

# PEAC Biobank Sample Tracker

## ***Tutorial***

The PEAC sample tracker is designed to provide an on-line facility to monitor the transport and processing of PEAC Biobank samples from the clinic to the microscope. This document provides a brief overview of the mechanism for logging and monitoring the progress of samples from the PEAC centres to the central repository.

## ***Logging in***

Each user has been provided with a username, and password. Use these to log on to the system at the following URL: <https://peac.mds.qmul.ac.uk>

# Peac Consortium - Biobank

November 16, 2009

Please enter login and password	
User Name:	<input type="text"/>
Password:	<input type="password"/>
<input type="button" value="Log on"/>	

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## ***The PEAC Biobank homepage***

After logging in you will be presented with your personalised homepage, with navigation links at the top of the page and information regarding samples that are currently progressing through the tracking system filtered for your CENTRE. The screen shot below shows that a single overnight and frozen sample are currently inbound to the central repository. Also, no frozen samples are currently held on site for this centre (frozen samples are shipped less frequently and therefore are tracked separately).

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Home	New Sample	Ship Frozen	View Samples	Your Profile	Logout
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## Welcome Dr. David To

### QMUL - Exp.Med.Rheum

There are currently no overnight samples outstanding for your Centre.

There are currently no frozen samples in transit.

There are currently no frozen samples awaiting shipment.

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## To Create a New Sample

Click the New Sample link on the navigation bar to start the sample creation process.

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## Create a New Sample

Enter the sample details in the form below

CREATE A NEW SAMPLE [1 OF 3]

### Sample Information

PEAC-ID: QMUL2009055

Sampling Date: 16 November 2009

Tissue Site: Select site...

Procedure Type: Select procedure...

Disease Type: Select disease...

### Patient Details

New Patient  
Existing Patient

Submit Data

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The next available PEAC Sample ID (PEAC-ID) will automatically be chosen – you **must** use this same PEAC-ID that came in your clinic visit pack. Next, enter in the *Sampling Date*, *Tissue Site*, *Procedure Type* and *Disease type*.

**Note: You will not be able to submit the sample without this information.**

The next step is to assign the sample to a patient. If this is a new patient who has not already had a sample taken, click *New Patient* from the selection panel.

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## Create a New Sample

Enter the sample details in the form below

CREATE A NEW SAMPLE [1 OF 3]

### Sample Information

PEAC-ID: QMUL2009055

Sampling Date: 16 November 2009

Tissue Site: Select site...

Procedure Type: Select procedure...

Disease Type: Select disease...

### Patient Details

New Patient  
Existing Patient

Hospital Number:

Sex: ☐ Male | ☐ Female

Date of Birth: / / (dd/mm/yyyy)

Submit Data

You must enter in the patient's *Hospital Number*, *Sex* and *Date of Birth*.

**Note: You will not be able to submit the sample without this information.**

If the patient is an Existing patient, click *Existing Patient* from the selection panel.

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Home	New Sample	Ship Frozen	View Samples	Your Profile	Logout
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## Create a New Sample

Enter the sample details in the form below

CREATE A NEW SAMPLE [1 OF 3]

### Sample Information

PEAC-ID: QMUL2009055

Sampling Date: 16 November 2009

Tissue Site: Select site...

Procedure Type: Select procedure...

Disease Type: Select disease...

### Patient Details

New Patient  
Existing Patient

Hospital Number: select...

Submit Data

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Select the patient's *Hospital Number* from the drop down. If the existing patient is not there or the original *Hospital Number* was entered incorrectly, please contact the PEAC Coordinator (t.kamalati@qmul.ac.uk).

**Note: You will not be able to submit the sample without this information.**

Now click *Submit Data* to continue.

On the next page, you are able to describe what sub-samples will be included in the sample.

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## New Sample Cont...

ENTER THE SAMPLE DETAILS [2 OF 3]

Peac-ID: QMUL2009055

### Synovial Biopsies.

Formalin fixed (Number):

Snap Frozen(Number):

RNA Later(Number):

### Blood & Urine Samples

RNA Blood(A) ☐ Yes ☒ No

(B) ☐ Yes ☒ No

Plasma (Green) ☐ Yes ☒ No

Serum Sep. (Yellow) ☐ Yes ☒ No

Serum Red) ☐ Yes ☒ No

ACD (Pale Yellow) (A) ☐ Yes ☒ No

(B) ☐ Yes ☒ No

Syn.Fluid (Fresh) ☐ Yes ☒ No

Synovial Fluid (Frozen) ☐ Yes ☒ No

Mid Stream Urine ☐ Yes ☒ No

### Shipping Information

Date shipped 16 November 2009

Courier Reference Number

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The sample details correspond with the labels and vials presented in the PEAC clinic visit packs. Fill in as appropriate and click *Submit Data* to continue. It is assumed that the overnight samples will be shipped on the day of sample creation.

Remember to include the *Courier Reference Number* (AKA airway-bill) for the overnight sample shipment.

## Sample summary and submission

On completion of sample creation, you will be presented with a summary sheet detailing the samples to be shipped and stored as appropriate. If this is correct, press the *Submit* button to create the sample and start the tracking system for this sample. If there was an error, click *Error*, and the sample will be discarded.

Please note, you will be unable to amend the sample once it has been submitted. Functionality to allow amending a sample will be introduced in a future release of the PEAC Biobank.

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### Sample Confirmation

User: Dr. David To  
Centre: QMUL - Exp.Med.Rheum

Date Shipped: 2009-11-16  
AIRWAY BILL: test

Overnight Samples (DHL)	
Sample type	Sample Details
Formalin Fixed Tissue	2
Plasma Separator	Y
Serum Separator	Y
Acid Citrate (A/B)	N / N
Synovial Fluid	Y

Samples Stored at -80C for future Delivery	
Sample type	Sample Details
Synovial Fluid	Y
Synovium (RNA Later)	2
Synovium (Cryohistology)	2
Urine (metabolomics)	Y
Serum (metabolomics)	Y
Whole Blood RNA (A/B)	Y / Y

Date Stored: 2009-11-16  
Samples placed in storage (-80C)

Submit<----->Error

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On submission of the sample you are returned to your homepage. This has now updated to show the current sample status. In this case sample QMUL2009055 has been created. The ambient temperature sample has been shipped (this is automatically applied as the samples should be shipped on the day of creation).

Also, note that there are now frozen samples stored at your centre ready for shipment.

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Home	New Sample	Ship Frozen	View Samples	Your Profile	Logout
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## Welcome Dr. David To QMUL - Exp.Med.Rheum

There are currently **1** overnight samples in transit.

Creation Date	Peac-ID	Created By	Date Shipped	AirwayBill
2009-11-16	QMUL2009055	david	2009-11-16	test

There are currently no frozen samples in transit.

There are currently **1** frozen samples stored at your Centre awaiting shipment.

Creation Date	Peac-ID	Created By	Date Stored
2009-11-16	QMUL2009055	david	2009-11-16

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### Ship frozen samples

To ship a frozen sample simply select the link from the navigation bar to be taken to the appropriate menu. Check the samples you would like to ship, add a *Shipping Date* and an *Courier Reference Number* and click *Submit Data*.

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November 16, 2009

Home	New Sample	Ship Frozen	View Samples	Your Profile	Logout
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## Welcome - Dr. David To.

There are currently **2** frozen samples in storage at your centre.

Creation Date	Peac-ID	Created By	Date Stored	Ship
2009-11-16	QMUL2009055	david	2009-11-16	<input type="checkbox"/>
2009-11-11	BHAM2009007	kathhowlett	2009-11-11	<input type="checkbox"/>

Shipping Date: 16 November 2009

Courier Reference Number:

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Note that the frozen sample information has been updated to show the sample in transit.

As samples are received at the central repository, the sample tracker will be updated to reflect their processing status.

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[Home](#)[New Sample](#)[Ship Frozen](#)[View Samples](#)[Your Profile](#)[Logout](#)

## Welcome Dr. David To

### QMUL - Exp.Med.Rheum

There are currently **1** overnight samples in transit.

Creation Date	Peac-ID	Created By	Date Shipped	AirwayBill
2009-11-16	QMUL2009055	david	2009-11-16	test

There are currently **1** frozen samples in transit for your Centre.

Creation Date	Peac-ID	Created By	date_shipped	Shipped_by	AirwayBill
2009-11-16	QMUL2009055	david	2009-11-16	david	test

There are currently no frozen samples awaiting shipment.

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## Viewing Sample Analysis

At the time of writing, sample summary information, histology images and sample locations are available to be viewed. Further links to other sample types (e.g. micro RNA data) will be provided when the data formats are finalised.

A table of samples is presented along with their processing status (received → awaiting processing → awaiting upload → complete).

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Home	New Sample	Ship Frozen	View Samples	Your Profile	Logout
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Histology	Samples	RNA	Bloods	Summary	
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


























## Welcome Dr. David To

### QMUL - Exp.Med.Rheum

There are currently **Awaiting Receipt** histology samples reported as **1**

There are currently **Awaiting Processing** histology samples reported as **1**

There are currently **Completed** histology samples reported as **27**

Number	Peac ID	Date Shipped	Date Received	Status	View Overall Summary	View Histology	View Sample Locations
1	QMUL2008043	2008-09-08	2008-09-08	Completed			
2	QMUL2008044	2008-09-08	2008-09-08	Completed			
3	QMUL2008052	2008-11-03	2008-11-03	Completed			
4	QMUL2008053	2008-08-03	2008-08-03	Completed			
5	QMUL2009037	2009-03-30	2009-03-31	Completed			
6	QMUL2009038	2009-03-30	2009-03-31	Completed			
7	QMUL2009039	2009-03-31	2009-03-31	Completed			
8	QMUL2009040	2009-05-13	2009-05-14	Completed			
9	QMUL2009041	2009-05-18	2009-05-18	Completed			
10	QMUL2009042	2009-05-18	2009-05-18	Completed			
11	QMUL2009043	2009-06-22	2009-06-22	Completed			
12	QMUL2009044	2009-06-29	2009-06-30	Completed			
13	QMUL2009046	2009-07-06	2009-07-06	Completed			
14	QMUL2009047	2009-07-06	2009-07-07	Completed			
15	QMUL2009048	2009-07-27	2009-07-27	Completed			

