

SciCord ELN/LIMS User Guide:
SciCord Portal

A Guide to the
SciCord Laboratory Management Solution
Part 1

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The SciCord ELN/LIMS Solution

The SciCord solution is comprised of two parts, the SciCord Portal, and the SciCord Client.

- **SciCord Portal** is designed for specific users to configure the system, by conducting administrative duties (ex. role assignment, reporting, configurations, etc.)
- **SciCord Client** is designed for scientists, supervisors, and QA personnel to go through the workflow process of creating documents and/or samples, recording data, reviewing, and completing documents. There is a system of checks and balances between users that record information into documents, and users that review, approve, and complete documents.

Together the SciCord solution and the customer maintain the integrity demanded of a compliant environment.

U.S. F.D.A. CFR Part 11

The SciCord Solution represents a 'Closed System' providing compliancy to U.S. F.D.A. 21 CFR Part 11.



Part 11 applies in one of the following situations:

- When electronic records are used instead of paper.
- When persons make printouts but still rely on the electronic records in the computerized system to perform regulated activities.
- Records submitted to the FDA, under predicate rules (even if such records are not specifically identified in agency regulations) in electronic format.
- Electronic signatures intended to be the equivalent of handwritten signatures, initials and other general signings required by predicate rules.

SciCord Portal Definitions

- **SciCord Applications** –
 - **SciCord Portal** is the environment that allows an administrator to perform data management. Configures Users, Site Administration, Reporting, System and Lab Configurations, System utilities.
 - **SciCord Client** is the environment in which the user can record experimental data or sample management information. The SciCord Client Installer is found in the SciCord Portal. The user must have the Auth_ClientLogin Permission to access the SciCord Client.
 - **SciPrinter** is a printer driver that collects data from instruments directly to the SciCord ELN/LIMS

Glossary of terms:

(Some items may not be viewable by some users, depending on their roles/permissions.)

Group	a specific list of users who are only able to access documents that are assigned to the 'Group'
Tags	Provides management of flagged Documents and Datafiles
Roles	create, edit, and delete roles assigned to specific user
Permissions	a set of configurations that may be granted to specific roles to allow them access to various parts of the SciCord Portal and the SciCord Client
Claims	restriction on a specific entity or entities assigned to specific user or group of users
Users	Create, set roles, and permissions assigned every user in the system
Site	Typically, the State or City in which the laboratory is located (e.g. NC or CA)
Template Config Verification	a program accessible in the SciCord Portal that allows the User to test a Configuration file for a Template. Although the file will go through verification it will not create any new entity on the database.
Template API	a pluggable module containing common logic shared by all templates. Used in conjunction with Template Development for template functionality in the Client
ActionMappings usage analysis	Lists all the ActionMappings against the Template that they were used in, the Status of the Template, and the number of Usages within the Template
Template Configuration Verification	Provides "Verify Template Configuration File" view. Provides the ability to verify the accuracy of a Template Configuration File

Modules Management	Provides Modules Management view. Allows for the upload and delete of the Modules DLL into and from the system
Analysis	a procedure for taking a measurement and producing results. Analyses contain one or more components. (e.g., 'Moisture', 'pH')
Component	an expected result including a value, units, and supporting attributes
Config Attribute	when defining new Sample Types, each Sample Type may have one or more unique attributes (ConfigAttributes).
List	a generic name for a group of List Items ('Location' would be a List Name)
List Item	the individual items in the List ('NC', 'CA', or 'GA' would be List Items of List 'Location')
Sample Type	a logical Sample definition for Samples which are defined by similar attributes
(Sample Types) Configurations	Allows to verify the correctness of a Sample Type Configuration File
Sample Type Config Attribute	definition of attributes associated with a Sample Type
(Sample Types) Configuration Verification	Allows to verify the correctness of a Sample Type Configuration File
Unit	a specific name for measurement (i.e., g/ml)
System Config	an abbreviation for System Configuration; a system wide set of configuration items that drive the System or Template's behavior
RSA CryptoService utils	Utility page that allows to regenerate SciCord Private and public keys
System Sequences	Provides System Sequences view
SciMart	Provides display of SciMart Scripts
Support File Management	Provides Support File Management. Allow to upload and download the support files for Portal, Client and SciPrinter applications
Health Check	Check if application services are up and running
Sanity Check	Admin page to check for database data consistency
Usage Stats	Admin page to check for System usage stats
Blob Storage Management	Provides a view of all Blobs in the system, a view of the orphans Blobs and a service to copy Blobs between different storage accounts
Clear the Application Cache	System caching maintenance

Documents Bundles Recovery	Provides a view of all Documents in final status which do not have an associated bundle package. Allow to regenerate failed Document Bundles
File Hash Checker	Utility page that allows to verify MD5 hash files and strings
LoginSignedUrlUtil	Page to generate a Signed Login URL that authenticates and redirects the current user to the target resource

Account Management

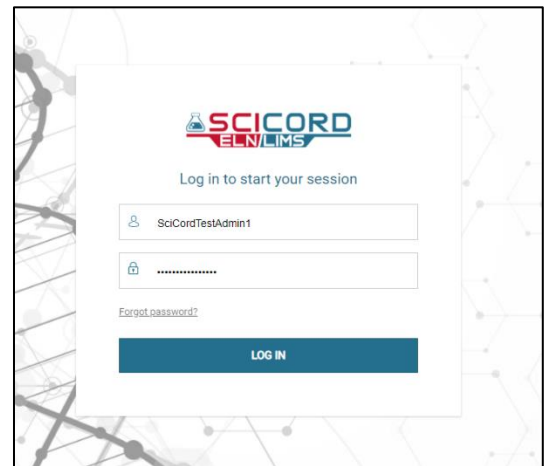
Login

To log in to the SciCord Portal the User must have the Auth_WebUILogin Permission.

The SciCord Portal is a specific URL (http:// 'secure protocol') that SciCord provides the Customer to allow them access to a company-specific Portal.

To the right is an image of the Log in Page.

When the User is created by an Administrator the account is set up with a valid e-mail address. The User will receive an email with the User Name, which will be the valid e-mail address, and a temporary password. The first time that the User logs into either the SciCord Portal or Client they will receive a message to update the temporary password.

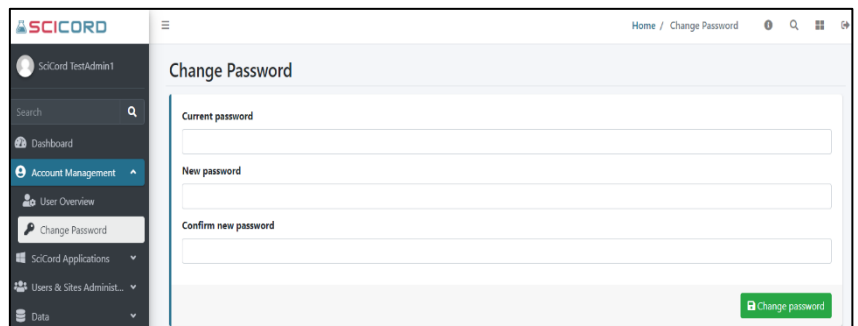


Change Password

Only the User can update their own password; at no time does any other User, no matter which Role, have access to change another User password.

By selecting Change Password in the Account Management section of the Portal the User will be directed to the Change Password page. Once on the Change Password page, the User will be able to enter in their current password and a new password and Confirm New Password field. Once the User selects the 'Change Password' button, the password will be changed.

To the right is an image of the Change Password page.












Password Reset

Although a User is only able to change their own password, an Administrator may reset the User password if the User is unable to log into their account since they have ‘forgotten’ their password. See User section for details on ‘Reset password’.

Basic Portal Functions

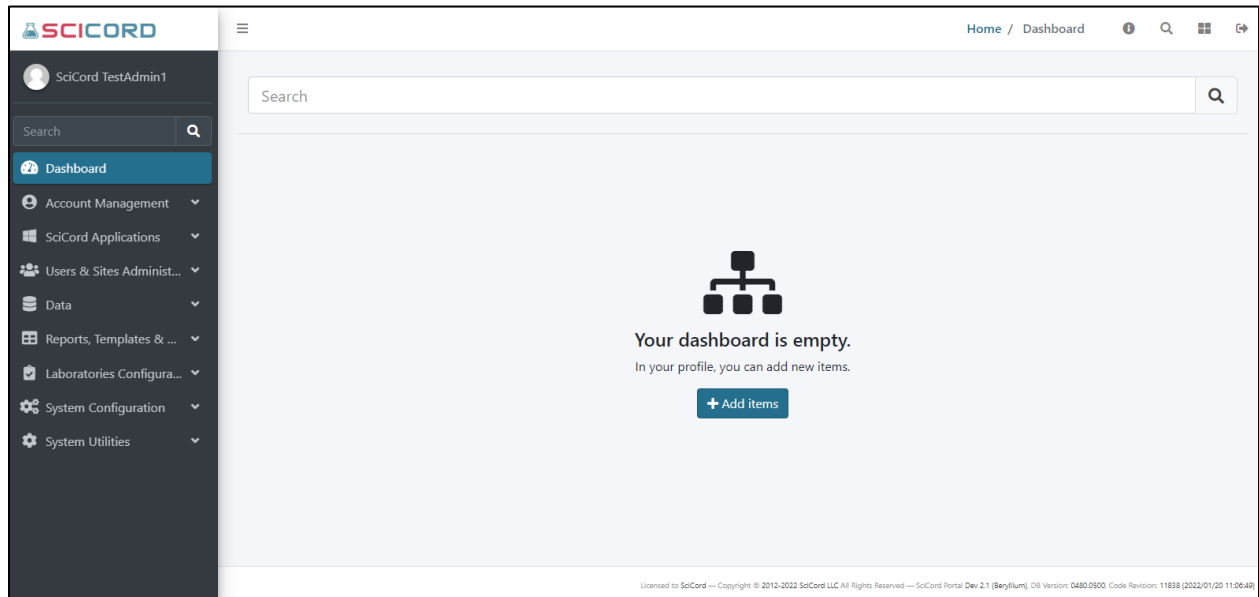
The SciCord Portal allows authenticated User’s access to perform tasks available in the left panel:




-  Dashboard
-  Account Management
-  SciCord Applications
-  Users & Sites Administration
-  Data
-  Reports, Templates, and Modules
-  Laboratories Configuration
-  System Configuration
-  System Utilities

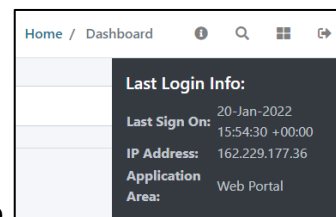
It is important to note that not all items are visible to all Users as the SciCord system (Portal and Client) provide access based on the Roles and Permissions that are granted to them.



Note: At the top of each of the SciCord Portal views, the SciCord Logo, the text, ‘SciCord LLC’, the User that is currently logged in, and a Logout icon will appear. The User can direct themselves back to the home page at any time by selecting the ‘SciCord’ logo at the top of the page. The User may also Logout at any point during their session on the Portal by selecting the ‘Logout’ icon. The SciCord Portal will also have a string of text at the bottom of every page that shows the current Application Information and Version Information (Licensed to, Environment, Database Version, and Version).

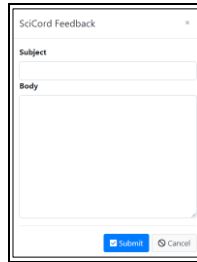
Home / Dashboard Screen






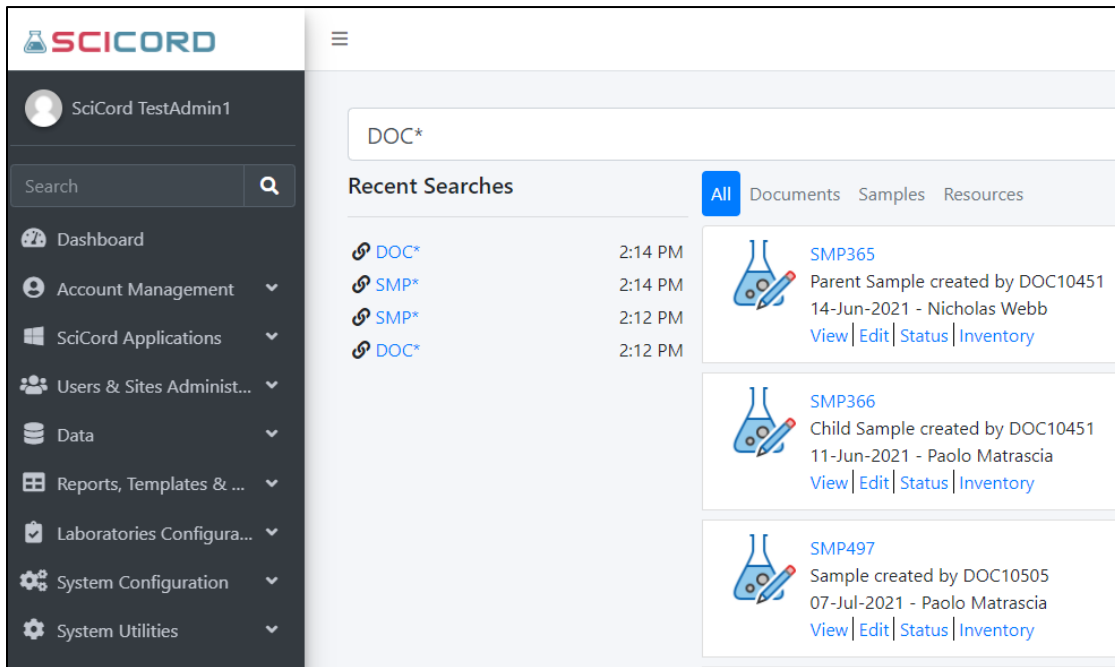
- Selecting “Home/Dashboard” is available on the persistent top toolbar. This functions to quickly take the user to Portal Home Screen or their personal Dashboard from any screen.
- Another option is to click the  Logo in the top left on any Portal page the User will be redirected to the Portal Home page
-  Icon will expand the main viewing panel and reveal only the Icons in the left side panel.
- A Logout icon  appears at the header of any Portal page and the User will be logged out of their session once the icon is selected



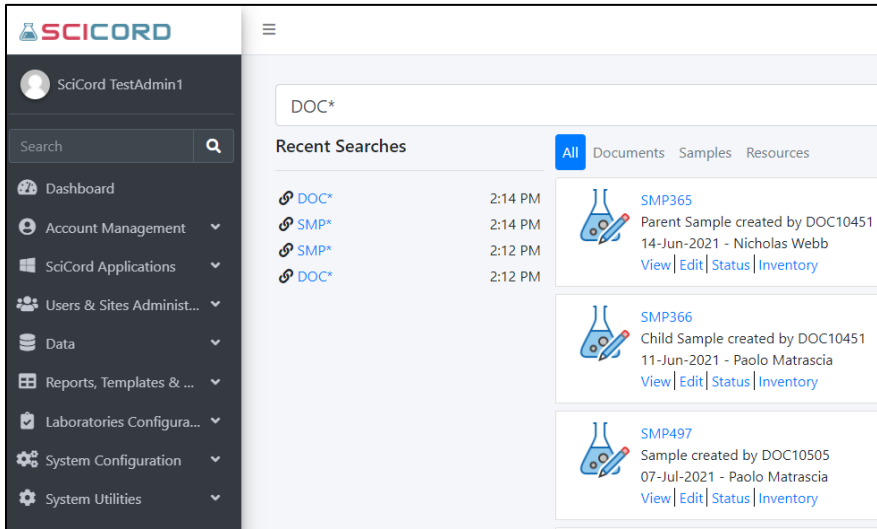
-  Icon is used to show the User Last Login Info.
-  Help Icon when selected, will download the Portal User Guide onto the user’s local machine.



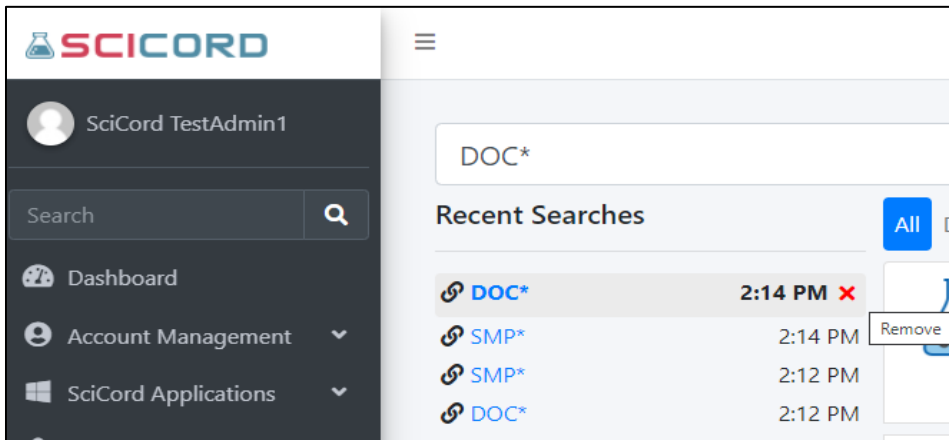
-  Submit Feedback button
-  Open in Client button, will direct user to the SciCord Client login or requested page in the Client.
-  Icon is used to perform free text search from the persistent tool bar. There are search tabs available for All, Document, Samples, Resources. A button is present for “Only My Site”. This can be set to “Yes” or turned off.




Recent Searches will be shown along with time they search was performed. Search information is shown, with options to View, Edit, Status, Inventory, or other actions unique to Samples, Documents, and Resources and unique to the User permissions.

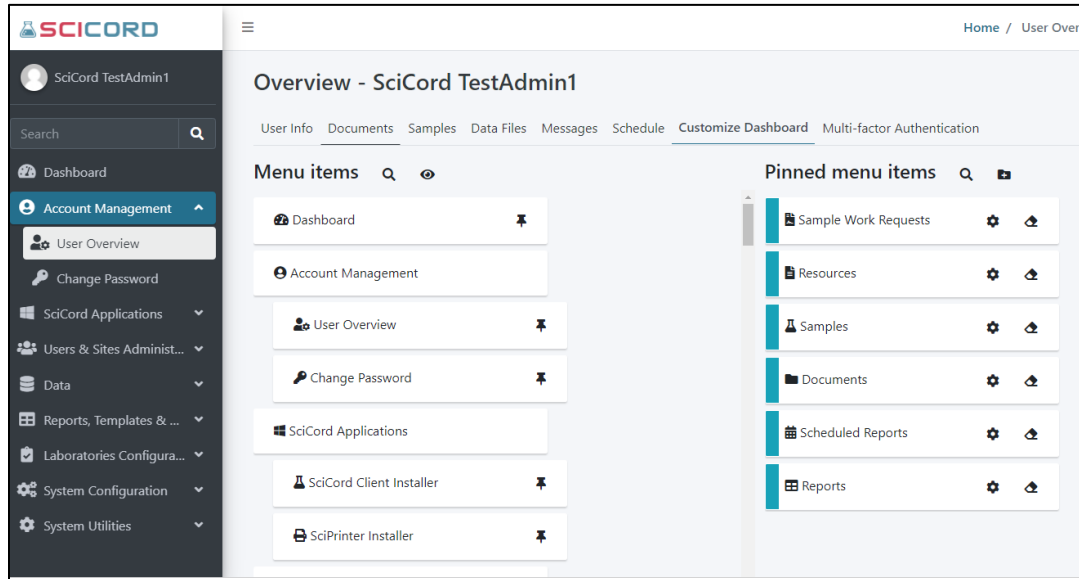






Recent Searches can be cleared by selected the “X”. This will be become red when the user hovers over the selection and a “Remove” tool tip appears.



Pinning items to your Dashboard.

Select the “Add Items to Dashboard” button. This will reveal a column of Menu Items. Selecting the  icon will add items to your “Pinned Menu Items” column.




- Menu Items column offers a Search  and Show/Hide  Pinned items.
- Pinned Menu Items offers a Search  and Add Menu Group Item  icon.
- **Add Group** is selected a dialog will open. Field for Title, Icon, Color can be set. Select Add or Cancel.


Add Menu Group Item

Title

Icon

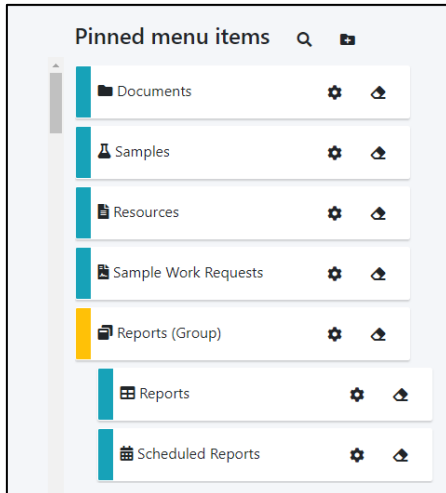


Color



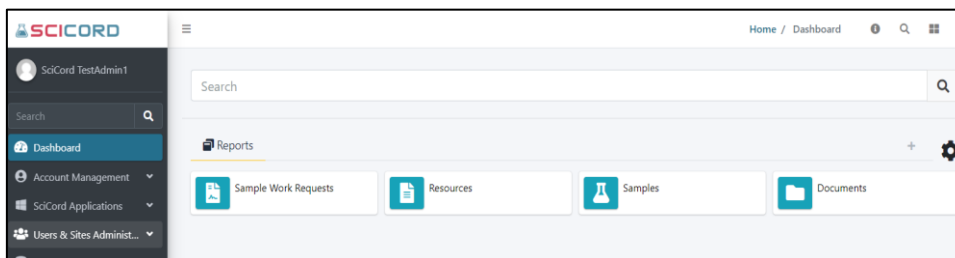
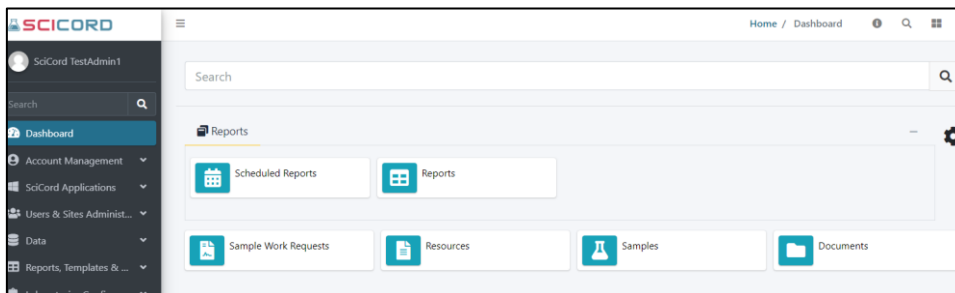
Add
Cancel

- Once user has customized **Group** created with items filed into their category. It will look something like this. Items may be drag and dropped into the **Group**.



Once all Groups and items are set to User preference, the user can then select **Dashboard** in the left panel. The selections will persist at all logon and logoff operations, until the settings are changed.

In this example: if the Reports heading is clicked, it will hide the Scheduled Reports and Reports from view.

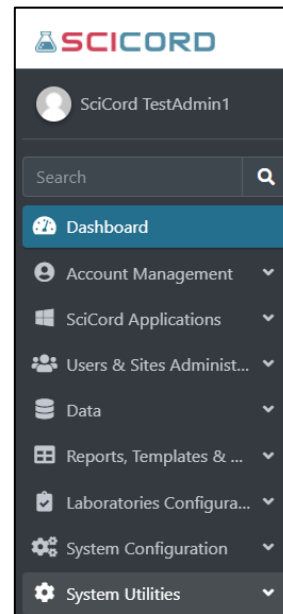


SciCord Portal Data Management

The SciCord Portal view varies depending on the 'Permissions' and 'Roles' that are granted to the User. To access the SciCord Portal the User must have the Auth_WebUILogin Permission. We will talk more about 'Permissions' and 'Roles' later in the User Guide

Throughout the User Guide we will discuss each of the SciCord Portal sections:

- Account Management
- SciCord Applications
- Users & Sites Administration
- Data
- Reports and Templates
- Laboratories Configuration
- System Configuration
- System Utilities



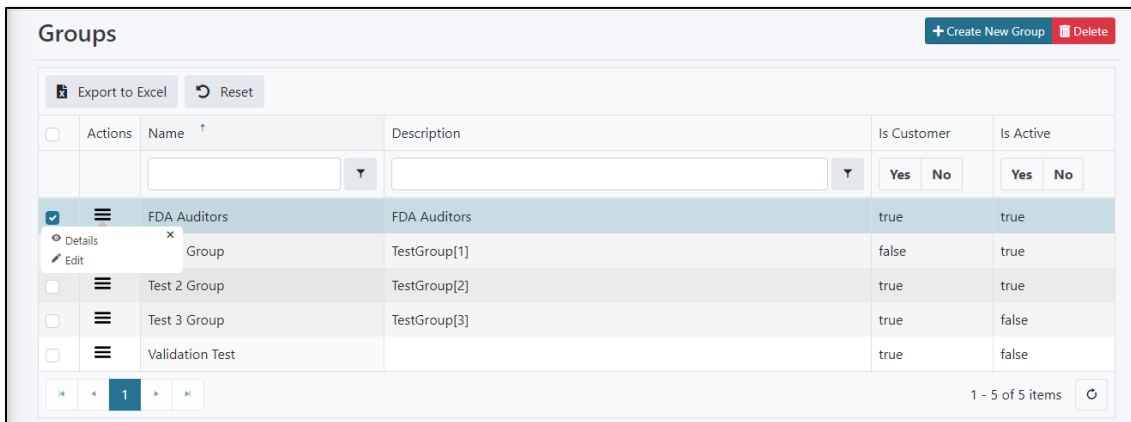
Users & Site Administration

The User must have the Administration_View or Administration_Edit Permission to view the Users & Site Administration section of the SciCord Portal. In the Users & Sites Administration section the User has access to the 'Group', 'Roles', 'Permissions', 'User Entity Access Diagnostic', 'Claims', 'Sites', 'Users.'

Groups

Like other categories in the Users & Sites Administration, the User will need the Administration_View permission to view-only the Groups or the Administration_Edit permission to view and edit the Groups section.

Groups can be managed by the User from the Group Index page. The Group Index page includes a filterable table with headers for Group Name, Description, Is Customer, Is Active, and Actions. The User is also able to 'Export to Excel', 'Create New Group', view the 'Details', or 'Edit'. A Reset button is present to clear all filters that may have been set.



Groups							+ Create New Group	Delete
							Export to Excel	Reset
<input type="checkbox"/>	Actions	Name ↑	Description	Is Customer		Is Active		
				Yes	No	Yes	No	
<input checked="" type="checkbox"/>		FDA Auditors	FDA Auditors	true		true		
<input checked="" type="checkbox"/>		Group	TestGroup[1]	false		true		
<input type="checkbox"/>		Test 2 Group	TestGroup[2]	true		true		
<input type="checkbox"/>		Test 3 Group	TestGroup[3]	true		false		
<input type="checkbox"/>		Validation Test		true		false		

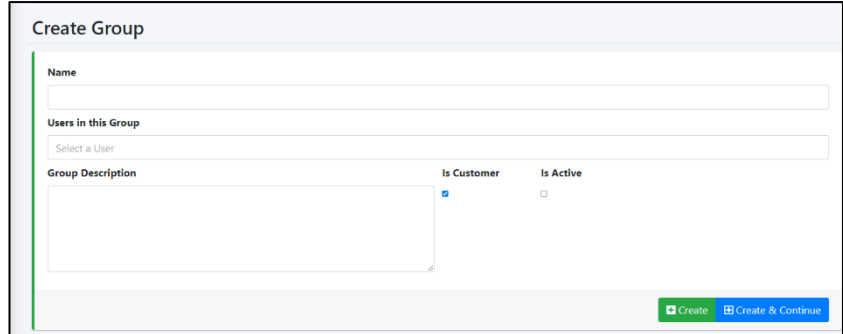
1 - 5 of 5 items

Typically, Groups affect only the Users that are given the 'Customers' Role. Only documents in the SciCord System that are assigned to a Group that the User is a member of would be viewable to them. In this way, a 'Customer' wouldn't be able to view any document that wasn't a part of their 'Group'. Below is an image of the Group Index.

Creating Groups

Groups are created using the 'Create New Group' blue-highlight button above the Group Index table. The User can record:

- Group Name
- Group Description
- 'Is Customer'
- 'Is Active'
- 'Users in this Group'
- Selecting the Create button the Group will be added to the Groups Index.



To the right is an image of the Create Group page.

Edit Group

Much like editing a User Account, a Group Account may also be edited.

From the Group Index page:

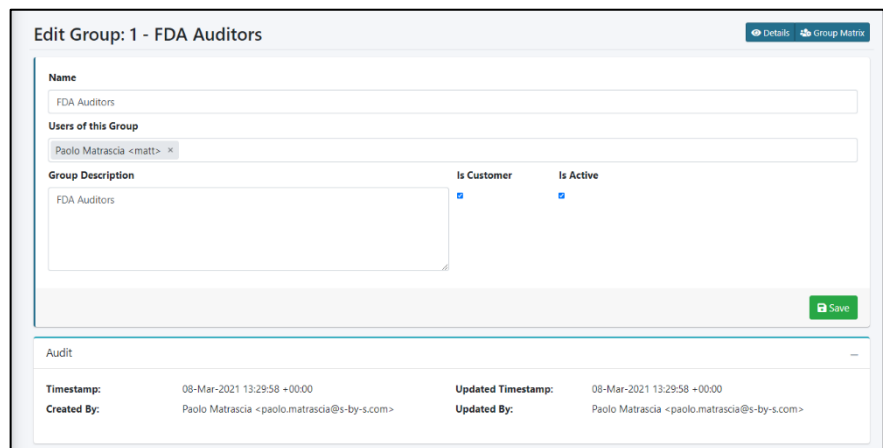
- Select Action; Edit

The Group Name, Users of this Group, Group Description, Is Customer and Is Active Status may be changed.

Always select the 'Save' button prior to navigating away from any account you're editing.

An audit information box, can be hidden or revealed is present with:

- Timestamp – date created
- Created By – Userid of the creator

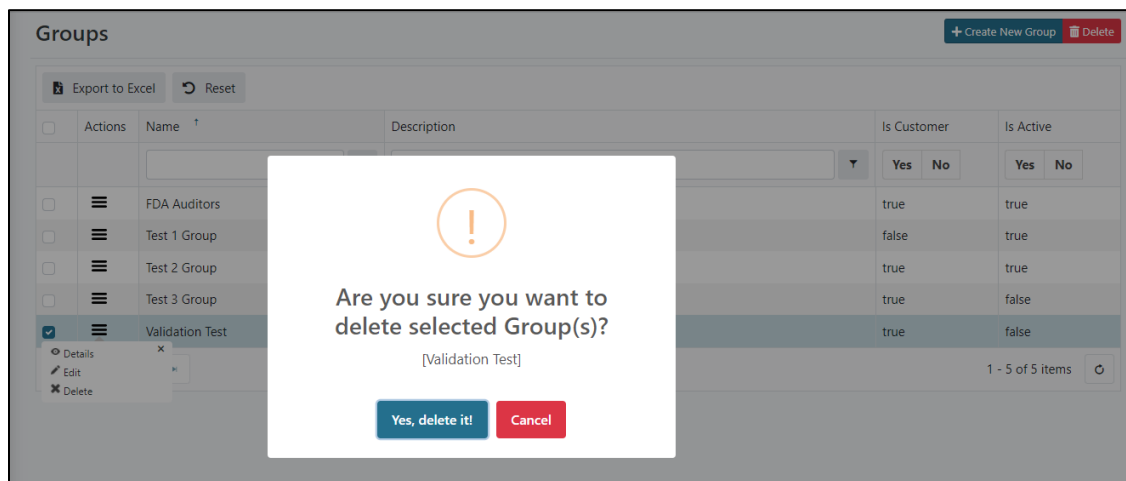


- Updated Timestamp – For date that this Group was last modified
- Updated By – Userid of the user who modified the Group.

Delete Group

A red Delete button is also present. When selected, a dialog prompt appears asking if the user wants to delete the Group.

User may continue by selecting ‘Yes, delete it’, or ‘Cancel’ out of the operation



Roles and Permissions Overview

Roles

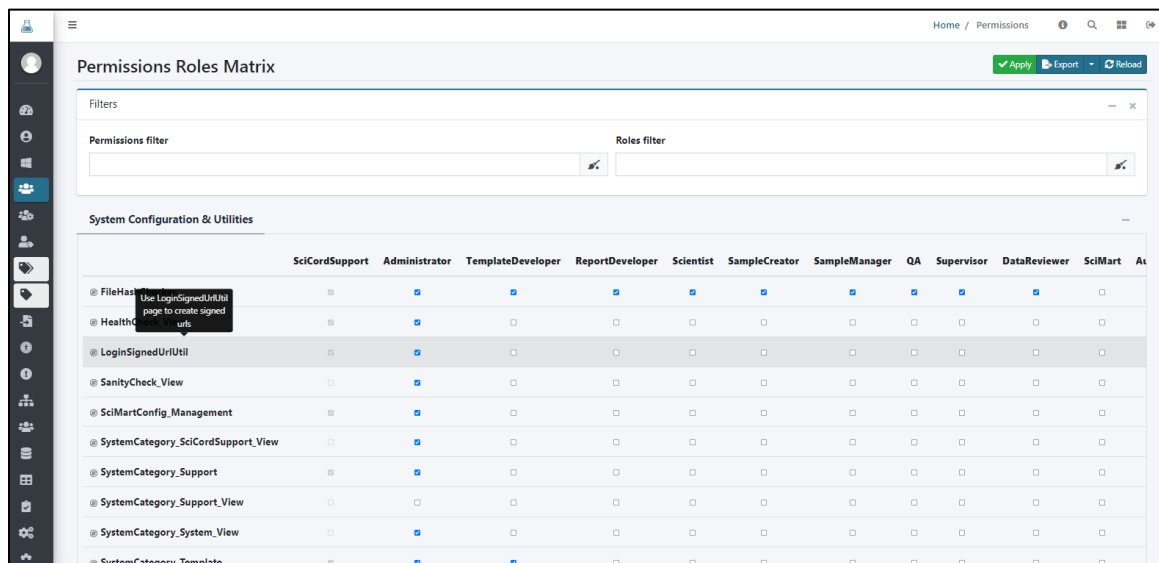
By default the Customer is provided with a set of Roles and these Roles may be configured to the Customer's preference by using the Permissions Roles Matrix. The User must have the RoleMatrix_View permission to access and view the Permissions Matrix, or the RoleMatrix_Management permission to access, view, and edit the Permissions Matrix; these Permissions are typically granted to an Administrator, Supervisor, and QA Roles.

Roles include:

Customer	Provided read-only access to online documents. A Group privilege is required to allow Customers access to Group Documents
DataReviewer	Views Samples, Templates, and Reports. Able to view Documents and Manage the Document Workflow
Supervisor	Views Samples, Templates, and Reports. Able to View and Edit the Documents and Manage the Document Workflow
QA	Views Documents, Samples, Templates, and Reports. Also, they are able to Manage part of the Document Workflow
SampleManager	Creates, Edits, and Unlocks Samples, and Manages the entire Sample Workflow
SampleCreator	Creates and Edits Samples, and Manages a subset of Sample Workflow
Scientist	Manages Samples, Resources, and Documents within the Application
ReportDeveloper	Creates, Modifies, and Views Reports
TemplateDeveloper	Creates and Modifies Templates
Administrator	Manages Users, Lists, Groups, and some System Wide Configurations
Support	Manages Licenses and System Wide Configurations

Permissions

In the Permissions section of the Users & Sites Administration, the User is able to set the various Permissions for each of the Roles. The Roles that are granted to a User in the User section (User Account Creation or Editing of Account) will determine which Permissions have been granted to them. There are free text filters for Permissions and Roles at the top of the matrix page. There is a Reload button present. Below is a view of a portion of the Permissions Roles Matrix.



	SciCordSupport	Administrator	TemplateDeveloper	ReportDeveloper	Scientist	SampleCreator	SampleManager	QA	Supervisor	DataReviewer	SciMart	As
FileHas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
HealthC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LoginSignedUriUtil	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SanityCheck_View	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SciMartConfig_Management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SystemCategory_SciCordSupport_View	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SystemCategory_Support	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SystemCategory_Support_View	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SystemCategory_System_View	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SystemCategory_Template	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

***Tool Tip** - By hovering the mouse arrow over the Permission or Role in the Portal, the user can get a brief description of what each Permission does.

Permissions are broken into groups: System Configuration & Utilities, Users & Sites Administration, Laboratories Configuration, Templates, Reports, Documents, Samples, Results Specifications, Infrastructure and Integration. A breakdown of each category is below:

System Configuration & Utilities

FileHashChecker	Allows the User to access the File Hash Checker, which verifies the Hash File against the corresponding Document file
HealthCheck_View	Allow to check Health Check page
LoginSignedUrlUtil	Allow to create signed URL's
SanityCheck_View	Allow to view Sanity Check page. This excludes the 'System' Sanity Checks.
SciMartConfig_Management	Allows User to update SciMart object definitions
SystemCategory_SciCordSupport_View	Allows the User access to maintain System Config keys of Category 'SciCordSupport'
SystemCategory_Support	Allows the User access to maintain System Config keys of Category 'Support'
SystemCategory_Support_View	Allows the User access to view System Config keys of Category 'Support'
SystemCategory_System_View	Allows the User access to view System Config keys of Category 'System'
SystemCategory_Template	Allows the User access to manage System Config keys of Category 'Template'
SystemCategory_Template_View	Allows the User access to view System Config keys of Category 'Template'
SystemConfig_Management	Allows the User to set/manage System Configurations
UsageStats_View	Allows the User access to view System Usage Stats page

Users & Sites Administration

ActionRequirement_Edit	Allows the user to set and remove restrictions against an entity
ActionRequirement_View	Allows the user to view the restrictions applied to an entity
Administration_Edit	Allows the User to Edit Users & Sites Administration
Administration_View	Allows the User to View Users & Sites Administration
Auth_ClientLogin	Provides the User access to the SciCord Client
Auth_SciMartLogin	Allows User to login to SciMart
Auth_WebUILogin	Provides the User access to the SciCord Portal
Claim_Edit	Allows User to create/edit/list/view details of claims
Claim_View	Allows the User to list and view claims
RoleMatrix_Management	Provides the User access to change the Permissions per Role

RoleMatrix_View	Provides the User access to view the Permissions per Role
User_ResetPassword	Allows the User to view a list of other users and reset their passwords
User_Unlock	Allows the User to view a list of other users and unlock their accounts

Laboratories Configuration

LabConfiguration_Edit	Allows the User to edit laboratories configurations (e.g., Analysis, Component, ConfigAttribute, List, etc.)
LabConfiguration_View	Allows the User to view the laboratories configurations (e.g., Analysis, Component, ConfigAttribute, List, etc.)
Tag_Delete	Allows the User to list and delete system Tags

Templates

Template_Edit	Provides the User access to edit details of the registered Templates
Template_View	Provides the User access to view the details of the Templates
TemplateAPI_Management	Provides the User access to Template API Management (e.g. Upload new API versions)

Reports

AdminReport_View	Allows the User access to view Administration Reports (reports that are restricted to Administration; if the Is Admin flag is selected)
Report_Edit	Allows the User access to Edit Reports
Report_View	Allows the User access to View Reports
ReportSchedule_Management	Allow to manage scheduling of automated reports generation. Creating and updating of schedules will also require DataFile_Create or DataFile_Edit and DataFileFolder_Management permissions.

