

Ragon Institute Flow Cytometry core booking system

Please be sure to complete all 4 steps:

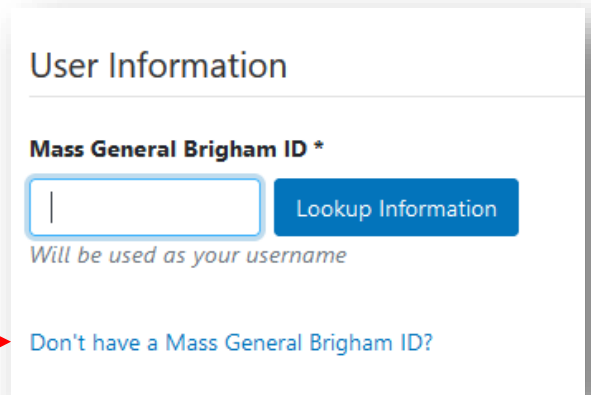
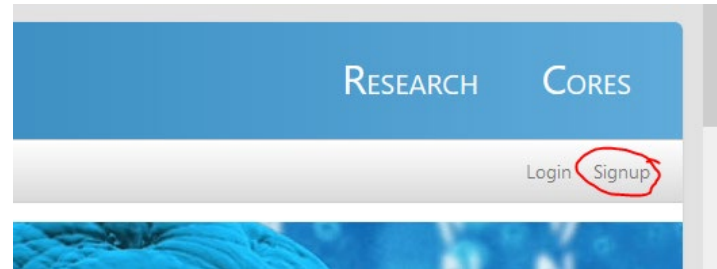
1. Create user account
2. Enter funding information
3. Assign a contact to receive invoices
4. Request training for needed equipment

To sign up, please visit the Research Cores Management System (RCMS):

<https://researchcores.partners.org>

and click on “Signup”

(Existing RCMS users can click on “login” to access your account)



External → Don't have a Mass General Brigham ID?

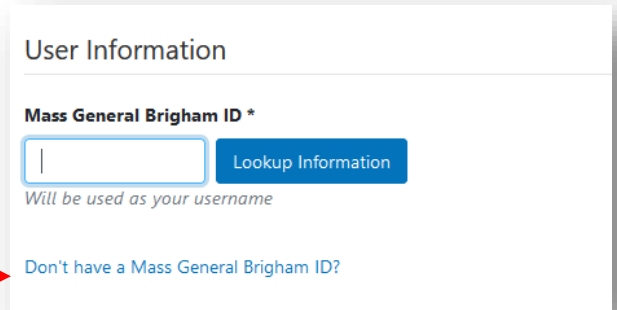
Please note: “INTERNAL” users ONLY applies to researchers that are using MGB funding to pay for services!

Some EXTERNAL users will have an MGB Network ID associated with their MGB Badge that is used for independent access. If you are using a PO, check, or credit card for payments, **YOU SHOULD SIGN UP AS EXTERNAL.**

External users

1. Create your account

Click “don’t have MGB ID” 



