

2026 IDEXX BioAnalytics Online Ordering Guide

NORTH AMERICA

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A guide to ordering using our **Client Portal**

Expect the highest quality support with innovative solutions for your Animal Health, Preclinical, and Biologic cell-based research.

- + **Our submission process**
- + **Creating and managing your account**
- + **Placing your order**

A guide to ordering using our Client Portal

Our team is here every step of the way to ensure your research continues to move forward.



Overview

- Advantages to online ordering
- How to get there
- Access for more users
- Login



Account Settings

- My Dashboard
- Cases and Search
- Reporting & Certificates
- Account Settings
- Data Access



Animal Health Monitoring Orders

- Service category selection
- Data entry
- Service selection
- Order review
- Billing details



Aquatics Health Monitoring Orders

- Service category selection
- Data entry
- Service selection
- Order review
- Billing details



Biologics & Cell Health Orders

- Service category selection
- Data entry
- Service selection
- Order review
- Billing details



Preclinical Orders

- Service category selection
- Data entry
- Service selection
- Order review
- Billing details



Anatomic Pathology Orders

- Service category selection
- Data entry
- Service selection
- Order review
- Billing details



Overview



Account Settings



Animal Health
Monitoring Orders



Aquatics Health
Monitoring Orders



Biologics & Cell
Health Orders



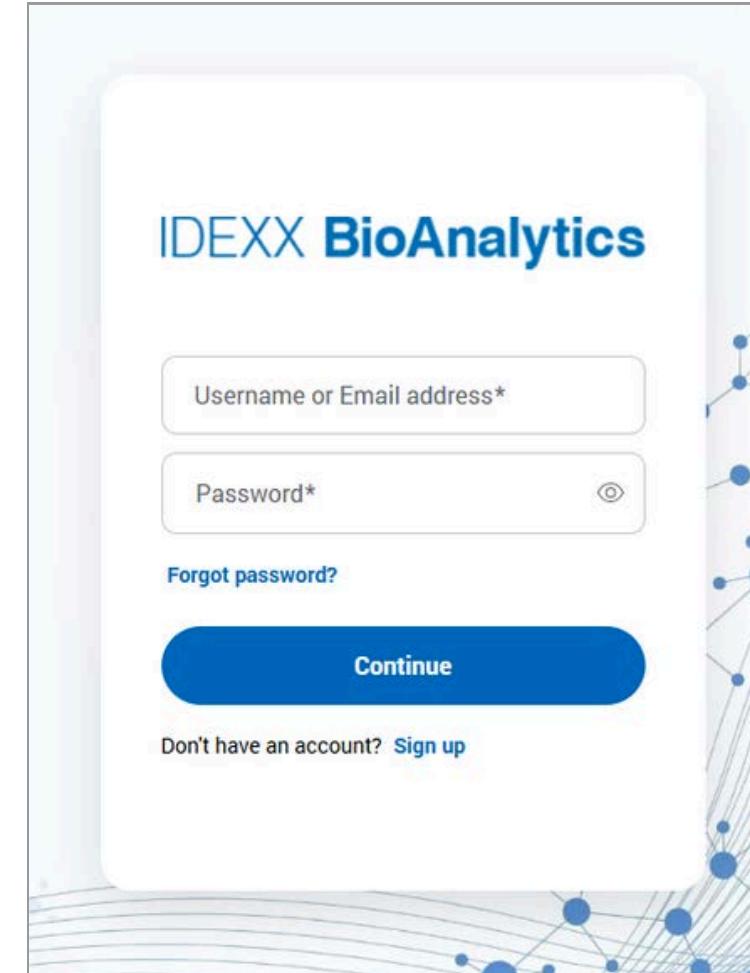
Preclinical
Orders



Anatomic Pathology
Orders

Log in to the Client Portal

- Navigate to the [Client Portal login page](#).
- Existing Portal users can log in with their Email or Username and Password.





Overview



Account Settings



Animal Health
Monitoring Orders



Aquatics Health
Monitoring Orders



Biologics & Cell
Health Orders



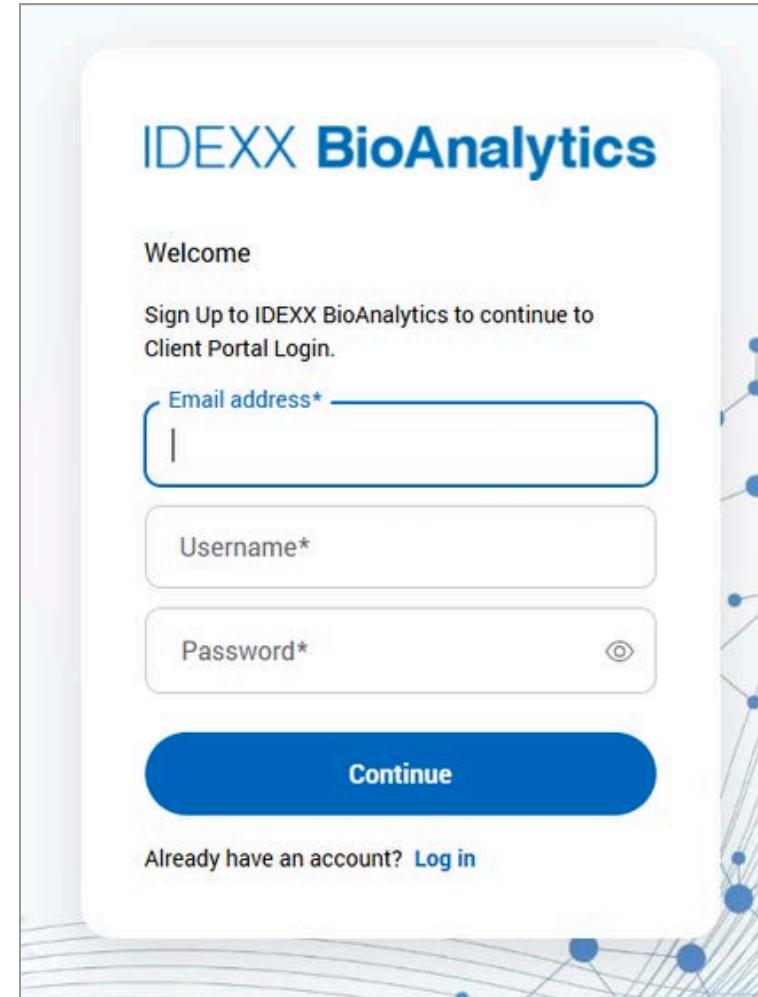
Preclinical
Orders



Anatomic Pathology
Orders

New User Registration

- Navigate to the [Client Portal login page](#).
- Create an account if you are a new client or a current client who has not yet used the Portal.
- Logins should not be shared. Please create an account for each submitter at your institution.
- Complete all required fields with contact and billing information, request online access to other users' current or historical results, and grant other users access to your results.
- Once your account setup is complete you can immediately place your first order with us.





Overview



Account Settings



Animal Health Monitoring Orders



Aquatics Health Monitoring Orders



Biologics & Cell Health Orders



Preclinical Orders



Anatomic Pathology Orders

Advantages to online ordering

- Online submissions are faster, more accurate, and increase your visibility and control.
- When you use the Online Submission tool, you can see your Order History and the status of each order such as:
 - Incomplete
 - Submitted
 - In Progress
 - Resulted
 - Voided

IDEXX BioAnalytics Client Portal

View your order history

Conveniently view a summary of your order history, gathering valuable insights into your account activity. Need to change an order? Please submit a [Change Request](#) form.

Currently viewing order history for: IDEXX, BioAnalytics - ALL

Show From: Last 90 Days Filter By Status: All Only Show Named Submissions [Place an Order](#)

		Submission Name	Status	Confirmation No.	Last Changed	Service Count	Sample Count	Shipping Date	Submitter	Case Numbers	Created By	Submission Created Date
Continue	Clone	...	Submitted	250403-0242-U	04/03/2025	1	1	04/03/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	04/03/2025
Continue	Clone	...	Incomplete		03/20/2025	0	0		BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	...	Incomplete		03/20/2025	1	18	03/20/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	...	Incomplete		03/19/2025	1	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/19/2025
Continue	Clone	...	Incomplete		03/18/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/18/2025
Continue	Clone	...	Incomplete		03/14/2025	3	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/14/2025
Continue	Clone	...	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	...	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	...	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	...	Incomplete		03/04/2025	2	1	03/04/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	...	Incomplete		03/04/2025	3	2		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	...	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025

Online order cloning advantages

- You can clone previous submissions and/or keep a case as a template.
- Cloning creates a new case with the same samples and services as the original.
- Submissions can be named by clicking on the three dots in the name column.
 - This makes finding a template quick and easy.

