



How to fill in results and add your own devices

2112 Hb, 3-level samples, POCT

2113 Hb, 3-level samples, cell counters and analysers

Getting started 1-2-3



The screenshot shows the LabScala login page. At the top is the LabScala logo. Below it is the heading "Login with username and password". There are two input fields: "Username:" and "Password:". Below the password field is a blue "Login" button and a link "Forgot your password?".

AUTH.01.1



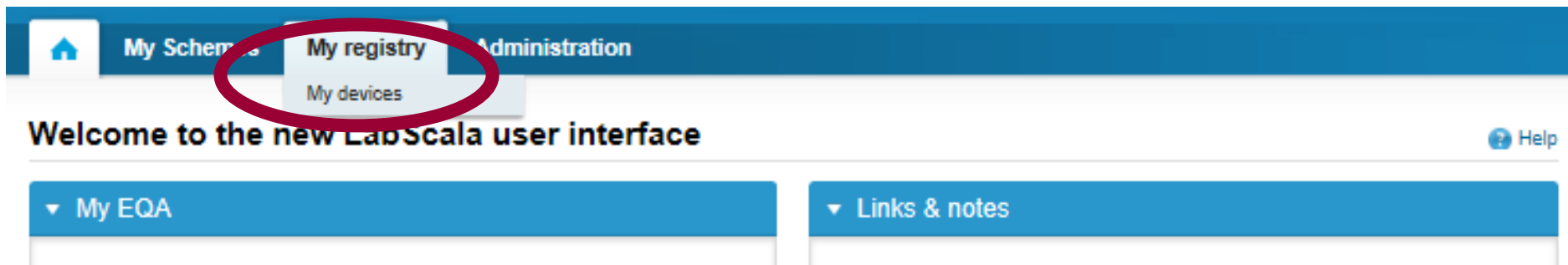
The screenshot shows the LabScala password change page. At the top is the LabScala logo. Below it is the heading "Password change". There are three input fields: "Old password:", "New password:", and "Repeat new password:". Below the "Repeat new password" field are two buttons: "Change" and "Back".

OS5.2

1. Login with your username and password.
2. If you use LabScala for the first time: Login using the existing Mainio (participant services) password
3. Change the password
 - Password needs to have 9 characters, one of which needs to be a letter and one a number
 - This will be your new administrator password
 - If you are already familiar with LabScala, use your own login name and password to access your account
4. Start using LabScala

Adding your own devices

- Select "My registry" then "My devices" in the top header and fill in your device information .
- Your devices are ready to be used directly from the eForm, this makes filling your results fast and easy.



Own devices

- In your devices list you are able to see all your devices that you have saved in LabScala
- If you have saved no devices, the list is empty
- Adding devices is done by selecting "New device"

My Schemes My registry Administration

Devices list

Help

▼ Devices

New device

Display: Active ▼


Nickname	Instrument	Manufacturer	Products	Client
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>


New device

NB! * - marked fields are mandatory!


Client code:


DEVICE

*** Instrument:** 

*** Manufacturer:** 

Nickname: * :
3 digit code or free text. Check instructions!

*** Start date:** 
Please note! The Start date must be earlier or the same as the Measurement date on the Result form.



End date: 
This field is not mandatory. The instrument cannot be used after the end date.

Location:

Client system ID:

USED FOR MEASURING SCHEMES

Product Active

Haemoglobin, 3-level samples POC analyzers  

ADDITIONAL INFORMATION
N.B. this information will not be read by Labquality, only for your internal notes

Access to the background register

Free text – fields. If something is written, LabScala searches the background register for matches.

Hint! If you write a part of your instrument name you do not need to fill in the manufacturer, LabScala does it for you!

Please make sure that you use your 3-digit code in all your Hb – devices in the Nickname – field!

NB! * - marked fields are mandatory!

Fill in the **start date** when you started to use this device. This date must be earlier than the date when you analyze the samples.

Client code:

DEVICE

* Instrument:

* Manufacturer:

Nickname: * :

3 digit code or free text. Check instructions!

* Start date:

Please note! The Start date must be earlier or the same as the Measurement date on the Result form.

End date:

This field is not mandatory. The instrument cannot be used after the end-date.

Location:

Client system ID:

USED FOR MEASURING SCHEMES

Product

Haemoglobin, 3-level samples POC analyzers

Active



ADDITIONAL INFORMATION

N.B. this information will not be read by Labquality, only for your internal notes

Back

Save

Fill in your own **system ID** for this device

You can also fill in **end date**, after this date this device is not valid on this scheme (you can leave it also empty).

Fill in the **location** of this device, for example Room 110.

NB! * - marked fields are mandatory!

Client code:  

DEVICE

* Instrument: 

* Manufacturer: 

Nickname: * :

3 digit code or free text. Check instructions!

* Start date: 

Please note! The Start date must be earlier or the same as the Measurement date on the Result form.


End date: 


This field is not mandatory. The instrument cannot be used after the end-date.

Location:

Client system ID:

USED FOR MEASURING SCHEMES

Product Active 

Haemoglobin, 3-level samples POC analyzers 

ADDITIONAL INFORMATION

N.B. this information will not be read by Labquality, only for your internal notes

Dropdown menu. Select the scheme in which you want this device to be used. Add it by pressing the Active – plus – sign on the right.

Back

Save

USED FOR MEASURING SCHEMES

Product

[-] Haemoglobin, 3-level samples POC analyzers

Active

Analyte

Definition

Active

Hemoglobin

1. Activate the analytes
You are measuring

2. Add the strip/reagent info by clicking the analytes name.

ADDITIONAL INFORMATION

N.B. this information will not be read by Labquality, only for your internal notes

Additional information if needed

Back

3. Back to My devices or Save

Save

(LQ.14.01.1)

Adding strip/reagent information

Access to background register

Product wise device definition

Help

▼ Add device's reagent info for Analyte Hemoglobin

* Reagent manufacturer:

* Reagent:

* Measure unit:

Choose your unit!

Back

Save

Free text – fields. If something is written, LabScala searches the background register for matches.

Remember to save!

Saving device information

DEVICE

Instrument: Hemocue Hb 201+ * Start date: 01.01.2014

Manufacturer: HEMOCUE

Nickname: *: 004
3 digit code or free text. Check instructions!

End date:

Please note! The Start date must be earlier or the same as the Measurement date on the Result form.

This field is not mandatory. The instrument cannot be used after the end-date.

Location:

Client System ID:

Please make sure that you use your 3-digit code in all your Hb-meters – devices in the Nickname – field!

USED FOR MEASURING SCHEMES

Product Active

[-] Haemoglobin, 3-level samples POC analyzers

Analyte	Definition	Active	
<input type="text"/>	<input type="text"/>	All <input type="text"/>	<input type="text"/>
Hemoglobin	HEMOCUE - Hemocue Hb 201+; g/l	<input checked="" type="checkbox"/>	<input type="text"/>

- Choose -

ADDITIONAL INFORMATION

N.B. this information will not be read by Labquality, only for your internal notes

Back

After adding the strip information, **remember to save!**




Save

Device saved

▼ Devices - 2399

New device

Showing entries 1-2 [Total 2] Display: Active ▾

Nickname/Client system ID ▲	Instrument ⇅	Manufacturer ⇅	Products ⇅	Client ⇅	
<input type="text" value="004"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
004	Hemocue Hb 201+	HEMOCUE	Haemoglobin, 3-level samples POC analyzers	2399	
004	Afinion AS100	AXIS SHIELD	C-reactive protein (CRP), quantitative methods	2399	

**Device is now saved and ready to be used
in the eForms of LabScala!**

If you have multiple devices, choose next New device.

Filling results

- The easiest way to access open schemes is from "My EQA" on the front page
- In the view of the next 3 closing schemes the closing date and the status of the scheme can be seen
 - **Open** = eForm open for result filling
 - **Draft** = result filling started but results not sent to Labquality
 - **Final** = results sent to Labquality

Welcome to the new LabScala user interface

▼ My EQA

LATEST 3 NOTIFICATIONS

You have no notifications.

NEXT 3 CLOSING SCHEMES


Round	Closing date	Status
Clinical chemistry: Endocrinology Urine, strip test A, November, 2012	30.11.2012	Draft
Diabetes Analysis Glucose meters, POC, November, 2012	30.11.2012	Draft
Diabetes Analysis Glucosemeters, HemoCue, November, 2012	30.11.2012	Draft

MY REPORTS

Filling results

- First add your **scheme-specific** contact info by pressing plus – sign
- Fill in name and email address or phone number (you can add as many contact persons as you like)
- **Save** and choose Next

MY SCHEME SPECIFIC CONTACTS

Name	Send E-mail notification to	
		

[Next](#) [Exit](#)

Add scheme contact person

▼ Add/edit scheme contact person

* Name:

Email:

Phone:

[Back](#)

Filling results

- The eForms can be accessed also from "My Schemes" in the header
 - **Fill results:** access to eForms that are open for result filling
 - **View all:** access to a list of ordered schemes which have a LabScala-eForm
 - **Mainio:** other Internet – surveys and e-schemes

The screenshot shows the LabScala user interface. At the top, there is a navigation bar with a home icon and the following menu items: My Schemes, My registry, Administration, and Powerus. The 'My Schemes' dropdown menu is open, showing options for 'Fill results', 'View all', and 'Mainio'. Below the navigation bar, the text 'LabScala user interface' is visible. The main content area is titled 'My EQA' and contains two sections: 'LATEST 3 NOTIFICATIONS' (with the message 'You have no notifications.') and 'NEXT 3 CLOSING SCHEMES'. The 'NEXT 3 CLOSING SCHEMES' section contains a table with the following data:

Round	Closing date	Status
Clinical chemistry: Endocrinology Urine, strip test A, November, 2012	30.11.2012	Draft
Diabetes Analysis Glucose meters, POC, November, 2012	30.11.2012	Draft
Diabetes Analysis Glucosemeters, HemoCue, November, 2012	30.11.2012	Draft

Filling results

- After selecting an open scheme the results can be filled
- Result filling is presented as a process:
 - **Request:** Important round-specific information
 - **Instructions:** Printable instruction letter
 - **Pre-analytics:** Sample delivery information
 - **Analytics:** Enter your results
 - **Post-analytics:** Validation of the results (check and save)
 - **Exit:** Back to the front page
- Access to the next step of the process can be done after the previous step is completed



Request

- After opening the scheme the request page is opened with the following information
 - **Product:** here it can be seen what and how much has been ordered
 - **Delivery:** samples sent from Labquality
 - **Opening:** Result filling /eForm is opened
 - **Closing:** eForm is closed
 - **Status:** status of the scheme (Open, Draft, Final as before)
- Also the scheme specific contact information is filled here
 - The contact persons receive reminders and important scheme-specific information
 - **At least one contact person needs to be named!**

Welcome to the survey of Haemoglobin 3-level, September, 2014 analysis

[? Help](#)
[Request](#)>>[Instructions](#)>>[Pre-analytics](#)>>[Analytics](#)>>[Post-analytics](#)>>[Exit](#)

MY ORDERS					
Product	Delivery	Opening	Closing	Status	Form
Haemoglobin, 3-level samples Cell counters and analyzers(5)					
	23.09.2014	24.09.2014		Draft	LabScala
Haemoglobin, 3-level samples POC analyzers(5)					
	23.09.2014	24.09.2014		Draft	LabScala

MY SCHEME SPECIFIC CONTACTS		
Name	Send E-mail notification to	
Testi	testi@testi.com	 

► Coordinator contact information

[Next](#)
[Exit](#)

Instructions







- In Instructions the scheme-specific instructions can be printed by pressing the "Print instructions" button.

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"

Sample registration

▼ Sample registration

Product	Has eForm	Code	Quantity ordered	Sample arrival date	Quantity received	Sample storage conditions	Sample preparation date
Haemoglobin, 3-level samples POC analyzers, September 2014	Yes	2112	5	18.09.2014 	5	+2 ... +8 C 	
Haemoglobin, 3-level samples Cell counters and analyzers, September 2014	Yes	2113	5	18.09.2014 	5	+2 ... +8 C 	

COMMENTS

⋮

Results – types of results

- Results can be marked as
 - Numeric
 - Separated by a dot or comma
 - $>$ or $<$ a numeric value
 - $>ML$, $<ML$ (ML=measuring limit)
 - $>DL$, $<DL$ (DL=detection limit)

