



Standard Operating Procedure

Alicona Infinite Focus (GT4)

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School:	Engineering	Campus:	Waurin Ponds	Location:	KE2.101
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Category Rating:	Specific training required				

SCOPE & PURPOSE:

The purpose of this SOP is to show students, researchers and staff how to operate the Alicona safely to obtain 3D topographical data.

TRAINING REQUIREMENTS:

User will have completed Level 1 online and Level 2 materials labs inductions, and need to be trained by technical staff in a level 3 induction. Before using this equipment, required safety documentation must be completed and signed off by the technical staff and the user's supervisor.

POTENTIAL HAZARDS/HEALTH EFFECTS:



Mechanical entanglement in the stage.

Crushing by being trapped between the plant and materials or fixed structures.

Ergonomic due to other factors – long periods of sitting.

MANDATORY CONTROLS:

- Safety glasses
- Safety stop button
- Received training
- Use supports to position workpieces
- Project Safety Assessment

Precaution Requirements:

DO NOT USE AFTERHOURS (OUTSIDE OF MON – FRI 8AM – 6PM) WITHOUT TECHNICIAN AUTHORISATION.

- **DO NOT** change the location or names of any files/projects/folders once created.
- **DO NOT** change the objective with the sample underneath unless all the lenses are well clear of the top of sample.
- **Keep clear** of moving parts of the equipment during operation.

INSTRUCTIONS:

Booking Procedure: must have a booking in the Outlook Calendar *G SEBE ENG Lab Eqpmt KE2.101 Alicona (even if free and available).

Pre-Start check:

- Ensure the head is in its uppermost position.
- Ensure the stage is in neutral position.
- Ensure there is no items on the stage.

Operation:

- Open IF-MeasureSuite software.
- Select your database.
- Select the required objective by carefully rotating the lens head without touching the lenses.
- Position the sample.
- Using the joystick controller focus on the image in the imagefield - pull up/push down for z (focusing) movement.
- Using the joystick controller set up the imagefield;



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- right/left for x movement,
- up/down for y movement,
- Adjust the brightness and contrast of the image.
- Adjust vertical and lateral resolution to your requirements.
- Set up your image dimensions (refer to Guide to ImageField measurements in appendices).
- Save object as after scan finishes.

GENERAL CARE & MAINTENANCE:

- Move the head to its uppermost position.
- Move the stage to its neutral position.
- Remove all sample holders and return to cupboard.
- If you remove a USB connection to save your data to a USB drive, ensure you return the original plug.
- Make sure you collect all your samples and belongings and the working area is clean and tidy.

REPAIRS & CERTIFICATION/VALIDATION SCHEDULE:

Reporting faults/concerns of equipment procedure: Technical staff.
Supplier calibration is conducted annually.

SPILLS/ ACCIDENT REPORTING PROCEDURE:

Report incidents to: Technical staff.

In case of Emergency:

- Use safety stop button.
- Contact Technical Staff
- If a serious injury has occurred call 000.
- Alert others if nearby.
- Evacuate to closest assembly area.