User Information

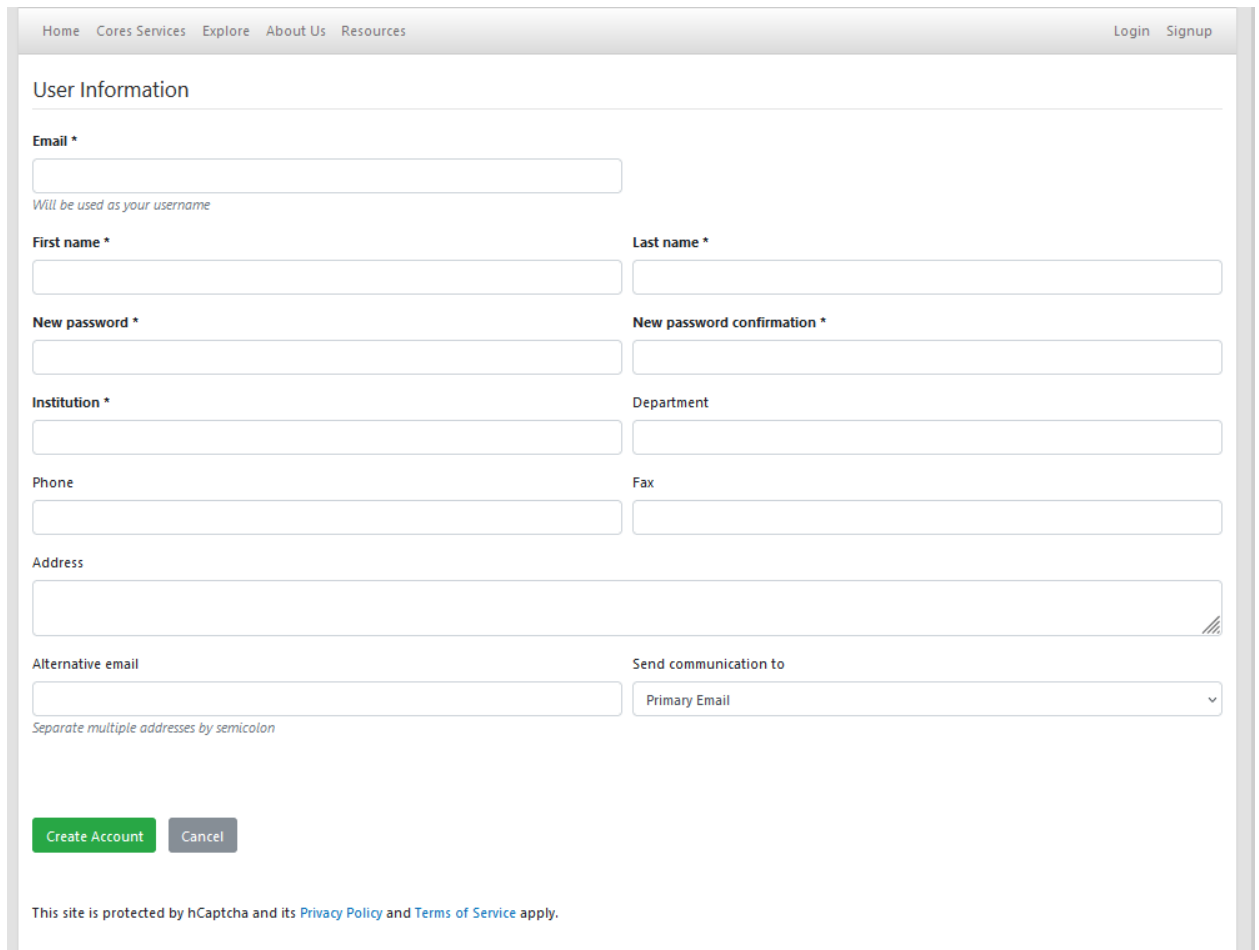
Mass General Brigham ID *

Will be used as your username

[Don't have a Mass General Brigham ID?](#)

(even if you have one for your access badge)

complete the following information. Your username will be your full email address:



