HOW-TO UTILIZE BIO5 INSTITUTE RESOURCES

Please feel free to contact our team anytime to learn more about the following support services:

BUILDING ACCESS
The Thomas W. Keating Bioresearch Building houses several secure facilities and laboratories. Because of this, building access is protected.

Requirements
1. You will need a Biometric CatCard
2. Fill out application at: access.bio5.org
   Requirements for application
   • NetID
   • Valid UA email address
   • Current work position

Contact
Robert Sandoval
Manager, BIO5 Facilities/Planning
520-626-8512 | support@bio5.org

MEETING ROOMS
The Thomas W. Keating Bioresearch Building offers a variety of meeting spaces to best suit your needs.

To reserve a room for your meeting:
resource-scheduler.pharmacy.arizona.edu/s/index
When reserving a room, click on room number for specifications. All first floor rooms (103, 107, and 109) require a KFS number and contract.

Room 103 is the only room equipped with in-room PC video conferencing capabilities.

Contact
Tara Brinton
Receptionist, Senior
520-626-2465 | bio5office@bio5.org

SHARED EQUIPMENT
• Licor
• Irradiator
• Bio-Rad PharosFX

Contact
Robert Sandoval
Manager, BIO5 Facilities/Planning
520-626-8512 | support@bio5.org

SURPLUS EQUIPMENT
Surplus request form: bit.ly/363fdYo

Contact
Peter Powers-Lake
Accountant, Senior
520-626-4264 | peterp1@bio5.org

RESEARCH SUPPORT SERVICES

CyVerse
cyverse.org

Data7
datascience.arizona.edu

Biomedical Device Prototyping Service (BDPS)
Scott DeRigne
520-621-3381 | sderigne@email.arizona.edu

Center for Biomedical Informatics & Biostatistics
cb2.uahs.arizona.edu

The Arizona Genomics Institute (AGI)
genome.arizona.edu

UA Genetics Core (UAGC)
uagc.arl.arizona.edu

The Infectious Disease Research Core (IDRC)
Anne Wertheimer
awerth@email.arizona.edu

UA Ligand Discovery Lab (LDL)
Josef Vagner
520-626-4179 | vagner@email.arizona.edu

BIOSCIENCE RESEARCH LABORATORIES
Visit the BSRL website for more information:
bsrl.arizona.edu

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HOW-TO UTILIZE ADMINISTRATION AT BIO5 INSTITUTE

Please feel free to contact our team anytime to learn more about the following support services:

**RESOURCE CHECKOUT**
- Projector
- BIO5 Tablecloth
- Conference Phone
- Digital Camera
- Laptop (PC)
- Portable Video Conference System
- Elmo (Portable projection unit)
- Event Refrigerator

To reserve items visit: resource-scheduler.pharmacy.arizona.edu/s/index
Select BIO5 Non-Building Resources

**MAILING AND PACKAGES**
- Front Desk
- Keating Loading Dock | 520-626-4238

Contact
Tara Brinton
Receptionist, Senior
520-626-2465 | bio5office@bio5.org

**REQUEST A TOUR**

We welcome visitors to our beautiful Thomas W. Keating Bioresearch Building—home of the BIO5 Institute. Guided tours are accommodated Monday through Friday between the hours of 9am and 4pm. Please make all requests at least two weeks in advance.

Tour request form: bit.ly/2VB6w4Z

Contact
Amy Randall-Barber
Manager, Marketing and Events
amyrandall@bio5.org | 520-626-3001

**GOLF CART TRAINING**

For golf cart training visit:
1. Perform MVD check at risk.arizona.edu
2. Watch video at UAccess Learning
3. Register for certification
   - UA Requirements & Defensive Driving (RMSCRTDRV) risk.arizona.edu/training/defensive-driving
   - Utility Cart (RMSCRTUTC)
     risk.arizona.edu/training/utility-cart

Contact
Tara Brinton
Receptionist, Senior
520-626-2465 | bio5office@bio5.org

**GOLF CART RENTAL**

For golf cart rental visit:
resource-scheduler.pharmacy.arizona.edu/s/index
Select BIO5 Vehicles

**ADDITIONAL SERVICES**

Lab coat cleaning
- Laundry only: $3.25 per lab coat
- Laundry plus finishing: $5.25 per lab coat
- Pocket Repair: $8.00 per pocket
- Button Replacement: $2.00 per button

Delivery information
- Laundry bags placed in the bin in the Receiving Room 130 at the loading dock will be picked up Monday afternoon and returned Thursday. Coats picked up on Thursday afternoons will be returned Monday.

To request laundry service:
1. New labs need to establish an account and ask that the new account be associated with BIO5 labs (in order to receive the discounted pricing) and request two laundry collection bags be delivered to the receiving room at the loading dock.
2. Label bags with lab name and lab contact information.
3. Fill out form at goo.gl/QmqYvm
4. Learn more about BIO5 laundry service at:
   bio5.org/resources/laundry-service

**CATALYST CAFE**

Located inside the BSRL Building, Catalyst Cafe is an open space for students, faculty and staff to have coffee and food. Catering for small meetings available.