Documents

Document_Approve	Allows the User to approve documents (the User can be set as 'Approver Assigned')
Document_BundleRecovery	Allows the User to 'recover' document bundles (i.e. Regenerate a new bundle for complete/cancelled documents with 'broken' or not generated bundle)

Document_CellChangeFormat	Allow to change document cells format
Document_CellUnlock	Allow to unlock document cells
Document_Clone	Allows the User to clone (copy) any document that does not have an Aliquot (e.g., a sample) associated with it or any cell Signatures applied
Document_CloneOnlyComplete	Allows the User to clone (copy) any document in Completed status that does not have an Aliquot (e.g. a sample) associated with it or any cell Signatures applied
Document_Edit	Allows the User to open documents for edit
Document_EditSite	Allows to edit site of the document
Document_PublicUrl	Allows the User to create Public URLs for Documents
Document_RemoveShapes	Allow to Delete shapes
Document_Review	Allows the User to open documents for review (the User may be set as 'Review Assigned')
Document_ReviewClassUpdate	Allows the User to update the review classification without limits (i.e. Upgrade or Downgrade)
Document_ReviewClassUpdateOnlyUpgrade	Allows the User to only update the review classification 'Up' to higher classes (e.g. Self-Review to Peer Review Approve)
Document_SetAssignedApprover	Allows the User to Assign an Approver to a document
Document_SetAssignedReviewer	Allows the User to Assign a Reviewer to a document
Document_SignForAbsentUser	Allows the User to sign documents for other Users that are Absent (Author and Reviewer Signatures)
Document_StatusUpdateFromComplete	Allow to the user to set status from a Complete document
Document_StatusUpdateFromCancelled	Allow the User to set Document Status from Cancelled document
Document_StatusUpdateToApproveAssigned	Allows the User to set Document Status to Approve Assigned
Document_StatusUpdateToCancelled	Allows the User to set Document Status to Cancelled
Document_StatusUpdateToComplete	Allows the User to set Document Status to Complete

Document_StatusUpdateToReviewAssigned	Allows the User to set Document Status to Review Assigned
Document_StatusUpdateToReworkRequested	Allows the User to set Document Status to Rework Requested
Document_Unlock	Allows the User to Unlock locked Documents regardless the User that 'owns' the locked document.
Document_View	Allows the User to View Documents
Resource_LabelPrint	Allows the User to print Resource labels

Samples

Sample_Approve	Allows the User to Approve Samples
Sample_BundleRecovery	Allows user to Sample Bundles Recovery
Sample_Edit	Allows the User to Edit Samples
Sample_LabelPrint	Allows the User to Print Labels for Samples in Available Status
Sample_LabelPrintUnrestricted	Allows the User to Print and Reprint Labels for Samples in any Status other than Cancelled or Complete
Sample_LabelReprint	Allows the User to Print and Reprint Labels for Samples in Available Status
Sample_Review	Allows the User to Review Samples
Sample_ReviewClassUpdate	Allows the User to modify the Samples Review Classification
Sample_ReviewClassUpdateOnlyUpgrade	Allows the User to modify (Upgrade only) the Samples Review Classification
Sample_SetAssignedApprover	Allows the User to set Assigned Approver to Samples
Sample_SetAssignedReviewer	Allows the User to set Assigned Reviewer to Samples
Sample_SignForAbsentUser	Sign samples for absent user (Author and Reviewer signatures)
Sample_StatusUpdateToApproveAssigned	Allows the User to set Samples Status to Approve Assigned
Sample_StatusUpdateToAvailable	Allows the User to set the Sample Status to Available
Sample_StatusUpdateToCancelled	Allows the User to set the Sample Status to Cancelled
Sample_StatusUpdateToComplete	Allows the User to set the Sample Status to Complete

Sample_StatusUpdateToReviewAssigned	Allows the User to set the Sample Status to Review Assigned
Sample_StatusUpdateToReworkRequested	Allows the User to set the Sample Status to Rework Requested
Sample_StatusUpdateFromCancelled	Allows user to change status from Cancelled to another available status
Sample_StatusUpdateFromComplete	Allows user to change status from Complete to another available status
Sample_Unlock	Allows the User to Unlock Samples regardless of the User that 'owns' the Lock
Sample_View	Allows the User to View the Samples
SampleInventory_Edit	Allows the User to Edit the Samples Inventory
SampleInventory_View	Allows the User to View the Samples Inventory
SampleInventoryRequest_Edit	Allows the User to Edit Samples Inventory Requests
SampleInventoryRequest_ReceiveNotify	Allows the User to be a Default Recipient for Samples Inventory Requests notifications
SampleInventoryRequest_View	Allows the User to View Sample Inventory Requests in the SciCord Client
SampleLinkSpecification_Edit	Allow to add/remove linked Specification to/from a Sample
SampleLinkSpecification_View	Allow to inspect the Specifications linked to a Sample
SampleWorkRequests_Edit	Allows the User to edit Sample Work Requests
SampleWorkRequests_View	Allows the User to view Sample Work Requests

Results Specifications

Specification_Approve	Allow to approve specifications
Specification_Edit	Allow to create/edit specifications
Specification_Review	Allow to review specifications
Specification_ReviewClassUpdate	Allow to modify Specification Review Classification
Specification_ReviewClassUpdateOnlyUpgrade	Allow to modify (Upgrade only) Specification Review Classification
Specification_StatusUpdateFromAvailable	Allows to set Specification status from Available to ReworkRequested or Cancelled

Specification_StatusUpdateFromCancelled	Allows to set Specification status from Cancelled to ReworkRequested
Specification_StatusUpdateToApproveAssigned	Allows to set Specification status to ApproveAssigned
Specification_StatusUpdateToAvailable	Allows to set Specification status to Available
Specification_StatusUpdateToReviewAssigned	Allows to set Specification status to Review/Assigned
Specification_View	Allow to inspect Specification details

Infrastructure and Integration

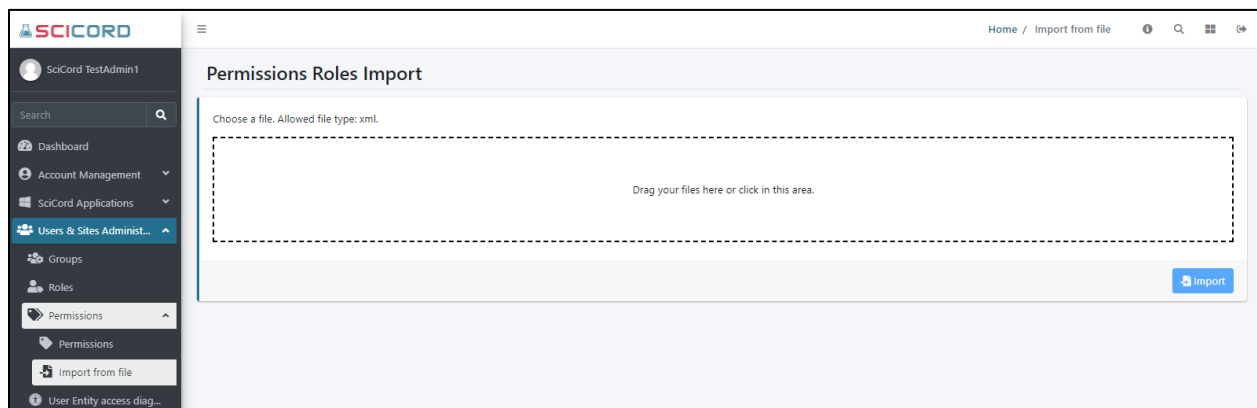
DataFile_Create	Allow creation of DataFiles. Also allows browsing, inspection, and downloading of DataFiles
DataFile_Delete	Allows the User to delete unused DataFiles
DataFile_Edit	Allows the User to create (upload) and update Data File details. The User can also browse, inspect, and download Data Files as well
DataFile_EditSite	Allows Edit Site of Data File
DataFile_PublicUrl	Allow generation of public links for Data Files
DataFile_View	Allow browsing, inspection, and download of Data Files
DataFileAudit_View	Allow to view Data File Audits
DataFileFolder_Management	Allow to create, rename, delete Data File folders

Upon selecting the check boxes for the Permissions of the various Roles the User can 'Apply' those changes by selecting the 'Apply' button. Following the save the User account will have those Permissions. If the User is currently logged in while the change has been made the User will need to log out and log back in for the changes to take effect. Also, the User can 'Reload' the Permissions to what they previously had been by selecting the 'Reload' blue-highlight text.

Export button will create a local XML file of all **Permissions, Roles,** and **“Is Enabled;”** True or False. (See example below)

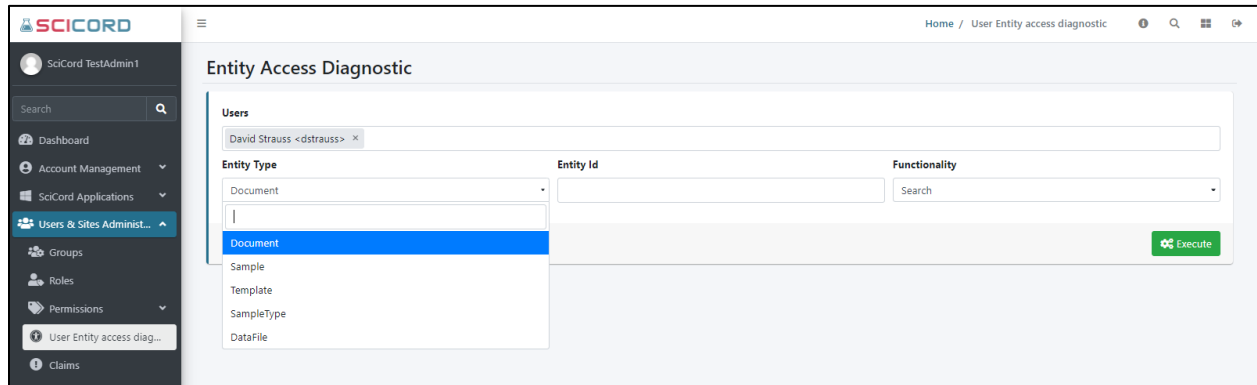
	A	B	C
1	Name	Name2	IsEnabled
2	ActionRequirement_Edit	Administrator	True
3	ActionRequirement_Edit	TemplateDeveloper	False
4	ActionRequirement_Edit	ReportDeveloper	False
5	ActionRequirement_Edit	Scientist	False
6	ActionRequirement_Edit	SampleCreator	False
7	ActionRequirement_Edit	SampleManager	False
8	ActionRequirement_Edit	QA	False
9	ActionRequirement_Edit	Supervisor	False
10	ActionRequirement_Edit	DataReviewer	False
11	ActionRequirement_Edit	SciMart	False
12	ActionRequirement_Edit	Auth_Administration	False
13	ActionRequirement_Edit	Auth_SystemConfigUtils	False
14	ActionRequirement_Edit	Auth_Documents	False
15	ActionRequirement_Edit	Auth_LabConfig	False
16	ActionRequirement_Edit	Auth_Reports	False
17	ActionRequirement_Edit	Auth_Templates	False
18	ActionRequirement_Edit	Auth_WebUILogin	False
19	ActionRequirement_Edit	Customer	False
20	ActionRequirement_Edit	TestRole11	False
21	ActionRequirement_View	Administrator	False
22	ActionRequirement_View	TemplateDeveloper	True
23	ActionRequirement_View	ReportDeveloper	False
24	ActionRequirement_View	Scientist	False
25	ActionRequirement_View	SampleCreator	False
26	ActionRequirement_View	SampleManager	False

Permissions Import from File is a timesaving option available if a saved copy of permissions were saved to a file. User may import the file. (See example below)



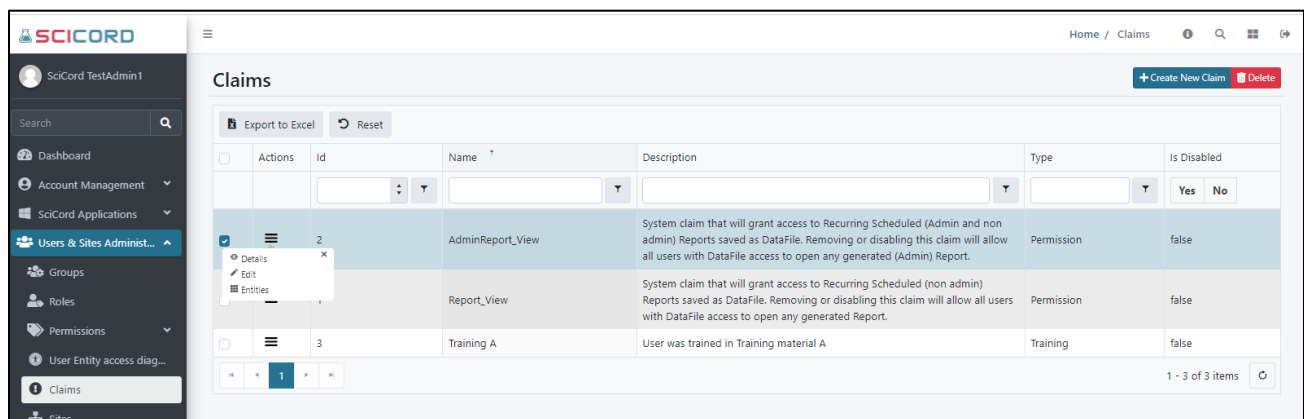
User Entity Access Diagnostic

- **Entity Access Diagnostic** is a tool used to show users access, permissions, and action requirements. Drop lists are available for Entity Type and Functionality.



Claims

Provides a more granular layer of protection to documents or samples.



Available to the user is an **Actions** column which allows a user with the Claims_Edit Permission to view Claims Details, access to Edit a Claim, and to Delete a Claim.

An **Entities** action will show the user where the claim has been associated.

Entities associated To Claim 'AdminReport_View'

Claim Id: 2 **Name:** AdminReport_View
Type: Permission **Is Disabled:**
Description: System claim that will grant access to Recurring Scheduled (Admin and non admin) Reports saved as DataFile. Removing or disabling this claim will allow all users with DataFile access to open any generated (Admin) Report.

Associated Entities

Roles Data Files

Name	Description	Customer	Billable	Sort Priority	Is System	Is System Admin	Date	Author
		Yes No	Yes No		Yes No	Yes No		
Administrator	System Administrator	false	true	20	true	false	27-Oct-2020 15:33	Init Script
ReportDeveloper	Report Developer	false	true	40	true	false	27-Oct-2020 15:33	Init Script
SampleManager	Sample Manager	false	true	70	true	false	27-Oct-2020 15:33	Init Script
SciCordSupport	SciCord Support	false	false	10	true	true	27-Oct-2020 15:33	Init Script
Supervisor	Supervisor	false	true	90	true	false	27-Oct-2020 15:33	Init Script

1 - 5 of 5 items

The **Details Action** allows the user to view the Details of a Claim without being able to make any changes.

The **Edit Action** allows the user to view the Details of the Claim and provides them access to editing the Claim.

The **Delete Action** allows the user to view the Details of the Claim and provides them access to deleting the Claim.

Creating a Claim

A 'Create New Claim' text is present directly above the registered Claims in the Index. By selecting the blue-highlight 'Create New Claim' text the user will be navigated to the Create Claim page. The user must have the Claim_Edit Permission to access this section.

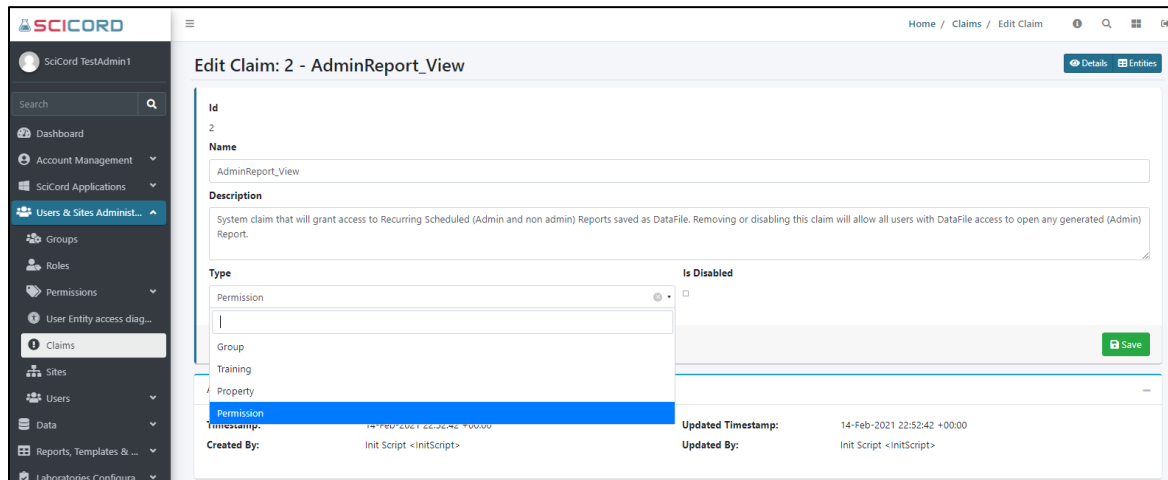


When creating a Claim, the Claim Name, Description, and Type (a drop list for Type is present) must be recorded. The user has access to the Create and the Create and Continue button.

Create and Continue will allow the creation of multiple Claims. The User can also choose disable the Claim by selecting the 'Is Disabled' flag.

Editing a Claim

By selecting the 'Edit' item from the Action column list, the User will be directed to the Edit Claim page. Details and Entities buttons are provided for a quick navigation to those details.

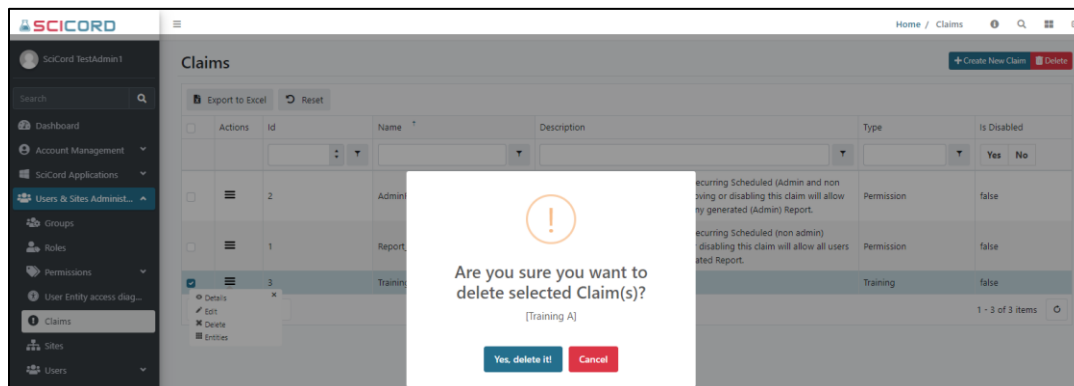


From the Edit Page the User can edit the Claim Name, Description, and Type. The User may also choose to either disable or enable the Claim by selecting the 'Is Disabled' flag.

Details regarding the Claim's creation date (Timestamp), modified date (Updated Timestamp), creator (Created By), and modifier (Updated By) are available within the Edit Claim page in the Audit section.

Deleting a Claim

From the Actions column, a user with the Claim_Edit permission may select the Delete item. The User will be directed to a Delete Claim page that asks for a confirmation of the Claim being deleted.



The Delete Claim prompts a dialog asking if user is sure they want to delete. The details of the Claim: Claim Id, Name, Description, Type, Is Disabled flag are shown in the Index page.

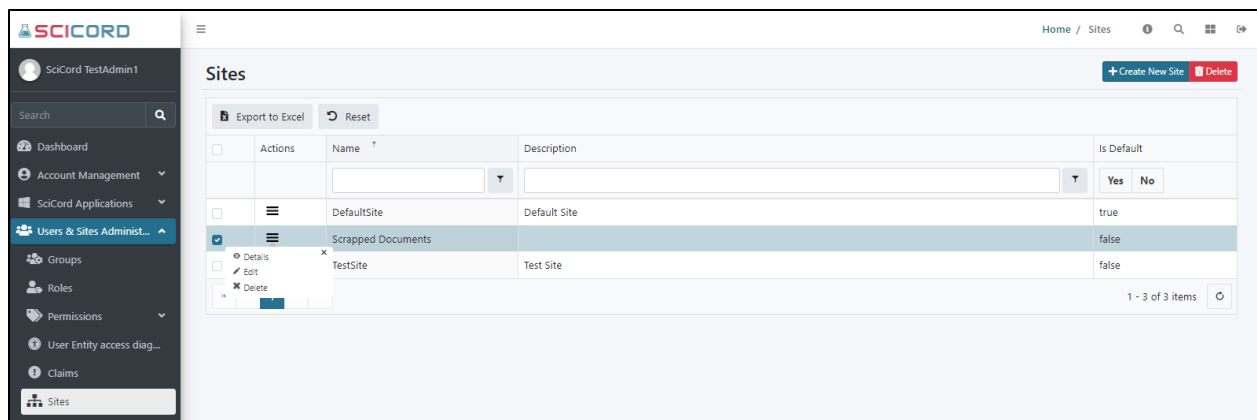
By selecting the Delete button, the Claim will be removed from the Claims Index.

Sites

Sites are used by Companies to list the locations of Laboratories. For example, if a Company had laboratories in multiple cities, states, or countries; each of those labs could be listed individually in the Sites Index. The Sites Index allows the User to view the Site Name, Description, Is Default, and Actions (Details, Edit, and Delete). An Export button is present to create a report of an XLSX file of all sites. Sites are generally recognized by the SciCord application and, by default, Documents or Samples created at a Site would only be able to be viewed by Users at that Site.

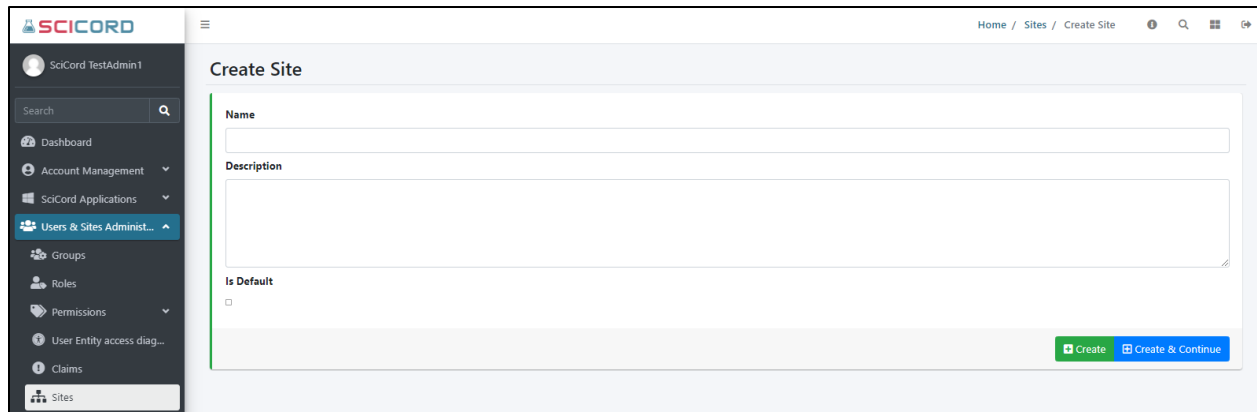
The User will need the Administration_View permission to view-only the Sites section or the Administration_Edit permission to view and edit the data in the Sites section.

Below is an image of the Sites Index.



Creating a Site

To Create a Site, select the Create New Site blue-highlight text directly above the Site Index table.



The screenshot shows the 'Create Site' page in the SciCord portal. The left sidebar contains navigation options like Dashboard, Account Management, and Users & Sites Administration. The main content area has a form with the following fields:

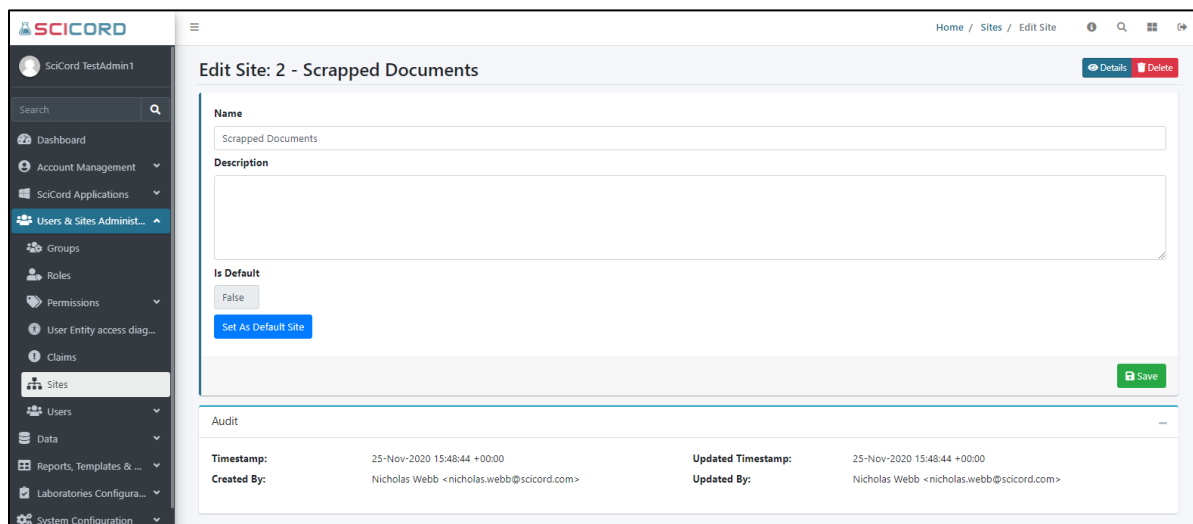
- Name:** A text input field.
- Description:** A larger text area for site details.
- Is Default:** A checkbox.

At the bottom right of the form, there are two buttons: a green 'Create' button and a blue 'Create & Continue' button.

The User can record a Site Name and Site Description. The User can also determine whether the Site would be the 'Is Default' Site by selecting the 'Is Default' check box. After the User selects 'Create' a message will appear that states the Site is created and the Create Site page will have updated to the Edit Site page.

Editing a Site

Once a Site has been created, a User may also Edit the Site at any point. The User can update the Site Name and Site Description, and they are also able to change whether or not it is the Default Site.



The screenshot shows the 'Edit Site' page for a site named '2 - Scrapped Documents'. The form fields are:

- Name:** Scrapped Documents
- Description:** (Empty text area)
- Is Default:** False (checkbox)

There is a blue 'Set As Default Site' button below the 'Is Default' checkbox. At the bottom right is a green 'Save' button. Below the form is an 'Audit' section with the following data:

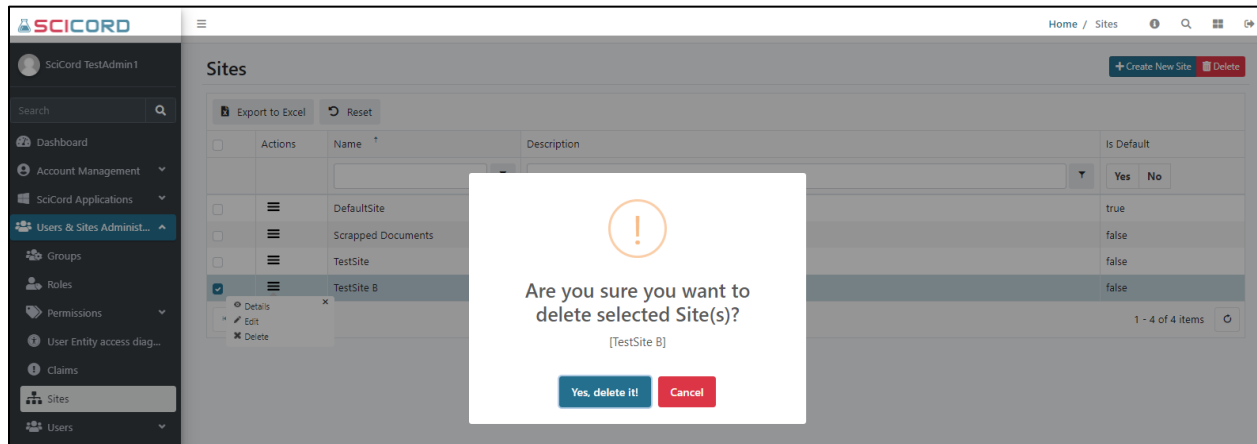
Timestamp:	Created By:	Updated Timestamp:	Updated By:
25-Nov-2020 15:48:44 +00:00	Nicholas Webb <nicholas.webb@scicord.com>	25-Nov-2020 15:48:44 +00:00	Nicholas Webb <nicholas.webb@scicord.com>

Remember: Always select 'Save' prior to navigating to another Portal view. A 'Changes Applied' message will appear to notify the User that the change has been made.

An audit box is present showing Timestamp, Dates, and User creation and update information.

Deleting a Site

A Site is only able to be 'Deleted' from the Site Index if it is not the Default Site. In the Actions column of the Site Index a 'Delete' function is available. By selecting the Delete function a dialog box will appear to verify that the correct Site is being Deleted.



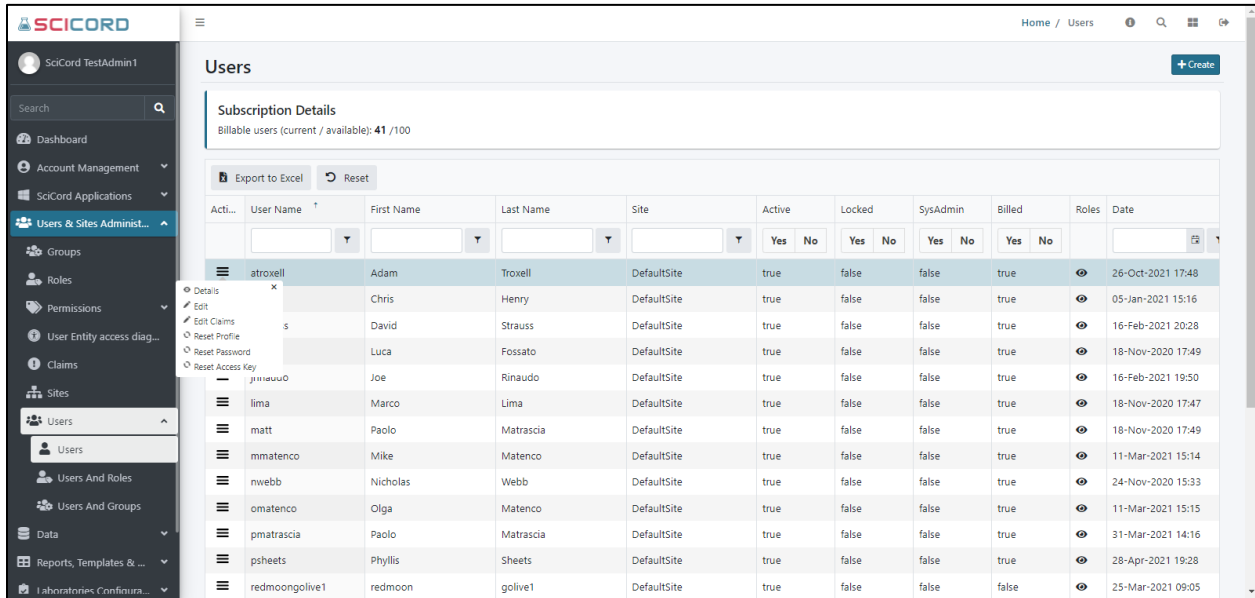
This allows the User one last chance to verify that it is indeed the Site that the User would like to delete. Once the User selects the 'Delete' icon, a message appears that the Site has been "Successfully Deleted". Site will no longer be present on the Index.

Users

The Users section is divided into Users, Users and Roles, Users and Groups.

By selecting 'Users', this will navigate to the Users Index screen. Here, Subscription Details are present which state the number of Active users (current/available). In viewing the registered User Accounts, by default, the system sorts Users alphabetically by their User Name.

The columns display: Actions, User Name, First name, Last name, Site, Active, Locked, SysAdmin, Billed, Roles, (User Creation) Date, Last User Access (Date), Last User Area.



An **Export** button is available to create an XLSX file on your local machine.

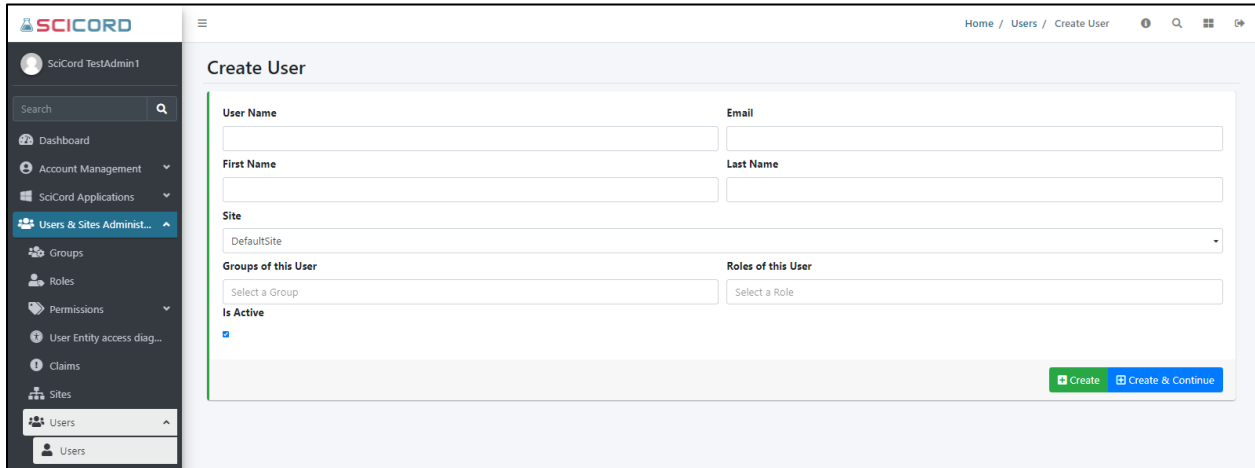
The Actions column allows a User with the Administration_Edit Permission to:

Actions

Details	Allows to view the Account Details of a User without being able to make any changes.
Edit	Allows to view the Account Details of the User and provides them access to editing the Details
Edit Claims	Allows the addition of claims
Reset Profile	If a User has had experienced damage or corruption to their profile
Reset Password	This action will automatically Reset the Password once selected, and 'An email with the new password has been sent to the user.' dialogue appears
Reset Access Key	Allows the user to reset an access key for any given user

User Creation

A 'Create' button is located in upper right corner of the Users in the Index. The User must have the Administration_Edit Permission to access this section.



When creating a User Account you will need to create the **User Name**, enter **Email**, **First** and **Last Name**, **Site**, **Groups** of the User, **Roles** of this User, '**Is Active**' Status, need to considered.

User Name is typically the users first initial and last name.

**The First and Last Name and email need to be exact as this is the name that will appear in the History of all SciCord Documents that the User 'touches'. The User creating the account would select the Site, where the new User is located, from the drop-list provided. See Site section to learn more about Sites.*

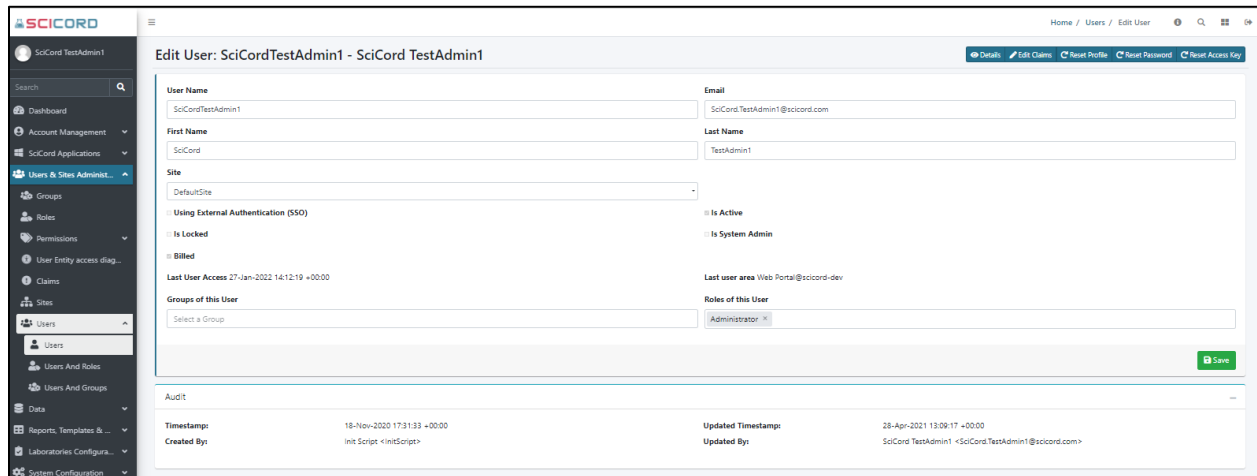
By selecting the '**Is Active**' checkbox the User Account becomes Active which allows the User access to both the Portal and the Client as long as they have been granted the necessary permissions.

Each User may be a part of a Group or have various Roles depending on the description of their work. Each of the Roles that are granted to a User provide various access to the System.

Editing a User

On the User Index page there is an **Actions** column that allows the User to 'Edit' a User Account.

As the Lifecycle of the User changes, an administrator can access the User account to Reset the user password, update the Site, Using External Authentication (SSO), Active/Locked status, System Admin status, Groups, and Roles of the User.



Timestamps	Created By	Updated Timestamps	Updated By
18-Nov-2020 17:31:33 +0000	init Sange <initSange>	28-Apr-2021 13:09:17 +0000	SciCord TestAdmin1 <SciCord.TestAdmin1@scicord.com>

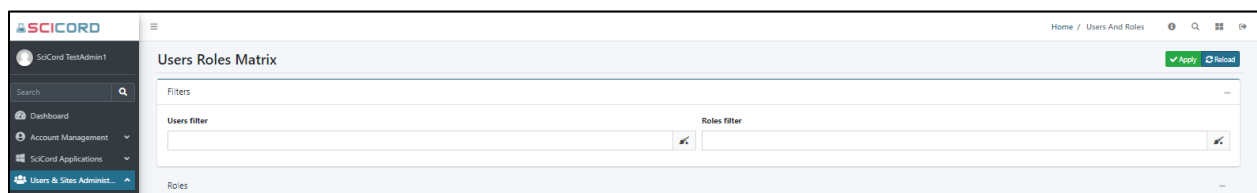
Always 'Save' any changes that have been meant to be Saved prior to navigating to another page of the SciCord Portal. If 'Save' is not selected then no changes will be made to the User Account.

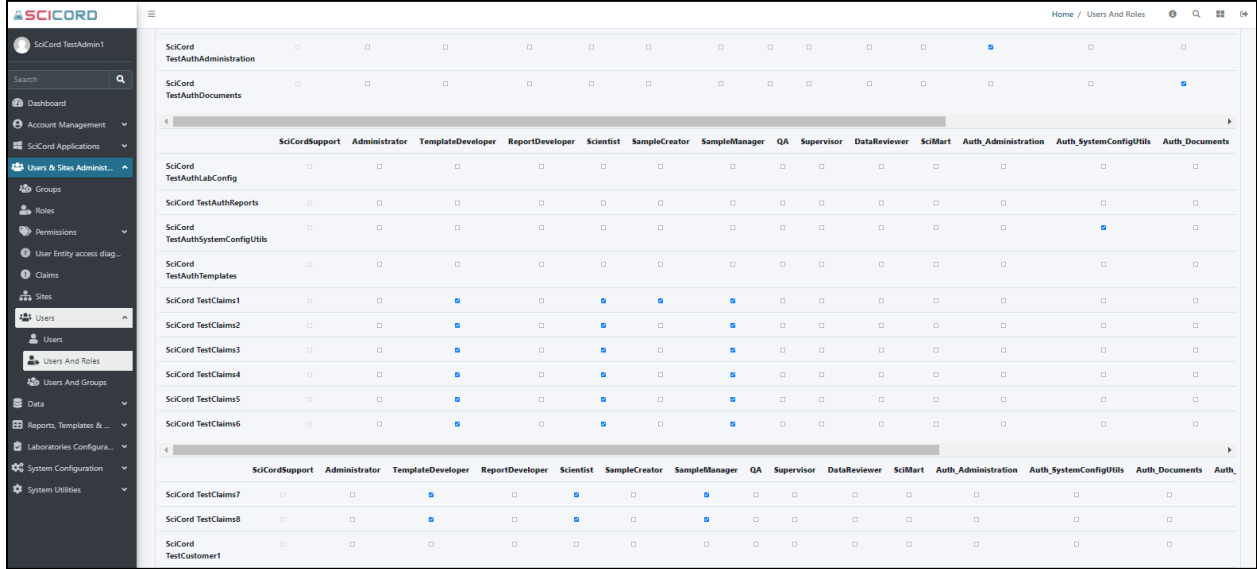
**An Audit box shows User creation date and the User that created the account, as well as the Updated Timestamp and the user that made the most recent changes.*

Users and Roles Matrix

A tool available to a user with Sys_Admin permissions.

A filterable Users Roles Matrix to quickly aid in identification of users and their roles in the system.



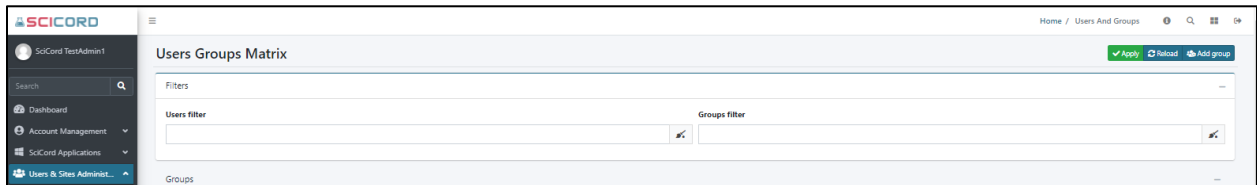


	SciCordSupport	Administrator	TemplateDeveloper	ReportDeveloper	Scientist	SampleCreator	SampleManager	QA	Supervisor	DataReviewer	SciMart	Auth_Administration	Auth_SystemConfigUtils	Auth_Documents
SciCord TestAuthAdministration														
SciCord TestAuthDocuments														
SciCord TestAuthLabConfig														
SciCord TestAuthReports														
SciCord TestAuthSystemConfigUtils														
SciCord TestAuthTemplates														
SciCord TestClaims1														
SciCord TestClaims2														
SciCord TestClaims3														
SciCord TestClaims4														
SciCord TestClaims5														
SciCord TestClaims6														
SciCord TestClaims7														
SciCord TestClaims8														
SciCord TestCustomer1														

Users and Groups Matrix

A tool available to a user with Sys_Admin permissions.

A filterable Users and Groups Matrix to quickly aid in identification of users and their groups in the system.



Users Groups Matrix

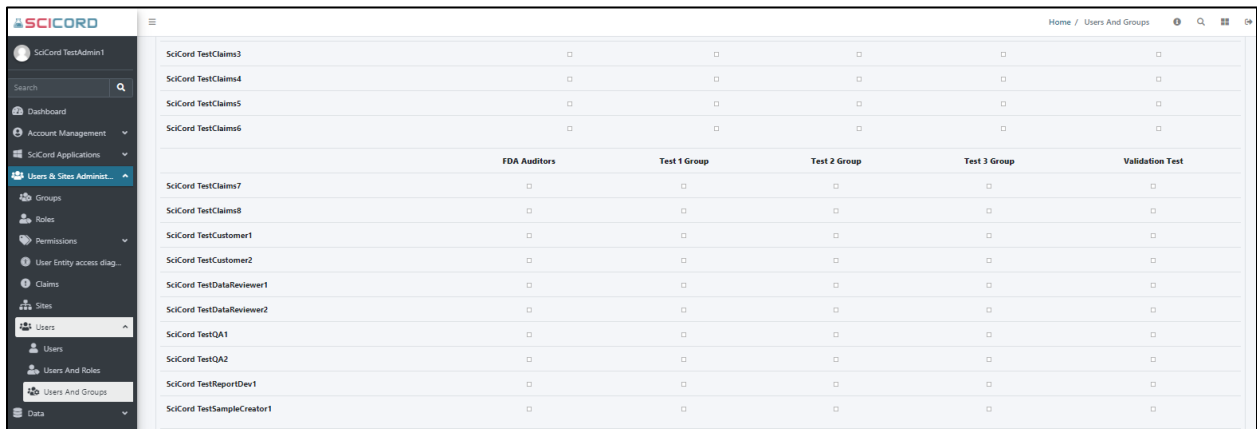
Filters

Users filter:

Groups filter:

Groups:

Buttons: Apply, Refresh, Add group



	FDA Auditors	Test 1 Group	Test 2 Group	Test 3 Group	Validation Test
SciCord TestClaims3					
SciCord TestClaims4					
SciCord TestClaims5					
SciCord TestClaims6					
SciCord TestClaims7					
SciCord TestClaims8					
SciCord TestCustomer1					
SciCord TestCustomer2					
SciCord TestDataReviewer1					
SciCord TestDataReviewer2					
SciCord TestQA1					
SciCord TestQA2					
SciCord TestReportDev1					
SciCord TestSampleCreator1					

Data

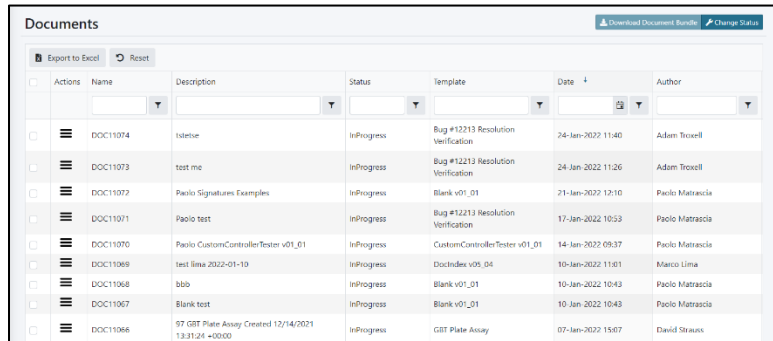
Documents

The User will need the Document_View permission to view-only the Documents section and the Document_Edit permission to view and edit the Documents section in the SciCord Portal.

Document Index

The Document Index consists of columns for an Action button, Name, Description, Status, Template, Date, Author, Locked by, and Tags and buttons to Download Document Bundle and Change Status.

