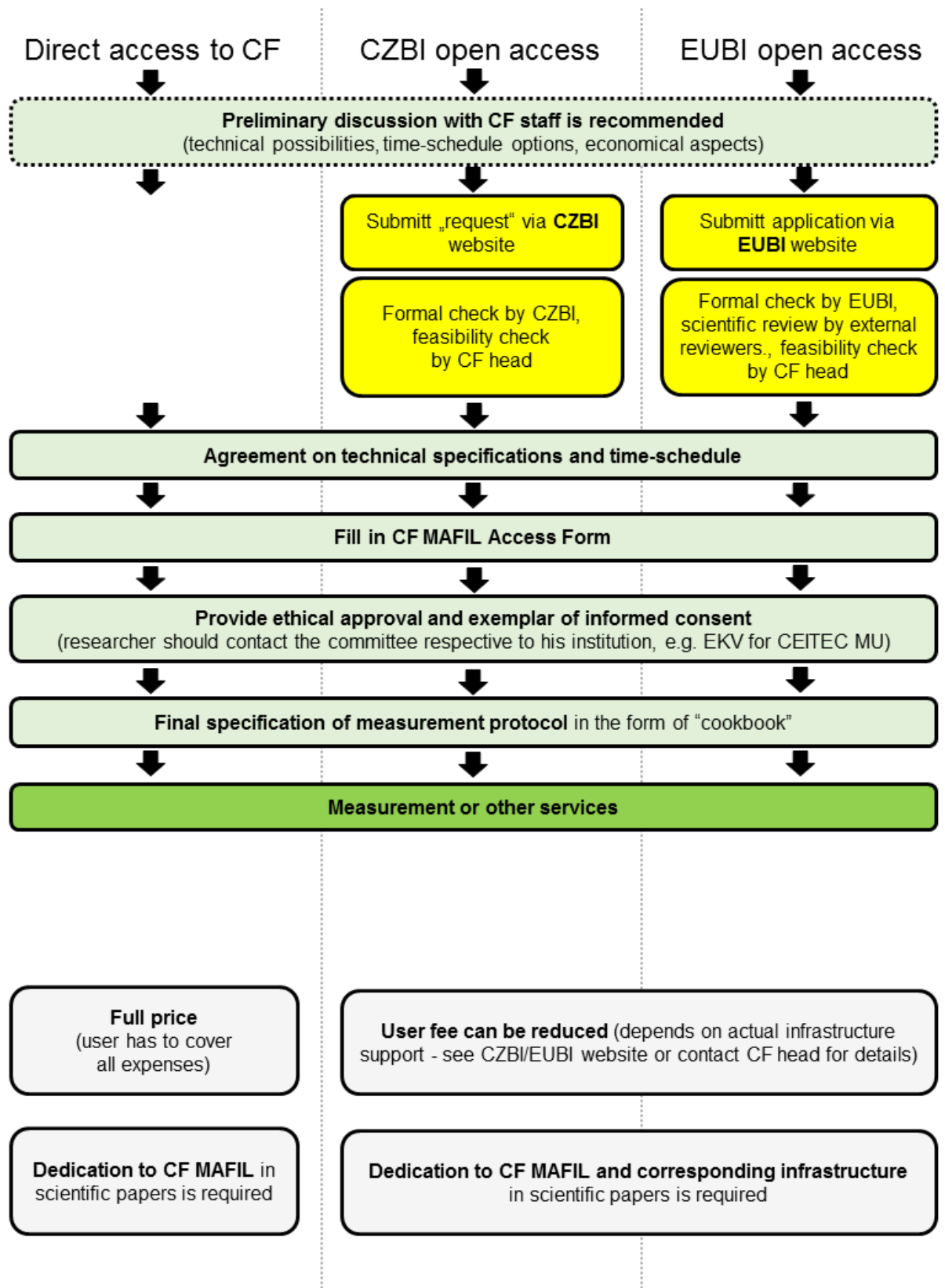


## Access to services of CF MAFIL

General overview is presented in following picture:



## 1) Necessary access technicalities

All measurements in CF MAFIL are based on entities called research projects (or studies). The research project is referred as a set of measurements with the same experimental protocol, related to the hypothesis of the research project. The project is associated with one responsible researcher (owner/project applicant) and it is typically measured within defined time-period. Please note, that specific funding entity (e.g., grant project) may contain more than one research project.

Out of the framework described above, few testing measurements can be done to verify technical feasibility of proposed hypotheses, please see the details below.

### Project-based measurements:

- Subsequent formalities have to be completed prior to the first measurement:
  - o Discussion of technical possibilities and time-schedule options of the project with CF staff
  - o Filling in *CF Access Form* (for each individual research project) – available at <http://mafil.ceitec.cz/en>
  - o Provide final electronic version of *informed consent* and *ethics committee approval* (*researcher should contact the committee respective to his institution, e.g. EKV for CEITEC MU*)
  - o Final specification of measurement protocol in the form of “cook book”, that should contain detailed description of measurement protocol, settings of sequences, list of used devices and their parameters, etc. This is particularly important for assuring high quality data.
- Booking of measurement time-slots have to be done via *CEITEC reservation system* (<http://booking.ceitec.cz>)! Each reservation in the planning board have to be dedicated to the appropriate project and approved by respective laboratory staff (i.e. MR or EEG) prior to the measurement itself!
- Measured data will be provided only to researchers specified in *CF Access Form*, all data will be anonymized using *Visit ID* code
- Personal data will be provided only to the research project owner or his/her designee

### Testing measurements:

- Discussion of hypothesis with CF MAFIL staff prior to the first measurement
- Measurement for free
- Only few measurements are done (typically few subjects or phantom measurements) to verify technical feasibility of proposed hypotheses
- Booking has to be done by CF MAFIL staff
- Measurement is done entirely by CF MAFIL staff or in cooperation with researcher

## 2) Access modes

### Specifics of access modes:

Direct access:

- Most preferred mode for grant funding
- Instant access to services (no scientific reviews of project proposal)
- Services are charged according to the official price list (full price)
- Possibility to use pre-reserved time-slots in *CEITEC reservation system*
- Small amount of free measurements for unexpected issues (e.g. failed measurements)

Infrastructure open access (CZBI = CzechBioImaging, EUBI = EuroBioImaging):

- It is necessary to submit application through Infrastructure website (<https://www.czech-bioimaging.cz> <http://www.eurobioimaging.eu> )
- Access is limited by available capacity of laboratory
- User fee can be reduced (depends on actual infrastructure support – see the infrastructure website or contact the CF head for the actual possibilities)

## 3) General recommendations and hints

- It is strongly recommend to discuss grant application with CF management prior to submission (CF MAFIL is not responsible for underestimated budget!)
- Discussing the practical aspects of various benefits for measured subject with MAFIL management in advance, please! (e.g. providing CD with measured data)
- It is strongly recommend to discuss the informed consent text with CF MAFIL staff to avoid confusing or false statements about safety, data protection etc.
- Please use following email alias for project-related topics [projects.mafil@ceitec.muni.cz](mailto:projects.mafil@ceitec.muni.cz)

*(last update 2020-03-05)*