Home Cores Services Explore About Us Resources Login Signup

User Information

Email *

Will be used as your username

First name * Last name *

New password * New password confirmation *

Institution * Department

Phone Fax

Address

Alternative email Send communication to

Separate multiple addresses by semicolon

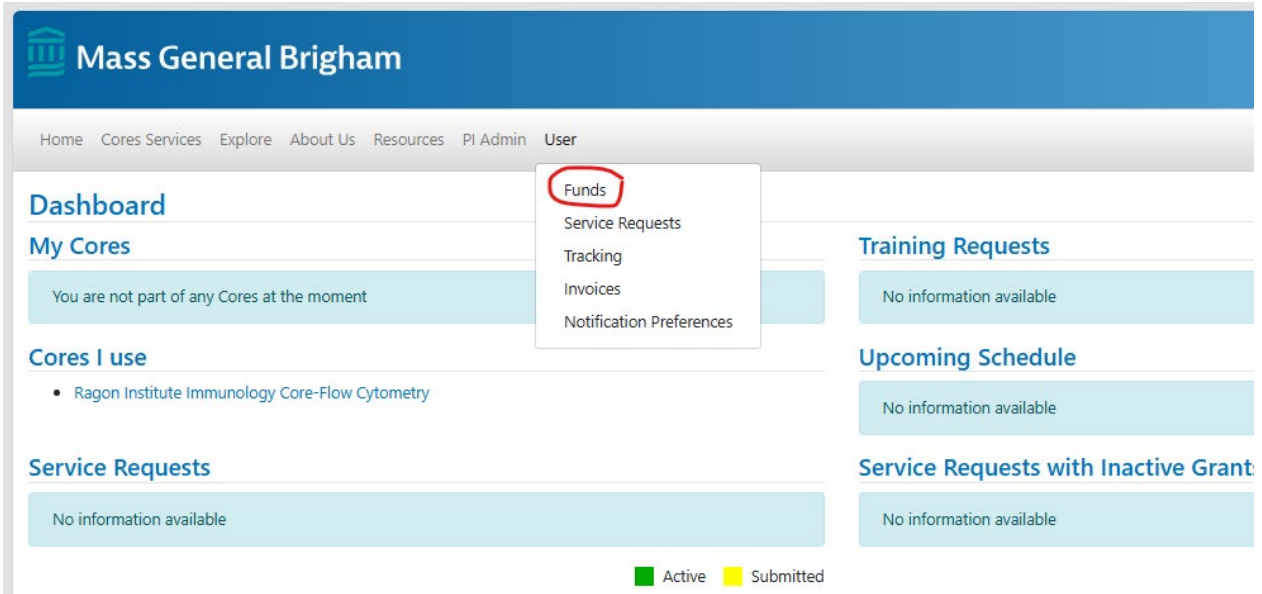
This site is protected by hCaptcha and its [Privacy Policy](#) and [Terms of Service](#) apply.

External

2. Enter funding information: Enter Payment Type

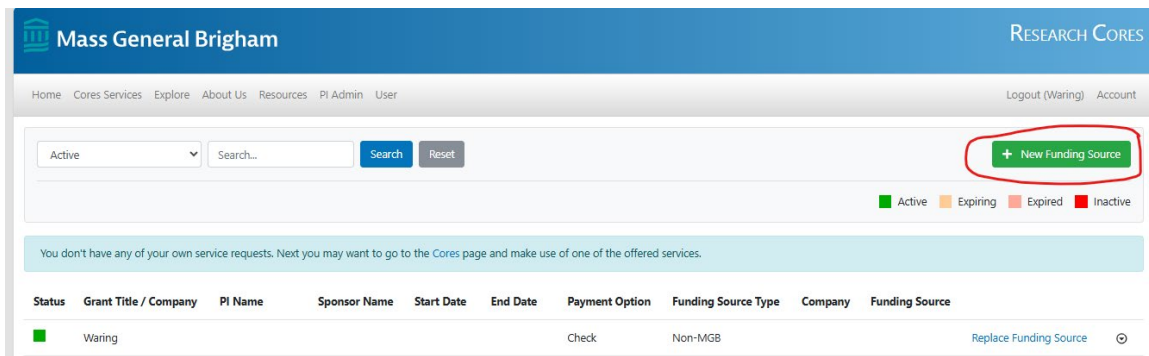
Prior to placing a request users must enter payment information. This information will be linked to an individual's username and available each time a request is placed.

-Select User>Funds from the top menu



The screenshot shows the Mass General Brigham dashboard. The top navigation bar includes 'Home', 'Cores Services', 'Explore', 'About Us', 'Resources', 'PI Admin', and 'User'. The 'User' menu is open, showing options: 'Funds' (circled in red), 'Service Requests', 'Tracking', 'Invoices', and 'Notification Preferences'. The dashboard content includes sections for 'My Cores' (no information available), 'Cores I use' (Ragon Institute Immunology Core-Flow Cytometry), 'Service Requests' (no information available), 'Training Requests' (no information available), 'Upcoming Schedule' (no information available), and 'Service Requests with Inactive Grant' (no information available). A legend at the bottom indicates 'Active' (green) and 'Submitted' (yellow).