Actions (Details, View, View Signatures, Snapshot Bundle, Open in Client, Download Last Version, Change Status, Restrictions, Generate Public URL, Generate Bundle Public URL), and Edit Site. Buttons are related to all the Documents that are created in the SciCord Client and configured based on Document status.



Actions	Name	Description	Status	Template	Date	Author
	DOC11074	tolatue	InProgress	Bug #12213 Resolution Verification	24-Jan-2022 11:40	Adam Trocell
	DOC11073	test me	InProgress	Bug #12213 Resolution Verification	24-Jan-2022 11:26	Adam Trocell
	DOC11072	Paolo Signatures Examples	InProgress	Blank v01_01	21-Jan-2022 12:10	Paolo Matrasca
	DOC11071	Paolo test	InProgress	Bug #12213 Resolution Verification	17-Jan-2022 10:53	Paolo Matrasca
	DOC11070	Paolo CustomControllerTester v01_01	InProgress	CustomControllerTester v01_01	14-Jan-2022 09:37	Paolo Matrasca
	DOC11069	test lima 2022-01-10	InProgress	DocIndex v05_04	10-Jan-2022 11:01	Marco Lima
	DOC11068	bbio	InProgress	Blank v01_01	10-Jan-2022 10:43	Paolo Matrasca
	DOC11067	Blank test	InProgress	Blank v01_01	10-Jan-2022 10:43	Paolo Matrasca
	DOC11066	97 GBT Plate Assay Created 12/14/2021 13:31:24 v=0100	InProgress	GBT Plate Assay	07-Jan-2022 15:07	David Strauss

The Name of each Document in the Document Index will be the Document Number (DOCXXXX) that was given to the Document when it was initially created in the SciCord Client. The Description in the Document Index is the description of the Document in the SciCord Client at the time of accessing the Document Index. The Status of the Document (Created, In Progress, Review Assigned, Rework Requested, Cancelled, and Complete) in the Document Index is the Status of the Document in the SciCord Client at the time the Document Index is accessed. The Template column lists which Template was used in creating the Document in the SciCord Client. The Date column lists the Creation Date (DD-MMM-YYYY hh:mm) of the Document created in the SciCord Client.

Document Details

When viewing the Document Details the User is provided with information on the Document Name, Description, Status, Template, Reviewer*, Approver*, Creation Date, Last Update, Audit Reasons Required, Tags*, and Groups* (* indicating if applicable).

Document Details: DOC11066 - 97 GBT Plate Assay Created 12/14/2021 13:31:24 +00:00

[View](#) | [Restrictions](#) | [Unlock](#) | [Download Last Version](#) | [Snapshot bundle](#) | [Generate Public URL](#)

Name	DOC11066	Description	97 GBT Plate Assay Created 12/14/2021 13:31:24 +00:00
Status	InProgress	Template	GBT Plate Assay
Reviewer		Approver	
Creation Date	1/7/2022 3:07:21 PM -05:00	Last Update	1/7/2022 3:09:53 PM -05:00
Audit Reasons Required	<input type="checkbox"/>	Tags	
Groups			

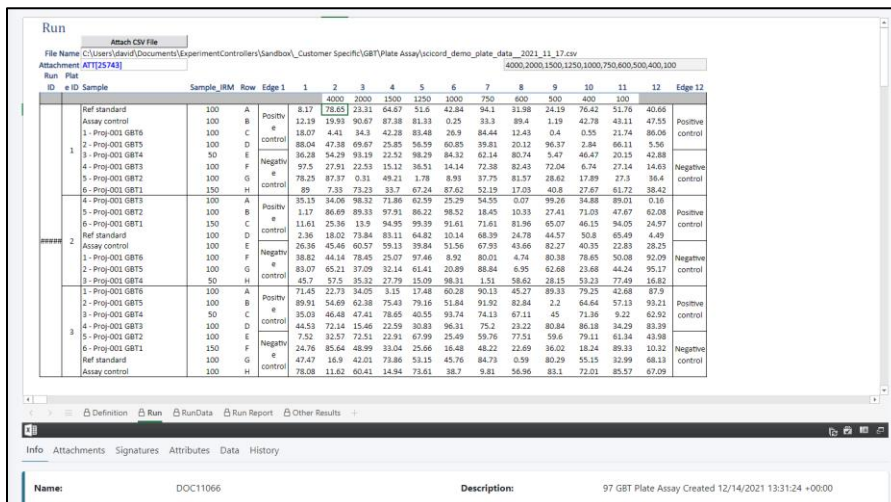
Audit

Timestamp:	07-Jan-2022 20:07:22 +00:00	Updated Timestamp:	07-Jan-2022 20:09:54 +00:00
Created By:	David Strauss <dstrauss>	Updated By:	David Strauss <dstrauss>

The User is also able to View the Document and Signatures, Restrictions, Unlock, Download Last Version, Snapshot Bundle, and Generate Public URL and Generate Snapshot Bundle Public URL.

Document View

The User may also choose 'View' from the Document Index Actions menu. The view function will allow the User to view the entirety of the Document as it appears in the SciCord Client in Read Only mode.



ID	e ID	Sample	Sample_IDM	Row	Edge	1	2	3	4	5	6	7	8	9	10	11	12	Edge 12
		Ref standard	100	A	Positiv	8.17	78.65	23.31	64.67	51.6	42.84	94.1	31.98	24.19	76.42	51.76	40.66	
		Assay control	100	B	Positiv	12.19	19.93	90.67	87.38	81.33	0.25	33.3	89.4	1.19	42.78	43.11	47.55	Positive
		1-Proj-001 GBT6	100	C	control	18.07	4.41	34.3	42.28	83.48	26.9	84.44	12.43	0.4	0.55	21.74	86.06	control
		1-Proj-001 GBT5	100	D	control	86.28	47.38	69.67	25.85	54.59	60.85	39.81	20.12	96.37	2.84	66.11	5.96	control
		1-Proj-001 GBT4	50	E	Negativ	36.28	54.29	93.19	22.52	98.29	84.32	62.14	80.74	5.47	46.47	20.15	42.88	Negative
		1-Proj-001 GBT3	100	F	control	97.5	27.91	22.53	15.12	36.51	14.14	72.38	82.43	72.04	6.74	27.14	14.63	Negative
		1-Proj-001 GBT2	100	G	control	78.35	87.87	0.31	49.21	1.76	8.91	37.79	81.57	28.62	17.89	37.3	36.4	control
		1-Proj-001 GBT1	150	H	control	89	7.33	73.23	33.7	67.24	87.62	52.19	17.03	40.8	27.67	61.72	38.42	control
		1-Proj-001 GBT7	100	A	Positiv	35.13	34.06	98.32	71.89	62.59	25.29	54.55	0.07	99.26	34.88	89.01	0.16	Positive
		1-Proj-001 GBT2	100	B	control	1.17	96.69	89.39	97.91	86.22	36.52	18.45	10.33	27.41	71.03	47.67	62.08	control
		1-Proj-001 GBT1	150	C	control	11.61	25.36	13.9	94.95	99.39	91.61	71.61	81.96	65.07	46.15	94.05	24.97	control
		Ref standard	100	D	control	2.36	18.02	73.84	83.11	64.82	10.14	68.39	24.78	44.57	50.8	65.49	4.49	control
		Assay control	100	E	control	26.98	45.46	60.57	59.13	39.84	15.56	67.93	43.66	82.27	40.55	22.83	28.25	control
		1-Proj-001 GBT6	100	F	Negativ	38.82	44.14	78.46	23.07	97.46	8.92	80.01	4.74	80.38	78.65	50.08	92.09	Negative
		2-Proj-001 GBT5	100	G	control	83.07	65.21	37.09	32.14	61.41	20.89	88.84	6.95	62.68	23.68	44.24	95.17	control
		1-Proj-001 GBT4	50	H	control	45.7	57.5	35.32	27.79	15.09	98.31	1.51	58.62	28.15	53.23	77.49	16.82	control
		1-Proj-001 GBT6	100	A	control	71.65	22.79	34.05	3.15	17.48	60.38	90.13	45.27	69.33	79.25	42.68	87.9	control
		1-Proj-001 GBT5	100	B	Positiv	89.91	54.69	62.38	75.43	79.16	51.84	91.92	82.84	2.2	64.64	57.13	93.21	Positive
		1-Proj-001 GBT4	50	C	control	35.03	46.48	47.41	78.65	40.55	93.74	74.13	67.11	45	71.36	9.22	62.92	control
		1-Proj-001 GBT3	100	D	control	44.53	72.14	15.46	22.59	30.83	96.31	75.2	23.22	80.84	86.18	34.29	83.99	control
		1-Proj-001 GBT2	100	E	control	7.52	32.97	73.51	22.91	67.99	25.49	59.76	77.51	59.6	79.11	61.34	43.88	control
		1-Proj-001 GBT1	150	F	Negativ	24.76	85.64	48.99	33.04	25.66	16.48	48.22	22.69	36.02	18.24	89.33	10.32	Negative
		Ref standard	100	G	control	47.47	16.9	42.01	79.86	53.15	45.76	84.73	0.59	80.29	55.15	32.99	68.13	control
		Assay control	100	H	control	78.08	11.62	60.41	14.84	75.61	38.7	9.81	56.96	83.1	73.01	85.57	87.09	control

A subpanel also contains Document Details – Info, Attachments, Signatures, Attributes, Data, and History. Located above the Document view, a View Signatures button allows a user to view what signatures (if any) exist for the document.

Snapshot Bundle or Document Bundle

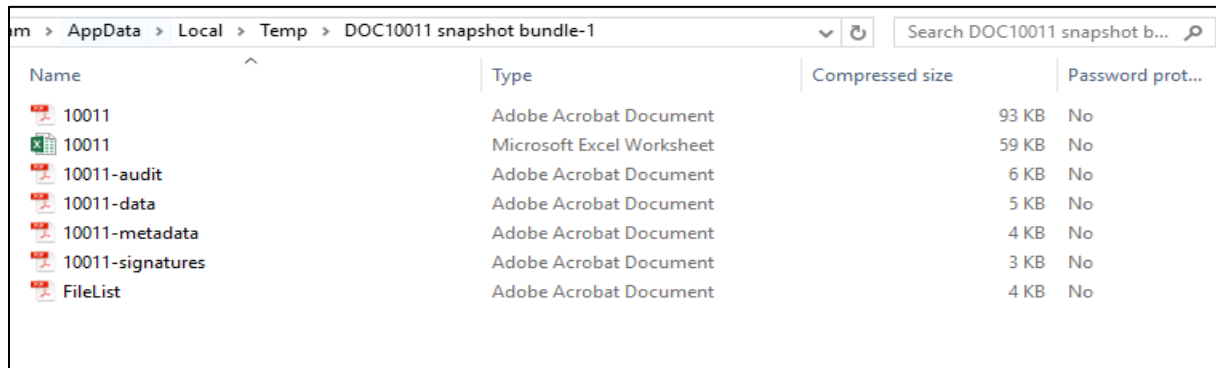
Snapshot Bundle is listed in the Actions menu when the corresponding Document is in any other Status besides Complete or Cancelled.

Document Bundle is listed in the Actions menu when the Document has either been Completed or Cancelled. A button located above the Documents Index will also activate when a selected Document has been Completed or Cancelled

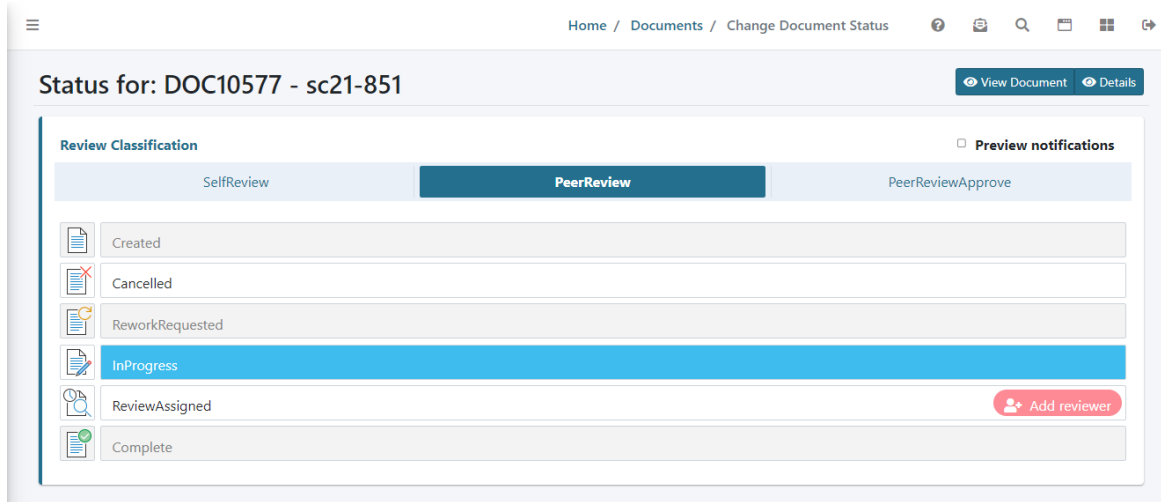
By selecting either bundle, a dialogue will appear asking if the User would like to Open or Save the Bundle zip file.

Each bundle will contain a PDF version of the Document, an Excel version of the Document, a PDF version of the Audit Record, a PDF version of the Structured Data, a PDF version of the Metadata, a PDF version of the Document Signatures, and a PDF version of the File List.

Below is an image of how the Compressed Zip File would appear to the User upon opening the File.



Change Status



Home / Documents / Change Document Status

Status for: DOC10577 - sc21-851

Review Classification

SelfReview PeerReview PeerReviewApprove

Created

Cancelled

ReworkRequested

InProgress

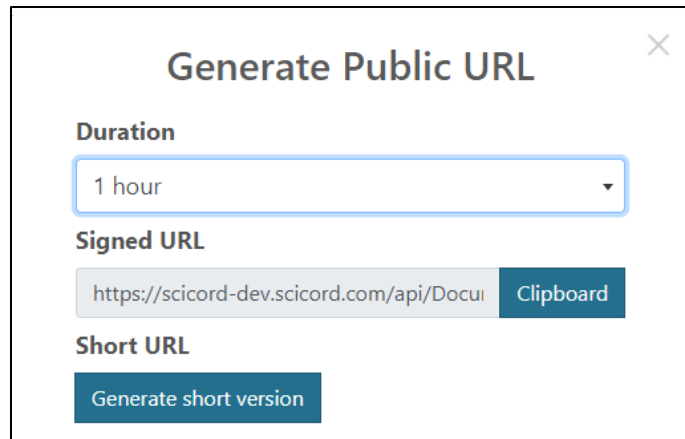
ReviewAssigned

Complete

Add reviewer

Generate Public URL

This menu allows you to generate a public URL so that anyone can access the document or document bundle. Select the duration from the dropdown menu to determine how long the file will be available for download. The URL can be copied to the clipboard by clicking the clipboard button. A shortened version of the URL can be generated by clicking the Generate short version button. After the URL is generated, it can be pasted into any web browser to download the linked file.



Generate Public URL

Duration

1 hour

Signed URL

https://scicord-dev.scicord.com/api/Docu Clipboard

Short URL

Generate short version

Resources Index

A Resource index shows filterable columns Actions (Details, View DOCXXX, Open DOCXXX in Client, Edit Site), Status, Site, Entity ID, Description, Category, Current Location, Is Inventory Enabled, Is Expired, Source Document ID, Source Document Entity ID, Current Amount, Amount Unit, Created By, and Date. The User is also able to Export the list of Resources. Resources are typically created within templates and managed within the SciCord Client.

Resources

Export to Excel Reset

Actions	Status	Site	Entity ID	Description	Category	Current Location	Is Inventory Enabled		Is Expired		Source Document ID	S
							Yes	No	Yes	No		
☰	InProgress	DefaultSite	REF13099	11056-1 Acetonitrile 50 L 1	Chemical		true		false		11056	D
☰	InProgress	DefaultSite	REF12835	10916-5 Acetonitrile 456	Chemical		true		false		10916	D
☰	InProgress	DefaultSite	REF12836	10916-6 Ammonium acetate 456	Chemical		true		false		10916	D
☰	InProgress	DefaultSite	REF12837	10916-7 Benzalkonium Chloride 456	Chemical		true		false		10916	D
☰	InProgress	DefaultSite	REF12838	10916-8 Benzoic Acid 456	Chemical		true		false		10916	D
☰	InProgress	DefaultSite	REF12831	10916-1 2-Propanol L 123	Chemical		true		false		10916	D
☰	InProgress	DefaultSite	REF12832	10916-2 Acetic Acid L 123	Chemical		true		false		10916	D
☰	InProgress	DefaultSite	REF12833	10916-3 Acetone L 123	Chemical		true		false		10916	D
☰	InProgress	DefaultSite	REF12834	10916-4 Methanol L 123	Chemical		true		false		10916	D
☰	InProgress	DefaultSite	REF12830	PAO-001-Mettler-Emulated-10908	Equipment		false		false		10908	D
☰	InProgress	DefaultSite	REF12818	10897-1 test 1 Units	Chemical		true		false		10897	D

Resource Details

Buttons at the top of the Resource Details page allows a user to view the document (if applicable) used to create the resource selected and view the Inventory (if applicable) to the resource selected. Refer to the Document viewer for more information.

Resource Details: REF13099 - 11056-1 Acetonitrile 50 L 1 DOC11056 Inventory

Status	InProgress	Site	DefaultSite
Entity ID	REF13099	Description	11056-1 Acetonitrile 50 L 1
Category	Chemical	Is Expired	<input type="checkbox"/>
Source Document ID	11056	Source Document Entity ID	DOC11056
Current Amount	50.00 L	Current Location	

Audit +

Resource Inventory

The Resources Inventory page displays basic information about the resource and a list of inventory transactions. An export button allows the user to open the list of transactions in excel.

Resource Inventory
REF13099 - 11056-1 Acetonitrile 50 L 1

Id	13099
Type	Chemical
Description	11056-1 Acetonitrile 50 L 1
Current Amount	50 L
Document	DOC11056 - dev chem v01_03 test
Current Location	

Transactions

Export to Excel

Actions	Date ↑	Event	Mov.	Amount	Analyst	Location	Comments
☰	03-Jan-2022	Fill	+	50		N.A.	Automatical DOC11056

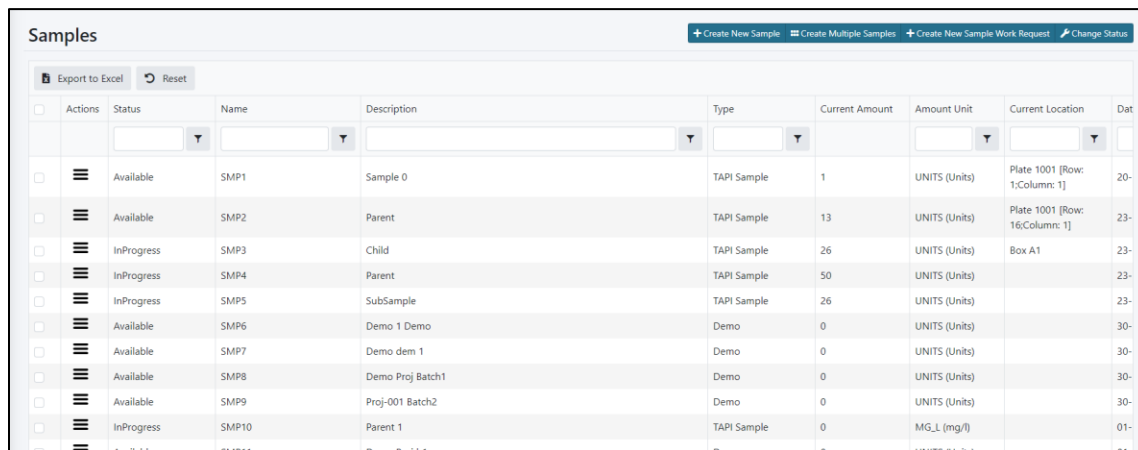
1 - 1 of 1 items

Samples

The User will need the Sample_View and Sample_Edit permissions to view and edit the Samples section in the SciCord Portal.

Sample Index

A Samples Index shows a column for Actions (View, Edit, Change Status, Manage work requests, Inventory, Snapshot bundle, Restrictions, Specifications) and filterable columns for Status, Name, Description, Type, Current Amount, Amount Unit, Current Location, Date, Created By, Review Classification, and Last Modified By. The User is also able to Export the list of Samples. At the top of the Samples page are links to Create New Sample, Create Multiple Samples, Create New Sample Work Request, Change Status, and Inventory Schedule.



Actions	Status	Name	Description	Type	Current Amount	Amount Unit	Current Location	Date
<input type="checkbox"/>	Available	SMP1	Sample 0	TAPI Sample	1	UNITS (Units)	Plate 1001 [Row: 1; Column: 1]	20-
<input type="checkbox"/>	Available	SMP2	Parent	TAPI Sample	13	UNITS (Units)	Plate 1001 [Row: 16; Column: 1]	23-
<input type="checkbox"/>	InProgress	SMP3	Child	TAPI Sample	26	UNITS (Units)	Box A1	23-
<input type="checkbox"/>	InProgress	SMP4	Parent	TAPI Sample	50	UNITS (Units)		23-
<input type="checkbox"/>	InProgress	SMP5	SubSample	TAPI Sample	26	UNITS (Units)		23-
<input type="checkbox"/>	Available	SMP6	Demo 1 Demo	Demo	0	UNITS (Units)		30-
<input type="checkbox"/>	Available	SMP7	Demo dem 1	Demo	0	UNITS (Units)		30-
<input type="checkbox"/>	Available	SMP8	Demo Proj Batch1	Demo	0	UNITS (Units)		30-
<input type="checkbox"/>	Available	SMP9	Proj-001 Batch2	Demo	0	UNITS (Units)		30-
<input type="checkbox"/>	InProgress	SMP10	Parent 1	TAPI Sample	0	MG/L (mg/l)		01-

Create Sample

Users with the Sample_Edit permission can either Create a Sample or Multiple Samples within the SciCord Portal. The Create Sample page allows the user to input a Sample Type, Parent Sample, Is SubSample (checkbox), Initial Amount, Units, Location, Add Location, and Description.

Create Multiple Samples

Shown in the graphic to the right, when creating multiple samples, the user can choose Sample Type and Initial Samples Count. If more is selected, the user can choose Parent Sample and Is SubSample.

Once Create is clicked, a Create Multiple Samples page is displayed. Depending on the Sample Type chosen, the page will display a series of columns for data input for each sample being created, a Validation toggle (On/Off), and the ability to add and view attachments. The graphic below shows the Create Multiple Samples view with a couple Demo samples.

Multiple Samples Settings

Sample Type

Initial Samples Count

2

More -

Parent Sample

Is SubSample

Create

Cancel

Create Multiple Samples Reset

Validation On Invalid

Ready	Description	Batch (*)	Project (*)	Lot	Protocol	Initial amount	Units	Location
-	Demo NA NA						1 % vol/vol	
-	Demo NA NA						1 % vol/vol	

Attachments

+ Add Attachment
+ Add Data File
Remove

Sample Viewer

Sample Viewer will give a detailed breakdown of each sample along with tabs for Results, Attachments, History, and Signatures. At the top of the Sample Viewer page are links to Work Requests, Inventory, Restrictions, Change Status, and Snapshot bundle.

Sample: SMP1 - Sample 0

Work Requests Inventory Restrictions Change Status Snapshot bundle

Type	TAPI Sample	Created By	Paolo Matraschia
Classification	SelfReview	Status	Available
Initial Amount	0	Current Amount	1
Amount Unit	UNITS (Units)	Parent Sample Id	
Initial Location		Current Location	Plate 1001 [Row: 1;Column: 1]
Comment			

Attributes

Required

Optional

Prop 1

Prop 2

Prop 3

Prop 4

Results Attachments History Signatures

Export to Excel Reset

Aliquot Set	Aliquot Seq	Aliquot	Document	Test	Measurement	Value	Raw Value
0	0	Sample 0	DOC10021	Chemical	SourceDoc	test	test

Buttons are present at the top of the Sample Viewer page to Create New Sample, Create Multiple Samples, and Create New Sample Work Request along with another Change Status button.

Sample Inventory

Sample Inventory: 1 - Sample 0

SMP1 - Sample 0

Transactions Requests

Export to Excel New Transfer

Actions	Date	Event	Mov.	Amount	Analyst	Location	Corr
☰	31-Jan-2020	Fill to set exact amount	+	400		N.A.	Rese Aut DOC
☰	31-Jan-2020	Remove to set exact amount	-	400		N.A.	Rese Aut DOC
☰	20-Nov-2020	Fill to set exact amount	+	100		N.A.	
☰	20-Nov-2020	Remove to set exact amount	-	99		N.A.	
☰	01-Jun-2021	Change location				Plate 1001 [Row: 1;Column: 1]	

1 - 5 of 5 items

The User will need the SampleInventory_View and SampleInventory_Edit permissions to view and edit the Sample Inventories in the SciCord Portal. The Sample Inventory page displays basic information about the sample and index lists of inventory transactions and requests. Within each an export button allows the user to open the list of transactions in excel. A New and a Transfer button allow the user to create inventory transactions or requests.

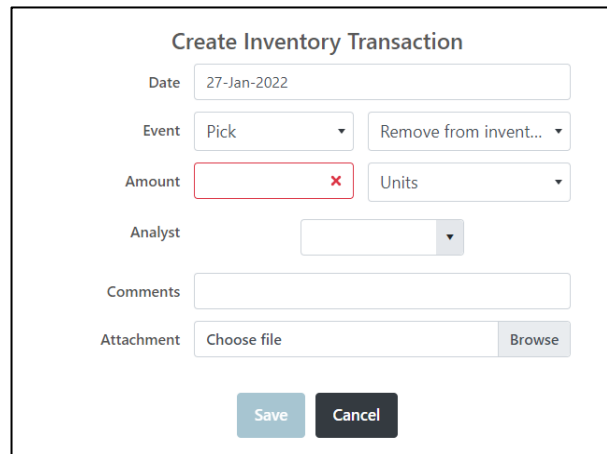
The index list for Transactions contains columns for Actions (Detail and Sign), Date, Event, Movement, Amount, Analyst, Location, Comments, Attachment, and Is Signed. If the movement is negative, an added Action item for return exists.

The index list for Requests contains columns for Actions (Detail, Mark as Complete, and Create Transaction). If Type is Pick, an additional Action item for Return is added.

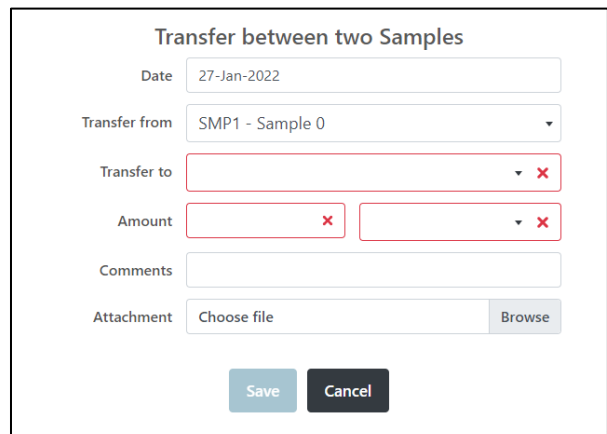
Create Inventory Transactions

Within the index list for Transactions, the user can insert a new transaction by clicking the New button. Once clicked, the pop-up shown to the right is shown. The User can input the appropriate date, event, amount, etc. Once Save is selected, a new transaction is shown in the index list and the current sample amount is updated.

Additionally, the user can insert a Transfer transaction by selecting the Transfer button. This transfer takes place between the inventory amount between two samples. The User can input the appropriate date, samples to transfer amount between, amount, etc. Once Save is selected, a new transaction is shown in the index list and the current sample amount for both samples is updated.




The screenshot shows a form titled "Create Inventory Transaction". It includes a date field set to "27-Jan-2022", an event dropdown menu set to "Pick", and a "Remove from invent..." dropdown. The amount field is empty with a red "x" icon, and the units dropdown is set to "Units". There is an analyst dropdown menu, a comments text area, and an attachment section with a "Choose file" button and a "Browse" button. At the bottom, there are "Save" and "Cancel" buttons.



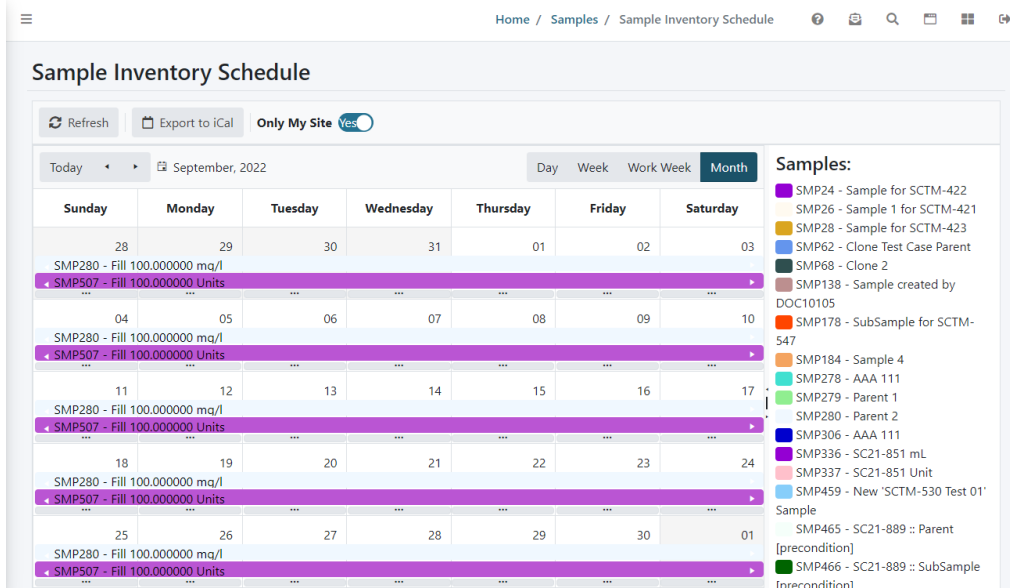
The screenshot shows a form titled "Transfer between two Samples". It includes a date field set to "27-Jan-2022", a "Transfer from" dropdown menu set to "SMP1 - Sample 0", and a "Transfer to" dropdown menu with a red "x" icon. The amount field is empty with a red "x" icon, and there is a second empty field with a red "x" icon. There is a comments text area, an attachment section with a "Choose file" button and a "Browse" button, and "Save" and "Cancel" buttons at the bottom.

Create Inventory Requests

 Requests operate similarly to Transactions. The user can select a New request or a Transfer Request. Both New and Transfer pop-ups operate in the same way as Transactions.

Sample Inventory Schedule

A calendar view of listing color coded list of samples that can be filtered by Day, Week, Work Week, or Month. The calendar can be Refreshed, Exported, and filtered by Site.



Sample Inventory Schedule

Refresh Export to iCal Only My Site

Today September, 2022 Day Week Work Week **Month**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01	02	03
SMP280 - Fill 100.000000 mg/l SMP507 - Fill 100.000000 Units						
04	05	06	07	08	09	10
SMP280 - Fill 100.000000 mg/l SMP507 - Fill 100.000000 Units						
11	12	13	14	15	16	17
SMP280 - Fill 100.000000 mg/l SMP507 - Fill 100.000000 Units						
18	19	20	21	22	23	24
SMP280 - Fill 100.000000 mg/l SMP507 - Fill 100.000000 Units						
25	26	27	28	29	30	01
SMP280 - Fill 100.000000 mg/l SMP507 - Fill 100.000000 Units						

Samples:

- SMP24 - Sample for SCTM-422
- SMP26 - Sample 1 for SCTM-421
- SMP28 - Sample for SCTM-423
- SMP62 - Clone Test Case Parent
- SMP68 - Clone 2
- SMP138 - Sample created by DOC10105
- SMP178 - SubSample for SCTM-547
- SMP184 - Sample 4
- SMP278 - AAA 111
- SMP279 - Parent 1
- SMP280 - Parent 2
- SMP306 - AAA 111
- SMP336 - SC21-851 mL
- SMP337 - SC21-851 Unit
- SMP459 - New 'SCTM-530 Test 01' Sample
- SMP465 - SC21-889 :: Parent [precondition]
- SMP466 - SC21-889 :: SubSample [precondition]

Sample Work Requests

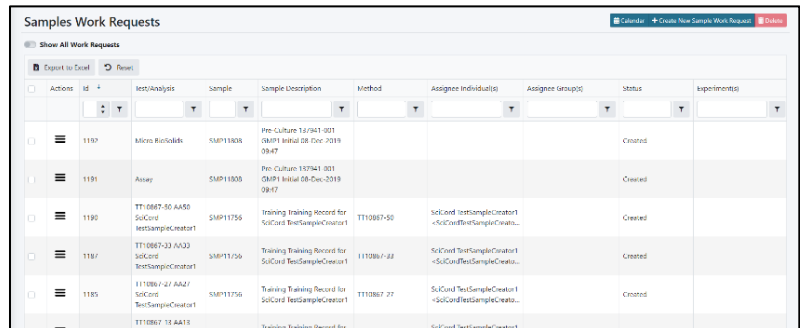
The User will need the SampleWorkRequest_View and SampleWorkRequest_Edit permissions to create, view, and edit the Sample Work Requests in the SciCord Portal.

Sample Work Requests Index

A Samples Work Request page shows filterable columns

Actions (Manage Work Requests, View SMPXXX, and Delete), ID, Test/Analysis, Sample, Sample Description, Method, Assignee Individual(s), Assignee Group(s), Status, Experiment(s), Scheduled From,

Scheduled To, Overdue Days, Replicates, Hours Expected, Hours Spent, Date, Created by, and Last Modified by. The user can export a list of all the Work Requests and can view the sample Inventory from the Sample Viewer. At the top of the page are links to Calendar, Create New Sample Work Request, and Delete. There is a 'Show All Work Requests' flag that may be selected as well to include all Work Requests.



Actions	ID	Test/Analysis	Sample	Sample Description	Method	Assignee Individual(s)	Assignee Group(s)	Status	Experiments
	1197	Micro Retoloids	SMP1130A	Pre-Culture 14/04/2021 QM/PI Initial 08-Dec-2019 09:47				Created	
	1191	Assay	SMP1130B	Pre-Culture 14/04/2021 QM/PI Initial 08-Dec-2019 09:47				Created	
	1190	TT10867-50 A450 SuCord testSampleCreator1	SMP11756	Training Training Record for SuCord TestSampleCreator1	TT10867-50	SuCord TestSampleCreator1 +SuCordTestSampleCreat...		Created	
	1187	TT10867-22 A100 SuCord testSampleCreator1	SMP11756	Training Training Record for SuCord TestSampleCreator1	TT10867-22	SuCord TestSampleCreator1 +SuCordTestSampleCreat...		Created	
	1185	TT10867-27 A624 SuCord testSampleCreator1	SMP11756	Training Training Record for SuCord TestSampleCreator1	TT10867-27	SuCord TestSampleCreator1 +SuCordTestSampleCreat...		Created	
	1184	TT10867-14 A411 SuCord testSampleCreator1	SMP11756	Training Training Record for SuCord TestSampleCreator1	TT10867-14	SuCord TestSampleCreator1 +SuCordTestSampleCreat...		Created	

Sample Work Requests Calendar

The Sample Work Requests Calendar displays scheduled Sample Work Requests. The view display can be changed between Day, Work Week (Mon-Fri), Week, Month, Agenda (vertically separated by day), and Timeline (horizontally oriented by hour).

Samples Work Requests Calendar

Refresh Export to iCal

Show All Work Requests Show Only Assigned To Me

Today January, 2022 Day Work Week Week **Month** Agenda Timeline

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01
					SMP11665 - TT10775-1 SMP11665 - TT10775-2 ...	SMP11382 - SMP11346 - Assay ...
02	03	04	05	06	07	08
SMP11382 - Appearance						
SMP11382 - Density						
09	10	11	12	13	14	15
SMP11382 - Appearance						
SMP11382 - Density						
16	17	18	19	20	21	22
SMP11382 - Appearance						
SMP11382 - Density						

Data Files

A Data Files Index is available with Actions (Edit, Move, Tags, Details, Delete, Download, Restrictions, Generate Public URL, History, Documents, Samples, Edit Site) and filterable columns for ID, Folder, File Name, Description, File Type, Source Application, Source Host, Used, Site, Creation Date, Size (KB), Tags, and Created by. Links are located at the top of the page for History of Deleted DataFiles and Move.

Data Files History For Deleted DataFiles + Move

Export to Excel Reset

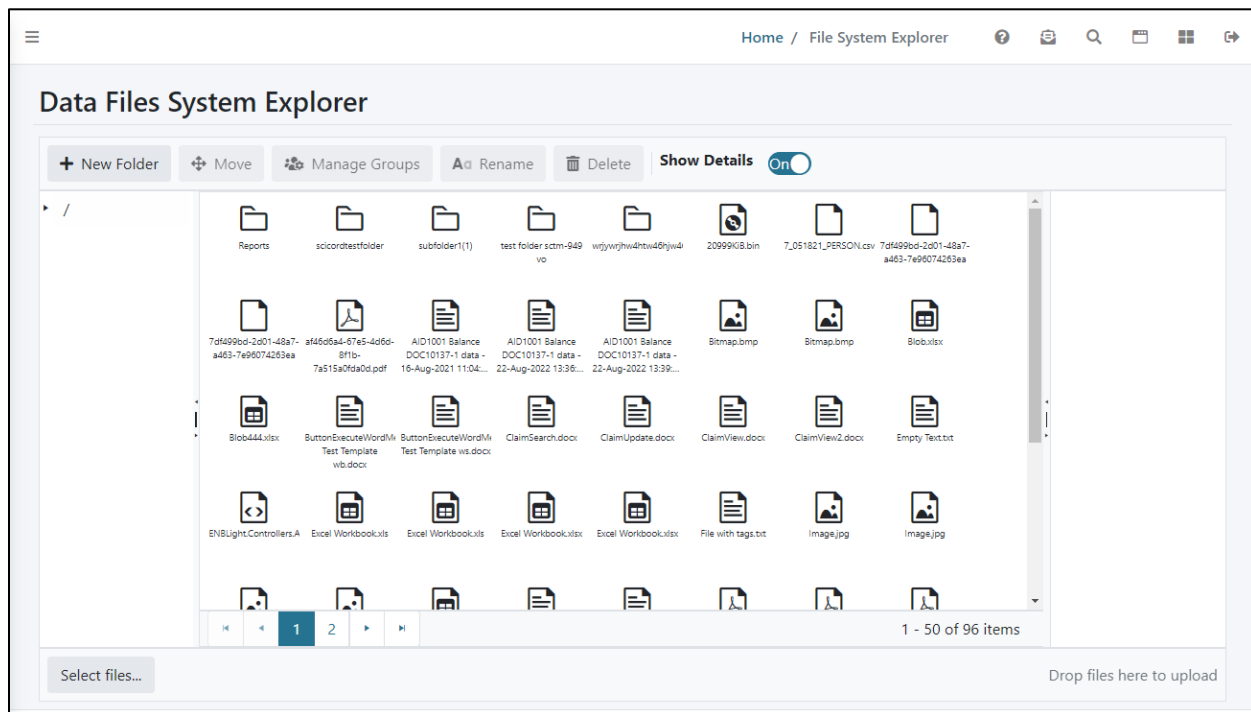
File Name	Description	File Type	Source Application	Source Host	Used	Site	Creation Date	Size (KB)	Tags	Created By
Yes	No									
BLM-TAC-000066Accidental Experiment Creation (1).pdf		Adobe Portable Document Format	SciCord Client	WIN10DEV-0218	false	DefaultSite	24-Jan-2022 12:34	15		Paolo
Demo Single Month General report - 17-Dec-2021.xlsx	Report from 21-Nov-2021 to 11-Dec-2021 generated on 17-Dec-2021 at 12:00:04 AM	Excel Workbook	SciCord Report Server	DEVVM	false	DefaultSite	16-Dec-2021 19:00	316		Olga
Yearly Monthly report - 17-Dec-2021.xlsx	2021 Yearly report generated on 17-Dec-2021 at 12:00:04 AM	Excel Workbook	SciCord Report Server	DEVVM	false	DefaultSite	16-Dec-2021 19:00	427		SciC
Demo Single Month General report - 16-Dec-2021.xlsx	Report from 21-Nov-2021 to 11-Dec-2021 generated on 16-Dec-2021 at 12:00:00 AM	Excel Workbook	SciCord Report Server	DEVVM	false	DefaultSite	15-Dec-2021 19:00	316		Olga
Yearly Monthly report - 16-Dec-2021.xlsx	2021 Yearly report generated on 16-Dec-2021 at 12:00:00 AM	Excel Workbook	SciCord Report Server	DEVVM	false	DefaultSite	15-Dec-2021 19:00	427		SciC

View/Edit Data File Properties

Buttons for Details/Edit, Documents, Samples, Download, Restrictions, Generate Public URL, and History can be selected in both View and Edit Data File Properties. Fields include Data File ID, File Type, File Name*, Folder*, Description*, Notes*, and Tags* (* indicate fields that can be changed in Edit Data File Properties).

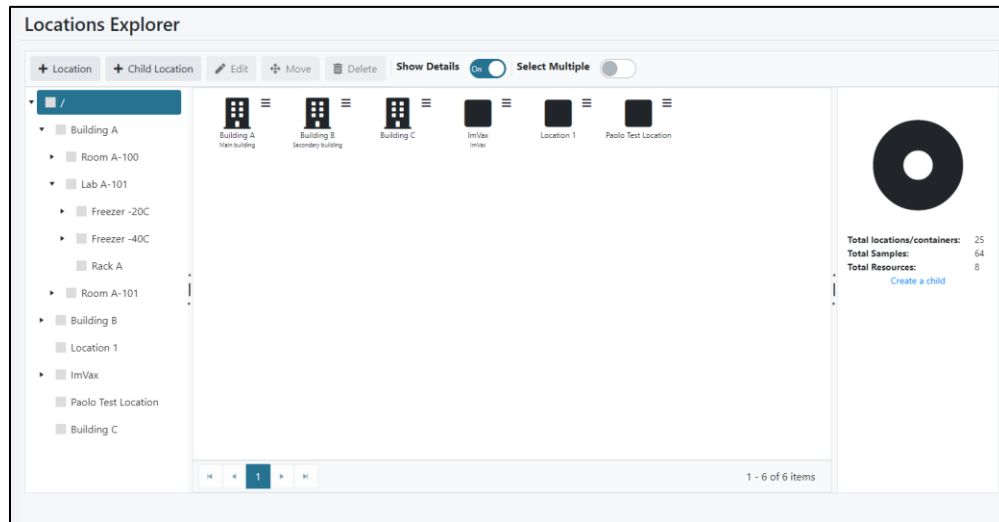
File System Explorer

The Data Files System Explorer operates similarly to a computer's file explorer. The Explorer displays the hierarchy of files and folders within the system and allows the user to navigate amongst folders and locations to find a data file. Buttons at the top of the explorer offers the users shortcuts that can otherwise be navigated to within the explorer.



