

Share a WIP protocol with a private group

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Abstract

Here is a short explanation on how to add a work in progress protocol to a private group. This protocol shows how to add a protocol editable by multiple people to edit it **before** its final publication on protocols.io

This is also an example protocol on how to explain to the members of the group on how to share protocols.

Citation: Adrien Assie Share a WIP protocol with a private group. **protocols.io**

[dx.doi.org/10.17504/protocols.io.qzhd36](https://doi.org/10.17504/protocols.io.qzhd36)

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Protocol

Step 1.

Create new protocol by clicking on the + sign on the upper right corner of your screen



Step 2.

Edit name, descriptions, authors, tags and keywords.

Description
Guidelines & warnings
Materials
Steps
+SHARE
VIEW
All changes saved

Editing
How to add a WIP Protocol to a private group

Abstract ⓘ

Here is a short explanation on how to add a work in progress protocol to a private group. This protocol shows how to add a protocol editable by multiple people to edit it **before** its final publication on protocols.io

Authors: separated by commas
ADD

Adrien Assie
Baylor College of Medicine

Tags: separate multiple tags with a comma.
ADD

Search keyword (separated by commas)
protocols.io, how to, protocols, private group, shared, private

External Link

(optional)

Step 3.

Next to '**Description**', you can click on '**Guidelines and warnings**' and fill the respective box.

Editing How to add a WIP Protocol to a private group

GUIDELINES

BEFORE STARTING

SAFETY WARNINGS

(optional)

Step 4.

Next to '**Guidelines and warnings**', you can click on '**Materials**' and fill the box:

Editing How to add a WIP Protocol to a private group

Materials

start typing to search available reagents or ADD NEW

This will prompt a box to look for specific materials and reagents available online:

Editing How to add a WIP Protocol to a private group

Materials

Blood and tissue

QIAgen DNeasy Blood and Tissue Kit, 50 nm
QIAGEN, Catalog # 69504

or ADD NEW

The reagent has to be in the database or added with the "**Add new**" button

Step 5.

Click on steps and then either, add from a text file or click on "**New Step**"

If you have an existing protocol, paste it from text file

NEW STEP

If you click on new steps you can start adding custom steps

new step

paste from text

1

Step 1

☐

1

NEW SECTION (optional)

Use to group into sets

B I x₂ x² Ω

INSERT BLANK

DELETE

PASTE FROM TEXT

PASTE FROM BUFFER

NEW STEP

You can group the steps by section, like the (optional) section in this protocol.

You can also add fancy graphic depending on what to add to each steps:

EDITING STEP 5



AMOUNT



COMMAND



CONCENTRATION



DATASET



DOCUMENT



DURATION / TIMER



EQUIPMENT



EXPECTED RESULT



EXTERNAL LINK



FILE



GO TO



NOTE



PROTOCOL



REAGENTS



SAFETY INFORMATION



SOFTWARE PACKAGE



STEPS CASE



TEMPERATURE

[Request a component](#)

Step 6.

If your protocol is final you can view it and publish it.

