

# QC Laboratories

## Live Access System

*Real-Time Client Access to Analytical Data*

### Logging In

Point your browser to [www.qclaboratories.com](http://www.qclaboratories.com) and click “Client Login” at the bottom right of the home page. Read the Terms of Service and click the “Accept NEW Site” button.

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QC ONLINE RESULTS ARE PRELIMINARY, as such these results are subject to further review and change by QC Laboratories prior to its release of any final results.

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Web Site Legal Terms of Use

Enter your email address and password as specified on the form you submitted to QC Laboratories: Client Authorization for Live Access MANAGER Account.

QC Laboratories® **LIVE ACCESS SYSTEM**  
REAL-TIME CLIENT ACCESS TO ANALYTICAL DATA

Search for Logins Login List Summary Exports Manage Users Log Out

**Please Log In**

Email Address: demo@qclaboratories.com

Password: \*\*\*\*

Enter

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# Search for Logins

At any time during the session, click ‘Search for Logins’ in the horizontal menu bar to be returned to the search screen. Enter the parameters for searching and click ‘Continue’ to display all matching logins.

Note: The designated “Live Access Manager” in the client’s organization (not QC Laboratories) assigns project permissions. If not all required projects are listed in the pull-down, contact this Live Access Manager - their email address will be visible when you click ‘Manage Users’ on the horizontal menu bar.

# Login List

Login #	# Samples	Project#	PO#	Collect/Receive Date	Due Date	COC	Final Report	Basic Spreadsheet	Table Spreadsheet
<a href="#">L2712793</a>			TEST2	07-14-08		COC Unavailable	Report Unavailable	File Unavailable	File Unavailable
<a href="#">L2654754</a>	12	DEMO		05-06-08 05-08-08	05-20-08	COC Unavailable	<a href="#">View Analytical Report</a>	<a href="#">Request File Creation</a>	<a href="#">Request File Creation</a>
<a href="#">L2654755</a>	12	DEMO		05-06-08 05-08-08	05-20-08	<a href="#">View COC</a>	<a href="#">View Analytical Report</a>	<a href="#">Request File Creation</a>	<a href="#">Request File Creation</a>
<a href="#">L2624796</a>			TEST2	04-24-08		COC Unavailable	Report Unavailable	File Unavailable	File Unavailable
<a href="#">L2312777</a>	6	DEMO	POTEST	12-19-06 03-13-08	03-14-08	COC Unavailable	<a href="#">View Analytical Report</a>	<a href="#">Request File Creation</a>	<a href="#">Request File Creation</a>

Information in this table is current as of 07-21-08 15:08 .

By default, the login list will display all logins for all projects to which you have access that have been received in the lab in the past seven days. You can modify these criteria at any time by clicking ‘**Search for Logins.**’

Clicking on a login number will display all of the samples received for that login. The final report and spreadsheets will be available as soon as the data has completed the final reporting process. Your chain of custody should be available within 24 hours of sample receipt.

Viewing the final report and the chain of custody require that the Adobe Acrobat reader be installed on your computer. If needed, this software can be acquired from a link on the ‘**Search for Logins**’ page.

Clicking on a login number will display all of the samples for that login. From this screen you can view tests and data for the samples one at a time (by using the links in the table) or for all samples at once (using the links at the bottom of the screen).

QC Laboratories **LIVE ACCESS SYSTEM**  
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Search for Logins Login List Summary Exports Manage Users Log Out

Sample Detail					
Description/Lab No	Project	Collected Received	Additional Info	Due/Priority	InvDate/InvNo
GROUP A MRS/NRS SLUDGE COMPOSITE 9/1-30 L1789818-1	DEMO	09-30-05 10-04-07	<a href="#">View Tests</a> <a href="#">View Data</a>	10-18-05 -	10-18-05 DEMO
GROUP A SLUDGE CAKE COMPOSITE 9/1-30 L1789818-2	DEMO	09-30-05 10-04-07	<a href="#">View Tests</a> <a href="#">View Data</a>	10-18-05 -	10-18-05 DEMO
GROUP A MIX TANK SLUDGE COMPOSITE 9/1-30 L1789818-3	DEMO	09-30-05 10-04-07	<a href="#">View Tests</a> <a href="#">View Data</a>	10-18-05 -	10-18-05 DEMO
GROUP C RIVER ROAD STP ASH COMPOSITE 9/1-30 L1789818-4	DEMO	09-30-05 10-04-07	<a href="#">View Tests</a> <a href="#">View Data</a>	10-18-05 -	10-18-05 DEMO

Information in this table is current as of 07-21-08 15:21 .

