

Lab | Book

Sample storage manual

LabBook Version 3.5



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Foreword

This manual introduces the Sample Storage feature. This feature helps to trace samples stored in the laboratory in terms of location, quantity and content. The following profiles can access, write, modify and delete data on this feature: biologist, advanced technician, qualitian and qualitian technician.

Sample storage interface presentation

To access the sample storage interface, log in and click on the "Quality" menu, then on "Sample management".

On the interface, there's a table of samples containing information such as sample type, pathogen, patient, analyses to be carried out,

Sample Management						
Display	25	entries	Search: <input type="text"/>			
Action	Type	Pathogen	Patient	Record	Analysis	Access
 	Crachat Stored on 2025-04-07 11:34	Actinomyces gerencseriae	diallo khady GVGD7	2025030014 2025-03-05 00:00	TBMI Microscopie ZN de la tuberculose	p1 > ie22 > ie22 > ib22 [B22] > [A13]
 	Crachat Stored on 2025-04-07 11:16	Bacillus anthracis	Diop Oumou YLCJ3 / cpil			p1 > ie22 > ie22 > ib22 [B22] > [A12]
 	Crachat Stored on 2025-04-07 11:16	Bacillus anthracis	Diop Oumou YLCJ3 / cpil			p1 > ie22 > ie22 > ib22 [B22] > [A11]
 	Prélèvement urétral Stored on 2025-03-21 15:43	Fluoribacter bozemanai (Legionella)	diallo diery XZPY7			p1 > e1 > c1 > b1 [cb1] > [F1]
 	Eau potable Stored on 2025-03-13 11:28	Francisella tularensis subsp. mediasiatica	Sané Samba TDAT6			p1 > e1 > c1 > b1 [cb1] > [N2]
 	Eau potable Stored on 2025-03-13 11:28	Francisella tularensis subsp. mediasiatica	Sané Samba TDAT6			p1 > e1 > c1 > b1 [cb1] > [v1]
 	Crachat Stored on 2025-03-13 11:19	Bacteroides spp.	Diop Oumou FKEH1			p1 > e1 > c1 > b1 [cb1] > [A10]
 	Sang Stored on 2025-03-06 23:20	Neisseria meningitidis	Dieng sarata QIUS7 / CPCP			p1 > e1 > c1 > b1 [cb1] > [cd1]

Displaying 1 to 8 of 8 entries

Definition of terms used

Before going any , let's define some key words that will come up a lot:

Aliquot: fractionated sample or pathological product.

Room: Storage space.

Enclosure: the enclosure can be represented by a refrigerator, for example, or a specialized container.

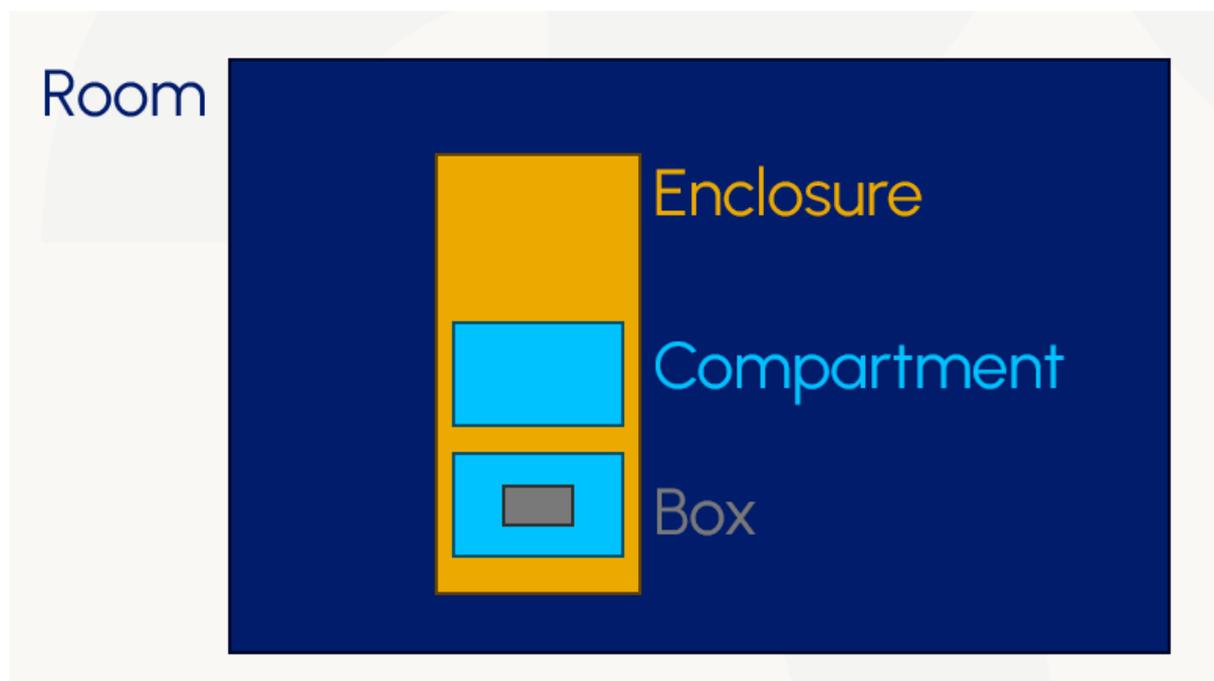
Compartment: compartments are the components of the speaker location.



