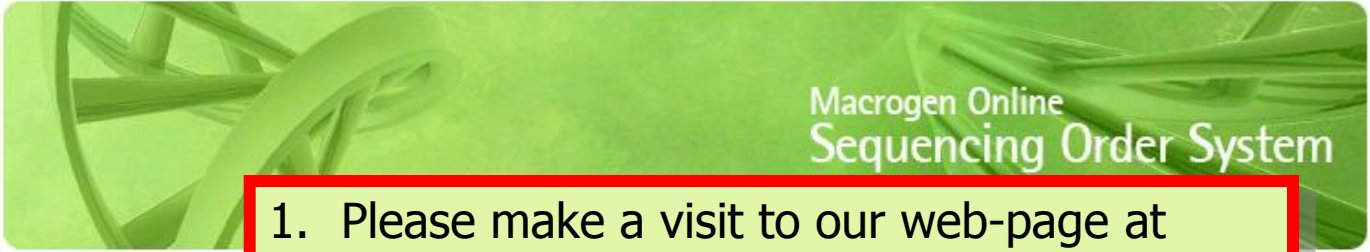




On-line Order Guide

for DNA sequencing service by **MacroGen**

- Macrogen provides highly organized web system directly connected its unique Laboratory Information Management System (LIMS). LIMS is used for all the process of Macrogen's sequencing service, including making order, monitoring the progress, and retrieving the results.
- This document provides you with the general information about how to make order through Macrogen's LIMS, <http://dna.macrogen.com>
- Also, Macrogen provides EZ-seq service which can bypass all these steps. Please contact europe@macrogen.com for more information about EZ-seq service.



1. Please make a visit to our web-page at <http://dna.macrogen.com>
2. Log in with your ID and password.

Sign in

User ID

Password

Service	Quick Order
- Custom DNA Sequencing	<input type="button" value="Order >"/>
- Oligo DNA Synthesis	<input type="button" value="Order >"/>
- Next-Gen Sequencing	<input type="button" value="Order >"/>
- Whole Genome Service	<input type="button" value="Order >"/>
- Genescan Service	<input type="button" value="Order >"/>

[Macrogen Inc. Introduction >](#)

[Macrogen Project Quotation >](#)

[Sample Submission Guide & PDF Download >](#)

[Prepayment >](#)

- Genescan online ordering system is opened now!
- Oligonucleotide DNA of Macrogen Inc. is reaching you now
- Nice to meet you in Sweden!
- The notice of the delivery method change of credit coupon for prepayment
- All about new customers!!
- Launching Real-Time Credit Card Transaction
- Now, you can get your sequencing data with enhanced quality using the KB" Basecaller
- New European account is open now!
- Congratulations to the winners of World Cup Event.
- Enjoy Free purification for PCR product!

Genescan online ordering system is opened now!

Oligonucleotide DNA of Macrogen Inc. is reaching you now

Order Guideline
How to order, ship and pay.

Troubleshooting
You will find possible cause and solution of DNA sequencing failure.

Universal Primer
Macrogen Universal Primer List

FAQ
Top Questions about Macrogen

Publications
with Macrogen (rewarding with a small gift)

Event & Winner list
Available Event!! Grab a chance.

Mileage Usage Gui
Mileage Points by using sequencing service at Macrogen

Contact Us
Please write us if you have any question or comment.



3. Click on "Make an Order"

User ID : isajah

- Message
Unread messages : 4(s) → GO
- Coupon status
Coupon available : 0(s) → GO
- Sequencing Order status
Pending order : 0(s)
Orders in progress : 0(s) → GO
- Mileage status
Points available : 0.0 P → GO
- Available Credit
If you are not an prepayment service user yet, please find advantages. → GO
- Available EZ-Seq
If you are not an EZ-Seq service user yet, please find advantages. → GO

Service	Quick Order
- Custom DNA Sequencing	Order >
- Oligo DNA Synthesis	Order >
- Next-Gen Sequencing	Order >
- Whole Genome Service	Order >
- Genescan Service	Order >

- Oligo Event!! Over 500mers in one order, Get this fancy gift!!
- Genescan online ordering system is opened now!
- Oligonucleotide DNA of MacroGen Inc. is reaching you now
- Nice to meet you in Sweden!
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Genescan
online ordering system is opened now!

