



How to fill in results  
*Herpes simplex 1 and 2,*  
antibodies

# 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, choose Device (method) or if needed, add it. If you can't find your instrument in the registry, please contact the Coordinator.
6. Save your results as Save as final.
7. Validate your results and if needed, update them, finally choose Accept and Send results

# Result reporting

The screenshot shows the LabScala user interface. At the top, a blue navigation bar contains the following items: a home icon, 'My Orders', 'My Schemes' (circled in red), 'My Registry', 'Administration', 'Poweruser', and 'Order management'. Below the navigation bar, a white banner reads 'Welcome to the new LabScala user interface' with a 'Help' icon on the right. The main content area is divided into two columns. The left column is titled 'My EQA' and contains sections for 'LATEST 2 NOTIFICATIONS' (stating 'You have no notifications.'), 'NEXT 3 CLOSING SCHEMES', and 'MY REPORTS' (with a 'Go to Mainio reports' link). The 'NEXT 3 CLOSING SCHEMES' section contains a table with the following data:

Round	Closing date	Status	Has eForm
Tumour markers Tumour Markers, August, 2013	19.09.2013	Draft	2700 - Yes 2702 - No
Urine analysis Urine strip test and particle count, September, 2013	20.09.2013	Draft	No
Urine analysis Urine quantitative chemistry, September, 2013	20.09.2013	Open	No

The right column is titled 'Links & notes' and contains sections for 'SHORTCUTS' and 'IMPORTANT'. Two callout boxes with arrows pointing to the 'My Schemes' menu and the 'NEXT 3 CLOSING SCHEMES' table provide instructions and definitions.

Choose correct EQA round on the front page or by choosing My Schemes, Fill results

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

Additional info

# 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 (e.g. Hormones A (5) means 5 sets of samples ordered)
  - **Instructions:** Scheme specific instructions can be read and printed
  - **Pre-analytivs:** 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 persons receive reminders and important scheme-specific information
  - **Note: At least one contact person needs to be named!**

The screenshot shows the 'Request' page in LabScala. At the top, there is a breadcrumb navigation: Request >> Instructions >> Pre-analytics >> Analytics >> Post-analytics >> Exit. A 'Help' icon is in the top right corner. The page is divided into two main sections. The left section contains 'SHORTCUTS' (See orders in Mainio, Place a new order) and 'MY ORDERS' (a table with one row: Hormones A(5), 06.06.2012, 06.06.2012, 30.12.2012, Accepted). The right section is titled 'MY SCHEME SPECIFIC CONTACTS' and contains a table with two rows: 'Name' and 'Send E-mail notification to' (with a '+' button), and 'Result filler' and 'results@lab.com' (with edit and delete icons). A text box with a black border and white background is overlaid on the bottom right of the contact table, containing the text: 'By pressing the "Next" button LabScala will automatically move you forward'. At the bottom right of the page, there are two buttons: a green 'Next' button (circled in red) and a blue 'Exit' button. A small '4' is visible in the bottom right corner of the page.

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

SHORTCUTS

- See orders in Mainio
- Place a new order

MY ORDERS

Product	Delivery	Opening	Reports	Status
Hormones A(5)	06.06.2012	06.06.2012	30.12.2012	Accepted

MY SCHEME SPECIFIC CONTACTS

Name	Send E-mail notification to	
		+
Result filler	results@lab.com	✎ ✕

By pressing the "Next" button LabScala will automatically move you forward

Next Exit

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# 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”**

## Clinical chemistry: Endocrinology Preanalytics

[Help](#)

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

Sample registration

### ▼ Sample registration

Product	Code	Quantity ordered	Sample arrival date	Quantity received	Sample storage conditions	Sample preparation date
Hormones A, June 2012	2300	5	18.07.2012	7	Refrigerator	18.07.2012

#### COMMENTS

Save & next

Exit

# Results – how to start

- In Analytics the analyte-specific 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. S011, S012 and S013)
- **Result filling is started by selecting "Measurement date"**

SAMPLE SETS

1 2 3 4 5

First Previous Next Last

Sample S011 Sample S012

▼ Final results

* Measurement date	* Analyte	* Device	* Reagent	Test result	Unit	* Interpretation
<input type="text"/>	HSVAbG					
<input type="text"/>	HSVAbM					
<input type="text"/>	HSV1AbG					
<input type="text"/>	HSV2AbG					









Additional information

# Results – selecting the device

- Analyte-specific results are filled by selecting a previously filled device from the dropdown list or by selecting **”-Add device-”**
- If you select **”-Add device-”** the list of your own devices is opened. **See instructions starting from slide 13.**
- Devices can be also added beforehand from My Registry – My devices

Sample S011    Sample S012

▼ Final results

* Measurement date	* Analyte	* Device	* Reagent	Test result	Unit	* Interpretation
07.11.2014 	HSVAbG	-Choose- 				
07.11.2014 	HSVAbM	-Choose- 				
07.11.2014 	HSV1AbG	-Choose- 				
07.11.2014 	HSV2AbG	-Choose- 				

