

Q2. What are the other ways to process “case application” and “authority application” if the LINK auto-sent by the DAAIS Reservation System was missed?

A2. Besides the LINK auto-sent by the Reservation System, User and PI can directly login the System, and process the “Disposed & Pending case” and “Not-closed cases”.

- PI can click “PI” for checking the “Disposed & Pending case” and “Not-closed cases” separately.

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ASCEM Academia Sinica Cryo-EM Facility

請直接傳送“案件申請” Directly submit a “Service Request”.

Reservation Service Request **PI**

Hello, ASCEM-PI Now :2023/12/27 10:11:22 正體中文 | Update personal info | Change password | Log out

▶ Approve the right to reserve ▶ Reservation status

▶ Case (Disposed & Pending case , Not-closed cases , Closed cases , the authority of cases application , Integrated query)

Service Request - Disposed & Pending case

	No.	Date of application	Applicant	PI	Group/equipment	Service Request	Status
Process	DG7421	2023/12/27 10:09	林欣樺	ASCEM-PI	Academia Sinica Cryo-EM Center (ASCEM) 108.01.01起 / CEM 3, Talos Arctica	ASCEM-3 Academic user	PI approve

When you have problems, [contact System Administrator](#).

- Authority Approval : After PI approves “the authority of cases application” online first, then ASCEM will receive it. Approval steps for PI **STEP 1→2→3** are shown as below:

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Reservation Service Request **PI**

Hello, ASCEM-PI Now :2023/12/27 10:03:08 正體中文 | Update personal info | Change password | Log out

▶ Approve the right to reserve ▶ Reservation status

▶ Case (Disposed & Pending case , Not-closed cases , Closed cases **the authority of cases application** , Integrated query)

Approve the right to apply case - Pending List

	Applicant	Group/equipment	Case
Approve Reject	Hsin-Hua Lin	Academia Sinica Cryo-EM Center (ASCEM) 108.01.01起 / CEM 2, FEI Tecnai F20 TEM-1	ASCEM-2 Academia user

- Users other than PI can click “Service Request” and then check “Disposed & Pending case”.

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請直接傳送“案件申請” Directly submit a “Service Request”.

Reservation **Service Request**

Hello, ASCEM Now :2023/12/05 17:29:55 正體中文 | Update personal info | Change password | Log out

▶ Case (New cases , Disposed & Pending case , Not-closed cases , Closed cases , Integrated query)

Service Request - Disposed & Pending case

	No.	Date of application	Applicant	PI	Group/equipment	Service Request	Status
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