**

If you require assistance, please contact Colleen Sunderland (Manager, Core Research Facilities) at colleen.sunderland@ualberta.ca or 780-492-0715.

**Step 1:**
Contact IST by email (ist@ualberta.ca) or through their online form to request a MedID and access to the Stratocore PPMS Directory. If you will be using the Cell Imaging Core and/or the Flow Cytometry Facility, please also request access to the Cell Imaging and/or Flow Cytometry network drives.

**Step 2:**
Go to [https://ppms.us/ualberta/start/](https://ppms.us/ualberta/start/). A link to this page is also available from the FoMD Core Services and Equipment Resources website. Click on the core facility you would like to access. This will bring up the following screen:

- 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 LC facility, email: mosio1@ualberta.ca, phone: 780-492-0000
- This core facility management system is also used by other core facilities. Change core facility.
Step 3:
Click on "user account creation request." This will bring up the following screen:

Step 4:
Click "Your institution is University of Alberta". That will bring you here:
**Step 5:**
Log in with your **MedID** credentials. This will bring up the user account creation form:

**PPMS user account creation form**

PPMS accounts on this system are used by the following facilities: Flow Cytometry Facility (FLOR), Cell Imaging Centre (CIC), Transgenic Core Facility (TCF), Autolave Repair Core (ARC), High Content Analysis Core (HCAC), Lipidomics Core (LC). The Applied Genomics core (TAGC), Workshop (WOPM).

Important:
If you have a PPMS account that does not work anymore or may have been deactivated, please do not fill out this form, please contact an administrator for assistance. LC facility, email: amoses@ualberta.ca, phone: 780-492-6000.

**Please choose one of the following options:**
- Your institution is University of Alberta
- Your institution is NOT University of Alberta

**Please enter your details below ( * required fields)***

**Credentials for University of Alberta:**
- Username
- First name:
- Last name:
- Phone:
- Email: ualberta.ca
- Financial Account number:

**Group**
- Select a group
- My group is NOT in the list

**Submit form**

Complete the form. The group will be the name of the Principal Investigator associated with the lab, and the Financial Account number is the speedcode.

**Step 6:**
Click “Submit form.” You will see the following screen. A core facilities staff member will then approve your account creation request.

**PPMS for the Lipidomics Core - LC**

**Account creation request**

**Your account creation request status**

Your account creation request (ref. #1261) has been successfully recorded and will need to be validated by an administrator.

Back to homepage

Once your account has been approved, you can then log in and create an order or book equipment.