

AUTOSCRIBE LIMS TRAINING COURSE DESCRIPTIONS

Matrix LIMS Version 3 to 4 conversion - 1 day with optional workshop of up to 4 additional days

- Making changes to screens affected by the upgrade
- New functionality of Version 4
- Implementation of the upgrade

Matrix LIMS User Training - Level 1 (2 days)

- Starting and Exiting Matrix
- Logging into Matrix
- Matrix Building Blocks
- Matrix Table Maintenance
- The Submitter Table
- The Test Table
- The Substance Table
- The Instrument Table
- The Resource Table
- Sample Registration
- Editing Samples and Batches
- Work Allocation
- Sample Receipt
- Sample Preparation
- Result Entry
- Result Validation
- Sample Approval
- Sample Status
- Archiving
- Copy Dictionary

Matrix LIMS User Training - Level 2 (2 days)

- Test Suites
- Frequency Testing (optional)
- Multi Sample Result Entry
- Runsheet
- Instrument Calibration & Maintenance
- Event Triggering
- Introduction to System Configuration
 - Screens and Classes
 - Screen Calculations
 - Transfers and Filters
 - Creation and Editing of Menus
 - Use of Select Statements
 - Next Buttons
 - Generic Selector
 - Placement of Screens

Matrix LIMS System Administrator Training (2 days)

- Workstation Set Up
- Security Levels Databases/Database Groups
- User Maintenance
- Active Sessions
- Limiting Users
- Matrix Messaging
- Event Logging

- Introduction to System Administration

Matrix LIMS Configuration Training - (3 days)

- Introduction to Matrix Configuration
- Matrix Translation Editor
- Matrix List Editor
- Matrix Options Editor
- Matrix Menu Builder
- Matrix Screen Editor
- Counter Editor
- Reports Editor
- System Preferences

Matrix LIMS Reporting - (2 days)

- Introduction
- Open Database Connectivity (ODBC)
- Matrix Table Relationships
- Matrix and SQL
- An Overview of Creating Reports
- Practical Examples
- Creating a Work Pending Report
- Creating a Worksheet
- Linking Reports to Matrix
- Creating an Analytical Report
- Creating a Certificate of Analysis
- Creating a Summary Report
- Creating a Billing Report
- Tips on Using Crystal Reports
- Tips on Using Microsoft Excel to Report Matrix Data
- Using Microsoft Word for Reporting Matrix Data
- Report Numbering

Stability Manager Training - (3 days)

- Overview
 - Protocol Management
 - Super Scheduler (Multi-Condition Test Assignment) Screen
 - Stability Operations
 - Stability Sample Registration
 - Stability Archival
 - Configuration Guide
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