

Welcome newcomer

When you're new to VIB MBC you have to process a lot of information. To help you get started, check out this page!

- Download and print the '[Newcomer Storyboard](#)' if you haven't received it yet. This document is **obligatory** and tells you who to see and what to do when you first arrive at the MBC.
- Feel welcome to ask information, advice or help from your lab manager or other people in the department.
- Contact the room responsible when you first work in a particular room to get the necessary training and clearance.

A bunch of more detailed information is on the restricted [intranet](#) site and you need to log in to have access. But since you are new, you may not have a login yet.

Let's check! Do you have a VIB MBC (@vib-ugent.be) e-mail account?

- **YES** -> you can [log in](#) for the [intranet](#) part of this site with your VIB MBC credentials, then come back to this page and use the link to the intranet pages below.
- **NO** -> ask your mentor/PI/group leader or the secretariat to take action. They will do so only after you have completed the '[Newcomer Storyboard](#)'.

With your VIB MBC credentials, you will be able to access the [Detailed info for newcomers](#). This page contains info on absences (holidays, pregnancy leave, work-related travel, ...), placing orders, the copy machine, leaving the department, ...