

How to fill in results
Rotavirus and adenovirus,
detection (5098)

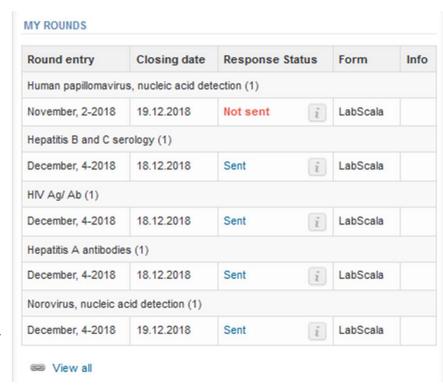
Quick guide for result reporting

- 1. Start from LabScala home page by choosing My Schemes —> Fill results -> choose correct round.
- 2. Add Specific Contact, choose Next.
- 3. Read Instructions, choose Next.
- 4. Update Sample registration, choose Save & next
- 5. Reporting results: choose measurement date, test kit/method and the result for each analyte.
- 6. Save your results as Save as final. Move to next specimen by choosing Next.
- 7. Validate your results and if needed, update them, finally choose Accept and send results.

Filling results

- The easiest way to access open schemes is from "My EQA" on the front page
- In the view of the next closing schemes the closing date and the status of the scheme can be seen
 - Fill results = eForm open for result filling
 - Not sent= result filling started but results not sent to Labquality
 - Sent = results sent to Labquality

Press "View all" to access all open rounds



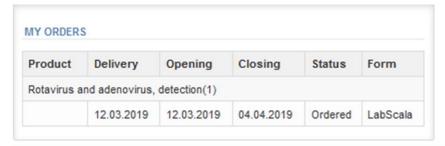
Request

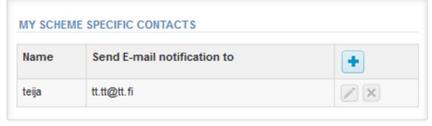
- After opening the scheme the request page is opened with the following information
 - Request: Here it can be seen what and how much has been ordered (e.g. Rotavirus and adenovirus, detection (1) means 1 set of samples ordered)
 - Instructions: Scheme spesific instructions can be read and printed
 - Pre-analytics: Sample arrival date, quantity received, sample storage conditions etc.
 - Analytics: analyte-specific results can be filled
 - Postanalytics: Validate results
 - Exit: Back to the front page
- Also the scheme specific contact information is filled here
 - The contact person receives reminders and important scheme-specific information
 - At least one contact person needs to be named!

Welcome to the round of Rotavirus and adenovirus, detection, March, 1-2019 analysis

LabScala User instructions

Request>>Instructions>>Pre-analytics>>Analytics>>Post-analytics>>Exit





By pressing the "Next" button

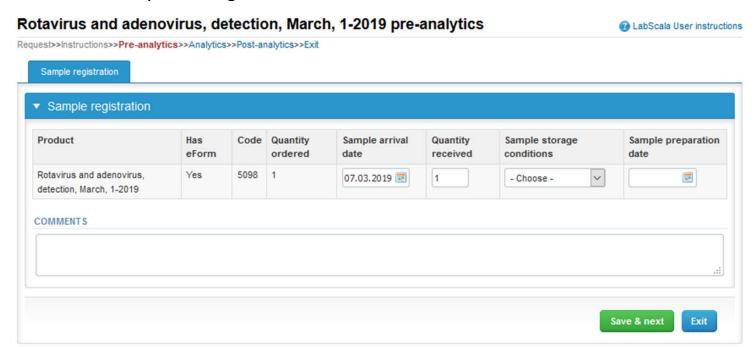
LabScala will automatically move you

forward



Pre-analytics

- In Pre-analytics, the following is asked
 - Sample arrival date
 - Quantity received: How many sample sets were received
 - Sample storage condition: How have the samples been stored before analysis (refrigerator, room temperature, freezer, other)
 - Sample preparation date: If done, if not, can be left empty
- Comments can be saved if needed
- Move forward by selecting "Save & next"



Results – how to start

In Analytics the analyte-specific results can be filled

RotaAq

07.03.2019

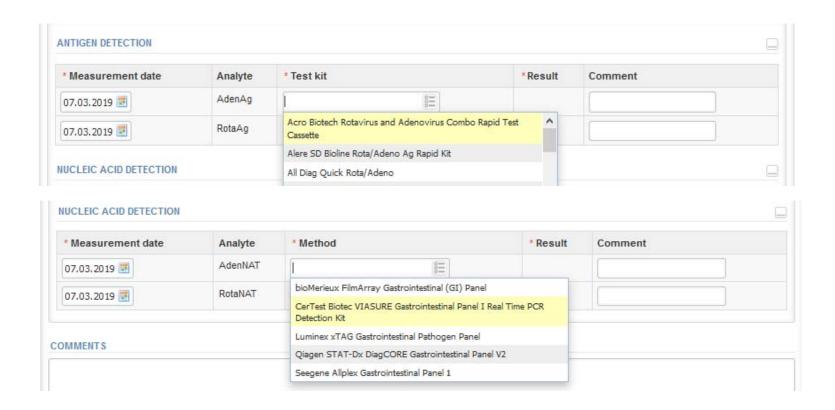
- If you have ordered multiple sample sets, the sets can be seen on the top of this view
- If the scheme has multiple samples, the samples are listed on top of the result form (e.g. S001, S002 and S003)
- Result filling is started by selecting the measurement day

