



How to activate your account in IDAC

1. Log in into IDAC-portal (<https://idac.ki.se>)
2. Click on the button: Service
3. Choose: **Request access**

4. Enter data under:
 - a. “Specify a reason” chose “Access LCI server”“Search” write “Remote desktop LCI” and click Enter.
The group appears in the search results.

5. Click on: **Add**
6. Click on: **Submit**
7. A green bar appears at the top of the page when the request is completed.

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8
Your request has been submitted successfully.

SERVICES
MY DATA
SETUP

TASKS
View all > 42

Update Verification >
No. 47233

Process: Verifiera användare [29657]
Target: Verify user [48]

Access review >
No. 47051

Process: Access review for resource owners [29608]
Target: Survey for 'Explicitly approved' assignments in 'IDAC' TEST [15...

Update Verification >
No. 46571

Process: Verifiera användare [29674]
Target: Verify user [34]

SERVICES
View all >

Request access >
1

My access requests >

Delegate access >
1

My delegations > 3

8. The administrators Gabriela Imreh or Sylvie Le Guyader must approve your request.
9. You must have an active iLab account associated with a valid project number.
10. You can now go to the [Live Cell Imaging facility iLab page](#) and book the Single-user remote desktop.