Click “New Funding Source”



The screenshot shows the Mass General Brigham Research Cores page. The top navigation bar includes 'Home', 'Cores Services', 'Explore', 'About Us', 'Resources', 'PI Admin', 'User', 'Logout (Waring)', and 'Account'. The page has a search bar with a dropdown menu set to 'Active', a search input field, and 'Search' and 'Reset' buttons. A green button labeled '+ New Funding Source' is circled in red. Below the search bar is a legend for 'Active' (green), 'Expiring' (orange), 'Expired' (red), and 'Inactive' (dark red). A message states: 'You don't have any of your own service requests. Next you may want to go to the Cores page and make use of one of the offered services.' Below this is a table with columns: Status, Grant Title / Company, PI Name, Sponsor Name, Start Date, End Date, Payment Option, Funding Source Type, Company, and Funding Source. The table contains one row with a green status icon, 'Waring' as the grant title, 'Check' as the payment option, and 'Non-MGB' as the funding source type. A 'Replace Funding Source' link and a refresh icon are visible at the end of the row.

External

-Select “Non-MGB” from the “Payment Type” dropdown menu.

Mass General Brigham RESEARCH CORES

Home Cores Services Explore About Us Resources PI Admin User Logout (Waring) Account

Funding Source

Payment Type *
Non-MGB

Attention DFCI users: Please select **PO Number** and enter your 10 digit DFCI Purchase Order Number (PO in format 000xxxxxxx). If you do not have a PO, please contact your research administrator for assistance. In addition, follow the attached instructions to [Add DFCI AP email](#) to your account so that payments can be processed efficiently. Please do not use your internal grant fund as the payment source.

Payment option *
 PO Number Check Credit Card

Company *

PI Name *

Enter new PI

A contact is the business or department administrator responsible for the grant(s) and issuing payment. Please note, the below will not receive a copy of your invoice unless indicated in Notification Preferences.

Contact name * **Contact email ***

Contact information *

Select “PO Number”, “Check”, or “Credit Card” to identify payment option.

Complete ALL requested information and select “Assign Funding Source”. INCLUDE A PI, you cannot add that information later.

(credit card payment info on next page)

To review, edit, or add new funds select “User” ->“Funds” from the top navigation menu.

On-Line Credit Card Portal Instructions:

You can make an on-line credit card payment through our Core Management System. Log in and from the top menu choose Resources>Pay with credit card

[Payments Guide for External User Charges](#)


Please note that this payment option is available **only** to MGB research core customers. If you are unsure if you are a research core customer, you can either refer to the list of cores under [Core Services](#), or please feel free to reach out to the [MGB Research Core team](#) directly for assistance. Any non-core transactions will be voided. Thank you!

[Pay with Credit Card](#)

You will be brought to the below **security screen** will you will enter the requested information and hit **continue**:

Order Information		* Required Fields
Item	Description	Amount
Cores	Research Cores	<input type="text"/>
		Total: --
Security Code		
		
Please enter the security code above.		
<input type="text"/>		
<input type="button" value="Continue"/>		

You will then be brought to the next step where you will need to complete all requested information with asterisk beside them:

Order Information		* Required Fields			
		Invoice Number: <input type="text"/>			
Description:					
Item	Description	Qty	Taxable	Unit Price	Item Total
Cores	Research Cores Customer specified amount	1	N	\$200.00 (USD)	\$200.00 (USD)
					Total: \$200.00 (USD)
Payment Information					
					
Card Number:	<input type="text"/>	(enter number without spaces or dashes)			
Expiration Date:	<input type="text"/>	(mmyy)			
Billing Information					
First Name:	<input type="text"/>	Last Name:	<input type="text"/>		
Company:	<input type="text"/>				
Address:	<input type="text"/>				
City:	<input type="text"/>				
State/Province:	<input type="text"/>	Zip/Postal Code:	<input type="text"/>		
Email:	<input type="text"/>				
<input type="button" value="Pay Now"/>					

Once you've submitted your payment, you should get a copy of your receipt. The bank automatically e-mails the RCFO finance team a notice that a payment has been submitted.

