Quick Reference Guide for Setting Up Custom Panels Used with the BD FACSLink LIS Interface

This guide contains instructions for creating custom panels* in BD FACS™ SPA software (versions 3.0.1 and 4.0.1) and modifying custom panels* in BD FACSDiva™ software (version 6.1.3) for use with the BD FACSLink™ laboratory information system (LIS) interface.

Initial Setup

In SPA software, custom panels can be created in any user account with administrative privileges. In BD FACSDiva software, custom panels can be created in any user account. Once created, the custom panels can be used by all user accounts.

If you plan to import SPA worklists into BD FACSDiva software, you must create identical panels in both SPA software and BD FACSDiva software.

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## Creating a Custom Panel in BD FACS SPA Software

1 Start SPA software and log in.

2 Select **Setup > Panel Editor.**

3 Create a new category if needed.

4 Create a new panel and rename it.
Note: Ensure the panel name is identical to the name of the corresponding panel in BD FACSDiva software and limit the total number of characters to 15 or fewer.

5 Select **Other Panel.**

Creating Tubes for a Custom Panel

1 With the custom panel selected, click **New Tube**.

2 Edit the new tube that appears.

3 Specify a tube name and sample and lyse volumes.

4 Access the **Reagent List** and drag reagents, one at a time, from the **Reagent List** to the **Reagent** field in the **Tube Editor**.
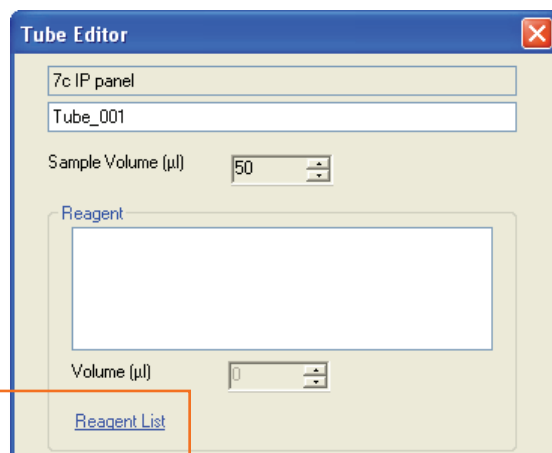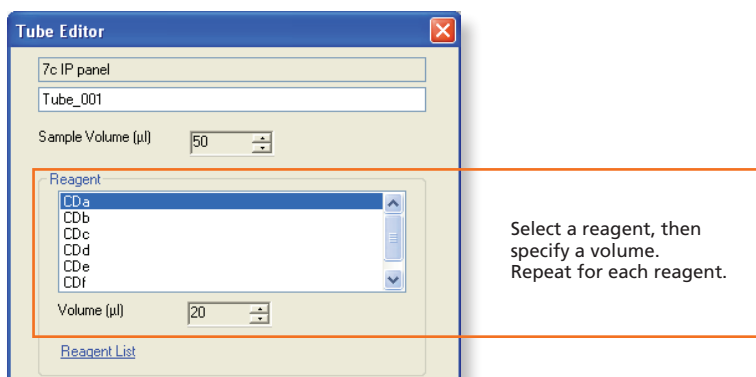
Click **Reagent List** to access the **Reagent List**.
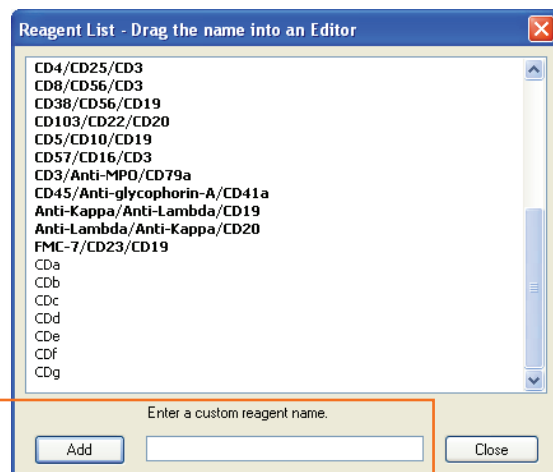
Add reagents to the list as needed.

