FAQs for VU Users
(VU PIs, Lab Managers, and Lab Members)

How do I get a user ID and password to use iLab Solutions?
VU Users (PIs, Lab Managers, & Lab Members) must register for an iLab account before being able to access VUMC Cores in the iLab System.

- The system will prompt first-time users to register.
- Registration instructions are available on the Office of Research website (click to open).

Once registered, All VU users will use their VUNet ID and ePassword to access the application.

Registration Tips for VU PIs, Lab Managers & Lab Member Users

When registering, select your PI’s name as the lab in the PI/Group box

- If you do not see the PI’s name in the PI/Group drop down menu, select the AAA (VU) Lab as the lab name.
  - The Office of Research will have a Lab created in the PI’s name and contact you with additional instructions.
  - NOTE: The PI will need to register for an account before the Office of Research can finish your registration.

- If you work with multiple PIs, please select one to initially set up the iLab account.
  - Next, send an email to CoresEmail@vanderbilt.edu with a list of the other PI names.
  - The Office of Research will update your iLab account and send a confirmation email.

All registration requests will require approval:
- The Office of Research will approve requests within 24-48 hours.
- The PI and/or the Lab Manager also have the ability to approve research requests as needed.