

User Guide

Sanger Sequencing Fragment Analysis

Ver_2.0

How to use "Copy" function

[6 / 6] Filtered Row : 6 Add + | Delete -
Count:6

No.	Sample Name*	Primer*
1	1	785F
2	2	
3	3	
4	4	
5	5	
6	6	

① Copy

- **When** : Want to fill **certain (selected) rows with a single value**
- **How** : Select the rows you want to fill with the single value. One row should be filled with the value you want to copy. Right-click and select "Copy". The value fills the selected rows.

[6 / 6] Filtered Row : 6 Add + | Delete -

No.	Sample Name*	Primer*
1	1	785F
2	2	
3	3	
4	4	
5	5	
6	6	

① Copy entire rows

- **When** : Want to fill **entire rows with a single value**
- **How** : Select the row with the value you want to copy, right-click and select "Copy entire rows". The value fills the entire rows.

[6 / 6] Filtered Row : 6 Add + | Delete -

No.	Sample Name*	Primer*
1	1	907R
2	2	907R
3	3	Bluescript_SK
4	4	Bluescript_SK
5	5	Bluescript_SK
6	6	Bluescript_SK

① Copy entire rows below

- **When** : Want to fill **certain (here to the end) rows with a single value**
- **How** : Select the row with the value you want to copy, right-click and select "Copy entire rows below". The value fills the below rows.

STEP 1 Enter Basic Information. (* All fields are required)

1	Tube Type *	<input checked="" type="radio"/> Tube <input type="radio"/> 96 Well Plate
2	Run Type *	<input type="radio"/> Standard Run <input type="radio"/> Running Only
3	Additional Service *	<input type="checkbox"/> Genotypes excel file, PDF file provided (additional cost)
4	Tube/Plate Template	Template Download

Next

- 1 **Tube Type** : Choose tube type of your samples.
- 2 **Run Type** : Size marker necessary to be included choose standard Run, unnecessary to be included choose Running Only
- 3 **Additional Service** : You don't have gene mapper program, we will provide PDF, excel file with additional charge
- 4 **Tube / Plate Template**: You can download and fill out the order sheet

STEP 2 Enter Sample Information. (* This is a required entry.)

[Input Guide](#) [Excel File Upload](#)

1 [Excel Upload](#)

[Vertical Well](#) [Horizontal well](#) | [Add +](#) | [Delete -](#)

[1 / 1] Filtered Row: 1

No.	Sample Name*	Status	Conc.(ng/ul)	Labeled Fluor	Size Standard*	Plate Name	Well
1							

Previous

2 Next

- 1 **Excel Upload** : Upload your order sheet that you filled out
- 2 **Next**: Click the next for next step

* You may download your order sheet from first page, or you may fill out the information directly at step 2

STEP 5 Enter Billing information. (* Required field)

BLAST Service *	<input type="radio"/> Yes <input checked="" type="radio"/> No ! This is a service that searches for a sequence that is highly similar to the sequence of DNA obtained in The Basic Local Alignment Search Tool and NCBI database. We will provide you with data files retrieved from NCBI and no analysis services will be provided.
Storage Period *	<input checked="" type="radio"/> Immediate Disposal <input type="radio"/> 1 Month <input type="radio"/> 3 Month ! If immediate disposal is selected, additional orders and re-sequencing cannot be ordered as the sample is immediately discarded after the primary experiment.
Ordered by * ?	<input type="text" value="Gildong Hong"/>
Actual Orderer Contact	<input type="text" value="01012341234"/>
Primary E-mail	moonkun86@macrogen.com
Additional E-mail for Result *	<input type="text" value="moonkun86@macrogen.com"/>
Comment	<input type="text"/>
Institution for Billing	<input type="text" value="Macrogen Korea"/> <input type="button" value="Find"/>
Mobile Number *	<input type="text" value="01012341234"/>
Country *	<input type="text" value="Korea (the Republic of)"/>
Billing Address *	<input type="text" value="254, Beotkkot-ro, Geumcheon-gu, Seoul, Republic of Korea"/> <input type="text" value="11th floor, 1111"/> <input type="text" value="Geumcheon-gu"/> <input type="text" value="Seoul"/> <input type="text" value="08511"/>
PO Number	<input type="text"/>
ATTN	<input type="text" value="Macrogen"/>
Coupon	<input type="text" value="Choose"/> <input type="button" value="Apply"/>
Promotion Code	<input type="text" value="Please Enter."/> <input type="button" value="Promotion Code Apply"/>
Request on payment	<input type="text"/>

① Input all the information for billing and select the option for “Blast service” and “Storage Period” and click [Submit]

Your order has been placed **successfully**.

Order Number | **EC00000595**

Please double check your order information then send your samples accordingly.

Print your order barcode to send Amsterdam laboratory.

DHL

Fedex

UPS

Print Order Barcode

* Click DHL/FedEx/UPS Invoice button to download shipping documents.

* Print all shipping documents and call DHL/FedEx/UPS to pick up your samples.

* You will be notified of the status of your order by email.

* For other inquiries, please use [\[Support > Contact us\]](#).

* You can check the order number and get your commercial [\[invoice for DHL / Fedex/ UPS shipping\]](#).
Please [\[print order barcode\]](#) and send it with the samples.

STEP 4 Your order has been completed. (* In the [Order completed] step, you cannot modify it.)

Order Information

Order Number	HC001255/9	Customer Name	Gildong Hong
Service	Fragment Analysis	Sample Type	PCR Product
Tube Type	Tube	Run Type	Standard Run

Order History

Sample History	Reaction	0	Samples	1
	Number of additional service sample	0	DNA Extraction	0
	Primer Synthesis	0	PCR Amplification	0
Primer History	Universal	0	Enclosed	0
	Synthesis	0	Stored	0

Home

Go to Order List

* Lastly, you can [check the order information](#)