* For Research Use Only.
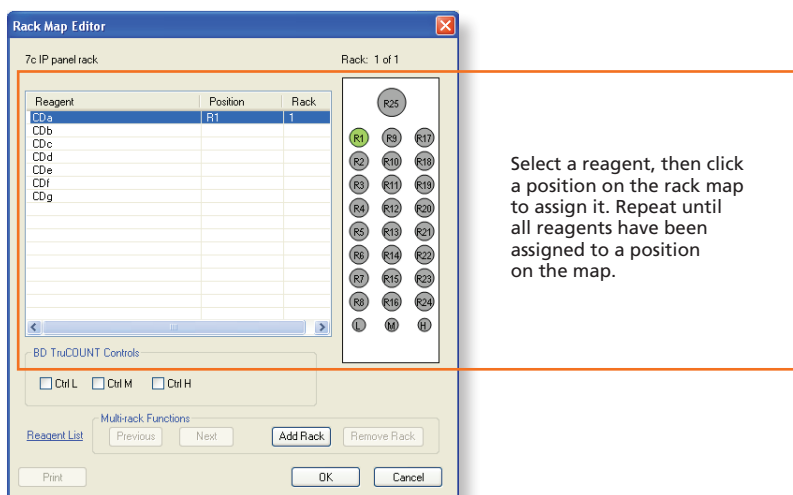 Not for use in diagnostic or therapeutic procedures.

5 Specify an appropriate volume for each reagent in the **Tube Editor**.

Select a reagent, then specify a volume. Repeat for each reagent.

6 In the **Tube Editor**, click Apply.

7 Click **Close** to close both the **Tube Editor** and the **Reagent List**.

8 Repeat steps 1 through 6 to create additional tubes for the custom panel.

9 In the **Panel Editor**, select the custom panel and specify the reagent and lyse incubation times.

10 Click **OK** to close the **Panel Editor**.

Creating a Custom Reagent Rack

1 Select **Setup > Reagent Rack Editor**.

2 Create a new rack and rename it.

3 With the new rack selected, click **Edit Rack**.

4 Click **Reagent List** to display the **Reagent List**.

5 Drag reagents, one at a time, from the **Reagent List** to the **Rack Map Editor**.

6 Specify the rack position for each reagent.

Select a reagent, then click a position on the rack map to assign it. Repeat until all reagents have been assigned to a position on the map.

