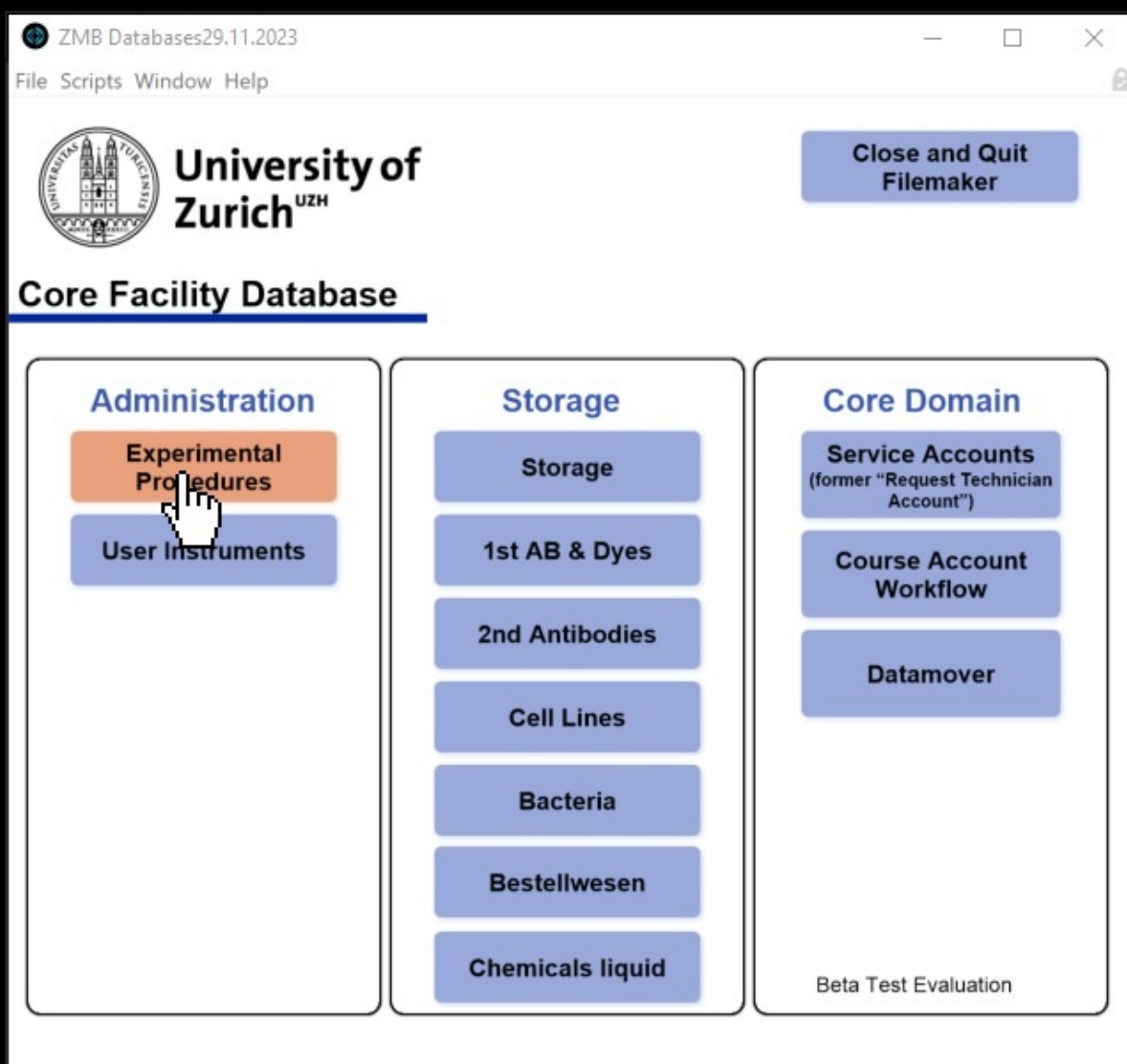# File Maker - Setting up a new experiment for LM Imaging service

How to set up a new experiment in File maker for LM Imaging service.

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INTRODUCTION

How to set up a new experiment in File maker for LM Imaging service.