IDEXX BioAnalytics Client Portal

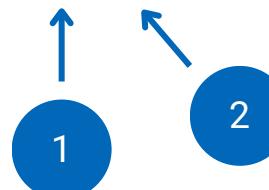
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Currently viewing order history for: IDEXX, BioAnalytics - ALL

Show From: Last 90 Days Filter By Status: All Only Show Named Submissions [Place an Order](#)

	Submission Name	Status	Confirmation No.	Last Changed	Service Count	Sample Count	Shipping Date	Submitter	Case Numbers	Created By	Submission Created Date
Continue	Clone	Submitted	250403-0242-U	04/03/2025	1	1	04/03/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	04/03/2025
Continue	Clone	Incomplete		03/20/2025	0	0		BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	Incomplete		03/20/2025	1	18	03/20/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	Incomplete		03/19/2025	1	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/19/2025
Continue	Clone	Incomplete		03/18/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/18/2025
Continue	Clone	Incomplete		03/14/2025	3	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/14/2025
Continue	Clone	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	Incomplete		03/04/2025	2	1	03/04/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	Incomplete		03/04/2025	3	2		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025



Managing your account

- Navigate to Account Settings from the left-hand menu to edit your:
 - Contact information
 - Reporting preferences
 - Billing information
 - Data access

IDEXX BioAnalytics Client Portal

IDEXX BioAnalytics Sign out

Manage your account profile, reporting, and billing settings

These fields are provided for editing purposes only (e.g. spelling errors, address changes). This account cannot be changed to a new individual or company.

My profile [Reporting](#) [Billing](#) [Data Access](#)

First name	Last name
IDEXX	BioAnalytics
Email address	Phone number
ibaproductmarketingandcom	+18006690825
Phone number 2	Fax number
Institution name	Titles/Degrees
IDEXX BioAnalytics	
Address line #1	Address line #2
4011 Discovery Drive	
City	State/Province
Columbia	MO
Postal code	Country
65201	United States

Save Changes

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Data Access

- Navigate to Account Settings from the left-hand menu to edit your data access:
 - Add recipients to receive results
 - Request access to another user's results
 - Give another user access to your results

IDEXX BioAnalytics Client Portal

IDEXX BioAnalytics Client Portal

IDEXX BioAnalytics

IDEXX BioAnalytics Sign out

My Dashboard

Place an Order

Order History

Cases and Search

Reports & Certificates

Client Support Center

Account Settings

Resources and Support

Logout

USERID: IBAMARKETING

Manage your account profile, reporting, and billing settings

These fields are provided for editing purposes only (e.g. spelling errors, address changes). This account cannot be changed to a new individual or company.

My profile Reporting Billing **Data Access**

Your data integrity is our highest priority. Once the below request is submitted, our team will review and work to provide the necessary access to users.

I would like to add additional email recipients to receive results

I need access to another user's current or historical results via the Client Portal

I need to give another user access to my results via the Client Portal

Save Changes

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1

Place an order

- Select Place an Order on your dashboard or from the navigation bar to start a new case submission.

1



IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

BioAnalytics IDEXX  Sign out

IDEXX BioAnalytics

Welcome BioAnalytics to your IDEXX BioAnalytics Dashboard

Easily submit test requests, such as blood chemistry profiles and hematology tests, securely and efficiently, streamlining the process to reduce administrative burdens. This portal allows you to easily track the status of your submissions, receive electronic reports, and access a comprehensive view of your order history.

[Place an Order](#)





Overview



Account Settings



Animal Health Monitoring Orders



Aquatics Health Monitoring Orders



Biologics & Cell Health Orders



Preclinical Orders



Anatomic Pathology Orders

2

Service type selection

Select a submission type to begin:

- **Health Monitoring**
 - Animal surveillance for pathogens and microbial screening services
 - Advantage profiles, 3R FELASA, Serology, Real-time PCR, Opti-XXpress/EDx profiles, Diagnostic Pathology, Microbiology, Microbiome

IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

Let's start your order

Please select the testing option that meets your research needs.

Your order is being placed with this account: IDEXX, BioAnalytics

Health Monitoring



Environmental and sentinel pathogen surveillance for routine monitoring, disease detection and quarantine.

[Get started >](#)

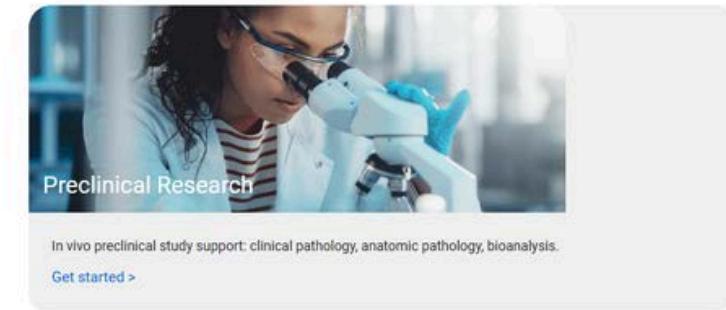
Biologics and Cell Health



Authentication, characterization, and contamination detection for cell lines, xenograft tumors, and pluripotent stem cells.

[Get started >](#)

Preclinical Research



In vivo preclinical study support: clinical pathology, anatomic pathology, bioanalysis.

[Get started >](#)

Aquatics Diagnostics



Aquatic-specific diagnostics for routine health monitoring and quarantine testing.

[Get started >](#)

1

3

Tool palette

-  Add a single row
-  Add multiple rows
-  Trash can / delete
-  Duplicate a row
-  Fill down a column
-  Sequential number fill
-  Undo
-  Dictionary
-  Full page view

The [*i*](#) link in the column headers provides additional glossary information.

IDEXX BioAnalytics BioAnalytics IDEXX  Sign out
IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

1) Samples and Services **2) Order/Billing Details** 3) Submission Review Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

[Import Spreadsheet](#) [Add Services](#)

	 Client Sample ID*	 Species*	 Add ID	 Investigator	 Building	 Area	 Room	 Rack	 Strain	 Sex	 Approx Date of Birth (DD-MMM-YY)	 Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services	
1	<input type="checkbox"/>		<i>i</i>															

1

[Cancel and Exit](#) [Save and Exit](#) [Order/Billing Details »](#)

4

Option 1: Copy and paste or manually type data

- Enter each animal as one line regardless of number of sample types/tissues per animal. Add any other sample information you need to identify your samples.
- Columns marked with an asterisk are required. Other columns are optional.
- The most used demographic columns are:
 - Client Sample ID*
 - Species*
 - Investigator
 - Building
 - Room
 - Rack
 - Strain

IDEXX BioAnalytics Client Portal

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	<input type="checkbox"/>	Client Sample ID*	Species*	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services
1	<input type="checkbox"/>																	

Import Spreadsheet

1

Cancel and Exit Order/Billing Details »

5

Option 2: Import spreadsheet data

- A blank spreadsheet template is available in the pop-out window once you click Import Spreadsheet.
- Customize Other column headers.
- Upload data for a quick and easy submission.

3

1

2

3

4

5

6

Error checking and Dictionary

- As you enter sample information, you might notice our embedded error checking.
- This feature prompts you with dropdown options and highlights new entries not found in the Dictionary.
- To remove the highlights and add a new entry to the Dictionary, select the cell(s) or column(s) and click the Dictionary icon. Confirm by clicking Add to Dictionary.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of samples). After selecting, click the "Add Services" button to choose services for those samples. You can add multiple items at once to your dictionary by selecting multiple cells or entire columns.

