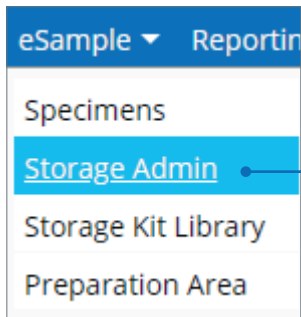
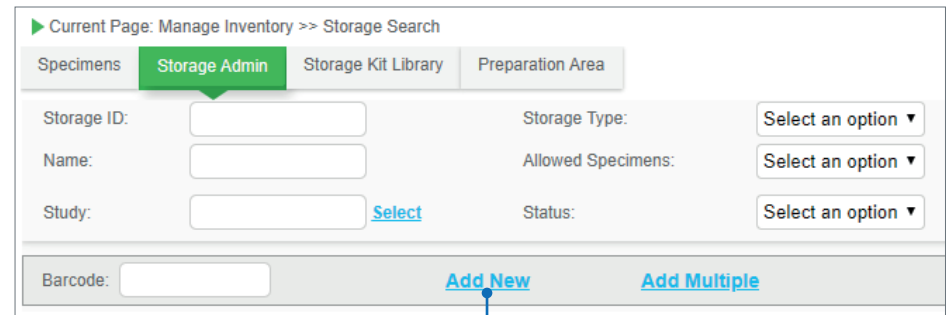


Storage Admin

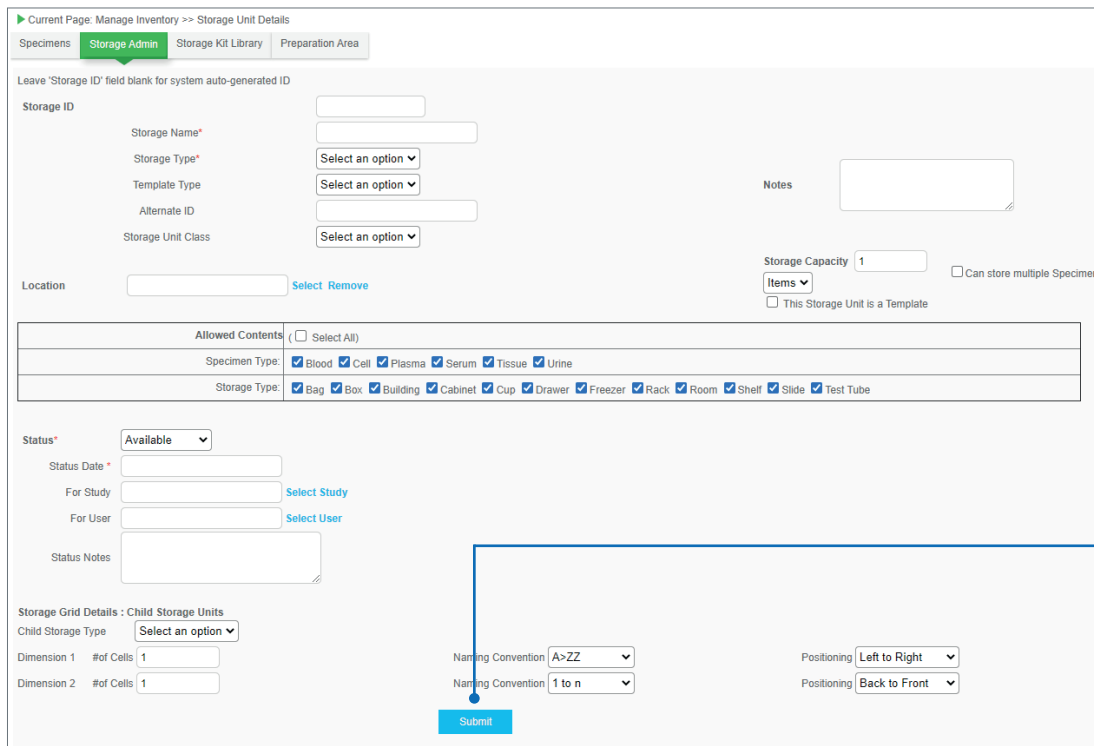


Create a Storage Unit

Storage Units in eSample are virtual representations of actual storage units, such as freezers, refrigerators, etc. A Storage Unit can be associated to a Specimen to track a Specimen's physical location. From the **eSample** tab, select **Storage Admin**.



Click **Add New**.



On the Storage Unit Details page, define the fields as appropriate. Fields marked with a red asterisk are required fields. After defining the Storage Unit, click **Submit** to save the unit.

Storage Admin Functionalities

Edit a Storage Unit

Click the Storage ID to edit an existing Storage Unit.

Search Storage Units

To see existing storage units, use the Search fields at the top of the page.

Current Page: Manage Inventory >> Storage Search

Specimens **Storage Admin** Storage Kit Library Preparation Area

Storage ID: Storage Type: Location: [Select](#) [Remove](#)

Name: Allowed Specimens:

Study: [Select](#) Status:

Show in Grid View

Show Templates Only

Barcode:

[Add New](#) [Add Multiple](#) [Update Status](#) [Print Label](#) [Delete](#) [Copy Storage Unit/Template](#)

ID	Name	Type	Location	Capacity	Status	Select
386	AMcbnt	Cabinet		1 Items	Available	<input type="checkbox"/>
385	AMfzr	Freezer		1 Items	Available	<input type="checkbox"/>
396	No.453Cabnt	Cabinet		1 Items	Available	<input type="checkbox"/>

Your selected filters are: Storage ID: [All](#) Storage Type: [All](#) Location: [All](#) Name: [All](#) Allowed Specimens: [All](#) Status: [All](#) Study: [All](#)

1 to 3 of 3 Record(s) 1

Add Multiple Storage Units

Click **Add Multiple** to add multiple storage units at once.

