

Biology 201 Quick Reference Guide to Correct Microscope Usage

1. When carrying the microscopes, put one hand on the arm/body tube and the other hand under the base of the microscope. Pretend it is a baby, and keep it close to your body.
2. Proper steps for all viewing:
 - a. Lower the stage.
 - b. Turn on the light and turn the dimmer switch up.
 - c. Rotate to the lowest power objective if it is not already in position.
 - d. Center the slide on the stage.
 - e. Focus using the course focus knob.
 - f. Increase magnification if necessary. Only use fine focus knob at this point.
3. Always clean the slides before and after use.
4. Only use lens paper on the microscope lenses.
5. Proper steps for putting away the microscopes:
 - a. Never go into the prep room area.
 - b. Rotate the nosepiece to the lowest power objective lens, but not by passing through the oil immersion lens.
 - c. Lower the stage completely.
 - d. Turn down the light source using the dimmer switch.
 - e. Turn the light source off.
 - f. Remove and clean the slide.
 - g. Place the microscope into the cabinet with the eyepieces facing **AWAY** from you in the correctly numbered spot.
6. When in doubt always ask your instructor how to use the microscope, especially when using the oil immersion lens.