1. Prepare the scale
2. Place a tray onto the scale and zero out the scale
3. Attach the syringe to the pipette housing

a. remove the syringe plunger and place a spring into the syringe

b. replace the syringe plunger back onto the syringe

c. then place the wings of the syringe against the bottom face of the body and twist until the syringe is secured.

1. Push the micropipettes plunger until it is locked.
2. Place a tip at the end of the syringe
3. Record the value of the syringe form where the syringe plunger is in contact with the spring (this will be the initial value in uL)
4. Add 200uL to the initial value (this will be the "adjusted value")
5. release the pipette plunger and adjust the screw until your syringe reads 50uL above the "adjusted value"
6. Then place the tip inside the solution you want to measure and press the release to release the plunger
7. Then push the pipettes plunger all the way down to dispense all the liquid back into the solution.
8. Repeat this steps 7-8 two more times (this is called pre-wetting )
9. Then make sure your plunger is in the released position.
10. Adjust the screw so that your syringe reads the adjusted value from step 5
11. Now place your tip inside the liquid you want to measure and press the release button
12. Now dispense the liquid on to the tray place on the scale
13. Wait for the scale to finish measuring and record the measurement
14. Readjust the screw (if needed) and repeat steps 13-16