

Guidelines for Preparing a 10ID-2 REIXS General User Proposal

Please visit REIXS Beamline website for beamline information:

<http://exshare.lightsource.ca/REIXS>

1. **Become a CLS User:** Register as a CLS User by going to <https://user.lightsource.ca> and clicking “Complete New User Registration Now”. You will then acquire a user account with which you can submit a proposal. If you have already submitted proposals to other beamlines at the CLS, you do not need to register again.
2. **Create an online proposal:** Login to <https://user.lightsource.ca> and click “My Proposals” tab. From the left-hand “Create Proposal” menu, choose “General User” under “All Other Beamlines” category. Go through the steps to create a new proposal.
 - Select “10ID-2 (REIXS)” beamline and “RSXS” or “XES” endstation on the “Beamline” tab.
3. **Understand the review process:** General User Proposals are subject to peer review, based on the criteria of the peer review committee. The guidelines are at http://www.lightsource.ca/pages/about_the_peer_review
4. **Provide experimental details:** When completing the form, please consider including the following details:
 - a. Why synchrotron based technique is necessary for your experiments?
 - b. All samples have to be UHV compatible materials, and must be stable under synchrotron radiation.
 - c. How big is each sample?
5. **Justify the number of shifts:** Please indicate whether your project has multiple phases. For example, you may require an initial allotment of beam time for a proof-of-concept or technique refinement phase, followed by a later allocation of beam time for the main experiment.
6. **Describe the capability of your team:** When describing your team’s experience and capability, consider commenting on the following:
 - a. Size of the team of experimentalists compared to the proposed experiment: indicate clearly how many team members will be performing experiments on site at the CLS and describe your capability of processing the data.
 - b. Experimental plan: provide enough details to convince the review committee that you have planned carefully your experiment and will make optimal use of beam time.
 - c. Publication record, including articles that are currently in press.
7. **Attach relevant documentation:** such as information of hazardous materials for safety review.
8. Click the “SUBMIT” button when you finish all sections.