



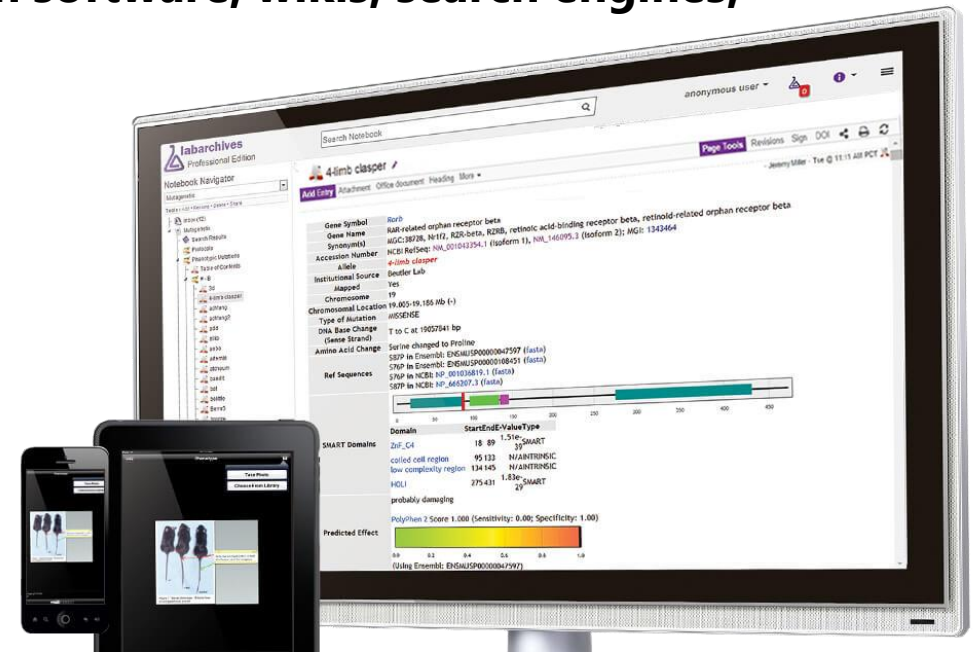
# Introduction to LabArchives for Partners Healthcare

**Enhance** your labs workflow and **control** your intellectual property while being able to **access** your lab notebooks from the bench, office or on the road.

LabArchives LLC

# What is LabArchives?

- A **secure**, cloud-based **collaborative** platform for laboratory researchers, lab instructors, and students to organize, document, store, protect, share, collaborate, and publish their research and data.
- A “**living repository**” – combines the features of **collaboration software**, **wikis**, **search engines**, **data storage**, **publishing** and **workflow** software.
- Use from any **computer** or **mobile** device



## LabArchives

- All entries data and time stamped
- Nothing is deleted from the notebook
- All versions remain accessible
- Create local back up
- Bank-like security

### Types of Data Produced

- Detailed descriptions of processes, methods, observations
- Files of any format
- Images, movies
- Protocols, freezer box, inventory
- Link to large data sets

### Archiving and Preservation

### Data and Metadata Standards

- Establish naming standards
- Use Rich Text, Descriptions and Tags

## Data Management Plan

- Make data publicly available
- All data stored in one location, easy to compile for distribution

### Re-Use and Distribution

### Accessing and Sharing

- Access control at multiple levels
- Read/write options
- Share with collaborators (including non-subscribers)
- Linking between files/entries connecting data with protocols

# Getting Started

- It is recommended that you use <https://rc.partners.org> as your “Partners Portal” for logging into LabArchives. Other Partners ELN Help Resources are also provided here
- If invited by another user, check your inbox before creating an account
- Leverage LabArchives tools (such as Microsoft Office Plugin or Folder Monitor) to quickly bring your data in.
- There is no “wrong” way to use LabArchives

## Resources available:

- [labarchives.kayako.com](http://labarchives.kayako.com)
- [support@labarchives.com](mailto:support@labarchives.com)

# Supporting the jump from Paper to Digital

## Organizing the notebook:

- Project based notebooks
- General lab notebook – all the info a new lab member would need to know or have access to get up to speed
- “Now, where did I put that...?” - the value of tagging and searching