- To view the sample summary, click on the view *Overall Summary* link, signified by the magnifying glass icon.
- To view the processing status of histology samples, click the *View Histology* link, signified by the microscope logo.
- To view the sample locations of the samples, click the *View Sample Locations* link, signified by the library logo.

On completion, a link will be provided. Clicking the link will display the path report and representative images.

For example, clicking the *View Histology* link adjacent to specimen QMUL2009050 brings up the following report.

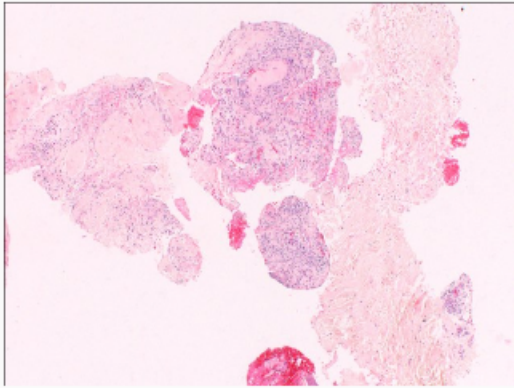
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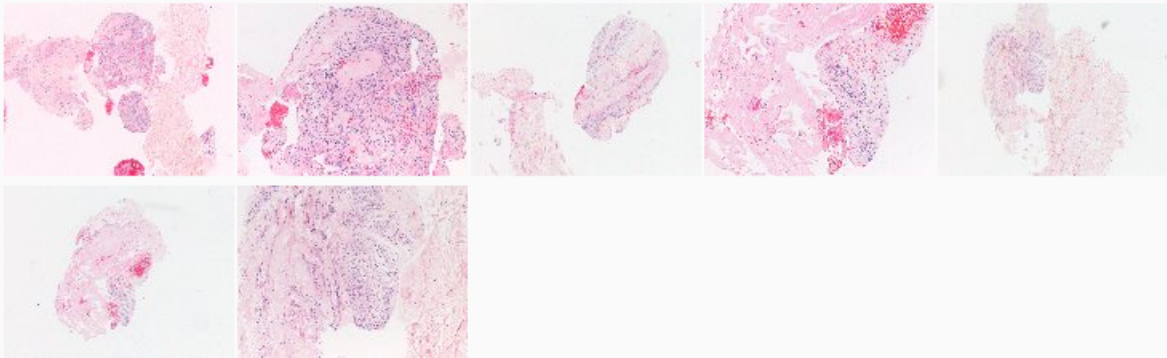
Home	New Sample	Ship Frozen	View Samples	Your Profile	Logout
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<b>Histology</b>	Samples	RNA	Bloods	Summary	
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### Histology for Bank ID: QMUL2009050



Histology Image	
Tissue type:	Synovium
Site Location:	Wrist
Procedure type:	Large Joint Biopsy
Grade:	Diffuse
Disease type:	Rheumatoid arthritis
Summary:	Inflamed synovium with cellularity moderately increased, synovial cell lining forms 1 layer, diffuse inflammatory infiltrates, some areas of necrosis and fibrous connective tissue, visible blood fragments.
<a href="#">Download Original Image</a>	



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Images can be downloaded (as their original TIFF format) for further analysis.

## Your Profile

In order to update your personal information the *Your Profile* link allows you to change your Title, Name and Email address.

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Home	New Sample	Ship Frozen	View Samples	Your Profile	Logout
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User Profile	Change Password	Update Info			
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If you would like your username changed, please contact [David To](#).

MODIFY YOUR DETAILS

Username:

Title:  ▼

First name:

Surname:

Email Address:

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You also have the ability to change your password. To ensure proper security, it is advised that you choose one with a strong password strength. Some directions on how to do this are supplied on the Password Changing page.

Home	New Sample	Ship Frozen	View Samples	Your Profile	Logout
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User Profile	Change Password	Update Info			
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## Change Password

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Fill out the form below to change your password. When you create your new password, please be sure:

- It is at least 6 characters
- It is fewer than 16 characters
- It has at least four different characters in it
- It contains at least one number or symbol
- It is not based on your username, email address or display name

Current Password:

New Password:

New Password (again):