Navigate the TRANSFERRED Tab
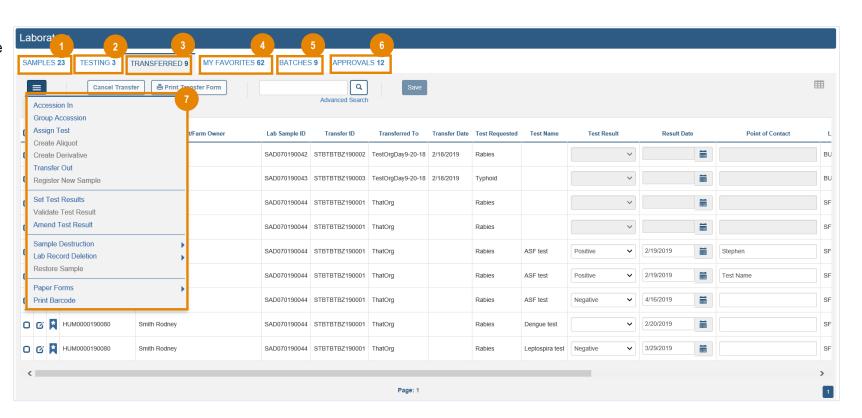
An EIDSS user with the appropriate permissions can navigate the Laboratory module using the tabs and menu; buttons, links, and icons; columns; and other interface components. This quick guide presents information to navigate the TRANSFERRED tab.

Laboratory Tabs and Menu

The tabs across the top of the interface (screen) allow easy navigation of the Laboratory module. A side menu is also available for quick access to commonly used functions.

1. **SAMPLES** tab – enables accession of a sample or group of samples and assignment of a test to a sample
2. **TESTING** tab – enables assignment of a test to a sample and entry of results for an assigned test
3. **TRANSFERRED** tab – enables transfer of an accessioned sample
4. **MY FAVORITES** tab – enables selection of a sample as a "favorite" and its display on a user's MY FAVORITES tab for easy access
5. **BATCHES** tab – enables addition of a group test result to all samples in a batch
6. **APPROVALS** tab – enables approval of test validation, test amendment, sample destruction, or record deletion
7. **Samples Menu** – provides links for easy access to various laboratory functions
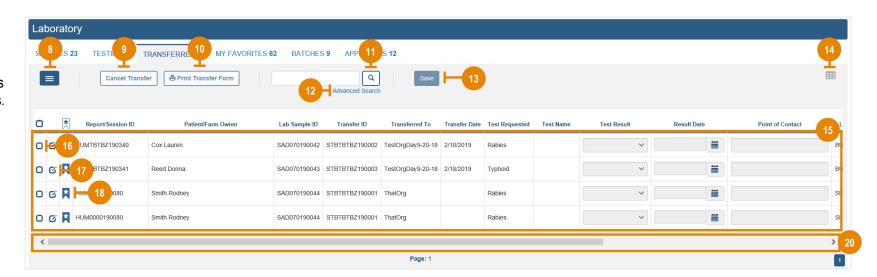
Navigate the TRANSFERRED Tab

Buttons, Links, and Icons

The buttons, links, and icons within the TRANSFERRED tab aid in a variety of functions related to transferred samples.

8. **Samples Menu** icon – enables display of the Samples Menu
9. **Cancel Transfer** button – moves the selected sample(s) from the TRANSFERRED tab to the SAMPLES tab
10. **Print Transfer Form** button – populates the Transfer Form based on samples selected in the grid
11. **Search** icon – enables searching for laboratory-related information in the EIDSS database
12. **Advanced Search** link – provides access to a window that allows filtering of sample details
13. **Save** button – allows saving of modifications to laboratory data
14. **Grid** icon – provides access to the Column View Preferences window that enables customization of grid columns
15. **Grid** – displays all samples transferred out of the SAMPLES tab.
16. **Selection** box – enables selection of one or multiple samples
17. **Edit** icon – provides access to a window that enables revisions to transfer details
18. **Star** icon – appears in blue once clicked and adds the sample to a user's MY FAVORITES
19. **Sample Status Comment** icon – displays any comments entered when the sample was accessioned *(pictured on page 3)*
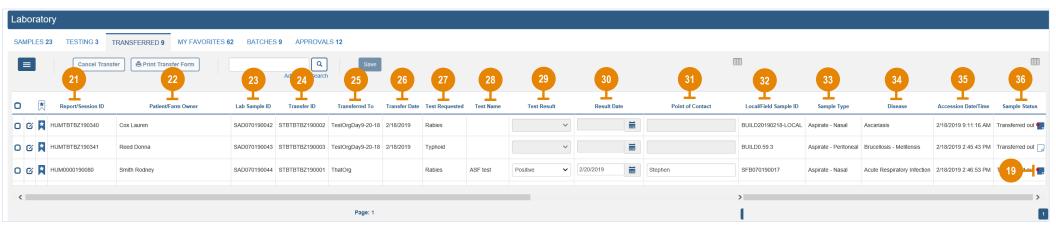20. **Scroll bar** – enables horizontal scrolling of the tab

LABORATORY MODULE

Navigate the TRANSFERRED Tab

Columns

Each column within the TRANSFERRED tab displays sample-specific information that allows users to quickly determine a sample's current status.

21. **Report/Session ID** – is auto-populated for any sample entered in a veterinary or human disease report (Report ID) or an active surveillance or vector surveillance session (Session ID)
22. **Patient/Farm Owner** – is auto-populated with the first and last name of the patient (for human sample) or farm owner (for animal sample)
23. **Lab Sample ID** – is auto-populated with the ID assigned when the sample was accessioned
24. **Transfer ID** – is auto-populated upon transfer request
25. **Transferred To** – displays the name of the laboratory to which the sample was transferred for testing
26. **Transfer Date** – is auto-populated upon transfer request
27. **Test Requested** – displays the disease for which the sample is being tested
28. **Test Name** – is auto-populated with the selection made in the Assign Test window
29. **Test Result** – is chosen from the drop-down menu in the grid
30. **Result Date** – is auto-populated with the date when the Test Result was entered
31. **Point of Contact** – displays the name of the contact at the Transferred To laboratory
32. **Local/Field Sample ID** – is auto-populated from the associated disease report/surveillance session
33. **Sample Type** – is auto-populated from the associated disease report/surveillance session
34. **Disease** – is auto-populated from the associated disease report/surveillance session
35. **Accession Date/Time** – is auto-populated with the date and time the sample was accessioned
36. **Sample Status** – is auto-populated with the status chosen when the sample was accessioned