3. Assign fund manager

The screenshot shows the Mass General Brigham user interface. At the top, there is a blue header with the logo and name. Below it is a navigation bar with links: Home, Cores Services, Explore, About Us, Resources, PI Admin, **User**, and My Cores. The main content area is divided into several sections: Dashboard, My Cores (listing Ragon Institute Immunology Core-Flow Cytometry and Core-Microscopy), Cores I use (listing CSB Research Informatics Core and Ragon Institute Immunology Core-Flow Cytometry), Service Requests (listing BIC-019 Ragon), and Announcements. A dropdown menu is open under the 'User' link, showing options: Funds, Service Requests, Tracking, Invoices, and **Notification Preferences**. On the right side, there are three sections: Training Requests, Upcoming Schedule, and Service Requests with Inactive, each with a 'No information available' message.

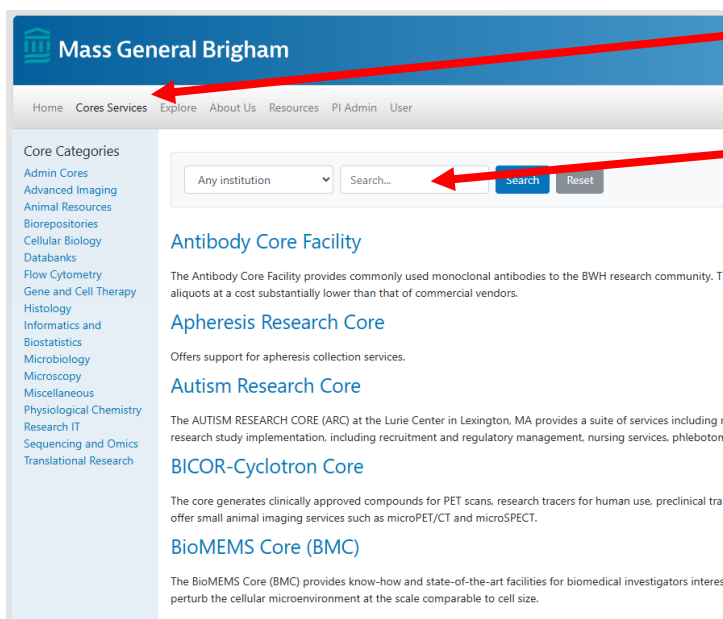
- Select User>Notification Preferences
Under “Invoice” please enter the email of your grant manager that should be receiving the invoice for your core usage. Multiple emails can be separated by ;

Notification	Enable Notification	Send To	Copy To <small>Add multiple emails seperated by a semicolon</small>
User Notifications			
Service Request Created	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="text"/>	<input type="text"/>
Service Request Status Changed	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="text"/>	<input type="text"/>
Invoice	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="text"/>	<input type="text"/>
Invoice Reminder	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="text"/>	<input type="text"/>

Find our cores. Flow and Microscopy have separate pages

Direct link for flow is <https://researchcores.partners.org/ragon/about>

Microscopy is <https://researchcores.partners.org/ragon2/about>



Mass General Brigham

Home Cores Services Explore About Us Resources PI Admin User

Core Categories

- Admin Cores
- Advanced Imaging
- Animal Resources
- Biorepositories
- Cellular Biology
- Databanks
- Flow Cytometry
- Gene and Cell Therapy
- Histology
- Informatics and Biostatistics
- Microbiology
- Microscopy
- Miscellaneous
- Physiological Chemistry
- Research IT
- Sequencing and Omics
- Translational Research

Any institution Search... Search Reset

Antibody Core Facility

The Antibody Core Facility provides commonly used monoclonal antibodies to the BWH research community. Th aliquots at a cost substantially lower than that of commercial vendors.

Apheresis Research Core

Offers support for apheresis collection services.