Click on this link to view [all tests for all samples](#) on one screen.

Click on this link to view [all data for all samples](#) on one screen.

Note: Data can be viewed or downloaded in TABLE format from the [Login Summary](#) screen.

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## Viewing Tests

This is an example of the 'View Tests' screen. There is a link to return to the list of samples at the bottom of the page.

Test Status		
Description Lab No.	Test Matrix	Due Date Hold Date
GROUP A MRS/NRS SLUDGE COMPOSITE 9/1-30 L1789818-1	AL SLUDGE	10-18-05
GROUP A MRS/NRS SLUDGE COMPOSITE 9/1-30 L1789818-1	AS SLUDGE	10-18-05
GROUP A MRS/NRS SLUDGE COMPOSITE 9/1-30 L1789818-1	BE SLUDGE	10-18-05
GROUP A MRS/NRS SLUDGE COMPOSITE 9/1-30 L1789818-1	CA SLUDGE	10-18-05

## Viewing Data

This is an example of a 'View Data' screen. Any cells highlighted in red are possible permit violations. There is a link to return to the list of samples at the bottom of the page.

PRELIMINARY RESULTS						
Description Lab Number	Project	Method	Parameter	Result	Units	RL
GROUP A MRS/NRS SLUDGE COMPOSITE 9/1-30 L1789818-1	DEMO	EPA 600 Method 351.2	KJELDAHL NITROGEN	55500. DRY	mg/kg	45500.
GROUP A MRS/NRS SLUDGE COMPOSITE 9/1-30 L1789818-1	DEMO	EPA 600 Method 365.2	PHOSPHORUS TOTAL	63600. DRY	mg/kg	2840.
GROUP A MRS/NRS SLUDGE COMPOSITE 9/1-30 L1789818-1	DEMO	SM 19th Ed. 4500-NH3 B,C	AMMONIA NITROGEN AS N	11300. DRY	mg/kg	6060.

## Downloading Basic and Table Spreadsheets

When a login has reported, you will see a link to 'Request File Creation.' Clicking on this link will initiate the file creation process and navigate to a page that appears as the following example.

Search for Logins Login List Summary Exports Manage Users Log Out

Please note that this page will automatically refresh every 8 seconds until your file is available for download. If your file is unavailable after a couple of minutes, please check the 'Login List' screen.

Login #	# Samples	Project#	PO#	Collect/Receive Date	Due Date	Final Report	Basic Spreadsheet	Table Spreadsheet
L2654754	12	DEMO		05-06-08	05-20-08	<a href="#">View Analytical Report</a>	<a href="#">Request File Creation</a>	<a href="#">Request File Creation</a>
				05-08-08				

The page will refresh until the download is available. Availability is indicated by the change of the link to 'Download File.' Save the file to your computer by clicking the 'Download File' link.

Login #	# Samples	Project#	PO#	Collect/Receive Date	Due Date	Final Report	Basic Spreadsheet	Table Spreadsheet
L2654754	12	DEMO		05-06-08	05-20-08	<a href="#">View Analytical Report</a>	<a href="#">Download File</a>	<a href="#">Request File Creation</a>
				05-08-08				

## Summary Exports

The Summary Export options enable clients to request spreadsheets of data for more than one login matching a specific set of criteria.

QC Laboratories LIVE ACCESS SYSTEM  
REAL-TIME CLIENT ACCESS TO ANALYTICAL DATA

Search for Logins Login List **Summary Exports** Manage Users Log Out

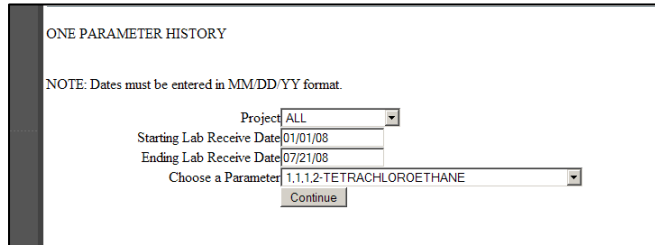
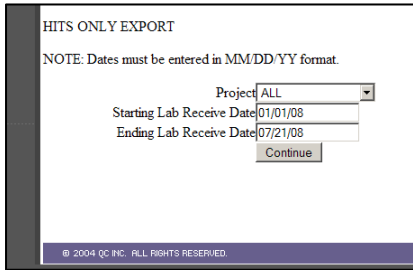
Download your file exports. NOTE: Files remain on the server for only 3 days.  
This page will refresh every 8 seconds. Thank you for your patience while we process your request.

