Request a cube:

1. **Fill your project** – Follow the instructions under “Step-by-Step Website Instructions for Interaction Phase” to fill your project. You need to create a project, commit your token, and then invite three collaborators to join your project. Or you can search the available open projects (not filled, less than three tokens) and ask the owner to invite you.

2. **Enter your public information** – Once you have a filled project, click on the “request cube” button in the box on the project’s page. The window that pops up will now allow you to enter a title and description of your project. This title and description will go on a public website along with the image and the three investigators’ names. You should choose descriptive language that will make the work accessible to the general public. If you have concerns about disclosing intellectual property (IP), please contact OTT. When finished, click the checkbox.

3. **Enter uniqname for account manager** – You will see the question, “Who handles your research accounts?” Please enter the uniqname for the person who will be handling your MCubed account. Most likely this is the same administrative support person who ordinarily handles your research accounts. If you are unsure, check with your department’s business manager.

4. **Fill out the regulatory approvals log** – The final step is to make sure you have completed your regulatory approvals log. There is text under the public information entry boxes that, if you click on it, will bring up the worksheet. Make sure you answer all the questions to the best of your ability. Note that regulatory agreements do not have to be in place when you cube — you will be able to revisit this page to update it as your work progresses. When you have checked “yes” or “no” to all these items, hit “save” and you will be brought back to your previous window.

5. **Request your cube** – Once you have completed the steps listed above, the “request cube” button should become active. Clicking on it will bring up a popup window stating the operation cannot be undone. Click “ok” and your cube will be requested. If you view your project on the “Find a Project” page, the three maize-and-blue tokens should have turned into a gray cube. If your cube is approved — you should hear by the end of the month — the cube will turn maize and blue. And you will have $60,000 to spend!