Oligonucleotide DNA of MacroGen Inc. is reaching you now

SNP Discovery

All about New Customers!!

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4. Click on "Make an Order"

Make an Order



Make an Order >

Custom DNA Sequencing Service



For over a decade, MacroGen Inc. has been dedicating to provide genomic solutions to researchers in all over the world with its advanced DNA sequencing technology by using 23 ABI 3730XLs.

Thanks to over 10 years long know-how and large genomics facility, we are able to provide our sequencing service for any other individuals or institutes at the most competitive price. From small scale sequencing reactions to large sequencing projects, we are ready to serve you with our pleasure.

[Download 'Single Pass Sequencing Sample Submission Guide'](#)

Service

Plate sequencing(Multiple primers/ 1 plate)

"Plate Sequencing" refers to the orders charged per plate.

To use this order, your samples should meet all of the following criteria.

- Samples are sent to MacroGen pre-arranged in 96-well plates.
- Only two custom primers (or two universal primers) in tubes could be acceptable for applying this Plate sequencing.

Note : For three or more primers, another paired primer plate with your sample plate should be provided.

If not, your order will be regarded as Normal sequencing reactions.

- Sample and primer name is shown in the results.

[Sample_name]-[Primer_name].ab1

ex)

HCVNS5B_SP6.ab1

BRCA2-A02_T7.ab1

01 Sample Information

• Service Type Value Service (by Macrogen Korea) European Express Service (by Macrogen Europe)

? What is European Express Service?

- Macrogen Europe (Amsterdam, Netherlands), provides express service with high quality

5. Choose the service,
Value service for Macrogen Korea (4~6 days)
Express service for Macrogen Europe (1 day)

• Order Type New Order Additional Order

? About New Order

Please go back and order in 'Additional Order' if your samples are stored in Macrogen.
Otherwise, your sequencing order will not be activated.

• Sample Information

Plate sequencing
 1Primer / 1Plate
 Normal
 Ready-to-load

? What is Normal

It is the most typical single primer extension service. Plasmid or PCR product template is read with your designated primer.

6. If the samples are already stored in Macrogen,
choose "Additional Order".
In other and most cases, choose "New Order"

• Sample Condition

• Sample Type

• Additionally Required Service

• Sequencing Type

- Plate sequencing(Multiple primers/ 1 plate)
- 1Primer / 1Plate
- Normal
- Ready-to-load

• Sample Information

 What is Normal Sequencing Se

It is the most typical single primer e
with your designated primer.

7. Choose sample type whether they are in tubes or 96-well plate, and if they are PCR product of plasmid DNA.

• Sample Condition

• Sample Type

• Additionally Required Service

• Sequencing Type

• Sample Align

• Sample Plate Type

• Preferred Sample Storage 1 Month 3 Month

• Blast Service Yes No If you do not want BLAST

8. Billing information will be automatically shown. Correct if these are different.

Invoice Basic Information

Payment information can be revised from My Account - Personal Settings
don't have to type in every time.

• Institution (for billing)

• ATTN (name of person for billing)

• PO Number (VAT number)

• Billing Address

• Invoice format

9. Please put your project number in "PO number" blank. This number will appear on the invoice.

10. Click on Next

Cancel

Next

- Click if the primer is identical to the following.

Add row Delete row ? Copy the primer

	No.	Sample Name	Primer Name
Copy	1	sample1	T7
Copy	2	sample2	T7
Copy	3		
Copy	4		
Copy	5		
Copy	6		
Copy	7		
Copy	8		
Copy	9		
Copy	10		

select

11. Please give us the names of samples and primer.

Each line defines each sequencing reaction, so if you have one sample to be sequenced by two different primers, you will need to fill in two lines.

Click "Submit reaction information" on completing reaction information.

Submit reaction information

03 Sample Information Input ?

- Click each button that will be applied to the following.