## Logistics in the lab:

- What is the lab/research environment?
- Are there restrictions on what can be brought in/taken out?
- Different approaches are available depending on whether personal laptops and/or mobile devices are permitted in the lab

## Top-down vs. Bottom-up starting point

- Grad student can start notebook and transfer ownership to PI
- PI *should* be the owner of notebooks
- Tips for PIs to see what’s going on in their labs

# LabArchives is Integrated with Major Lab and Office Applications.



Google



box









ChemDoodle

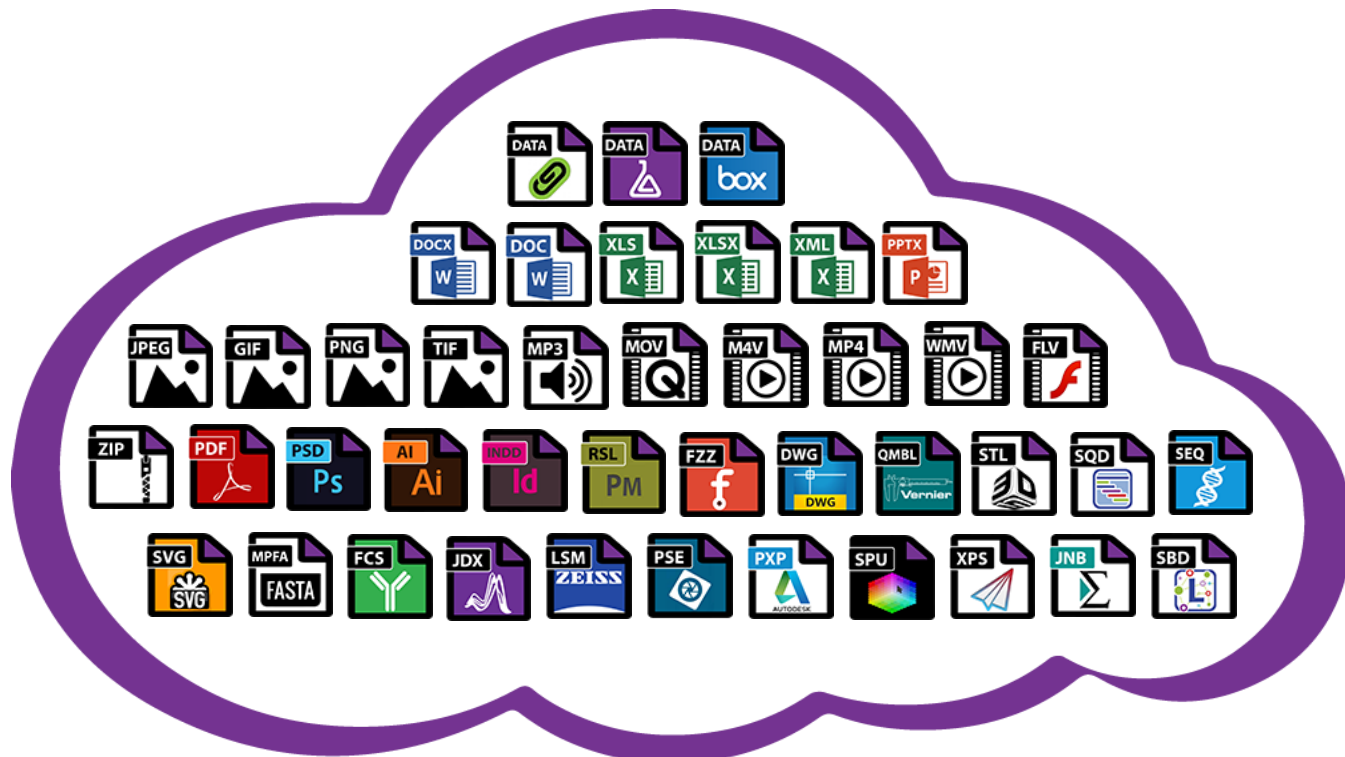


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## labarchives

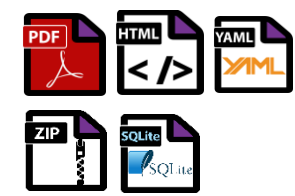
-  Direct From Equipment
-  Direct Entry
-  Email Attachments
-  Digital Camera
-  Forms & Templates
-  Mobile Device



