To obtain proteomics services:

1. **Start a PROJECT** if you do not already have one.
   a. Go to [https://ppms.us/emory/req/?project=true&pf=10](https://ppms.us/emory/req/?project=true&pf=10)
   b. Log in with your Emory credentials (username and password)
   c. Choose to submit via Winship SOM (if a WCI member) or other. You should see the following page. (NOTE: If through Winship SOM you will also be asked to give an account number for billing these services)

![Project Creation Request form](https://example.com/project_request_form.png)

   - **Give your project a short, descriptive TITLE with the current date at the end (This Project.month.day.year).**
   - **Enter a short ABSTRACT that describes the question you hope a proteomics analysis will answer.**
   - **The REQUEST box should give the account number to be charged and an estimate of how many samples are anticipated for each ORDER (collection of samples to be run consecutively), and how many ORDERS might be necessary to complete the project.**
   - **SUBMIT the request by clicking the button at the bottom of the page.**

2. **Schedule a consultation** with Keith Wilkinson <keith.wilkinson@emory.edu> or Duc Duong <Duc.duong@emory.edu> at the Emory Integrated Proteomics Core to discuss your project. They will consult on the experimental design and approve or decline the project.

3. For each collection of samples to be run consecutively, select your PROJECT and create an ORDER at [https://ppms.us/emory/order/?pf=10](https://ppms.us/emory/order/?pf=10). The EIPC staff can assist you if you have questions.
4. **Prepare your samples** according to the standard protocols of the Proteomics Core ([http://www.med.emory.edu/research/core_labs/proteomics/index.html](http://www.med.emory.edu/research/core_labs/proteomics/index.html)) or as modified during your consult. Submit them by bringing them to the facility at room 525 Whitehead.

5. **Sit back and wait.** The Core will schedule your samples to be analyzed (i.e., process the ORDER). No further action is required of you at this time. You will receive an email as each step of the sample processing and analysis occurs.