Update Status

Using the checkboxes in the Select column on the right, select one or more storage units and click **Update Status** to update.

Print Label

Using the checkboxes in the Select column on the right, select a storage unit and click **Print Label**.

Delete

After completing a successful search, click the appropriate checkbox in the Select column and click **Delete**.

Specimen Inventory

eSample ▾ Reportir

- Specimens**
- Storage Admin
- Storage Kit Library
- Preparation Area

Create a Specimen

Within eSample, the Specimen Inventory allows users to manage specimens. From the **eSample** tab, select **Specimens**.

► Current Page: Manage Inventory >> Specimens

Specimens Storage Admin Storage Kit Library Preparation Area

Patient ID: Type:

Specimen ID: Study:

Location: [Select](#) [Remove](#) Owner:

Patient Study ID Status Date

Current Amount Processed Status

Specimen not linked with Study

Barcode: [Bulk Upload Area](#) • [Add New](#)

Click **Add New**.

► Current Page: Manage Inventory >> Specimen Details

Specimens Storage Admin Storage Kit Library Preparation Area

Details

Leave 'Specimen ID' field blank for system auto-generated ID

Specimen ID

Alternate ID

Description

Type*

Collection Date and Time :00 :00 :00 [Current Time](#) [Reset](#)

Owner [Select](#)

Location [Select](#) [Remove](#)

Anatomic Site

Tissue Side

Pathological Status

Pathologist

Collecting Technician

Associations

Study [Select](#)

Patient ID [Select](#)

Organization

Visit/Event

Patient Study ID

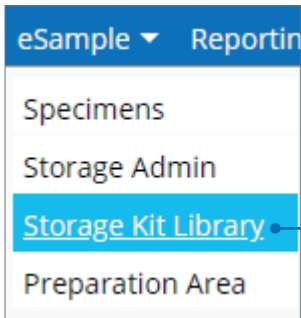
Notes

Surgeon

Processing Technician

On the Specimen Details page, define fields as appropriate and save with your e-Signature.

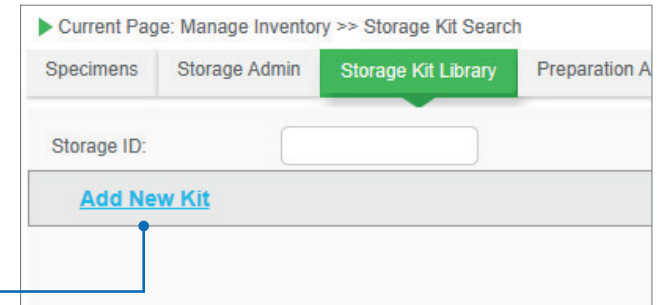
Storage Kit Library



Create Storage Kit

Within eSample, a Storage Kit is a set of components (i.e. test tube, urine cup, etc.). A Storage Kit is a virtual representation of a kit used to collect samples (specimens) during a Study Patient's Visit. From the **eSample** tab, select **Storage Kit Library**.

Click **Add New Kit**.



Current Page: Manage Inventory >> Storage Kit Details

Specimens | Storage Admin | **Storage Kit Library** | Preparation Area

Leave 'Storage Kit ID' field blank for system auto-generated ID

Storage Kit ID: Category:

Storage Kit Name*: Storage Kit Type*:

Kit Components ⊕ [More Component\(s\)](#)

Name	Storage Type	Specimen Type	Quantity	Processing Steps Seq#	Disposition	Environmental Constraints	Specimen Children
<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="Select an option"/>	<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="1"/>	<input type="text" value="Select an option"/>	<input type="checkbox"/> Fragile <input type="checkbox"/> Perishable <input type="checkbox"/> Biohazard
				<input type="text" value="Select an option"/>	<input type="text" value="2"/>		
<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="Select an option"/>	<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="1"/>	<input type="text" value="Select an option"/>	<input type="checkbox"/> Fragile <input type="checkbox"/> Perishable <input type="checkbox"/> Biohazard
				<input type="text" value="Select an option"/>	<input type="text" value="2"/>		
<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="Select an option"/>	<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="1"/>	<input type="text" value="Select an option"/>	<input type="checkbox"/> Fragile <input type="checkbox"/> Perishable <input type="checkbox"/> Biohazard
				<input type="text" value="Select an option"/>	<input type="text" value="2"/>		
<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="Select an option"/>	<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="1"/>	<input type="text" value="Select an option"/>	<input type="checkbox"/> Fragile <input type="checkbox"/> Perishable <input type="checkbox"/> Biohazard
				<input type="text" value="Select an option"/>	<input type="text" value="2"/>		
<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="Select an option"/>	<input type="text"/>	<input type="text" value="Select an option"/>	<input type="text" value="1"/>	<input type="text" value="Select an option"/>	<input type="checkbox"/> Fragile <input type="checkbox"/> Perishable <input type="checkbox"/> Biohazard
				<input type="text" value="Select an option"/>	<input type="text" value="2"/>		

Notes:

On the Storage Kit Details page, define fields as appropriate and save with your e-Signature.

Note: storage kits are linked to calendars. Please refer to the user guide for more details on preparing samples with a storage kit.