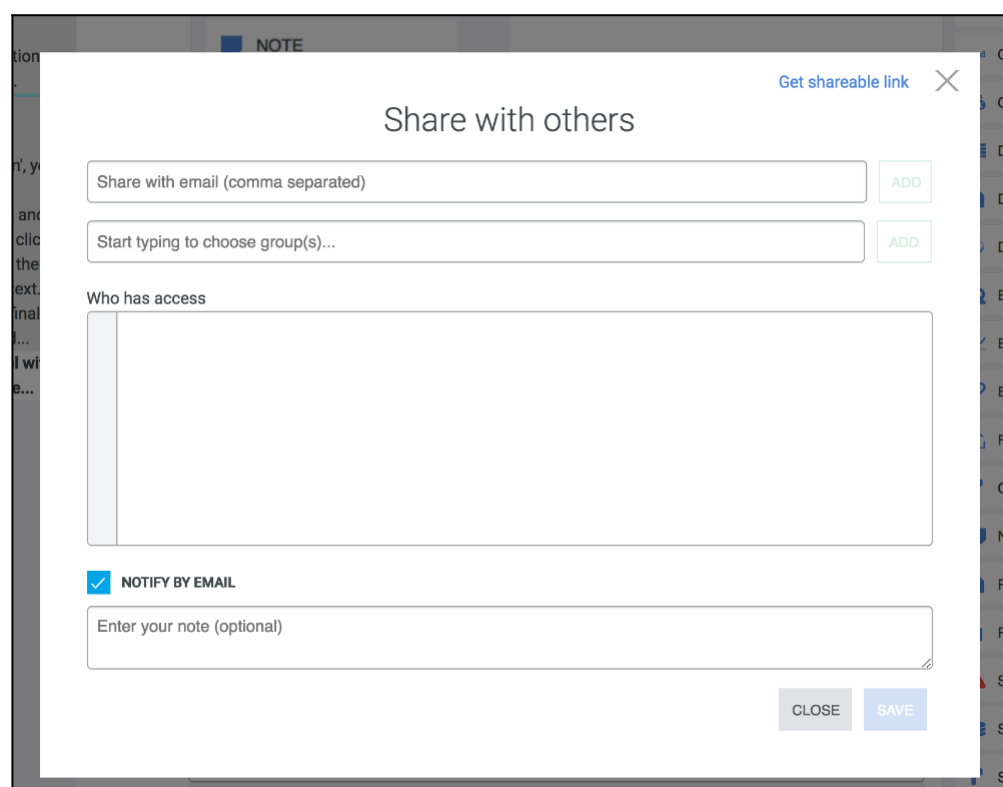
Or if you want to share it privately with your group before final publish go to step 7

Step 7.

To share a protocol with a group, click share



On the share menu, in the "Start typing group name" box do as it says and look for your private group



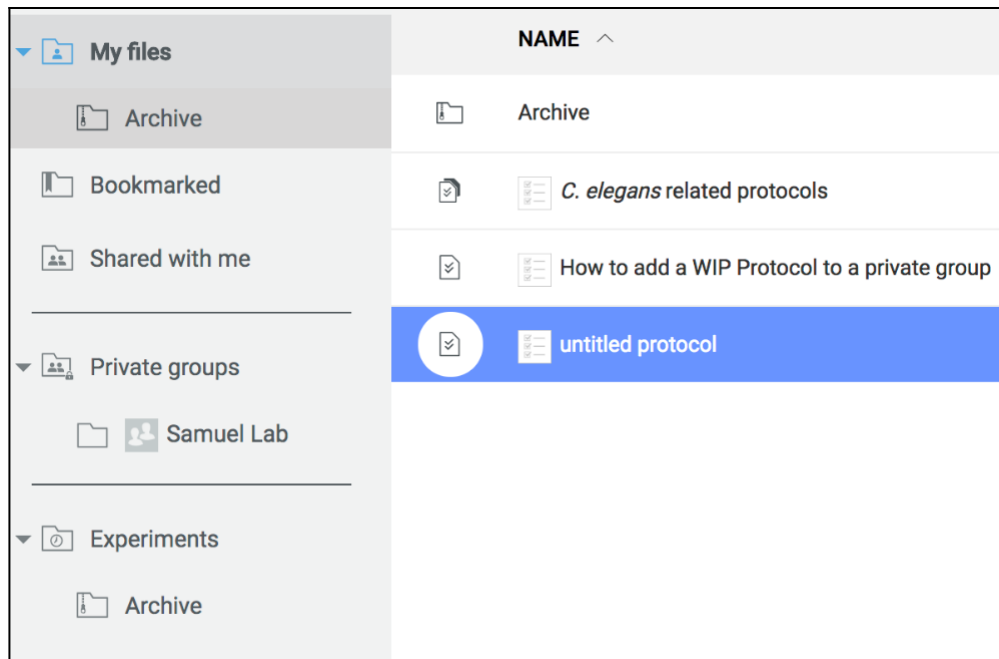
Found it, select it and click save

Step 8.

Click on My library, in the top right corner

Step 9.

Find you protocols under My files



Once selected click the protocol (for example in the picture above the one in blue) and drag it to the private group you want to share it with, in this case the **Samuel Lab** one.

Step 10.

The protocol should now be available to other members of the group to view and edit.

When paper with the protocol is published do not forget to make it available to the community.