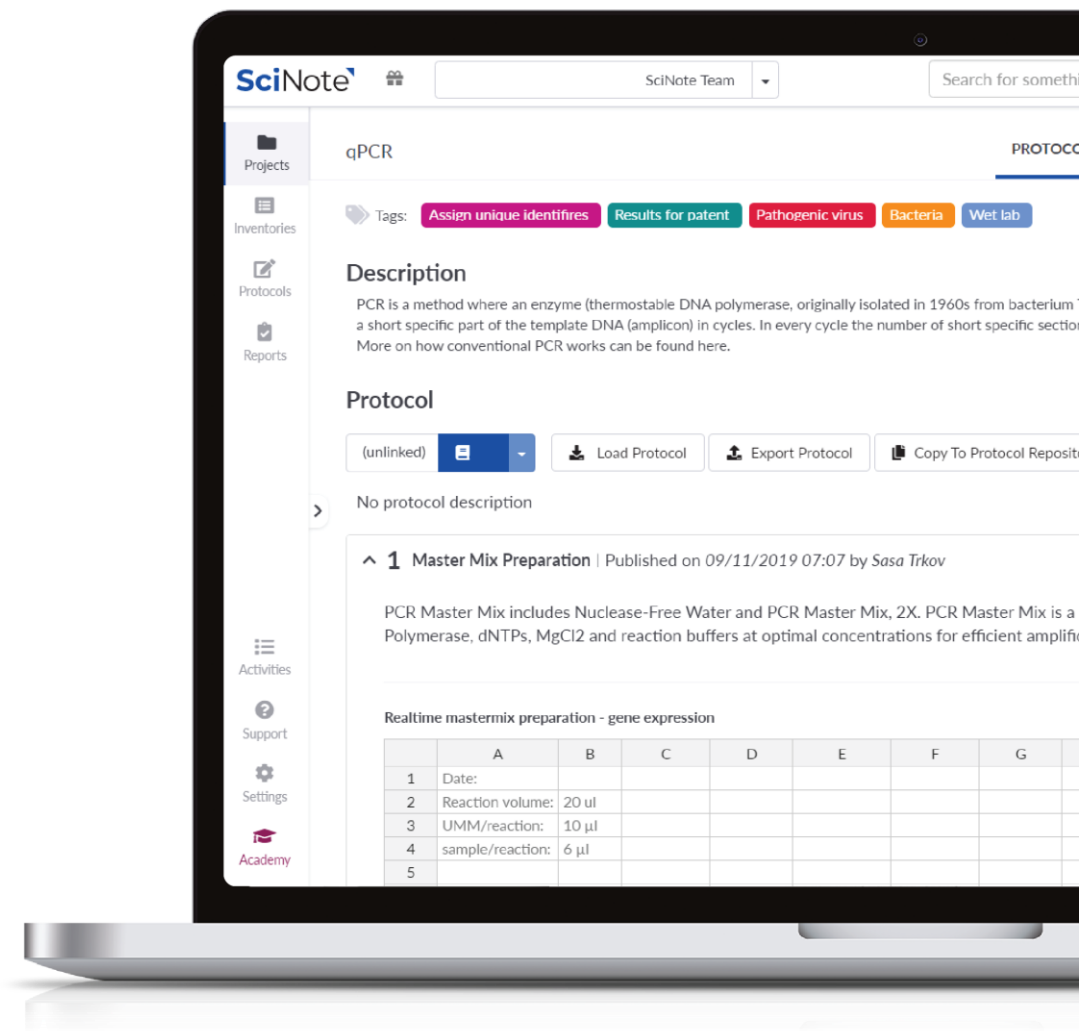


# SciNote

## Functionalities Overview



# Used in FDA, NIH, European Commission labs

**SciNote is trusted by over 80 000+ industry, government and academic researchers in over 100 countries.**

## Industry

Supports industry lab's growth, compliance and quality assurance requirements.



14-day free SciNote Premium Trial

## Academia

Supports academic lab's flexibility and research oriented work.