REGULAR HOURS
M-TH 7:30am - 5pm
F 7:30am - 3pm

SUMMER HOURS
M-TH 7:30am - 3pm
F 7:30am - 2pm

Contact
Paulina Rocha | 520-626-2288 | procha@email.arizona.edu
HOW-TO UTILIZE PUBLIC AFFAIRS AT BIOS5 INSTITUTE

Please feel free to contact our team anytime to learn more about the following support services:

COMMUNICATIONS

We are the conduit for communication between the BIOS5 Institute, affiliated UA departments/colleges/offices, the media, and the general public. Our role is to merge interviews with BIOS scientists and background research into press releases, news articles, and web and/or social media content. We strive to deliver information related to BIOS5’s cutting-edge research to public outlets in a manner that can be commonly understood to enhance awareness and support.

Contact us to help publicize your projects, discoveries, and announcements through BIOS5 and/or UA. Also available on request: interview coaching, development of talking points for media coverage, and facilitation of media interviews.

Find BIOS5 stories and press releases:
bio5.org/news

Contact
Lisa Romero
Senior Director, Public Affairs and Engagement
520-626-9598 | lisaromero@bio5.org

PHOTOGRAPHY

We aim to capture our state-of-the-art 177,000 square foot space, 300+ researchers, outreach activities, events, and student involvement on camera as often as possible. From lab photos, to headshots of our researchers, to snapshots of BIOS5-related program/events/conferences/tours, photos help bring our work to life.

This service is available upon request to BIOS Members.

Contact
Deanna Sanchez
Senior Graphic Designer
520-626-2059 | deannarsanchez@bio5.org

SOCIAL MEDIA

Social media plays a significant role in our marketing/communications strategy to build brand awareness and tell the BIOS5 ‘story’. The institutional story is largely made up of your individual and collaborative research projects and achievements, as well as highlighting our mission to inspire the next generation of scientists and positively impact our state.

Social media consultations available upon request to BIOS Members.

Engage with BIOS5 on social media:
Twitter: BIOS5 Institute | @BIOS5
Facebook: BIOS5 Institute | @BIOSInstitute
Linkedin: The BIOS5 Institute

Contact
Lisa Romero
Senior Director, Public Affairs and Engagement
520-626-9598 | lisaromero@bio5.org

MARKETING/EVENTS

We work to elevate BIOS5’s brand recognition through traditional marketing methods (web, print, social media), in outreach-related activities, and in hosted events, conferences, and seminars. Additionally, we coordinate 50+ BIOS5 tours per year for guests ranging from student groups to local, state, and international VIPs. We also work with the BIOS5 Ambassadors to engage UA students interested in the biosciences, biomedicine, and biotechnology in promoting and supporting BIOS.

BIOS5 member participation in all BIOS5 events/activities is highly encouraged and documented to fulfill grant/TRIF requirements (including tours, speaking engagements, and outreach involvement).

Download BIOS5 Branded Material:
bit.ly/2fIV4kt

Contact
Amy Randall-Barber
Manager, Marketing and Events
520-626-3001 | amyrandall@bio5.org
Please feel free to contact our team anytime to learn more about the following support services:

**CLOUD**
We provide cloud storage space used for public and internal information, as well as confidential (e.g., FERPA) information with the proper permission. However, it should not be used for regulated (e.g., credit card, HIPAA, ITAR) information. The Classification Levels section in the IS-2321 Data Classification Standard (https://security.arizona.edu/data-classification-and-handling-standard) gives more complete descriptions of data classification.

**Types of storage**
- Apps for Education Google Domain
- Unlimited storage service accounts @BIO5.ORG / @bio5.arizona.edu
- Departmental BOX.arizona.edu unlimited storage

**NETWORKING**
We provide a secure BIO5 network space that excludes regular campus network traffic for extra security.

**UPDATE PROFILE ON BIO5.ORG**
1. Go to membertrack.bio5.org
2. Log in with NetID
3. Items that can be updated:
   - Credentials/Degrees
   - Research Interest
   - Curriculum Vitae
   - Professional Profile Image

**Contact**
Kelly Montez
Executive Assistant
520-626-0314 | membership@bio5.org

**DESKTOP/DEVICE SUPPORT**
Service requests will be responded to in a timely manner by our knowledgeable staff. IT team stays current with technology, providing the means to help our researchers with hardware, software, electronic infrastructure needs.

Submit a ticket for service:
keating.bio5.org/ticket_support/

**Types of services**
- Data stored on the servers is backed up frequently for protection
- Provide recommendations for hardware and software purchases

**Contact**
Lomax Boyd
Manager, Infrastructure Services
520-626-9599 | support@bio5.org