Autism Research Core

The AUTISM RESEARCH CORE (ARC) at the Lurie Center in Lexington, MA provides a suite of services including n research study implementation, including recruitment and regulatory management, nursing services, phlebotom

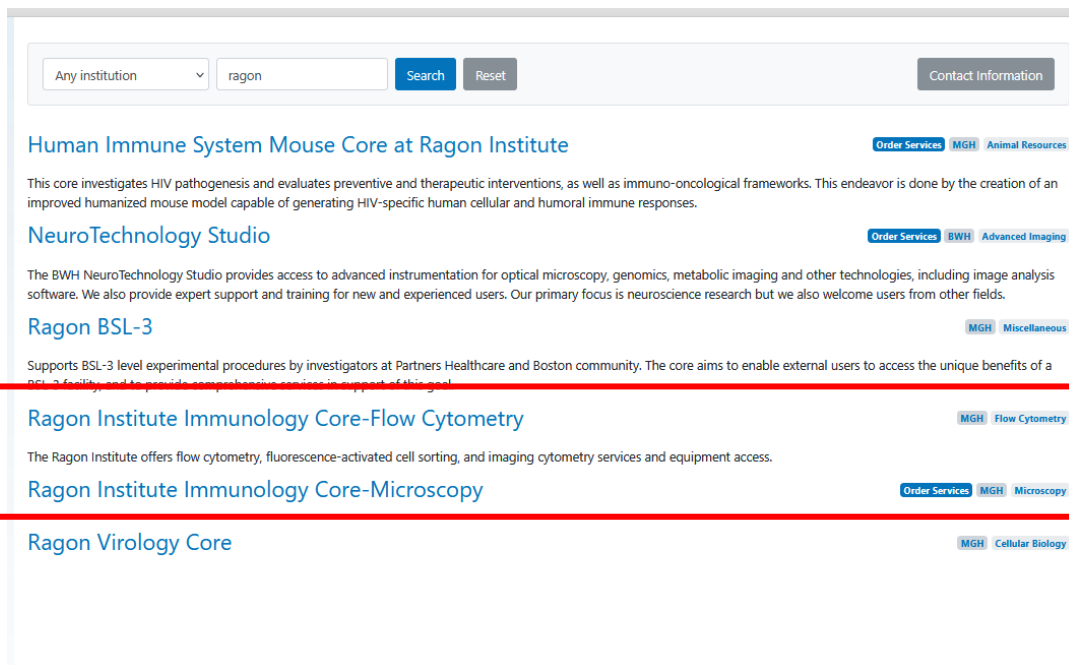
BICOR-Cyclotron Core

The core generates clinically approved compounds for PET scans, research tracers for human use, preclinical trac offer small animal imaging services such as microPET/CT and microSPECT.

BioMEMS Core (BMC)

The BioMEMS Core (BMC) provides know-how and state-of-the-art facilities for biomedical investigators interest perturb the cellular microenvironment at the scale comparable to cell size.

- Go to “Core Services”
- search “Ragon”



Any institution ragon Search Reset Contact Information

Human Immune System Mouse Core at Ragon Institute

[Order Services](#) [MGH](#) [Animal Resources](#)

This core investigates HIV pathogenesis and evaluates preventive and therapeutic interventions, as well as immuno-oncological frameworks. This endeavor is done by the creation of an improved humanized mouse model capable of generating HIV-specific human cellular and humoral immune responses.

NeuroTechnology Studio

[Order Services](#) [BWH](#) [Advanced Imaging](#)

The BWH NeuroTechnology Studio provides access to advanced instrumentation for optical microscopy, genomics, metabolic imaging and other technologies, including image analysis software. We also provide expert support and training for new and experienced users. Our primary focus is neuroscience research but we also welcome users from other fields.

Ragon BSL-3

[MGH](#) [Miscellaneous](#)

Supports BSL-3 level experimental procedures by investigators at Partners Healthcare and Boston community. The core aims to enable external users to access the unique benefits of a BSL-3 facility, and to provide comprehensive services in support of this goal.

Ragon Institute Immunology Core-Flow Cytometry

[MGH](#) [Flow Cytometry](#)

The Ragon Institute offers flow cytometry, fluorescence-activated cell sorting, and imaging cytometry services and equipment access.