Cells highlighted in yellow mean that you chose an option not currently in your user dictionary. Please select those cells and click the "Add to User Dictionary" button (the  icon) or change your selected values. Tip: You can add multiple items at once to your dictionary by selecting multiple cells or entire columns.

	Group ID	Animal ID*	Species*	Approx Date of Birth (DD-MMM-YY)	Collection Date (DD-MMM-YY)*	Breed	Strain	Sex	Timepoint	Source	Other 1	Other 2	Other 3	Other 4	Services
1	<input checked="" type="checkbox"/> Baseline	A1	mouse	31-Dec-24	31-Dec-24					TP1					
2	<input checked="" type="checkbox"/> Baseline	A2	mouse	31-Dec-24	31-Dec-24					TP1					
3	<input checked="" type="checkbox"/> Baseline	A3	mouse	31-Dec-24	31-Dec-24					TP1					
4	<input checked="" type="checkbox"/> Treatment	B1	mouse	31-Dec-24	31-Dec-24					TP1					
5	<input checked="" type="checkbox"/> Treatment	B2	mouse	31-Dec-24	31-Dec-24					TP1					
6	<input checked="" type="checkbox"/> Unknown	B3	mouse							TP1					

Confirm

You are about to add the following values to your dictionary. If you see a value you don't wish to add, please close this confirmation and make the necessary changes.

Other 1: ABC

Add to Dictionary

1

2

Cancel and Exit

Save and Exit

Order/Billing Details »

7a

Add services

- Select samples to which services will be added. To select all, click in the checkbox at the top of the column.
- Check the box next to a sample to select it and click Add Services.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

Client Sample	Species*	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services
<input checked="" type="checkbox"/>	1 mouse															
<input checked="" type="checkbox"/>	2 mouse															
<input checked="" type="checkbox"/>	3 mouse															

Import Spreadsheet Add Services

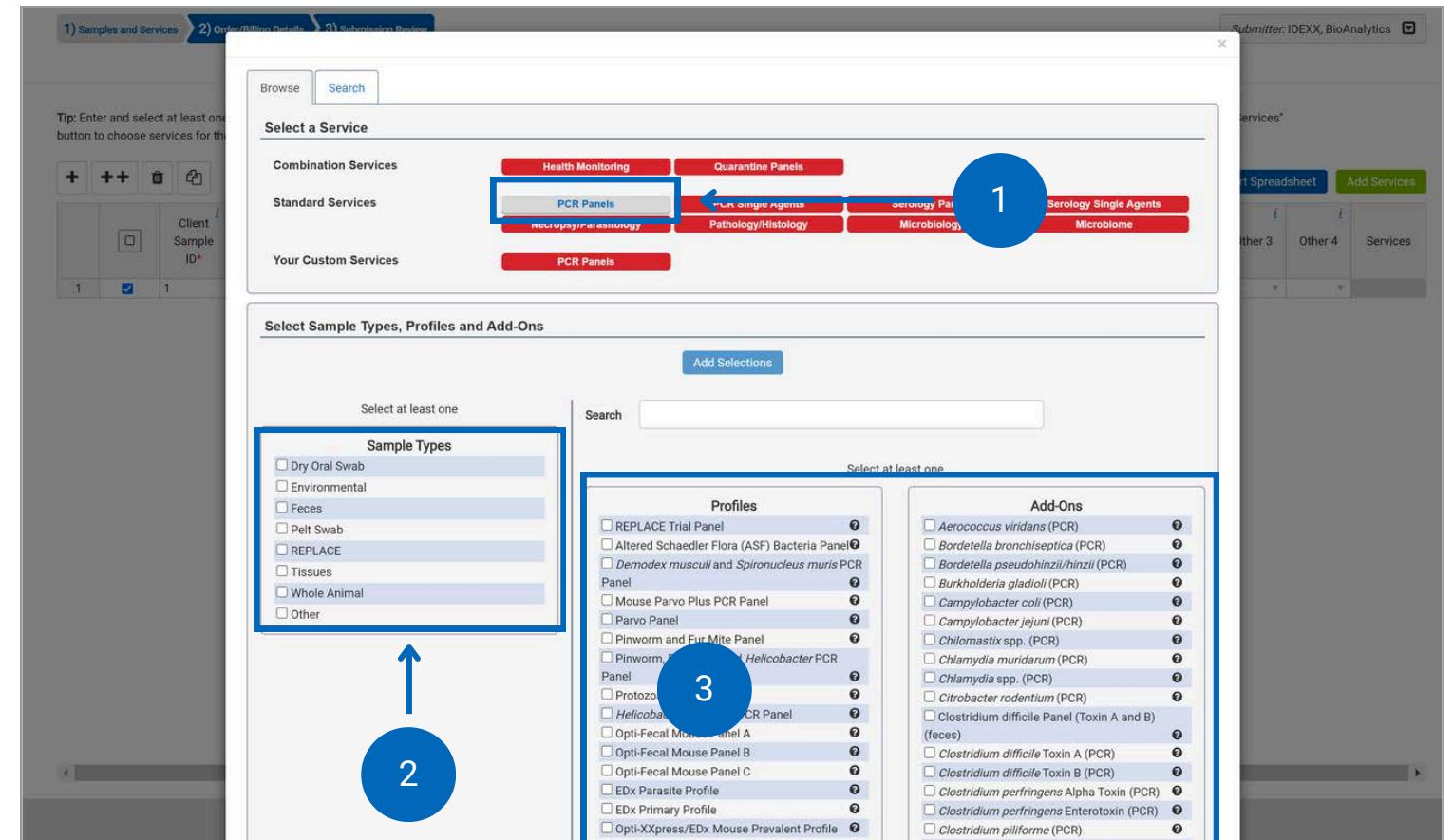
1 2

Cancel and Exit Save and Exit Order/Billing Details »

7b

Select services

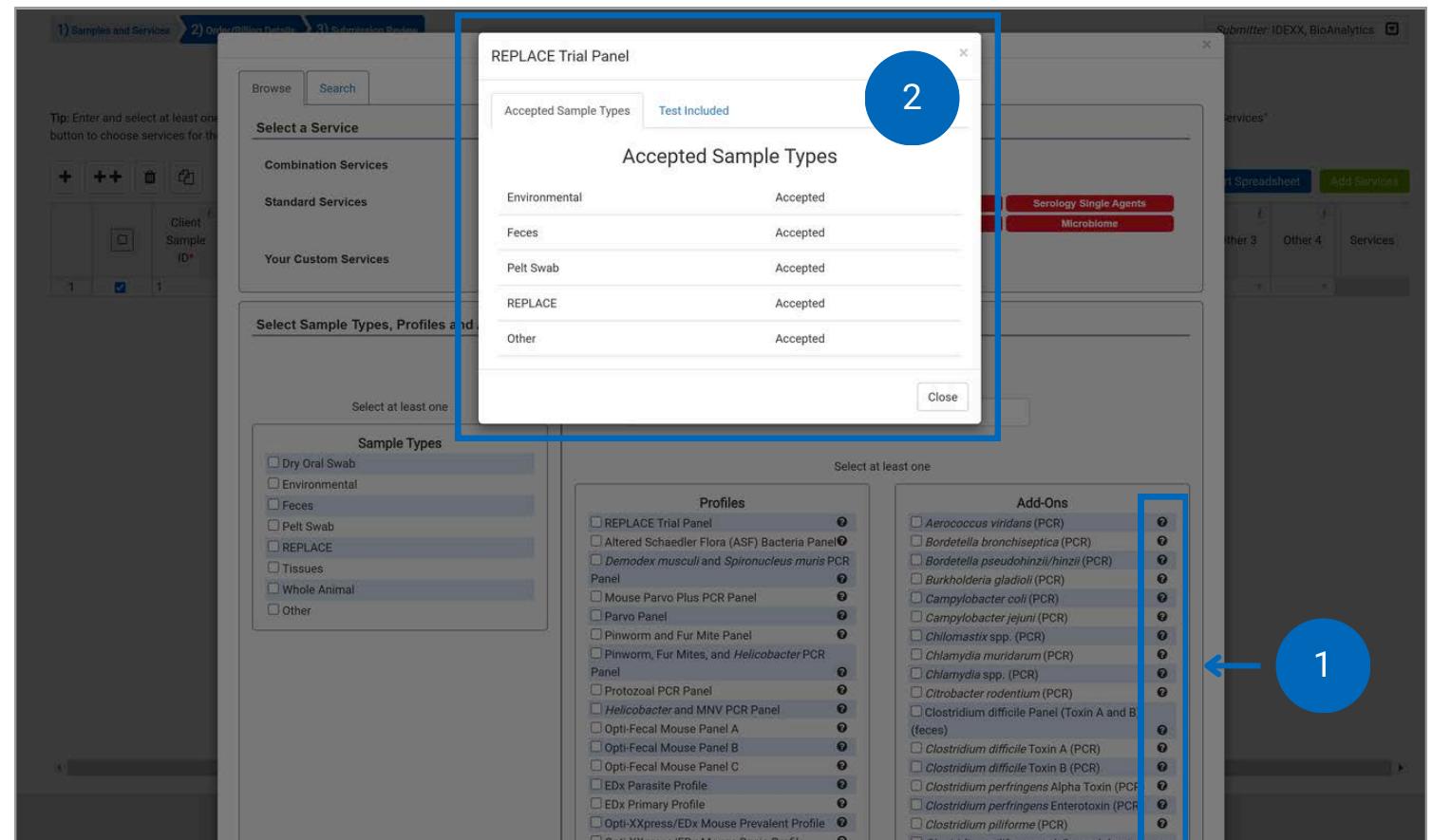
- Browse through our offering and choose a Service tile.
- To add a service:
 - Select the sample type
 - Select your Profile(s) or Service
 - Select your Add-on(s)
 - Click Add Selection
- You can continue to add services or close the window to return to the sample grid and select new samples/move on.



