



How to fill in results and
add your own devices
HbA1c

Getting started 1-2-3



The image shows the LabScala login interface. At the top is a blue header with the LabScala logo and name. Below the header, the text "Login with username and password" is displayed. There are two input fields: "Username:" and "Password:". Below the "Password:" field, there is a blue "Login" button and a link "Forgot your password?".

AUTH.01.1



The image shows the LabScala password change interface. At the top is a blue header with the LabScala logo and name. Below the header, the text "Password change" is displayed. There are three input fields: "Old password:", "New password:", and "Repeat new password:". Below the "Repeat new password:" field, there 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

Easy access first page

The screenshot shows the LabScala user interface dashboard. At the top, there is a navigation bar with 'My Schemes', 'My registry', and 'Administration'. Below this, a welcome message reads 'Welcome to the new LabScala user interface' with a 'Help' link. The dashboard is divided into several sections: 'My EQA' (circled in red), 'Links & notes' (circled in red), 'LATEST 3 NOTIFICATIONS' (with 'You have no notifications.'), 'NEXT 3 CLOSING SCHEMES' (circled in red), and 'IMPORTANT NOTES'. The 'NEXT 3 CLOSING SCHEMES' section contains a table with the following data:

Round	Closing date	Status
Clinical chemistry: Endocrinology Hormones A, June, 2012	30.12.2012	Draft
Clinical chemistry: Endocrinology Hormones B, June, 2012	30.12.2012	Draft

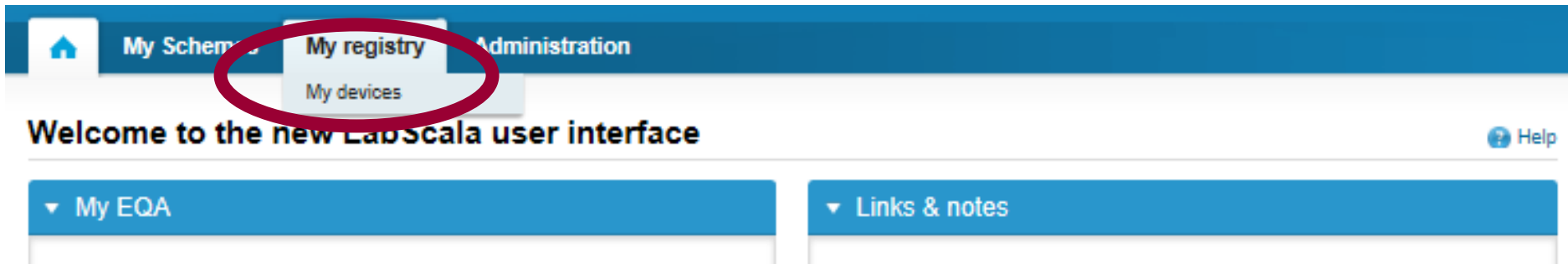
Below the table, there is an 'Additional info' section (circled in red) with a right-pointing arrow. To the right of the dashboard, there are links for 'Place orders', 'View reports', 'Fill results', and 'Go to Mainio'. The 'IMPORTANT NOTES' section contains a message about postponed fungal culture delivery and a 'BALM2012 successful' notification.

Own open rounds

DASHBOARD WITH GROUPED LINKS

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"

The screenshot displays the 'Own devices' interface in LabScala. At the top, there is a navigation bar with three tabs: 'My Schemes', 'My registry' (which is active), and 'Administration'. Below the navigation bar, the page title is 'Devices list' with a 'Help' icon on the right. A blue header bar contains a dropdown menu labeled 'Devices'. Below this, there is a large empty area for the device list. In the top right corner of this area, a blue button labeled 'New device' is circled in red. Below the empty area, there is a 'Display: Active' dropdown menu. At the bottom of the page, there is a search table with the following columns: 'Nickname', 'Instrument', 'Manufacturer', 'Products', and 'Client'. Each column has a corresponding input field. A search icon is located to the right of the input fields. At the bottom right of the page, there is another blue button labeled 'New device'.

▼ Add a device

Client: 1999 Labquality OY

Client code: 1999

DEVICE

Access to the background register

* Instrument:

* Manufacturer:

* Nickname:

* Start date:

End date:

Location:

Client system ID:

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!

USED FOR MEASURING SCHEMES

Product

Glucosemeters

Active



ADDITIONAL INFORMATION

Back

Save

NB! * - marked fields are mandatory!

Add a new device

▼ Add a device

Client: 1999 Labquality OY

Client code: 1999

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.

DEVICE

* Instrument:

* Manufacturer:

* Nickname:

* Start date:

End date:

Location:

Client system ID:

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

USED FOR MEASURING SCHEMES

Product

Glucosemeters

Active



ADDITIONAL INFORMATION

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.

Back

Save

NB! * - marked fields are mandatory!

Add a new device

Help

▼ Add a device

Client: 1999 Labquality OY

Client code: 1999

DEVICE

* Instrument:

* Start date:

* Manufacturer:

End date:

* Nickname:

Location:

Client system ID:

USED FOR MEASURING SCHEMES

Product

Active

Glucosemeters

ADDITIONAL INFORMATION

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

Product Active

[-] Haemoglobin A1c

Display: All

Analyte	Definition	Active
Haemoglobin A1c		<input type="checkbox"/>
Haemoglobin A1c (%)		<input type="checkbox"/>

- Choose -

1. Activate the analytes
You are measuring

2. Add the reagent info by clicking the analytes names.

ADDITIONAL INFORMATION

Additional information if needed

Back 3. Back to My devices or Save Save

Adding reagent information

Access to background register

Product wise device definition

Help

▼ Add device's reagent info for Analyte Hemoglobin A1c

* Reagent manufacturer: BIO-RAD
* Reagent: Variant II Turbo Hemo
* Measure unit: mmol/mol

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: Variant II Turbo
Manufacturer: BIO-RAD
* Nickname:

* Start date:  
End date:  
Location:
Client system ID:


USED FOR MEASURING SCHEMES

Product	Active	
[-] Haemoglobin A1c	<input checked="" type="checkbox"/>	
Display: All 		
Analyte	Definition	Active
Hemoglobin A1c	BIO-RAD - Variant II Turbo Hemoglobin A1c kit; mmol/mol	<input checked="" type="checkbox"/>
Hemoglobin A1c (%)	BIO-RAD - Variant II Turbo Hemoglobin A1c kit; % of Hb	<input checked="" type="checkbox"/>
[+] Haemoglobin A1c, POC		<input checked="" type="checkbox"/>
<input type="text" value="- Choose -"/> 		

ADDITIONAL INFORMATION

Back

Save




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

Device saved

▼ Devices - 1999 Labquality

[New device](#)

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

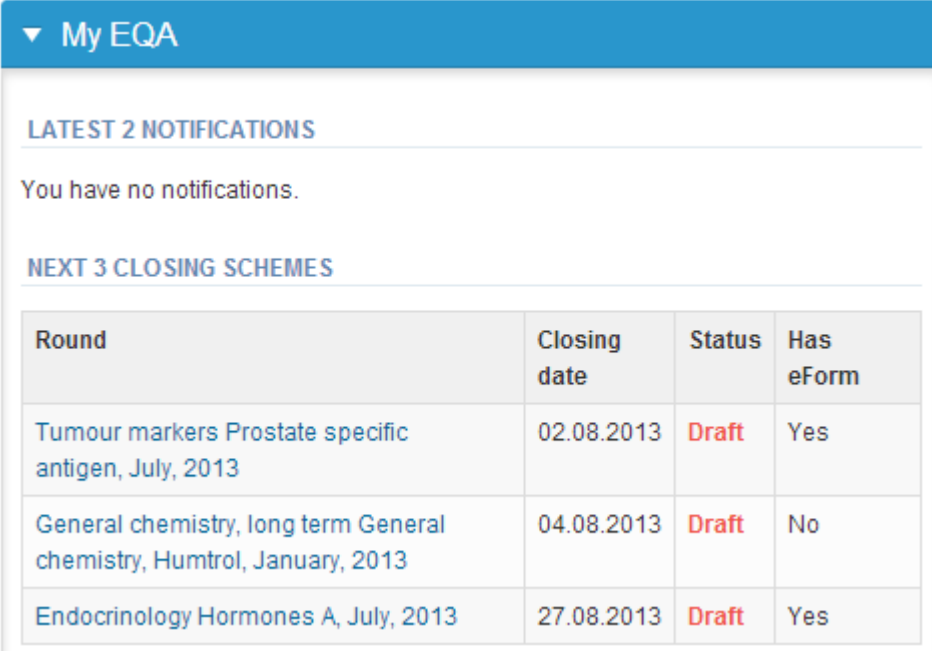
Nickname/Client system ID ▲	Instrument ⇅	Manufacturer ⇅	Products ⇅	Client ⇅	
<input type="text" value="hba"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
HbA1c-device	Variant II Turbo	BIO-RAD	Haemoglobin A1c, POC, Haemoglobin A1c	1999	
HbA1c-laite	Pentra 400	HORIBA ABX DIAGNOSTICS	Haemoglobin A1c	1999	

