

The VBI Core Lab Facility's (CLF) laboratory information management system (LIMS) was developed by [GraphLogic, Inc. of Branford, CT](#). The LIMS is a workflow system intended to simplify sample submission and data retrieval for improved customer service, and to increase accountability by the CLF. Workflow systems operate from the premise that objects (samples in this case) move from process to process, based on pre-established criteria and/or results. The LIMS tracks and records all decision points, criteria and costs associated with each submitted sample.

LIMS also allows the VBI CLF to more efficiently manage sample queues while keeping track of equipment, reagents and personnel involved with the processing of each sample. The LIMS tracks and records all decision points, criteria and costs associated with each submitted sample. The LIMS provides automated sample submission screens with input validation to significantly decrease the questions we may have to ask before we can begin processing your samples. Additionally, the LIMS provides automated email notification to the submitter when lab processing has been completed, a repository for retrieval of data from the current submission and a central, project based, repository for retrieval of all data assigned to each project. While the LIMS is fully functional in a production mode, we welcome your continued comments and feedback to help us make it even better.

Getting Started with the VBI CLF LIMS

Please note: Supported browsers for the VBI LIMS are Firefox and Mozilla. Opera is largely functional; though you will lose auto-fill features on sample submission pages. Internet Explorer seems to work well, but is not supported by the CLF. Detailed instructions for using LIMS can be found in the LIMS USER GUIDE.

Request a VBI Core Lab LIMS Account

1. Enter the URL for the VBI Core Lab LIMS into the address bar of your internet browser: <http://lims.vbi.vt.edu>.
2. Login using the account setup user ID: *PIregistration* with password *register*.
3. Click on the menu item *Management Systems*, select the *Project Management* option and then *New PI Registration*.
4. Complete the user ID request form as follows:
 - User Id → Enter your choice for your new LIMS user ID. Must be at least 6 characters in length.
 - Password → Enter your choice for your new LIMS password. Must be at least 8 characters in length.
 - First Name → Contact first name.
 - Last Name → Contact last name.
 - Middle Initial → (Optional) Contact middle initial.
 - Organization → Organization for which the contact performs duties that require core lab services.

- Title → Job title of contact at the organization named previously.
 - Department → (Optional) Department in which the contact performs duties that require core lab services.
 - Phone → Contact phone number in the format xxx-xxxx.
 - Fax → Contact FAX number in the format xxx-xxxx.
 - Email → Contact email address.
 - Mailing Address → Contact mailing address.
 - Billing Address → Contact billing address.
5. Click the “Submit” button to validate data entered into the form. Correct errors and click on the “Submit” button as necessary to complete form submission. The ID request form will be forwarded to VBI CLF personnel account activation.
 6. Click on the menu item *Admin* and select the *Logoff* option.
 7. The LIMS user ID application will be reviewed as soon as practical. When approved, you will receive an email containing your activated user ID and password.
 8. Proceed to login at the VBI CLF LIMS using your approved ID and password.

Questions, comments? Please contact

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