7c

Service selection

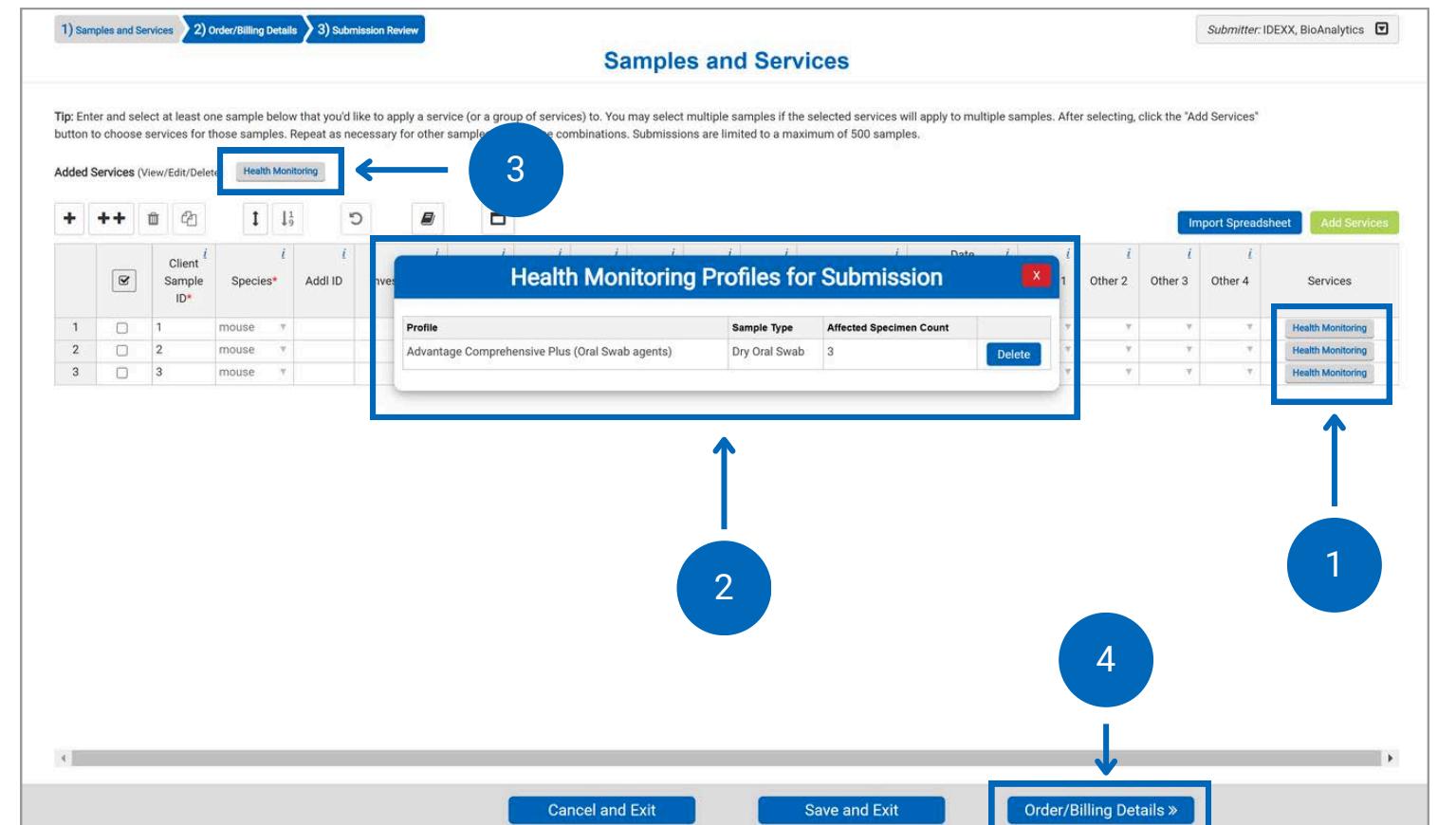
- Click on the button beside a service to learn more including accepted sample type and the tests or assays included.
- This will show you sample type information and services included.



7d

Review services

- You can review and edit your services from the sample grid.
- Click on the service category name in the right-hand column for more detailed information.
- Click the badge above the sample grid next to Added Services (View/Edit/Delete) to see all of the services for that category and remove it from all the samples the service is assigned to.
- Once all your samples are added and assigned the services needed, continue to Order/Billing Details.





Overview



Account Settings



Animal Health Monitoring Orders



Aquatics Health Monitoring Orders



Biologics & Cell Health Orders



Preclinical Orders



Anatomic Pathology Orders

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Add Order/Billing Details

- Please fill all required fields marked with an asterisk.
- Please ensure your Bill-to address is included and is correct.
- Enter submission details including study ID, purchase order numbers (POs), special instructions, quote number, etc.
- Continue by clicking the Submission Review button.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Order/Billing Details

Order Details

Payment Info

Payment Type* Send Invoice/Charges To [Edit Billing Info](#)

Purchase Order*

Quote Number

Study Director

Shipping Info

Ship Date* 3

Ship to Lab*

Carrier Type

Case Info

Study ID

Submission Name

Separate case for each animal (i.e., patient records)? If No is selected, all results will display on the same report.* Yes No

Dilute short samples?* Yes No

Are you aware of any potential human health hazards, including radioactivity, associated with these samples? Yes No

[Special Test Instructions](#)

[Samples and Services](#) [Cancel and Exit](#) [Save and Exit](#) **Submission Review >**

1

3

9

Submission review

- This screen provides a final overview of your submission.
- If everything is correct, click Submit to complete your order.
- If anything needs to be adjusted, you can edit by clicking Order/Billing Details.
- If you want to continue later, click Save and Exit.
 - You can resume this case from the Order History menu.

1) Samples and Services
2) Order/Billing Details
3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Please review the following information before confirming your order. If anything is incorrect, please go back to a previous step and fix before submitting.