Additional information

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# Results

- Start by choosing the device for each analyte. Saved device can be chosen from the dropdown list in the result form.
- "Test result": absorbance or other numerical value if available (not mandatory)
- Choose the correct option from the "Interpretation" (mandatory)
- Choose the correct option from "Additional information" (not mandatory)

Sample S011    Sample S012

▼ Final results

* Measurement date	* Analyte	* Device	* Reagent	Test result	Unit	* Interpretation
07.11.2014	HSVAbG	Kuoppalevylukija	Euroimmun ELISA HSV IgG	<input type="text"/>	--	Positive
07.11.2014	HSVAbM	Kuoppalevylukija	Euroimmun ELISA HSV IgM	<input type="text"/>	--	- Choose -
07.11.2014	HSV1AbG	-Choose-				- Choose - Negative Borderline Positive
07.11.2014	HSV2AbG	-Choose-				

Additional information

- Choose -

**NB! \* - marked fields are mandatory!**



# Results

- Finally, select
  - **“Save as final”** if you see the results as being final. Note that the results can be edited as long as the round is open, even if “Save as final” has been selected
  - “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”

Sample S011    Sample S012

▼ Final results

* Measurement date	* Analyte	* Device	* Reagent	Test result	Unit	* Interpretation
07.11.2014	HSVAbG	Kuoppalevylukija	Euroimmun ELISA HSV IgG	<input type="text"/>	--	Positive
07.11.2014	HSVAbM	Kuoppalevylukija	Euroimmun ELISA HSV IgM	<input type="text"/>	--	Borderlin
07.11.2014	HSV1AbG	-Choose-				
07.11.2014	HSV2AbG	-Choose-				

Additional information

Referred to confirmation

COMMENTS

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

# 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)

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

Validate results

## ▼ Validation results

Product	Sample set	Sample	Errors	Last saved	Date	Status
Preanalytics		Registration	OK	Tuovinen, Elina	21.10.2014 10:43	Accepted
Form test product 2	1	Sample S011	OK	Tuovinen, Elina	21.10.2014 10:58	Accepted
Form test product 2	1	Sample S012	OK	Tuovinen, Elina	29.10.2014 14:04	Accepted
Form test product 2	1	Sample S013	OK	Tuovinen, Elina	29.10.2014 12:43	Draft

# 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

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

Validate results

## Validation results

Product	Sample set	Sample	Errors	Last saved	Date	Status
Preanalytics		Registration	OK	Tuovinen, Elina	21.10.2014 10:43	Accepted
Form test product 2	1	Sample S011	OK	Tuovinen, Elina	21.10.2014 10:58	Accepted
Form test product 2	1	Sample S012	OK	Tuovinen, Elina	29.10.2014 14:04	Accepted
Form test product 2	1	Sample S013	OK	Tuovinen, Elina	29.10.2014 12:43	Draft

Accept and send results

Exit

# Exit

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

The screenshot displays the LabScala user interface. At the top, there is a blue header with the LabScala logo on the left. To the right of the logo, the user's name 'Häkkinen, Teija' is shown next to a dropdown arrow, followed by the organization '1999-Labquality Oy' and the language 'English'. A 'Sign out' button with a close icon is on the far right. Below the header is a navigation bar with a home icon and the following menu items: 'My Schemes', 'My registry', 'Administration', and 'Poweruser'. The main content area starts with a welcome message: 'Welcome to the new LabScala user interface', with a 'Help' link on the right. The interface is divided into two main columns. The left column is titled 'My EQA' and contains three sections: 'LATEST 2 NOTIFICATIONS' (stating 'You have no notifications.'), 'NEXT 3 CLOSING SCHEMES' (a table with 3 rows), and 'MY REPORTS' (a link 'Go to Mainio reports'). The right column is titled 'Links & notes' and contains 'SHORTCUTS' (links for 'Place orders', 'View reports', 'e-schemes', 'Fill results (Mainio)', and 'Go to Mainio') and 'IMPORTANT NOTES' (two notification items with details about postponed rounds).

LabScala

Häkkinen, Teija 1999-Labquality Oy English Sign out

My Schemes My registry Administration Poweruser

Welcome to the new LabScala user interface Help

My EQA

LATEST 2 NOTIFICATIONS

You have no notifications.

NEXT 3 CLOSING SCHEMES

Round	Closing date	Status
Urine Analysis Urine, strip test A, April, 2013	26.04.2013	Draft
Urine Analysis Urine, strip test A, April, 2013	26.04.2013	Draft
Tumour Markers PSA, April, 2013	30.04.2013	Draft

