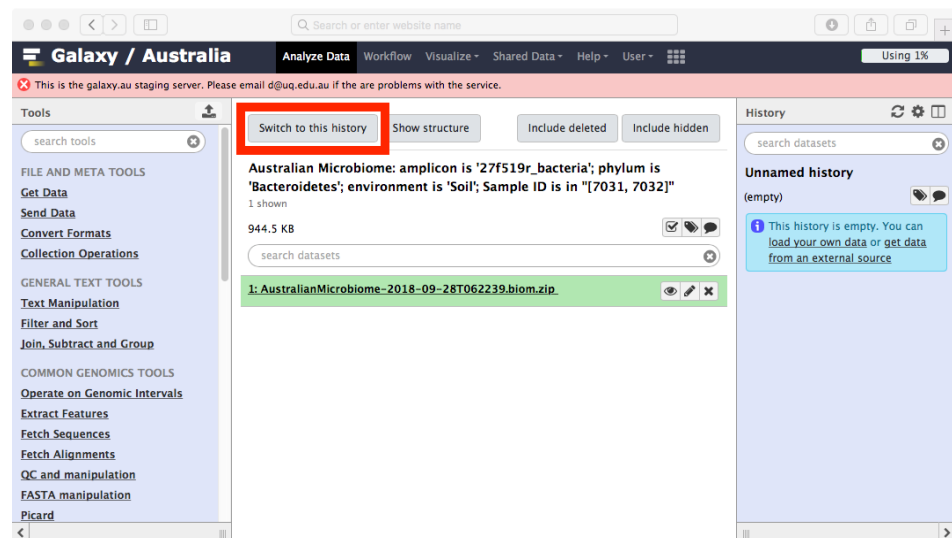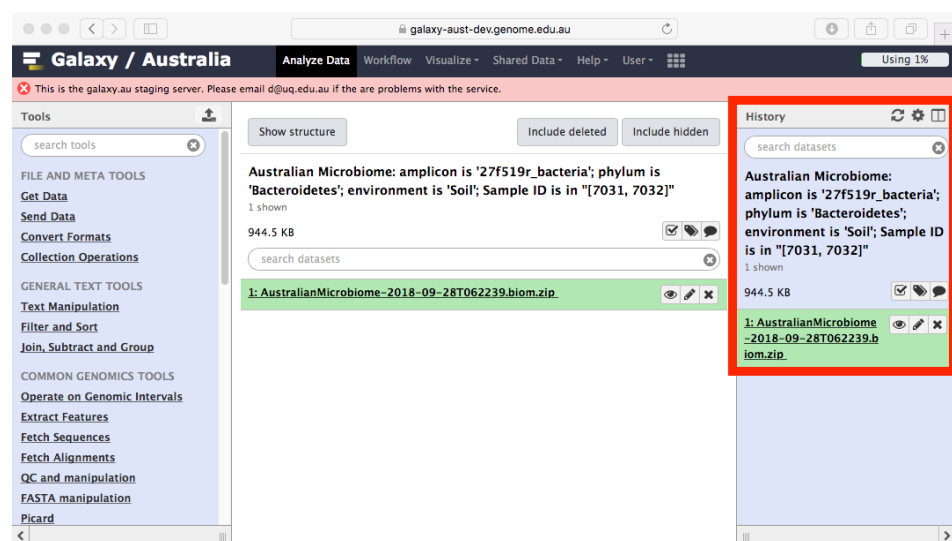# Galaxy Australia
Quick Start Guide for BPA Data Portal Users
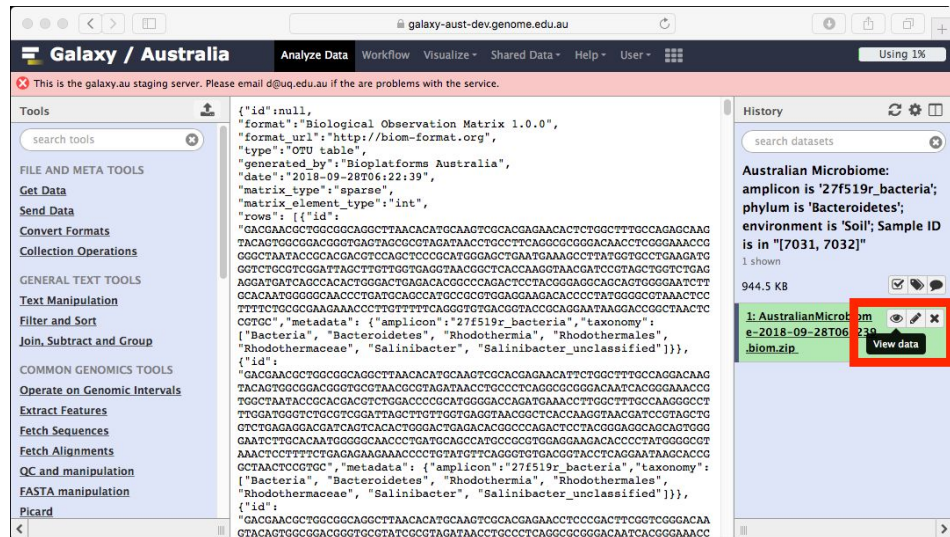
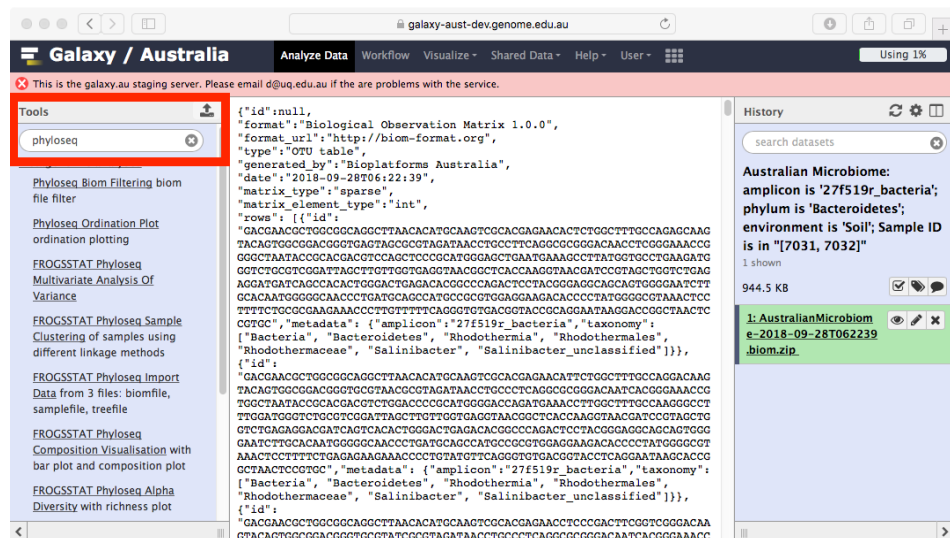**1. Click on** '**Switch to this history**' to load your data from the BPA Data Portal