Submit

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Case Submission Packing Slip

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@idexx.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/17/2024

Ship to Lab: West Sacramento, California

Species: mouse

Facility: ALL

Services Requested: Comprehensive Chemistry 6006, C Reactive Protein- Mouse

Comments:

Special Test Instructions:

Purchase Order: 123456

Quote Number:

Total # of Animal IDs: 6

Separate Cases: No

Infectious Agent / Health Hazards:

Dilute Short Samples: No

Additional Sample Information:

Group ID	Species	Collection Date	Other 1	Sample Services
1 Baseline	mouse	31-Dec-24	TP1	Fluid: Chemistry: Comprehensive Chemistry 6006 C Reactive Protein- Mouse
2 Baseline	mouse	31-Dec-24	TP1	Fluid: Chemistry: C Reactive Protein- Mouse Comprehensive Chemistry 6006
3 Baseline	mouse	31-Dec-24	TP1	Fluid: Chemistry: Comprehensive Chemistry 6006 C Reactive Protein- Mouse
4 Treatment	mouse	31-Dec-24	TP1	Fluid: Chemistry: C Reactive Protein- Mouse Comprehensive Chemistry 6006
5 Treatment				

2

[« Order/Billing Details](#)

[Cancel and Exit](#)

[Save and Exit](#)

1

[Submit](#)

10

Order Confirmation

- Once you click Submit you will receive an Order Confirmation Number.
- Please view and print your case submission packing slip. Include a copy of the packing slip inside the box with your samples.
- For any changes after you have received an order confirmation, please contact us at idexxbioanalytics@idexx.com to modify your submission.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Order Confirmation Number: 241217-1229-G

Your order has been submitted! Please use the "View" button to print out your order summary and include it with your shipment. This PDF has also been emailed to you (please allow up to 15 minutes for delivery). Please follow the shipping and sample instructions available [here](#).

[View](#)
(Using the "View" button will open a pdf in a new window that you can use to print or save.)

IDEXX BioAnalytics **IDEXX**

Case Submission Packing Slip

Order Confirmation Number: 241217-1229-G

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@idexx.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/17/2024
Ship to Lab: West Sacramento, California
Species: mouse
Facility: ALL
Services Requested: Comprehensive Chemistry 6006,C Reactive Protein- Mouse
Comments:
Special Test Instructions:

Purchase Order: 123456
Quote Number:
Total # of Animal IDs: 6
Separate Cases: No
Infectious Agent / Health Hazards:
Dilute Short Samples: No
Additional Sample Information:

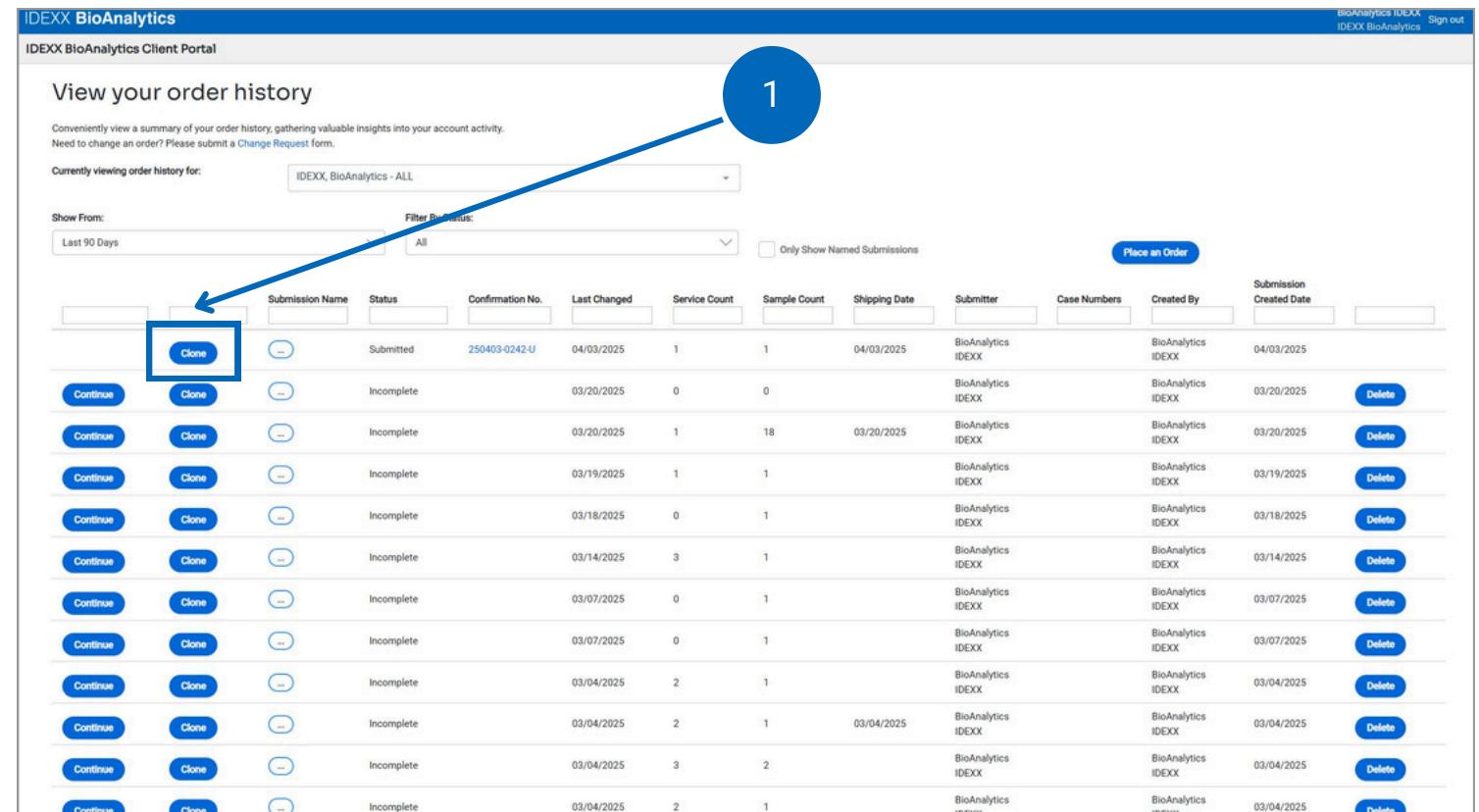
Group ID	Animal ID	Species	Collection Date	Other 1	Sample Types and Services
1	Baseline	mouse	31-Dec-24	TP1	Fluid Chemistry: Comprehensive Chemistry 6006 C Reactive Protein- Mouse

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Using templates and clones

- Click Order History in the navigation bar.
- Determine which submission template you want to clone.
- Click Clone button to create a new submission with pre-populated sample and service data from the original template.

Hint: Templates can be created to provide a simple 3-Click method to set up submissions that occur repeatedly, whether weekly, monthly, quarterly, etc. Templates can be named based on user's preference.



The screenshot shows the 'View your order history' page. At the top, there are filters for 'Show From' (Last 90 Days), 'Filter Status' (All), and a checkbox for 'Only Show Named Submissions'. A 'Place an Order' button is located on the right. The main area is a table with columns: Submission Name, Status, Confirmation No., Last Changed, Service Count, Sample Count, Shipping Date, Submitter, Case Numbers, Created By, and Submission Created Date. Each row in the table has a 'Clone' button in the first column. The first row's 'Clone' button is highlighted with a blue box and a blue arrow pointing to a large blue circle with the number 1. The table contains 15 rows of data, each representing a submission with a status of 'Incomplete'.

1

Place an order

- Select Place an Order on your dashboard or from the navigation bar to start a new case submission.

1

[Place an Order](#)

IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

Welcome BioAnalytics to your IDEXX BioAnalytics Dashboard

Easily submit test requests, such as blood chemistry profiles and hematology tests, securely and efficiently, streamlining the process to reduce administrative burdens. This portal allows you to easily track the status of your submissions, receive electronic reports, and access a comprehensive view of your order history.

[Place an Order](#)



BioAnalytics IDEXX  Sign out
IDEXX BioAnalytics

2

Service type selection

Select a submission type to begin:

- **Aquatic Diagnostics**
 - Diagnostics and screening services
 - Zebrafish, Axolotl, Xenopus, and other aquatic species testing

IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

Let's start your order

Please select the testing option that meets your research needs.

Your order is being placed with this account: IDEXX, BioAnalytics

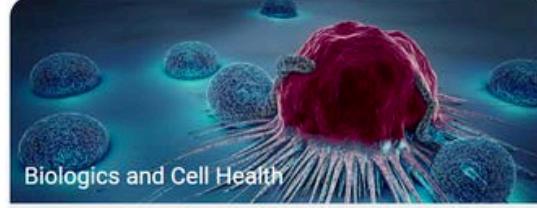
Health Monitoring



Environmental and sentinel pathogen surveillance for routine monitoring, disease detection and quarantine.

