### DATE:

### SAMPLE TYPE:

### SAMPLE NOTES:

**BEFORE YOU BEGIN**

1. **Brand and lot number of reagents**

|  |  |  |
| --- | --- | --- |
| **Reagent** | **Brand** | **Lot #** |
| Binding solution |  |  |
| Binding beads |  |  |
| Bead tubes |  |  |
| Lysis solution |  |  |
| Wash solution |  |  |
| Elution buffer |  |  |

1. **Prepare positive and negative controls**

Suggested positive control is Zymo Microbiome Community Standard (100 uL in a 1:10 dilution)

|  |  |  |  |
| --- | --- | --- | --- |
| **Reagent** | **Brand** | **Lot #** | **Amount added to bead tube** |
| Positive Control |  |  |  |
| Negative control | Elution buffer |  | 800 uL |

**Plate Layout**

* Per plate: 94 samples + positive control + negative control
* Extract samples in random order

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sample ID** | **Lab ID** | **Plate Location** | **DNA quantity (ng/uL)** | **DNA quality (A260/280)** | **DNA quality (A260/230)** |
|  | 1 | 1A |  |  |  |
|  | 2 | 1B |  |  |  |
|  | 3 | 1C |  |  |  |
|  | 4 | 1D |  |  |  |
|  | 5 | 1E |  |  |  |
|  | 6 | 1F |  |  |  |
|  | 7 | 1G |  |  |  |
|  | 8 | 1H |  |  |  |
|  | 9 | 2A |  |  |  |
|  | 10 | 2B |  |  |  |
|  | 11 | 2C |  |  |  |
|  | 12 | 2D |  |  |  |
|  | 13 | 2E |  |  |  |
|  | 14 | 2F |  |  |  |
|  | 15 | 2G |  |  |  |
|  | 16 | 2H |  |  |  |
|  | 17 | 3A |  |  |  |
|  | 18 | 3B |  |  |  |
|  | 19 | 3C |  |  |  |
|  | 20 | 3D |  |  |  |
|  | 21 | 3E |  |  |  |
|  | 22 | 3F |  |  |  |
|  | 23 | 3G |  |  |  |
|  | 24 | 3H |  |  |  |
|  | 25 | 4A |  |  |  |
|  | 26 | 4B |  |  |  |
|  | 27 | 4C |  |  |  |
|  | 28 | 4D |  |  |  |
|  | 29 | 4E |  |  |  |
|  | 30 | 4F |  |  |  |
|  | 31 | 4G |  |  |  |
|  | 32 | 4H |  |  |  |
|  | 33 | 5A |  |  |  |
|  | 34 | 5B |  |  |  |
|  | 35 | 5C |  |  |  |
|  | 36 | 5D |  |  |  |
|  | 37 | 5E |  |  |  |
|  | 38 | 5F |  |  |  |
|  | 39 | 5G |  |  |  |
|  | 40 | 5H |  |  |  |
|  | 41 | 6A |  |  |  |
|  | 42 | 6B |  |  |  |
|  | 43 | 6C |  |  |  |
|  | 44 | 6D |  |  |  |
|  | 45 | 6E |  |  |  |
|  | 46 | 6F |  |  |  |
|  | 47 | 6G |  |  |  |
|  | 48 | 6H |  |  |  |
|  | 49 | 7A |  |  |  |
|  | 50 | 7B |  |  |  |
|  | 51 | 7C |  |  |  |
|  | 52 | 7D |  |  |  |
|  | 53 | 7E |  |  |  |
|  | 54 | 7F |  |  |  |
|  | 55 | 7G |  |  |  |
|  | 56 | 7H |  |  |  |
|  | 57 | 8A |  |  |  |
|  | 58 | 8B |  |  |  |
|  | 59 | 8C |  |  |  |
|  | 60 | 8D |  |  |  |
|  | 61 | 8E |  |  |  |
|  | 62 | 8F |  |  |  |
|  | 63 | 8G |  |  |  |
|  | 64 | 8H |  |  |  |
|  | 65 | 9A |  |  |  |
|  | 66 | 9B |  |  |  |
|  | 67 | 9C |  |  |  |
|  | 68 | 9D |  |  |  |
|  | 69 | 9E |  |  |  |
|  | 70 | 9F |  |  |  |
|  | 71 | 9G |  |  |  |
|  | 72 | 9H |  |  |  |
|  | 73 | 10A |  |  |  |
|  | 74 | 10B |  |  |  |
|  | 75 | 10C |  |  |  |
|  | 76 | 10D |  |  |  |
|  | 77 | 10E |  |  |  |
|  | 78 | 10F |  |  |  |
|  | 79 | 10G |  |  |  |
|  | 80 | 10H |  |  |  |
|  | 81 | 11A |  |  |  |
|  | 82 | 11B |  |  |  |
|  | 83 | 11C |  |  |  |
|  | 84 | 11D |  |  |  |
|  | 85 | 11E |  |  |  |
|  | 86 | 11F |  |  |  |
|  | 87 | 11G |  |  |  |
|  | 88 | 11H |  |  |  |
|  | 89 | 12A |  |  |  |
|  | 90 | 12B |  |  |  |
|  | 91 | 12C |  |  |  |
|  | 92 | 12D |  |  |  |
|  | 93 | 12E |  |  |  |
|  | 94 | 12F |  |  |  |
|  | 95 | 12G |  |  |  |
|  | 96 | 12H |  |  |  |

**Finishing Up**

## Notes about the extraction:

\*If elution plate will be stored for more than 1-2 days, pipette into strip tubes and store at -80

## Extracted gDNA location: