To begin, please login with your institution’s email username and password

If you have not yet set up your lab, you will see a prompt for the General Lab Setup:
Click “General Setup Wizard” to begin the Laboratory Registration Wizard. At this point, you may delegate someone else in your lab to complete the Laboratory Registration Wizard. Otherwise, please click “Continue to Laboratory Setup”.

The wizard will prompt you to enter the basic contact information for your laboratory. Some of this data will be pre-populated.
Enter your laboratory’s Category, a summary of the activities performed by your laboratory, and Research Focus, a short description of your research. Press “Submit” when finished.
Complete the Hazard Assessment for your laboratory. Select the hazards that any member of your laboratory may be exposed to.
On the Laboratory Members page, add your Lab members by typing in their names. BioRAFT will match what you type with your institution’s user directory. Designate each member’s role in your laboratory.

Finally, click on “Lookup/Add”. When you have entered all of your lab members, click “Done Adding Members”.

Adding group members requires a secure directory lookup against personnel databases and may take over 30 seconds to process. Please only click Add Once. Thank you for your patience.
The next step is configuring job activities, the activities your lab members perform.

The job activities are sorted by category in the tabs. Once you have selected the activities for each lab member, click “Submit”.
Congratulations! Your Laboratory Setup is complete!