

NEMO INSTRUCTIONS FOR RESEARCHERS

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UNIVERSITY OF
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FACULTY OF
ENGINEERING

Login Page

- <https://chemengnemo.uwaterloo.ca/>

You need to be on the campus network.
You can access remotely using the VPN.

Lab Staff needs to add you to NEMO before you
can log in.

Welcome to the NEMO website

Use your WATIAM and Password.

v 7.2.4 - Developed by CNST, NIST

Landing Page

NEMO

Calendar Tool control Status dashboard Requests Safety

Welcome, test  Logout



CHE Analytical Lab Rules Tutorial

You must complete your CHE Analytical Lab rules tutorial before you can make reservations or use CHE Analytical Lab tools. Click here to begin the tutorial.



Calendar



Tool control



Status dashboard



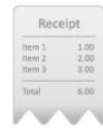
Safety



Send feedback



Contact the CHE Analytical Lab staff



View your usage



Supplies/Consumables



Knowledge base



News and events

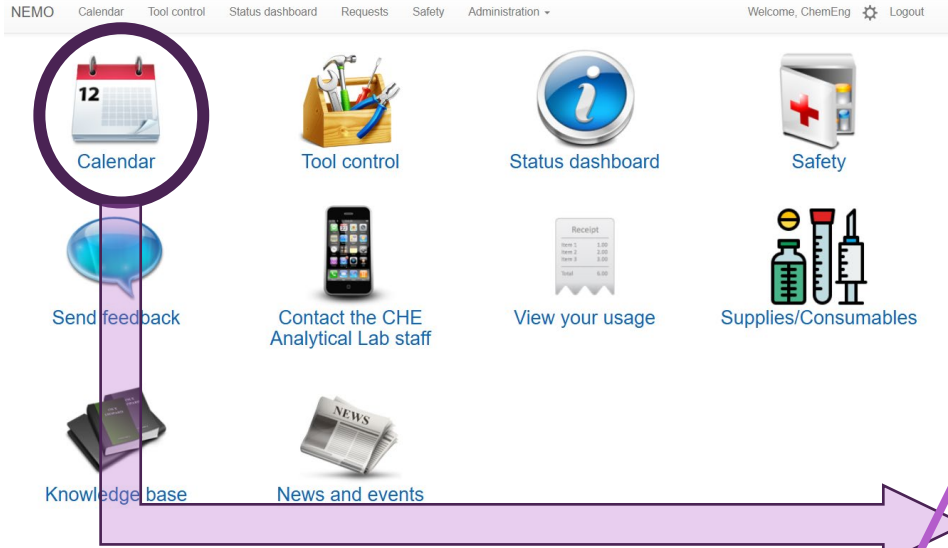
Lab Rules Tutorial

-Needs to be completed before equipment can be booked.

-Goes away after completion.

This is the NEMO landing page. You can return by clicking on the NEMO link on the top left.

