

# MD ImageXpress HT.ai: How to mark your data for deletion

This guide explains how to clean up the system's database. Plates are marked "to be deleted" and are then removed by the ZMB administrator.

Written By: z mbstaff

Welcome to MetaXpress	>
Please select where you would like	to connect.
Only authorized users are permitted	to use MetaXpress software
The Login Name and Password are the database administrator.	e those assigned to you by
Data Source: MDCStore	~
Login Name: nschilling	
Password:	
Can't find your data source? Click H	nere: New Data Source
Click here to change your 'sa' pass	word: Change Password
ОК	Cancel

## INTRODUCTION

After image acquisition with the HCS MD ImageXpress you should export and mark your files for deletion from the MD database **no longer than 1 month after acquisition**. Once marked, we need to manually remove them and thus space is not available immediately. Once exported, tiff files will be available in your data folder for additional 180 days.

### Step 1 — Login to the MD database

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Can't find your dat	a source? Click here:	New Data Source
Click here to char	ge your 'sa' password:	Change Password
	OK Ca	ancel

## Make sure you exported all your data before this step..

- You can either mark your plates to be deleted on the microscope computer itself, Special VM B (Metaexpress) or on the Metaexpress VM.
  - Login to MetaXpress.
  - username: use the username for the MD database
- password: use your MD password
  - username and password are different from your windows login.
     Generally it is the Windows username without the dot.
- Accept the two information messages popping up after you connect to the database.

## Step 2 — Open MetaXpress

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ROGNIC	Plate Annotation					
	Plate Acquisition			(		
	Plate Acquisition and Control				Plate Data Utilities	
Run a Plate	Add Curtom Module To Database (DB)				Run Analysis Run analysis for all wells of selected plates.	
Slide Scanning	Add Anaberic To Database [DB]				Import Images Create new plates in the database by importing sets of images.	
Analyze Images	Add Analysis to Database [DD]	-			Evenue Images from selected plates to the file system.	
System Maintenance	Start Auto Run Mode [DB]				Expert Manager	
Help	Auto Run Plate Statuses [DB]				Export measurements Export selected measurements to a text me.	
					Delete Measurements Delete measurement values of selected plates. Plates and ima	pe data kept.
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					Deter mayor	
					Delete Mates	and measurements.
-					7	Close
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- Select Screening > Plate Utilities from the menu tab.
- Select Delete plates.

### Step 3 — Mark data for deletion

Expot Images.	Copy images from selected plates to the file system.
Plate Data Utilities Once data has been deleted it cannot be recovered. Note: Plate are only marked for deletion. Sopar with or be mad in the detenais until deletions are cleaned out using MDCStoreFools. Delete all images and data from the selected data sets? OK Cancel	Device indication measurement in the data inter-     Device measurement values of selected plates. Plates and mage data kept.     Device mages of selected plates. Plates and measurement data kept.     Device selected plates from the database removing all mages and measurements.     Close
	Space will not be made in the database until deterions are cleaned out unity MCOSterCoords. Deter all images and data from the selected data sets?

- (i) Double click in order to display plate names.
- Use shift and mouse to mark all plates you want to delete.
- Click on "Select" to mark them as "to be deleted"
- Confirm by clicking "OK"
- (i) Plates are now only marked for deletion. They will now be removed by the ZMB administrator.
- Please mark your plates as "to be deleted" regularly. Preferably as soon as you have exported your data or as soon as your analysis in MetaExpress has been completed.
- Exported tiffs files remain in your data folder for 180 days.