Technical University  
of Denmark



14-day free SciNote Premium Trial

# Table of Contents:

- Why do labs trust SciNote?
- What do labs value the most?
- Evaluating different vendors
- Summary of main SciNote functionalities
  - SciNote structure for optimal data management
  - Inventory tracking and management
  - Protocol and SOP management
  - Project management
  - Team management and collaboration
  - Compliance (CFR 21 part 11 and GxP)
  - Integrations and API
  - Data Protection
  - Quality Assurance
- Transition from paper to digital
- Transition from another ELN to SciNote
- New book: Digital transformation of the laboratory  
(Wiley Inc, SciNote LLC)
- Next steps

★★★★★ Mar 06, 2021

**"The best scientific research management application"**

★★★★★ Apr 14, 2021

**"Easy to use, always improving, and great customer support - SciNote's great!"**

★★★★★ Apr 26, 2021

**"Simple transparency & security"**

★★★★★ Aug 13, 2020

**"We love SciNote"**

★★★★★ Jul 01, 2020

**"Good bye paper - hello digitalization"**

★★★★★ Mar 01, 2021

**"Using SciNote has improved my productivity as a scientist."**

★★★★★ Mar 10, 2021

**"Great space to host SOP"**

★★★★★ Jun 19, 2020

**"Flexible and user friendly"**

More independent reviews

# Leading ELN Solution

## Why do labs trust SciNote?

- ✓ High performance labs' **preferred value for money solution**
- ✓ Top rated customer support and training: **99% satisfaction rate**
- ✓ Designated customer success managers **with scientific background**
- ✓ **Fast response time** by SciNote's IT and product specialists
- ✓ Expert guidance for **successful ELN implementation in your lab**
- ✓ **Safe exit strategy:** Export of all data in readable and organized format
- ✓ Supports **compliance requirements: GxP, CFR 21 Part 11 and more**



“Pandemic has shone a spotlight on collaborative software, and digitization of processes. COVID-19 has shown people that electronic lab notebooks can save them time, but also what to do with the time that they are saving. It is an opening”

– **Bryan Lowry, Center for Drug Evaluation and Research, [FDA](#)**

# What do labs value the most?



“The fact that we **work collaboratively between molecular biologists, chemists and fermentation scientists** – who may understand each other but think and work very differently – didn’t make it easier, but the SciNote team was **always on hand by email or phone to guide us and help find common ground between departments.**”

– [By R. Cruz, PhD, Ingenza Ltd, Case Study](#)



“Main benefit and reason for having an electronic lab notebook is the **creation of a searchable database**, accompanied by significant time savings.”

[Jonas Kosten, PhD, NEUWAY Pharma, Case Study](#)

“**We were impressed with the security and features of the SciNote system.**”

- Stephanie Wallace, Scientific Officer,  
MicroMatrices Ltd, UK

“**I love SciNote, it’s very intuitive. For every problem I have, it has a solution.**”

- Nubia Carabelas, Florida Department of  
Health, USA

“**SciNote has been a great help to our team!**”

- Colin Burns, Seattle Children’s Hospital, USA

“**SciNote has set a new standard for the future of data management.**”

- Alexander Sougiannis, University of South  
Carolina School of Medicine, USA

# What do labs value the most?

## FREE Software Trial

- With SciNote you can [test the full capability of the software for FREE](#), with the help of a dedicated customer success manager to make sure your specific needs are answered

## Onboarding and user training

- **SciNote has the 99% customer satisfaction rate, and the top-rated customer service on the market**
- Our team members have scientific and tech background, and are qualified to guide lab teams to implement SciNote successfully within the organization



## How to transition to an ELN?

See the [webinar](#) in which Kyle Beauchemin, Ph.D., Senior Scientist, Technology Development, EnviroLogix USA **explains the benefits of user training.**

