Quick Start Guide
What is LabLink?

• Biocomplexity Institute LabLink is the customer portal for submission of samples for Sanger and Next Generation Sequencing.

• Sequencing data can be retrieved by the submitter through LabLink or by anyone with the custom GSC Pickup Site URL.

• Our system ensure accurate billing, quick distribution of data and comprehensive instrument reporting.
Table of Contents

• LabLink
• Requesting a User Account
• Submitting Samples
• Data Pick-up
In order to submit samples to the GSC, users will need to login to LabLink (https://lims.bi.vt.edu/lablink/Welcome.do)
Requesting a User Account

• Click on Request a User ID
• Enter the required information ensuring you select the correct account name (Lab Group) from the dropdown.
Submitting Samples

- Click on Submit Samples
- Projects in LIMS are single groups of samples, additional samples cannot be added to a project after they are submitted.
- Name the project for easy retrieval by using the PI’s name_date_unique ID
  - Example: Briggs_051518_IHG7Run1
Submitting Samples

- Upload the completed submission form (found at the Samples Submission Forms and Instructions link)
- Click Next
Sample Review

- Review the samples information and agree to the statement.
- Click Agree
Done

This page is printable if you so choose, however printing it is not required for sample submission/

Click Done
Data Pick-up

• When a user’s sample data is ready the user and PI will receive an email with a link to the data pick-up location.

• Data can also be found by the user on LabLink under the respective projects in the files tab.