7 Add a rack and specify the position of reagents on the rack, if needed.

8 Close the **Rack Map Editor** and the **Reagent Rack Editor**.

9 Exit the software.
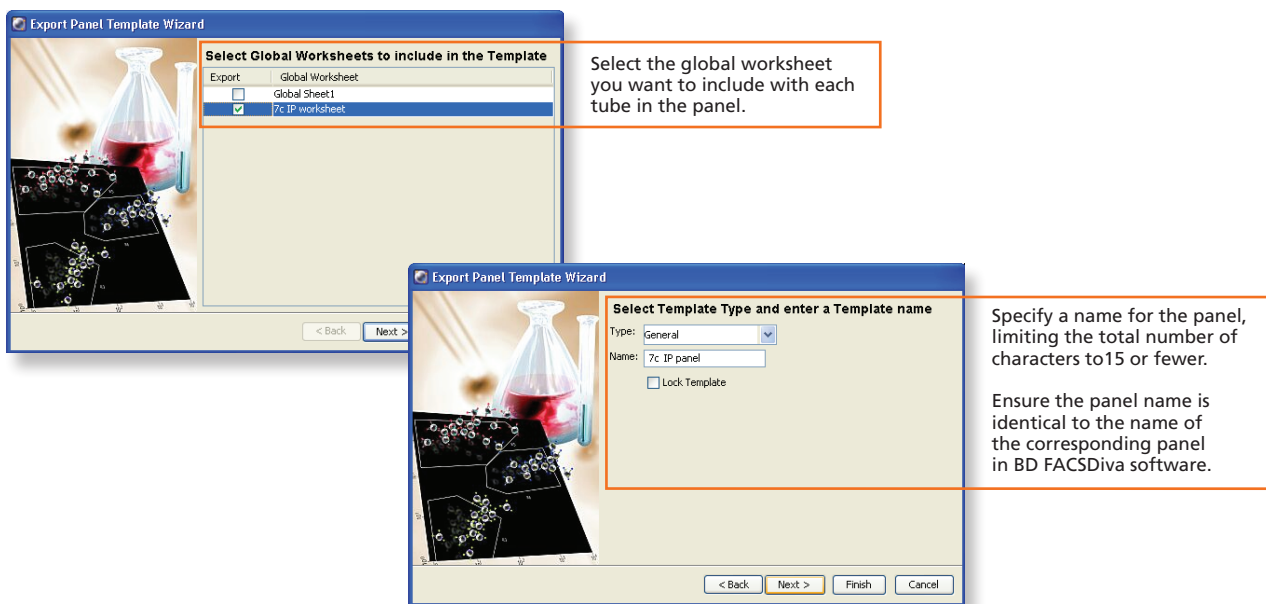
Modifying and Exporting a BD FACSDiva Custom Panel

1   Start BD FACSDiva software and log in.

2   Create a new experiment and add a panel (specimen) by selecting **Experiment > New Specimen**.

Select the custom panel you want in **Panel Templates** and click **OK** to add it to the experiment.
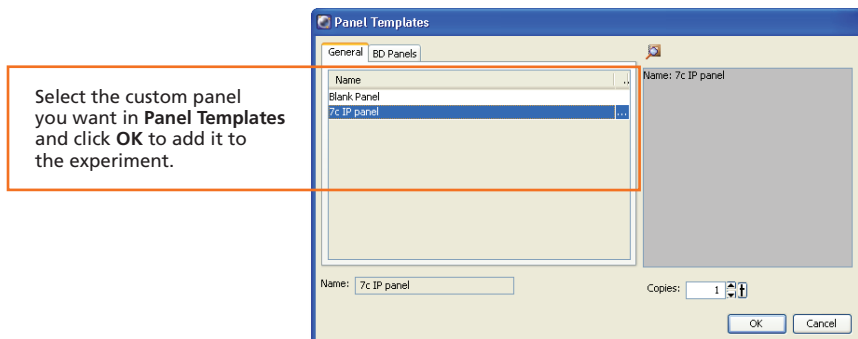
3   Verify that the **SAMPLE ID** is displayed in the statistics view.

If not displayed, right-click the statistics view, select **Edit Statistics View,** and select **SAMPLE ID** under the **Header** tab.
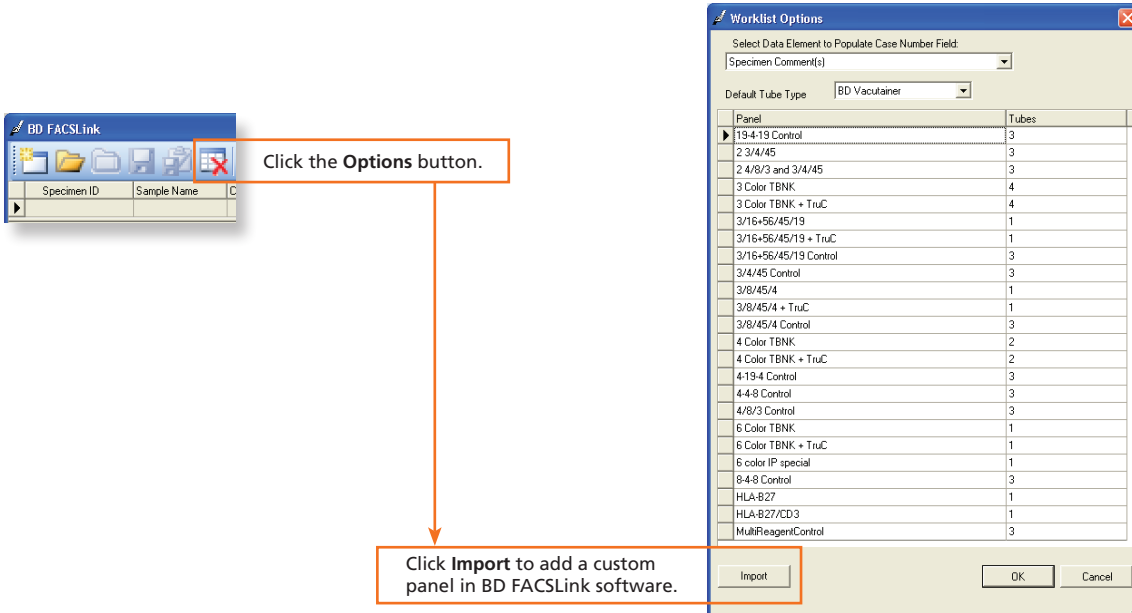
4   Export the custom panel.

Select the global worksheet you want to include with each tube in the panel.

Specify a name for the panel, limiting the total number of characters to15 or fewer.

Ensure the panel name is identical to the name of the corresponding panel in BD FACSDiva software.

Importing a BD FACSDiva Custom Panel into BD FACSLink (Instrument Manager) Software

1 Start Instrument Manager software and log in.

**2** Select the appropriate connection in the **Status Display** dialog.

Select the **DIVA** connection and then click the **Detail Highlighted Connection** button.
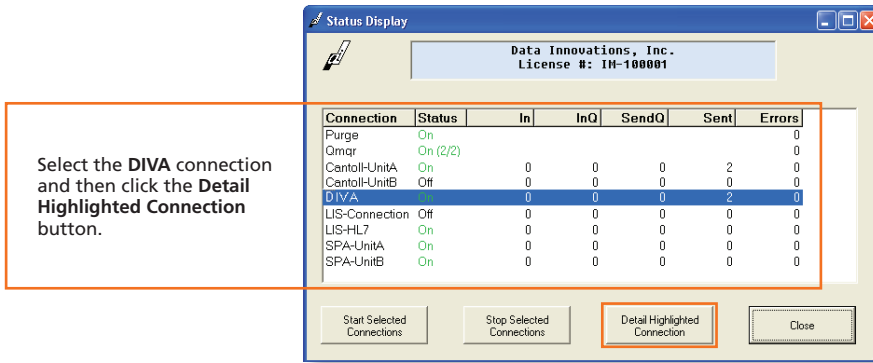
3 Display the **BD FACSLink** window and import the custom panel.