If you want to report additional results from the same specimen, please select the "Add **result** +" and a new result field is opened. SAMPLE SETS Sample S001 Sample S002 Sample S003 Add result + ▼ Results 1 ANTIGEN DETECTION * Measurement date Analyte * Test kit *Result Comment AdenAg 0= 07.03.2019

0=

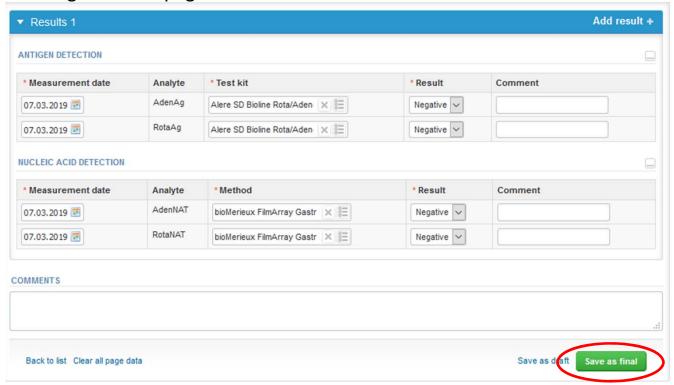
Results

• Choose the "Test kit/Method" from the drop-down list



Results

- Choose the result from the "Result" dropdown list.
- Finally, select
 - "Save as final" if you see the results as being final
 - "Save as draft" if you do not yet want to send in the results. Results are not processed in Labquality
- From this page you can return to the front page by selecting "Back to list" or clear the whole page by selecting "Clear all page data"



Post-analytics

- Next the user is taken to the result validation.
 - Product: What part of the process is being validated
 - Sample set: Which sample set is being validated
 - Sample: Which sample is being validated
 - Errors: If there are analyte-specific validation limit errors these are shown here
 - Last saved: The user who has saved the results
 - Date: Date of last saving
 - Status: Status of the results (Accepted, Draft, Error)

Rotavirus and adenovirus, detection, March, 1-2019 postanalytics

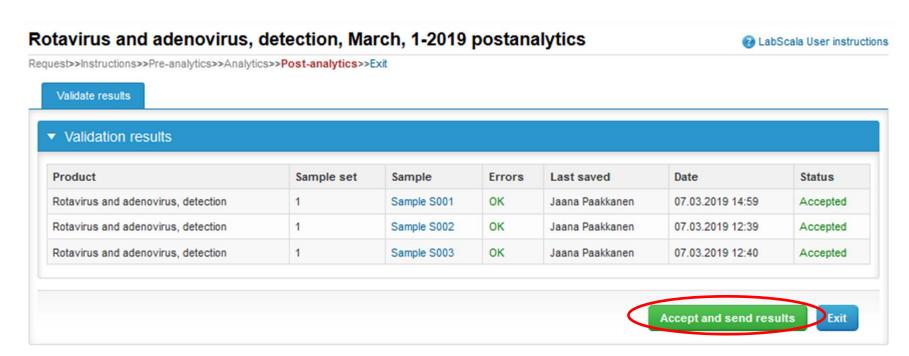
LabScala User instructions

Request>>Instructions>>Pre-analytics>>Analytics>>Post-analytics>>Exit

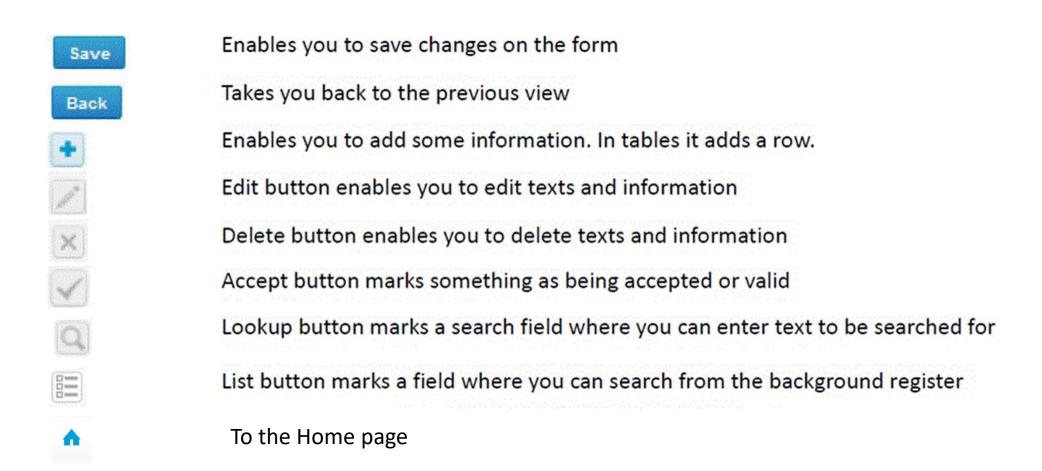


Post-analytics

- The results can be edited by selecting the correct sample
- When all of the states are such that the results can be sent to Labquality, select "Accept and send results"
- If you wish not to send the results yet, select "Exit"
- The results can be edited as long as the round is open, even if "Accept and send results" has been selected



LabScala buttons



Questions?

- In case you have questions, please contact:
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