User Manual
ELNDocSend Mobile App
for the LabCollector
Electronic Lab Notebook (ELN)

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1- INTRODUCTION

Thank you for choosing one of AgileBio's solutions for the management of your lab. The **ELNDocSend app for mobile devices** works with the LabCollector ELN to enhance efficient management of all your experiments in the lab. ELNDocSend provides a quick documents scanner service to be used by LabCollector ELN users. The app is designed to facilitate hybrid (paper + electronic) notebook solutions by allowing the scan of exactly one document to exactly one page of the LabCollector ELN. It is also useful for all digital deployments of the ELN.

The app allows for taking, cropping and rotating pictures prior to sending to the ELN.

The app uses a combination of a user login credential and API token to securely send files.

The app is also able to create new notebook pages for images.

The ELNDocSend app provided by AgileBio is suitable for all LabCollector ELN users.

ELNDocSend app and the ELN add-on can be fully integrated with LabCollector, the LIMS we developed for life science research labs, Pharma and biotech industries.

LabCollector is a copyrighted product from AgileBio.

2- GETTING STARTED

You can get ELN Doc Send app by download from Google Play.

1/Manual mode:

Android: If you download the app file directly to your computer you will need to then copy/transfer this file to your device. On your mobile device navigate to the appropriate folder and click the app. You will be prompted to install/update the app.

Note: The download folder in some Androiddevices a separate app to allow navigating to the download folder is required. Search any app store for a file browser to see options that are compatible with your device.

Open the ELN Doc Send app and then proceed with setup.

Note 2: The android version of the app is only compatible with android devices.

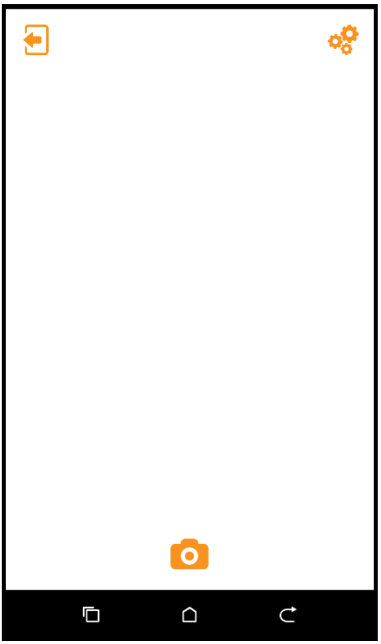
2/Automatic mode from app store:

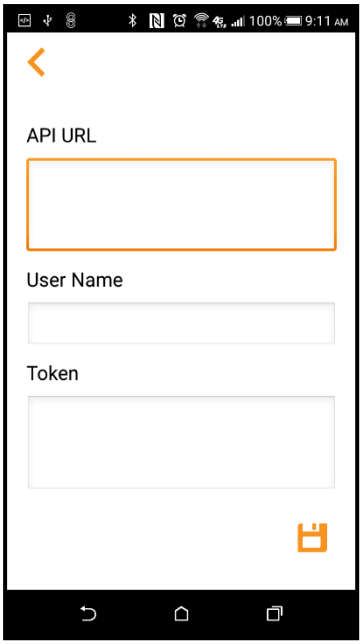
Android: Download the app directly from Google Play.

Open the ELNDocSend app and then proceed with setup.

3/ Setup

The connection between the app and the ELN is a secured connection. To proceed with setup in the app, click the gear icon in the top left corner.





Then provide:

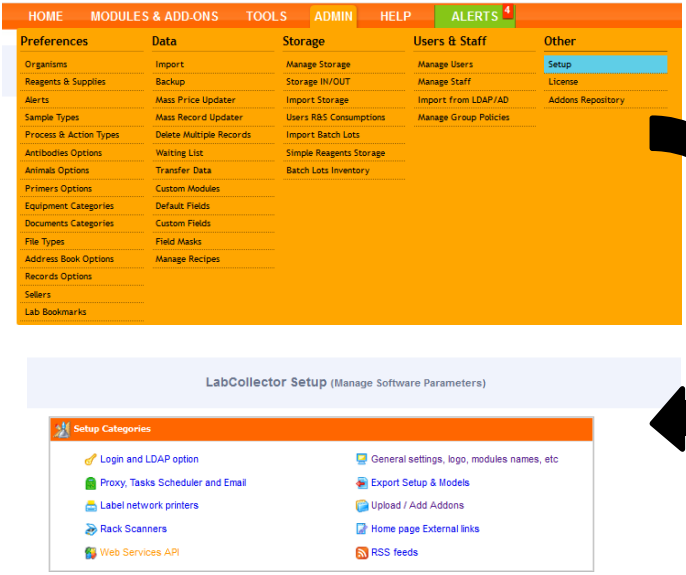
API URL: This is **your lab ELN URL.** For Example**:**
JonesLab/extra_modules/eln/webservice/index.php?v=1

User Name: Enter your LabCollector username

Token: Copy and paste the token generated in LabCollector from Admin >> other >> setup >> Web Services API menu. Currently you will need to request the token from an administrator or super-administrator.

