


# FOM Registration instruction

NTU Singapore - FOM - Welcome




Welcome to **NTU Singapore** Facility Online Manager (FOM©)

Login – [NTU Network Account](#) or [External User Account](#)

Welcome New Users!

**Login with your NTU account**

NTU Singapore - FOM - User Registration



FOM New User Registration

NTU Net ID: YLChew

Category:  ← **Select category**

Department / Organisation:

Supervisor:  ← **Select your supervisor**  
[My supervisor is not listed here](#)

Name:

Staff Id / Matrix number:

Email:

Phone Number:  ← **Enter your mobile number**

Spam protection:  Replace the number in this text box with the sum of all its digits.

Your photo will appear here

## NTU Singapore - FOM - Message



Time on server  
Tuesday Oct. 28  
09 : 45 : 47

FOMERROR: WARNING: You must add a valid financial WBS Number before continuing, unless you are registering as a manager or a supervisor/assistant. [Click here to add WBS Number](#)

If you are registering as a manager or supervisor/assistant, please close the window and inform your facility administrator so s/he can upgrade your user role.

## NTU Singapore - FOM - My Accounts



Time on server  
Tuesday Oct. 28  
09 : 47 : 15

» YLChew - Home

» Instrument schedu

» Collaborate & Service

» Purchase Supplies

» Documents

» User Report

» My Profile

» My Accounts

» Contact Manager

Update User Accounts

#	Research description Name	WBS Number	Is Active?	Se
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Add a new account

Internal users must provide valid active financial account.

Research Description name:  (You should type something like "Study of Bees" or XYZ facility Material Analysis)

WBS Number:

GL Code:

Category:

Business Purposes/Description:

[Add this account](#)

Enter project title

Enter dummy account number

## NTU Singapore - FOM - My Accounts



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Update User Accounts

#	Research description Name	WBS Number	Is Active?
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Add a new account

Internal users must provide valid active financial account.

Research Description name:  (You should type something like "Study of Bees" or XYZ facility Material Analysis)

WBS Number:

GL Code:

Category:

Business Purposes/Description:

Message from webpage



Account M1234567-1234567 has been successfully added to the system.  
Please refresh the page to see the change.

OK



Time on server  
Tuesday Oct. 28  
09 : 48 : 39

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**Authorized Instruments (Click to view schedule)**

No instrument available. Click instrument name on right side to apply new instrument.

**Available Instruments (Click to request training or usage approval)**

- Select or type to search
- EEE  
+ [Facilities in this school](#)
  - ERI@N  
+ [Facilities in this school](#)
  - MAE  
+ [Facilities in this school](#)
  - NEWRI  
+ [Facilities in this school](#)
  - SBS  
+ [Facilities in this school](#)
  - SCBE  
+ [Facilities in this school](#)
  - SPMS  
+ [Facilities in this school](#)