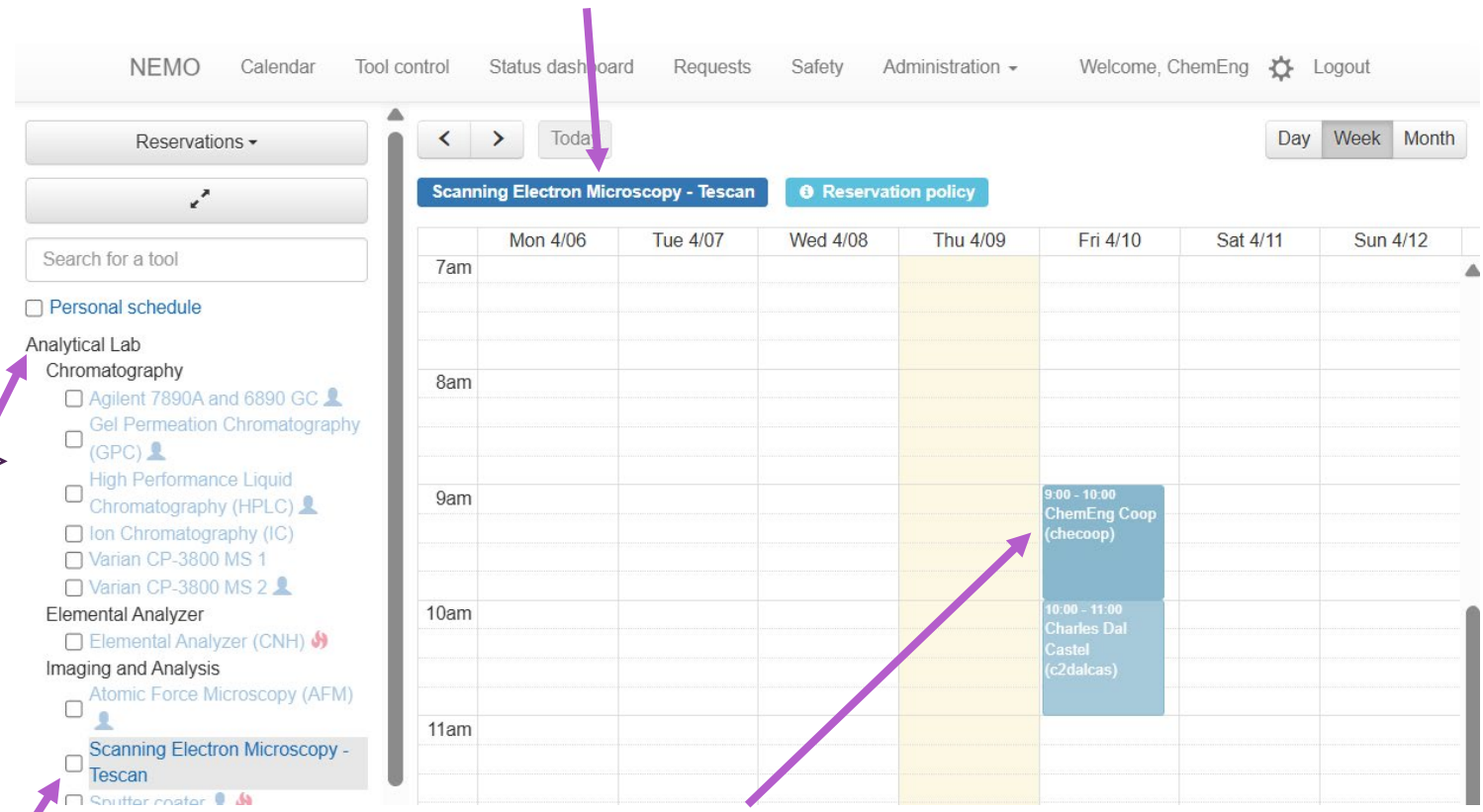
Calendar



Click on different levels to expand or collapse the tool tree view

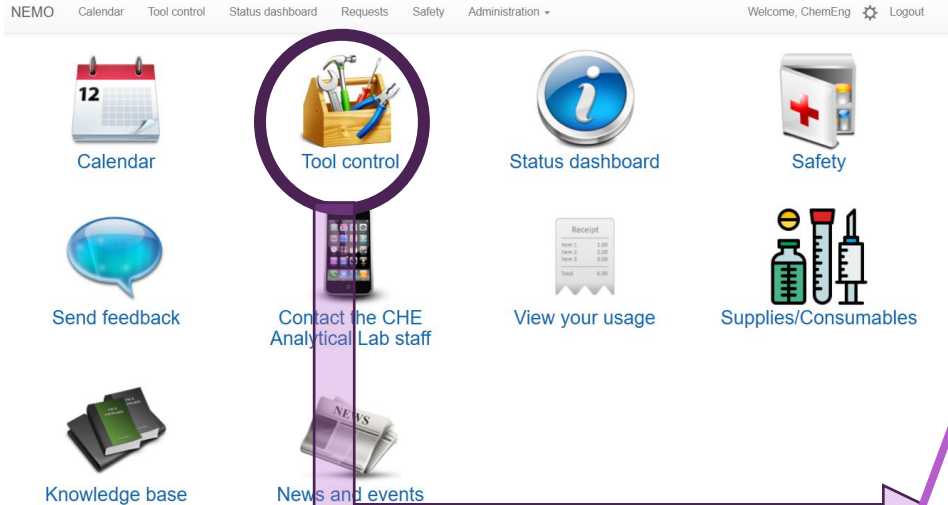
Select a tool to see its calendar
-You can only book tools you are qualified for (bolded)