 Secure Collaboration

 Mentions

 Output Formats

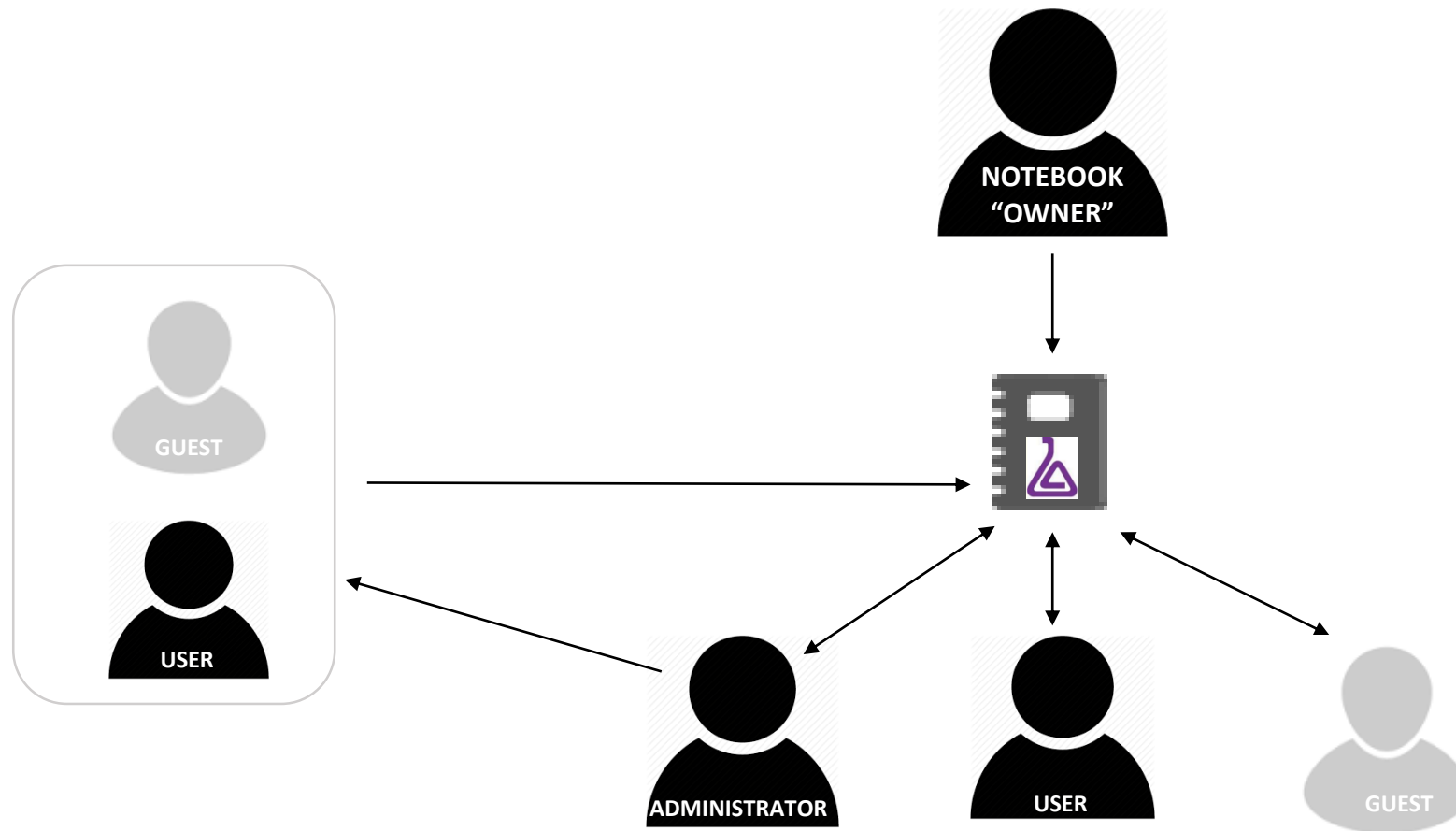


 Publish



LabArchives

# How the LabArchives Account Works



Questions?

[Support@LabArchives.com](mailto:Support@LabArchives.com)  
(Help link in LabArchives)

Thank you!