# What do labs value the most?

## Time Savings:

SciNote users save on average **9h/week**

Data search:  $\approx$  90% faster – Fast search through all data

Reporting:  $\approx$  90% faster – SciNote automatically generates reports

Templates:  $\approx$  80% faster – Create templates to speed up work



TH Wildau, Germany, [Case study by Liane Kober, PhD:](#)

Laboratory notebook tasks without SciNote = 37 min

Laboratory notebook tasks with SciNote = 5 min

**86% time reduction**



[Case Study by Alexandra Löwe, Molecular Biotechnology and Functional Genomics:](#)

Task	ELN	Lab Notebook	Repeats during experiment
Daily measurements (min)	2	20	5
Extraction (min)	1	10	1
Purification (min)	1	10	1
LC-MS preparing (min)	1	2	1
Result sampling (min)	2	10	1
Total min per experiment	15	132	
No. of experiments	7	7	
Total min	105	924	
Saved minutes	819		
Saved hours	14		

# Evaluating different vendors

Are you evaluating ELNs for your lab and **need to make sure you make an objective, well informed decision?**

[During this 19min talk](#), Dr. Jonas Kosten, Division Leader Analytics, NEUWAY Pharma explains the successful step-by-step process to **evaluate and score vendors, and gives you a free Excel template to do your own objective evaluation.**

Criteria (Wants)	Weight score <sup>10)</sup>	Rank: 5 (best) - 1 (worst)					Weighting * Rank				
		Paper Lab book	Paper Labbook + Office	ELN 1	ELN 2	ELN 3	Paper Lab book	Paper Labbook + Office	ELN 1	ELN 2	ELN 3
Cost / year / 20 users	4	5	5	2	3	1	20	20	8	12	4
Electronic signatures <sup>1)</sup>	9	1	1	5	5	3	9	9	45	45	27
Search function	10	1	2	5	5	4	10	20	50	50	40
Doc versions compar.	4	2	2	5	5	3	8	8	20	20	12
Internal links <sup>2)</sup>	9	2	2	5	4	4	18	18	45	36	36
Automatic Backups	2	1	5	5	5	5	2	10	10	10	10
Tags	8	1	2	5	5	5	8	16	40	40	40
Colour coding folders	2	1	1	1	1	1	2	2	2	2	2
MS Word Integration	6	1	4	3	5	4	6	24	18	30	24
MS Excel Integration	7	1	3	4	5	3	7	21	28	35	21
API	3	1	2	5	5	5	3	6	15	15	15
Chat	1	1	2	5	4	3	1	2	5	4	3
Audit trail easy to retrieve <sup>3)</sup>	2	1	1	5	5	5	2	2	10	10	10
Transferability efforts <sup>4)</sup>	10	5	4	4	4	4	50	40	40	40	40
Time savings	8	1	2	5	5	5	8	16	40	40	40
Ease of data import <sup>5)</sup>	6	1	2	3	4	5	6	12	18	24	30
Export and print <sup>6)</sup>	6	1	2	5	5	3	6	12	30	30	18
Sorting function	5	1	1	5	5	5	5	5	25	25	25
Commenting function	6	1	2	5	4	4	6	12	30	24	24
User management <sup>7)</sup>	9	1	1	5	5	3	9	9	45	45	27
LIMS function <sup>8)</sup>	4	1	1	5	2	4	4	4	20	8	16
Workflow	4	1	1	5	3	5	4	4	20	12	20
Masks, templates	7	1	2	4	4	4	7	14	28	28	28
Lab structure mapping <sup>9)</sup>	5	2	2	5	4	4	10	10	25	20	20
Mobile Friendly	1	1	3	4	5	3	1	3	4	5	3
<b>Total score per software</b>							212	299	621	610	535

Product description

Product testing

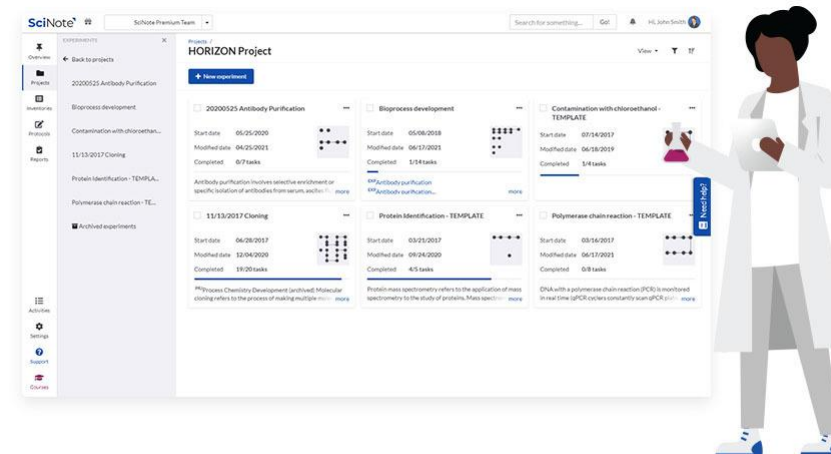
By Dr. Jonas Kosten, Division Leader Analytics, NEUWAY Pharma, Germany

Get your excel template here



# Summary of main SciNote functionalities

- SciNote structure for optimal data management
- Inventory tracking & management
- Protocol & SOP Management
- Project Management
- Team management & collaboration
- Compliance (CFR 21 part 11, GxP)
- Integrations and API
- Data protection
- Quality Assurance
- Transition (Paper to digital)
- Transition (Another ELN to SciNote)



**Too much to read? Save time:**  
**Schedule a 30min online demo and a free SciNote Premium trial** to see the functionalities in action:

SciNote demo and free trial

# SciNote structure for optimal data management

Everything you have on e.g. paper, in excel sheets, folders or OneNote can be unified in one reliable ELN solution.

Benefits of structure for the protection of your data:

- Data is organized and fully traceable
- Reduced risk of data loss
- You always know who did what and when
- Strict access control (with a unique username and password combination),
- Restricted user permissions (with assigned user roles),
- Robust encryption standards,
- Multiple daily backups of the information,
- Time-stamped audit trails (for change control),
- Time-stamped electronic signatures,
- Export of all electronic data in a human readable format,
- Archiving of the work, maintaining the original data structure, strict access, permission control and the option to be quickly retrieved,
- Software validation, including testing and overall performance assessment to ensure fully functional performance, reliability and responsiveness of the SciNote software.
- And much more...

## Easy data organization in SciNote:



Watch the 1 min VIDEO

# Inventory tracking and management

In SciNote you can create your own custom inventories with editable columns that can contain dropdown lists, files, text, dates, time intervals, barcodes etc.

## SciNote enables you to:

- Manage samples
- Manage reagents
- Manage primers and plasmids
- Manage instruments
- Upload existing data from Excel sheets
- Connect inventory data with your experiments and results
- Purchase lab supplies
- Share inventories between members of the team or multiple teams

Assigned	ID	Name	Availability	Sample description	Animal species	Isolate type	Sample Types	Location: Freezer	Location: Freezer shelf	Location: Box	File	Added on	Added by
<input type="checkbox"/>	0	5144 MM-A14	In house	Whole blood, treatment with substance A14	Mus musculus	DNA	Whole blood	Freezer 3 [-20°C]	Shelf 1	Box A1		04/15/2020 12:31	Matjaz Hren
<input type="checkbox"/>	0	5143 RN-A12r	In house	Whole blood, treatment with substance A12	Rattus norvegicus	mRNA	Whole blood	Freezer 2 [-80°C]	Shelf 2	Box A1	Extraction report.pdf	04/15/2020 12:25	Matjaz Hren
<input type="checkbox"/>	0	5142 RN-A24p	Out of stock	Whole blood, treatment with substance A24	Rattus norvegicus	proteins	Whole blood	Freezer 1 [-80°C]	Shelf 3	Box A2		04/15/2020 12:24	Matjaz Hren
<input type="checkbox"/>	0	5141 MM-A24p	Low stock	Whole blood, treatment with substance A24	Mus musculus	proteins	Whole blood	Freezer 1 [-80°C]	Shelf 3	Box A2		04/15/2020 12:22	Matjaz Hren
<input type="checkbox"/>	0	5140 MM-A12p	Low stock	Whole blood, treatment with substance A12	Mus musculus	proteins	Whole blood	Freezer 1 [-80°C]	Shelf 3	Box A2		04/15/2020 11:59	Matjaz Hren
<input type="checkbox"/>	0	5139 MM-A24r	In house	PBMCs, treatment with substance A24	Mus musculus	total RNA	PBMCs	Freezer 1 [-80°C]	Shelf 2	Box A		04/15/2020 11:58	Matjaz Hren
<input type="checkbox"/>	0	5138 MM-A12r	In house	PBMCs, treatment with substance A12	Mus musculus	total RNA	PBMCs	Freezer 1 [-80°C]	Shelf 2	Box A		04/15/2020 11:49	Matjaz Hren

More about inventories

# Protocol and SOP management

## SciNote enables you to:

### **Organize and share protocols and SOPs easily**

Store and share various scientific methods, operational procedures, equipment instructions, safety guidelines, etc. with your team in a structured and easy way.

### **Create protocols according to your needs**

Write, customize, and review different versions of protocols that are rich in content such as text, images, tables, checklists, chemical drawings, code, keywords, comments, etc.

### **Improve the reproducibility**

Use SciNote protocol templates or public protocols from protocols.io to execute repetitive experiments or to ensure the reproducibility of your results, and save time along the way.

### **Keep track of everything**

Mark each instruction complete as you follow the protocol steps and associate protocols with experimental data at any time to ensure data traceability.

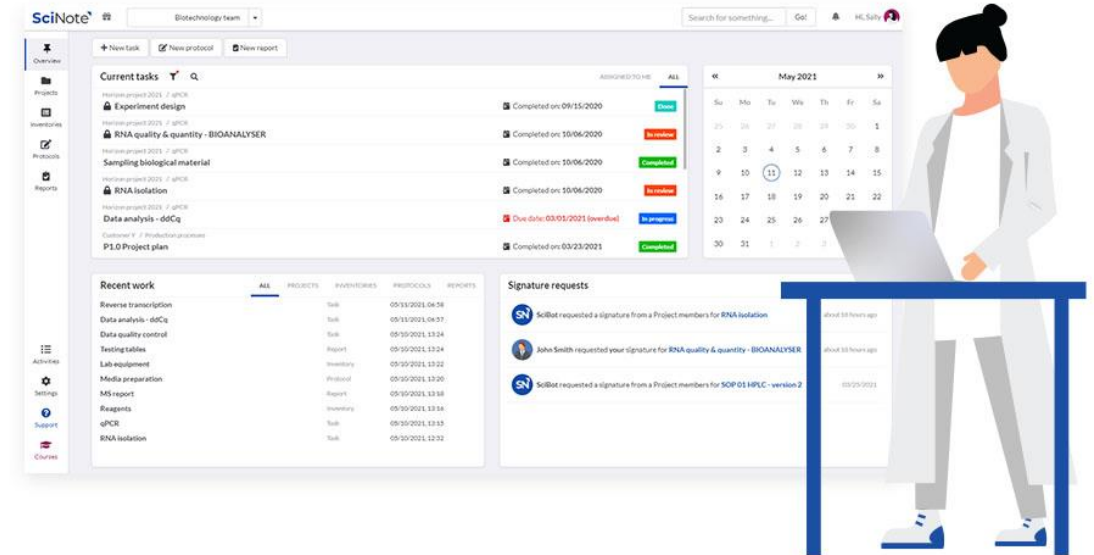
[Find more info on SciNote Solutions website](#)

# Project management

**SciNote enables you to manage entire projects and coordinate work between groups whose locations, fields of work and work types may differ.**

Best practices for managing your project work in SciNote:

- [Understanding the structure: Projects/Experiments/Tasks](#)
- [Tracking progress of your projects and lab work](#)
- [Creating and using templates in SciNote](#)
- [Identifying re-usable modules in your workflows \(to use as templates\)](#)
- [Cross-referencing people, inventory items and tasks \(smart annotations\)](#)
- [Using the protocol repository for repetitive protocols](#)
- [Monitoring projects' progress on the dashboard](#)



Find more info on SciNote Solutions website

# Team management and collaboration

SciNote enables your team, external partners, and contractors to collaborate more efficiently from anywhere at any time.

## **SciNote enables you to:**

### **Collaborate anytime from anywhere**

Whether your lab teams are co-located, distributed, or fully remote, you can work together at any time and stay connected.

### **Keep everyone in the loop**

Engage in real-time communication with your colleagues by tagging them, posting comments, or following notifications to keep everyone informed and align faster.

Find more info on SciNote Solutions website

### **Customize user permissions – [SEE VIDEO](#)**

Advanced team management feature enables you to establish custom team sharing policies and user permissions according to internal and external collaboration.

### **Onboard your team in no time – [SEE VIDEO](#)**

Our implementation specialists are fully dedicated to help you organize and motivate your team to start using SciNote in no time and provide you the best-personalized onboarding experience.

# Compliance (CFR 21 part 11 and GxP) by the FDA trusted ELN

## **SciNote provides a closed system with restricted access**

This is assured by secured system-login, which is unique for each individual SciNote user.

## **It allows creating human readable copies of your digital data at any time.**

The full export function exports all your electronic data in a human readable format with all attachment neatly organized in folders.

## **It provides time-stamped audit trails.**

Audit trails in SciNote independently record the date and time of each user's entries and actions. The audit trails cannot be edited or deleted.

## **It supports time-stamped electronic signatures.**

The electronic signature is unique to one individual and indisputably linked to the respective electronic record in a way to prevent fraudulent use.



SciNote's CFR 21 Part 11  
guidelines

# Compliance (CFR 21 part 11 and GxP) by the FDA trusted ELN

## SciNote features for GLP environments

- Strict access control (with a unique username and password combination),
- Restricted user permissions management (with assigned user roles),
- Session timeout,
- Robust encryption standards,
- Multiple daily backups of the data,
- Time-stamped audit trails (for change control),
- Time-stamped electronic signatures,
- Export of all electronic data in a human readable format,
- Archiving of the data, maintaining the original data structure, strict access, permission control and the option to be quickly retrieved,
- Software validation, including testing and overall performance assessment to ensure fully functional performance, reliability and responsiveness of the SciNote software.



More information on SciNote in  
GLP labs



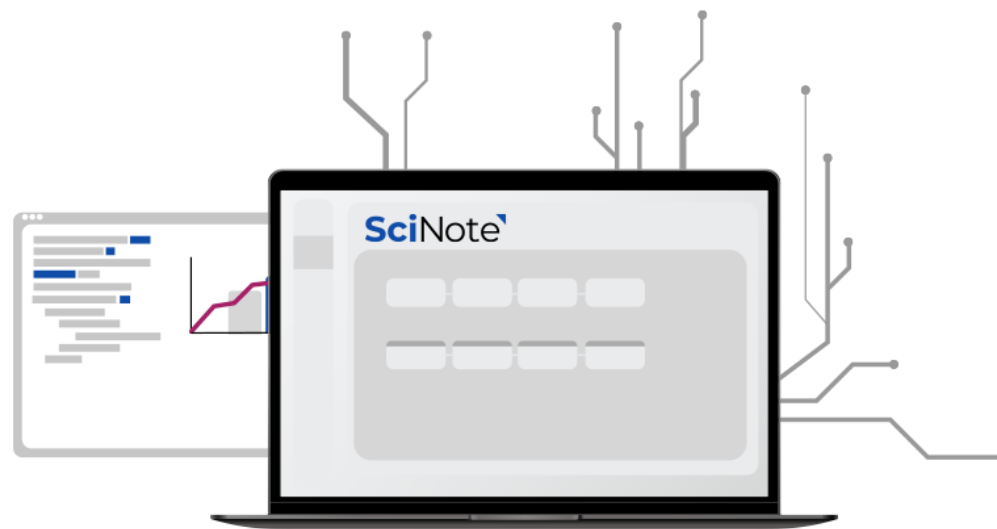
# Integrations and API (application program interface)

SciNote can connect to LIMS, IoT platforms, instruments and other lab solutions via API.

