

# How to create a new protocol

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## Abstract

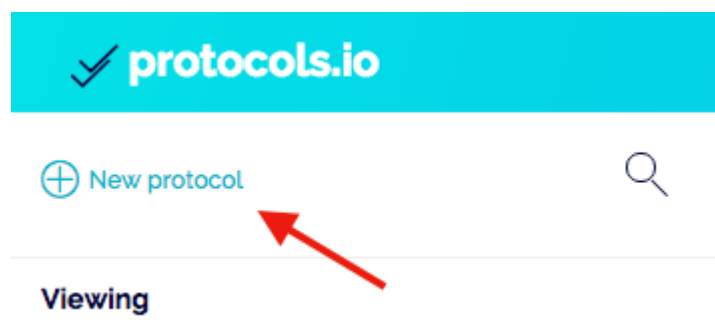
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## Protocol

### Step 1.

Click on **View** tab, then In the upper-left corner of my protocols page, click on + New protocol



### NOTES

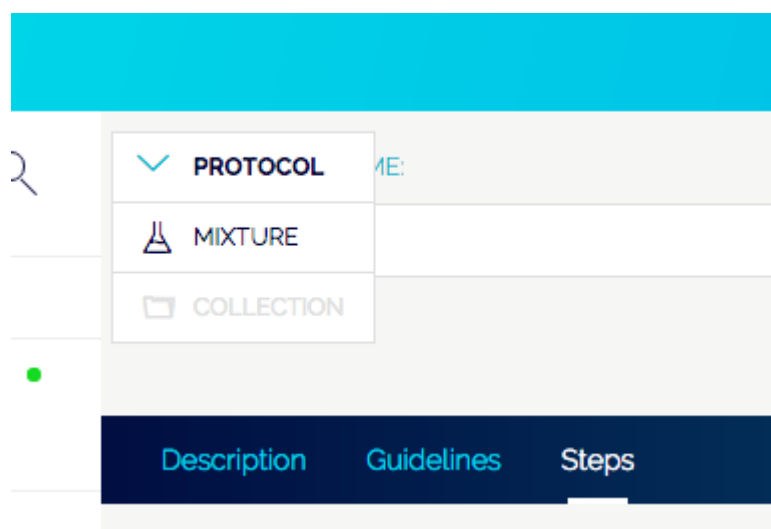
**anjuli manche** 24 Sep 2015

Please sign in using your protocols.io account

### Step 2.

#### Select type

Select one of three options: protocol, mixture or collection and enter the name.



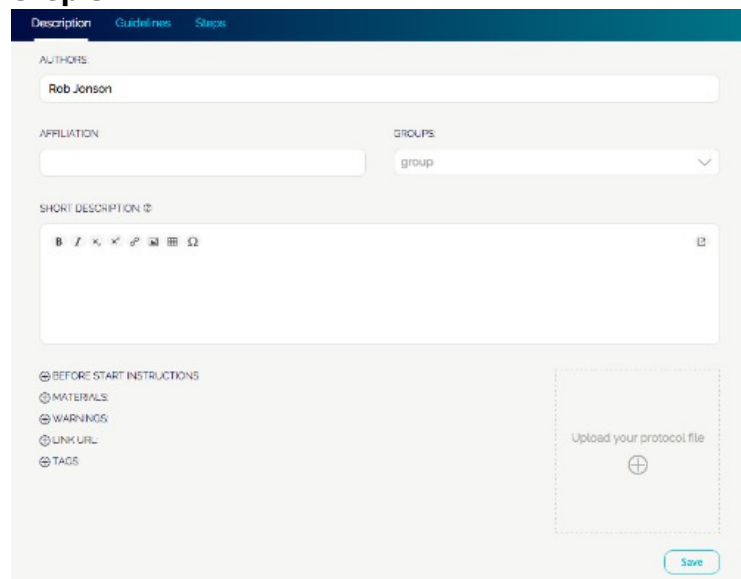
## NOTES

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Mixtures are another kind of protocols. They are great for buffers, solutions, reactions etc and can be used as reagents on protocol steps.

Collections are "folders" allowing you to assemble several other protocols into a chapter or workflow.

### Step 3.



### Description

Write the **description** of your protocol

If possible, please add the name of the **author's** lab and/or institute as an **affiliation**

### Materials.

Enter reagents and consumables if there is a specific vendor/catalog#.

If your material is not already listed, you can create a new item, provide more information about the vendor and give the catalog number of this item. (Nonspecific materials should go into the guidelines)

### Link URL

if there is any link to your lab website, publication or any further information.

### Before start

Feel free to use **before start instructions**, warnings and protocols description according to your preferences, each researcher works differently

### Tags

Indicate key words associated to your protocol for organizing and discovery

### Upload

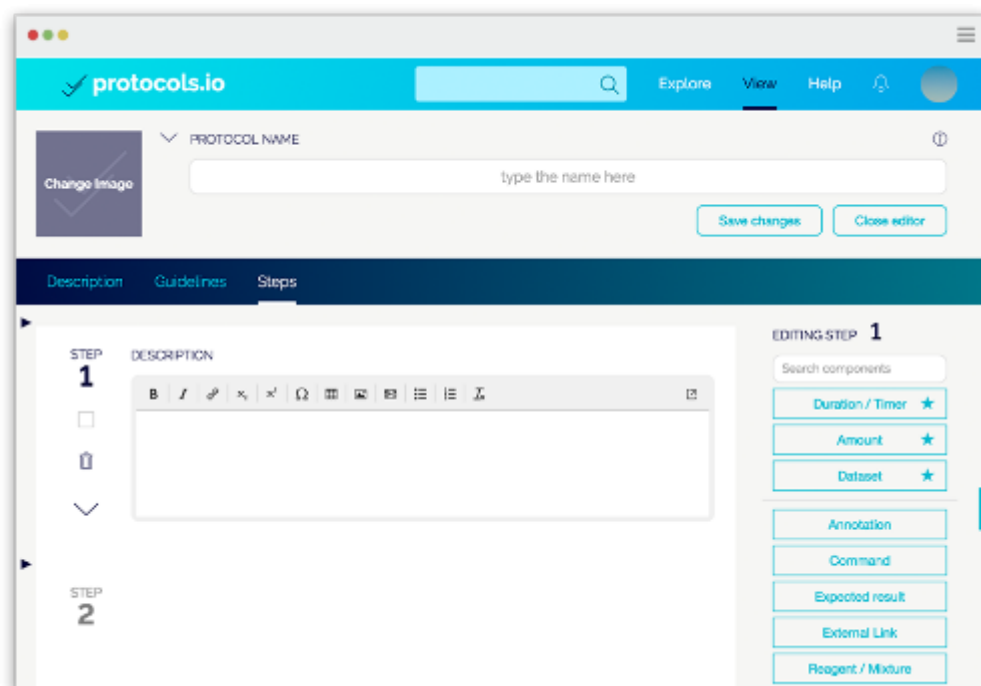
Upload your protocol file: If you have it, upload the original protocol file

### Step 4.

#### Guidelines

If you have any guidelines, citations and other useful information for the protocol, please input them under the guidelines tab

### Step 5.



## Steps

Go to the **steps** tab. To enter steps, you have two different options:

1. Enter steps one by one by typing it on your keyboard
2. Paste steps from a Word or other file (select numbered block of text or each line is a step)

You can add a timer for each step, to do so fill the duration box.

Organize the protocol into sections/days using the section name for each step you can add annotations that are notes on the step.

### NOTES

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Don't forget to save step after any modification