[New device](#)

**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
 - **Accepted** = results sent to Labquality




The screenshot shows a web interface for 'My EQA'. It has a blue header with a dropdown arrow and the text 'My EQA'. Below the header, there are two sections: 'LATEST 2 NOTIFICATIONS' and 'NEXT 3 CLOSING SCHEMES'. The 'NEXT 3 CLOSING SCHEMES' section contains a table with four columns: Round, Closing date, Status, and Has eForm. The table lists three schemes, all with a 'Draft' status.

Round	Closing date	Status	Has eForm
Tumour markers Prostate specific antigen, July, 2013	02.08.2013	Draft	Yes
General chemistry, long term General chemistry, Humtrol, January, 2013	04.08.2013	Draft	No
Endocrinology Hormones A, July, 2013	27.08.2013	Draft	Yes

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:

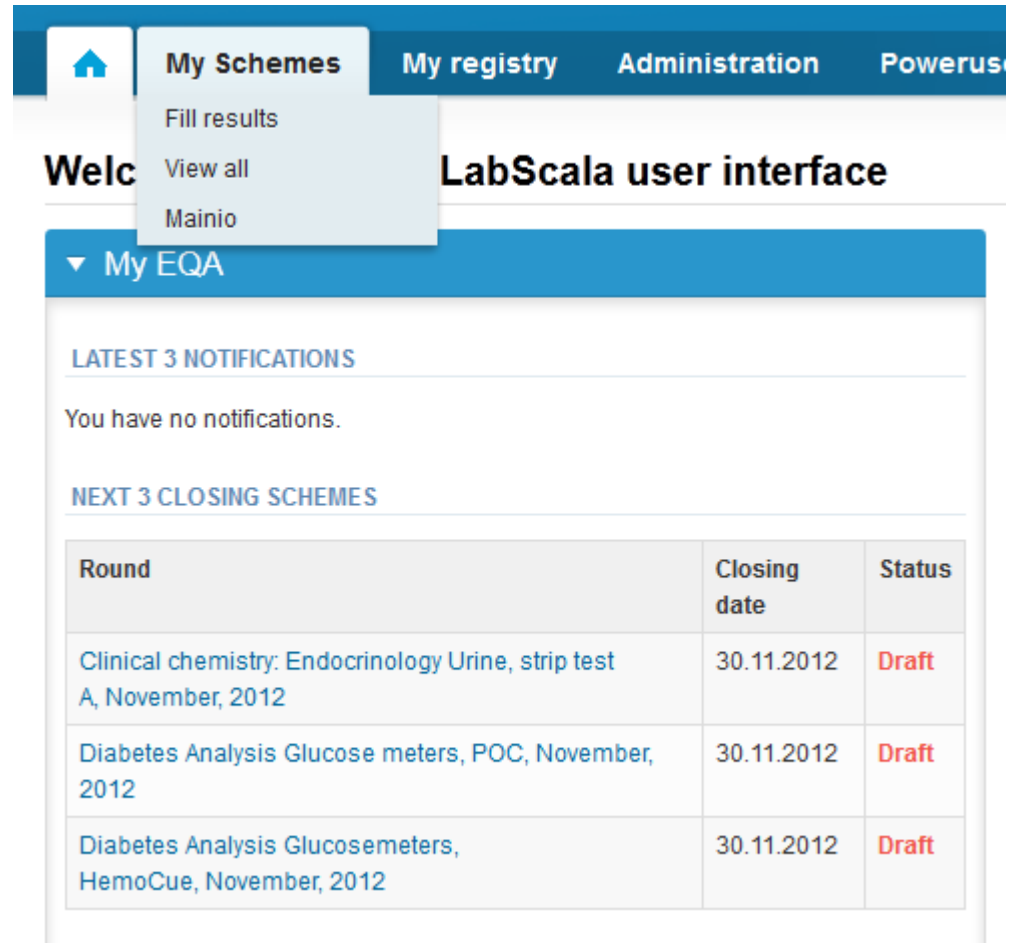
Email:

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 all ordered schemes
 - **Mainio:** other Internet – surveys and e-schemes



The screenshot displays 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. A dropdown menu is open under 'My Schemes', showing options for 'Fill results', 'View all', and 'Mainio'. Below the navigation bar, the text 'Welcome' and 'LabScala user interface' are 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 three rows of 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:

Welcome to the survey of Haemoglobin A1c, August, 2013 analysis

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

- **Request:** Important round-specific information
 - **Instructions:** Printable instruction letter
 - **Pre-analytics:** Sample delivery informationn
 - **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 is gained 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
 - **Reports:** expected date of report publishing in the internet
 - **Status:** status of the scheme (Open, Draft, Accepted 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 A1c, August, 2013 analysis

[? Help](#)

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

SHORTCUTS

- [See orders in Mainio](#)
- [Place a new order](#)

MY ORDERS

Product	Delivery	Opening	Reports	Status	Has eForm
Haemoglobin A1c(1)	19.07.2013	19.07.2013		Accepted	Yes
Haemoglobin A1c(1)	19.07.2013	19.07.2013		Draft	Yes
Haemoglobin A1c, POC(1)	19.07.2013	19.07.2013		Accepted	Yes

MY SCHEME SPECIFIC CONTACTS

Name	Send E-mail notification to	
Testi Testaaja	testi@testi.fi	+
		✎ ✕

Next

Exit

Instructions

- In Instructions the scheme-specific instructions can be read and printed by pressing the "Print instructions" button on the bottom of the page

Glucose meters, POC, November, 2012 instructions

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

2570 GLUCOSE METERS 1

GENERAL INFO

Welcome to this Glucose meters 1 survey. This is the last survey for year 2012.

SAFETY INFO

Sample 1 is animal based haemolysed liquid control. The animal material, from which this consumption with no known risk of transmittable diseases. Normal laboratory precautions be carried out in the same way as for patient blood.

SCHEDULE

Analyze the samples as soon as possible and report the results no later than 17th of Dece

SAMPLE INFORMATION

Samples may be stored between (2 ... 8 oC). Allow the specimen to stand at room temper appears homogenous. Do not mix too vigorously.

You may measure five instruments with one specimen.

Note! Each glucose meter has an own number code. Please make sure that you use your

For Hemocue instrument you should use survey number 2580.

Note! This specimen is not suitable for On Call Plus meters.

CONTACT INFO

▶ Päivi Rauvo paivi.rauvo@labquality.fi

Print instructions

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"



Haemoglobin A1c, August, 2013 preanalytics

[Help](#)

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

Sample registration

▼ Sample registration

Product	Has eForm	Code	Quantity ordered	Sample arrival date	Quantity received	Sample storage conditions	Sample preparation date
Haemoglobin A1c, August 2013	Yes	1261	1	22.07.2013 	<input type="text" value="1"/>	Room temperature 	22.07.2013 
Haemoglobin A1c, August 2013	Yes	2260	1	22.07.2013 	<input type="text" value="1"/>	Refrigerator 	22.07.2013 
Haemoglobin A1c, POC, August 2013	Yes	1260	1	19.07.2013 	<input type="text" value="1"/>	Other 	19.07.2013 

COMMENTS

Save & next

Exit

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 sample, the samples are listed on top of the result form (e.g. Sample 1 and Sample 2)
- Result filling is started by selecting the measurement day
- Saved device can be chosen from the dropdown list in the result form
- Fill in also lot and exp.date of the strip
- Fill in the result (you can use either comma or dot)

SAMPLE SETS

FirstPrevious1NextLast

Sample S001Sample S002

▼ HbA1c measurement results for Sample S001

Measurement date	Analyte	Device	Instrument	Reagent	Result	Unit
19.07.2013	Hemoglobin A1c	HbA1c-device	Variant II Turbo	Variant II Turbo Hemoglobin A1c kit	<input type="text" value="55"/>	mmol/mol
19.07.2013	Hemoglobin A1c (%)	HbA1c-device	Variant II Turbo	Variant II Turbo Hemoglobin A1c kit	<input type="text" value="9.3"/>	% of Hb