**It supports a range of chemistry-related features,** and is [integrated with a number of applications](#) that bring additional benefits to industry and research laboratories..



Find more info on SciNote Solutions website



# Data protection

At SciNote, we prioritize the protection of your data.

## Making sure no one steals your data

All encryption and decryption are managed client-side. This means that only you have access to decrypted information, even if somebody else reads the encrypted data, they will only receive gibberish.

## Managing the data access

You can fine-tune who can see what even on the internal level. SciNote has a folder-based secure structure that ensures protection against internal theft.

## Making sure your data remains intact

If you ever worry your computers, where files are stored, might suddenly break down, a flood or some other natural disaster might ruin some or all of your work, cloud hosting ensures data back-ups on a separate physical location to minimize the risk of potential data loss in such cases.

## You have sole ownership of your research data

SciNote will not assume any ownership over data that is entered in SciNote.



Data Protection White Paper

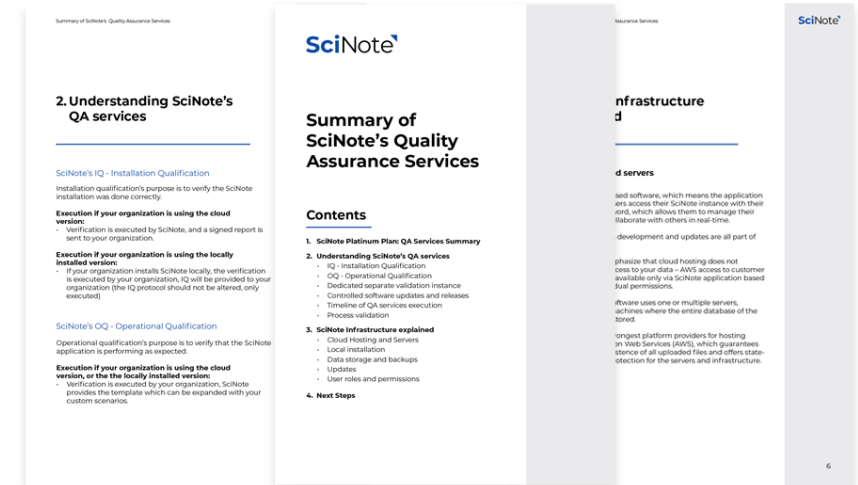
# Quality Assurance

**Trusted by the FDA, NIH and European Commission, SciNote offers:**

- Installation qualification (IQ)
- Operational qualification (OQ)
- Process validation and more!

**QA Services Summary: [SciNote Platinum Plan](#)**

- ✓ SciNote Premium IQ and OQ templates
- ✓ Execution and reporting
- ✓ Dedicated separate validation instance
- ✓ Controlled software updates and releases



Download SciNote's Quality Assurance Services PDF

# Transition from paper to digital - ELN

## Reasons that drive the global digitalization initiative:

### **Making the data easy to find, traceable and reproducible**

Transforming the lab capabilities to store the data, move it, share it, analyze it, and know where to find it instantly, are the main drivers of labs' success.

### **The initiative is driven by people**

Digital data management skill set is of utmost importance, people's skills are and will be crucial. You don't have to wait for the entirety of the organization to be ready, identify a good A-team, and start your way to digitalization. It will take off from there.

### **Raising expertise in laboratories**

A digital mindset is bringing value to many laboratories who are paving the way forward today. Raising the expertise to meet the new normal is of crucial importance.