This is the tool calendar you are making reservations for



Click and drag to create a reservation

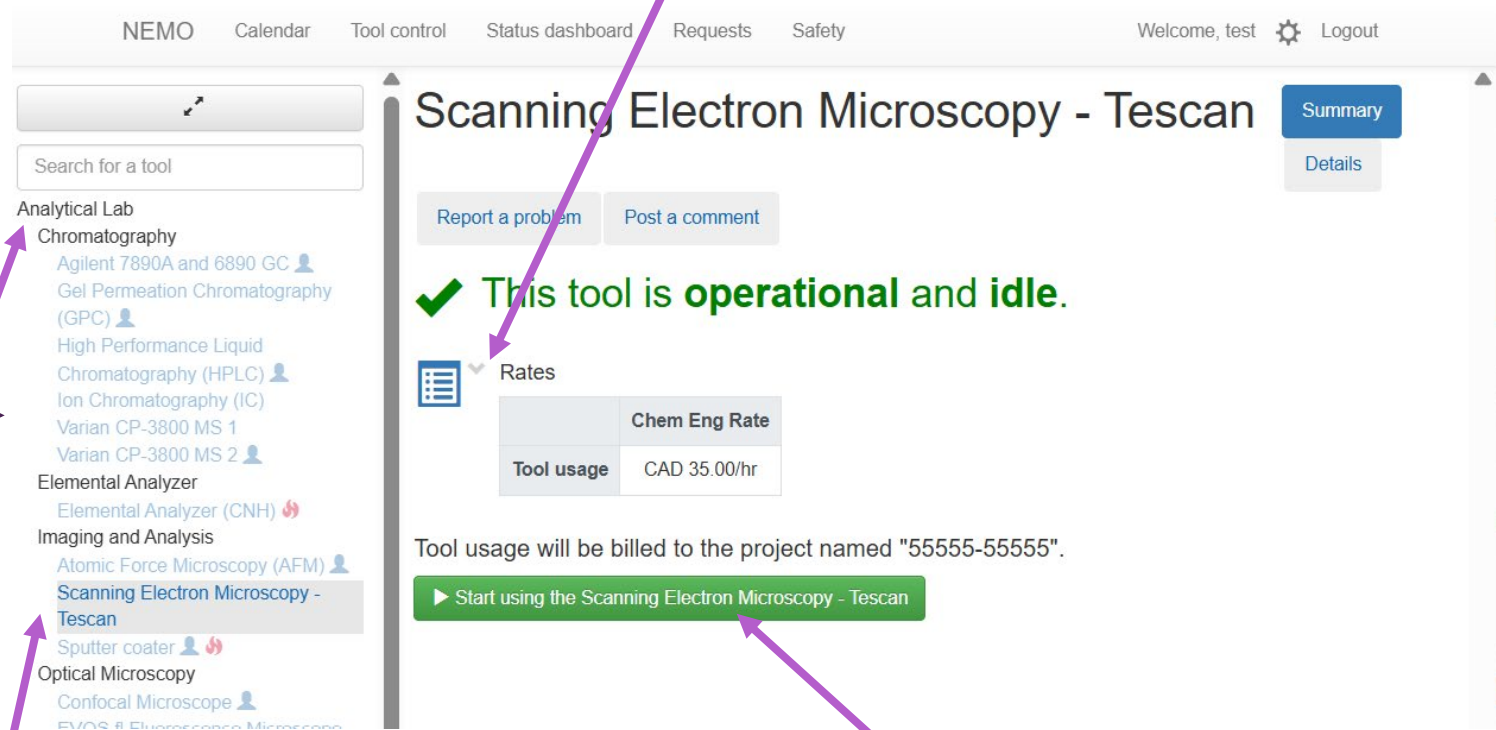
Tool Control



Click on different levels to expand or collapse the tool tree view

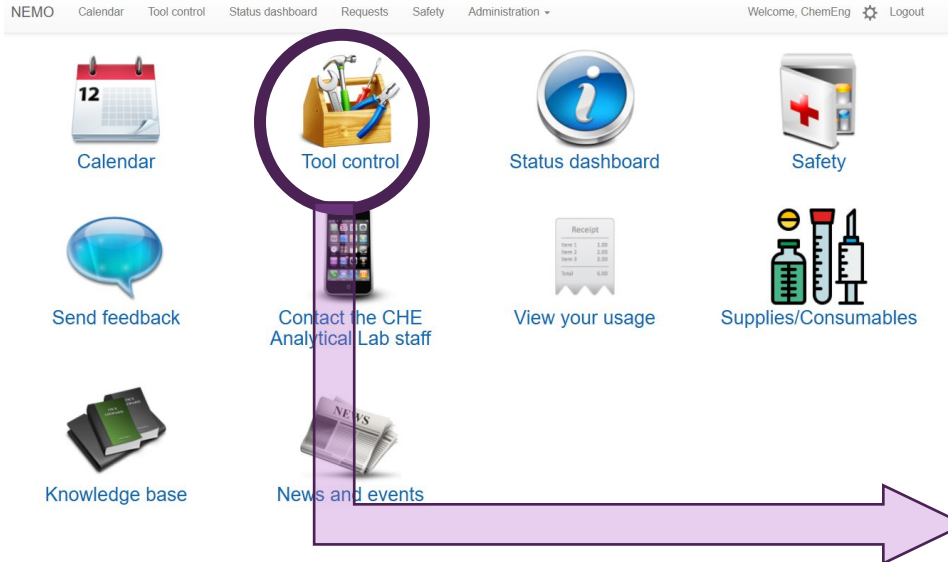
Select the tool
-You can only enable tools you are qualified for (bolded)

Click on Rates to see your rate
It is linked to PI's account



Click to engage the tool.
-If you have more than one project (work order) choose the one to show the green button.

