For cells:
1. Transfer cells to a 2mL microfuge tube (works well for quick spinning).
2. Gently spin down cells and aspirate off the media.
3. Add and wash with PBS, spin and aspirate off PBS
4. Resuspend cells in 10% NBF, fix for 2-4 hours
5. Make 1% agarose in sterile water or PBS in 15 ml conical tubes, only a few mLs in each tube is necessary. These can be made ahead of time and stored in the fridge until needed.
6. Microwave a tube of 1% agar in short bursts until melted and store in 50C water bath or oven until use.
7. Spin down cells, aspirate off NBF
8. (Optional) wash PBS, spin and aspirate again
9. Resuspend cells in 0.5ml 1% agarose, work quickly, using a pipet tip or transfer pipet to mix the cells in the agar. Do not aspirate up into the pipet as this may cool the agar inside the pipet, causing more cell loss.
10. Once mixed, cool the microfuge tube on ice until the agar hardens.
11. Top off the microfuge tube with 70% ethanol and deliver to TRIP for further processing.

For organoids, follow the same protocol as cells, unless the organoids are large and easily visible. If the organoids are large, you can can omit the spinning down and just aspirate off your solutions. Depending on the organoid size and quantity, you may skip creating an agar pellet and submit the organoids as-is for further processing.

If you have pre-embedded your cells/organoids in Matrigel, you can treat them as you would any regular tissue sample (fix, transfer to 70% ethanol, and bring to TRIP for further processing into paraffin).

For cells/cultures grown on trans-well membranes:
1. Aspirate off the media, add fixative for appropriate amount of time.
2. Aspirate off fixative, add 70% ethanol.
3. Submit whole trans-well plate to TRIP for further processing.