Concentration

	Sample Name	Reaction #	Conc. (ng/ul)	Plate Name	Well	Product Size(bp)	Name of Vector	Antibiotics	Walking Size(kb)	
1	sample1	1								Taq
2	sample2	1								Taq

12. Click on "Submit reaction information"

Copy	6		
Copy	7		
Copy	8		
Copy	9		
Copy	10		

Click "Submit reaction information" on completing reaction information.

Submit reaction information

13. Type in approximate concentration of the samples.

03 Sample Information Input

- Click each button that will be applied to the following.

Concentration

	Sample Name	Reaction #	Conc. (ng/ul)	Plate Name	Well	Product Size(bp)	Name of Vector	Antibiotics	Walking Size(kb)	
1	sample1	1	50							Taq
2	sample2	1	50							Taq

04 Primer Information Input

- Click if the concentration is identical to the following.

Concentration

	Primer Name	Type	Sequence (5 to 3)	Conc. (pmol/ul)
1	T7	Universal		

14. Click on "Next"

Cancel

Save

Next

Project Review

- You've completed online ordering. Please check if every information is correct. If anything to be corrected, click "**Modify**".
- Click "Submit" on completing order information.

01 Basic Information

• Order number	100803NN-019
• Date of order	2010-08-03
• Service Type	European Express Service (by MacroGen Europe)
• Service	New Order/Normal
• Member ID	isajah
• Name	Remy Bonjasky
• E-Mail	jungsoo.park@gm
• Sample in detail	plasmid/DNA
• Plate in detail	none
• Order in detail	Sequencing 2 rxn(s)
• Coupon number	<p>When you use a coupon, please choose an available coupon in the your below list or write a coupon number directly in text box. If you insert a coupon number directly, please check coupons' availability. Online coupon is not available to transfer to your colleagues.</p> <input type="text" value="Select the number"/> <input type="button" value="Check availability"/> <input type="button" value="Add row"/> <input type="button" value="Delete row"/>
• Comment	<input type="text"/>

15. Review your order. If everything is correct, please click on "Submit".

- Please press "**Submit**" if your sequencing info is properly posted.
- You should press "**Submit**" surely to complete your order.
- **Please do enclose printed order sheet together with your samples to avoid any delay of processing of your order**

Cancel

Submit

MACROGEN

16. Your order was made successfully.
Click on "Click"

"Your order was successfully made"



- Order Number : 100803NN-019

Please click the button below to print out this order number, and include the hardcopy of it along with your samples so that we can match your samples with this order correctly.

- Shipping Address :

MacroGen Europe Laboratory
IWO
Kamer IA3 - 195
Meibergdreef 39
1105 AZ Amsterdam
The Netherlands

- Please do enclose printed order sheet together with your samples to avoid any delay of processing of your orders.

Click

- We will notify the arrival of your samples when they arrive here.
- You can check out the status of your order in Results at anytime.

Go to Results

Print summary

To. Macrogen sequencing team

The samples enclosed are the ones corresponding to the order number **100803NN-019** for total **2** sequencing reactions.

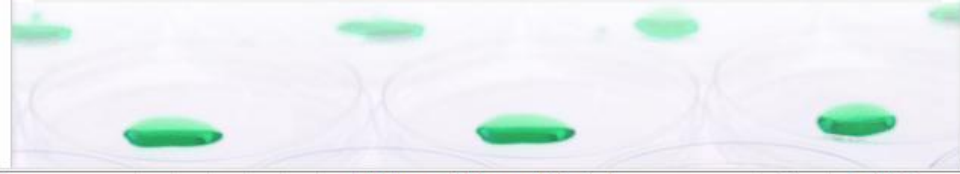
Shipping Address :

Macrogen Europe Laboratory
IWO
Kamer IA3 - 195
Meibergdreef 39
1105 AZ Amsterdam
The Netherlands

