illumina®

VeraCode® ADME Core Panel Assay
Lab Tracking Form

Project: _____ Batch: _____ Date: _____

1 Create Sample Sheet

Date/Time: _____ Sample DNA Plate ID: _____

Operator: _____ Kit PN: _____

2 Make ARX

Date/Time: _____ ARX Plate ID: _____

Operator: _____ NaOH Batch: _____

Kit Lot Number: _____

MTR4A Lot Number: _____

MTR4B Lot Number: _____

MTR4C Lot Number: _____

AB1 Lot Number: _____

UB3 Lot Number: _____

AOP0 Lot Number: _____

AOP4A Lot Number: _____

AOP4B Lot Number: _____

AOP4C Lot Number: _____

Incubating Microplate Shaker ID: _____

Heat Block ID: _____

Pipette ID: _____

_____

_____

- ☐ Set centrifuge to 15° to 25°C, if refrigerated
- ☐ Preheat incubating microplate shaker (68°C)
- ☐ Preheat heat block (95°C)
- ☐ Attach pool guide label to VBP and label plate
- ☐ Add 5 µl DNA to 3 DNA sample well locations
- ☐ Vortex 0.1N NaOH (5 s)
- ☐ Add 5 µl 0.1N NaOH (pipette up and down)
- ☐ Vortex MTR4A, MTR4B, MTR4C (5 s)
- ☐ Centrifuge MTR4A, MTR4B, MTR4C (briefly)
- ☐ Add 10 µl MTR4A (red cap) to columns 1-4
- ☐ Add 10 µl MTR4B (yellow cap) to columns 5-8
- ☐ Add 10 µl MTR4C (blue cap) to columns 9-12
- ☐ Seal and centrifuge ARX plate (1,000 xg, 1 m)
- ☐ Incubate ARX plate (program step 2)
- ☐ Place ARX plate on heat block (95°C, 1 m):
- ☐ Place ARX plate on bench (RT, 3 m):
- ☐ Incubate ARX plate (program step 3)
- ☐ Seal and centrifuge ARX plate (1,000 xg, 1 m)
- ☐ Add 5 µl NaOH
- ☐ Seal and incubate ARX plate (program step 4)
- ☐ Vortex AB1 (5 s)
- ☐ Add 30 µl AB1
- ☐ Seal and incubate ARX plate (program step 5)
- ☐ Centrifuge ARX plate (1,000 xg, 1 m)
- ☐ Place ARX plate on magnetic plate (1 m)
- ☐ Remove supernatant
- ☐ Vortex UB3 (5 s)
- ☐ Add 40 µl UB3
- ☐ Seal and incubate ARX plate (program step 6)
- ☐ Place ARX plate on magnetic plate (1 m)

- [ ] Vortex AOP0 (5 s)
- [ ] Add 1,200 µl AOP0 to AOP4A, AOP4B, AOP4C
- [ ] Vortex AOP4A, AOP4B, AOP4C (5 s)
- [ ] Centrifuge AOP4A, AOP4B, AOP4C (briefly)
- [ ] Remove supernatant
- [ ] Add 40 µl AOP4A (red cap) to columns 1-4
- [ ] Add 40 µl AOP4B (yellow cap) to columns 5-8
- [ ] Add 40 µl AOP4C (blue cap) to columns 9-12
- [ ] Seal and incubate ARX plate (program step 7)

3 Add ELM2

Date/Time: _____ AE1 Lot Number: _____

Operator: _____ UB3 Lot Number: _____

ELM2 Lot Number:_____

- [ ] Centrifuge ARX plate (1,000 xg, 1 m)
- [ ] Place ARX plate on magnetic plate (1 m)
- [ ] Remove supernatant
- [ ] Vortex AE1 (5 s)
- [ ] Add 40 µl AE1
- [ ] Seal and incubate ARX plate (program step 8)
- [ ] Place ARX plate on magnetic plate (1 m)
- [ ] Remove supernatant
- [ ] Add 40 µl AE1
- [ ] Seal and incubate ARX plate (program step 9)
- [ ] Place ARX plate on magnetic plate (1 m)
- [ ] Remove supernatant
- [ ] Vortex UB3 (5 s)
- [ ] Add 40 µl UB3
- [ ] Seal and incubate ARX plate (program step 10)
- [ ] Place ARX plate on magnetic plate (1 m)
- [ ] Vortex ELM2 (5 s)
- [ ] Remove supernatant
- [ ] Add 40 µl ELM2
- [ ] Seal and incubate ARX plate (program step 11)

4 Add MAM1

Date/Time: _____ Titanium Taq DNA Polymerase Lot Number:

Operator: _____ _____

☐ Add 48 µl Titanium Taq DNA Polymerase to MAM1 MAM1 Lot Number: _____

☐ Vortex MAM1 **with Taq** (5 s)

☐ Centrifuge ARX plate (1,000 xg, 1 m)

☐ Place ARX plate on magnetic plate (1 m)

☐ Remove supernatant

☐ Add 40 µl MAM1 **with Taq**

☐ Seal and incubate ARX plate (program step 12)

Cycle PCR:

☐ Check Cycler Program Cycler ID: _____

☐ Cycle ARX plate: Start: _____Stop: : _____ Cycler Program ID: _____

☐ Check Cycler Program Complete

5 Make MSS

Date/Time: _____ VBP Plate ID: _____

Operator: _____ Incubator ID: _____

MSS Lot Number: _____

☐ Preheat shaking incubator (47°C)

☐ Centrifuge ARX plate (680 xg, 1 m)

☐ Place ARX plate on magnetic plate (1 m)

☐ Centrifuge VBP (680 xg, 1 m)

☐ Add 40 µl MSS to VBP

☐ Transfer 45 µl from ARX plate to VBP

6 Hyb VeraCode Bead Plate

Date/Time: _____ VW2 Lot Number: _____

Operator: _____

☐ Vortex VBP in shaking incubator (1,200 rpm, 2.5 hours, 47°C):

Start: _____ Stop: _____

☐ Centrifuge VBP (680 xg, 1 m)

☐ Add 200 µl VW2

☐ Swirl, wait (1 m), remove supernatant

☐ Add 200 µl VW2

☐ Swirl, wait (1 m), remove supernatant

7 Prepare BeadXpress® Reader

Date/Time: _____

Operator: _____

Preventive maintenance: ☐ Up to date

Fluidics bottles: ☐ Checked and filled

8 Scan VeraCode Bead Plate

Date/Time: _____ VBP Plate ID: _____

Operator: _____ BeadXpress Reader ID: _____

☐ Select ADME Kit

☐ Enter VBP ID

☐ Select sample sheet

☐ Insert VBP in correct plate orientation

☐ Scan

☐ Generate report