For emails, meeting logs please add an entry in One Note with the same project number.

ZMB Notebook > Service in sample preparation and image processing > Light microsocopy

https://uzh.sharepoint.com/sites/ZMB991/...

Step 1 — Step 1: Enter the 'Projects / Experiment' database
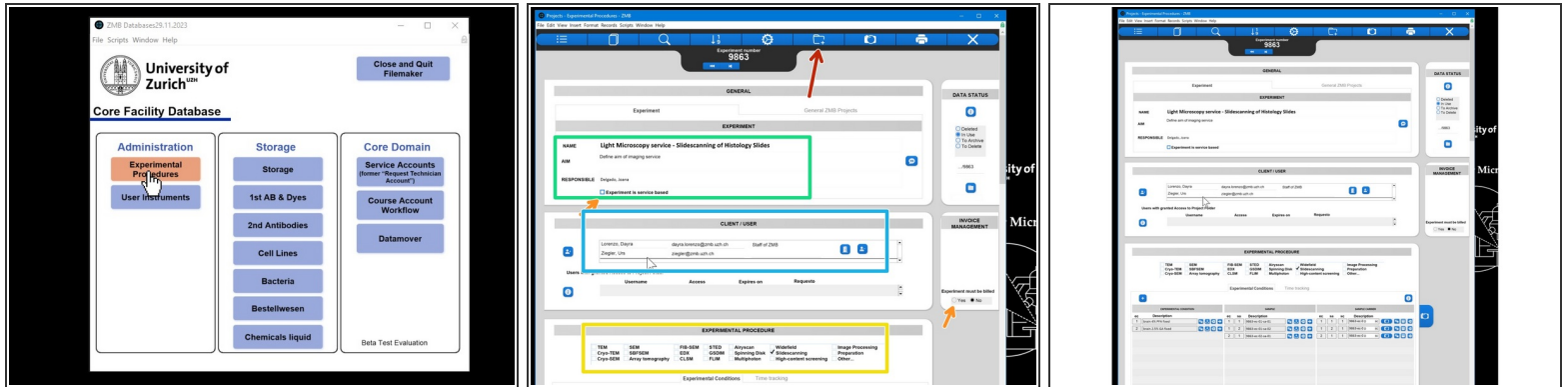
- Open the Experimental Procedures / Project Experiment Database.

- Create a new Experiment.

- Add basic info.

- Select both that it is serviced based and that a a bill needs to be issued.

- Add to whom is the serviced going to be billed.

- Add the image modality that will be used.

Step 2 — Add Experimental conditions (histology slides)

- (ec) Experimental condition stands for the sample - in this case brain fixed with 4% PFA or 2.5% GA

- (sa) Sample stands for the slide containing sections from this sample

- (sc) sample carrier defines the image acquired for each section, ROI, well etc.

- (i) 9863-ec-01-sa-01-sc-01 would be:

  - 9863 - project

  - ec - 01 - brain 4% PFA

  - sa - 01 - slide 1 containing 1 or more sections/ROI

 - sc - 01 - image acquired from section/ROI 1

Step 3 — Well plates naming
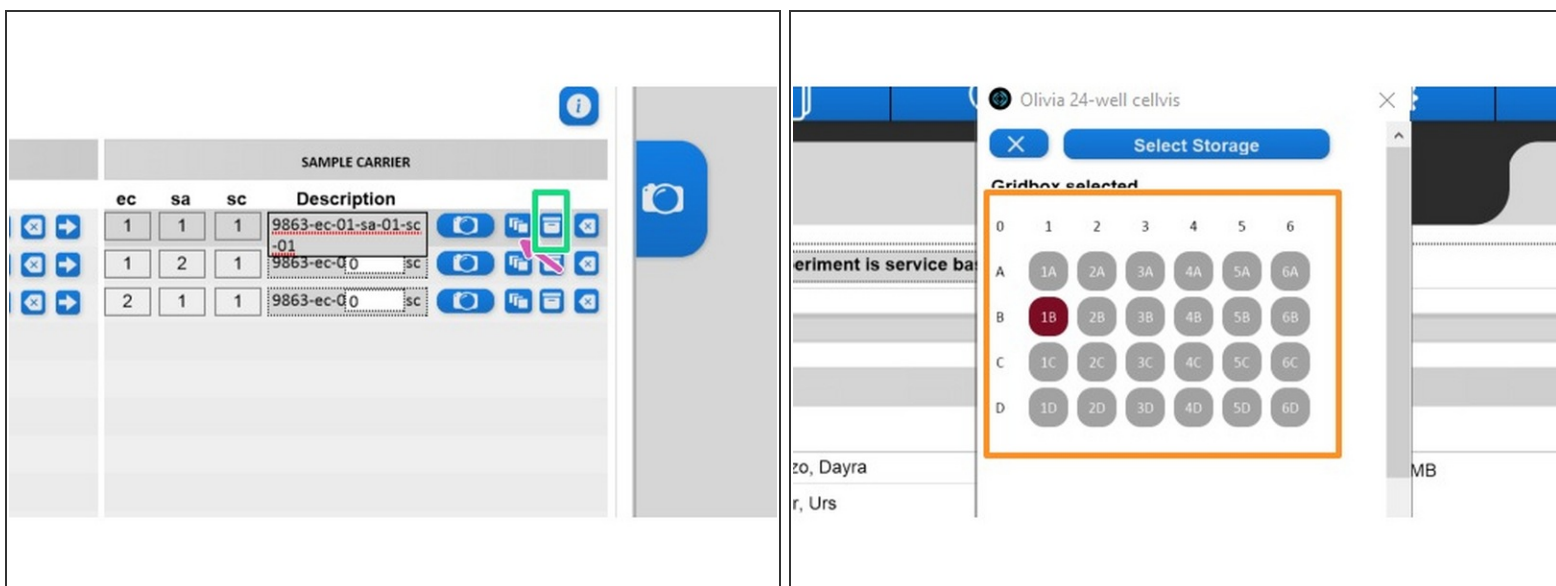
ⓘ Your images will need to be named according to structure you have just provided for your experiment.

- Click on the copy button and past it in the description of your sample carrier.

- If the sample was prepared at the ZMB and will be kept, please create a new entry in the storage button

- In this example an image acquired in the well 1 b would have the naming

  - 9863-ec-01-sa-01-sc-01

  - sa -

  - sc -

  - You will use this file names to label your images.

Step 4 — Add Protocol and Imaging Job description
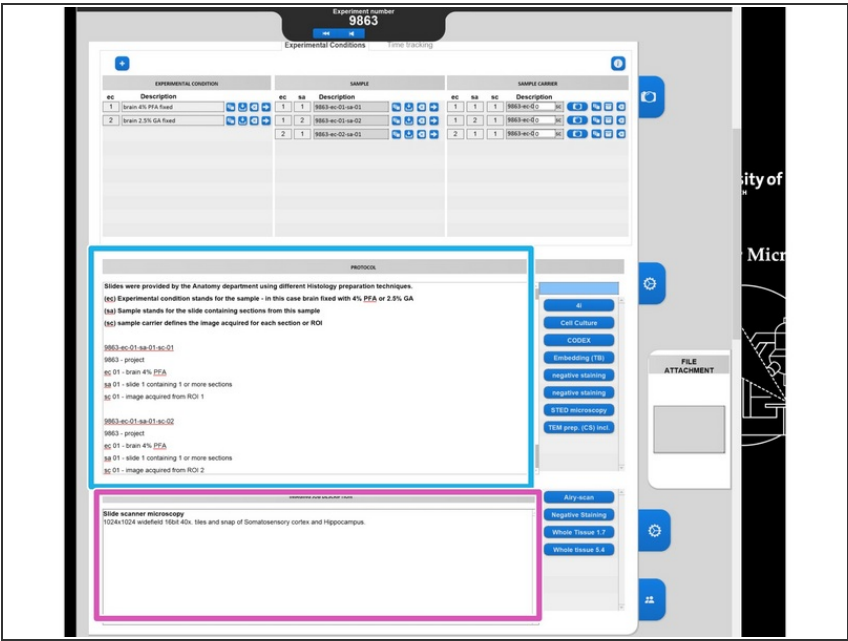
- Add the protocol used to prepare the sample. or is sample already provided a small description eg . Histology slide Slides were provided by the Anatomy department using different Histology preparation techniques.

