

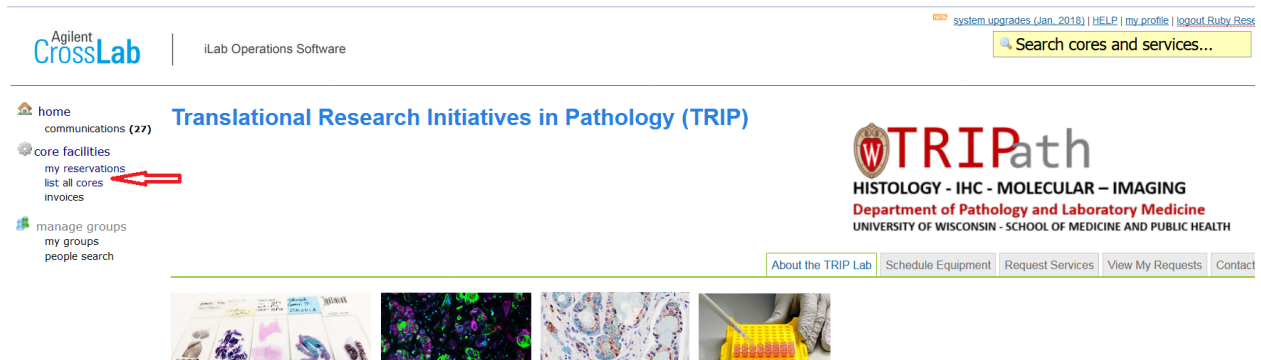
How to Submit a Molecular Service Request to TRIP Lab in iLabs

I. Procedure: STR Analysis Service Request

Sign in to iLabs at:

https://uwmadison.ilabsolutions.com/service_center/show_external/4498

Select “list all cores” to navigate to TRIP Lab’s (Translational Research Initiatives in Pathology) page if it doesn’t direct you there immediately.



The screenshot shows the Agilent CrossLab iLab Operations Software interface. The main heading is "Translational Research Initiatives in Pathology (TRIP)". On the left sidebar, under "core facilities", the "list all cores" link is highlighted with a red arrow. The top right corner has a search bar and links for "system upgrades (Jan. 2018)", "HELP", "my profile", and "logout.Ruby.Rese". Below the heading is a navigation menu with "About the TRIP Lab", "Schedule Equipment", "Request Services", "View My Requests", and "Contact". The main content area features a row of four images: a pathology slide, a fluorescence microscopy image, a histology slide, and a yellow lab rack.

Select “Request Services” to initiate a new request.



This screenshot is identical to the previous one, showing the same iLabs interface. However, a red arrow is now pointing to the "Request Services" link in the navigation menu at the bottom of the page.

Select “STR Analysis.”

How to Submit a Molecular Service Request to TRIP Lab in iLabs

Navigation: [About the TRIP Lab](#) | [Schedule Equipment](#) | [Request Services](#) | [View My Requests](#) | [Contact Us](#)

▼ Service Projects & Quote Requests

- ▶ Histology (2)
- ▶ TMA (1)
- ▶ IHC/ISH (1)
- ▶ Imaging (2)
- ▶ Instrument Training (2)
- ▶ Molecular (1) ←
- ▶ STR Analysis (1)
- ▶ WiCell Users (1)
- ▶ Biobank Personnel Only (1)

▼ Service list

Select "Request Service."

Navigation: [About the TRIP Lab](#) | [Schedule Equipment](#) | [Request Services](#) | [View My Requests](#) | [Contact Us](#)

▼ Service Projects & Quote Requests

- ▶ Histology (2)
- ▶ TMA (1)
- ▶ IHC/ISH (1)
- ▶ Imaging (2)
- ▶ Instrument Training (2)
- ▶ Molecular (1)
- ▼ Molecular (Molecular) → request project
- ▶ STR Analysis (1)
- ▶ WiCell Users (1)
- ▶ Biobank Personnel Only (1)

▼ Service list

Fill out the Human Subjects Research Form and select "save completed form."

1) Forms and Request Details

View Form: Human Subjects Research Form

★ Is this a human subjects research project? YES NO

Who is the collaborating pathologist involved in the project? (if applicable)

Does the project have any time constraints? (i.e. grant deadlines, funding deadlines, etc.)

Please save your form! →

How to Submit a Molecular Service Request to TRIP Lab in iLabs

Fill out the Molecular Service Request Form, answering for all available Molecular services.

View Form: Molecular Services Request Form

If this is a human subjects research project, the Human Subjects Research Form must be completed above. DO NOT INCLUDE PATIENT INFORMATION OR PATHOLOGY ACCESSION NUMBERS.

Please bring specimens to:
TRIP Laboratory:
WIMR Room 2062
1111 Highland Ave.
Madison, WI 53705
Phone: 608-265-9168
<https://www.pathology.wisc.edu/research/trip>

Project Description/ Special Instructions: Briefly describe your project and services requested.
Patient data and coded sheets for samples should be e-mailed to: trip@pathology.wisc.edu with IRB study number a

★

★ Are these samples coming from Surgical Pathology? Yes No

★ Tissue Collection Services Only: (No DNA/RNA extraction performed by TRIP): Yes No

Save the Molecular Service Request Form.

★ Agarose Gel Electrophoresis: Yes No

Please save your form! ➔

⚠ After saving your form, please submit your request to the core.

Scroll to the bottom and select “submit request to core.”

How to Submit a Molecular Service Request to TRIP Lab in iLabs



II. Resetting your Password

https://my.ilabsolutions.com/account/forgot_password

III. Initial Login for Existing TRIP Clients who are Pre-Registered.

Sign in to iLabs using your Net ID and Net ID password:

https://uwmadison.ilabsolutions.com/service_center/show_external/4498

Your account has been pre-registered with iLabs.

Set your account time zone (Central Time Zone).

Click “update.”

Log out to set the change.

IV. Registering for an iLabs Account for New TRIP Clients

Register for an iLabs account at:

https://uwmadison.ilabsolutions.com/service_center/show_external/4498

Select “Register” in the upper-right-hand corner.

Enter your Net ID and Net ID password.

Select “Login.”

This will direct you to the iLabs Registration page. Select your PI.

Submit.

Your PI will be notified of your iLabs membership request. He/She will need to approve your membership and provide funding information.

V. Author and/or Revised By: R.Baus