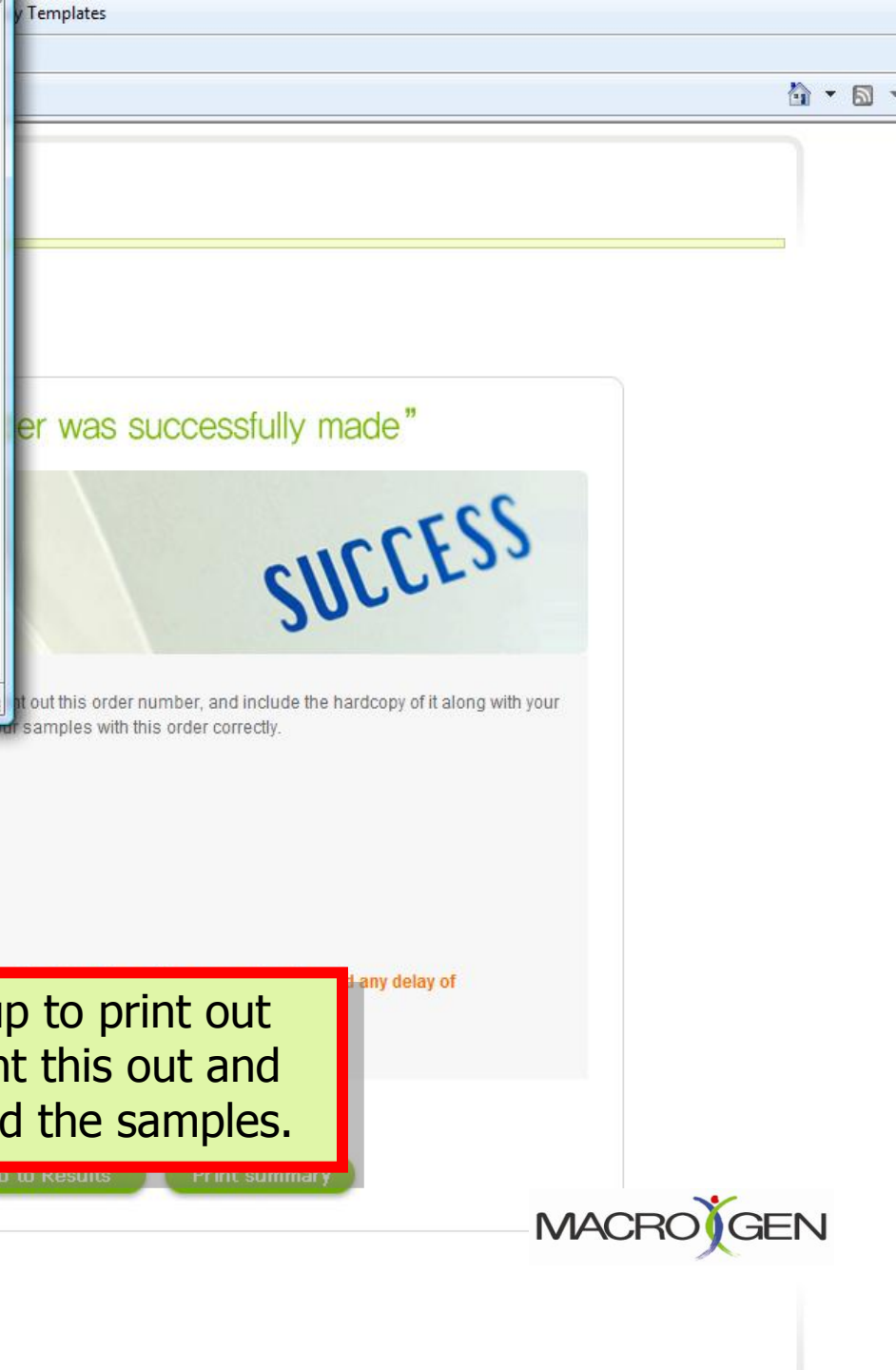


100803NN-019

Printed on 2010-08-3



Done Internet | Protected Mode: On 100%



17. A pop-up window will show up to print out the shipping label. Please print this out and put on the envelope, and send the samples.

Thank you!

For any question,
please contact

Email : europa@macrogen.com

Tel : 0031-20-566-5472