

DNA Order Guide

CES - Identification

Ver_1.0



Contents

1. Identification



How to use "Copy" function

[6 / 6] Filtered Row : 6 Add + | Delete -
Count:6

No.	Sample Name*	Primer*
1	1	785F
2	2	
3	3	
4	4	
5	5	
6	6	

① Copy

- **When** : Want to fill **certain (selected) rows with a single value**
- **How** : Select the rows you want to fill with the single value. One row should be filled with the value you want to copy. Right-click and select "Copy". The value fills the selected rows.

[6 / 6] Filtered Row : 6 Add + | Delete -

No.	Sample Name*	Primer*
1	1	785F
2	2	
3	3	
4	4	
5	5	
6	6	

① Copy entire rows

- **When** : Want to fill **entire rows with a single value**
- **How** : Select the row with the value you want to copy, right-click and select "Copy entire rows". The value fills the entire rows.

[6 / 6] Filtered Row : 6 Add + | Delete -

No.	Sample Name*	Primer*
1	1	907R
2	2	907R
3	3	Bluescript_SK
4	4	Bluescript_SK
5	5	Bluescript_SK
6	6	Bluescript_SK

① Copy entire rows below

- **When** : Want to fill **certain (here to the end) rows with a single value**
- **How** : Select the row with the value you want to copy, right-click and select "Copy entire rows below". The value fills the below rows.

| Identification

1. Service Selection

* NOTE : The ordering procedure for all services is the same except for selecting a sequencing primer set.

Identification *

1 Service Selection

16s rRNA 18s rRNA ITS region 26s rRNA(D1, D2, D3 region) MLS1 Analysis

16s rRNA

STEP 1 Basic Info > STEP 2 Sample Info > STEP 3 Billing Info > STEP 4 Complete

STEP 1 Enter Basic Information. (* Required field)

Order Guide

[Download Excel template](#)

2 Sample Type *

① Service Select : Select Service Type

- 16s rRNA : For Bacteria on 16s rRNA region. PCR by 27F/1492R primers . Sequencing primers can be selected among 4 primer sets. ① 785F/907R ② 518F/800R ③ 27F/1492R ④337F/1100R.
- 18s rRNA: For Fungi on 18s rRNA region. PCR & Sequencing by NS1/NS8.
- ITS region: For Fungi on ITS region. PCR & Sequencing by ITS1, ITS4
- 26s rRNA(D1,D2,D3 region): For Fungi on 26S rRNA gene . PCR & Sequencing by LROR/LR7.

② Sample Type : Select your sample type. > DNA / Others (gDNA extraction is required)

1. Identification

2. Basic info

16s rRNA STEP 1 Basic Info > STEP 2 Sample Info > STEP 3 Billing Info > STEP 4 Complete

STEP 1 Enter Basic Information. (* Required field)

Order Guide [Q](#)

[Download Excel template](#)

Sample Type *	<input type="text" value="DNA"/>
3 Sample Species *	<input type="text" value="Choose"/>

4 [Next](#)

When you chose 'DNA' for your sample type :

- 3 **Sample Species** : Select your sample species (Bacteria / Etc)
- 4 **Next** : Go to Next Page (Sample information page)

16s rRNA STEP 1 Basic Info > STEP 2 Sample Info > STEP 3 Billing Info > STEP 4 Complete

STEP 1 Enter Basic Information. (* This is a required entry.)