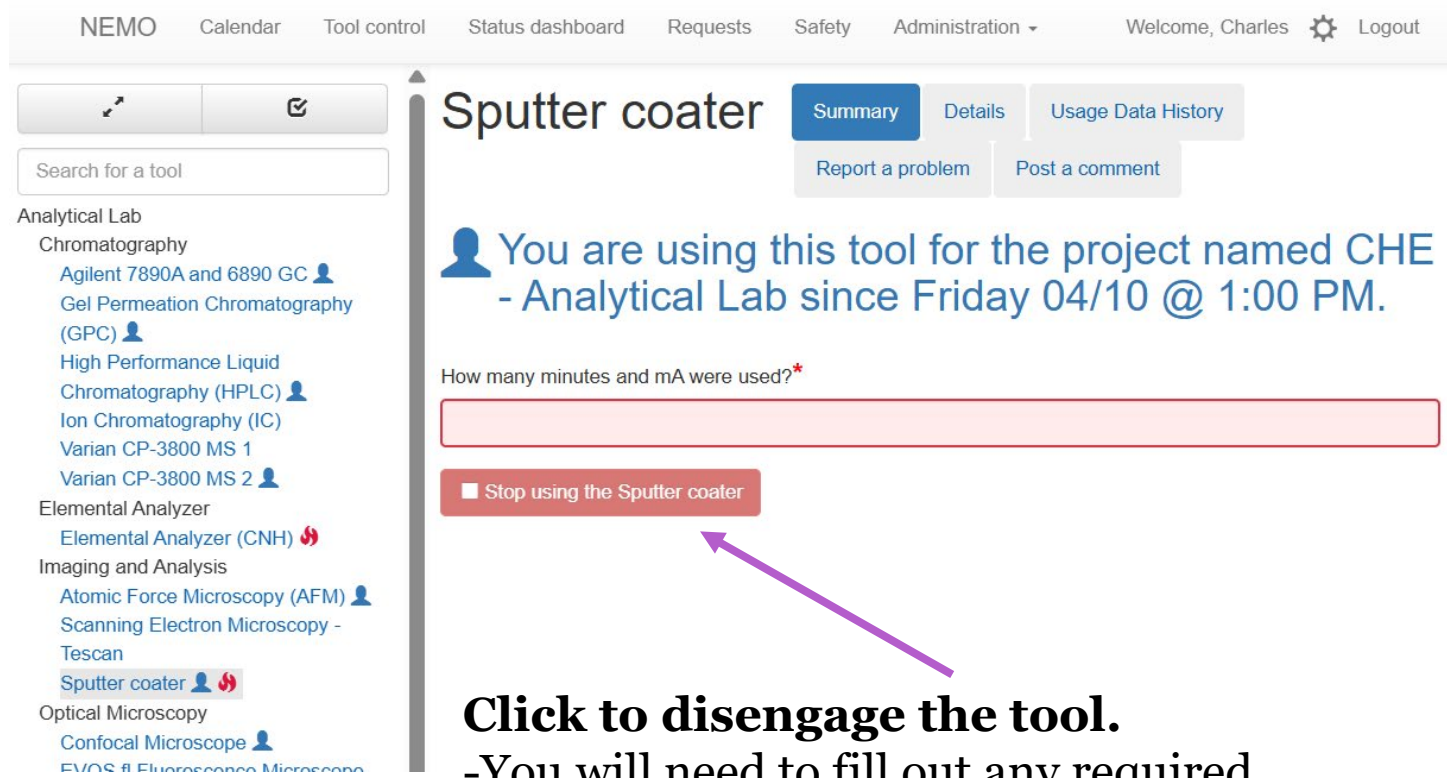
Tool Control



Equipment usage and charges are based on tool engagement time.

Make sure you disengage the tool after use.

Autosampler equipment can be disengaged remotely.

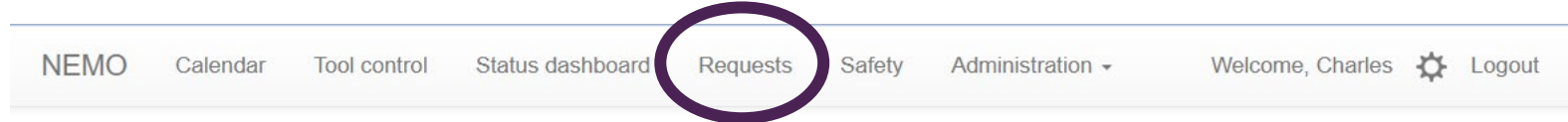


Click to disengage the tool.

-You will need to fill out any required questions before the red button is enabled.

Requesting Adjustments

- Nemo main page: Select Requests.



Forgot to Disengage?

Make an adjustment request, specifying the actual time you finished using the tool.

NEMO will send out reminders to disengage if the instrument is still engaged past your reserved time.

New adjustment request

A screenshot of the 'New adjustment request' form. The form includes a 'Charge' dropdown menu with the selected item 'Scanning Electron Microscopy - Tescan usage from 04/10/2026 @ 12:58 PM to 04/10/2026 @ 1:00 PM'. Below this is a note: 'Only the 10 most recent charges are displayed. To find earlier charges, go to your Usage page and create an adjustment request from there.' There are two input fields for 'New start' (04/10/2026 12:58:14 PM) and 'New end' (04/10/2026 01:00:36 PM). A 'Description' text area contains the placeholder text 'Explain the reason for this request'. A green button at the bottom right says 'Create adjustment request'.