[Get started >](#)

Biologics and Cell Health



Authentication, characterization, and contamination detection for cell lines, xenograft tumors, and pluripotent stem cells.

[Get started >](#)

Preclinical Research



In vivo preclinical study support: clinical pathology, anatomic pathology, bioanalysis.

[Get started >](#)

Aquatics Diagnostics



Aquatic-specific diagnostics for routine health monitoring and quarantine testing.

[Get started >](#)

1

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Tool palette

-  Add a single row
-  Add multiple rows
-  Trash can / delete
-  Duplicate a row
-  Fill down a column
-  Sequential number fill
-  Undo
-  Dictionary
-  Full page view

The [i](#) link in the column headers provides additional glossary information.

IDEXX BioAnalytics BioAnalytics IDEXX  Sign out
IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

1) Samples and Services > 2) Order/Billing Details > 3) Submission Review Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

[Import Spreadsheet](#) [Add Services](#)

	 Client Sample ID*	 Species*	 Add ID	 Investigator	 Building	 Area	 Room	 Rack	 Strain	 Sex	 Approx Date of Birth (DD-MMM-YY)	 Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services	
1	<input type="checkbox"/>		i															

1

[Cancel and Exit](#) [Save and Exit](#) [Order/Billing Details »](#)

4

Option 1: Copy and paste or manually type data

- Enter each animal as one line regardless of number of sample types/tissues per animal. Add any other sample information you need to identify your samples.
- Columns marked with an asterisk are required. Other columns are optional.
- The most used demographic columns are:
 - Client Sample ID*
 - Species*
 - Investigator
 - Building
 - Room
 - Rack

IDEXX BioAnalytics Client Portal

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

Import Spreadsheet **Add Services**

	Client Sample ID*	Species*	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services
1																	

1

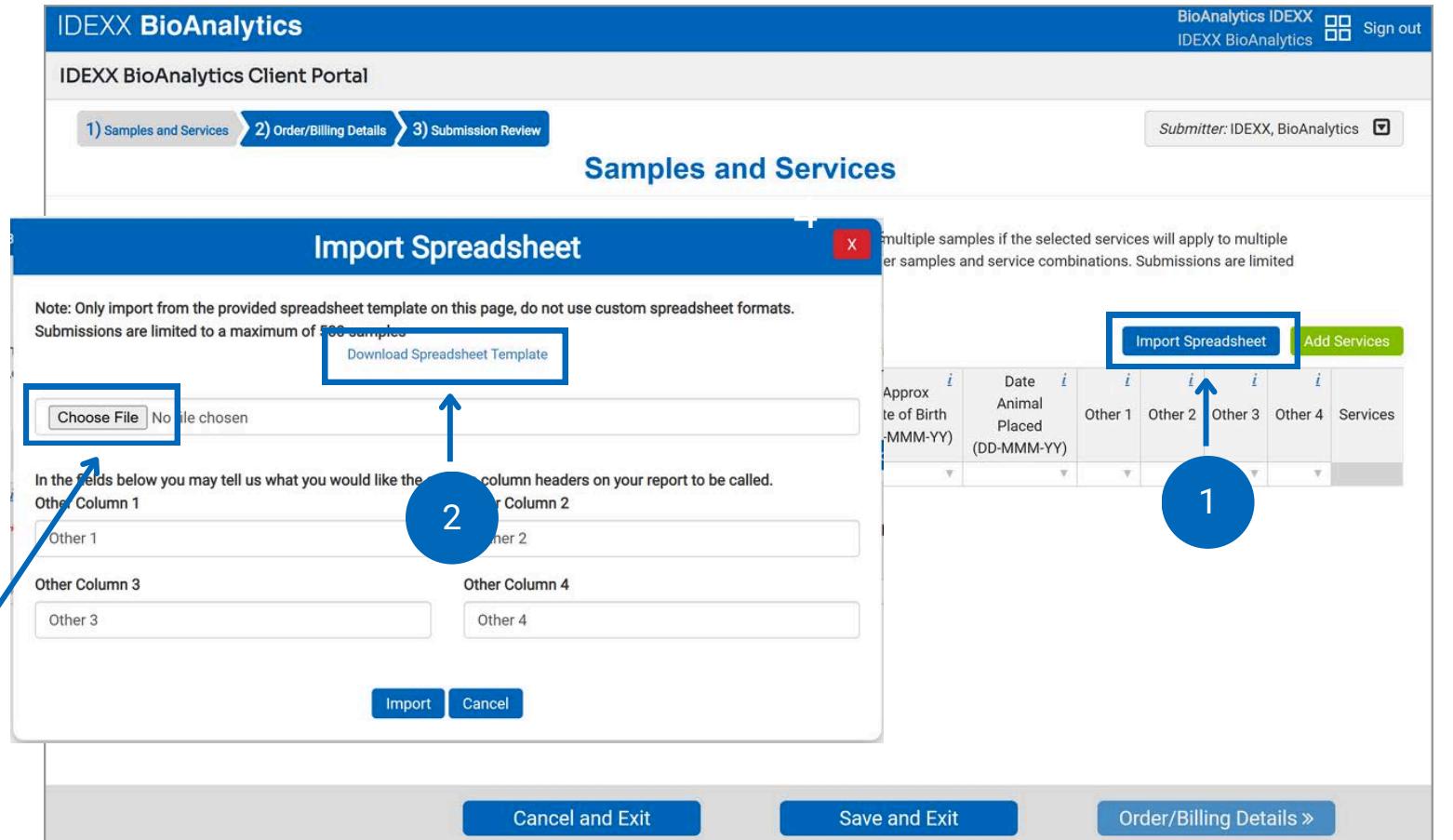
Cancel and Exit Save and Exit Order/Billing Details »

5

Option 2: Import spreadsheet data

- A blank spreadsheet template is available in the pop-out window once you click Import Spreadsheet.
- Customize Other column headers.
- Upload data for a quick and easy submission.

3



6

Error checking and Dictionary

- As you enter sample information, you might notice our embedded error checking.
- This feature prompts you with dropdown options and highlights new entries not found in the Dictionary.
- To remove the highlights and add a new entry to the Dictionary, select the cell(s) or column(s) and click the Dictionary icon. Confirm by clicking Add to Dictionary.

Submitter: IDEXX, BioAnalytics

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples.

Cells highlighted in yellow mean that you chose an option not currently in your user dictionary. Please select those cells and click the "Add to User Dictionary" button (the  icon) or change your selected values. Tip: You can add multiple items at once to your dictionary by selecting multiple cells or even entire columns.

		Client Sample ID*	Species*	Addl ID	Investigator	Building	Area	Room	Pack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services
1	<input type="checkbox"/>	ZF1	zebrafish											Low Dose				
2	<input type="checkbox"/>	ZF2	zebrafish											Low Dose				
3	<input type="checkbox"/>	ZF3	zebrafish											Medium Dose				
4	<input type="checkbox"/>	ZF4	zebrafish											Medium Dose				
5	<input type="checkbox"/>	ZF5	zebrafish											Control				
6	<input type="checkbox"/>	ZF6	zebrafish											Control				

Confirm

You are about to add the following values to your dictionary. If you see a value you don't wish to add, please close this confirmation and make the necessary changes.