Results – how to start

- In Analytics page the results can be filled
- 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. Sample S001 and Sample S002)
- Result filling is started by selecting the measurement day
- Saved device can be chosen from the dropdown list in the result form
- Fill in the result (you can use either comma or dot)

SAMPLE SETS

First Previous **1** 2 3 4 5 Next Last

Sample S001 Sample S002 Sample S003

▼ Hb 3-level POC measurement results for Sample S001

Measurement date	Analyte	Device	Instrument	Reagent	Result	Unit
19.09.2014	Hemoglobiini	003	Hemocue Hb 201+	Hemocue Hb 201+	156	g/l

COMMENTS

Back to list Clear all page data Save as draft **Save as final**

Results

- There is place for comments at the end of the page
- Options for saving on this page are
 - Use "Save as draft", if you don't want to send the results yet
 - Use "Save as final", if you want to send the results to Labquality
- Back to list –button takes you back to the front page
- Clear all page data –button clears all the information on this page

SAMPLE SETS

First Previous **1** 2 3 4 5 Next Last

Sample S001 Sample S002 Sample S003

▼ Hb 3-level POC measurement results for Sample S001

Measurement date	Analyte	Device	Instrument	Reagent	Result	Unit
19.09.2014	Hemoglobiini	003	Hemocue Hb 201+	Hemocue Hb 201+	156	g/l

COMMENTS

Back to list Clear all page data Save as draft **Save as final**

Results

- If "Save as final" was selected the results are saved and the table is closed. The data can be edited by selecting "Edit data" from the bottom of the page
- By selecting "Next" LabScala takes you automatically to the next sample or sample set to be filled

SAMPLE SETS

First Previous **1** 2 3 4 5 Next Last

Sample S001 Sample S002 Sample S003

▼ Hb 3-level POC measurement results for Sample S002

Measurement date	Analyte	Device	Instrument	Reagent	Result	Unit
19.09.2014	Hemoglobiini	003	Hemocue Hb 201+	Hemocue Hb 201+	120	g/l

COMMENTS

Back to list Edit data Next

Post-analytics

- When all of the results have been filled the user is taken to Post-analytics for result validation
 - **Product:** what part of the process is being validated
 - **Sample set:** which sample set is being validated
 - **Sample:** which sample
 - **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**, **Open**, **Error**)

Validate results

Validation results

Product	Sample set	Sample	Errors	Last saved	Date	Status
Preanalytics		Registration	OK	Rauvo, Päivi	18.09.2014 10:38	Accepted
Haemoglobin, 3-level samples POC analyzers	1	Sample S001	OK	Rauvo, Päivi	23.09.2014 16:36	Draft
Haemoglobin, 3-level samples POC analyzers	1	Sample S002	OK	Rauvo, Päivi	23.09.2014 16:38	Accepted
Haemoglobin, 3-level samples POC analyzers	1	Sample S003	OK	Rauvo, Päivi	23.09.2014 16:38	Accepted

Accept and send results

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
- After the results have been sent you will be taken back to the front page

Validate results

Validation results

Product	Sample set	Sample	Errors	Last saved	Date	Status
Preanalytics		Registration	OK	Rauvo, Päivi	18.09.2014 10:38	Accepted
Haemoglobin, 3-level samples POC analyzers	1	Sample S001	OK	Rauvo, Päivi	23.09.2014 16:36	Draft
Haemoglobin, 3-level samples POC analyzers	1	Sample S002	OK	Rauvo, Päivi	23.09.2014 16:38	Accepted
Haemoglobin, 3-level samples POC analyzers	1	Sample S003	OK	Rauvo, Päivi	23.09.2014 16:38	Accepted

Accept and send results

Exit

LabScala buttons

 Save

Enables you to save changes on the form

 Back

Takes you back to the previous view



Enables you to add some information. In tables it adds a row.



Edit button enables you to edit texts and information



Delete button enables you to delete texts and information



Accept button marks something as being accepted or valid



Lookup button marks a search field where you can enter text to be searched for



List button marks a field where you can search from the background register



Takes you back to the front page

Questions?

- In case you have questions, please contact:
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