

Seislab Users Room guidelines

The workstations of the Seislab Users Room are available to OGS employees for themselves or for individuals cooperating with them and with OGS (e.g. guests, students, scholarship holders). The users must follow the same access and conduct rules presently in force for the Institute. The following people (representatives) belong to the Seislab Team and can be contacted for information about the different thematic areas:

- Seismic modeling: Davide Gei (dgei@ogs.it - 0402140321) and Aronne Craglietto (acraglietto@ogs.it - 0402140362)
- Seismic interpretation: Valentina Volpi (vvolpi@ogs.it - 0402140361)
- Seismic processing: Giuseppe Brancatelli (gbrancatelli@ogs.it - 0402140235)
- Seismic Unix: Davide Gei (dgei@ogs.it - 0402140321) and Aronne Craglietto (acraglietto@ogs.it - 0402140362)
- Users room: Valentina Volpi (vvolpi@ogs.it - 0402140361)
- General information: Davide Gei (dgei@ogs.it - 0402140321)

The representatives do their utmost to ensure the efficiency of the Seislab User Room with the funds and time at their disposal but are not responsible for the possible malfunction of the different hardware and software tools available for the users.

Directions for the proper use of the Seislab User Room

- In order to access the Seislab resources, OGS employees must email dgei@ogs.it (cc vvolpi@ogs.it) describing the planned activity, the name and duration of the project and possible requirements regarding the access of existing stored datasets or the uploading of new data. This task must be done by a tutor (OGS employee) for individuals cooperating with them, e.g. guests, students, scholarship holders; these must already have OGS login credentials. Tutors must be aware of the activity performed in Seislab by their pupils or guests. Acknowledgment and implicit acceptance of the present rules by tutors and pupils or guests is compulsory.
- All users of the Seislab structure are responsible for the correct use of the available hardware and software tools and must accept and apply the academic license agreement of scientific software, where applicable.
- The Seislab Users Room is devoted to short stay activities. The use of a workstation for more than three months must be agreed with one of the Seislab representatives.
- The workstations must be booked by the users or their tutor at <http://posti.ogs.it>
- The login credentials to access Seislab resources are strictly personal. It is forbidden to login with credentials other than the user's own. Users are responsible for possible damage caused by others using their login credentials.
- The workstations must be occupied only for the time strictly necessary to carry out the planned research activity. In case of unplanned absence (e.g. illness), the users or their tutor must promptly modify the booking to free the workstation for other users.
- The users must apply common sense rules for maintaining the efficiency of the whole system (hardware and software) at their disposal. It is forbidden to move furniture from the Seislab Users Room to other rooms. Furniture must be correctly stored after use.

- The desktop computers of the Seislab Users Room allow access to the virtual resources and must not be used as personal computers. Locally saved data are not backed up and can be deleted at any time by the system administrator during maintenance operations.
- It is forbidden to eat meals in the Seislab Users Room
- It is forbidden to listen to loud music in the Seislab Users Room

Particular needs that violate the aforementioned guidelines must be agreed with the Seislab representatives.