Boxes: boxes hold tubes containing aliquots (samples) and are stored in compartments.

Adding locations

Locations must be added according to the following hierarchy:



Click on "Storage" and choose a location.

Sample Management				
Crachat Stored on 2025-04-07 11:16	Bacillus anthracis	Diop Oumou YLCJ3 / cpil		p1 > 1bzz > 1bzz > 1bzz [B22] > [A11]
Prélèvement urétral Stored on 2025-03-21 15:43	Fluoribacter bozemanee (Legionella)	diallo diery XZPY7		p1 > e1 > c1 > b1 [cb1] > [F1]
Eau potable Stored on 2025-03-13 11:28	Francisella tularensis subsp. mediasiatica	Sané Samba TDAT6		p1 > e1 > c1 > b1 [cb1] > [N2]
Eau potable Stored on 2025-03-13 11:28	Francisella tularensis subsp. mediasiatica	Sané Samba TDAT6		p1 > e1 > c1 > b1 [cb1] > [v1]
Crachat Stored on 2025-03-13 11:19	Bacteroides spp.	Diop Oumou FKEH1		p1 > e1 > c1 > b1
Sang Stored on 2025-03-06 23:20	Neisseria meningitidis	Dieng sarata QIUS7 / CPCP		

Displaying 1 to 8 of 8 entries

Back

First [] Last

Room List
Enclosure List
Compartment List
Box List

Storage ▾ Add an Aliquot

Add room storage

Enter part name, abbreviation and identifier



Room: associated room acting as parent location for the room. It must be selected from the list of suggested rooms.

Compartment: width, depth and height define compartment dimensions and total storage capacity. Select the associated room from the list of available speakers.

Box: width, depth define the dimensions of the 2D box and its total storage capacity. Choose a compartment from the list.

Adding a sample

To add a sample, go to the sample management page and click on add sample to be redirected to the add sample page.

The screenshot shows the 'Aliquot Details' form with the following fields and buttons:

- Patient ***: A search input field with the placeholder text 'Click to start a search' and a green '+' button to its right.
- Nature ***: A dropdown menu.
- Pathogen**: A search input field with a green '+' button to its right.
- Localisation d'accès ***: An empty text input field.
- Available in Stock**: A checkbox that is currently checked.
- Associated Box ***: A dropdown menu.
- Box storage :**: A label for the next field.
- Buttons:** 'Cancel' (green), 'Add an Aliquot' (green), and 'Save' (green).

Once on the aliquot details page, fill in the fields:

Patient: select one of the patients registered in the system. Search for the patient by entering 2 or more characters.

This close-up shows the 'Patient' and 'Nature' fields:

- Patient ***: A search input field with the placeholder text 'Click to start a search' and a green '+' button to its right.
- Nature ***: A search input field with the placeholder text 'Please enter 2 or more characters'.

Type: select the type of sample (blood, sputum, etc.).

Pathogen: select the corresponding pathogen.

Access location: enter the access coordinates for the sample. These coordinates are in the format of a letter followed by a number, for example "A10".

In stock: check the box to specify whether the sample is in stock.

Associated box: select a box in which to store the sample.

Box storage: displays the complete path of the sample. This means room -> enclosure -> compartment -> box in which the sample is stored.

Aliquot Details

Patient * +
Sané Samba

Nature *

Pathogen +

Localisation d'accès *

Available in Stock

Associated Box *

Box storage : p1 > e1 > c1 > b1 [cb1]

Once all the fields have been filled in, you can add another aliquot of the same sample, or save the single aliquot.

Aliquot Details

Patient * +

Sané Samba

Nature *

Pathogen +

Localisation d'accès *

Available in Stock

Associated Box *

Box storage : p1 > e1 > c1 > b1 [cb1]

Pathogen +

Localisation d'accès *

Available in Stock

Associated Box *

Box storage :

Delete
Cancel
Add an Aliquot
Save

To see which samples have been added, check the sample list table

Note:

It's also possible to add an aliquot from the results entry page during technical validation. For an aliquot added from this location, the patient record and analyses are retrieved and displayed in the aliquot list table, whereas for an addition from sample management, the patient record and analyses columns remain empty.

