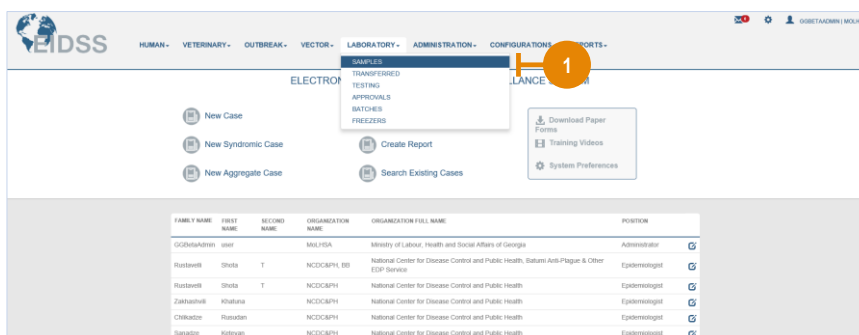


# Edit a Sample

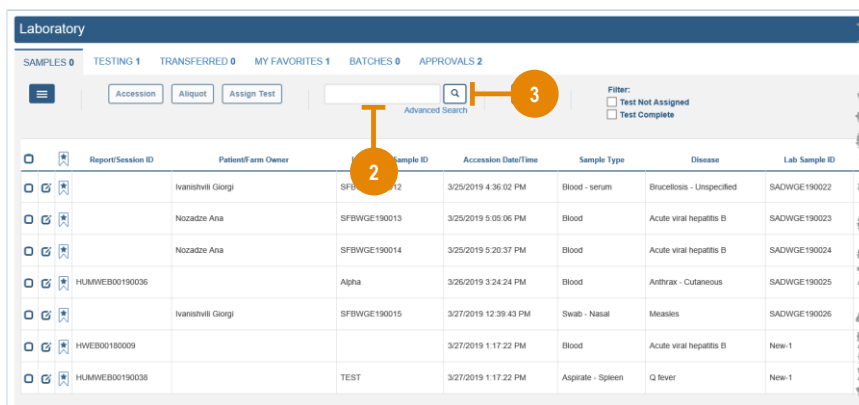
Pg. 1 of 2

An EIDSS user with the appropriate permissions can revise samples in the database. This quick guide presents the steps to edit a sample.

1. From the **EIDSS Dashboard**, choose **SAMPLES** from the **LABORATORY** drop-down menu. The **Laboratory** screen appears with the **SAMPLES** tab open.

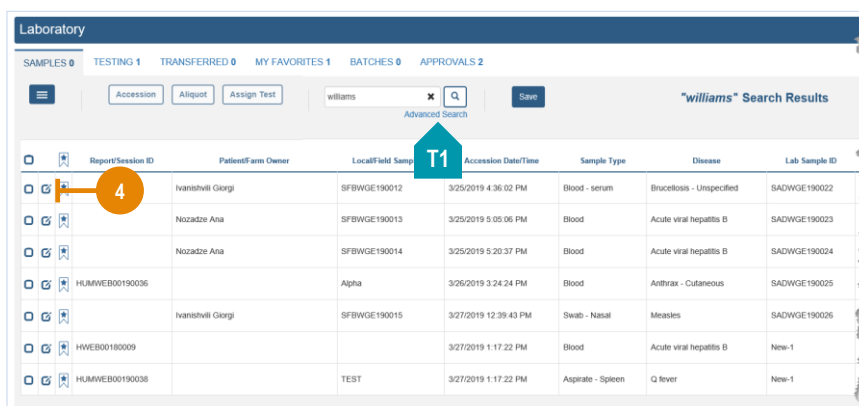


2. Enter a search parameter for the sample you wish to edit. **Note:** Searching may not be necessary if the desired sample appears in the grid.
3. Click the **Search** icon. The **Laboratory** screen refreshes displaying the **Search Results**.



**Tip 1:** If the desired sample does not appear, click **Advanced Search**, enter as much information as possible, and click **Search**.

4. Click the **Edit** icon corresponding to the desired sample. The **Sample/Test Details** window appears displaying the **Sample Details** section.



## Edit a Sample

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- Make any necessary revisions.

**Tip 2:** To delete entered information and close the window, click **Cancel**.

- Click **Save**. The **Laboratory** screen refreshes with the modified sample bolded and the **Save** button enabled.

**Sample/Test Details**

▼ Sample Details

Report/Session ID: HWEB00180009

Local/Field Sample ID: SFBWGE190007

Sample Status: Accepted in Good Condition

Lab Sample ID: SADWGE190016

Sample Type: Blood

Accession Date: 2/27/2019

▼ Test Details

► Additional Test Details

► Amendment History

T2 Cancel Save 6

- Review the revised information for accuracy.
- Click **Save**. A pop-up appears confirming successful modification of the sample.

**Laboratory**

SAMPLES 3 TESTING 1 TRANSFERRED 0 MY FAVORITES 3 BATCHES 0 APPROVALS 2

Accession Assign Assign Test Filter: ☐ Test Not Assigned ☐ Test Complete

	Report/Session ID	Patient/Item Owner	Local/Field Sample ID	Accession Date/Time	Sample Type	Disease	Lab Sample ID	Sample Status	Functional Area
<input checked="" type="checkbox"/>	HWEB00180009	Immaadze Tamuna	SFBWGE190007	2/27/2019 12:42:13 PM	Blood	Acute viral hepatitis B	SADWGE190016	Accepted in Good Condition	
<input checked="" type="checkbox"/>		Nozadze Ana	SFBWGE190013	3/25/2019 5:05:06 PM	Blood	Acute viral hepatitis B	SADWGE190023	Accepted in Good Condition	Bacteriology
<input checked="" type="checkbox"/>		Nozadze Ana	SFBWGE190014	3/25/2019 5:20:37 PM	Blood	Acute viral hepatitis B	SADWGE190024	Accepted in Good Condition	

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