

2020-08-21

# Ontario Institute for Cancer Research

## RAMEN Training



# Logging In

We will use RAMEN Stage for these tutorials:

1. In your web browser (Chrome or Firefox), navigate to RAMEN Stage:

<https://ramen-stage.gsi.oicr.on.ca>

2. Log in using the same username and password that you use for email

# Ouline

- What is RAMEN?
- Navigating RAMEN
- Locations
- Products
- Receiving Orders
- Checking Out Items

# Intro



RAMEN STAGING

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HOME PRODUCTS STOCK CHECKOUTS ORDERS RECEIVE ORDER LOCATIONS USERS

- RAMEN is an inventory tracking application
- Set up to track library kits, sequencing kits, and clustering kits, but may include other items too
- Quantity and location of stock are tracked
- Stock is added by recording orders received
- Stock is reduced by checking items out
- Navigating RAMEN

# Home Page

- Items expiring soon
- Low stock
  - Based on product warning level
- Items past expiry

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[HOME](#) [PRODUCTS](#) [STOCK](#) [CHECKOUTS](#) [ORDERS](#) [RECEIVE ORDER](#) [LOCATIONS](#) [USERS](#)

### Expiring Within 30 Days

Show 10  Search:

Product Name	LOT Number	Quantity	Expiration Date	Location
<a href="#">ctDNA Mutation Mix v@ AF2%</a>	10365373	1	2020-08-20	Palawan
<a href="#">HiSeq Rapid PE Cluster Kit v2</a>	20406854	1	2020-08-28	Ko Phi Phi
<a href="#">NEBNext Ultra II Directional RNA Library Prep Kit for Illumina</a>	10046849	1	2020-09-01	Palawan
<a href="#">NovaSeq 6000 S4 Rgt Kit (300 cycle)</a>	20399256	1	2020-09-04	Galapagos
<a href="#">Novaseq s1/s2 SBS Cartridge - 300 cycles</a>	20013076	1	2020-09-05	Galapagos
<a href="#">HiSeq Rapid SBS Kit v2 (50 cycles) - Box 2 of 2</a>	20400566	1	2020-09-07	Ko Tao

# List Pages

## Products

[Add New Product](#)

Show 10 entries

Search:

Name	Description	Part Number	Vendor	Version	Catalog Number	Product Category	Storage Temperature	Warning Level	Default Storage Location
24 Preps		A39100024	invitrogen			Library Kit	4C	None	Fiji
<a href="#"><u>0.2 mL PCS 8-strip tubes with attached flat cap</u></a>		STF-A120	Frogga Bio			None	Room Temperature	None	None
<a href="#"><u>0.25x TE Rinse Buffer</u></a>	125mL	DNF-497-0125	Agilent Technologies			None	4C	None	Santorini
<a href="#"><u>0.25x TE Rinse Buffer</u></a>	250mL	DNF-497-0250	Agilent Technologies			None	4C	None	Santorini
<a href="#"><u>0.5 mL sterile matrix tubes</u></a>	Extraction/Other - 80*C Sample Storage	3745	Thermo Scientific™		3745	None	Room Temperature	1	DD Extraction Room

# Single Item Create/Edit Pages

## Create Product

Product ID: **Unsaved**

Name: \*

Description:

Part Number: \*

Vendor: \*

Version:

Catalog Number:

Product Category: \*

Product Expires:

Storage Temperature: \*

Multiple Temperatures:

Warning Level:

Default Storage Location:

Archived:

- When editing, there may be additional information shown below
  - Edit Product page includes
    - Current Stock
    - Checkouts

# Bulk Pages

## Edit Stock

Stock ID	Part Number*	Product Name*	Location*	LOT Number*	Quantity*	Expiration Date
40	20003249	NovaSeq Cluster Cartridge - S4	West Tower Back Up Freezer	20340985	2	2020-01-22
45	20027556	NovaSeq 6000 SP Reagent Kit (100 cycles) - Cluster Cartridge	Tobago	20327462	1	2020-01-23
47	20325795	NovaSeq 6000 SP Reagent Kit (300 cycles) - Cartridge	Tobago	20325795	1	2019-10-17
48	20027556	NovaSeq 6000 SP Reagent Kit (100 cycles) - Cluster Cartridge	Tobago	20327462	1	2020-01-23
54	15049944	HiSeq SBS Kit v4 (50 Cycle) - Box 1 of 2	Santorini	20297211	7	2019-07-31
55	15049944	HiSeq SBS Kit v4 (50 Cycle) - Box 1 of 2	Santorini	20295431	1	2019-07-31

Save

# Setting Up Locations

- A location is a place where items can be stored
- May include freezers, closets, shelves, desks, etc.
- These are very simple in RAMEN – just a name and description
- When creating a product, you can choose a default location to store it
- All stock must have a location

# Setting Up Products

- A product is something that can be stocked
- Current product categories in RAMEN include library kits, sequencing kits, and clustering kits
- A product's part number is the barcode that can be scanned to identify it. The same barcode will be found on every item of the product type
- A warning level may be set for each product. If stock drops below the warning level, it will be flagged for reordering



# Receiving Orders

- Create an order when receiving a shipment of items
- A scanned copy of the packing slip can be attached
- Line items are added for each product being received
- Part numbers can be scanned to look up the products
- LOT number identifies the batch that an item was manufactured in (usually also scannable)
- Stock can be marked as "rejected" if it was sent back to the vendor
- Stock can be marked as "replacement" if it was ordered to replace an item previously received
- Additional notes about each line item may be recorded



# Checking Out Items

- If you are using an item, it should be checked out in RAMEN
- What if you are using part of an item (e.g. one kit is good for 20 libraries, and you are only making 10)?
- User, date, and quantity are recorded
- Keep RAMEN up-to-date! Remember to check items out!

# Potential Freezer Signage



# Exercise

Complete the RAMEN tutorials:

<https://miso-lims.github.io/walkthroughs/ramen-tutorial>



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