

## Placing an order on UC Stratocore as CCHMC or external users

1. Once your account has been approved, log in to Stratocore using your account information and press “Order” at the top of the screen. From there, you may enter the services you are requesting for your samples.

You may create a project for your order – however, this is for **your record only**. Creating a project is not placing an order. You may have multiple orders within a project but should only have one order per group of samples.

Select the Lab service you would like us to provide and enter the quantity (number of samples). We will add the Pass-through (reagents, consumables, etc.) later to finalize the **total price**, which will match the one we provided to you.

Press “**Save quote**” once you have entered all of the information.

Order service or consumable

Make this order on behalf of this user:  
Tieke Ellen

Attach this order to this project:  
no project selected   
[Request/start a new project](#)

Select a financial account for the order:  
D600051-6261200000-1 - GESC D6 De

Services and consumables available for order (select and enter the quantity values)

Lab service	Min	Max	Incr.	Unit price	Quantity	Price
#090127 Amplicon-seq/ChIP-seq/DNA-seq (per Sample) <a href="#">add a comment</a>	1	-	1	1+ : 40.00	0	0.00
#090126 DNA/RNA/Library QC (per Sample) <a href="#">show description</a> <a href="#">add a comment</a>	1	-	1	1+ : 25.00	0	0.00
#090128 Exome/Methylation Sequencing service (per Sample) <a href="#">add a comment</a>	1	-	1	1+ : 250.00	0	0.00
#090133 Library Only Sequencing service (per Sample) <a href="#">add a comment</a>	1	-	1	1+ : 25.00	0	0.00
#090129 Methylation EPIC Bead Chip Assay Service <a href="#">add a comment</a>	1	-	1	1+ : 70.00	0	0.00
#090130 RNA/DNA Isolation (per Sample) <a href="#">add a comment</a>	1	-	1	1+ : 40.00	0	0.00
#090198 Sequencing service-miRNA/Small RNA-seq (per Sample) <a href="#">add a comment</a>	1	-	1	1+ : 120.00	0	0.00
#090132 Sequencing service-RNA-seq (per Sample) <a href="#">add a comment</a>	1	-	1	1+ : 120.00	0	0.00
#090199 Sequencing service-Single Cell Sequencing (per Sample) <a href="#">add a comment</a>	1	-	1	1+ : 120.00	0	0.00
#090131 Special RNA/DNA Isolation 2 (per Sample) <a href="#">add a comment</a>	1	-	1	1+ : 25.00	0	0.00
#090134 TaqMan assay (CNV, SNP, qPCR, etc) <a href="#">show description</a> <a href="#">add a comment</a>	1	-	1	1+ : 4.00	0	0.00
<b>Pass-through</b>						
<b>Personnel Time</b>						
<b>TOTAL</b>					<b>Quantity</b>	<b>Price</b>
					0	0.00

If you have a PO number for this order, please enter it here:

2. A PO number is required for invoicing. Therefore, after you save the quote we will update the services to finalize the **total price**. Then we will email you with the **total price** for you to submit to your purchasing office for a PO number.

3. Please email us the PO number as well as a sample information file (please fill out the excel file titled **Manifest file template for ordering**)

4. We will update your quote with the PO number and create an order from it. After this is completed, please bring your samples to the Core.