2. Your BIOM file from BPA Data Portal will be loaded into the 'History' pane on the right

3. You can view the file by clicking on the **eye icon**. The file is loaded into the central pane

4. Search for a tool by **typing into the search box** at the top of the tools pane on the left

5. Select an input data file, change parameters and then click the '**Execute**' button

6. When a job is submitted to the queue outputs files will appear in yellow

7. When the job is done, output files will change to green. Click on the **eye icon** to view a output file

8. **Clicking on the output file name** will show more options.

Select the **disk icon** to download to your computer
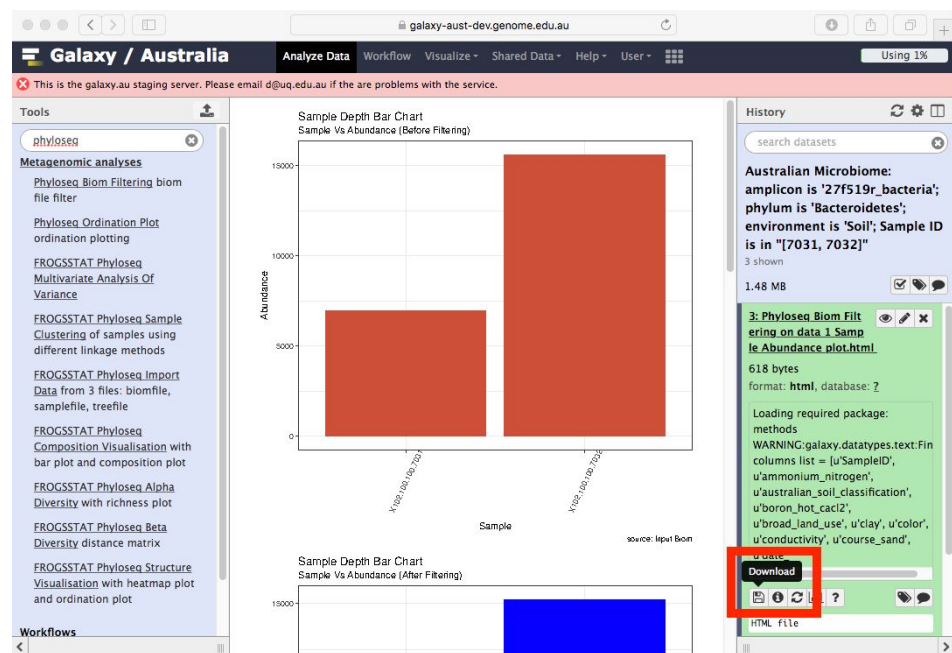
9. Click on the **info button** to see the record of the tool, input files and parameters you used

10. You can quickly re-run a tool by clicking on the **recycle** button to load it, then easily change parameters for example.