Location Explorer

Like the File System Explorer, the Location Explorer can be navigated using the Explorer window or the tree to the side of the window. The Location Explorer displays physical locations samples, materials, equipment, etc. can be stored. Locations and Child Locations can also be added in the Locations Explorer.



Reports, Templates & Modules

Reports

Reports are designed to provide the user a more user-friendly output of the data in the system apart from the client or originating template the data was inserted, created, or calculated. Reports are configurable and can be added dynamically to the system. There are Report Permissions and the User must have the Report_View, the Report_Edit, or the AdminReport_View permission to access the Reports.

Report Index

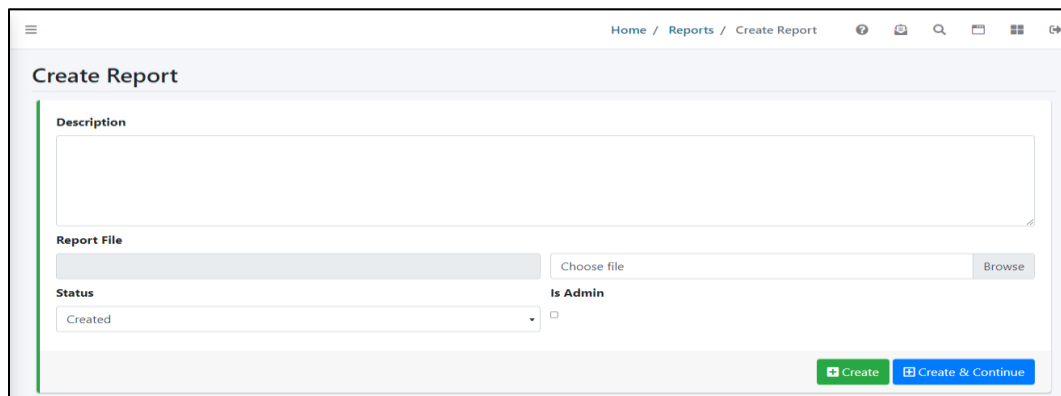
Reports								
<input type="checkbox"/> Show Inactive Reports + Create New Report Delete 								
Export to Excel Reset								
Actions	Name	Description ↑	Report Type	Status	Admin	Created By	Last Modified	
					Yes No			
<input type="checkbox"/>	≡	RPT18	ABP AER Cahir Final Effluent 2021 Report	XLSX	Created	false	David Strauss	16-Sep-2021
<input type="checkbox"/>	≡	RPT19	ABP Cahir Final CoFA Report	XLSX	Created	false	David Strauss	16-Sep-2021
<input type="checkbox"/>	≡	RPT17	ABP ERF 6.2A New EMR Cahir 2021 Report	XLSX	Created	false	David Strauss	16-Sep-2021
<input type="checkbox"/>	≡	RPT23	ABP Surface Water Report v01_01	XLSX	Created	false	Joe Rinaudo	07-Jan-2022
<input type="checkbox"/>	≡	RPT20	Cahir Final CofA with JN and CC Signatures v01_01	XLSX	Created	false	Joe Rinaudo	20-Dec-2021
<input type="checkbox"/>	≡	RPT15	Chemical Inventory	XLSX	Active	false	Paolo Matraschia	18-Jun-2021
<input type="checkbox"/>	≡	RPT4	Daily Report for Tyler	XLSX	Created	true	Joe Rinaudo	17-Feb-2021
<input type="checkbox"/>	≡	RPT3	Demo Annual Testing	XLSX	Created	false	David Strauss	17-Feb-2021
<input type="checkbox"/>	≡	RPT5	Demo Single Month General	XLSX	Created	false	David Strauss	22-Dec-2021
<input type="checkbox"/>	≡	RPT6	Documents Review Report v03	RDLC	Validated	true	SciCord Support	07-Apr-2021
<input type="checkbox"/>	≡	RPT16	EquipmentList_CalibrationDuen31days	XLSX	Created	false	David Strauss	24-Jun-2021

The Reports Index consists of a table with a column for Actions (Details, Edit, Download Report File, Delete, Launch) and filterable columns for Name, Description, Report Type, Status, Admin,

Created By, Last Modified, and Modified By. The Reports Index also allows the user to Create New Reports. There is a 'Show inactive Reports' flag that may be selected as well to include all Reports, and not just the ones with a Status of Created, Active, or Validated.

Creating a Report

By selecting the Create New Report button a new page will appear that allows the User to record a Description for the Report, load a Report DLL, include the Status using a drop-list, and select if it Is Admin. If the 'Is Admin' checkbox is enabled, only a User with an AdminReport_View will be able to view the Report. The User must have the Report_Edit permission to create a Report.



Report Details

The Report Details page allows the user to view the Report Details, which include the Name, Description, Report Type, Status, Is Admin (checkbox), and Version number. The user may also Launch, Edit/View, Download, or Delete the Report File using the corresponding buttons located at the top of the Report Details page. At the bottom of the Report Details page, A Schedule Index (if a schedule has been added to a report) displays the schedule for the current report for users with ReportSchedule_Management permission enabled. The index contains columns for Actions, Description, Schedule, Next Execution, Last Execution, and Time Zone with similarly filterable columns as previous indices.

Report Details

Launch Edit Download Report File Delete

Name	RPT2	Report Type	XLSX
Description	Monthly	Is Admin	<input type="checkbox"/>
Status	Active		
Version	1		

Schedule

Export to Excel Reset + Add New

Actions	Description	Schedule	Next Execution	Last Execution	Time Zone
☰	Periodic Monthly	At 12:00 AM	27-Jan-2022 19:00	26-Jan-2022 19:00	UTC
☰	Periodic Monthly	At 12:00 AM, on day 1 of the month	31-Jan-2022 19:00	31-Dec-2021 19:00	UTC

1 - 2 of 2 items

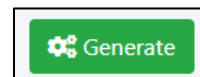
Audit +

Edit

By selecting the Edit Action, the user can Edit the corresponding Report. The user can update the Description, Report File, Status, Is Admin (checkbox), and the Schedule of the Report. Once the Report has been Saved the Last Modified date will change to the date that the update was made.

Launch

When launching a report, the user can select from a drop-list a Date Filter, Output File Type, and Generation Type. Once those are selected, the user can Generate the report using the button (shown to the right) located at the top right of the page. Depending on the selection made in Generation Type, the user can access the report either locally on their machine or in the Data Files Index.



Schedule a New Report

Users with ReportSchedule_Management permission enabled can schedule new reports. The graphic below shows the page to do so. Once the Schedule New action is selected for a given report, the user can create a new schedule using Cron expressions (examples are given in the orange-gold box), choose an Output File Type, select a “Do not generate on empty results” checkbox, choose a Description, select a Folder, and select a “Send email notifications” checkbox.

Schedule new periodic Report generation: RPT18 - ABP AER Cahir Final Effluent 2021 Report Schedule

Report
RPT18 - ABP AER Cahir Final Effluent 2021 Report

Schedule

Any standard [Cron expression](#) will be accepted. You can start from a [predefined expression](#).

Output File Type

Do not generate on empty results

Description

Folder

Send email notifications

i You can use the following placeholders when defining the folder where the reports will be stored:

- {year}
- {month}
- {day}
- {dayOfWeek}

Each placeholder will be replaced - during the report generation - using the current year, month or day.

Filters

Scheduled Reports

The Reports Generation Schedule Index displays all currently scheduled report generations. The Index consists of a table with the column headers: Actions (Report, Edit, Details, and Delete), Description, Schedule, Next Execution, Last Execution, and Time Zone.

Reports Generation Schedule

Export to Excel Reset

Actions	Description	Schedule	Next Execution	Last Execution	Time Zone
	Periodic Monthly	At 12:00 AM	27-Jan-2022 19:00	26-Jan-2022 19:00	UTC
	Periodic Monthly	At 12:00 AM, on day 1 of the month	31-Jan-2022 19:00	31-Dec-2021 19:00	UTC
	Periodic Report with Filters	At 12:00 AM, on day 1 of the month, only in January	31-Dec-2022 19:00		UTC
	Periodic Demo Single Month General	At 12:00 AM	27-Jan-2022 19:00	26-Jan-2022 19:00	UTC

1 - 4 of 4 items Refresh

Templates

Templates are loaded into the SciCord Portal and used to create new documents in the SciCord Client. Each template is unique and configurable. Three Template permissions exist: Template_View, Template_Edit, and TemplateAPI_Management. The user must have at least one of these to view the Template section of the Portal.

Templates Index

Templates + Create New Template							
Show Inactive Templates							
Export to Excel Reset							
Actions	Name	Description ↑	Status	Default Review Class.	Created By	Last Modified	Modified By
☰	TML21	#10055 resolution verification	Active		Paolo Matraschia	05-Jan-2021 10:22	Paolo Matr
☰	TML79	aa	Created		Mike Matenco	03-Aug-2021 09:02	Mike Mater
☰	TML85	ABP Dictionary	Created		David Strauss	28-Sep-2021 22:12	David Strau
☰	TML84	ABP Samples v01_01	Created		David Strauss	16-Sep-2021 08:55	David Strau
☰	TML86	ABP Site Manager v01_01	Created		David Strauss	29-Sep-2021 09:15	David Strau
☰	TML45	Aurobindo A&I v01_01	Created		David Strauss	08-Apr-2021 10:49	David Strau
☰	TML4	Balance Logbook v01_01	Created		SciCord Support	04-Dec-2020 08:36	SciCord Suj
☰	TML56	Biological Resources v01_01	Created		David Strauss	17-May-2021 07:50	David Strau
☰	TML1	Blank v01_01	Active		SciCord Support	14-Jan-2021 13:26	Nicholas W
☰	TML110	Bug #12213 Resolution Verification	Created		Paolo Matraschia	17-Jan-2022 10:52	Paolo Matr
☰	TML71	Bulk Samples And Results Creator v01_01	Active		Paolo Matraschia	07-Jul-2021 16:43	Paolo Matr
☰	TML67	Bundler PDF Conversion Tester v01_01	Active		Paolo Matraschia	23-Jun-2021 09:54	Paolo Matr

The Template Index table includes a column for Actions (Audits, Details, Edit, Controller, Restrictions, Doc Restrictions, Workbook, Download Droplet, and if applicable, Help) and filterable columns for Name, Description, Status, Default Review Classification, Created By, Last Modified, Modified By, Max Samples, Allow Unrestricted, and Version. Each Template is provided a unique and specific Name, TML(N), where N is the Template number. The Template may be one of four statuses that the client user selected initially or has been updated: Created, Active, Validated, and Inactive. The Max Samples column is unique to Templates. Some templates don't require any samples while others do require them.

Audit

The User must have the Template_View or Template_Edit Permissions to view the Audit. The user is able to retrieve an audit of each of the Templates that are in the Template Index. This audit contains data regarding any unlocked cells within the Template. This is a way in which a Template Developer can double-check their work so that they may know that all cells within the workbook are locked. However, it isn't necessarily mandatory that all cells are locked. Regardless, if a user were to change a cell that previously had text and was unlocked, an audit trail would still be found in the history documenting the previous text and new text of the cell.

Audits				
ID	Version	Display Value	Address	Worksheet
806	1	1	Sheet1!\$A\$7	Sheet1

Showing 1 to 1 of 1 entries

Previous 1 Next

Template Details

The user must have the Template_View or Template_Edit Permission to view the Template Details. The Template Details page includes values for Name, Description, Max Samples, Status, Allow unrestricted, Use Default Controller, Version Requirement Core, Version, Analysis Type, Review Classification Default, Allow unrestricted Sample Status, Control Class Name, Version Requirement Template API. The user may also Edit, view audits, view restrictions, or download the document Droplet, Workbook File, Configuration File, and Controller File using the corresponding buttons located at the top of the Template Details page.

Edit

A User must have the Template_Edit Permission to edit any Template in the Template Index. By selecting the Edit item in the Actions drop-list, the User will be directed to the Edit Template page. On the Edit Template page, the user can vary the number of Max Samples, Status, and Analysis Type for the selected Template. The user is also able to load different Workbook, Controller, Configuration, and Help Files for the Template.

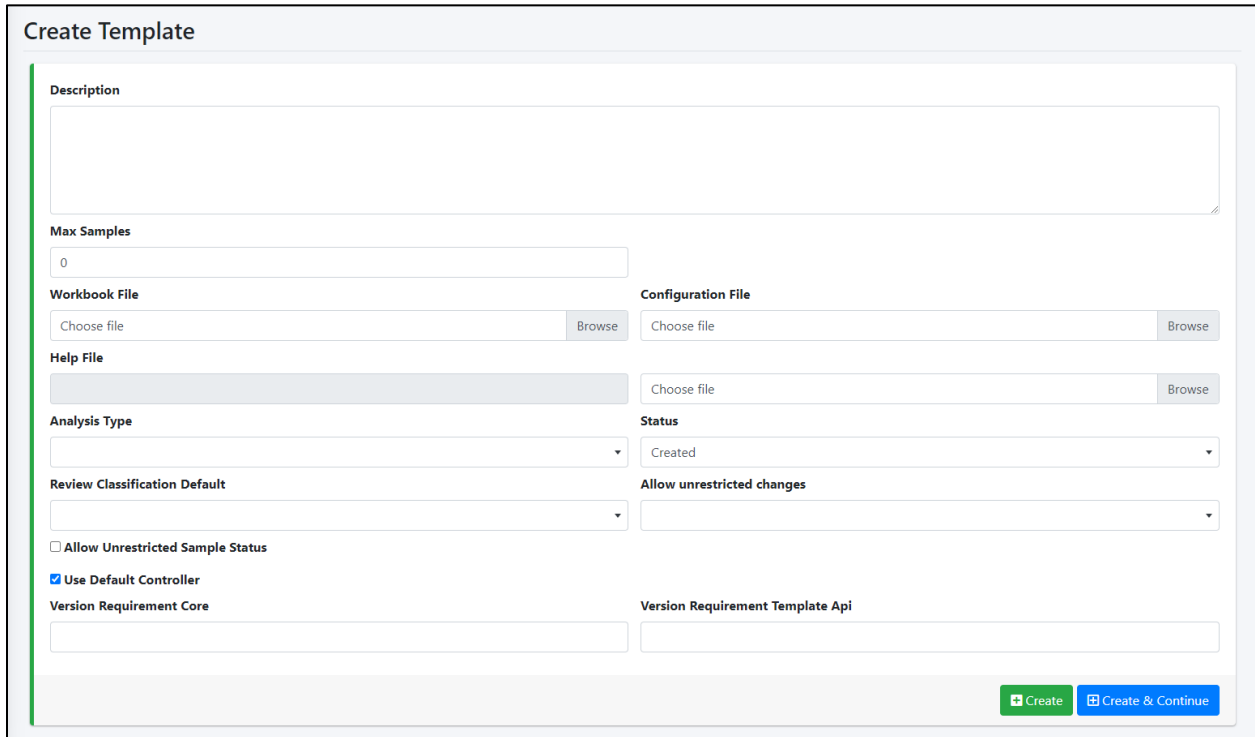
Controller

A User with the Template_Edit Permission will have access to the Controller item in the Actions drop-list. By selecting Controller, the user will be able to Download the Controller file that is associated with the corresponding Template.

Create New Template

This page allows the User with the Template_Edit and TemplateAPI_Management Permissions, typically the TemplateDeveloper Role, to create a new template so that it may be used in the SciCord Client when creating new documents. The Description of the Template will be the Template Name that appears in the SciCord Client when creating a Document. The User is also able to include the number of Max Samples. In the Client, the User will only be able to add up to the Max Samples number recorded in this section of the Portal.

Below is an image of the Create Template page.



The Workbook File is the Excel file that the User wants the Template to be based on. The creator of the Template will have included an Automation Configuration and Extraction Configuration worksheet in the workbook that will aid in some of the automation in the SciCord Client. The workbook file works in conjunction with the Controller, Configuration File, and the Template API to produce the desired effects on a document that would be created in the SciCord Client.

The Configuration File is an xml file that is used to configure the Template.

The Help File is a document associated with the Template that will help the User to understand the Template and how to work with it. This is a file that is optional for the User to add to the Template.

When creating the template, the Analysis Type, Status, Review Classification Default, Allow Unrestricted Changes fields all contain drop lists to make selections for the template requirements. Template Requirement Core and Version Requirement Template API fields are optional fields available to complete the template creation.

A Controller may be customized by using the Template API, but it is important to note that each of the Controllers is compatible with different versions of the Template API. The User creating the Template should be aware that the Template API and Controller designated for the

Template in creation are compatible. There are also various Controllers that interface with instruments (i.e. FD10, GeoPyc, Sympatec) and provide different functions (i.e. Usage Log). The User will record the Control Class Name and load the corresponding Controller File. The Controller file should correspond to the requirements of the Template.

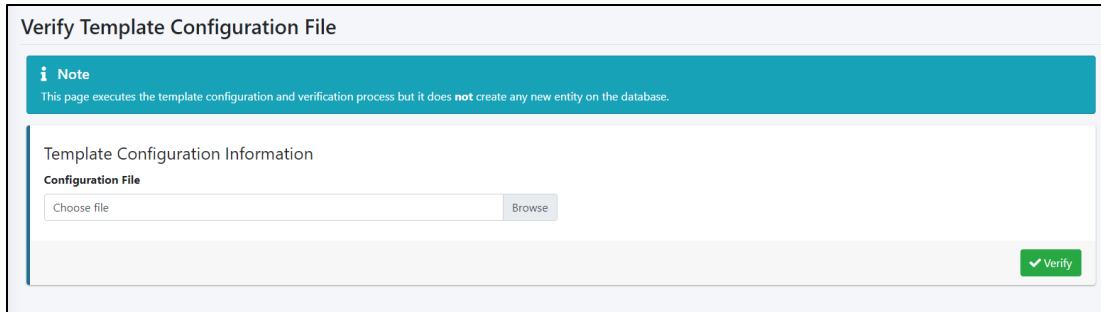
ActionMappings Usage Overview

ActionMappings are employed in templates to provide buttons functionality, create samples, unhide worksheets, etc. The SciCord Portal tracks the use of these ActionMappings on a per template basis.

ActionMappings Usage Overview Index

The ActionMappings section is available to users with the TemplateAPI_Management permission. Typically, this permission is given to the Template Developer role. The ActionMappings Usage Overview Index includes the column headers: Actions (Details, Workbook), ActionMapping, Template, Template Status, and Usages. If the Details action is selected, the user is directed to the Template Details page of the template implementing the selected ActionMapping. Selecting the Workbook action allows the user to download the same template.

Template Config Verification



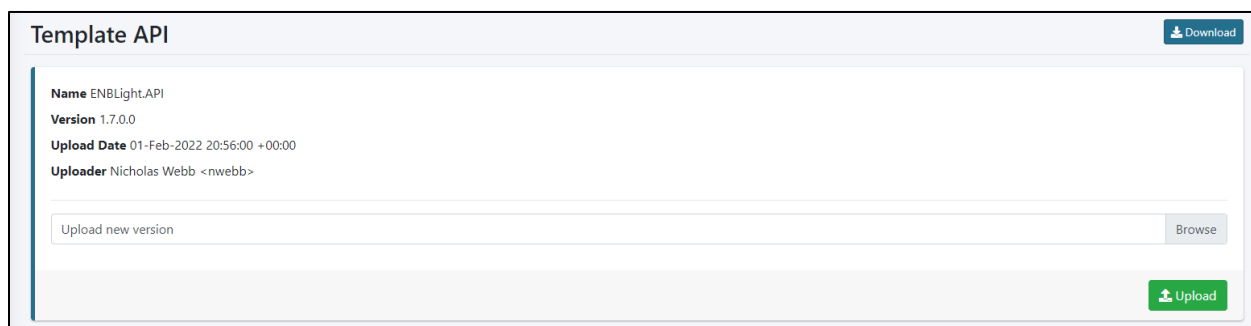
A user with the Template_Edit Permission can utilize the Template Config Verification. A part of the Template (noted in the Create a Template section) is the Configuration File. Prior to saving the Template with a configuration file, the User can execute the template configuration and verification process, however, no new entities will be created in the database. By loading the Configuration file on the Verify Template Configuration File page, the User can go through the verification process. Once the 'Verify' button is selected the User is shown the Template Configuration Response that verifies the file or shows the User an error(s).

Default Templates Controller

Some templates implemented by SciCord require a unique Controller while others can use the same one to achieve the proper functionality. The Default Template Controller can be uploaded to serve as the “default” for all templates being uploaded in the system. When a user uploads a new template in the system, they are given the option to use the default uploaded here or upload a template-specific controller.

Template API

The Template API is accessible only to the User with the TemplateAPI_Management permission. Typically, this permission is reserved for the Template Developer Role.



The screenshot shows a web interface titled "Template API" with a "Download" button in the top right corner. The main content area displays the following information:

- Name** ENBLight.API
- Version** 1.7.0.0
- Upload Date** 01-Feb-2022 20:56:00 +00:00
- Uploader** Nicholas Webb <nwebb>

Below this information is a text input field containing "Upload new version" and a "Browse" button. At the bottom right of the interface is a green "Upload" button with an upward arrow icon.

The Template API is the tool the Template Developer would use in creating the desired effects for a Template Excel file. The Excel file (and corresponding Configuration file) will not produce all the functionality until paired with the definitions set in the Template API. It is important to note that when developing Templates, the Template Developer should be aware of what API functions are available for the specific Template API version in the given environment.

Modules Management

The Modules Managements is available to users with the TemplateAPI_Management permission. Typically, this permission is given to the Template Developer role.

Modules Administrative Panel Export Modules (filtered items - all pages) Delete

Export to Excel Reset

<input type="checkbox"/>	Actions	Name	Update Date
<input type="checkbox"/>		<input type="text"/>	<input type="text"/>
<input type="checkbox"/>		ENBLight.Module.Client.Parser.PHMetllerParser.V01_01.dll	16-Feb-2021 10:29
<input type="checkbox"/>		ENBLight.Module.Client.Parser.NVK.PHThermoFisherParser.V01_01.dll	26-Jan-2021 15:24
<input type="checkbox"/>		ENBLight.Module.Client.Parser.NVK.PHDOMettlerParser.V01_02.dll	26-Jan-2021 15:42
<input type="checkbox"/>		ENBLight.Module.Client.Parser.MoistureMeterMitsubishiParser.V01_01.dll	16-Feb-2021 10:29
<input type="checkbox"/>		ENBLight.Module.Client.GenericInstrumentSubPanel.V02_01.dll	28-Apr-2021 09:24
<input type="checkbox"/>		ENBLight.Module.Client.DeviceDriver.PHMetllerTCPClient.V1_01.dll	16-Feb-2021 10:29
<input type="checkbox"/>		ENBLight.Module.Client.DeviceDriver.MTSICSBalanceTCPClient.V00_01.dll	02-Dec-2021 14:38

1 - 7 of 7 items

Select files... Drop files here to upload

You can only upload DLL files.

A Modules Administrative Panel index containing columns for Actions (Delete, Download), Name, and Update Date. Modules facilitate communication between the SciCord client and exterior devices.

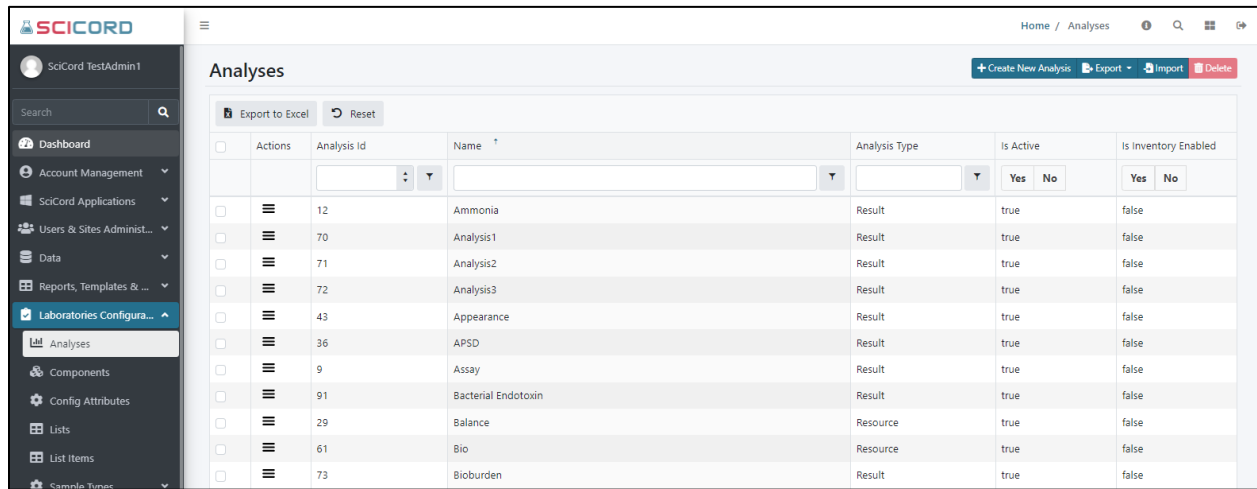
Laboratories Configuration

Analyses

The Analyses section of the Laboratories Configuration is available to Users with the LabConfiguration_View or the LabConfiguration_Edit permissions. Typically, the Laboratories Configuration permissions are granted to the Template Developer and Administrator.

Analyses Index

The Analyses Index provides the User with a list of all the recorded Analyses. Each Analysis is created and given a specific Analysis ID which can be used to identify an Analysis. The Index also includes the Analysis Name, Analysis Type, Is Active, and Is Inventory Enabled flag. The Index includes several Actions (Details, Edit, Delete, Export).



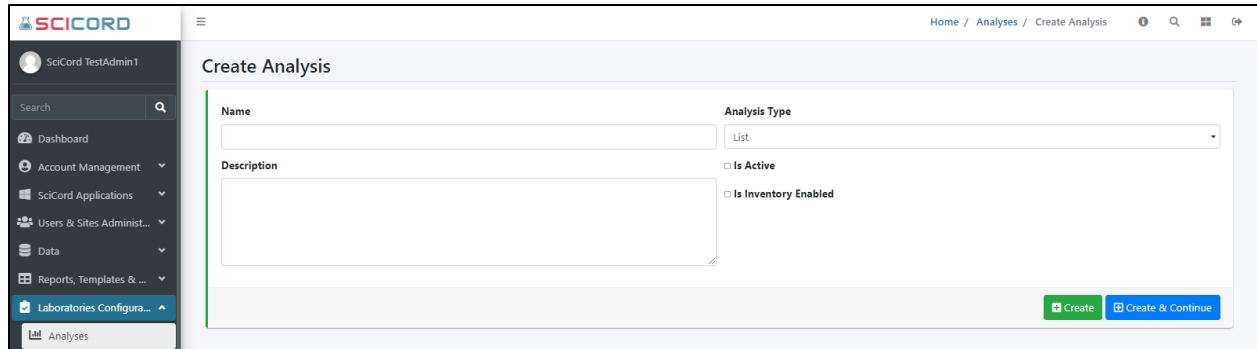
The screenshot displays the 'Analyses' page in the SciCord ELN/LIMS Portal. The page features a dark sidebar on the left with navigation options like Dashboard, Account Management, and Laboratories Configuration. The main content area shows a table of analyses with the following data:

Actions	Analysis Id	Name	Analysis Type	Is Active		Is Inventory Enabled	
				Yes	No	Yes	No
<input type="checkbox"/>	12	Ammonia	Result	true		false	
<input type="checkbox"/>	70	Analysis1	Result	true		false	
<input type="checkbox"/>	71	Analysis2	Result	true		false	
<input type="checkbox"/>	72	Analysis3	Result	true		false	
<input type="checkbox"/>	43	Appearance	Result	true		false	
<input type="checkbox"/>	36	APSD	Result	true		false	
<input type="checkbox"/>	9	Assay	Result	true		false	
<input type="checkbox"/>	91	Bacterial Endotoxin	Result	true		false	
<input type="checkbox"/>	29	Balance	Resource	true		false	
<input type="checkbox"/>	61	Bio	Resource	true		false	
<input type="checkbox"/>	73	Bioburden	Result	true		false	

There is an Export to Excel button that will send an XLSX file of recorded Analyses to your local machine.

Create a New Analysis

The user can create a new Analysis by selecting blue **'Create New Analysis'** on the Analysis Index page.



The screenshot displays the 'Create Analysis' interface. On the left is a navigation sidebar with options like Dashboard, Account Management, and Laboratories Configuration. The main content area has a form with the following elements:

- Name:** A text input field.
- Description:** A larger text area for notes.
- Analysis Type:** A dropdown menu currently showing 'List'.
- Is Active:** A checkbox that is currently unchecked.
- Is Inventory Enabled:** A checkbox that is currently unchecked.
- Buttons:** A green 'Create' button and a blue 'Create & Continue' button.

The Create Analysis page allows the User to record a **Name** and **Description**, as well as a drop list to record the **Analysis Type**. **'Is Active'** and **'Is Inventory Enabled'** status. Once the User selects the **'Save'** button a message will appear stating, 'Analysis successfully created' and the page will change to the Edit Analysis. Once the Analysis is created it will be given a unique Analysis ID which will be specific to the newly created Analysis.

Analysis: Details

The Analysis **Details** include the Analysis ID, Description, Name, Analysis Type, and 'Is Active' and 'Is Inventory Enabled' status. The User can navigate to the **Edit** page by selecting the blue-highlight button. To the right is an image of the Analysis Details page.

The **Analysis Details** also contains a section of expandable and filterable of the related **Components** and **Audit** information. The Components index can be exported to Excel, and shows columns for ID, Name, Units, and Is Active.

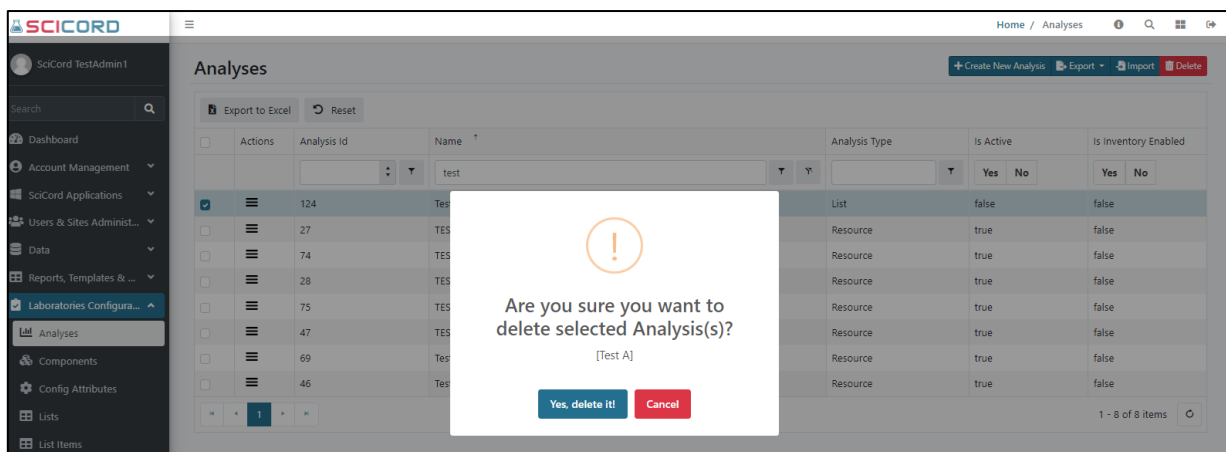
Analysis: Edit

The Edit action allows a user with the LabConfiguration_Edit permission to edit the **Name**, **Description**, **Analysis Type**, **Is Active** and **Is Inventory Enabled** fields. The user may not edit the Analysis ID. Below is an image of the Edit Analysis page.

The **Analysis Edit** also contains a section of expandable, filterable, and can be edited of the related **Components** and displays the related **Audit** information. The Components index can be exported to Excel, and shows columns for ID, Name, Units, and Is Active. In Edit mode, the User may also Add New or Delete the related Components.

Analysis: Delete

The Delete action can be performed by a user with the LabConfiguration_Edit permission. By selecting an **Analysis**, and the red **Delete** button. The user will be asked to confirm that the specific Analysis selected is the one to be deleted. 'Are you sure you want to delete this Analysis?'



The User should review the Analysis ID, Description, Name, Analysis Type, and Is Active, and Is Inventory Enabled status prior to deleting any Analysis.

Once the User selects the **'Delete'** button the User will be returned to the Analysis Index page and the Analysis that was deleted will no longer be present on the Analysis Index table.

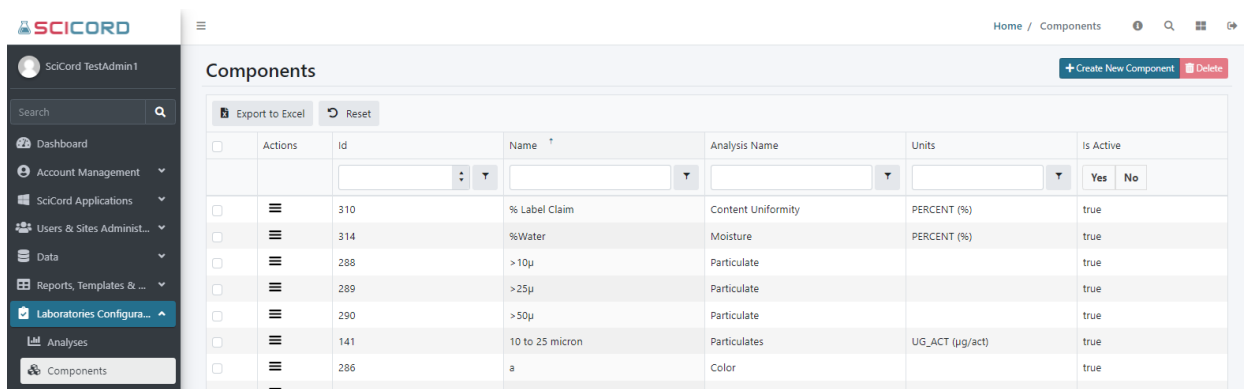
Component

The Component section of the Laboratories Configuration is available to Users with the LabConfiguration_View or the LabConfiguration_Edit permissions. Typically, the Laboratories Configuration permissions are granted to the Template Developer and Administrator.

Component Index

By selecting 'Component' from the SciCord Portal homepage the User is directed to the Component Index page. Each created Component is provided a unique Component ID upon creation which is seen in the first column of the Index (see the Component Index image below). The User, if they have the LabConfiguration_Edit permission, can Create a New Component. The Actions are: Details, Edit, and Delete.

Below is an image of the Component Index.



Actions	Id	Name	Analysis Name	Units	Is Active
					Yes No
<input type="checkbox"/>	310	% Label Claim	Content Uniformity	PERCENT (%)	true
<input type="checkbox"/>	314	%Water	Moisture	PERCENT (%)	true
<input type="checkbox"/>	288	> 10µ	Particulate		true
<input type="checkbox"/>	289	> 25µ	Particulate		true
<input type="checkbox"/>	290	> 50µ	Particulate		true
<input type="checkbox"/>	141	10 to 25 micron	Particulates	UG_ACT (µg/act)	true
<input type="checkbox"/>	286	a	Color		true
<input type="checkbox"/>	225	Active	Accur	DEEP WITHIN (µg/act)	true

Create a New Component

By selecting the blue-highlight 'Create New Component' button, the User will be directed to the **'Create Component'** page. The Name field and the Analysis are the only required fields when creating a Component. However, the User can record a Description, a Unit (from a drop-list), and Attributes. Options to check the box for **Overwrite Units Description** and **Is Active** flag.

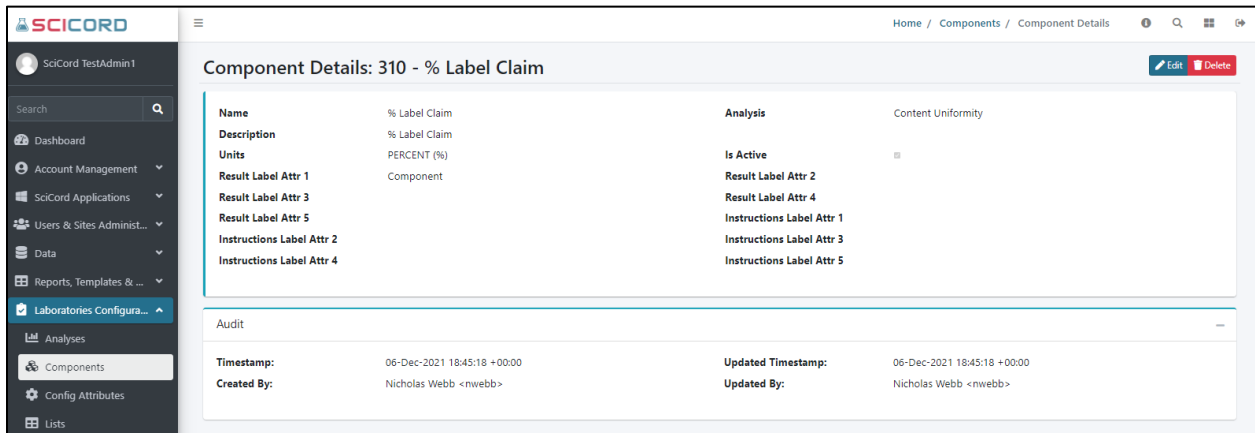
Below is an image of the Create Component page.

Create Component

Name	
<input type="text"/>	
Description	Analysis
<input type="text"/>	Ammonia
	Is Active
	<input type="checkbox"/>
Units	Units Description
<input type="text"/>	
<input checked="" type="checkbox"/> Overwrite Units Description	
Result Label Attr 1	Result Label Attr 2
<input type="text"/>	<input type="text"/>
Result Label Attr 3	Result Label Attr 4
<input type="text"/>	<input type="text"/>
Result Label Attr 5	
<input type="text"/>	
Instructions Label Attr 1	Instructions Label Attr 2
<input type="text"/>	<input type="text"/>
Instructions Label Attr 3	Instructions Label Attr 4
<input type="text"/>	<input type="text"/>
Instructions Label Attr 5	
<input type="text"/>	

Component: Details

A User with the LabConfiguration_View permission can select the Details Action and view-only the Component Details. As seen in the image below, a User with the LabConfiguration_Edit permission can Edit the Component from this page. Besides the information that can be seen on the Index, the User is also able to view the Description and Attributes data. An Audit section reveals the Timestamp of creation, created by User Name, Updated Timestamp, and User that made the update.



The screenshot shows the 'Component Details' page for '310 - % Label Claim'. The page includes a sidebar with navigation options like Dashboard, Account Management, and Laboratories Configuration. The main content area displays the component's details in a table format, including Name, Description, Units, Analysis, and various attributes. An Audit section at the bottom provides information on the creation and update timestamps and the user responsible for each action.

Name	% Label Claim	Analysis	Content Uniformity
Description	% Label Claim	Is Active	<input type="checkbox"/>
Units	PERCENT (%)	Result Label Attr 2	
Result Label Attr 1	Component	Result Label Attr 4	
Result Label Attr 3		Instructions Label Attr 1	
Result Label Attr 5		Instructions Label Attr 3	
Instructions Label Attr 2		Instructions Label Attr 5	
Instructions Label Attr 4			

Audit	
Timestamp:	06-Dec-2021 18:45:18 +00:00
Created By:	Nicholas Webb <nwebb>
Updated Timestamp:	06-Dec-2021 18:45:18 +00:00
Updated By:	Nicholas Webb <nwebb>

Component: Edit

By selecting the Edit Action from the Index page, a User will be able to edit the associated Component. The User may update the Name, Description, Analysis, Units, Is Active field, Overwrite Units Description, and the Attributes.

Component: Delete

By selecting the Delete Action on the Component Index the User will be directed to the Delete Component page of the associated Component. The User will be able to verify the Component that is to be deleted and after selecting the 'Delete' button the User will be directed to the Component Index and the Component will have been deleted.

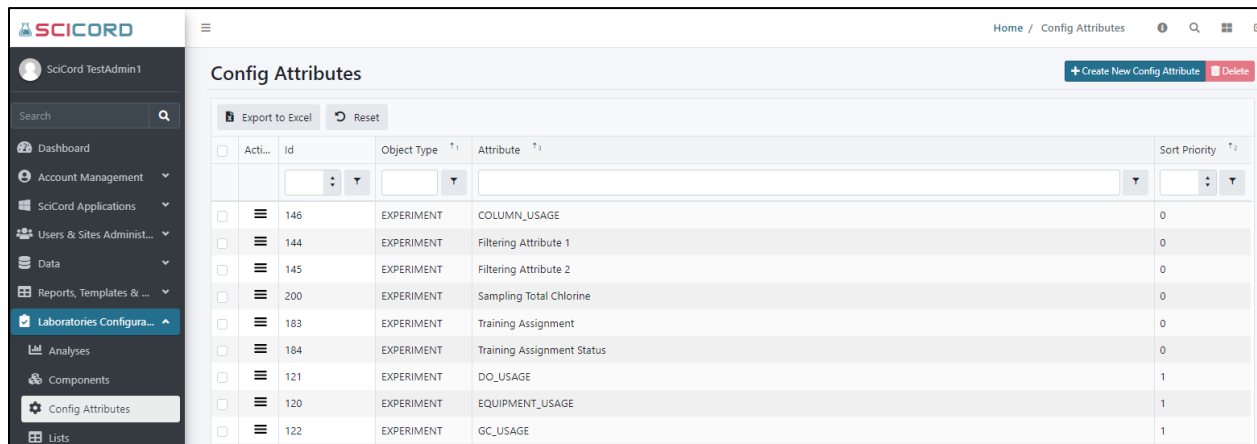
Below is an image of the Delete Component page.

ConfigAttribute

The SciCord Portal allows the User to view the ConfigAttributes that are registered in the System. The ConfigAttribute section of the Laboratories Configuration is available to users with the LabConfiguration_View or the LabConfiguration_Edit permissions. Typically, the Laboratories Configuration permissions are granted to the Template Developer and Administrator.

ConfigAttribute Index

The ConfigAttribute Index allows the user to view all the registered ConfigAttributes in the SciCord System. Each ConfigAttribute has a unique ID upon the creation of the ConfigAttribute. The User can view the ID, the Object Type, Attribute, and Sort Priority. Below is an image of the ConfigAttribute Index. The Actions are: Details, Edit, and Delete.