Results entry - LVDZ9 - Dior Sène - - 34 years

Record 2025040001 A

Identity

LVDZ9

Dior Sène

Date of birth - 34 years - Female

778900012 / 772340914

Test de Coombs direct [Hématologie, Immunohématologie et Hémostase]

2025040001 11/04/2025

i x A + Test de Coombs direct

Save
Validation date 17/04/2025 16:37 📅
Technician biologiste biologiste
Validation
Add an Aliquot

Add new analyses Bench sheet



Sample destocking

To destock a sample, go to the Sample management page and click on the action button of the sample to be destocked, then click on Destock.

Sample Management				
1	Crachat Stored on 2025-04-07 11:16	Bacillus anthracis	Diop Oumou YLCJ3 / cpil	p1 > ie22 > ie22 > ib22 [B22] > [A12]
1	Crachat 2025-04-07 11:16	Bacillus anthracis	Diop Oumou YLCJ3 / cpil	p1 > ie22 > ie22 > ib22 [B22] > [A11]
	Prélèvement urétral 2025-03-21 15:43	Fluoribacter bozemanee (Legionella)	diallo diery XZPY7	p1 > e1 > c1 > b1 [cb1] > [F1]
	Eau potable Stored on 2025-03-13 11:28	Francisella tularensis subsp. mediasiatica	Sané Samba TDAT6	p1 > e1 > c1 > b1 [cb1] > [N2]
1	Eau potable Stored on 2025-03-13 11:28	Francisella tularensis subsp. mediasiatica	Sané Samba TDAT6	p1 > e1 > c1 > b1 [cb1] > [v1]
1	Crachat Stored on 2025-03-13 11:19	Bacteroides spp.	Diop Oumou FKEH1	p1 > e1 > c1 > b1 [cb1] > [A10]
1	Sang Stored on 2025-03-06 23:20	Neisseria meningitidis	Dieng sarata QIUS7 / CPCP	p1 > e1 > c1 > b1 [cb1] > [cd1]

Displaying 1 to 8 of 8 entries

First Previous 1 Next Last

Back Storage Add an Aliquot

A window opens on the same page. This window contains a form to be filled in and submitted with the following fields:

Reason: tell the reasons why the aliquot is to be released.

Location: indicate sample destination.

Removal date: indicates the sample removal date.

External destocking: check box for external destocking.

Remove an Aliquot

Reason

Location

Removal Date
17/04/2025 16:46

External Removal?

Cancel Confirm



Once destocked, the aliquot no longer appears in the sample management table. However, it can be retrieved by clicking on the destocked checkbox in the top right-hand corner of the sample table.

Sample Management						
<input checked="" type="checkbox"/> Removed from stock						
Display 25 entries						
Action	Type	Pathogen	Patient	Record	Analysis	Access
<input checked="" type="checkbox"/>	Crachat Removed from stock on 2025-04-03 11:50 déplacement SZ3	Bacillus anthracis	Diop Oumou FKEH1			p1 > e1 > c1 > b4 [Z10] > [E11]
<input checked="" type="checkbox"/>	Crachat Removed from stock on 2025-04-09 17:19 fj	Bacillus anthracis	Diop Oumou FKEH1			p1 > e1 > c1 > b4 [Z10] > [E12]
<input checked="" type="checkbox"/>	Liquide de ponction ascite Removed from stock on 2025-03-20 15:00 analyses urgentes! I2ZD	-	Sarr Ouléye ZKXG3			p1 > e1 > c1 > b1 [cb1] > [V2]

Displaying 1 to 3 of 3 entries

Restock sample

To restock a sample, go to the page of destocked samples and click on the sample to be restocked: the sample is automatically moved to the page of stored samples.

Sample Management						
<input checked="" type="checkbox"/> Removed from stock						
Display 25 entries						
Action	Type	Pathogen	Patient	Record	Analysis	Access
<input checked="" type="checkbox"/>	Crachat Removed from stock on 2025-04-03 11:50 déplacement SZ3	Bacillus anthracis	Diop Oumou FKEH1			p1 > e1 > c1 > b4 [Z10] > [E11]
<input checked="" type="checkbox"/>	Crachat Removed from stock on 2025-04-09 17:19 fj	Bacillus anthracis	Diop Oumou FKEH1			p1 > e1 > c1 > b4 [Z10] > [E12]
<input checked="" type="checkbox"/>	Liquide de ponction ascite Removed from stock on 2025-03-20 15:00 analyses urgentes! I2ZD	-	Sarr Ouléye ZKXG3			p1 > e1 > c1 > b1 [cb1] > [V2]

Displaying 1 to 3 of 3 entries