Other 1: Control

1 → Add to Dictionary

Cancel and Exit Save and Exit Order/Billing Details »

7a

Add services

- Select samples to which services will be added. To select all, click in the checkbox at the top of the column.
- Check the box next to a sample to select it and click Add Services.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	Client Sample ID*	Species*	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services
1	<input checked="" type="checkbox"/> ZF1	zebrafish											Low Dose				
2	<input checked="" type="checkbox"/> ZF2	zebrafish											Low Dose				
3	<input checked="" type="checkbox"/> ZF3	zebrafish											Medium Dose				
4	<input checked="" type="checkbox"/> ZF4	zebrafish											Medium Dose				
5	<input checked="" type="checkbox"/> ZF5	zebrafish											Control				
6	<input checked="" type="checkbox"/> ZF6	zebrafish											Control				

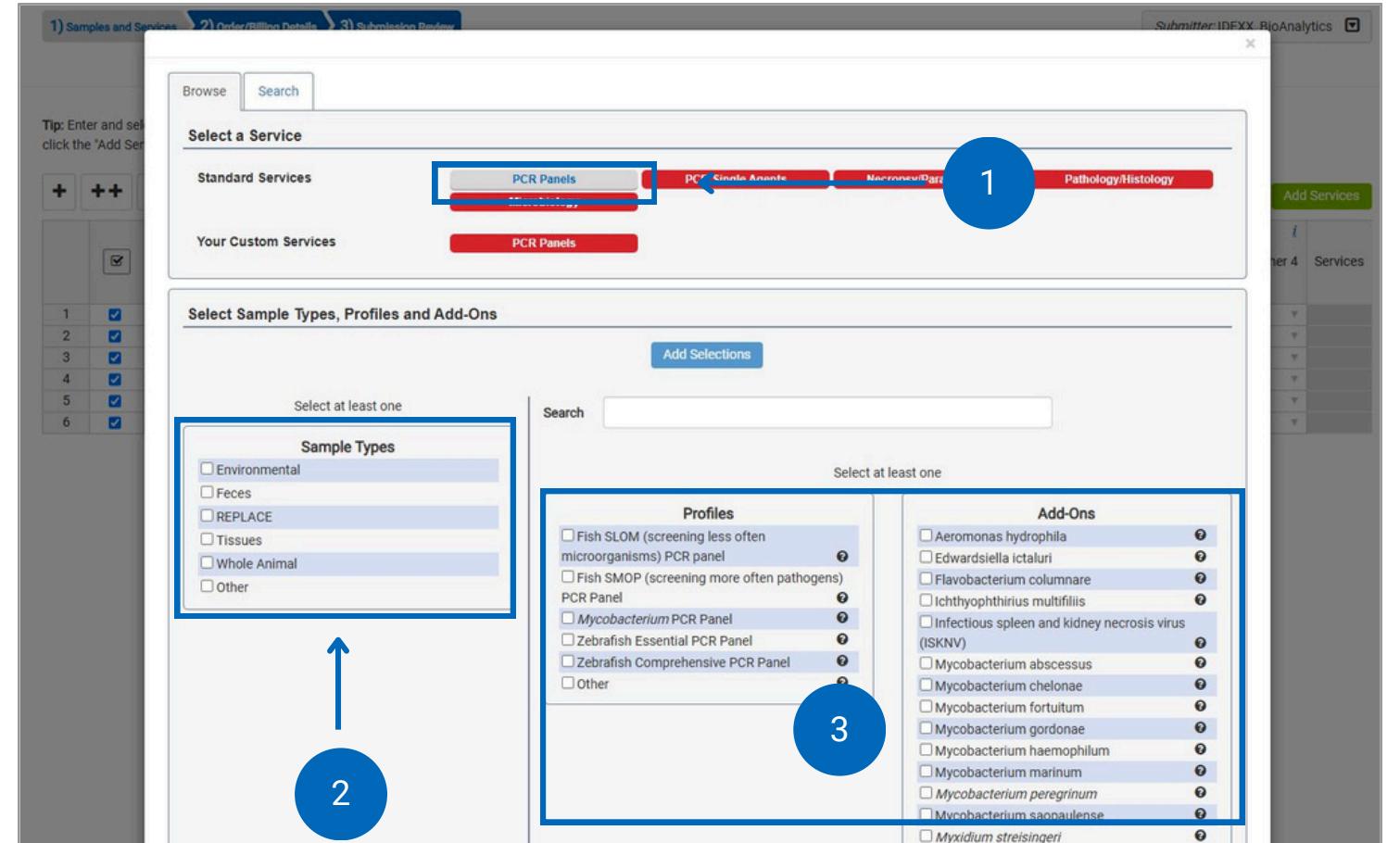
Import Spreadsheet Add Services

Cancel and Exit Save and Exit Order/Billing Details »

7b

Select services

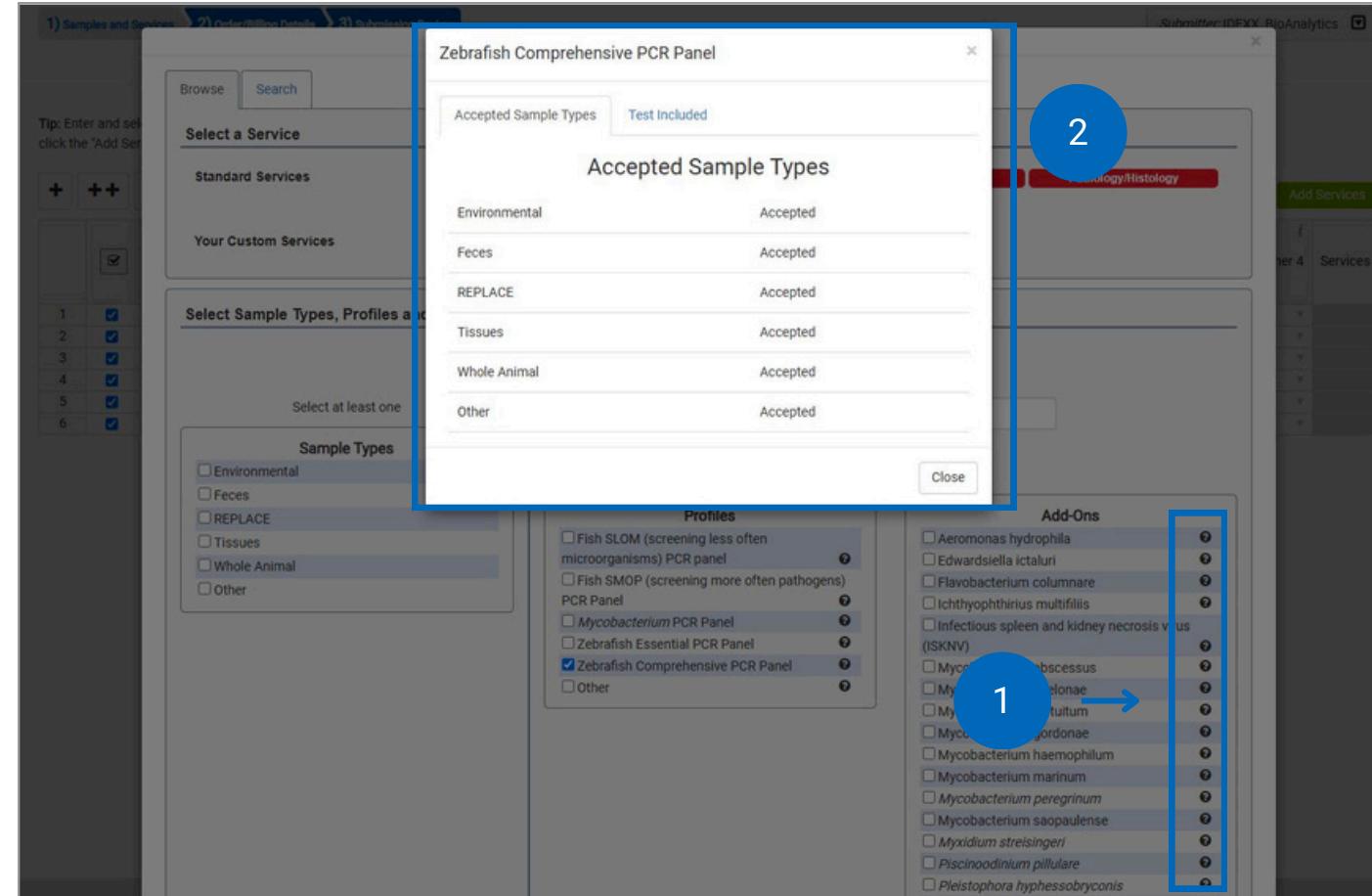
- You can search by service code or browse through our offering.
- To add a service:
 - Select your Profile(s) or Service and Add-Ons
 - Select the sample type
 - Click Add Selection
- You can continue to add services or close the window to return to the sample grid and select new samples/move on.