Click the **Options** button.

Click **Import** to add a custom panel in BD FACSLink software.

Creating and Exporting a BD FACSLink Worklist

1 Create a new worklist.

Click the **New Worklist** button.

Select the appropriate worklist type.
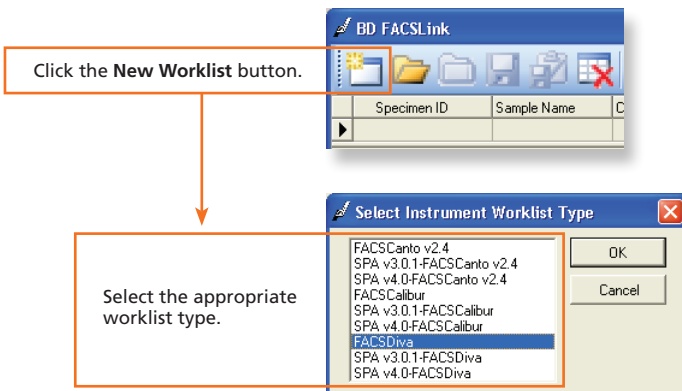
2 Enter the appropriate information in the **Specimen ID**, **Panel**, and **Carousel ID** fields.

3 Export and save the worklist.

Click the **Export** button in the toolbar, select **Export Entire Worklist**, and follow the prompts that appear.
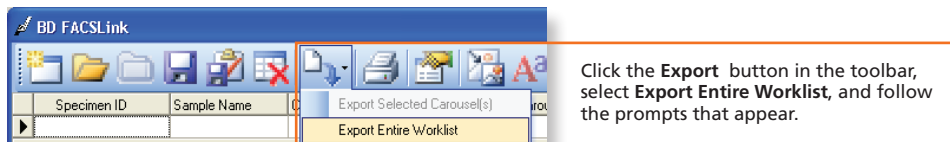
4 Exit the software.

Completing Custom Panel Setup in BD FACSDiva Software

1 Start BD FACSDiva software and log in, if needed.

2 Select **File > Import > Worklist** to import the worklist from BD FACSLink software.

3 Set the current tube pointer on a tube and right-click a statistics view to display the **Edit Statistics View** dialog.

4 Select the appropriate choices under the **Header** tab.

Ensure that the **PANEL NAME**, **SAMPLE ID**, and **SAMPLE NAME** are selected.
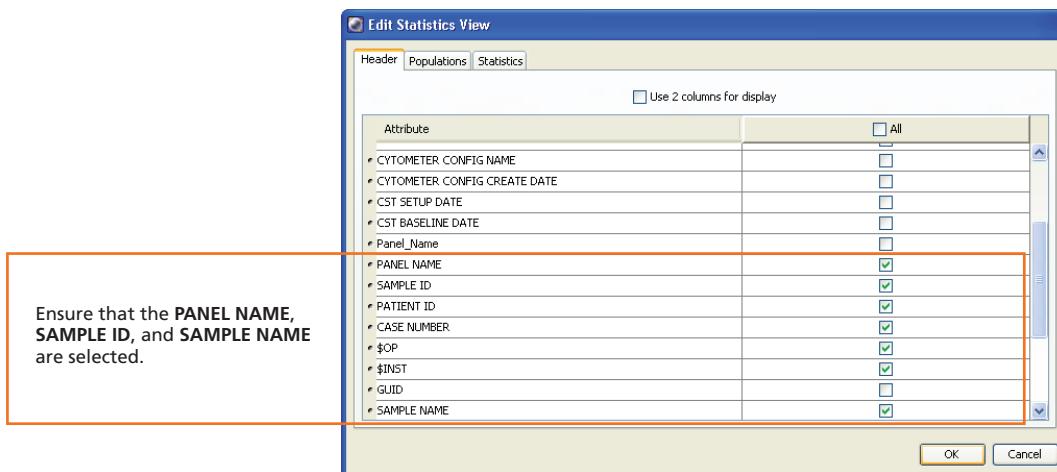
5 Export the custom panel again, overwriting the previous version.

6 Exit the software.

Once the initial custom panel setup is completed in BD FACS SPA and BD FACSDiva software and the BD FACSDiva panel has been imported into BD FACSLink software, you can begin using the custom panel. See the *Quick Reference Guide for Using Custom Panels with BD FACS SPA and BD FACSDiva Software and the BD FACSLink LIS Interface* for additional information.