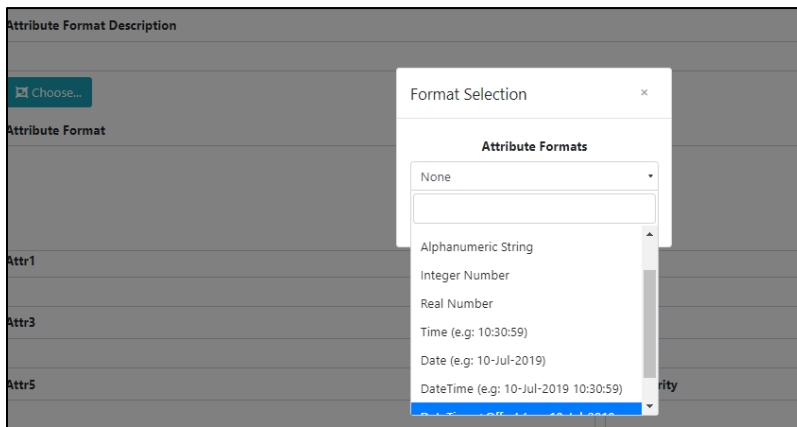
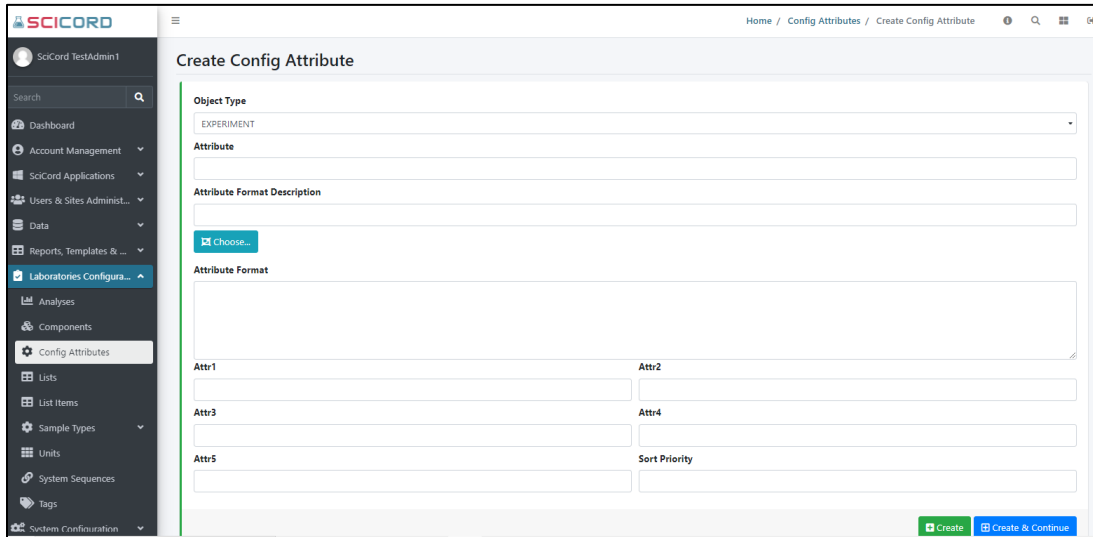


Act...	Id	Object Type	Attribute	Sort Priority
<input type="checkbox"/>	146	EXPERIMENT	COLUMN_USAGE	0
<input type="checkbox"/>	144	EXPERIMENT	Filtering Attribute 1	0
<input type="checkbox"/>	145	EXPERIMENT	Filtering Attribute 2	0
<input type="checkbox"/>	200	EXPERIMENT	Sampling Total Chlorine	0
<input type="checkbox"/>	183	EXPERIMENT	Training Assignment	0
<input type="checkbox"/>	184	EXPERIMENT	Training Assignment Status	0
<input type="checkbox"/>	121	EXPERIMENT	DO_USAGE	1
<input type="checkbox"/>	120	EXPERIMENT	EQUIPMENT_USAGE	1
<input type="checkbox"/>	122	EXPERIMENT	GC_USAGE	1

Create a NewConfigAttribute

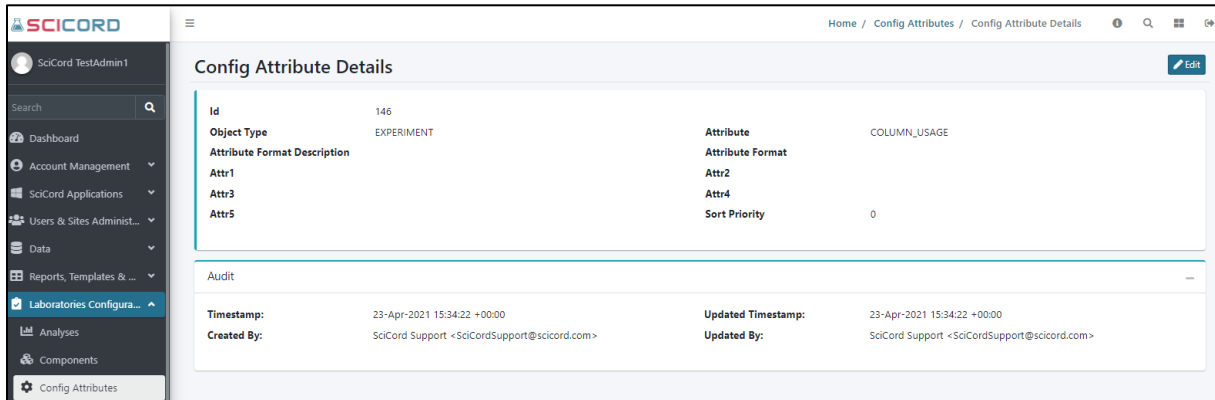
By selecting the blue-highlight 'Create New ConfigAttribute' button above the ConfigAttribute table the User will be directed to the Create ConfigAttribute page. The User may choose the Object Type, Attribute Name, Attribute Format Description, Attribute Format, Attributes 1-5, and the Sort Priority. The 'Choose' button will open a dialog to select Attribute Formats. Once a format has been selected the appropriate information will be automatically populated in the Attribute Format Description and the Attribute Format fields.

After creating the ConfigAttribute it will be assigned a unique ConfigAttribute ID.



ConfigAttribute: Details

By selecting the Detail Action on the ConfigAttribute Index the User will be directed to the ConfigAttribute Details page. The Details page is a view-only page that allows the User to view the ConfigAttribute ID, Object type, Attribute Name, Attribute Format Description, Attribute Format, Attributes 1-5, and Sort Priority. Expandable section with Audit details is available.



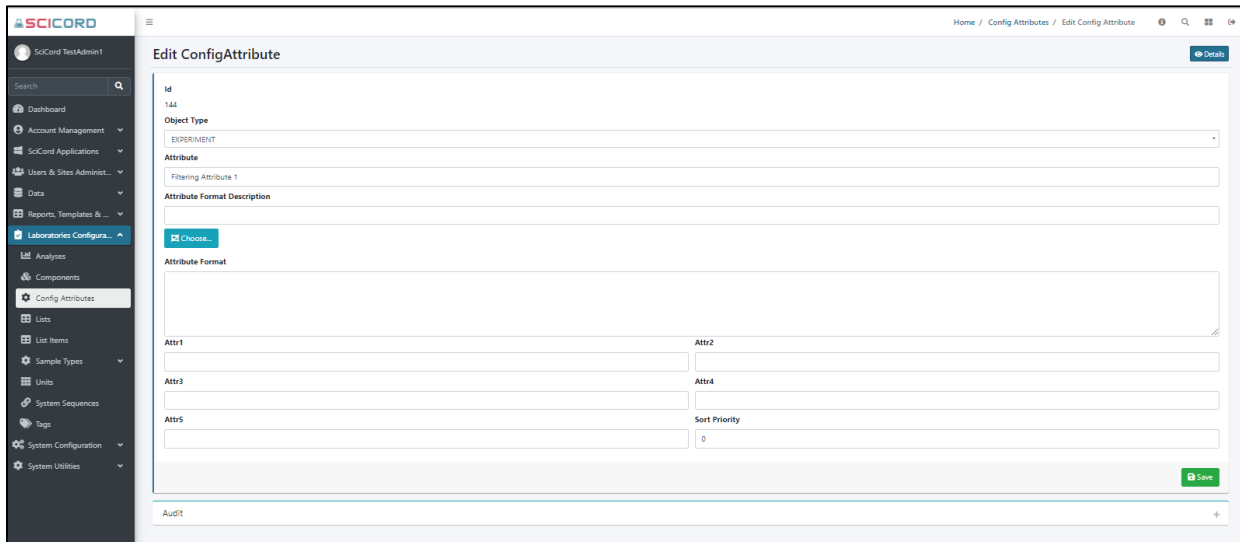
Field	Value
Id	146
Object Type	EXPERIMENT
Attribute	COLUMN_USAGE
Attribute Format Description	
Attribute Format	
Attr1	
Attr2	
Attr3	
Attr4	
Attr5	
Sort Priority	0

Audit	
Timestamp:	23-Apr-2021 15:34:22 +00:00
Created By:	SciCord Support <SciCordSupport@scicord.com>
Updated Timestamp:	23-Apr-2021 15:34:22 +00:00
Updated By:	SciCord Support <SciCordSupport@scicord.com>

ConfigAttribute: Edit

The User with the LabConfiguration_Edit permission can select the Edit Action on the ConfigAttribute Index. The User can Edit the Object Type, Attribute Name, Attribute Format Description, Attribute Format, Attributes 1-5, and Sort Priority. Expandable section with Audit details is available.

Remember to select the Save button before navigating to another section of the Portal.

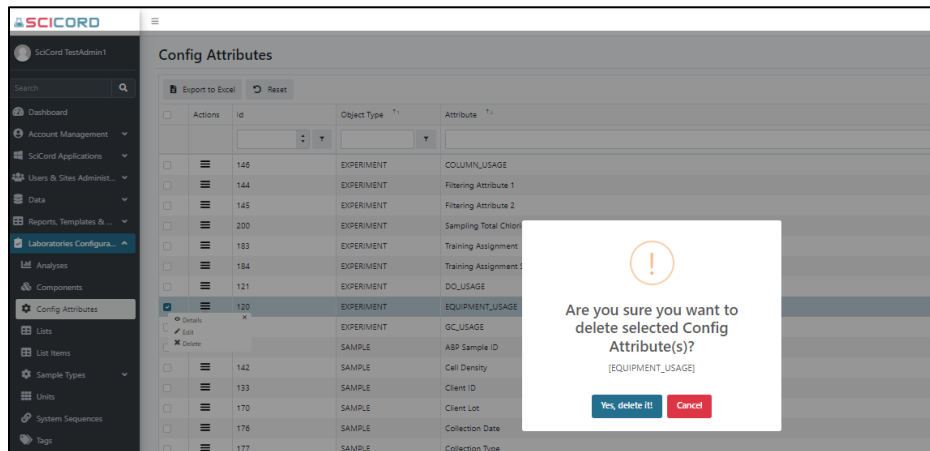


Field	Value
Id	144
Object Type	EXPERIMENT
Attribute	Filtering Attribute 1
Attribute Format Description	
Attribute Format	
Attr1	
Attr2	
Attr3	
Attr4	
Attr5	
Sort Priority	0

ConfigAttribute: Delete

The User with the LabConfiguration_Edit permission can Delete a ConfigAttribute from the SciCord Portal.

By selecting the Delete Action, a dialog is revealed to verify that the user wants to Delete the ConfigAttribute. If the user selects, 'Yes, Delete it!;' the user will be directed to the Index and the ConfigAttribute will no longer be present.



List

A List is a generic name for a group of ListItems. The user will use the List name when creating the ListItems. The List section of the Laboratories Configuration is available to users with the LabConfiguration_View or the LabConfiguration_Edit permissions. Typically, the Laboratories Configuration permissions are granted to the Template Developer and Administrator.

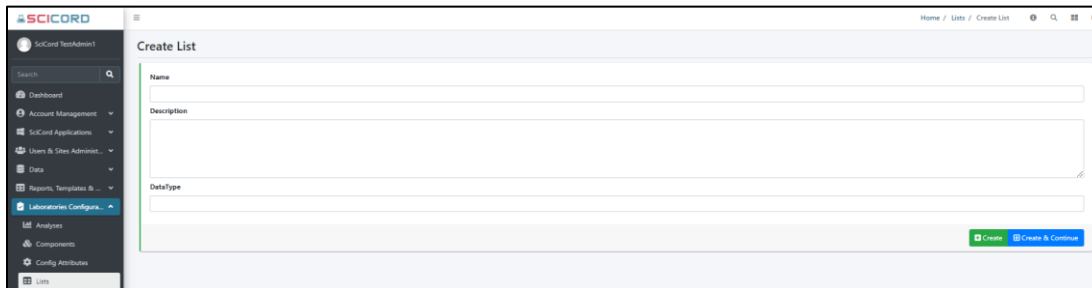
List Index

The List Index provides the User with the Actions, List Name, a Description, and Data Type fields. Once a List has been created List Items (Values) may be associated with the List. Below is an image of the List Index.



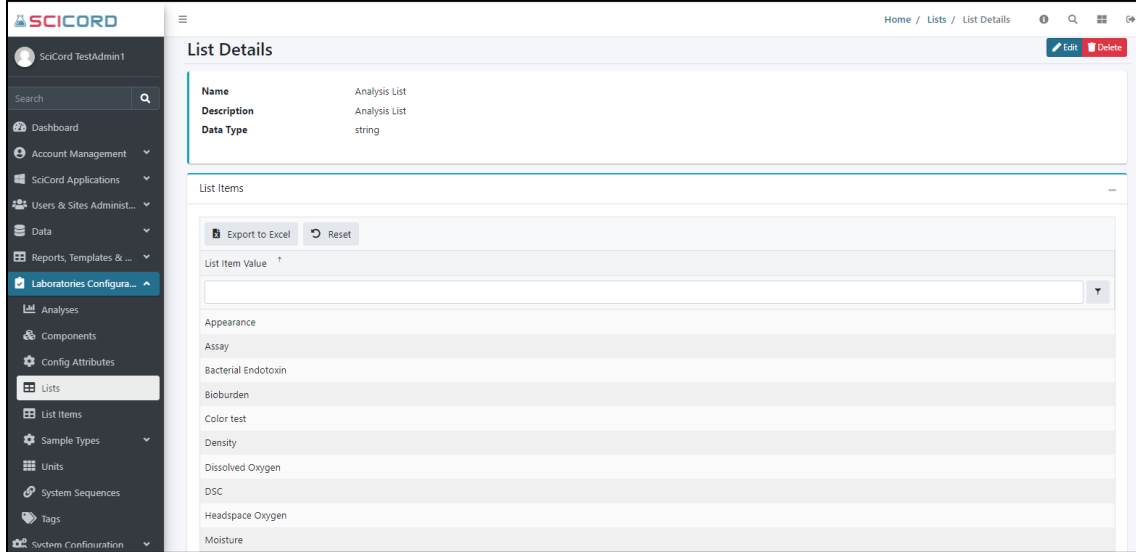
Create a New List

By selecting the blue-highlight button 'Create New List' the user is directed to the 'Create List' page. The User can manually record a List Name, List Description, and Data Type. It is important to think of the List as the generic name of all the specific List Items that will be associated with the List (e.g., Locations is the 'List'; NC, CA, NY are 'List Items'). The Actions are: Details, Edit, Delete, and Values.



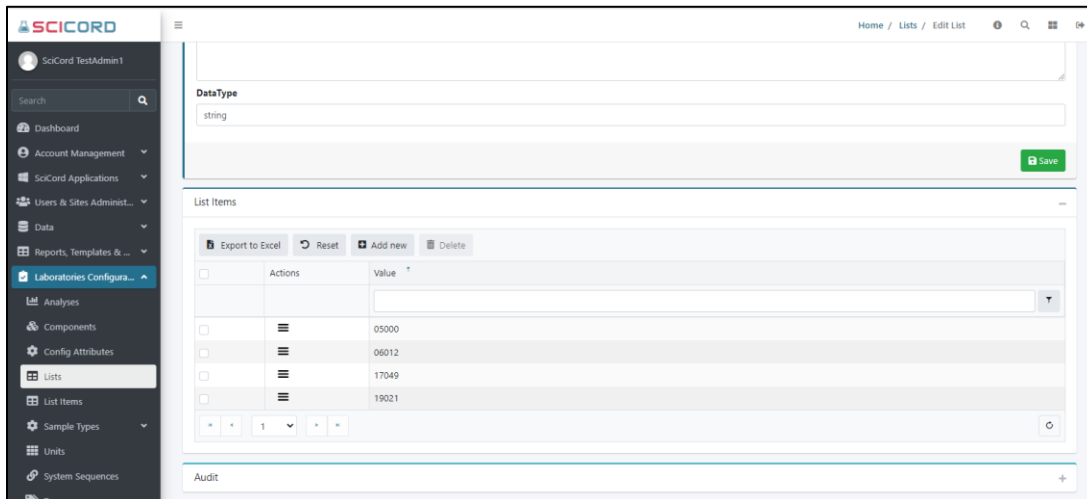
List: Details

By selecting the Details Action from the List Index, the user can read-only the List Name, Description, and Data Type. The user is also able to view the ListItems by expanding the List Items section to see the ListItem values. If the User has the LabConfiguration_Edit permission, then the User will have access to Edit the List Details from this page; by selecting the Edit text then the User will be directed to the Edit List page. An expandable section is also available to show Audit details.



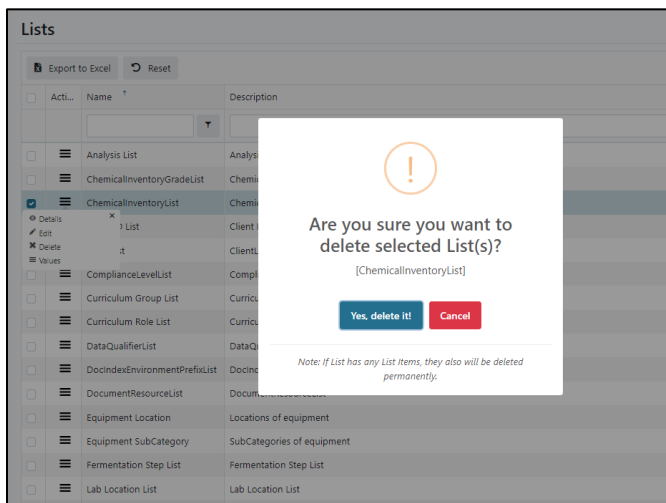
List: Edit

The Edit Action is available to a User with the LabConfiguration_Edit permission and allows the User to Edit the Details of an already created List. From this view, the user may also ‘Create new ListItems’ from this page. An expandable section is also available to show Audit details.



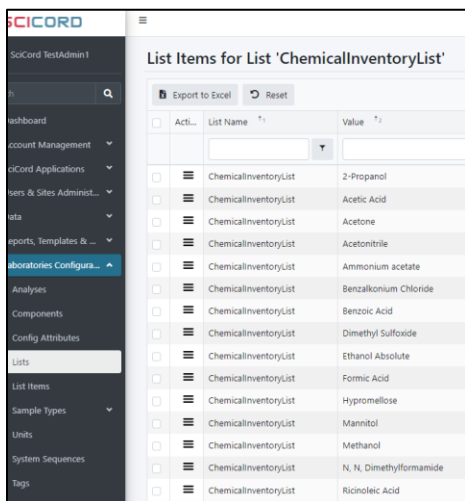
List: Delete

A User with the LabConfiguration_Edit permission can Delete any List that has already been created. By selecting the Delete Action, a dialog will appear asking “Are you sure you want to delete selected List(s).” Once the user selects the “Yes, delete it!” the action will direct to the List Index page and the List will no longer exist on the Index.



List: Values

A user can access the ListItems Index of the associated List by selecting the ‘Value’ Action. All ListItems that are associated with the List name will be included in the ‘Values’. Shown below are List Values for ChemicalInventoryList:



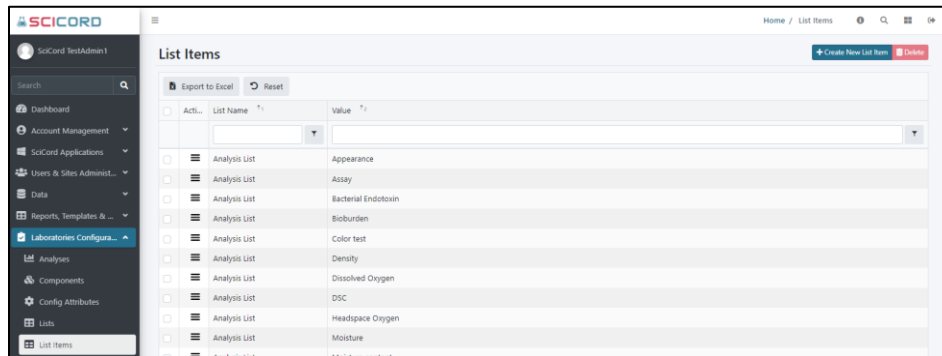
ListItems

The ListItems section of the Laboratories Configuration is available to Users with the LabConfiguration_View or the LabConfiguration_Edit permissions. Typically, the Laboratories Configuration permissions are granted to the Template Developer and Administrator.

ListItems are the specific components of the List ('ListItems' would be 'NC', 'CA', or 'GA'; and the 'List' would be 'Locations').

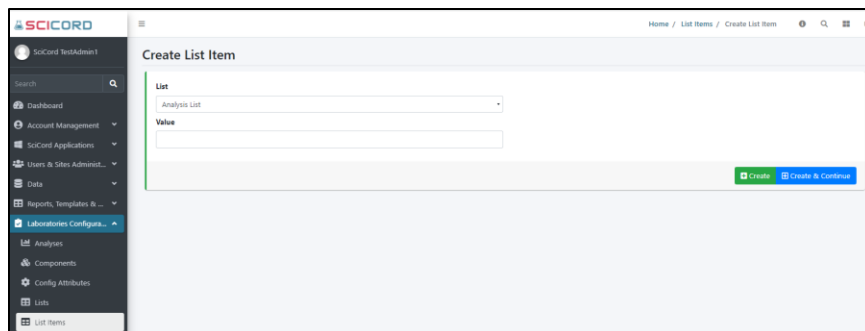
ListItem Index

The user can access the List Item Index by selecting ListItems on the SciCord Portal Homepage. The user is provided information on the List Name, Value, and may view the Details, Edit, or Delete the List Item.



Create a New ListItem

The User with the LabConfiguration_Edit permission can select the blue-highlight button 'Create New ListItem' text and create a List Item. Using the drop-list, the User can select a pre-existing List Name that the List Item will be associated with. In the Value field, the user will record the name of the specific List Item to be created. Once the user selects the Create button the User will be directed to the Edit ListItems page.



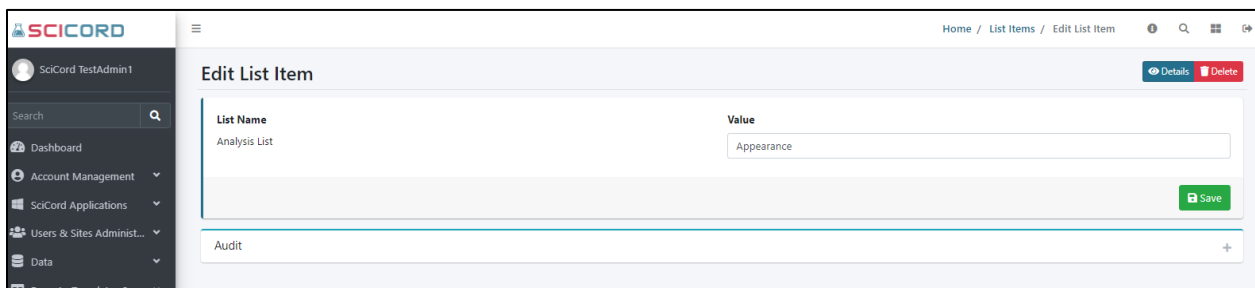
ListItem: Details

If a User selects the Details Action, they will be directed to the ListItem Details page. The User with the LabConfiguration_View permission will only be able to 'view' the Details, while the User with the LabConfiguration_Edit permission will be able to 'Edit' the Details (blue-highlight 'Edit' text) as witnessed in the below image.



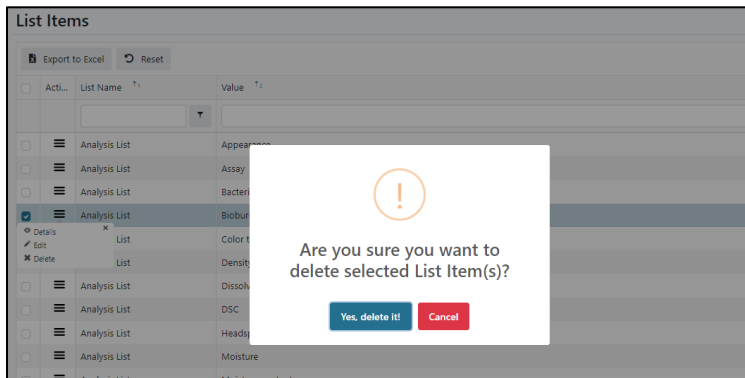
ListItem: Edit

By selecting the Edit Action, the User can Edit the ListItem value only. Remember to select the 'Save' button after every change is made. Only a User with the LabConfiguration_Edit permission may utilize this function. An expandable section is also available to show Audit details.



ListItem: Delete

By selecting the Delete Action, the User will be directed to the Delete ListItem page which will show the Details of the associated ListItem to be deleted. After the User verifies that the List Item is to be deleted the User will select the 'Delete' button. The User will be directed to the List Item Index and the List Item will no longer be available.



SampleType

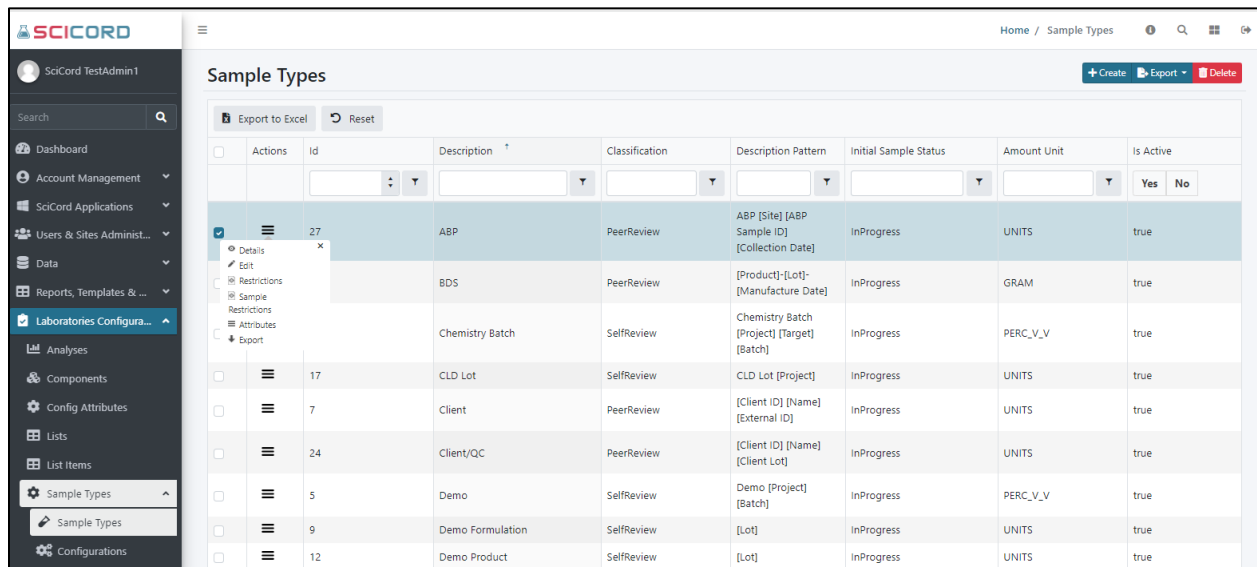
The SampleType section of the Laboratories Configuration is available to Users with the LabConfiguration_View or the LabConfiguration_Edit permissions. Typically, the Laboratories Configuration permissions are granted to the Template Developer and Administrator.

When a Sample is initially created in the SciCord Client the User bases the Sample on a configurable SampleType (e.g., Asset, Batch Release, Chemical, MDI Fill, etc.) that is created in the SciCord Portal.

SampleType Index

The SampleType section of the Laboratories Configuration is available to Users with the LabConfiguration_View or the LabConfiguration_Edit permissions. The Users accessibility in the SampleType section is dependent upon their permissions. Typically, the Laboratories Configuration permissions are granted to the Template Developer and Administrator.

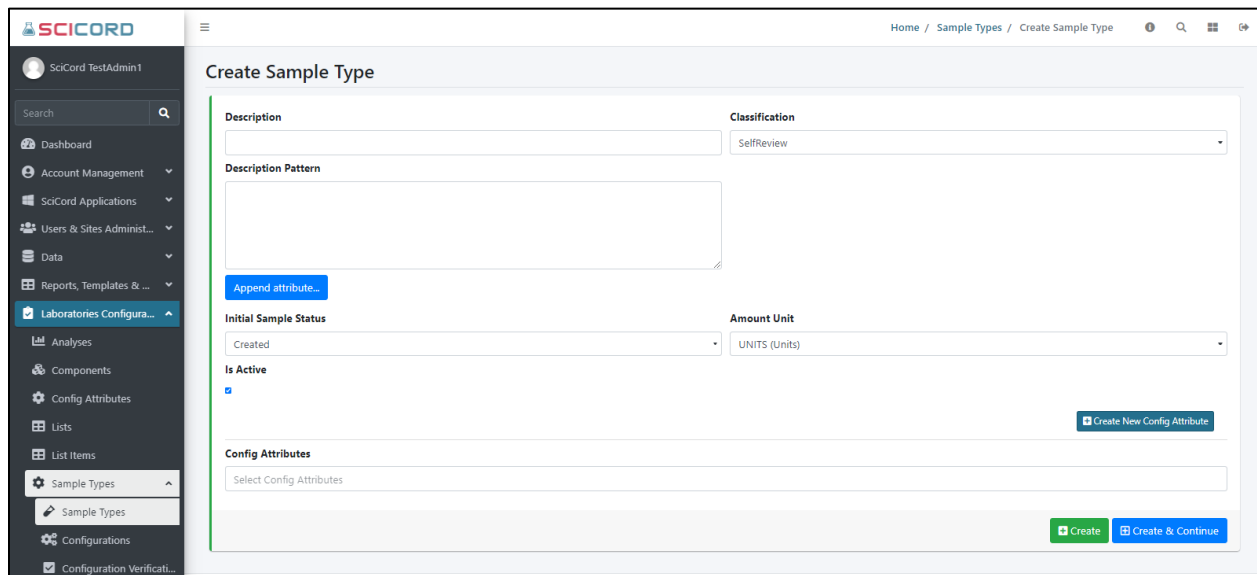
The SampleType Index allows the User to view the registered SampleTypes. Using the Index, a User may Create New SampleTypes, view the SampleType Details, Edit, Delete, Restrictions, Samples Restrictions, SampleType Attributes, or Export.



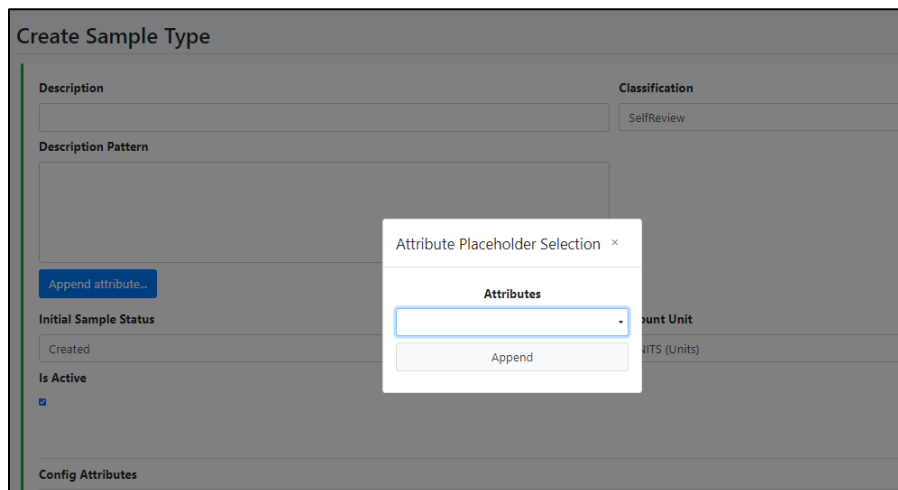
Actions	Id	Description	Classification	Description Pattern	Initial Sample Status	Amount Unit	Is Active
<input checked="" type="checkbox"/>	27	ABP	PeerReview	ABP [Site] [ABP Sample ID] [Collection Date]	InProgress	UNITS	true
<input type="checkbox"/>		BDS	PeerReview	[Product]-[Lot]-[Manufacture Date]	InProgress	GRAM	true
<input type="checkbox"/>		Chemistry Batch	SelfReview	Chemistry Batch [Project] [Target] [Batch]	InProgress	PERC_V_V	true
<input type="checkbox"/>	17	CLD Lot	SelfReview	CLD Lot [Project]	InProgress	UNITS	true
<input type="checkbox"/>	7	Client	PeerReview	[Client ID] [Name] [External ID]	InProgress	UNITS	true
<input type="checkbox"/>	24	Client/QC	PeerReview	[Client ID] [Name] [Client Lot]	InProgress	UNITS	true
<input type="checkbox"/>	5	Demo	SelfReview	Demo [Project] [Batch]	InProgress	PERC_V_V	true
<input type="checkbox"/>	9	Demo Formulation	SelfReview	[Lot]	InProgress	UNITS	true
<input type="checkbox"/>	12	Demo Product	SelfReview	[Lot]	InProgress	UNITS	true

Create a New SampleType

The User must have the LabConfiguration_Edit permission to Create a New SampleType. The Description will be the name of the SampleType in the Client when the User is creating a new sample; the Classification will either be SelfReview, PeerReview, or PeerReviewApprove and will determine the Review Classification when initially created; the Description Pattern is the format in which the Sample will be named after its creation; Initial Sample Status can either be Created or InProgress; the User may choose a Unit; and the User may select the Is Active flag.



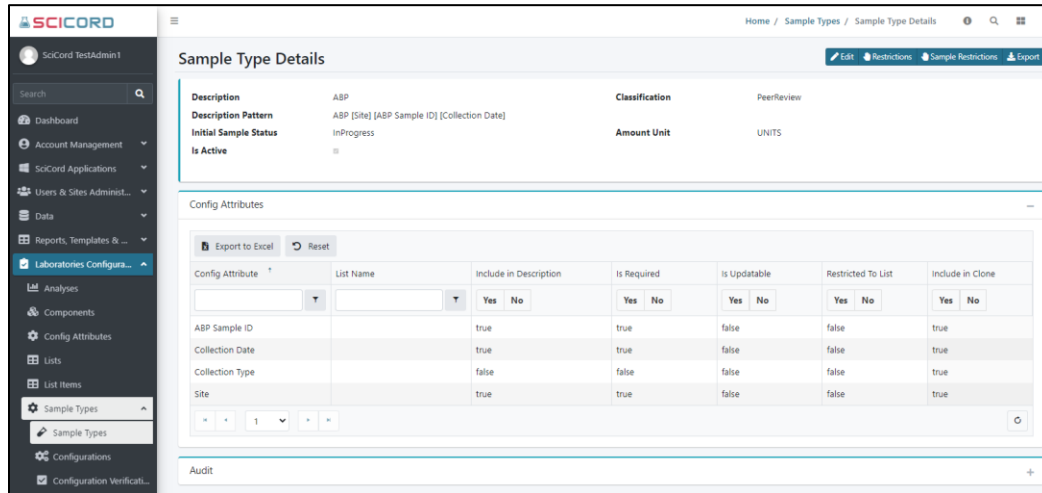
Append Attribute button will open a dialog with a drop list menu selections.



The Config Attributes section located in the lower section the page will contain a drop list of selections, and the user may Create New Config Attributes to associate to the Sample Type being created.

SampleType: Details

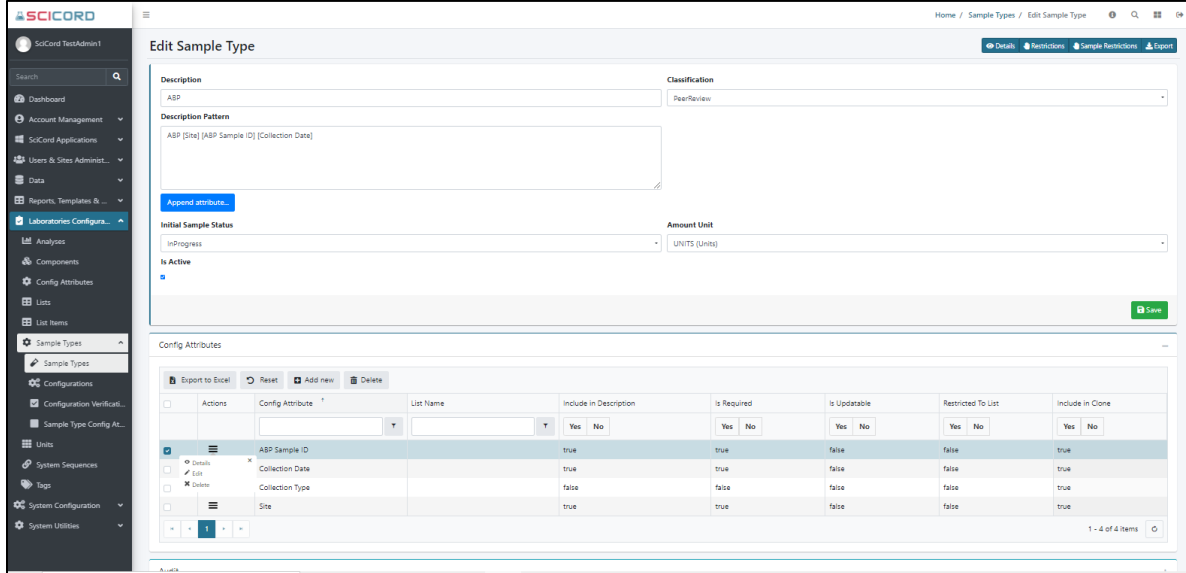
The Details Actions allows the User to view-only the SampleType Details. The User must have either the LabConfiguration_View or the LabConfiguration_Edit permission to access the SampleType Details page. An expandable Audit detail section is available.



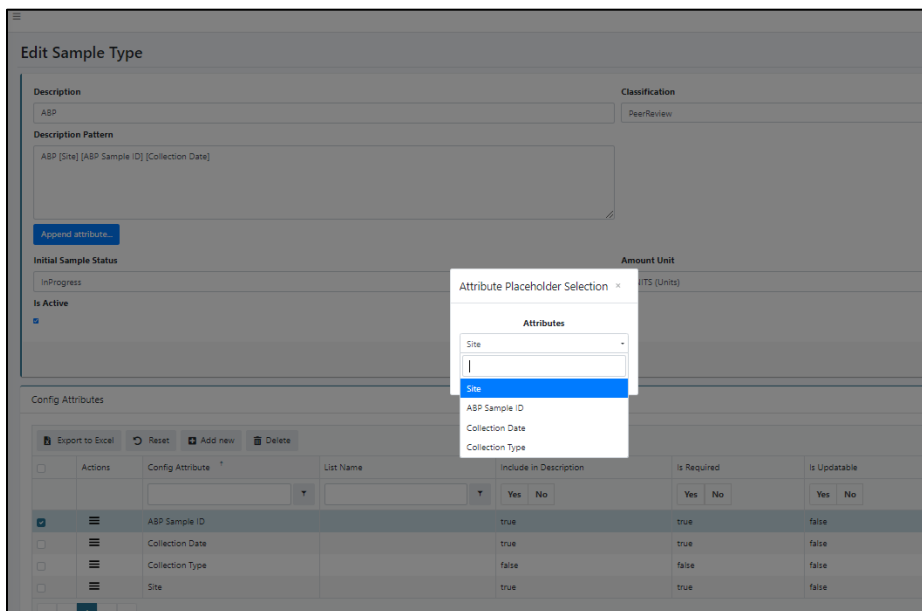
Config Attribute	List Name	Include in Description	Is Required	Is Updatable	Restricted To List	Include in Clone
		Yes No	Yes No	Yes No	Yes No	Yes No
ABP Sample ID		true	true	false	false	true
Collection Date		true	true	false	false	true
Collection Type		false	false	false	false	true
Site		true	true	false	false	true

SampleType: Edit

The User must have the LabConfiguration_Edit permission to access the Edit SampleType page. On this page the User can update the Description, Classification, Description Pattern, Initial Sample Status, Amount Unit, and Is Active flag. The Description Pattern is the format for the Name of the Created Sample in the SciCord Client. The Initial Sample Status (Created or In Progress) will be applied to the Sample at its creation.

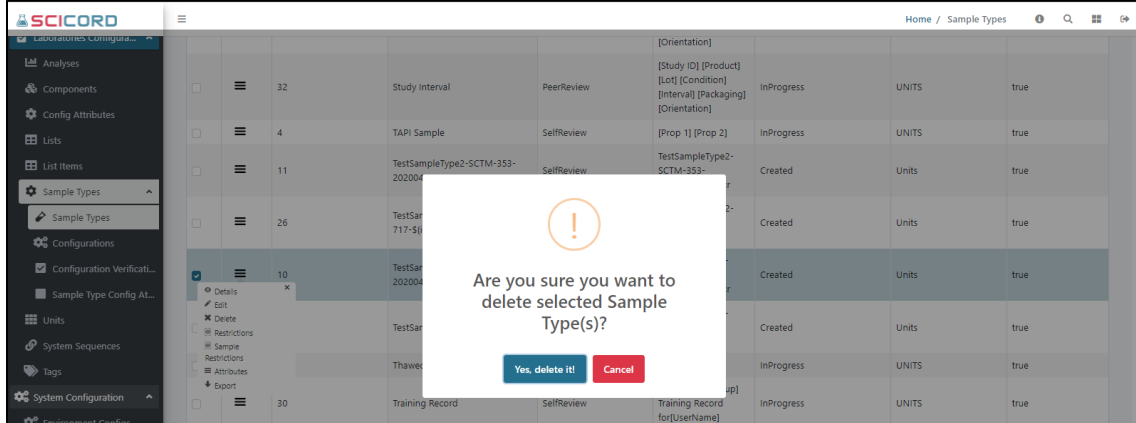


Append Attribute button will open a dialog for Attribute Placeholder Selection for attributes related to the Sample Type.



