	JN	uick Reference Guide for Storage in LDMS for the Web											
		Stored Samp	Specimen Storage										
Freezer 1		< <	< 1-1 c	of 1 (Pa	age 1		age U	≥ nit				Edit	•
[01] Shelf 1				-	L	evel					Edit	-
											Edit	•	
🖃 🎒 [02] EU5332 b	ox 2			Container					ſ	Edit	-	
•	[01] 9005-0	0002J00-003										Edit	
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O 1 9005-00003H00-002 Edit										~			
 ▶ Participant Filters ▶ Enrollment Filters ♥ Visit Filters Populate the list of specimens available for storage. Click the Selected check box to queue the specimen for storage. 					age 1	/ menu for Store Sp			ect		k to Ship I labels te		
v	Visit Unit Selec	ect Vi unit 🔻				- Select Position for 9	0005-0001CG	00-001 (1 of 4)		- :	Specime	n queu	е
		t Clinic	-			Position Preview	/			•			
		t ID3	-					1 2	3 4	5	6 7	8	9
Collec	ction Date = 💌	dd/MMM/yyyy 🔻	Add		3 ^1	ter selection,		10 11	12 13		15 16	17	18
 Specimen Filter 	S					container.	assiyii a	position	21 2 30 3.	Pos	vailable ition	26	27 36
Shipment Filters					Selec	t the Auto-fil	ll check	box to	39 40		42 43	44	45
All Selected						Il the container based on the de- ned fill order.					51 52	53	54
	al Specimen Id	Other Specimen Id	Primary Type	Add					57 58	59	60 61	62	63
	5-0001CG00-001		BLD	SST SST				65	66 67	68	69 70	71	72
9005-0001C00-001			BLD	DPE				73 74	75 76	77	78 79	80	81
9005-0001DC00-002			BLD	DPE	Set Frozen Info for								
	5-0001DC00-003		BLD BLD	DPE		Specimens	[Auto-fill all	16		on		
R	EPR	IEVE	fi		nt ce	ier	F	Contin LDMS Phone: 71 E-mail: Id www.ld	5 Use 6-834 dmshe	r Sup 1-090 elp@f	0 x73 strf.or		

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Storage setup

Before the Storage module can be used, it must be configured to match the freezer at your lab. The freezer can be set up with one level (shelves only) or two levels (shelves and racks).

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Actions	-
Add Storage Unit	
Move Storage Item(s)	
Print Storage Action Report	

To add a new freezer select Add Storage Unit from the Actions menu

	Edit 🔻			Add Level			Create Storage Unit			
Add New		Freezer 1								
Set Condi Set Froze Mark to S Print label Delete After adding a age Unit, use Level menu t ate a shelf. The shelf can figured to hold (Columns) or	tion Code n Info hip Is a Stor- the Add o cre- be con- d racks boxes	From Template Name Number of Rows Number of Columns Positions Only Coordinate Order Column Labeling Row Labeling Fill Order Excluded Positions Preview	Alphabetic 👻	ate	From Template Name Type Temperature Number of Rows Number of Columns Positions Only Coordinate Order Column Labeling Row Labeling Fill Order Excluded Positions Preview	Select a template Empty Structure Freezer 2 * Freezer V Use the Create Storage Unit menu to record the actual temperature of the freezer and number of shelves (Rows) Alphabet Alphabet Top to Bottom, Left to Right Reset				
(Rows and Columns).		Save As New Template New Template Name			Continue					
	(Containe	er Tem	plates		E Storage Un	it			
Template Configuration Name Number of Rows Number of Columns Positions Only Coordinate Order Column Labeling Row Labeling Fill Order	e 9x9 * ber of Rows 9 * ber of Columns 9 * ions Only 1 dinate Order Row/Column * mn Labeling Alphabetic * Left to Right * Labeling Numeric * Top to Bottom *				Indicate the Number of Rows, Number of Columns, Coordinate Order, and Fill Or- der of a box. The rows and columns in- dicate how many specimens fit in the box. After the template is set up, it is available in the Add New Container menu Delete					
Excluded Positions Preview					Notes					
	A 1 1.A 2 2.A 3 3.A 4 4.A 5 5.A 6 6.A 7 7.A 8 8.A 9 9.A	1.8 1.C 1.D 1.E 1 2.8 2.C 2.D 2.E 2 3.8 3.C 3.D 3.E 3 4.8 4.C 4.D 4.E 4 5.0 5.C 5.D 5.E 5 6.B 6.C 6.D 6.E 7 7.8 8.C 8.C 8.E 8	G H I F 1,G 1,H 1,1 F 2,G 2,H 2,1 ,F 3,G 3,H 3,1 ,F 4,G 4,H 4,1 ,F 5,G 5,H 5,1 ,F 6,G 6,H 6,1 ,F 7,G 7,H 7,1 ,F 8,G 8,H 8,1 ,F 9,G 9,H 9,1	Processing the Lab FStore alic	the Supplies Required , Repository Information , sing and Freezing Notes , Shipping Notes of Processing Chart quots in REPRIEVE EU5332 freezer boxes Plasma, and Urine samples are to be stored in e box					
REPRIEVE Randomized Trial to Prevent Vascular Events in HIV <i>frontier</i> <i>science</i> <i>LDMS User Support</i> Phone: 716-834-0900 x7311 <i>E-mail: ldmshelp@fstrf.org</i> <i>www.ldms.org/contact/</i>										