Click on this link to request a ['Hits Only' data export](#).  
Click on this link to request a ['One Parameter History' data export](#).

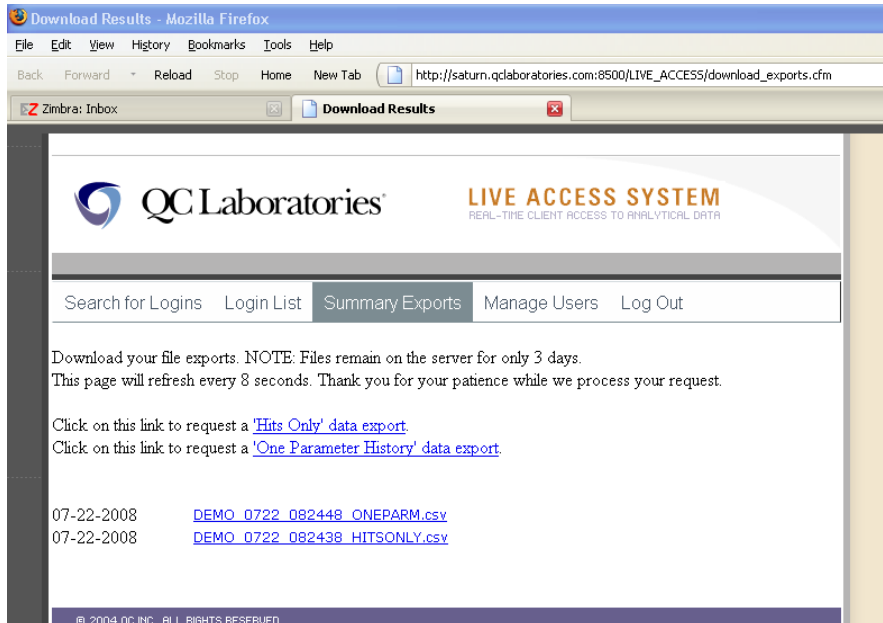
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A 'Hits Only' data export provides all data points above the reporting limit for a selected date range.

A 'One Parameter History' data export provides all results for a selected parameter for a selected date range.



Once one or more exports have been generated, they will appear in a list of links like the following:



Right-click on any of the files to download them to your computer.

Here is an example of one of the exports:

	A	B	C	D	E
1	Projects: ALL				
2	Start date	1/1/2005	End Date	7/22/2008	
3	L1621551-1	EPA DRINKING WATER - EP 101 WELL WATER SITE	4/26/2005	1,1,1,2-TETRACHLOROETHANE	ND
4	L1621551-2	EPA DRINKING WATER - EP 102 SPRING WATER SITE	4/26/2005	1,1,1,2-TETRACHLOROETHANE	ND
5	L1705363-2	PENNINGTON EFFLUENT GRAB	6/2/2005	1,1,1,2-TETRACHLOROETHANE	ND
6	L1705363-3	TRIP BLANK	6/2/2005	1,1,1,2-TETRACHLOROETHANE	ND
7	L1705570-1	ACTIVATED SLUDGE TABLE 2-6	3/21/2005	1,1,1,2-TETRACHLOROETHANE	ND
8	L1705570-2	DEWATERED SLUDGE TABLE 2-6	3/21/2005	1,1,1,2-TETRACHLOROETHANE	ND
9	L1723257-1	AZON RES, 125229 PE01	7/19/2005	1,1,1,2-TETRACHLOROETHANE	ND
10	L1723257-3	125231 PE03	7/19/2005	1,1,1,2-TETRACHLOROETHANE	ND
11	L1723260-1	560 SINCLAIR TERRACE, STWC-1 COMPOSITE	7/19/2005	1,1,1,2-TETRACHLOROETHANE	ND
12	L1723261-1	ROSANO ASPHALT, MW-1	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
13	L1723261-2	MW-3	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
14	L1723261-3	MW-4	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
15	L1723261-4	MW-5	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
16	L1723261-5	MW-7	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
17	L1723261-6	MW-8	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
18	L1723261-7	MW-9	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
19	L1723261-8	MW-10	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
20	L1723261-9	MW-11	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
21	L2312777-5	WELL 7 RAW	12/19/2006	1,1,1,2-TETRACHLOROETHANE	ND
22	L2654752-1	560 SINCLAIR TERRACE, STWC-1 COMPOSITE	7/19/2005	1,1,1,2-TETRACHLOROETHANE	ND
23	L1723261-10	MW-13	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
24	L1723261-11	TRIP BLANK	7/13/2005	1,1,1,2-TETRACHLOROETHANE	ND
25					
26					
27					