Results

- There is place for comments at the end of the page
- Options for saveing on this page are
 - Use "Save", 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

19.07.2013 	Hemoglobin A1c (%)	HbA1c-device  	Variant II Turbo	Variant II Turbo Hemoglobin A1c kit	9.3	% of Hb
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COMMENTS

[Back to list](#) [Clear all page data](#)

Save

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](#)[Next](#)[Last](#)[Sample S001](#)[Sample S002](#)

▼ HbA1c measurement results for Sample S001

Measurement date	Analyte	Device	Instrument	Reagent	Result	Unit
19.07.2013	Hemoglobin A1c	HbA1c-device	Variant II Turbo	Variant II Turbo Hemoglobin A1c kit	55	mmol/mol
19.07.2013	Hemoglobin A1c (%)	HbA1c-device	Variant II Turbo	Variant II Turbo Hemoglobin A1c kit	9.3	% of Hb

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, Error)

Validate results

Validation results

Product	Sample set	Sample	Errors	Last saved	Date	Status
Preanalytics		Registration	OK	Pelanti, Jonna	22.07.2013 09:39	Accepted
Haemoglobin A1c, POC	1	Sample S001	OK	Pelanti, Jonna	22.07.2013 14:55	Accepted
Haemoglobin A1c, POC	1	Sample S002	OK	Pelanti, Jonna	22.07.2013 14:43	Accepted
Haemoglobin A1c	1	Sample S003	OK	Pelanti, Jonna	22.07.2013 14:56	Draft
Haemoglobin A1c	1	Sample S004	OK	Pelanti, Jonna	22.07.2013 09:41	Accepted
Haemoglobin A1c	1	Sample S001	OK	Pelanti, Jonna	22.07.2013 14:43	Accepted
Haemoglobin A1c	1	Sample S002	OK	Pelanti, Jonna	22.07.2013 09:40	Open
Haemoglobin A1c	1	Sample S003	OK	Pelanti, Jonna	22.07.2013 09:40	Open
Haemoglobin A1c	1	Sample S004	OK	Pelanti, Jonna	22.07.2013 09:40	Open

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

Haemoglobin A1c	1	Sample S004	OK	Pelanti, Jonna	22.07.2013 09:41	Accepted
Haemoglobin A1c	1	Sample S001	OK	Pelanti, Jonna	22.07.2013 14:43	Accepted
Haemoglobin A1c	1	Sample S002	OK	Pelanti, Jonna	22.07.2013 09:40	Open
Haemoglobin A1c	1	Sample S003	OK	Pelanti, Jonna	22.07.2013 09:40	Open
Haemoglobin A1c	1	Sample S004	OK	Pelanti, Jonna	22.07.2013 09:40	Open

Accept and send results

Exit

Exit

- After selecting "Exit" you will be taken back to the front page

Welcome to the new LabScala user interface

[? Help](#)

▼ 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 Glucosemeters, November, 2012	30.11.2012	Accepted
Diabetes Analysis Glucosemeters, HemoCue, November, 2012	30.11.2012	Draft

MY REPORTS

[Go to Mainio reports](#)

▼ Links & notes

SHORTCUTS

- [Place orders](#)
- [View reports](#)
- [Fill results \(Mainio\)](#)
- [Go to Mainio](#)

IMPORTANT NOTES

SCHEME 3830 Standard cytogenetics

The delivery time of the survey Standard cytogenetics 1, 2012 (product 3830, May) will be postponed. The participants will be informed about the new delivery time. Please see our delivery calendar on www.labquality.fi for information when the scheme will be opened. This information will be available there as soon as we know the exact date for this scheme.

Access to e-schemes

To access e-schemes you have to select "Go to Mainio" under "Links&Notes" or "Mainio" under the header link "My Schemes". This takes you to the familiar system Mainio and there from the left you can select e-schemes.

▶ Additional info

LabScala buttons

A blue rectangular button with the word "Save" in white text.

Enables you to save changes on the form

A blue rectangular button with the word "Back" in white text.

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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