### **Utilizing the value of data**

Thinking in a forward-looking way is to utilize all aspects of lab data. Data has to be managed efficiently, it has to be standardized, findable, and usable so you can draw value from it now and in the future.

### **Co-existence of paper and digital data (when there is no other way)**

A symbiotic approach towards understanding the cohesion between paper and electronic lab notebooks is explained [in this blog post](#).

Find more info on SciNote Solutions website

# Transition (Another ELN to SciNote)

## **1. Check the export capabilities of the old system**

Most of the software systems generate some sort of data export. Ideally, the export should be in a structured data format, such as a csv table or a series of csv tables.

## **2. Map the data objects in your old software solution and SciNote**

In this step, you will need to understand how your data was organized in the old software system and how it will be organized in SciNote.

## **3. Find incompatibilities between the systems and prepare a resolution strategy**

You will need to prepare a list of incompatibilities and a resolution for each. For example, you may decide to attach a piece of data to a different field or simply cut the name of the Protocol.

## **4. Build a script to execute the migration (optional)**

In case you need to migrate large amounts of data it makes sense to develop a data migration script that will automate this step.

## **5. Execute the migration script (optional)**

Verify that the data was transferred correctly. Perform validation to ensure that data was transferred correctly and that SciNote functions correctly with the migrated data.

## **Manual data migration**

There is always the possibility of manual data migration. In this case, you will still need to execute steps 1 to 3 and then transfer data manually.

Manual data migration might sound very daunting and labor-intensive, however, it is a valid option when you need to migrate a limited amount of data (e.g. just the work in progress).

Find more info on SciNote  
Solutions website

# New Book: Digital Transformation of the Laboratory: A Practical Guide to the Connected Lab

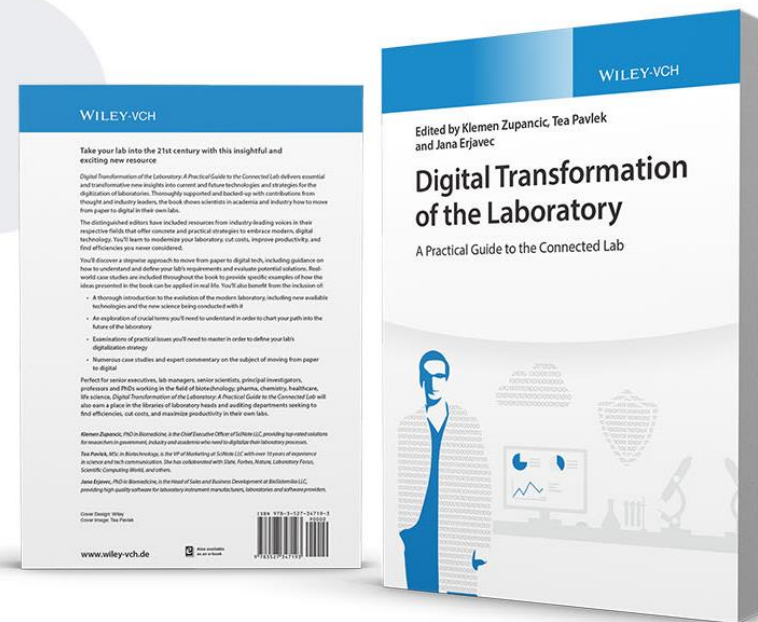
**SciNote LLC, Wiley Inc.**

May 2021, ISBN: 978-3-527-82506-6, 368  
Pages

## **“Digital Transformation of the Laboratory: A Practical Guide to the Connected Lab**

delivers essential and transformative new insights into current and future technologies and strategies for the digitization of laboratories. Thoroughly supported and backed-up with contributions from thought and industry leaders, the book shows scientists in industry and academia how to move from paper to digital in their own labs.”

- Wiley Inc.



More about the book

# Next steps

**SciNote's plans are flexible to adapt to the size and needs of your lab:**

Choose your SciNote Plan

**Schedule an online demo & free SciNote trial**  
to see SciNote functionalities in action:

Talk to a tech/scientific specialist at SciNote