All adjustment requests must be made by 5 pm of the last day of the current month. Once the monthly billing is closed no adjustment request will be accepted.

Usage/Charges

Select the period to check your usage



Calendar



Tool control



Status dashboard



Safety



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Knowledge base



News and events

Usage between Wednesday, April 1st, 2026 and Thursday, April 30th, 2026

This page presents a monthly report of your CHE Analytical Lab use. Approved adjustments are not reflected in the usage data.

Select month April, 2026

or from 04/01/2026

to 04/30/2026

Project All

Update

Export

Usage

This data is provided for informational purposes and uses the **latest rates**. Other adjustments/discounts **might not be included** in this information.

Total charges: **\$821.95**

Adjustment requests can be made for charges ending after Friday, March 27th, 2026.

Collapse pre/post run data by default

Adjustments can be requested

Supplies and consumables

Sputter coater (mA.min)

Quantity 40

Purchased from Charles Dal Castel (c2dalcas)

Thursday, April 9th, 2026 @ 3:40 PM

Charged to project 55555-55555

CAD 0.63

\$25.20

Request an adjustment

Liquid Nitrogen

Quantity 5

Purchased from Charles Dal Castel (c2dalcas)

Thursday, April 9th, 2026 @ 3:40 PM

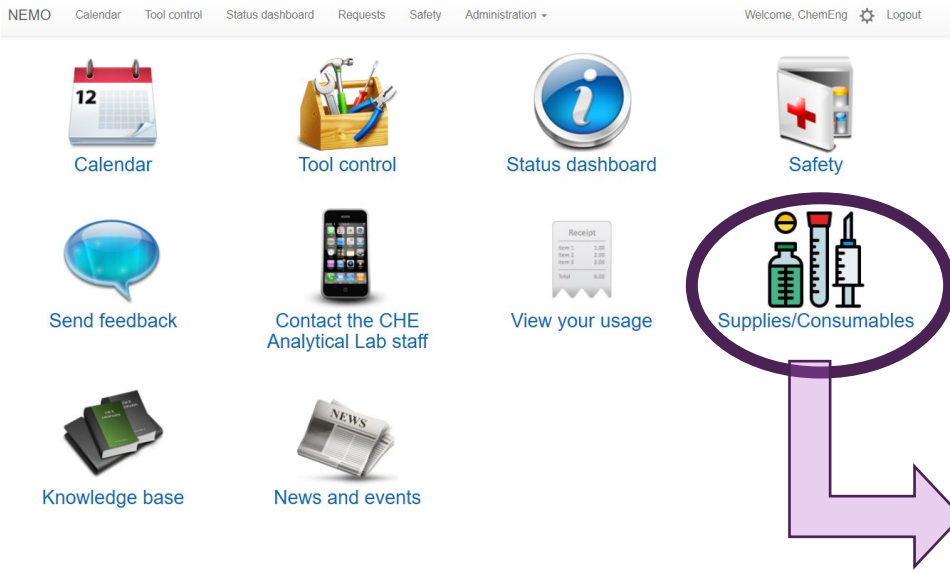
Charged to project 55555-55555

CAD 1.35

\$6.75

Request an adjustment

Withdraw Consumables



Select the consumable and quantity

Withdraw consumables

Use this form to checkout consumable items & supplies.

Project: 55555-55555

Consumables

- BET**
 - Samples Analyzed - ASAP (CAD 40.00) +
 - Samples Analyzed - Gemini VII (CAD 20.00) +
- Sputter coater**
 - Sputter coater (mA.min) (CAD 0.63) +

How many?
[input field]
Add to order

Current order:

Customer	Project	Consumable	Quantity
test user (testuser)	55555-55555	Samples Analyzed - ASAP	1

Clear Confirm

Click Confirm to save

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