## Manage Users

If the logged in user is not the manager of an account, the email address of the manager will display when 'Manage Users' is selected. The manager is responsible for adding, deleting, and maintaining other users' access to analytical data.

The screenshot displays the 'Manage Users' interface of the QC Laboratories Live Access System. At the top, there is a navigation bar with links for 'Search for Logins', 'Login List', 'Summary Exports', 'Manage Users' (which is highlighted), and 'Log Out'. Below the navigation bar, a message states: 'This is a current list of users for this account. Select the user to modify or delete.' The user list has two columns: 'Username' and 'Date Last Logged In'. The users listed are 'mark@qclaboratories.com' (logged in 07-21-08) and 'demo@qclaboratories.com' (logged in 07-22-08). Below the list, there is a section titled 'Complete the following information to add a new user:' with three input fields: 'Email address:', 'New Password:', and 'New Password Confirm:'. An 'Add User' button is located below the 'New Password Confirm' field. At the bottom of the page, a copyright notice reads: '© 2004 QC INC. ALL RIGHTS RESERVED.'

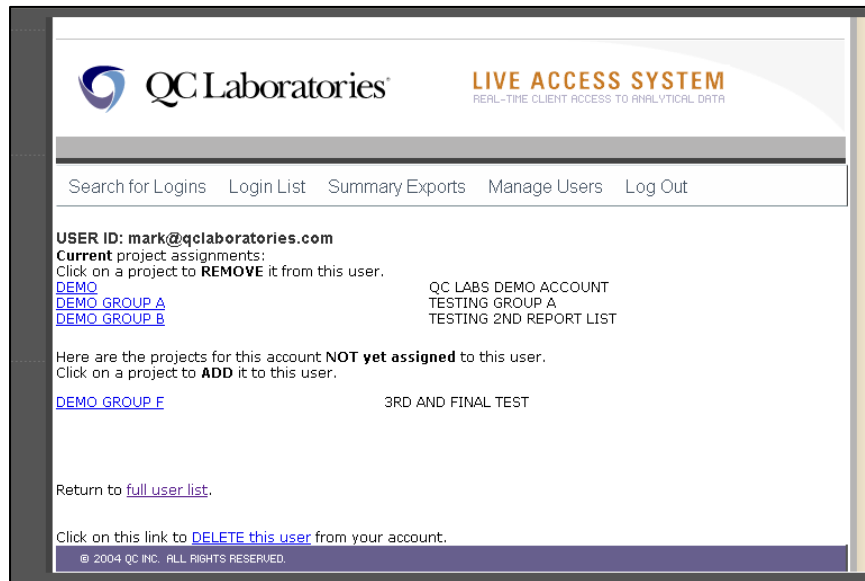
Click on a user's link to add or delete projects or to delete their account.

To create a new user, enter the email address and password information and click "Add User."

Once a user has been selected, the projects to which they already have access appear in a linked list under **‘Current project assignments’**. Click on any of those links to remove access to that project from the selected user.

To add new projects to a user, click on any of the project links appearing under the list of projects **‘NOT yet assigned’**.

To delete the user, click the **‘DELETE this user’** link at the bottom of the page. If you mistakenly delete a user, simply add them again using the ‘Add User’ function on the previous page, and then reassign the relevant projects.



## Logging Out

You can log out of the system at any time by clicking the ‘Log Out’ link in the horizontal menu bar. To protect your analytical data from unauthorized access, QC Laboratories recommends that you log out before walking away from your computer.

## Accessing Multiple Accounts

If your email address is associated with more than one QC Laboratories account, you will choose the account after entering your email address and password on the screen below.