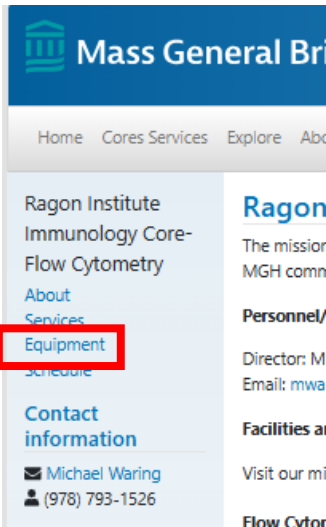
Ragon Institute Immunology Core-Microscopy

[Order Services](#) [MGH](#) [Microscopy](#)

Ragon Virology Core

[MGH](#) [Cellular Biology](#)

4. If you will run your own samples on analysis instruments: Request access to the instruments



Click on “Equipment” in the menu on the left.

- FOR DIVA INSTRUMENTS (Fortessa, LSR2, Symphony), request training by clicking on the “Diva Orientation” service:

Training

Name, Description	Service Name	Units	MGB Fee	Non-MGB Academic Fee	Industry/For Profit Fee	
Just the FACS <i>Pre-Requisites</i>	101. Just the FACS	Hourly	\$134.00	\$192.96	\$351.55	Schedule
Diva Orientation for training on the LSR2, Fortessa, or Symphony <i>Pre-Requisites</i> Just the FACS	102. Instrument orientation	Hourly	\$134.00	\$192.96	\$351.55	Request Training

- Click “Request training” for the instruments you want to have booking access on.

Home Cores Services Explore About Us Resources PI Admin User My Cores Logout (Waring) Account

Ragon Institute
Immunology Core-
Flow Cytometry
About
Services
Equipment
Training Requests
Schedule
Administration
Contact information
Michael Waring
(978) 793-1526

Active Search... Search Reset List view + New Equipment

Planned Installed Running Down Retired

LSR Fortessa

Name, Description	Service Name	Units	MGB Fee	Non-MGB Academic Fee	Industry/For Profit Fee	
"3L" 3 Laser LSR2 For further details visit https://ragoninstitute.org/research-service/flow-cytometry-core/ <i>Pre-Requisites</i> Attend "Just the FACS" Complete Instrument Orientation: FACSDiva Demonstrate Proficiency	"3L" self-run 3 Laser LSR2	Hourly	\$62.00	\$89.28	\$162.66	Request Training
	"3L" assisted 3 Laser LSR2	Hourly	\$134.00	\$192.96	\$351.55	
"5L" 5 Laser LSR Fortessa <i>Pre-Requisites</i>	"5L" self-run 5 Laser LSR Fortessa	Hourly	\$62.00	\$89.28	\$162.66	Request Training
	"5L" assisted 5 Laser LSR Fortessa	Hourly	\$134.00	\$192.96	\$351.55	

Home Cores Services Explore About Us Resources PI Admin User Logout (Waring) Account

Ragon Institute
Immunology Core-
Flow Cytometry

About
Services
Equipment
Schedule

Contact information
Michael Waring
(978) 793-1526

Information

Equipment * "3L" 3 Laser LSRII **Service ***

Status * Pending

Comments

Create this Training Request Cancel

“Equipment” will autopopulate. You should not have to select “service” as you are getting access to all the services on that instrument.

In the comments FOR EVERY REQUEST, Please enter one of the two options:

--if you have already trained then indicate roughly the year it was completed, “Orientation 2021” or the date if you know it.

--if you are requesting training FOR THE FIRST TIME, please indicate “need training” so we don’t just check it as completed, and we will schedule a training with you.

Core user documentation and instrument info can be found at <https://ragoninstitute.org/research-service/flow-cytometry-core/> or <https://ragoninstitute.org/research-service/microscopy-core/>

If you are sorting, you do not need to request access to the instruments. Click on the Schedule:

Research Core Facilities :: About x +

researchcores.partners.org/ragon/about

Mass General Brigham

Home Cores Services Explore About Us Resources PI Admin User

Ragon Institute Immunology Core-Flow Cytometry

About Services Service Requests Equipment **Schedule** Contact information

Michael Waring (978) 793-1526

Ragon Institute Immunology Core-Flow Cytometry

The mission of the Ragon Institute Immunology Core is to bring the latest technologies to bear on fundamental research in immunology. As a research facility, it serves the greater MGH community in all aspects of flow cytometry, cell sorting, advanced microfluidics, and single-cell suspension using the ImageStreamX MkII by Amnis.