- Add all the Imaging Job description that would be necessary to reproduce your results.

Step 5 — Add raw data
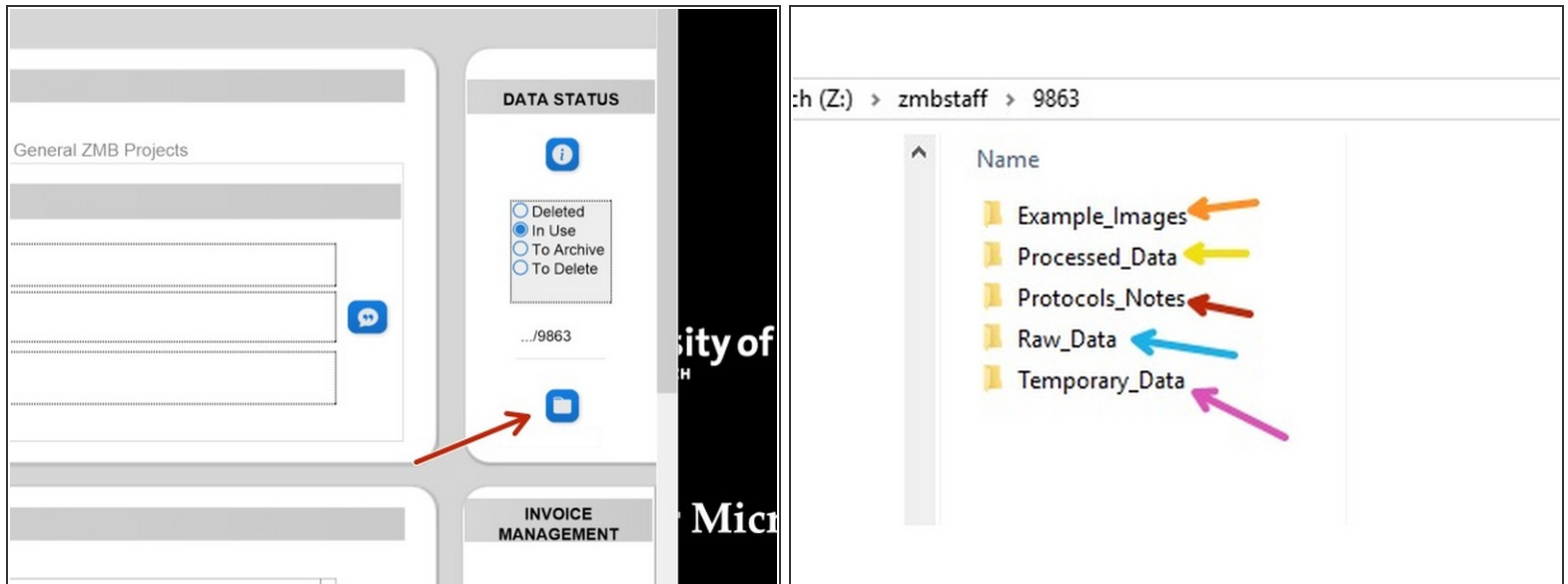
- Access the folder where your data will be saved.

- Example images - keep screenshots or small files to quickly have an idea of what is contained here (available after archiving).

- Processed Data -

- Protocol Notes - all extra information, or documents that you couldn't add in the experiment entry. eg. protocols from users or presentations.
  - also save quotes and invoices here.

- Raw Data - keep all your raw data here

- Temporary Data - will be deleted after archiving. can be useful to have for testing or support processing while working on the project.

Step 6 — Time tracking

- If you need to track prep times or scanning times you can use the tab next to experimental conditions.

⚠️ Keep in mind that it should be clearly stated how much time was spent per slide to aid billing.

⚠️ Additional information should be added to the next item.
- To add even more details please click here.

- Here you can log any issues that you had during preparation for imaging and how were they solved. Consider information that might be useful or a future service or to justify billing.

- You are ready to go! Happy imaging!!!