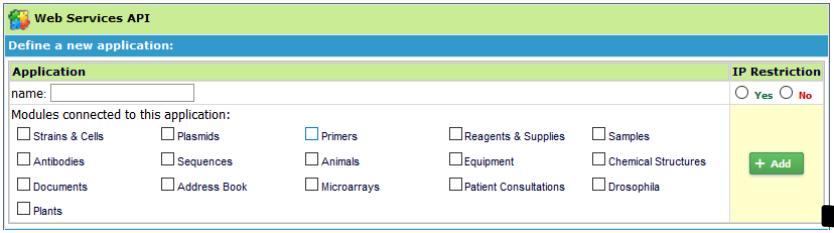
Token generation procedure:

1. While signed in as an admin in your LabCollector home screen select Admin >> setup

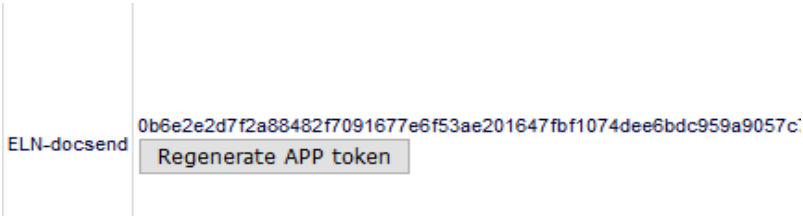


2. Select the Web Services API

3. Add a new Web Services API. We recommend a meaningful name such as ‘ELN doc send’. We recommend typical users to select no IP restriction. Note: only add an IP restriction if you require additional security for this functionality. You will need to take extra steps to determine the IP addresses to allow.



4. The token will be generated. Copy and insert the token into the setup parameters of the ELN Doc Send App

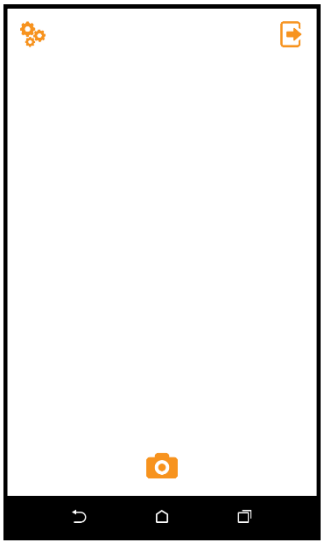


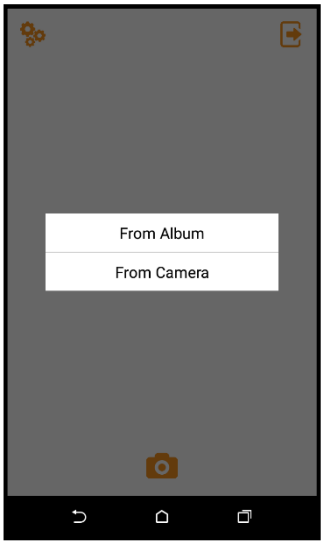
3- OVERVIEW

ELNDocSend's main interface is composed of:

A home screen with two tasks:

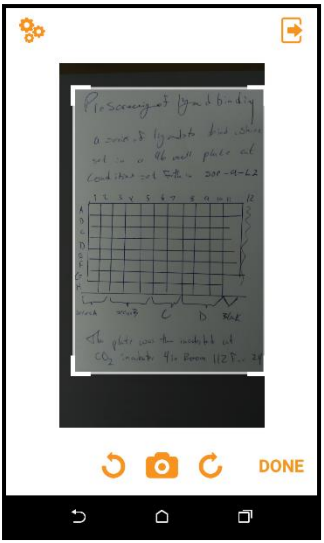
- Taking/retrieving pictures
- Sending pictures to the ELN





To take or retrieve a picture click the camera icon. You will be given a prompt to either use a picture from the album stored on your device or to use the camera on your device.

After taking the picture you can verify or reject the picture. The picture may be cropped and/or rotated before sending it to the ELN.

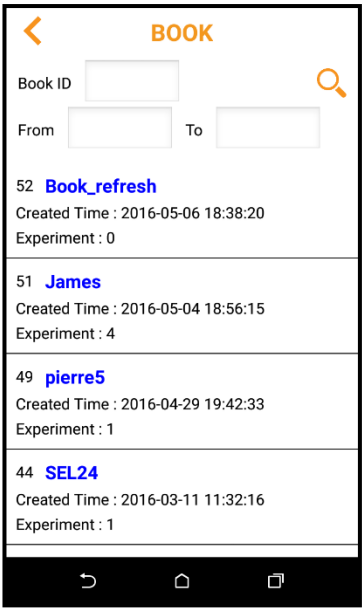


A series of rotations and crops may be done in succession before sending the picture to the ELN.

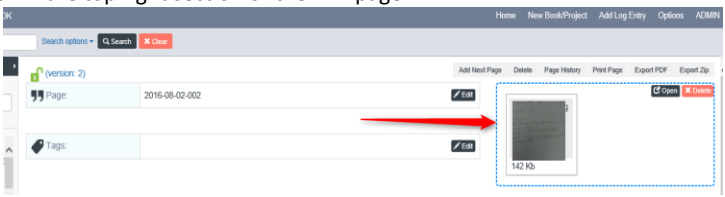
When the image is suitably rotated and cropped click the icon in the top right corner to select a destination in the ELN for the image. The menu to select the location to send the image allows searching by the book ID or the creation date of a notebook (noted in parentheses next to the name of notebooks in the tree view of the ELN home screen).

Note the book ID is the numerical portion of the LabCollector assigned barcode. E.g. the barcode ELN-P-27 corresponds to ID 27. The barcode appears in all pdf and printed versions of the notebook.

The 'from' and 'to' fields allow searching within a date range.



After selecting the notebook you will have an option to select the experiment and page to send the picture to. There is also an option to create a new page for the image after selecting the book. After sending the image the file will appear in the top right section of the ELN page.



4- UPGRADING AND UPDATING

To update the **ELNDocSend app** simply allow updates on your device or manually update using the app store.

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