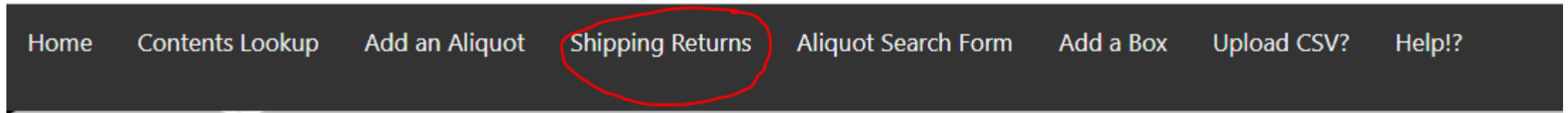


- Shipping Returns page can be accessed on any page in the Repository app. The hyperlink is located in the top menu bar labeled as “Shipping Returns”



- When the user lands on the Shipping Returns page the user will see all of the aliquots that have been shipped and have yet to be returned and placed back into the repository freezers.

Se	AQID	\	A	Shipped Locatic	Volume Return	Date Returned	Box ID In	Condition	Freeze and Th
<input type="checkbox"/>	001A- testingmulti-15- Update	1.000	Yes	Shipped Location Blood Works NW	Volume	Date mm/dd/yyyy --:-- --	Box ID	Condition	# of Freeze/Thaws

- Note** the shipping location is pre-filled with the location of where it was shipped to in the Shipping page.

- When the user is returning the aliquots back into the repository, the user will have to select the checkboxes and fill out the following fields:
 - Volume (returned volume in mL)
 - Date (date the aliquot was physically returned)
 - Box ID in (This is where the aliquot will be separated from the rest of the aliquots and will be placed on a two year hold.)
 - Condition (Frozen, Good condition, Thawed, Bad condition, No volume etc.
 - # of Freeze/Thaws (How many freeze and thaw cycles did the aliquot go through at the site.)

<input checked="" type="checkbox"/>	001A- testingmulti-15- Update	1.000	Yes	Shipped Location Blood Works NW	Volume .50	Date 09/18/2020 07:56 AM	Box ID 001A>Returns	Condition Frozen, Good Condition	# of Freeze/Thaws 3
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September 2020

Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10

Today

07	56	AM
08	57	PM
09	58	
10	59	
11	00	
12	01	
01	02	

- Once all of the information has been filled in and the user double checks that all of the checkboxes associated with the aliquot id's are marked the user can press the “Return” button.
- **Note** that all of the aliquot ids will show in the success message at the top of the page after a successful submission.
- **Note** that the aliquots will no longer be on the shipping returns page after a successful submission.

Aliquots ['001A-testingmulti-15'] Returned Successfully!

Aliquot Shipping UNDER DEVELOPMENT

[Export Table to CSV](#)

Select Aliquots for Return ▾

AQID ▾

Volume
(mL)

Already
Shipped?

Shipped
Location

Volume Returned
(mL)

Date
Returned

Box ID
In

Condition

Freeze and Thaw Counts



- **Note** that if a user does not select the checkboxes associated with the aliquot and they fill in the rest of the row, the aliquot will not be returned and the information will need to be resubmitted for that aliquot.
- **Care must be taken** when a user is returning aliquots, please ensure that all checkboxes are marked for each of the aliquots you wish to return into the repository.
- **If a user accidentally returns an aliquot** – one that is still out – notify CDM at your earliest convenience. Note the date and time of the submission, and if possible the aliquot that has been accidentally returned.