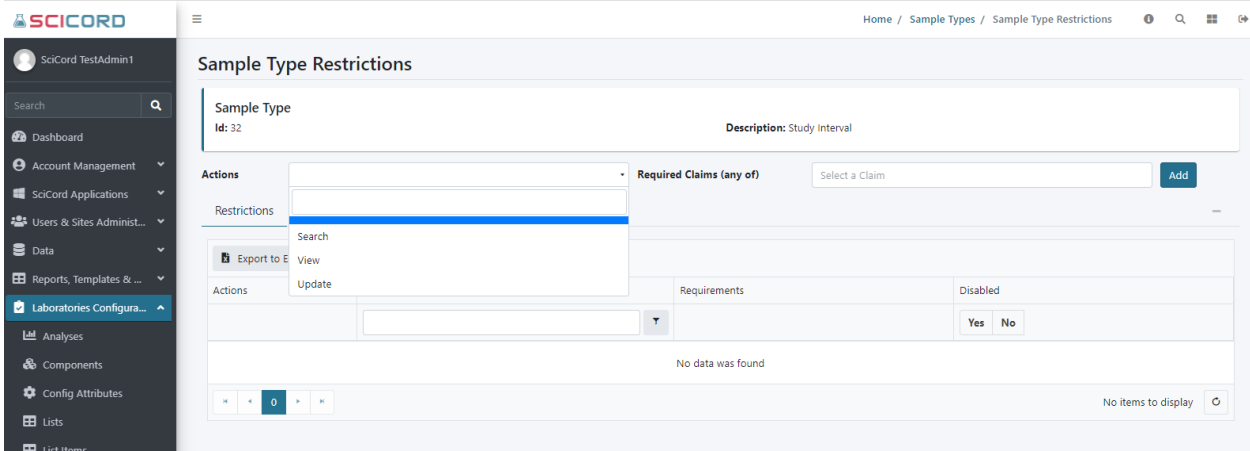
SampleType: Delete

A User with the LabConfiguration_Edit permission may delete any SampleType from the SampleType Index. By selecting the Delete Action the User will be asked to confirm that the corresponding SampleType is the correct SampleType to delete. Once the Delete button is selected the User will be directed to the SampleType Index and the SampleType will no longer exist in the Index.



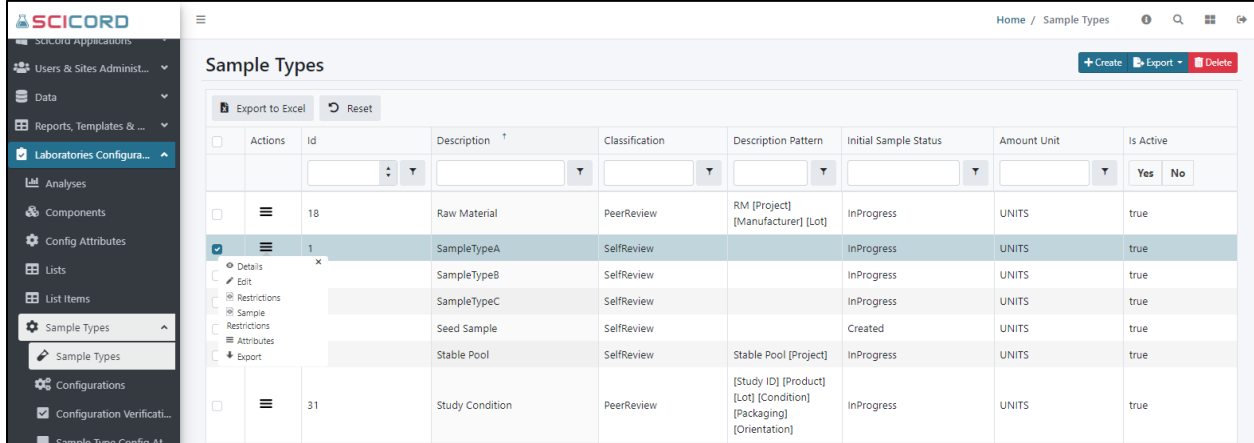
SampleType: Restrictions

A User with the LabConfiguration_Edit permission may add SampleType Restrictions any SampleType from the SampleType Index. Selecting the Restrictions Action will open a dialog showing the SampleType, Description, Actions (drop list with values) and Required Claims (any of). An expandable Restrictions section reveals an Export to Excel button and a Reset button. 'Export' will list all Sample Type Restrictions available in the system. Restrictions section is divided into Actions, Restricted Action, Requirements, and Disabled.



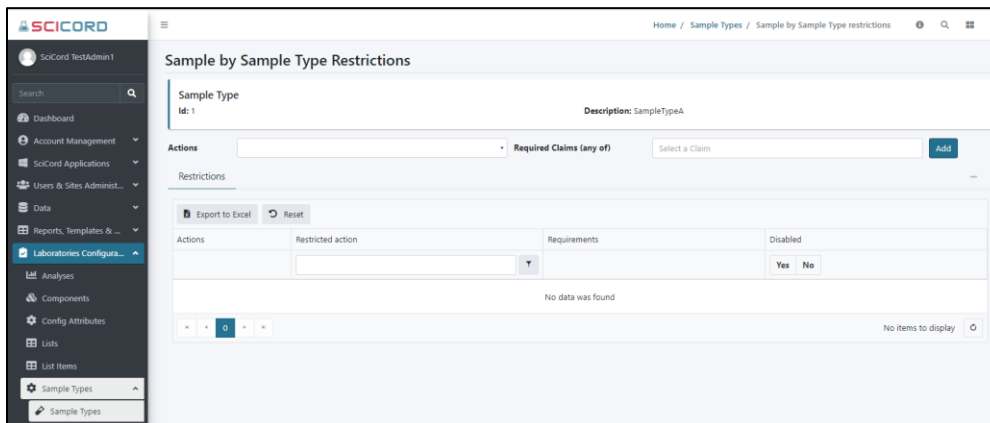
SampleType: Sample Restrictions

A User with the LabConfiguration_Edit permission may add Sample by Sample Type Restrictions from the SampleType Restrictions Index.



Actions	Id	Description	Classification	Description Pattern	Initial Sample Status	Amount Unit	Is Active
	18	Raw Material	PeerReview	RM [Project] [Manufacturer] [Lot]	InProgress	UNITS	true
<ul style="list-style-type: none"> Details ✓ Edit Restrictions Sample Restrictions Attributes Export 	1	SampleTypeA	SelfReview		InProgress	UNITS	true
		SampleTypeB	SelfReview		InProgress	UNITS	true
		SampleTypeC	SelfReview		InProgress	UNITS	true
		Seed Sample	SelfReview		Created	UNITS	true
		Stable Pool	SelfReview	Stable Pool [Project]	InProgress	UNITS	true
	31	Study Condition	PeerReview	[Study ID] [Product] [Lot] [Condition] [Packaging] [Orientation]	InProgress	UNITS	true

The Sample by Sample Type Restrictions page displays the Sample Type ID, Description, Actions drop list, Required Claims (any of). An expandable Restrictions section reveals an Export to Excel button and a Reset button. 'Export' will list all Sample by Sample Type Restrictions available in the system. Restrictions section is divided into Actions, Restricted Action, Requirements, and Disabled.



Sample Type Restrictions

Sample Type Id: 1 Description: SampleTypeA

Actions: [Dropdown] Required Claims (any of): [Select a Claim] [Add]

Restrictions

Export to Excel [Reset]

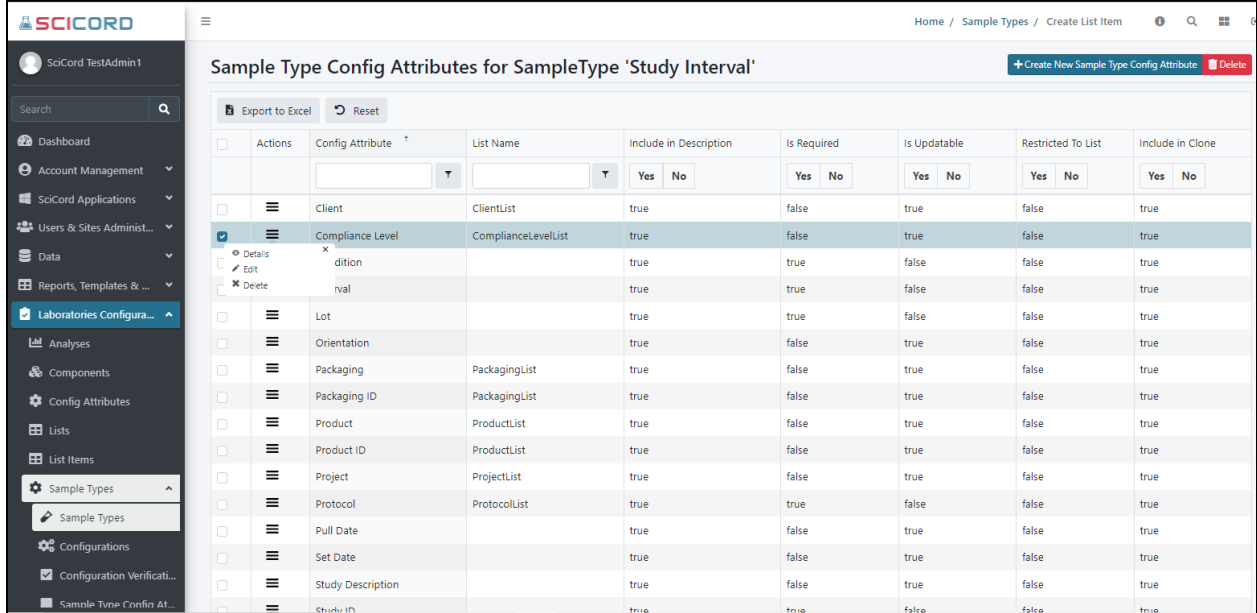
Actions	Restricted action	Requirements	Disabled
	[Dropdown]		Yes No

No data was found

No items to display

SampleType: Attributes

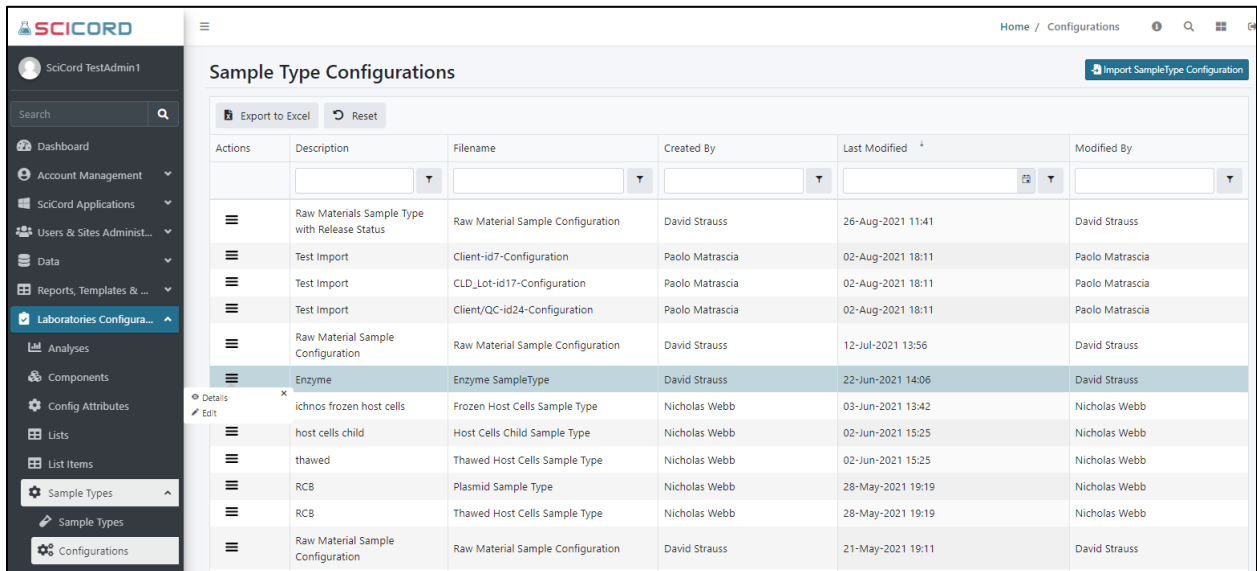
A User must have either the LabConfiguration_View or LabConfiguration_Edit permission to access the Attributes action. By selecting the Attributes action the User is directed to the SampleTypeConfigAttribute Index for SampleType 'XXXXX', where 'X' is the corresponding SampleType selected in the SampleType Index. The User with the LabConfiguration_View permission may view the Attributes and their details but cannot make any updates. Please see SampleTypeConfigAttribute section of the User Guide for further information.



Actions	Config Attribute	List Name	Include in Description		Is Required		Is Updatable		Restricted To List		Include in Clone	
			Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
	Client	ClientList	true		false		true		false		true	
	Compliance Level	ComplianceLevelList	true		false		true		false		true	
	Condition		true		true		false		false		true	
	Interval		true		true		false		false		true	
	Lot		true		true		false		false		true	
	Orientation		true		false		true		false		true	
	Packaging	PackagingList	true		false		true		false		true	
	Packaging ID	PackagingList	true		false		true		false		true	
	Product	ProductList	true		false		true		false		true	
	Product ID	ProductList	true		false		true		false		true	
	Project	ProjectList	true		false		true		false		true	
	Protocol	ProtocolList	true		true		false		false		true	
	Pull Date		true		false		true		false		true	
	Set Date		true		false		true		false		true	
	Study Description		true		false		true		false		true	
	Study ID		true		true		false		false		true	

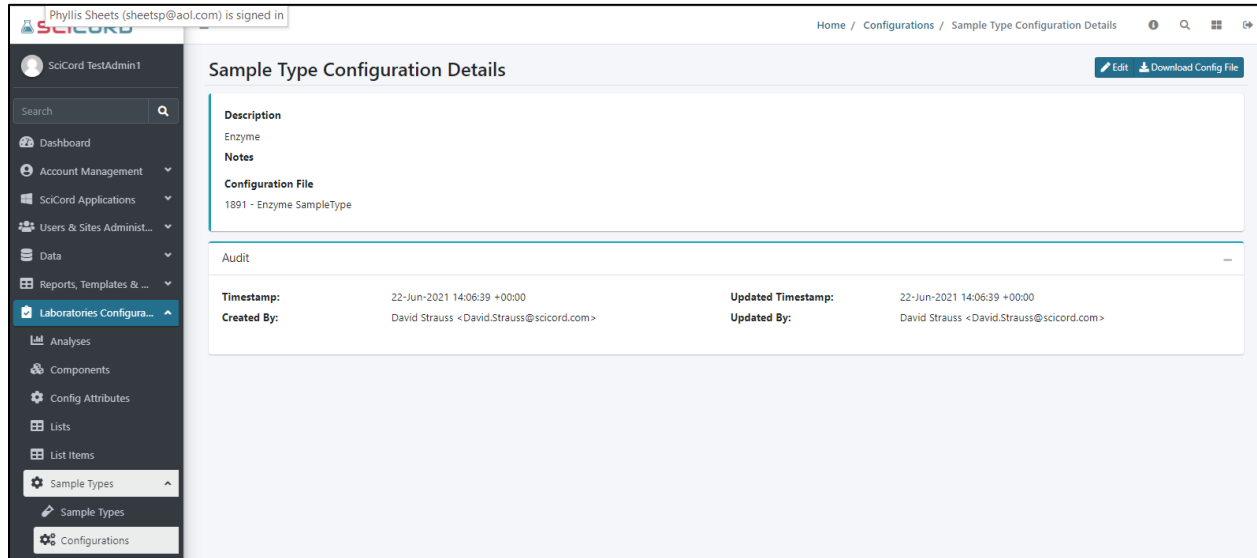
Configurations

The SampleType Configuration section of the SciCord Portal is accessible to those Users with the LabConfiguration_View or LabConfiguration_Edit permission. The SampleType Configuration Index allows the User to view all the registered SampleType Configurations. It lists who created the Configuration, and when it was last modified and by who. A User that has the LabConfiguration_Edit permission may 'Create New SampleType Configuration' or Edit any of the SampleType Configurations already registered.



Actions	Description	Filename	Created By	Last Modified	Modified By
	Raw Materials Sample Type with Release Status	Raw Material Sample Configuration	David Strauss	26-Aug-2021 11:41	David Strauss
	Test Import	Client-id7-Configuration	Paolo Matraschia	02-Aug-2021 18:11	Paolo Matraschia
	Test Import	CLD_Lot-id17-Configuration	Paolo Matraschia	02-Aug-2021 18:11	Paolo Matraschia
	Test Import	Client/QC-id24-Configuration	Paolo Matraschia	02-Aug-2021 18:11	Paolo Matraschia
	Raw Material Sample Configuration	Raw Material Sample Configuration	David Strauss	12-Jul-2021 13:56	David Strauss
	Enzyme	Enzyme SampleType	David Strauss	22-Jun-2021 14:06	David Strauss
	ichnos frozen host cells	Frozen Host Cells Sample Type	Nicholas Webb	03-Jun-2021 13:42	Nicholas Webb
	host cells child	Host Cells Child Sample Type	Nicholas Webb	02-Jun-2021 15:25	Nicholas Webb
	thawed	Thawed Host Cells Sample Type	Nicholas Webb	02-Jun-2021 15:25	Nicholas Webb
	RCB	Plasmid Sample Type	Nicholas Webb	28-May-2021 19:19	Nicholas Webb
	RCB	Thawed Host Cells Sample Type	Nicholas Webb	28-May-2021 19:19	Nicholas Webb
	Raw Material Sample Configuration	Raw Material Sample Configuration	David Strauss	21-May-2021 19:11	David Strauss

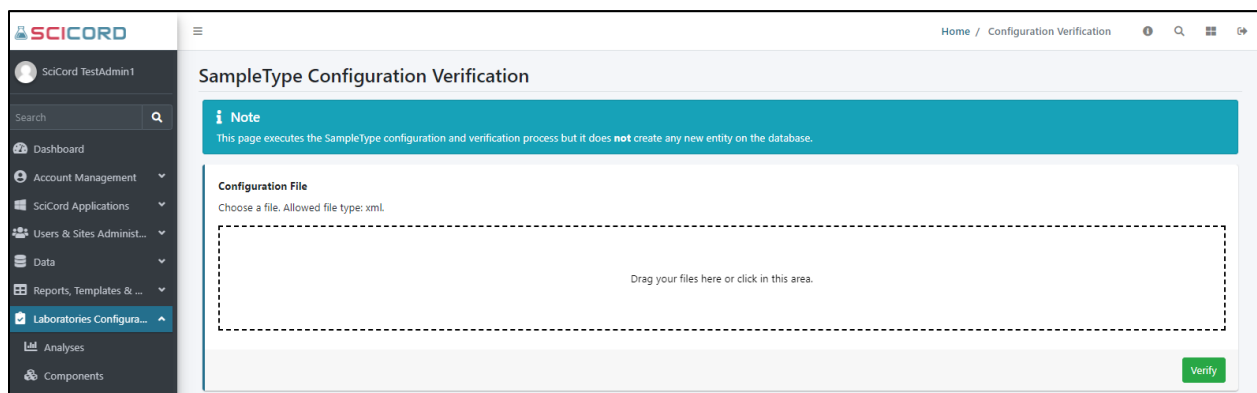
Users with the LabConfiguration_View can view the Sample Type configuration Details page. This is a view only page containing Description, Notes, Configuration File, and an expandable section to show Audit information. There is a button to navigate to Edit or Download Config File.



Config Verification

By utilizing the SampleType Configuration Verification the User can verify the Sample Types without creating any new entity on the database. This function helps to ensure that the Configuration file is correct prior to loading it onto the Portal.

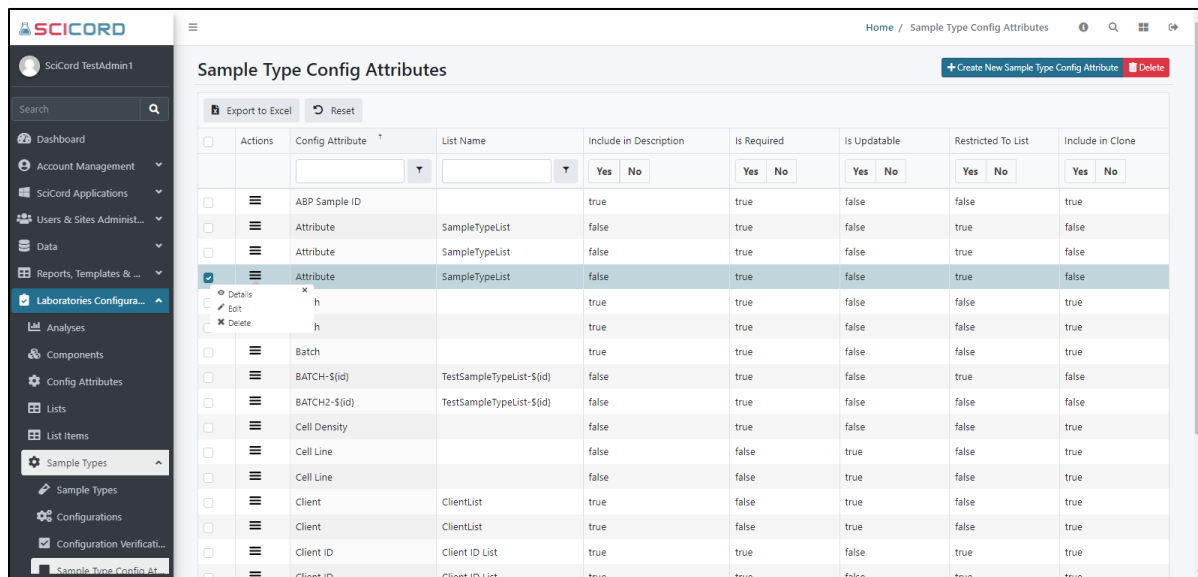
The User must have the LabConfiguration_Edit permission to access the Config Verification section. By loading the Configuration file on the Verify SampleType Configuration File screen and selecting 'Verify' the User will be notified of the file's accuracy.



SampleTypeConfigAttribute

The User must either have the LabConfiguration_View or LabConfiguration_Edit permission to access the SampleTypeConfigAttribute section of the SciCord Portal. Typically, these permissions are granted to Administrators or Template Developers.

A SampleTypeConfigAttribute are the specific configurations that a User can make to a SampleType; they are the unique optional or mandatory criteria that is available to a User to record when creating or editing a Sample in the SciCord Client.



Actions	Config Attribute	List Name	Include in Description		Is Required		Is Updatable		Restricted To List		Include in Clone	
			Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
<input type="checkbox"/>	ABP Sample ID		true		true		false		false		true	
<input type="checkbox"/>	Attribute	SampleTypeList	false		true		false		true		false	
<input type="checkbox"/>	Attribute	SampleTypeList	false		true		false		true		false	
<input checked="" type="checkbox"/>	Attribute	SampleTypeList	false		true		false		true		false	
<input type="checkbox"/>	Batch		true		true		false		false		true	
<input type="checkbox"/>	BATCH-\$jid	TestSampleTypeList-\$jid	false		true		false		true		false	
<input type="checkbox"/>	BATCH2-\$jid	TestSampleTypeList-\$jid	false		true		false		false		false	
<input type="checkbox"/>	Cell Density		false		true		false		false		true	
<input type="checkbox"/>	Cell Line		false		false		true		false		true	
<input type="checkbox"/>	Client	ClientList	true		false		true		false		true	
<input type="checkbox"/>	Client	ClientList	true		false		true		false		true	
<input type="checkbox"/>	Client ID	Client ID List	true		true		false		true		true	
<input type="checkbox"/>	Client ID	Client ID List	true		true		false		true		true	

SampleTypeConfigAttribute Index

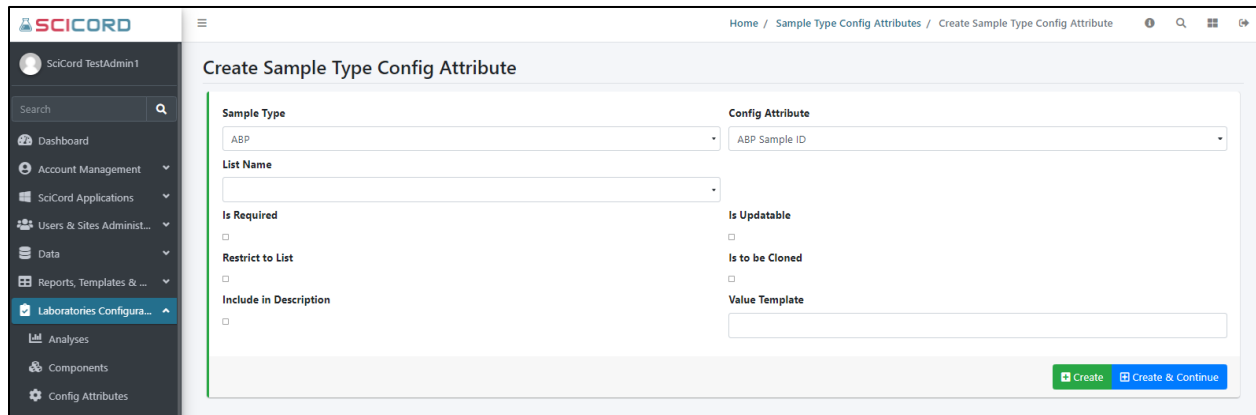
The SampleTypeConfigAttribute Index allows the User to view all of the registered SampleTypeConfigAttributes for each specific SampleType. Below is an image of the Index.

Create New SampleTypeConfigAttribute

The User must have the LabConfiguration_Edit permission to be able to Create a NewSampleTypeConfigAttribute.

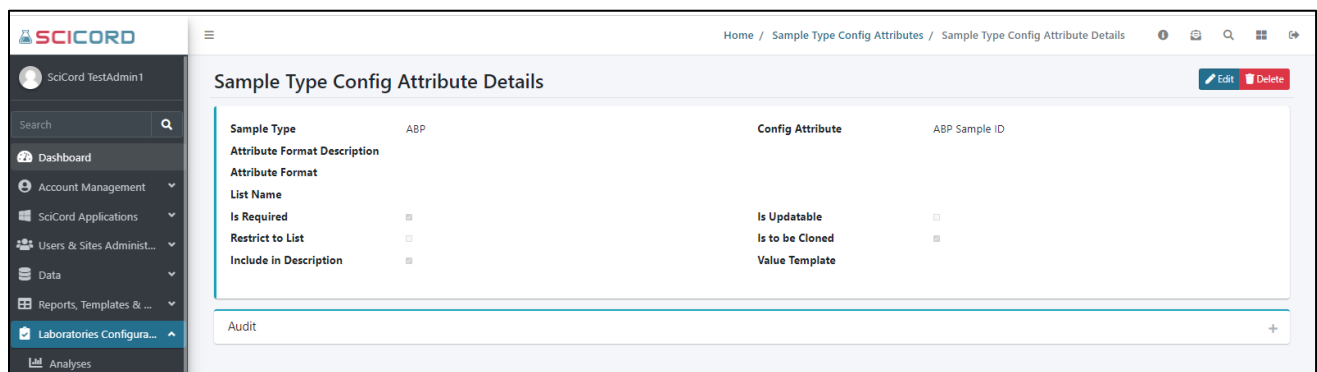
From a drop-list the User may choose any registered Config Attribute as well as selecting the Sample Type that it corresponds to. The User is also able to choose a List Name, but it is not required. This is valuable when creating or editing a Sample in the SciCord Client because the User will be able to choose from a predefined List (see List section) rather than manually recording specific data, although some data – like a serial or model number – should be specific and manually recorded. The User may also choose whether or not the List is restricted by selecting the Restrict to List flag. If the Include In Description flag is selected then the SampleTypeConfigAttribute will appear in the name of the Sample when created in the SciCord

Client. If the User selects the Is To Be Cloned flag then the Attribute of the cloned Sample in the SciCord Client would be the same as the original Sample; in some instances, CASRN, Lot number, ManufacturePull Date, it would not make sense to clone the attribute data as this may be specific to each Sample. The User may also choose whether the SampleTypeConfigAttribute Is Required (mandatory) for the Sample Creator to record.



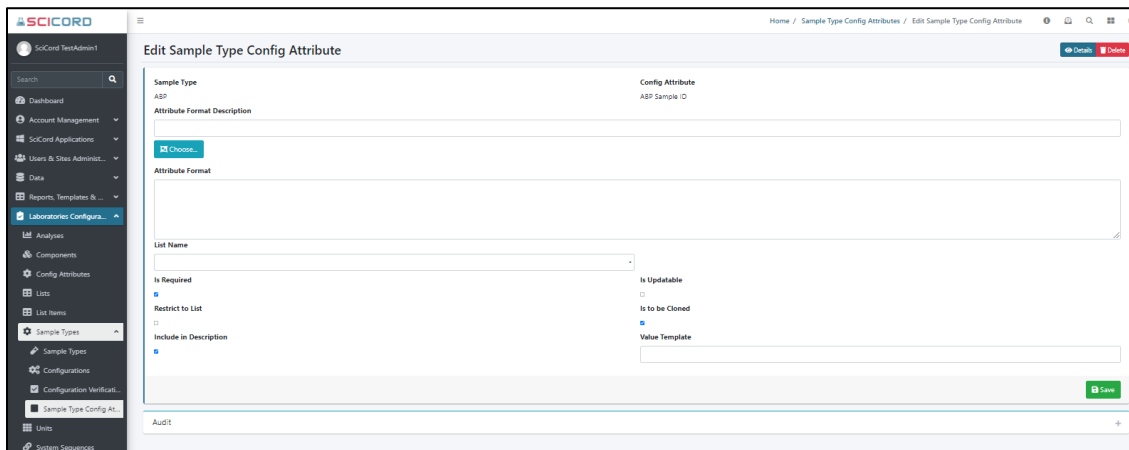
Action: Details

The Details Action allows a User to view-only the Sample Type Config Attribute Details. From the Sample Type Config Attribute Details page a User with the LabConfiguration_Edit permission may navigate to the Edit and/or Delete Sample Type Config Attribute page. An expandable Audit section is available to show date and timestamp of creation and any modifications.



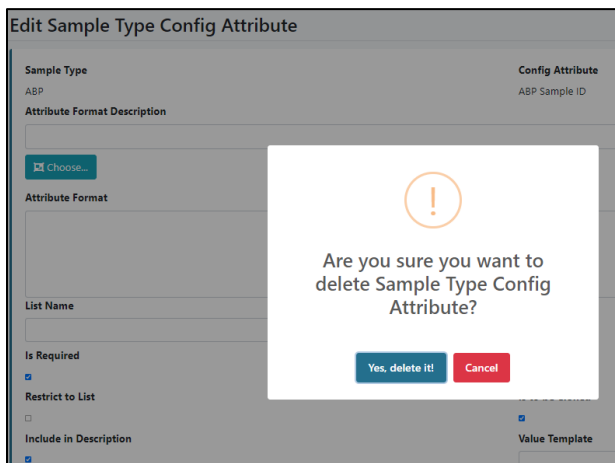
Action: Edit

The Edit Sample Type Config Attribute page is accessible only by a User with the LabConfiguration_Edit permission. The User cannot update the Sample Type or Config Attribute, but they can edit the Attribute Format with a drop list to select from available formats, List Name drop list, and the Flags: Is Required, Is Updatable, Restrict To List, Is To Be Cloned, Include in Description, and Value Template.



Action: Delete

Only a User with the LabConfiguration_Edit permission may utilize the Delete Action. Upon selecting the Delete Action a dialog will appear asking the user to confirm the action. Once deleted, the Sample Type Config Attribute will no longer appear in the Sample Type Configuration Attribute Index.

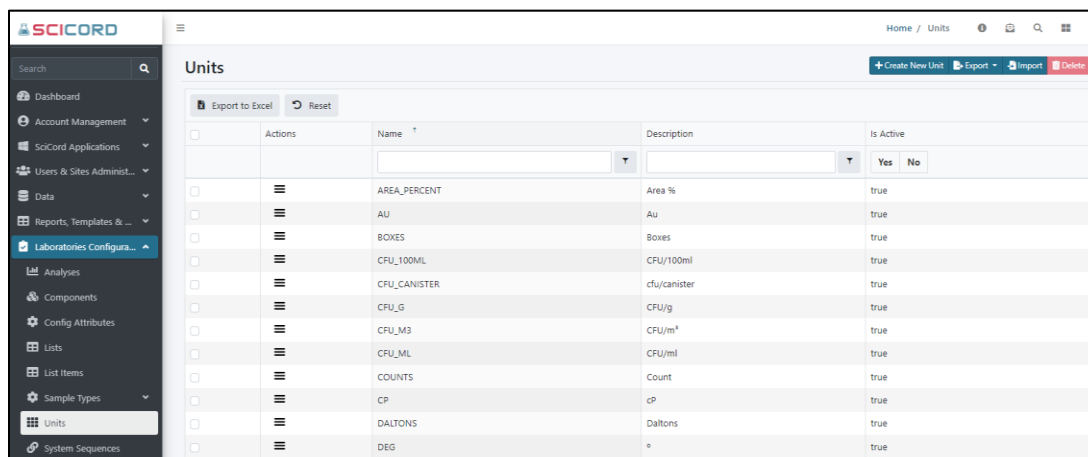


Unit

The Unit section of the Laboratories Configuration is available to Users with the LabConfiguration_View or the LabConfiguration_Edit permissions. Typically, the Laboratories Configuration permissions are granted to the Template Developer and Administrator

Unit Index

The Unit section allows the User to view all the registered Units. A User with the LabConfiguration_Edit permission is allowed to view the Details and to Edit, Export, or Delete the Unit, which can be accessed in the Actions column.



The screenshot shows the 'Units' page in the SciCord interface. It features a table with columns for Actions, Name, Description, and Is Active. The 'Is Active' column has sub-columns for 'Yes' and 'No'. The table lists various units such as AREA_PERCENT, AU, BOXES, CFU_100ML, CFU_CANISTER, CFU_G, CFU_M3, CFU_ML, COUNTS, CP, DALTONS, and DEG.

Actions	Name	Description	Is Active	
			Yes	No
	AREA_PERCENT	Area %	true	
	AU	Au	true	
	BOXES	Boxes	true	
	CFU_100ML	CFU/100ml	true	
	CFU_CANISTER	cfu/canister	true	
	CFU_G	CFU/g	true	
	CFU_M3	CFU/m ³	true	
	CFU_ML	CFU/ml	true	
	COUNTS	Count	true	
	CP	cP	true	
	DALTONS	Daltons	true	
	DEG	°	true	

Create New Unit

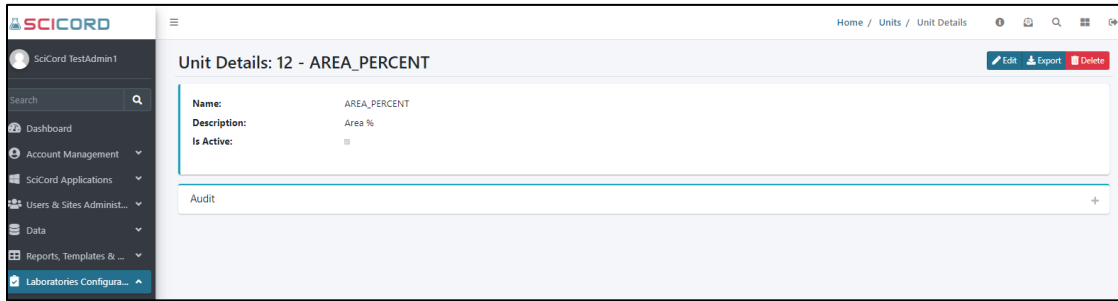
The User with the LabConfiguration_Edit permission may register a new Unit in the SciCord System by selecting the Create New Unit text on the Unit Index. The User will need to record a Name and Description, as well as selecting the Is Active checkbox if they choose to do so.



The screenshot shows the 'Create Unit' form in the SciCord interface. It includes input fields for 'Name' and 'Description', and a checkbox for 'Is active'. The 'Is active' checkbox is currently unchecked. At the bottom right, there are two buttons: 'Create' and 'Create & Continue'.

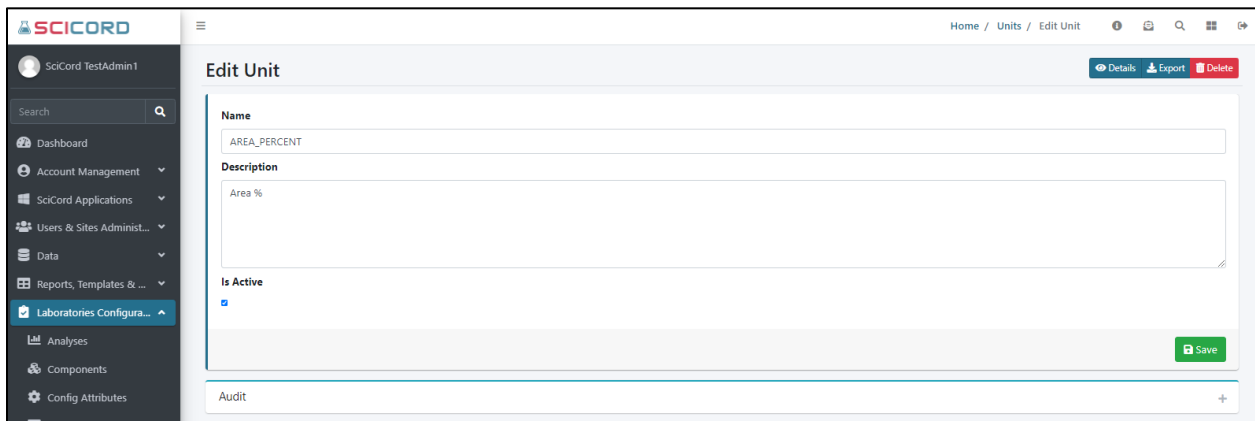
Unit Details

By selecting the Details action, the User can view-only the Unit Details, which include the Name, Description, and Is Active flag.



Unit Edit

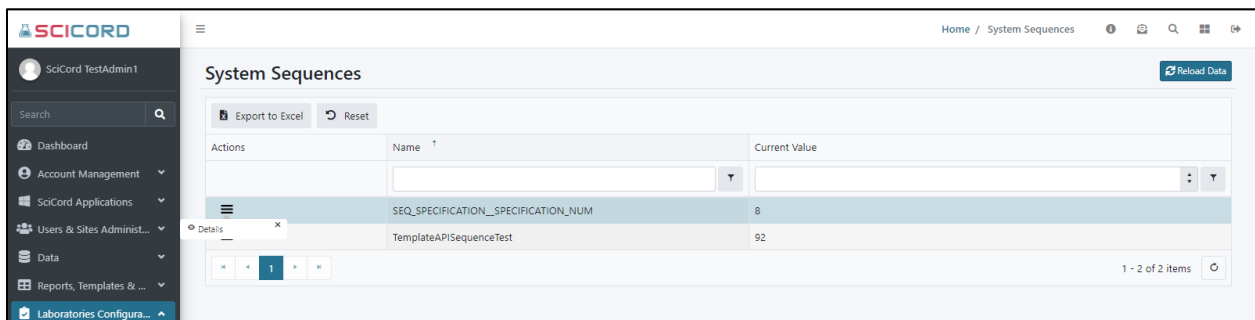
The Edit Unit page is accessible to a User with the LabConfiguration_Edit permission. The User can edit the Name, Description, and Is Active flag of an existing Unit. An expandable Audit section is available.



System Sequences

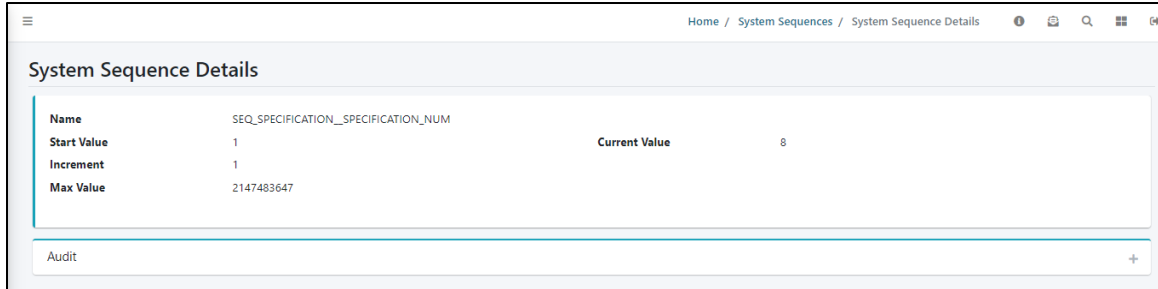
The System Sequences Index is available to users with the LabConfiguration_Edit permission. Typically, this permission is given to the Template Developer and Administrator role.

System Sequences Index contains columns for Actions (Details, Delete), Name, and Current Value.



System Sequence Details

A Details view of the System Sequence Details page shows: Name, Start Value, Increment, Current Value, Max Value. An expandable Audit section is shown.



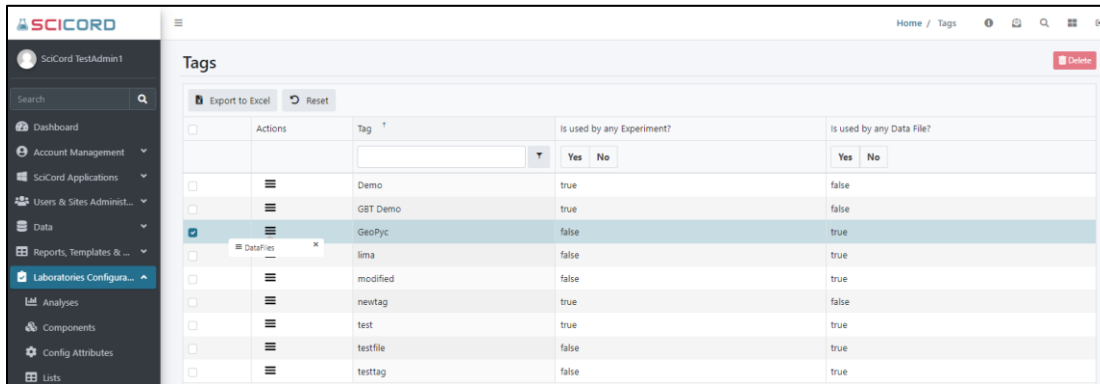
The screenshot shows the 'System Sequence Details' page. The breadcrumb trail is 'Home / System Sequences / System Sequence Details'. The main content area displays the following details:

Name	SEQ_SPECIFICATION__SPECIFICATION_NUM		
Start Value	1	Current Value	8
Increment	1		
Max Value	2147483647		

Below the details is an 'Audit' section with a '+' icon to expand it.

Tags

Tags are used to help identify or describe the data its attached to. Tags can be assigned to documents and data files. Tags Index page contains columns for Actions, Tag name, Is used by any Experiment?, and Is used by any Data File?. Tag_Delete is assigned to Administrator and Supervisor roles. Action will show Data Files associated with the Tag.