Sample Type *	<input type="text" value="Cell"/>
3 Sample Species *	<input type="text" value="Bacteria"/>
4 Sample Subtype *	<input type="text" value="Choose"/>

5 [Next](#)

When you chose 'Others' for your sample type :

- 3 **Sample Species** : Select your sample species (Bacteria / Etc)
- 4 **Sample Subtype** : Select your sample subtype (Cell in Glycerol / Agarplate)
- 5 **Next** : Go to Next Page (Sample information page)

3. Sample info

6 STEP 2 Enter Sample Information. (* Required field)

7

Add + | Delete -

[1 / 1] Filtered Row : 1

No.	Sample Name *
1	

8 Add Primer Select

[4 / 4] Filtered Row : 4

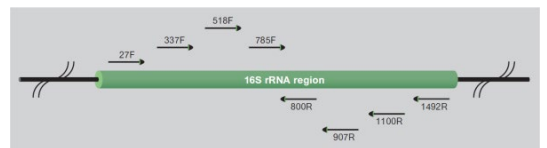
No.	Additional Primer Set for Sequencing *
<input checked="" type="radio"/> 1	None
<input type="radio"/> 2	518F/800R
<input type="radio"/> 3	27F/1492R
<input type="radio"/> 4	337F/1100R

* We run PCR using 27F and 1492R and it is not selectable by customer. But you can select a primer set for the sequencing reaction. Select it among 4 options. The default is 785F/907R. Additional amount will be charged when selecting additional primer.

Previous **9** Next

⑥ Primer set : Select Primer set for sequencing reaction.

- 785F/907R : This is default primer set.
- 518F/800R
- 27F/1492R : Same primer with PCR
- 337F/1100R



⑦ Add + : Add new fields / Delete - : Delete fields

⑧ Sample Name : Enter your sample name. Reaction information will be made automatically.

⑨ Previous : Go back to previous page (Basic information page)

Next : Go to next page (Billing information page)

STEP 5 Enter Billing information. (* Required field)

BLAST Service *	<input type="radio"/> Yes <input checked="" type="radio"/> No <small>1 This is a service that searches for a sequence that is highly similar to the sequence of DNA obtained in The Basic Local Alignment Search Tool and NCBI database. We will provide you with data files retrieved from NCBI and no analysis services will be provided.</small>
Storage Period *	<input checked="" type="radio"/> Immediate Disposal <input type="radio"/> 1 Month <input type="radio"/> 3 Month <small>2 If immediate disposal is selected, additional orders and re-sequencing cannot be ordered as the sample is immediately discarded after the primary experiment.</small>
Ordered by *	<input type="text" value="Gildong Hong"/>
Actual Orderer Contact	<input type="text" value="01012341234"/>
Primary E-mail	moonkun86@macrogen.com
Additional E-mail for Result *	<input type="text" value="moonkun86@macrogen.com"/>
Comment	<input type="text"/>
Institution for Billing	<input type="text" value="Macrogen Korea"/> <input type="button" value="Find"/>
Mobile Number *	<input type="text" value="01012341234"/>
Country *	<input type="text" value="Korea (the Republic of)"/>
Billing Address *	<input type="text" value="254, Beotkkot-ro, Geumcheon-gu, Seoul, Republic of Korea"/> <input type="text" value="11th floor, 1111"/> <input type="text" value="Geumcheon-gu"/> <input type="text" value="Seoul"/> <input type="text" value="08511"/>
PO Number	<input type="text"/>
ATTN	<input type="text" value="Macrogen"/>
Coupon	<input type="text" value="Choose"/> <input type="button" value="Apply"/>
Promotion Code	<input type="text" value="Please Enter."/> <input type="button" value="Promotion Code Apply"/>
Request on payment	<input type="text"/>

- ① Input all the information for billing and select the option for "Blast service" and "Storage Period" and click [Submit]



Your order has been placed **successfully**.

Order Number **HC00125497**

Please double check your order information then send your samples accordingly.

Get your commercial invoice for DHL/FedEx and shipping barcode(order number).

1 DHL Invoice FedEx Invoice Print Barcode **2**

- * Click on the couriers Commercial Invoice to download the companys shipping documents to your computer.
- * Print all the shipping documents you have completed and apply for a delivery reservation with the courier.
- * You can check the sample delivery status with the email you registered.
- * For other inquiries, please use [[Support > Contact us](#)].

- ① **DHL / FedEx:** Click to generate Air Way Bill. You need to indicate your address only
- ② **Print Order Barcode:** Print your order number and enclose it in your sample package