

Santiago Canyon College

Biology Microscope Agreement

The compound microscope is the main instrument used in all biological laboratory classes. Please carefully read these instructions and make sure that you understand them. **Points may be deducted from your grade if you do not follow these steps.**

1. Place the scope in the proper position on the table for use.
2. Plug the cord into the electrical outlet. Make sure that the excess cord is not dangling over the side of the table.
3. Turn on the light switch and increase the light intensity on the light switch about halfway (to 4 or 5, depending on the scope).
4. Adjust the ocular position to fit your eyes.
5. Lower the stage as far as it will go and make sure that the 4x objective is in the viewing position.
6. If a prepared slide is used, make sure that it is clean. If a fresh mount is used, remove excess water and dry the bottom.
7. Place the slide (specimen side up) and secure it with the mechanical stage clip.
8. Position the slide using the stage control knobs so that the specimen is in the middle of the beam of light.
9. With the 4x objective in place, focus the specimen using the coarse focus knob only.
10. Sharpen the image by using the fine focus knob.
11. Center the specimen in the field of vision using the stage control knobs.
12. To increase magnification, rotate the nosepiece so that the 10x objective lens is placed in viewing position. (As you rotate the lenses, observe from the side to make sure that the objective lens will clear the slide).
13. Looking through the ocular lenses, focus the microscope using the fine focus knob **ONLY!**
14. Re-center the object using the stage control knobs.
15. Repeat steps 12 - 13 to use the 40x objective lens. **DO NOT USE THE COARSE FOCUS KNOB!**

IT IS VERY IMPORTANT THAT YOU PUT THE MICROSCOPE AWAY CORRECTLY!!

Please follow these steps:

1. Lower the stage all the way.
2. Remove the microscope slide and put it back in the appropriate tray.
3. Return the 4x objective lens into viewing position.
4. Adjust the light switch to its lowest setting and turn off the light.
5. Center the stage clip so that the mechanical arm is positioned over the stage.
6. Unplug the cord and wrap it around the cord holder on the back of the microscope.
7. Return the scope to its proper place in the cabinet. **The handle should be facing out with the oculars facing the back of the cabinet. The microscope should be sitting on its base at the front end of the drawer (closest to you).** The microscope can be permanently damaged if stored incorrectly!



I, the undersigned, have read the instructions for the correct procedure in using the compound microscope and I understand that any improper use or handling of any microscope may result in the deduction of points from my grade.

Signature _____ Date _____ Sem _____ Instructor _____

Name (print) _____ Student ID # _____ Class _____ Ticket# _____

Please sign and return this completed section to your instructor.