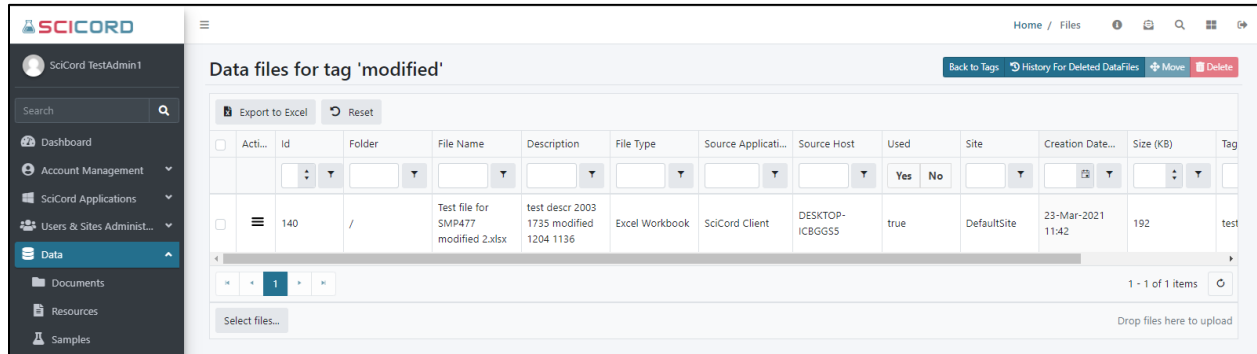


The screenshot shows the 'Tags' index page. The breadcrumb trail is 'Home / Tags'. The page includes an 'Export to Excel' button and a 'Reset' button. The table below lists the tags and their usage:

Actions	Tag	Is used by any Experiment?		Is used by any Data File?	
		Yes	No	Yes	No
<input type="checkbox"/>	Demo	true		false	
<input type="checkbox"/>	GBT Demo	true		false	
<input checked="" type="checkbox"/>	GeoPyc	false		true	
<input type="checkbox"/>	lima	false		true	
<input type="checkbox"/>	modified	false		true	
<input type="checkbox"/>	newtag	true		false	
<input type="checkbox"/>	test	true		true	
<input type="checkbox"/>	testfile	false		true	
<input type="checkbox"/>	testtag	false		true	

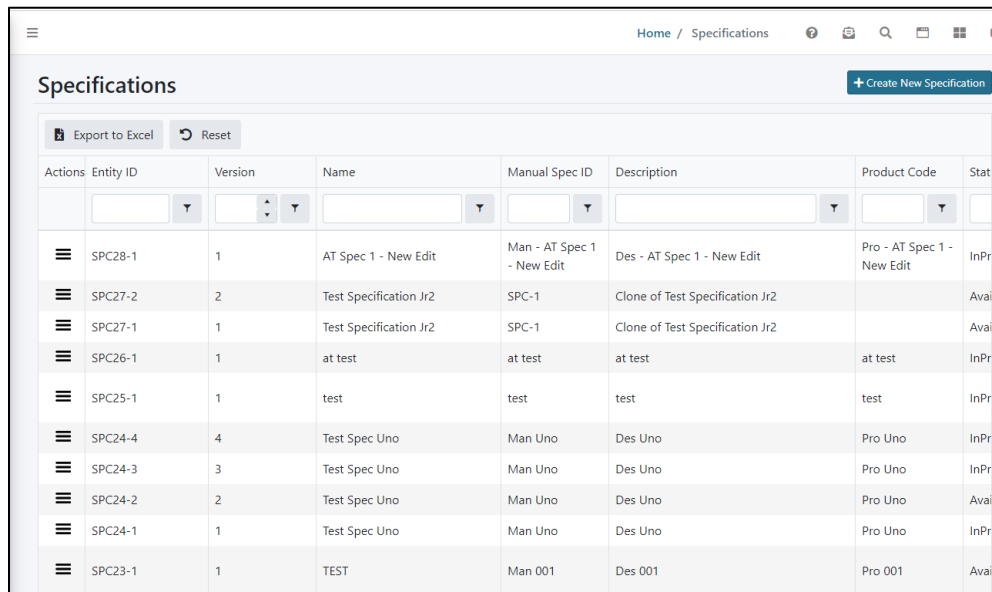
Tag Details

Details page has buttons for History for Deleted DataFiles, Move, and Delete. The pages displays columns for: Actions, ID, Folder, File Name, Description, File Type, Source Application, Source Host, Used, Site, Creation Date, Size (KB), Tags, and Created by. A button to Export to Excel and Reset are available. A Select Files button is present to upload files from your local machine, or the user can drop files in the "Drop files here to upload" section.



Specifications

Specifications are used to help identify Rules, Samples, History, Signatures associated with Specifications used for laboratory testing. Tags Index page contains columns for Actions, Entity ID, Version, Name, Manual SpecID, Description, Product Code, Status, Date, Created by, Last Modified Date, Last Modified by. The Specifications may be Exported to Excel, Reset (used to clear filters that may have been set), and a button to Create New Specification. Users with assigned permissions: SampleLinkSpecification_Edit is allowed to add or remove Specifications from a sample. SampleLinkSpecification_View may view details.



The screenshot shows the 'Specifications' interface with a table of specification records. The table has columns for 'Actions', 'Entity ID', 'Version', 'Name', 'Manual Spec ID', 'Description', 'Product Code', and 'Stat'. The records include various specification IDs and names, such as 'AT Spec 1 - New Edit' and 'Test Specification Jr2'.

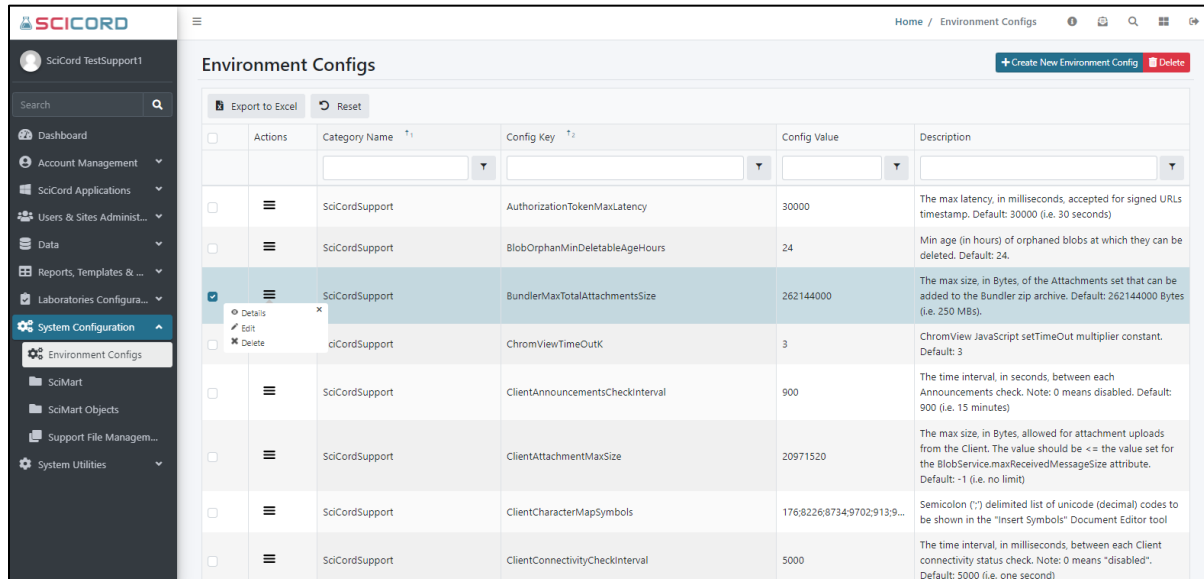
Actions	Entity ID	Version	Name	Manual Spec ID	Description	Product Code	Stat
	SPC28-1	1	AT Spec 1 - New Edit	Man - AT Spec 1 - New Edit	Des - AT Spec 1 - New Edit	Pro - AT Spec 1 - New Edit	InPr
	SPC27-2	2	Test Specification Jr2	SPC-1	Clone of Test Specification Jr2		Avai
	SPC27-1	1	Test Specification Jr2	SPC-1	Clone of Test Specification Jr2		Avai
	SPC26-1	1	at test	at test	at test	at test	InPr
	SPC25-1	1	test	test	test	test	InPr
	SPC24-4	4	Test Spec Uno	Man Uno	Des Uno	Pro Uno	InPr
	SPC24-3	3	Test Spec Uno	Man Uno	Des Uno	Pro Uno	InPr
	SPC24-2	2	Test Spec Uno	Man Uno	Des Uno	Pro Uno	Avai
	SPC24-1	1	Test Spec Uno	Man Uno	Des Uno	Pro Uno	InPr
	SPC23-1	1	TEST	Man 001	Des 001	Pro 001	Avai

System Configuration

The System Config is available to users with the SystemConfig_Management Permission, typically the Support, Administrator, and Template Developer Roles.

Environment Configs Index

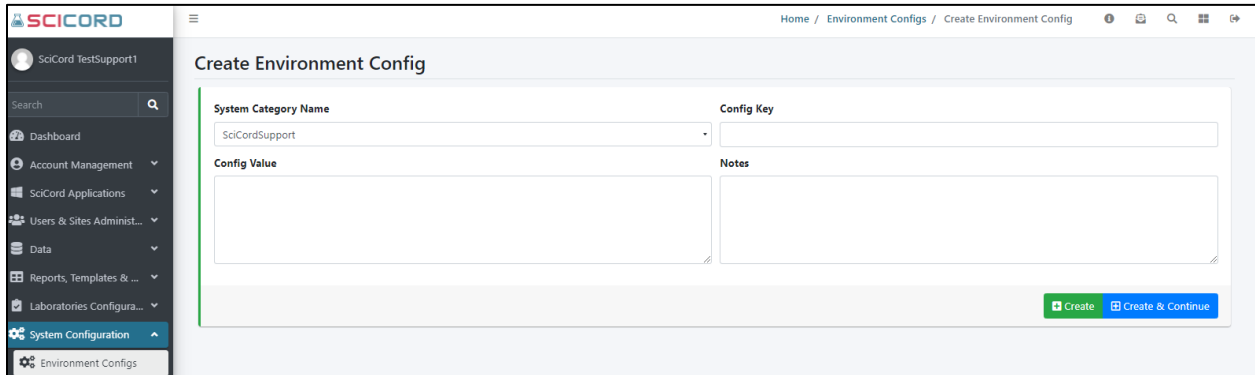
The Environment Configs Index lists in a tabular format all the Environment Configs registered in the System. The Index includes the System Category Name, Config Key, Config Value, and Description. The Actions column contains: Details. The User is also able to 'Create New SystemConfig' from the SystemConfigs Index. Export to Excel, Reset, and Delete button are present.



Actions	Category Name	Config Key	Config Value	Description
<input type="checkbox"/>	SciCordSupport	AuthorizationTokenMaxLatency	30000	The max latency, in milliseconds, accepted for signed URLs timestamp. Default: 30000 (i.e. 30 seconds)
<input type="checkbox"/>	SciCordSupport	BlobOrphanMinDeletableAgeHours	24	Min age (in hours) of orphaned blobs at which they can be deleted. Default: 24.
<input checked="" type="checkbox"/>	SciCordSupport	BundlerMaxTotalAttachmentsSize	262144000	The max size, in Bytes, of the Attachments set that can be added to the Bundler zip archive. Default: 262144000 Bytes (i.e. 250 MBs).
<input type="checkbox"/>	SciCordSupport	ChromViewTimeOutK	3	ChromView JavaScript setTimeOut multiplier constant. Default: 3
<input type="checkbox"/>	SciCordSupport	ClientAnnouncementsCheckInterval	900	The time interval, in seconds, between each Announcements check. Note: 0 means disabled. Default: 900 (i.e. 15 minutes)
<input type="checkbox"/>	SciCordSupport	ClientAttachmentMaxSize	20971520	The max size, in Bytes, allowed for attachment uploads from the Client. The value should be <= the value set for the BlobService.maxReceivedMessageSize attribute. Default: -1 (i.e. no limit)
<input type="checkbox"/>	SciCordSupport	ClientCharacterMapSymbols	176;8226;8734;9702;913;9...	Semicolon (;) delimited list of unicode (decimal) codes to be shown in the "Insert Symbols" Document Editor tool
<input type="checkbox"/>	SciCordSupport	ClientConnectivityCheckInterval	5000	The time interval, in milliseconds, between each Client connectivity status check. Note: 0 means "disabled". Default: 5000 (i.e. one second)

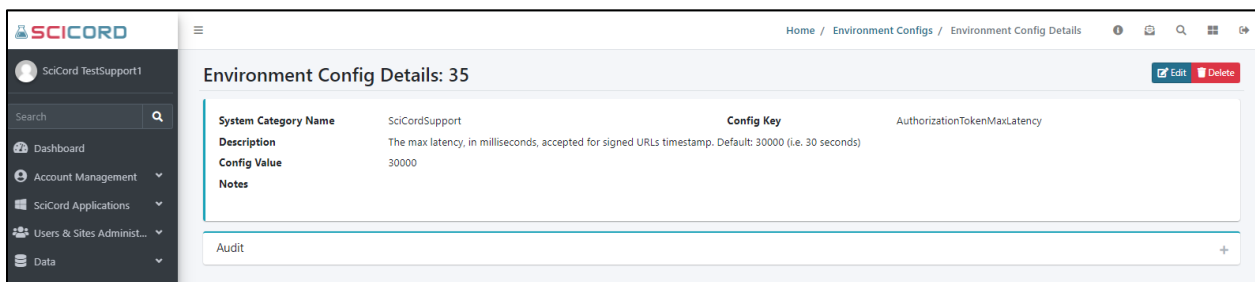
Create New Environment Config

A User with the SystemConfig_Management Permission can access the Create Environment Config function. The User can record a System Category Name from a drop-list, a Config Key, a Config Value and Notes. Upon selecting the 'Create' button, the User will be directed to the new Environment Config's Edit page, and the Environment Config will be added to the Environment Configs Index. The Create and Continue button will create the Environment Config will be created and the Create Environment Config page will refresh.



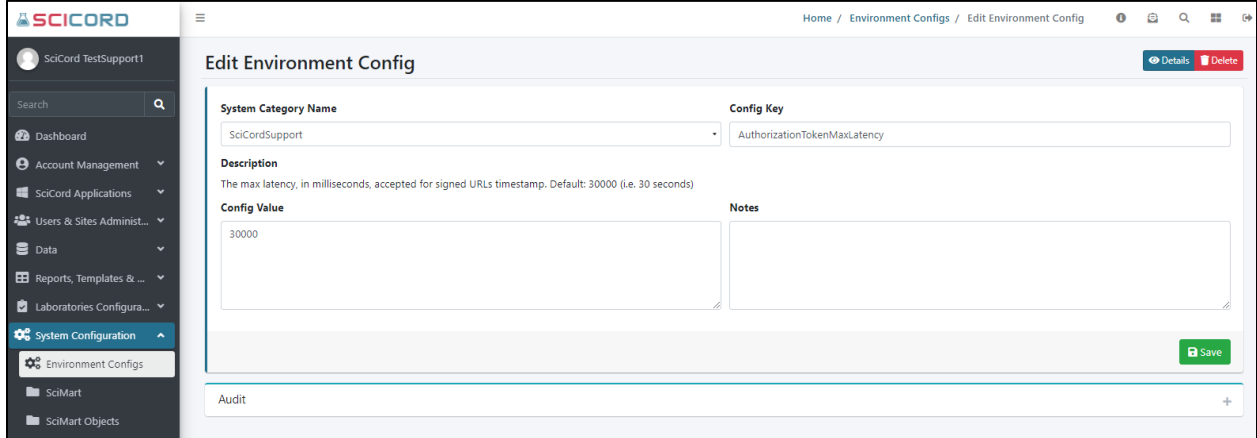
Action: Details

By selecting the Details Action link the User is provided a read-only page of the corresponding Environment Config data – System Category Name, Config Key, Config Value, and Notes. From the Environment Config Details page the User may navigate to Edit or Delete pages.



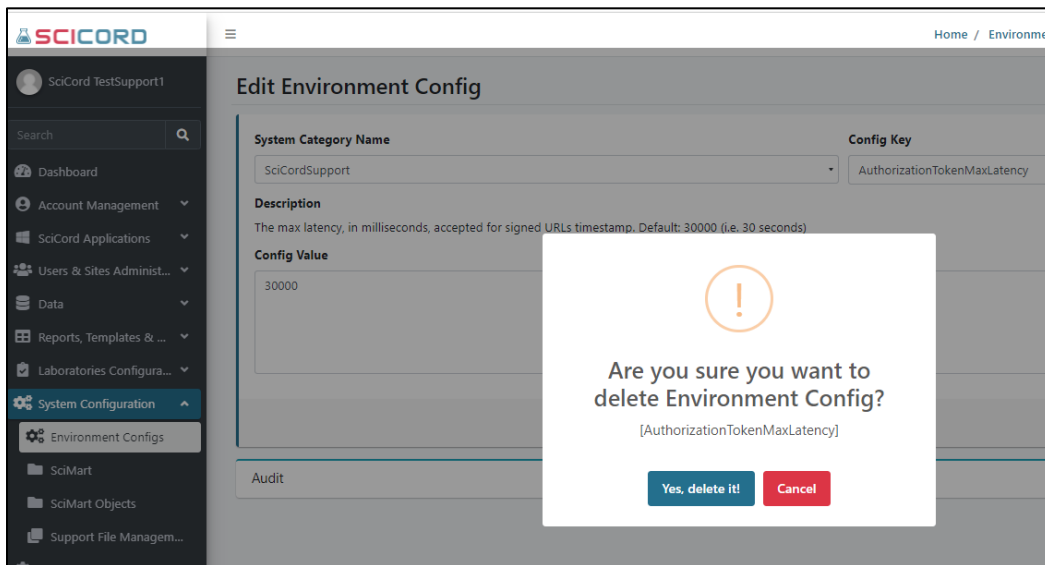
Action: Edit

The Edit action directs the User to the Edit Environment Config page, which allows the User to update the System Category Name, Config Key, Config Value, and Notes. Upon saving, the application checks for concurrency. If there is a concurrency then the transaction will be reverted, and the User will receive an error notification. If there is no concurrency then the save will take place.



Action: Delete

By selecting the Delete action the User a dialog box will appear asking if the user is sure they want to Delete. Here, the User will verify the Environment Config to be deleted. Once the User selects the 'Delete' button the System Config will be removed from the SystemConfig Index.

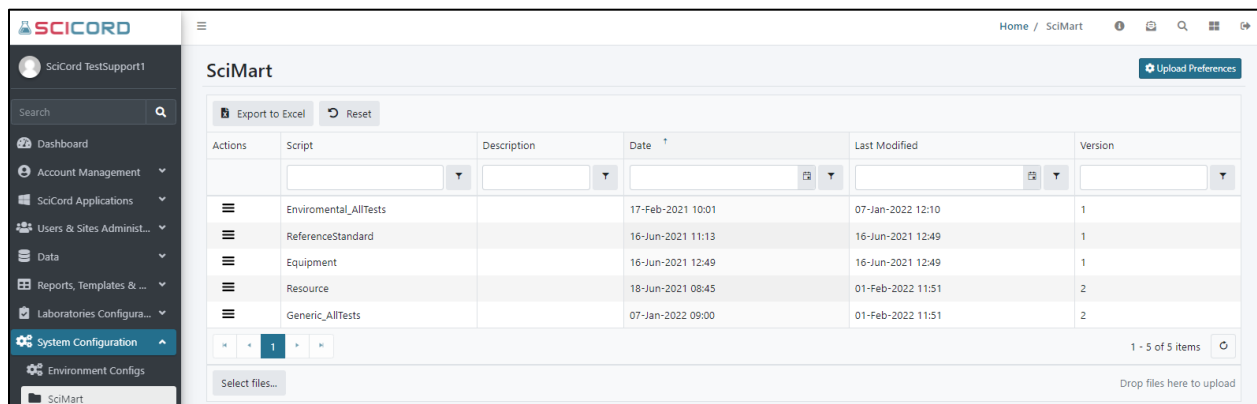


SciMart

This query tool utilizes your tool of choice (Microsoft Excel®, Microsoft PowerBI®, Tibco Spotfire®, SaS JMP®, etc.) to query ELN/LIMS data, which may be used to generate Metrics, Protocol Reports, or perform statistical analysis. A user with SciMartConfig_Management permission may view an index of SciMart data that are available to the user. The SciMart Index will include details on the Script, Description, Date of creation, Last Modified date, and Version.

If SciCord Administrators have amended to include additional information, these new SciMart files may be added using the Select Files button. Once the file is uploaded within the SciCord Portal the page will refresh and the version number will be updated to the next sequential number.

Export to Excel, Reset buttons are present. Upload Preferences button will open a dialog box to select Placeholders. The user may select files to upload, or they may drop files to be uploaded.

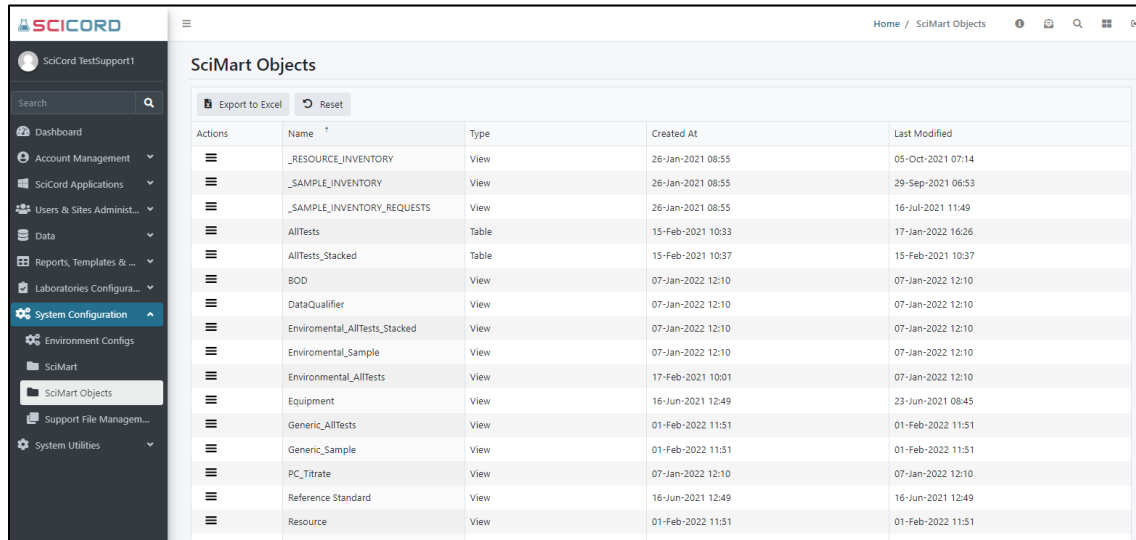


Actions	Script	Description	Date	Last Modified	Version
	Environmental_AllTests		17-Feb-2021 10:01	07-Jan-2022 12:10	1
	ReferenceStandard		16-Jun-2021 11:13	16-Jun-2021 12:49	1
	Equipment		16-Jun-2021 12:49	16-Jun-2021 12:49	1
	Resource		18-Jun-2021 08:45	01-Feb-2022 11:51	2
	Generic_AllTests		07-Jan-2022 09:00	01-Feb-2022 11:51	2

SciMart Objects

This index is accessible to anyone that has SciMart Administrator permission. A query tool in index form to access objects held within SciMart. Each column can be filtered in ascending or descending order. The columns available: Name, Type, Created At, Last Modified. An Actions column to View Data for each object and an Export to Excel, Reset, and Upload Preferences.

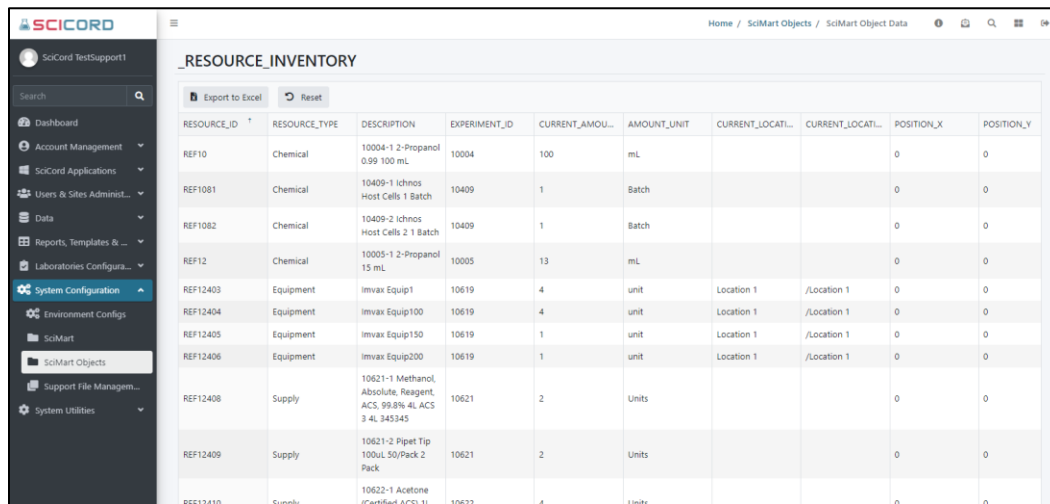
Index View



The screenshot shows the SciCord SciMart Objects Index View. The left sidebar contains navigation options like Dashboard, Account Management, and System Configuration. The main area displays a table of SciMart Objects with columns for Actions, Name, Type, Created At, and Last Modified.

Actions	Name	Type	Created At	Last Modified
	_RESOURCE_INVENTORY	View	26-Jan-2021 08:55	05-Oct-2021 07:14
	_SAMPLE_INVENTORY	View	26-Jan-2021 08:55	29-Sep-2021 06:53
	_SAMPLE_INVENTORY_REQUESTS	View	26-Jan-2021 08:55	16-Jul-2021 11:49
	AllTests	Table	15-Feb-2021 10:33	17-Jan-2022 16:26
	AllTests_Stacked	Table	15-Feb-2021 10:37	15-Feb-2021 10:37
	BOD	View	07-Jan-2022 12:10	07-Jan-2022 12:10
	DataQualifier	View	07-Jan-2022 12:10	07-Jan-2022 12:10
	Environmental_AllTests_Stacked	View	07-Jan-2022 12:10	07-Jan-2022 12:10
	Environmental_Sample	View	07-Jan-2022 12:10	07-Jan-2022 12:10
	Environmental_AllTests	View	17-Feb-2021 10:01	07-Jan-2022 12:10
	Equipment	View	16-Jun-2021 12:49	23-Jun-2021 08:45
	Generic_AllTests	View	01-Feb-2022 11:51	01-Feb-2022 11:51
	Generic_Sample	View	01-Feb-2022 11:51	01-Feb-2022 11:51
	PC_Titrate	View	07-Jan-2022 12:10	07-Jan-2022 12:10
	Reference Standard	View	16-Jun-2021 12:49	16-Jun-2021 12:49
	Resource	View	01-Feb-2022 11:51	01-Feb-2022 11:51

Object View



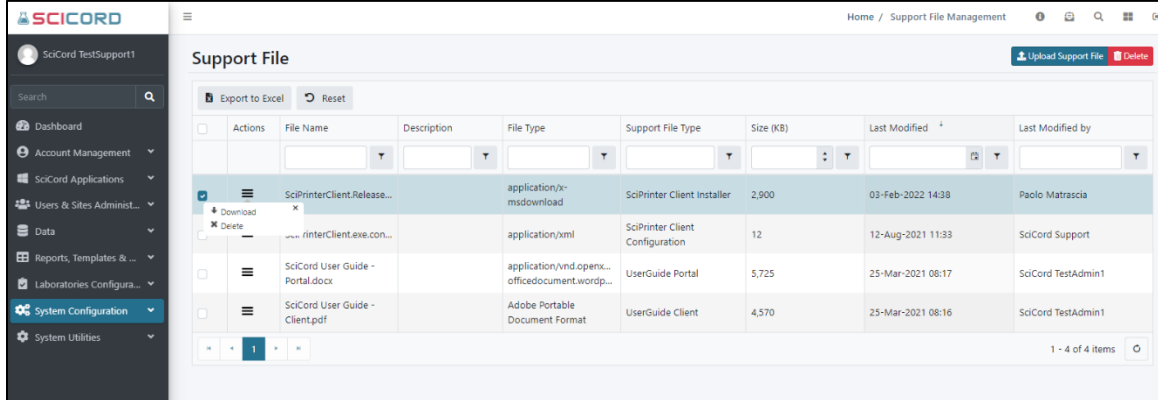
The screenshot shows the SciCord SciMart Object Data View for the _RESOURCE_INVENTORY object. The table lists individual resource inventory items with columns for RESOURCE_ID, RESOURCE_TYPE, DESCRIPTION, EXPERIMENT_ID, CURRENT_AMOU..., AMOUNT_UNIT, CURRENT_LOCAT..., POSITION_X, and POSITION_Y.

RESOURCE_ID	RESOURCE_TYPE	DESCRIPTION	EXPERIMENT_ID	CURRENT_AMOU...	AMOUNT_UNIT	CURRENT_LOCAT...	POSITION_X	POSITION_Y
REF10	Chemical	10004-1 2-Propranol 0.99 100 mL	10004	100	mL		0	0
REF1081	Chemical	10409-2 Ichnos Host Cells 1 Batch	10409	1	Batch		0	0
REF1082	Chemical	10409-2 Ichnos Host Cells 2 1 Batch	10409	1	Batch		0	0
REF12	Chemical	10005-1 2-Propranol 15 mL	10005	13	mL		0	0
REF12403	Equipment	Imvax Equip1	10619	4	unit	Location 1	/Location 1	0
REF12404	Equipment	Imvax Equip100	10619	4	unit	Location 1	/Location 1	0
REF12405	Equipment	Imvax Equip150	10619	1	unit	Location 1	/Location 1	0
REF12406	Equipment	Imvax Equip200	10619	1	unit	Location 1	/Location 1	0
REF12408	Supply	10621-1 Methanol, Absolute, Reagent, ACS, 99.98% 4L ACS 3.4L 345345	10621	2	Units		0	0
REF12409	Supply	10621-2 Pipet Tip 100uL 50/Pack 2 Pack	10621	2	Units		0	0
REF12410	Supply	10622-1 Acetone (Certified ACS: 4)	10622	2	Units		0	0

Support File Management

An index that contains support files for the SciCord Portal and the SciCord Client. The Support File Management is available to users with the SystemConfig_Management Permission, typically the Support, Administrator, and Template Developer Roles.

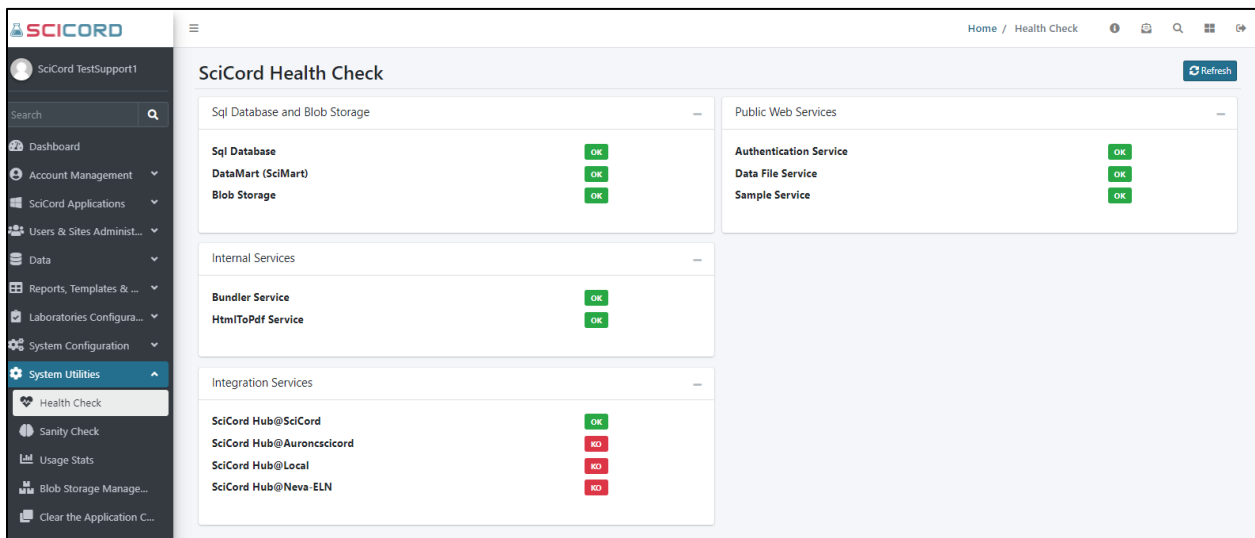
The Index Columns are for Actions, File Name, Description, File Type, Support File Type, Size (KB), Last Modified, and Last Modified by. Actions are Download or Delete. Buttons are: Upload Support File, Delete, Export to Excel, and Reset.



System Utilities

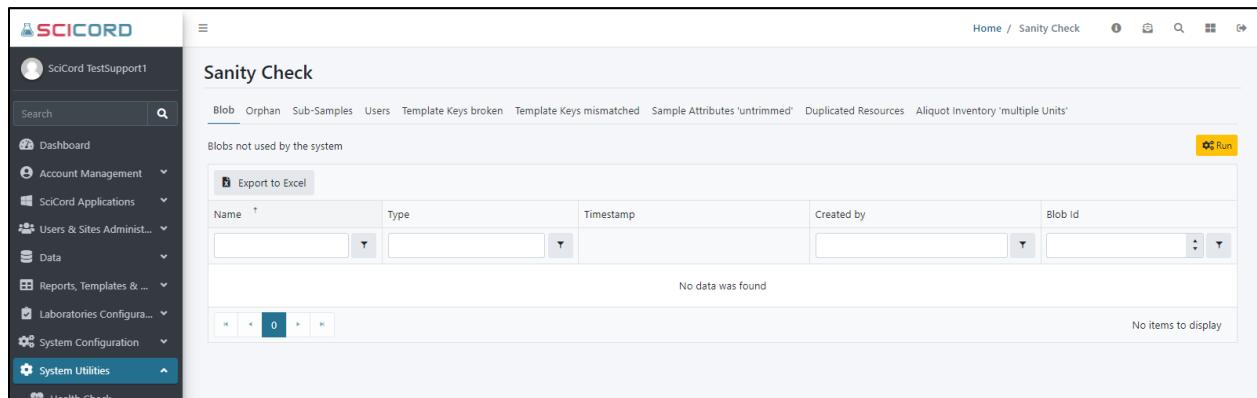
Health Check

A system check for Storage and Services is available in the operating environment. This is available to users with HealthCheck_View permission and Administrator Role.



Sanity Check

Utilizes a basic check to quickly evaluate whether a claim or result can be true. This page allows a user with SanityCheck_View permission and Administrator role to perform Sanity Checks. There are tabs with filterable columns for each of the following: Orphan, SubSamples, Users, Template Keys broken, Template Keys mismatched, Sample Attributes 'untrimmed', Duplicated Resources, Aliquot Inventory 'Multiple Units'. Buttons to Run a query or Export to Excel are present.



Usage Stats

This page allows the user with UsageStats_View permission and Administrator role to manage and create reports indicating the number of Documents, Samples, DataFiles, and Active Users. The amount of Storage used is displayed, and an index of Table Sizes is available. Buttons for Export to Excel and Reset. Each column in the Tables Sizes index is filterable.

Usage Stats

Total number of

Documents	1098
Samples	10481
DataFiles	1180
Active Users	53

Storage size

Azure Blob	1.10 GB
Database	36.41 GB

Table Sizes

Schema	Table	Row Counts	Total Space (MB)	Unused Space (MB)	Used Space (MB)
ab_audit	SQLAuditLogData	667419	238	1	237
ab_audit	SQLAuditLogTransaction	41999	27	1	26
ab_scicord	ACTION_REQUIREMENT	0	0	0	0
ab_scicord	ALIQOT	310	0	0	0
ab_scicord	ALIQOT_INVENTORY_TRANSA...	0	0	0	0
ab_scicord	ANALYSIS	22	0	0	0
ab_scicord	ATTACHMENT	10	0	0	0

Blob Storage Management

The Binary Large Object (BLOB) Storage Management page allows a user with SystemCategory_Support permission and an Administrator role to view and create reports for BLOB on current storage, List Orphan BLOBS on configured current storage and Database, Copy BLOBS between different storage accounts. Each tab contains buttons for Export to Excel and Reset.

Blob Storage Management

- List Blobs on configured current storage
- List orphan Blobs on configured current storage and Database
- Copy Blobs between different storage accounts

Clear the Application Cache

This link will allow the user with an Administrator role to clear the cache.

Cache Cleared

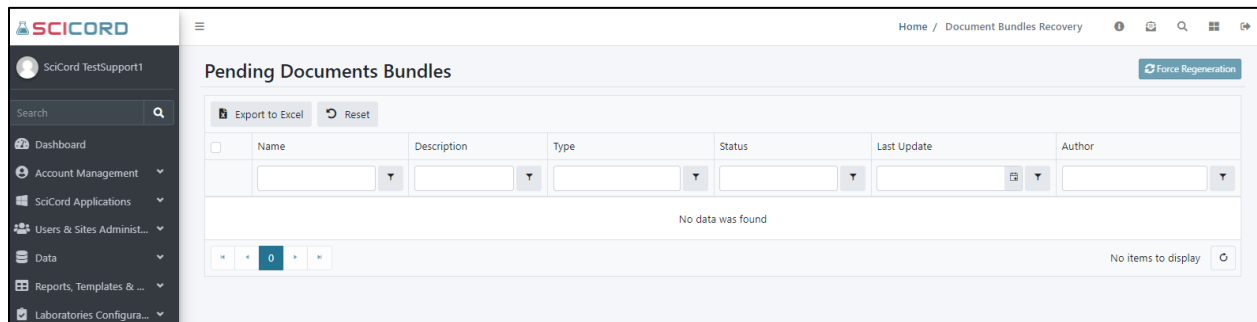
✓ The application cache has been cleared.

Documents Bundles Recovery

Upon selecting the Documents Bundles Recovery text in the System Utilities section of the SciCord Portal Homepage, the User is brought to a Pending Document Bundles Index. This index includes all the Document Bundles that were not generated. The User may select the 'Force regeneration' action, which will force the Document Bundle to be generated regardless of the previous issue that caused it to not be generated (this may take several minutes before completing).

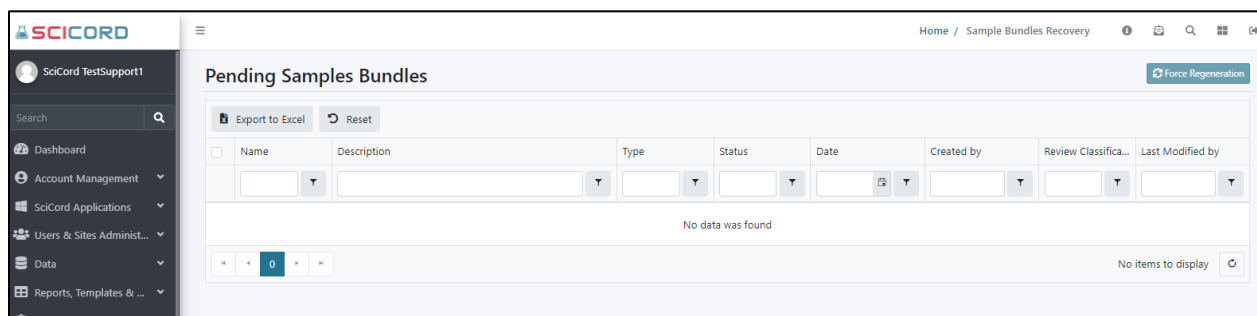
After the Document Bundle has been generated it is no longer considered part of the Pending Document Bundles and is therefore removed from the Pending Document Bundles Index. After the User selects the 'Force regeneration' action, the document bundle will be generated, and blue-highlight text (Bundles for document 'DOCXXXX' generated successfully) underneath the Pending Document Bundles title will appear and allow the User to be directed to the Document Details page.

The Document Details page allows the User to view the Document Details and to Download various versions of the Document (Excel, PDF, Document Bundle), Audit records, View signatures, or Generate a public link.



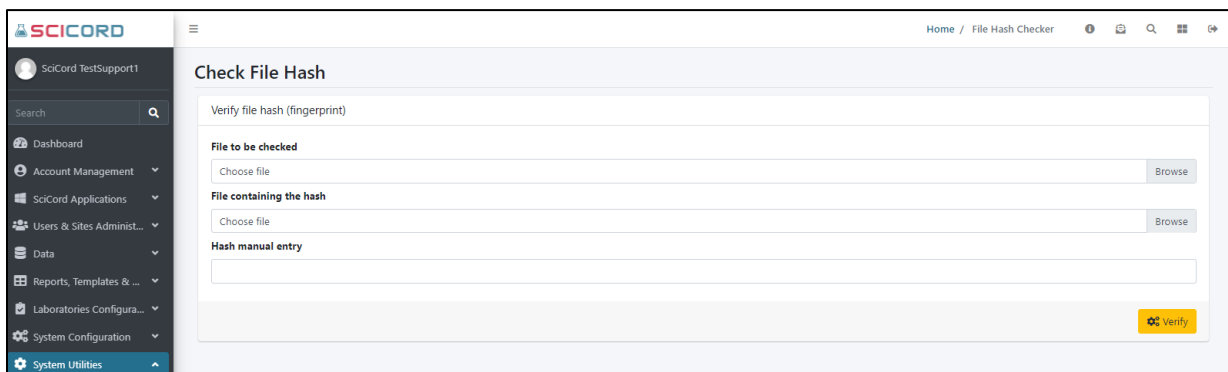
Samples Bundles Recovery

See Document Bundles Recovery section above for same functionality that is applied to Sample Bundles Recovery.



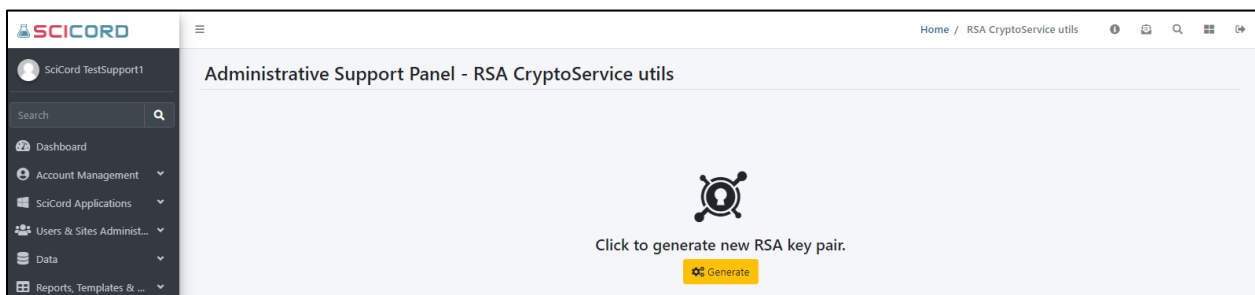
File Hash Checker

The purpose of the File Hash Checker is to prove to the User that no changes (any tampering) to the document. The Check File Hash verifies that the file being checked and that the Hash file match. The Check File Hash page allows the User to select a Document Bundle to be checked and a Hash File to check against. If no Hash File is accessible, the User may manually record a 'Hash manual entry' for the Document Bundle/File to be checked against. By selecting the 'Verify' button a text will be provided that states, 'Hash verification succeeded', if the Document Bundle is verified against the Hash File. If the Document Bundle cannot be verified against the Hash file then an error alert will appear stating, 'Hash Verification failed'.



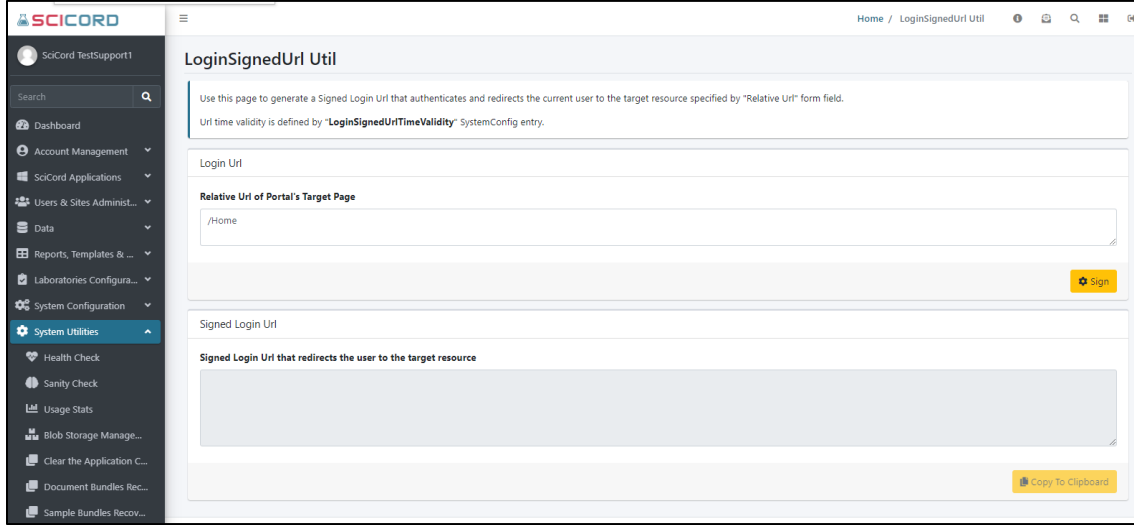
RSA CryptoService Utils

This link allows an administrative user to click a link to "Generate a new key pair." The RSA private key is used to generate a digital signature, the public RSA key is used to verify digital signatures.



LoginSignedURL Util

This page is used to generate an authenticated, time restricted URL link that will be emailed to a user.



The screenshot shows the 'LoginSignedUrl Util' page in the SciCord portal. The page title is 'LoginSignedUrl Util'. Below the title, there is a text box containing the following instructions: 'Use this page to generate a Signed Login Url that authenticates and redirects the current user to the target resource specified by "Relative Uri" form field. Uri time validity is defined by "LoginSignedUrlTimeValidity" SystemConfig entry.'

The page contains two main sections:

- Login Url:** This section includes a 'Login Url' input field and a 'Relative Uri of Portal's Target Page' input field. The 'Relative Uri of Portal's Target Page' field contains the text '/Home'. A yellow 'Sign' button is located to the right of the 'Relative Uri' field.
- Signed Login Url:** This section includes a 'Signed Login Url' input field and a 'Signed Login Url that redirects the user to the target resource' input field. A yellow 'Copy To Clipboard' button is located to the right of the bottom input field.

The left sidebar of the portal is visible, showing the 'System Utilities' menu item selected. The top navigation bar shows the user 'SciCord TestSupport1' and the current page path 'Home / LoginSignedUrl Util'.

SciChrom View

The SciChrom viewer can be used to view Chromatography data online on any computer, without requiring any software program such as Empower. Chrome and Firefox are fully supported, while Edge can be used but some features will not be supported.

Launching the SciChrom Viewer

The viewer can be accessed from the client by using a SciChrom enabled template (such as A&RC) to load data from Empower and clicking the "Launch SciChrom" button. The button's position and label may vary with the template.

- The report can also be accessed directly from the portal in the attachment's sections of the document.
- The data must have been imported from Empower and can only have one sequence.
 - SciChrom only allows one channel to be selected per report as well.

Data from Empower is packaged by SciChrom before being made available to the Viewer. Data from other sources could be accepted if it is repackaged to follow the same format.

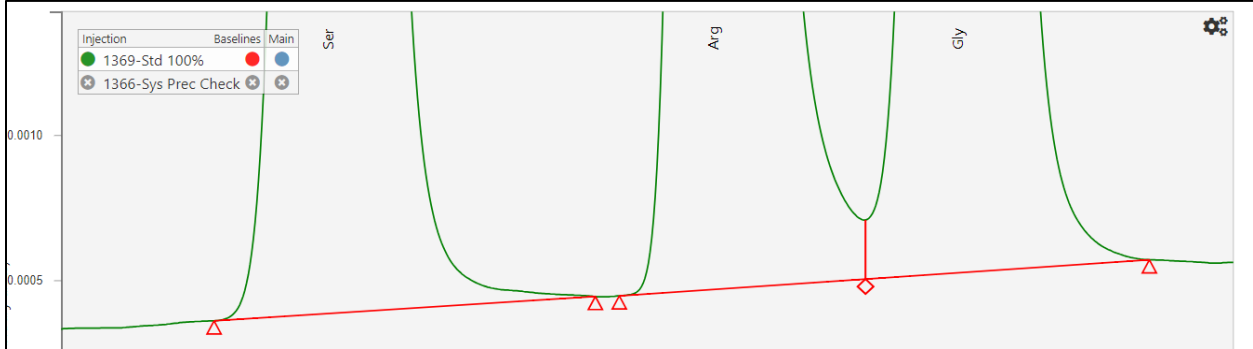
Only a subset of Empower baselines are accepted:

Peak Type	Description	Expected Letter Code
Baseline to Baseline	simple straight line denoting the bottom of the peak	BB
Baseline to Valley	simple baseline to valley baseline, which includes a vertical offset to lower the bottom of the peak	BV
Valley to Valley	valley on both sides, with a vertical offset on either side	VV
Valley to Baseline	valley baseline to simple baseline	VB
Tangent/Skim	Separates two peaks that are stacked vertically, such as if the tailing of one peak runs into another peak	TT

If any other baseline types (such as Gaussian) are given, they will be drawn as BB peaks and a warning alert will be given.

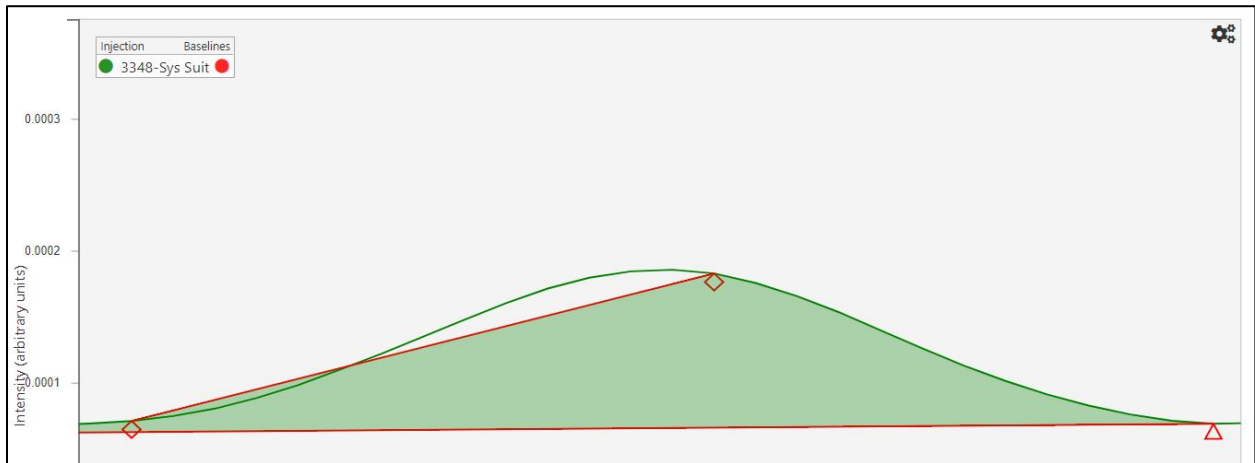
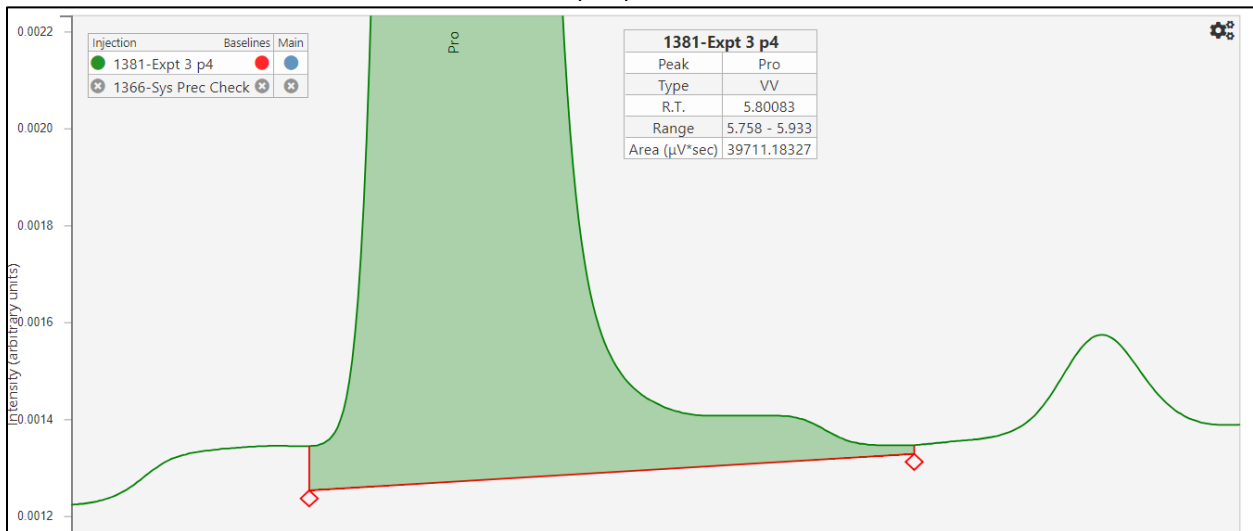
There is no known limit to the number of injections and datapoints the Viewer can handle. However, injections with many datapoints may be slow to load and having many injections active at once will slow down zoom and pan behavior.

Examples of how various baselines are represented:



Peak 1(Ser) is BB, Peak 2 (Arg) is BV, Peak 3 (Gly) is VB

Peak 1(Pro) is VV

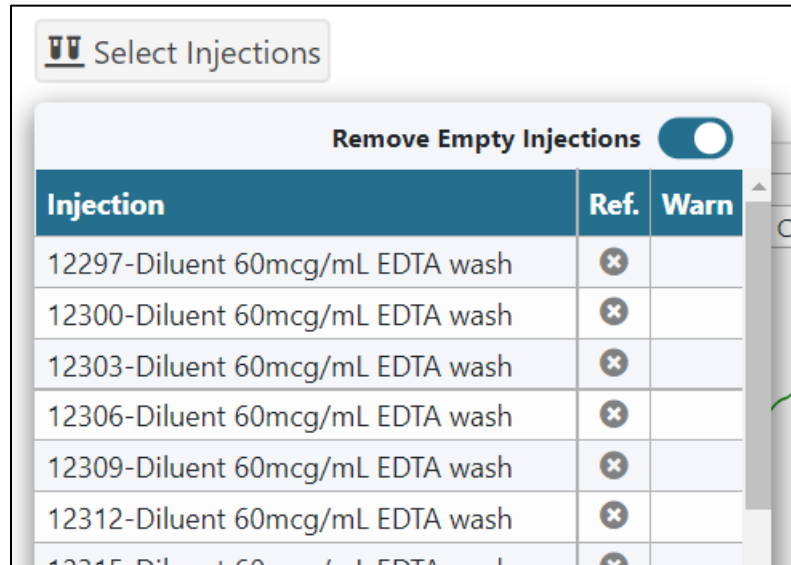


The original peak has the top skimmed off with a second TT baseline

Loading Injections in SciChrom

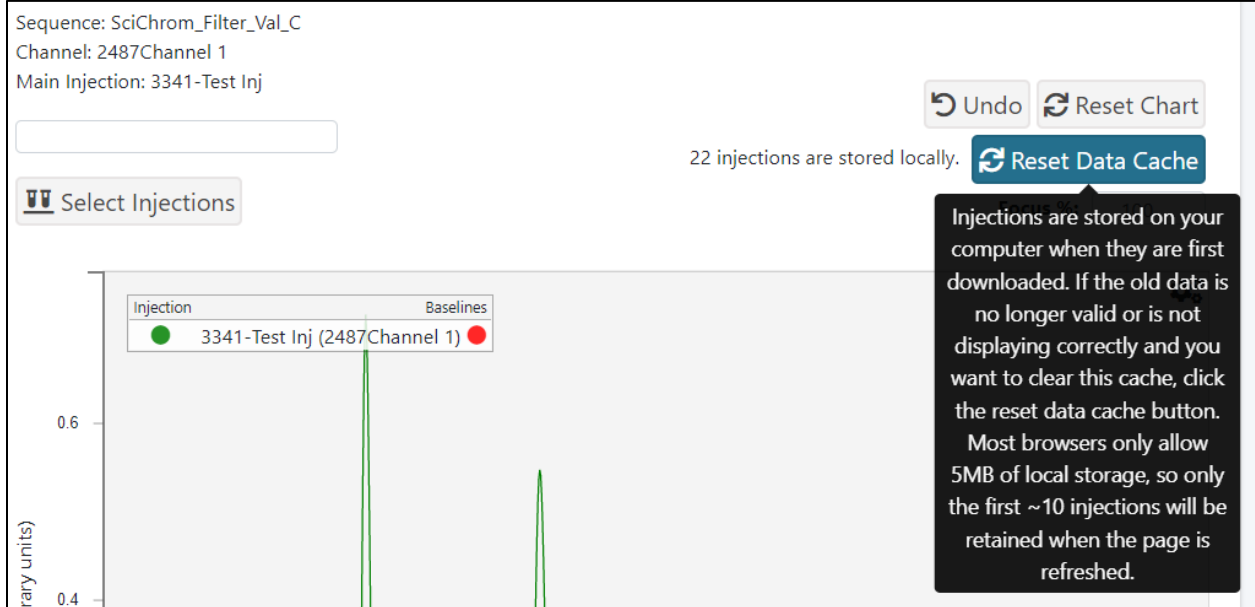
The injections table is displayed when clicking the "Select Injections" button on the left side of the webpage. It has 3 columns, "Injection", "Ref.", and "Warn".

- Clicking on a row will load the injection as the main injection (replacing the previous one shown in the chart)
- Ctrl-Clicking on a row will load the injection as a secondary injection, adding it to the chart without replacing existing injections.
 - If a new main injection is selected, secondary injections added by the Ctrl-Click will be removed
- Clicking on the button in the "Ref." column will cause it to change from a grey X to a blue check. The injection will be added as a secondary injection, if it is not already present in the chart.
 - If a new main injection is selected, secondary injections with a blue check in the "Ref." column will be kept.
- If there is a warning when the injection is loaded, such as for invalid peaks or an empty dataset, a red exclamation icon will appear in this column. Clicking it will show a popup message describing the warning.
 - If the injection does not contain any data points, the name of the injection will also include the "[EMPTY]" tag. These injections can't be selected as Ref. Injections or CTRL-clicked to load as secondary injections
 - If the first injection is empty, the page will select the next non-empty injection when it is initially opened.
- Empty injections are initially removed when the page is loaded. If any empty injections are present, a "Remove Empty Injections" toggle will be present above the table which can be used to restore them.



Injection	Ref.	Warn
12297-Diluent 60mcg/mL EDTA wash	X	
12300-Diluent 60mcg/mL EDTA wash	X	
12303-Diluent 60mcg/mL EDTA wash	X	
12306-Diluent 60mcg/mL EDTA wash	X	
12309-Diluent 60mcg/mL EDTA wash	X	
12312-Diluent 60mcg/mL EDTA wash	X	
12315-Diluent 60mcg/mL EDTA wash	X	

Each time a new injection is selected (either as a main injection or secondary), the data is downloaded from the SciChrom database. The data is stored locally so that it can be quickly retrieved if the injection needs to be reloaded.



- The top left corner includes a message that says "X injections are stored locally." to indicate how many injections have been downloaded.
 - The local storage can be reset by clicking the "Reset Data Cache" button
 - Hovering the mouse over this message or the "Reset Data Cache" button will show a tooltip explaining how it works (see picture)
- The local storage will be retained if the browser is refreshed or closed, so injection data will not need to be downloaded repeatedly. However, some browsers have a local storage data-cap, so only a finite number of injections may be retained on a refresh
 - This limit will not impact the number of injections that can be stored in one session

Zoom/Pan controls in SciChrom

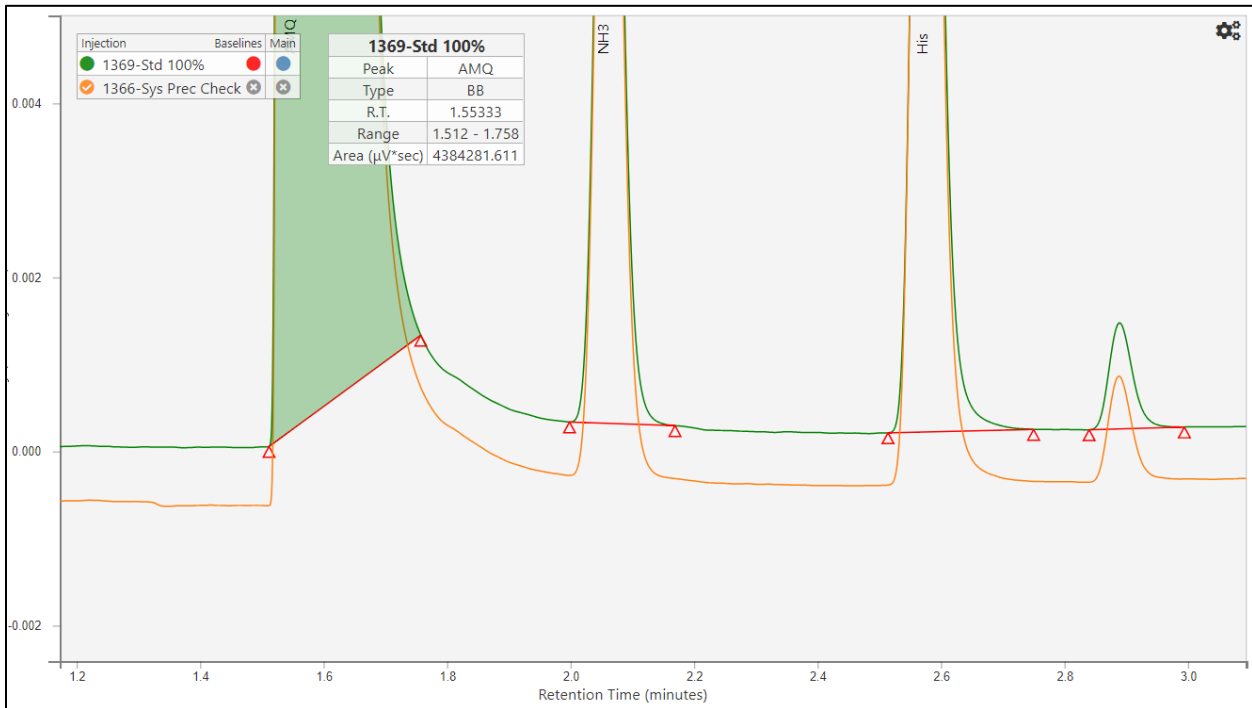
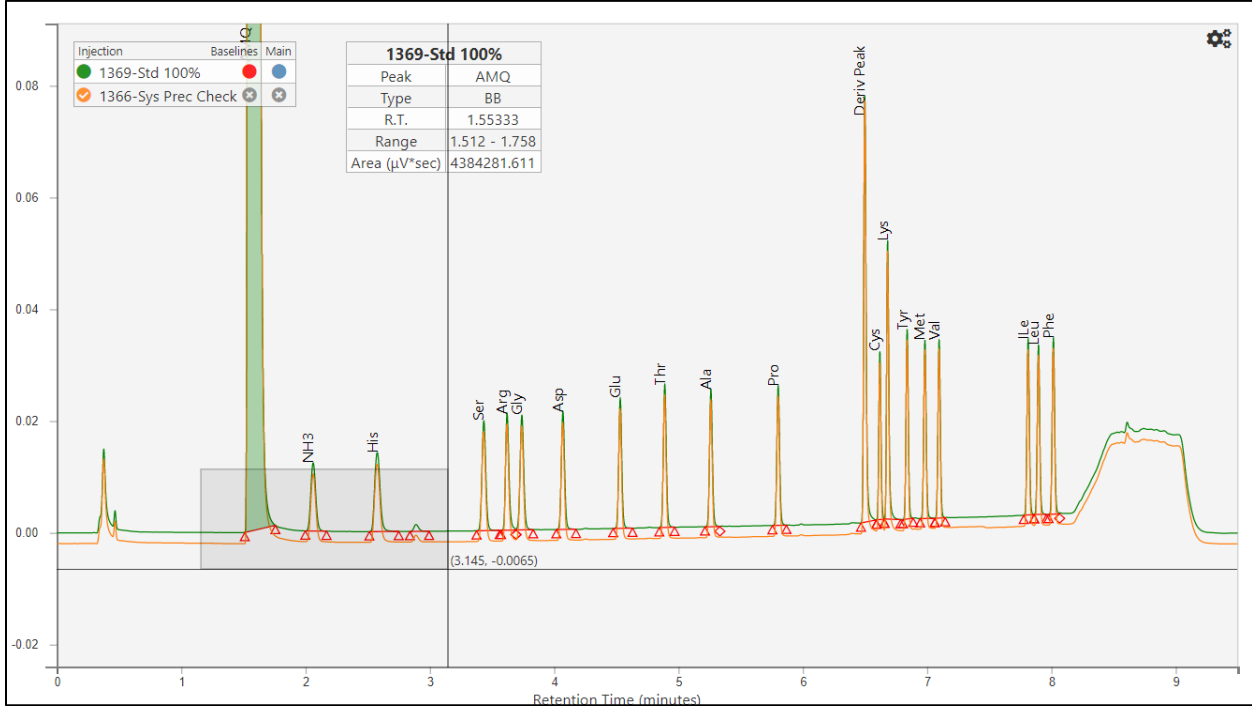
The chart can be panned by left clicking and holding anywhere in the chart and moving the mouse.

The chart can be zoomed by scrolling up or down on the scroll wheel, or by using a pinch to zoom gesture on touchscreens.

Ctrl-Clicking and dragging the mouse (or clicking down on the scroll wheel/middle mouse button and dragging) will create a zoom-box that will define the new pan and zoom of the chart.

- If the zoom-box does not match the aspect-ratio of the original chart, the injection lines will be vertically stretched to fill the space. This can be used to enlarge small peaks.

Drawing the rectangle:

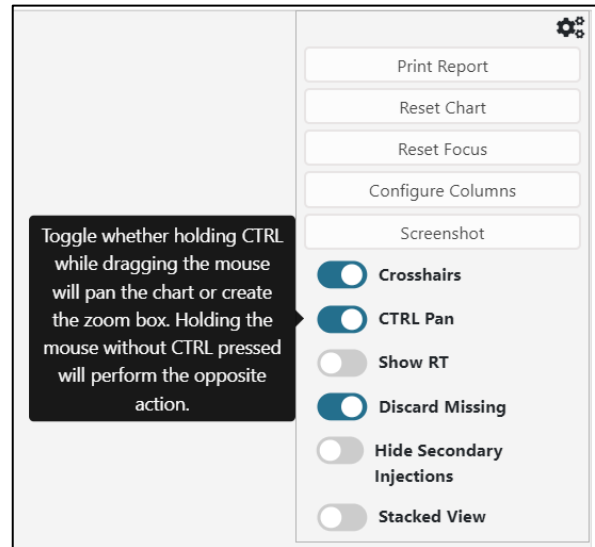


Chart's zoom after using zoom-rectangle:
 The peaks are all vertically stretched now - most noticeable in the fourth (unlabeled) peak.

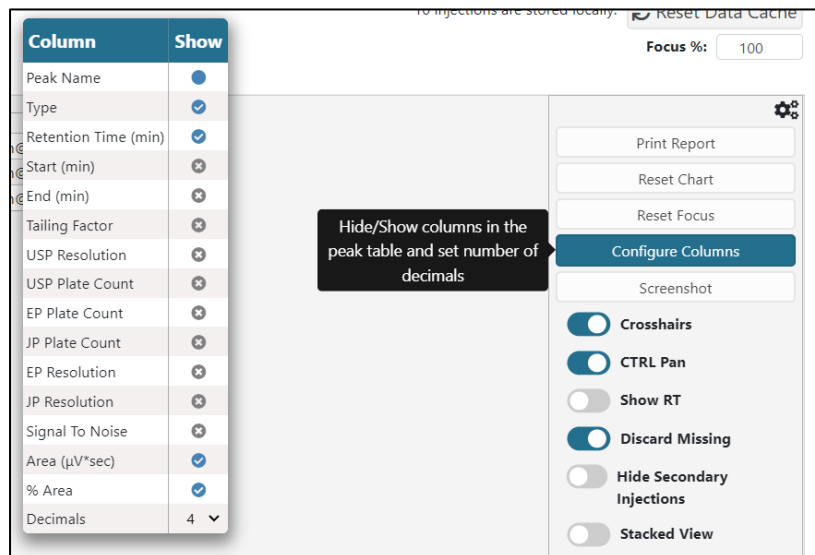
Options Panel in SciChrom

Hovering the mouse over the gear icon in the top left corner of the chart will show a panel with several buttons. This panel is also accessible by right-clicking anywhere in the chart. Most of the buttons will show a tooltip when hovering over them to provide a quick explanation of what they do.

1. **Print Report:** Create a printer-friendly version of the chromatogram. It can be used to create a local PDF printout, or to finalize the printed report that will be attached to the SciCord report and made available in the original document.
2. **Reset Chart:** Reset the zoom, focus, X/Y position of the chart
3. **Reset Focus:** Reset Focus to 100% (original vertical scale)
4. **Configure Columns:** Hide/Show columns in the peak table and set number of decimals
 - Current choices are stored in a cookie and retained on refresh
 - The screenshot below shows the column dialog that appears when the button is pressed. The visible values are the defaults.



5. **Screenshot:** Take a screenshot of the chart, as it is currently configured.
6. **Crosshairs:** Hides or shows the crosshairs
 - Current choice is stored in a cookie and retained on refresh
7. **CTRL-Pan:** Toggle whether holding CTRL while dragging the mouse will pan the chart or create the zoom box. Holding the mouse without CTRL pressed will perform the opposite action.



8. **Show RT:** Toggle the Retention time being shown in the chart next to the peak names.
 - Current choice is stored in a cookie and retained on refresh
9. **Discard Missing:** Discard peaks with a "Missing" peak type, typically peaks that are specified in the processing method but are not populated for a particular injection.
 - Current choice is stored in a cookie and retained on refresh

10. Hide Secondary Injections: Hide all secondary injections currently loaded in the chromatogram.
 - Toggle only appears if the chromatogram actually has secondary injections loaded
11. Stacked View: Secondary injections are normally overlaid directly on the primary injection. In Stacked View, secondary injections have an offset applied. The offset can be altered using the arrows.
 - If the toggle is enabled, the secondary injections are given an offset to separate them out from the main injection and each other
 - Four arrows are available below the button to change this offset by moving the secondary injections up, down, left, or right.
 - The current choice (Stacked or Normal view) is retained in a cookie

The top of the page also contains a button to "Undo" and "Reset Chart". Reset Chart is the same as the in-options-menu button. The Undo button will undo the latest pan/zoom operation the user has done.

Peak Summary Table in SciChrom

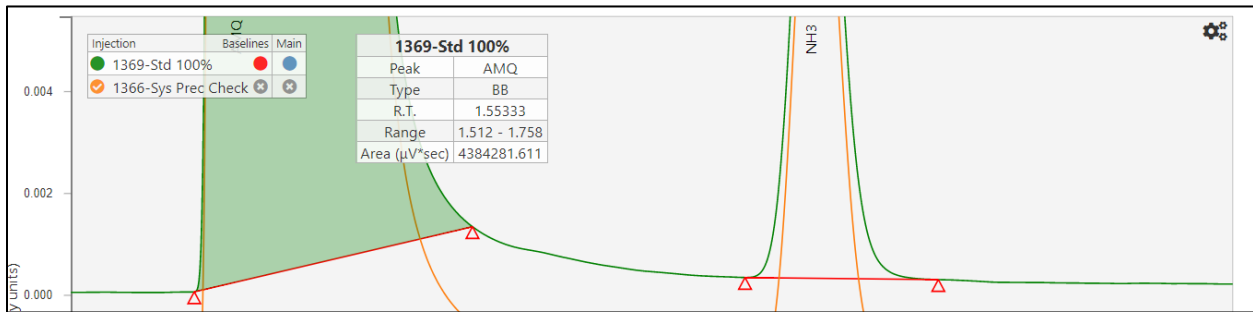
A table summarizing the peak data is shown below the chart

- There are 6 columns: "Peak Name", "Type", "Retention Time (min)", "Start (min)", "End (min)", "Area ($\mu\text{V}\cdot\text{sec}$)".
- The table has tabs that allow data from each of the active injections to be shown. Clicking on a tab will fill the table with the data from the corresponding injection.
 - Each tab has a border that matches the color of the corresponding injection
- Clicking on a row will highlight the matching peak in the chart. A miniature version of the summary table will appear in the chart showing the info for the peak. Clicking directly on a peak in the chart will also highlight the peak and show the mini table.
 - The mini table can be moved to another location on the chart by clicking and dragging it

Example of the main table:

Peak Name	Type	Retention Time (min)	Start (min)	End (min)	Area ($\mu\text{V}\cdot\text{sec}$)
AMQ	BB	1.553333282	1.511666656	1.757500052	4384281.611

Example of the mini table:



Clicking directly on a peak in the chart will also highlight the peak and show the mini table

Screenshots in SciChrom

Pressing the "Screenshot" button in the options panel opens the screenshot dialog. The viewer fades to black and the screenshot is presented over it. A message appears reading "Right click on the screenshot and click copy to put the image in your clipboard or hit the save button to save it to a file."

- There are two buttons in the upper left corner.
 - The save button (icon is a floppy disk) saves the screenshot to the user's computer. A popup will give the user the chance to give it a custom name.
 - The exit button (icon is an X) closes the screenshot dialog.
- If using the Edge browser, the save button is not visible and the message does not mention the save button.

When a screenshot is taken using the screenshot button, a label is added. The label is generated using the Sequence, Channel, and name of the Main Injection. If custom text is entered in the field in the top left corner of the webpage before taking the screenshot, it will also be included in the label (see picture).

Sequence: SciChrom report generated from Empower, sequence SciChrom_BZ_AsyRC_FD_Pe__For_Acet_22Feb
Channel: 2998 Ch1 212nm@4.8nm
Main Injection: 12297-Diluent 60mcg/mL EDTA wash

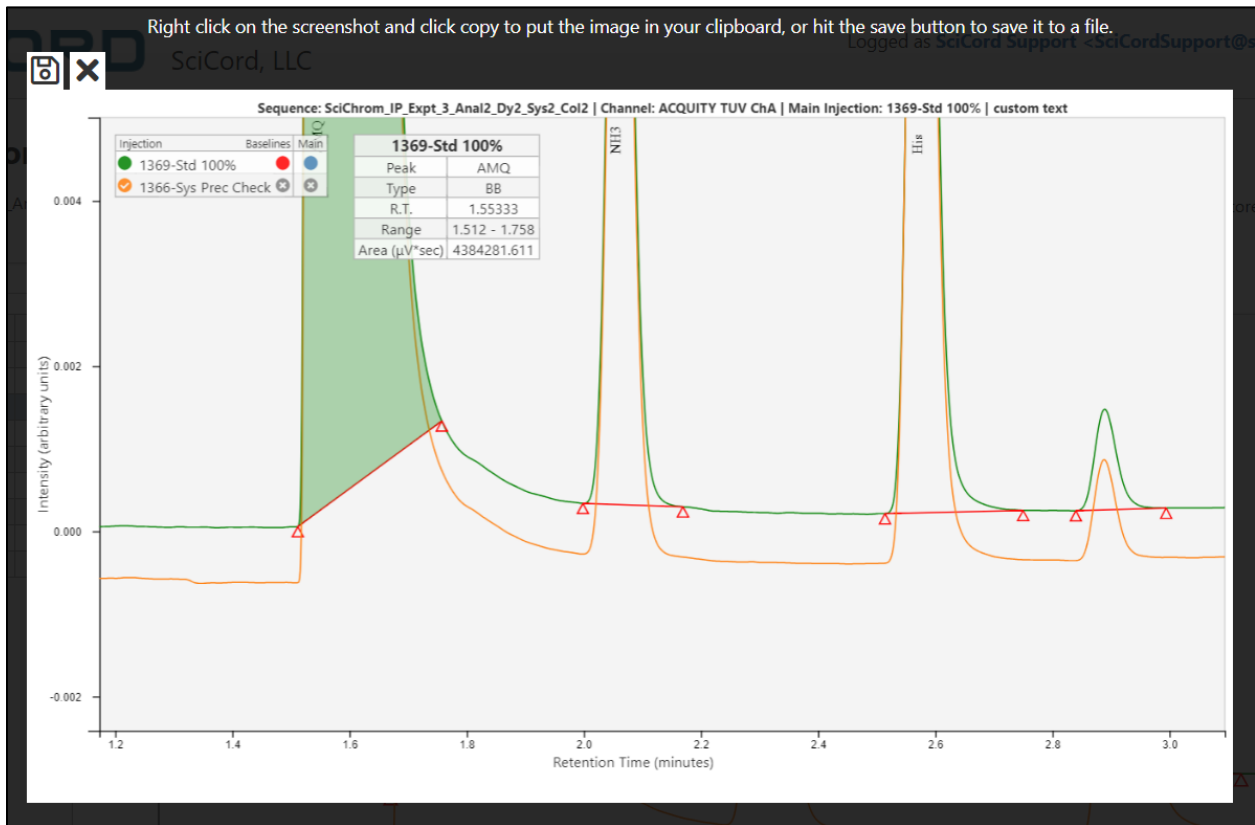
custom text

Input custom text here that will be added to the label when taking screenshots

Injection: 12297-Diluent 60mcg/mL EDTA wash (2998 Ch1 212nm@4.8nm)

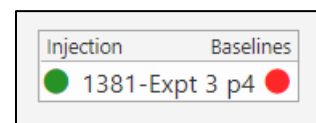
Baselines

The screenshot dialog:



SciChrom Legend

When only one injection is active, the main injection name is shown in the legend underneath the Injections area. The circle to the left of the name corresponds to the color of the line in the chart, and the circle on the right, underneath the Baselines section, corresponds to the color of the baselines (see picture to right).



The legend can be moved around the chart by clicking and dragging it.

If there are one or more secondary injections, an additional column will be added to the legend called "Main".

- The main injection will have a blue circle in the "Main" column, while the secondary injections will have a grey X. Clicking one of the grey Xs will make the corresponding injection the main injection and re-order the chart accordingly.
- The circle icon to the left of the name of each secondary injection will be a colored checkmark. Clicking this icon will turn it into a grey X and hide the corresponding injection

in the chart. All of the secondary injections can also be hidden/shown at once using the Hide/Show All button in the options panel.

- The circle icon to the right of the name of each secondary injection will be a grey X. Clicking this icon will turn it into a red checkmark and will display the baselines on the corresponding injection.

The legend when multiple injections are active:

Select Injections

Remove Empty Injections

Injection	Ref.	Warn
12297-Diluent 60mcg/mL EDTA wash	✕	
12300-Diluent 60mcg/mL EDTA wash	✓	
12303-Diluent 60mcg/mL EDTA wash	✓	
12306-Diluent 60mcg/mL EDTA wash	✕	
12309-Diluent 60mcg/mL EDTA wash	✕	
12312-Diluent 60mcg/mL EDTA wash	✓	
12315-Diluent 60mcg/mL EDTA wash	✓	

Injection	Baselines	Main
12297-Diluent 60mcg/mL EDTA wash (2998 Ch1 212nm@4.8nm)	✕	●
12300-Diluent 60mcg/mL EDTA wash (2998 Ch1 212nm@4.8nm)	✕	✕
12303-Diluent 60mcg/mL EDTA wash (2998 Ch1 212nm@4.8nm)	✕	✕
12312-Diluent 60mcg/mL EDTA wash (2998 Ch1 212nm@4.8nm)	✕	✕
12315-Diluent 60mcg/mL EDTA wash (2998 Ch1 212nm@4.8nm)	✕	✕

Printing Injections

Using the option panel's "Print Report" button will re-organize the page into a simpler, print friendly layout. The chart and table will be centered in the page, with a fixed width meant to prevent it from overflowing on a printed page.

The header at the top is updated with the following

- Sequence: [Injection Sequence]
- Channel: [Injection Channel]
- Main Injection: [Current injection shown in chart]
- Sample Set: [Name of the sample set]
- Result Set: [Empower ID for the result set, may be "N/A" if not available]
- Date Acquired: [Date the data was initially acquired, if available]
- Instrument: [Instrument used, if available]
- Injection #: [Number of the injection currently shown]
- Run Time: [Time that the injection spans]
- Date Printed: [Today]

Sequence: SciChrom report generated from Empower, sequence
SciChrom_BZ_AsyRC_FD_Pe_For_Acet_22Feb
Channel: 2998 Ch1 212nm@4.8nm
Main Injection: 12297-Diluent 60mcg/mL EDTA wash

Sample Set: BZ_AsyRC_FD_Pe_For_Acet_22Feb
Result Set: 13538
Date Acquired: 22-Feb-2021 18:43
Instrument: AD_HLCL02_PDA
Injection #: 1
Run Time: 60 Minutes
Date Printed: February-17-2022
[View online](#)

Injections

- 12297-Diluent 60mcg/mL EDTA wash
- 12300-Diluent 60mcg/mL EDTA wash
- 12303-Diluent 60mcg/mL EDTA wash
- 12306-Diluent 60mcg/mL EDTA wash
- 12309-Diluent 60mcg/mL EDTA wash
- 12312-Diluent 60mcg/mL EDTA wash
- 12315-Diluent 60mcg/mL EDTA wash

Undo
Finalize
Apply to All
Print Selection
Configure Columns

X Translation: 3.6
Y Translation: 0
X Zoom: 1
Y Zoom: 1

Apply the current zoom, focus, and X/Y position to all injections.

Intensity (arbitrary units)

Retention Time (minutes)

Peak Name	Type	Retention Time (min)	Area (µV*sec)	% Area
Diluent peak-3	BB	2.0168	1095.77	1.0275
Diluent peak-3	BB	2.6133	1170.49	1.0975
RC-S	BB	2.8541	2192.5401	2.0194

- View Online [Links to the page with the current injection pre-selected]

Whether using a local printout or a saved summary report, the "View online" link in the header should remain visible. Depending on your browser, this link will either remain clickable in the PDF, or be converted to a string that can be copied into your browser. The link will return the user to the ChromView site corresponding to the particular injection, allowing more in-depth review.

The injection table and several buttons are available on the right of the page. These fields are used to configure what the printout should look like, and will not be present in the final printout.

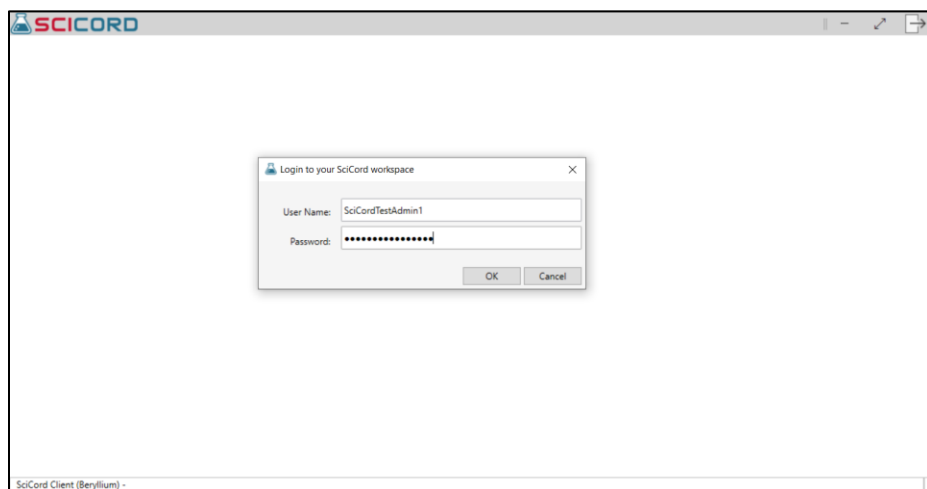
- Pressing an injection on the injection table will highlight it blue and load it for configuration.
 - Once the chart is loaded, the zoom/pan/focus of the chart can be manipulated like normal. The values associated with this movement are displayed below the injection table and will be saved to configure the printout.
 - Clicking an injection that is already highlighted in blue will re-open the injection and re-apply its last used zoom/pan/focus values. Clicking the injection again will deselect it from the table.
 - If you select a new injection while the previous injection is still loading, the selection will be cancelled and a warning will appear.
- "Undo" - Reverses previous changes to the zoom/pan on the chart
- "Finalize" - Finalize the currently configured injections and attach save the printout in the original document as a Summary Report pdf document.
 - This option is meant for creating a printout that will be saved on SciCord's servers. The creation of the Summary Report pdf document is an asynchronous process. When this process finishes, the Summary Report can be retrieved in two ways:
 - from SciCord Portal: from the Document Viewer's Attachments tab, using the "Download Scichrom Summary" function associated to the related attachment
 - from SciCord Client: from the Document Editor's Attachments tab, using the "Download Scichrom Summary" function associated to the related attachment
 - When changing active injections, the button will be grayed out and say "Loading..." to prevent Finalizing before ready.
- "Apply to All" - Apply the current zoom, focus, and X/Y position to all injections
- "Print Selection" - Creates a print view based on your currently configure injections. Use your browser's print functionality (CTRL-P on Windows, COMMAND-P on Mac) to print. If you want a PDF printout, select the "Save as PDF" option in the print menu. This printout will not be saved in the SciCord ELN.
 - This option is meant for creating a one off printout that will be available locally
- "Configure Columns" - Hide/Show columns in the peak table and set number of decimals

If the current injection has any warnings, such as invalid peak data, it will be shown directly below the chart instead of displayed in an alert so that it will remain visible in the printout.

SciCord Client

This section has strategically been placed at the end of our User Guide to the SciCord Portal as a transition to our next User Guide that introduces the functionality of the SciCord Client. Upon selecting the SciCord Client text the User will be directed to the In-browser Client Log-in screen.

The User Guide to the SciCord Client will pick up from here.



Revision History

Date (dd-mmm-yyyy)	Version	Revised by	Rationale/Summary of changes
19-Jan-2017	01	Adam Troxell	First Version
5-April-2018	02	Nicholas Webb	Update pictures, tweak formatting, add documentation for new features
14-April-2020	03	Phyllis Sheets	Updated with Deuterium features
29-Sep-2022	04	Phyllis Sheets	Updated to Beryllium 2.1.1 features