MY REPORTS

Go to Mainio reports

Links & notes

SHORTCUTS

- Place orders
- View reports
- e-schemes
- Fill results (Mainio)
- Go to Mainio

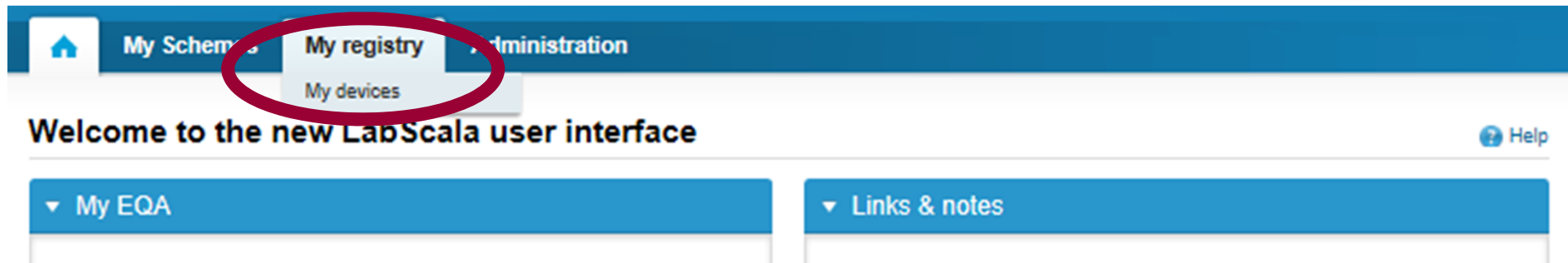
IMPORTANT NOTES

- Round 2530 Troponin I and T and 2540-41 Myocardial markers  
Rounds 1-2013 and 2-2013 have been postponed to May-June. Delivery date will be announced later on Delivery calendar ([www.labquality.fi](http://www.labquality.fi)).
- Rounds postponed to March - April  
2250 Parathyroid hormone, intact  
5260 Fungal culture  
6700 Diagnostics: Clinical cytology (gyneaeological cytology)

# Adding your own devices

There are two ways to add devices in LabScala:

- 1) By selecting **"-Add device-"** in the "Final results" page
- 2) By choosing "My devices" under **"My registry"** in the top header you can fill in your device information even before a round is opened for result filling



# Own devices

- Both choices takes you to your "Devices list" where 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"/>	<input type="text"/>


New device


## Add a new device

▼ Add a device


Client:  
Client code


**DEVICE**

\* Instrument:  

\* Manufacturer:  

\* Nickname:


\* Start date:  

End date:  


Location:

Client system ID:

**USED FOR MEASURING SCHEMES**

Product  
Hormones A 

**ADDITIONAL INFORMATION**

Active 

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!**

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.

**NB! \* - marked fields are mandatory!**

## Add a new device

Help

▼ Add a device

Client: \_\_\_\_\_  
Client code:

**DEVICE**

\* Instrument:

\* Manufacturer:

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

\* Start date:

**USED FOR MEASURING SCHEMES**

Product Active

4. Add a date when the instrument has been brought into use. **Note! Start date must be earlier than the sample analysing date**

1. Choose the instrument (Hint: write part of the name)  
**EIA method:** " Microplate reader"  
**Visual method:** e.g. "Diasorin Visual method"
2. Choose the manufacturer. If you can't find the correct one, you can choose "other"
3. Add a Nickname for your instrument e.g. "Charlie" or "photometer2"

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

**NB! \* - marked fields are mandatory!**



# Adding reagent information

Analyte	Definition	Active	
<input type="text"/>	<input type="text"/>	All <input type="button" value="v"/>	<input type="button" value="q"/>
HSVAbG		<input type="checkbox"/>	
HSVAbM		<input type="checkbox"/>	
HSV1AbG		<input type="checkbox"/>	
HSV2AbG		<input type="checkbox"/>	
Clinical interpretation		<input type="checkbox"/>	

Add the analyte-specific reagent info by clicking the analyte

Access to background register

▼ Add device's reagent info for Analyte HSVAbG

\* Reagent manufacturer: EUROIMMUN

\* Reagent: Euroimmun ELISA HS'

\* Measure unit: --

1. Choose Reagent manufacturer
2. Choose/check Reagent
3. Choose Measure unit (Visual reading: --, Microplate reader: Abs, U/mL etc.)

**Remember to save after adding the reagent information!**

# Saving device information

USED FOR MEASURING SCHEMES

Product Active

[\[-\] Form test product 15](#)

### Herpes simplex antibodies

Analyte	Definition	Active	
<input type="text"/>	<input type="text"/>	All <input type="button" value="v"/>	<input type="button" value="q"/>
HSVAbG	EUROIMMUN - Euroimmun ELISA HSV IgG; Abs	<input checked="" type="checkbox"/>	
HSVAbM	EUROIMMUN - Euroimmun ELISA HSV IgM; Abs	<input checked="" type="checkbox"/>	
HSV1AbG		<input type="checkbox"/>	
HSV2AbG		<input type="checkbox"/>	
Clinical interpretation		<input type="checkbox"/>	

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

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

# Own devices

- If you have used the same device already on other schemes, just add new scheme and analytes for that device from the dropdown list.
- Open device from the edit button on the right (pencil)
- Choose right scheme from the drop down menu and click + button.

USED FOR MEASURING SCHEMES

Product	Active
[+] Prostate specific antigen	<input checked="" type="checkbox"/>
HypoTSH	<input type="checkbox"/>

ADDITIONAL INFORMATION

Back Save

# LabScala buttons



Enables you to save changes on the form



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



To the Home page

# Questions?

- In case you have questions, please contact:
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