Personnel/Contact Information:

Director: Michael Waring
Email: mwareing@partners.org

Facilities and Equipment:

Visit our microscopy page for imaging: <https://researchcores.partners.org/ragon2/about>

Flow Cytometers (600 Main Street, room 333 and 334, Cambridge MA 02139):

- Two 5 Laser FACSymphony A5 cytometers (BD Biosciences) with 355, 405, 488, 561, and 640 ex
- Two 5 Laser LSR Fortessas (BD Biosciences) with 355, 405, 488, 561, and 640 excitation lines, up
- 3 Laser LSR2 (BD Biosciences) with 405, 488, and 633 excitation, 16 colors, and the HTS option fo
- 5 Laser FACSymphony A3 cytometer (BD Biosciences) in a biosafety cabinet for acquisition of li

Click on “Week” view at the top, and you will be able to see all available equipment. Use the “filters” to select the sorters.

Mass General Brigham RESEARCH CORES

Home Cores Services Explore About Us Resources PI Admin User Logout (Waring) Account

Ragon Institute Immunology Core-Flow Cytometry

Today Mar 01 - 07, 2026 Cal Enable Filters Week Month Agenda Services

	Sun 03/01	Mon 03/02	Tue 03/03	Wed 03/04	Thu 03/05	Fri 03/06	Sat 03/07
6am							
7am		Aurora	Waring, Mike a.		Cakan, Eif a.		

In the “Filters”, select the instruments you wish to view. (usually SORP Core run and 4L Fusion Core run)

Today Mar 01 - 07, 2026 iCal | Enable Filters

Personal

My events only

Service

<input type="checkbox"/> 102. Instrument orientation	<input type="checkbox"/> a. "3L" core-run LSR11 3-Laser
<input type="checkbox"/> a. "3L" self-run LSR11 3-Laser	<input type="checkbox"/> a. "5L" core-run Fortessa 5-Laser
<input type="checkbox"/> a. "5L" self-run Fortessa 5-Laser	<input type="checkbox"/> a. "5R" core-run Fortessa 5-Laser
<input type="checkbox"/> a. "5R" self-run Fortessa 5-Laser	<input type="checkbox"/> a. "5S" core-run Symphony A5 5-Laser
<input type="checkbox"/> a. "5S" self-run Symphony A5 5-Laser	<input type="checkbox"/> a. "5T" core-run Symphony A5 5-Laser
<input type="checkbox"/> a. "5T" self-run Symphony A5 5-Laser	<input type="checkbox"/> a. A3 BL2 core-run Symphony
<input type="checkbox"/> a. A3 BL2 self-run 5 Laser Symphony A3	<input type="checkbox"/> a. Aurora core-run assisted or training
<input type="checkbox"/> a. Aurora self-run spectral analyzer	<input type="checkbox"/> a. ISX core-run ImageStream assisted or training
<input type="checkbox"/> a. ISX self-run ImageStream imaging analyzer	<input type="checkbox"/> l. FlexMap 3D Luminex plate reader
<input checked="" type="checkbox"/> s. _SORP core-run Aria Fusion 5-Laser sorter	<input type="checkbox"/> s. _SORP self-run Aria Fusion 5-Laser sorter
<input checked="" type="checkbox"/> s. 4L_Fusion core-run FACSAria Fusion 4-Laser sorter	<input type="checkbox"/> s. 4L_Fusion self-run FACSAria Fusion 4-Laser sorter
<input type="checkbox"/> s. S8 self-run FACSDiscover S8 imaging spectral sorter	<input type="checkbox"/> s. SH800 BL2 Sony self-run sorter
<input type="checkbox"/> s. SH800 Yeast Sony self-run sorter	

Service Request

Technicians

<input type="checkbox"/> Bonheur, Nathalie	<input type="checkbox"/> Folz-Donahue, Kat
<input type="checkbox"/> Waring, Michael	

Reset Done

You will be able to see the available times, and should send a sort request form with your preferred time slots to

ragoncytometry@mgh.harvard.edu

Form and instructions are available on the core webpage,

<https://ragoninstitute.org/research-service/flow-cytometry-core/>

(last edits 03/19/26)