# Precision Omics Lab: README [Volunteers/Collaborators]

# Welcome to the Precision Omics | Huang Lab

Welcome to the Precision Omics Lab (PI: Dr. Kuan-lin Huang) at Icahn School of Medicine at Mount Sinai, NYC! This is the README to get started in the lab as a volunteer/external collaborator.

To learn how the lab runs, please read through everything below.
You can always revisit this Doc for logistic details.

For a conceptual framework for how the Huang lab is operated, please also read **Mentor & Mentee Expectations before you start**:
https://docs.google.com/document/d/1hsP1kx6Mlcfq5lmvOfAv3FFT2CvDisx8SaJlj9IBDM0/edit?tab=t.0

## How are lab projects managed?

- **File systems:**
  - Google Drive: general lab documents (ex. This one)
  - OneDrive: manuscript folders (doc, figure, scripts, etc) for your project
  - Minerva & Google Cloud: large-scale compute
- **Project communication & progress reporting:** SCRUM format
  - Lab/Project Meetings (see below)
  - Lab Calendar
  - Lab slack
- **Learning:**
  - Materials in the Training section
  - Always be reaching out to other project members!

## Onboarding To-dos

- Send Kuan your preferred email account for the lab's Google Calendar, Google Drive, and OneDrive (for non-Sinai members, for Sinai members this will be your Sinai mail).
- Read this document & ask Kuan if you have any questions.

## Lab Calendar & Meetings

Link to the lab Google calendar:
https://calendar.google.com/calendar?cid=YmRnYWNia21vcGwxb2o1YjRjZDVmOTNxbnNAZ3JvdXAuY2FsZW5kYXIuZ29vZ2xlLmNvbQ

# Kuan will add you to the specific project meeting on Google Calendar
> **Expectation:**
> - The meeting is for YOU. Come with a list of items you'd like to discuss.
> - : each person presents (1) what have you done? (2) what do you plan to do next? (3) questions/help needed? # Please note if you will miss the meeting

## Lab Google Drive

Contains general lab documents that are not directly related to a research project:
https://drive.google.com/drive/folders/1ZGQTplcnlZvK9azCtBqlzCEa5zBDMFyq?usp=sharing

## Lab Slack

We use Slack for rapid intra-lab communication.
> https://huang-lab-omics.slack.com

## Codes & GitHub

Please set up and send me your GitHub user names. All projects should have a folder on GitHub. All codes used to generate final models, statistics, and figures should be committed to the project folder:
> https://github.com/Huang-lab

## Physical lab space

As a volunteer/collaborator, you're welcome to visit, especially when we have project meetings or lab meetings (typically Tues).

Our physical office is located at **1399 Park Ave., 4th floor, New York, New York 10029**
 📍 **Computational Omics | Huang Lab**
If you wish to visit us, please let Kuan know in advance and tell the doorman you're visiting Prof Kuan at 4-420C upon your arrival. If you have an official badge as a volunteer/intern, you can just enter. REMIND Kuan before you start that he needs to get your badge activated.
To get card key access to the building or

Report any issues here, please use this form:
https://app.smartsheet.com/b/form/3847c259b6b24930b41ba74eddf0ef4f

On-campus wifi information: https://icahn.mssm.edu/about/computer-services/network
> User Name: "MSSMCAMPUS\YOUR USERNAME" or "Sinai Email"
> Domain: mountsinai.org
> Password: "Your Domain Password"
If asked to select a CA Certificate, select Do not Validate
https://icahn.mssm.edu/files/ISMMS/Assets/About%20the%20School/Computer%20Services/Mount-Sinai-Wifi-Instructions.pdf

# Training & Education

As scientists, we are not afraid of the unknown and aspire to grow every day. We do so by making our work 1% better each day through deliberate practice.

We have compiled a list of great training materials here:
https://docs.google.com/document/d/1tCuDujW8eId-8Q5SbnzHzDRc0g0nn0AsXCbUn3Pyq38/edit?usp=sharing
The ones highlighted in YELLOW are required before you start any research project.

All lab members are expected to visit the materials periodically and improve their work; note completing training can also be listed as a key result in your quarterly objectives.

# Lab OneDrive folder & managing your projects locally & sync on the cloud

All Lab data (including manuscripts and associated codes, data, grant documents, etc) are shared and edited in OneDrive. Setting up: https://setup.microsoft.com/onedrive

## What's in the lab folder on OneDrive

### ## manuscripts ##
Your project will be under a manuscript-specific folder
Please read **manuscripts/STARTER_KIT/README.md** thoroughly before proceeding to create or modify a new project directory.

# Compute: local, cluster, cloud

> Minerva: the super-computer resource at Mount Sinai

- If needed, Kuan can request an account for you as an external collaborator: https://labs.icahn.mssm.edu/minervalab/request-an-account/minerva-pi-action-required-pis-need-to-request-access-for-external-collaborators-through-sailpoint/
  - Will need a phone number, and email address for Kuan to process for you, may take 2 weeks to go through the 3 steps on Kuan/school's end
  - Once Kuan informs you it's completed, proceed to Step 3 on the right of this web page to reset the password, step 4-5 are already completed, on Step 6, click the link and while the page says "Result not found", you'd see on the right proceed onto "VPN Step 1" "VPN Step 2" to find your 8-digit SYMC ID to link with your account again: https://itsecurity.mssm.edu/vpn-instructions/owa/vpn-step-1/
  - If you run into issues with not being able to login to the VPN using your newly created credentials, you may need to work with Kuan and the IT Helpdesk contact listed below to upgrade access to one that allows for VPN access.
  - Remember to then do Step 6 to create a new Minerva account which is different from your VPN account. You will need to connect to the VPN to access the Minerva link - apply for one using the Mount Sinai ID received above at https://acctreq.hpc.mssm.edu/ <u>Please check the external account in the form</u>.
    You can reach out to the IT Helpdesk here for assistance on VPN issues. By Phone: 1-212-241-7091 Via email: ASCIT@mssm.edu


- Get started here: https://labs.icahn.mssm.edu/minervalab/minerva-quick-start/
- More documentation: https://labs.icahn.mssm.edu/minervalab/documentation/
- Ask HPChelp@mssm.edu if you have additional questions

> Google Cloud: for volunteers who work on large-scale computing, you may wish to request Google Cloud credit through their mechanism. Note it takes a while for them to approve & please check with Kuan if needed.

- https://edu.google.com/programs/credits/research/?modal_active=none