7c

Service selection

- Click on the button beside a service to learn more including accepted sample type and the tests or assays included.
- This will show you sample type information and services included.



7d

Review services

- You can review and edit your services from the sample grid.
- Click on the service category name in the right-hand column for more detailed information.
- Click the badge above the sample grid next to Added Services (View/Edit/Delete) to see all of the services for that category and remove it from all the samples the service is assigned to.
- Once all your samples are added and assigned the services needed, continue to Order/Billing Details.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

Added Services (View/Edit/Delete)

3  

	<input checked="" type="checkbox"/> Client Sample ID*	Species*	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services
1	<input type="checkbox"/>	ZF1	zebrafish										Low Dose				
2	<input type="checkbox"/>	ZF2	zebrafish										Low Dose				
3	<input type="checkbox"/>	ZF3	zebrafish										Low Dose				
4	<input type="checkbox"/>	ZF4	zebrafish										Low Dose				
5	<input type="checkbox"/>	ZF5	zebrafish										Low Dose				
6	<input type="checkbox"/>	ZF6	zebrafish										Low Dose				

Import Spreadsheet **Add Services**

PCR Panels Profiles for Submission 

2 

3 

4 

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Cancel and Exit **Save and Exit** **Order/Billing Details »**

PCR Panels 



Overview



Account Settings



Animal Health Monitoring Orders



Aquatics Health Monitoring Orders



Biologics & Cell Health Orders



Preclinical Orders



Anatomic Pathology Orders

8

Add Order/Billing Details

- Please fill all required fields marked with an asterisk.
- Please ensure your Bill-to address is included and is correct.
- Enter submission details including study ID, purchase order numbers (POs), special instructions, quote number, etc.
- Continue by clicking the Submission Review button.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Order/Billing Details

Order Details

Payment Info

Payment Type* Send Invoice/Charges To ⁱ
Quote Number IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201
US

[Edit Billing Info](#)

Shipping Info

Ship Date* Ship to Lab* Carrier Type

Case Info

Study ID Submission Name Client

[« Samples and Services](#) [Cancel and Exit](#) [Save and Exit](#) [Submission Review »](#)

1

9

Submission review

- This screen provides a final overview of your submission.
- If everything is correct, click Submit to complete your order.
- If anything needs to be adjusted, you can edit by clicking Order/Billing Details.
- If you want to continue later, click Save and Exit.
 - You can resume this case from the Order History menu.

1) Samples and Services
2) Order/Billing Details
3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Please review the following information before confirming your order. If anything is incorrect, please go back to a previous step and fix before submitting.

Submit

IDEXX BioAnalytics

Case Submission Packing Slip

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@idexx.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/18/2024
Ship to Lab: Columbia, Missouri
Species: zebrafish
Facility: ALL
Services Requested: Zebrafish Comprehensive PCR Panel
Comments:
Special Test Instructions:

Purchase Order: Pay by credit card
Quote Number:
Total # of Samples: 6
Separate Cases: No
Infectious Agent / Health Hazards:
Additional Sample Information:
Whole Animal - not live

Client Sample ID	Species	Other 1	Sample Types and Services
1 ZF1	zebrafish	Low Dose	PCR Panels: Zebrafish Comprehensive PCR Panel
2 ZF2	zebrafish	Low Dose	PCR Panels: Zebrafish Comprehensive PCR Panel
3	« Order/Billing Details	Cancel and Exit	Save and Exit
4	Submit		

2

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10

Order Confirmation

- Once you click Submit you will receive an Order Confirmation Number.
- Please view and print your case submission packing slip. Include a copy of the packing slip inside the box with your samples.
- For any changes after you have received an order confirmation, please contact us at idexxbioanalytics@idexx.com to modify your submission.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Order Confirmation Number: 241218-0826-H

Your order has been submitted! Please use the "View" button to print out your order summary and include it with your shipment. This PDF has also been emailed to you (please allow up to 15 minutes for delivery). Please follow the shipping and sample instructions available [here](#).

View
(Using the "View" button will open a pdf in a new window that you can use to print or save.)

IDEXX BioAnalytics **IDEXX**

Case Submission Packing Slip

Order Confirmation Number: 241218-0826-H

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@idexx.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/18/2024
Ship to Lab: Columbia, Missouri
Species: zebrafish
Facility: ALL
Services Requested: Zebrafish Comprehensive PCR Panel
Comments:
Special Test Instructions:

Purchase Order: Pay by credit card
Quote Number:
Total # of Samples: 6
Separate Cases: No
Infectious Agent / Health Hazards:
Additional Sample Information:
Whole Animal - not live

11

Using templates and clones

- Click Order History in the navigation bar.
- Determine which submission template you want to clone.
- Click Clone button to create a new submission with pre-populated sample and service data from the original template.

Hint: Templates can be created to provide a simple 3-Click method to set up submissions that occur repeatedly, whether weekly, monthly, quarterly, etc. Templates can be named based on user's preference.

1

	Submission Name	Status	Confirmation No.	Last Changed	Service Count	Sample Count	Shipping Date	Submitter	Case Numbers	Created By	Submission Created Date
Continue	Clone	Submitted	250403-0242-U	04/03/2025	1	1	04/03/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	04/03/2025
Continue	Clone	Incomplete		03/20/2025	0	0		BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	Incomplete		03/20/2025	1	18	03/20/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	Incomplete		03/19/2025	1	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/19/2025
Continue	Clone	Incomplete		03/18/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/18/2025
Continue	Clone	Incomplete		03/14/2025	3	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/14/2025
Continue	Clone	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	Incomplete		03/04/2025	2	1	03/04/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	Incomplete		03/04/2025	3	2		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025

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Place an order

- Select Place an Order on your dashboard or from the navigation bar to start a new case submission.

1



[Place an Order](#)

IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

BioAnalytics IDEXX  Sign out

IDEXX BioAnalytics

Welcome BioAnalytics to your IDEXX BioAnalytics Dashboard

Easily submit test requests, such as blood chemistry profiles and hematology tests, securely and efficiently, streamlining the process to reduce administrative burdens. This portal allows you to easily track the status of your submissions, receive electronic reports, and access a comprehensive view of your order history.



The dashboard collage includes four images: a 3D rendering of a virus or cell cluster, a female scientist in a lab coat and safety glasses working with a pipette, a close-up of a microscope, and a 3D rendering of red blood cells.



Overview



Account Settings



Animal Health Monitoring Orders



Aquatics Health Monitoring Orders



Biologics & Cell Health Orders



Preclinical Orders



Anatomic Pathology Orders

2

Service type selection

Select a submission type to begin:

- **Biologics and Cell Health**
 - Cell line authentication and pathogen screening
 - IMPACT, h-IMPACT, Sterility testing, CellCheck, ConfirmPDX, Endotoxin testing, iCS-digital™ PSC testing

IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

Let's start your order

Please select the testing option that meets your research needs.

Your order is being placed with this account: IDEXX, BioAnalytics

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10096

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100107

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100112

100113

100114

100115

100116

100117

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100121

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100123

100124

100125

100126

100127

100128

100129

100130

100131

100132

100133

100134

100135

100136

100137

100138

100139

100

3

Tool palette

-  Add a single row
-  Add multiple rows
-  Trash can / delete
-  Duplicate a row
-  Fill down a column
-  Sequential number fill
-  Undo
-  Dictionary
-  Full page view

The [*i*](#) link in the column headers provides additional glossary information.

IDEXX BioAnalytics Client Portal

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.



Import Spreadsheet [Add Services](#)

1

[Cancel and Exit](#) [Save and Exit](#) [Order/Billing Details »](#)

4

Option 1: Copy and paste or manually type data

- Enter each sample as one line. Add any other sample information you need to identify your samples.
- Columns marked with an asterisk are required. Other columns are optional.
- The most used demographic columns are:
 - Client Sample ID*
 - Investigator
 - Cell Line
 - ATCC #
 - Species

IDEXX BioAnalytics Client Portal

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	Client Sample ID*	Species	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Cell Line	ATCC #	Other 1	Other 2	Other 3	Other 4	Services
1																			

1

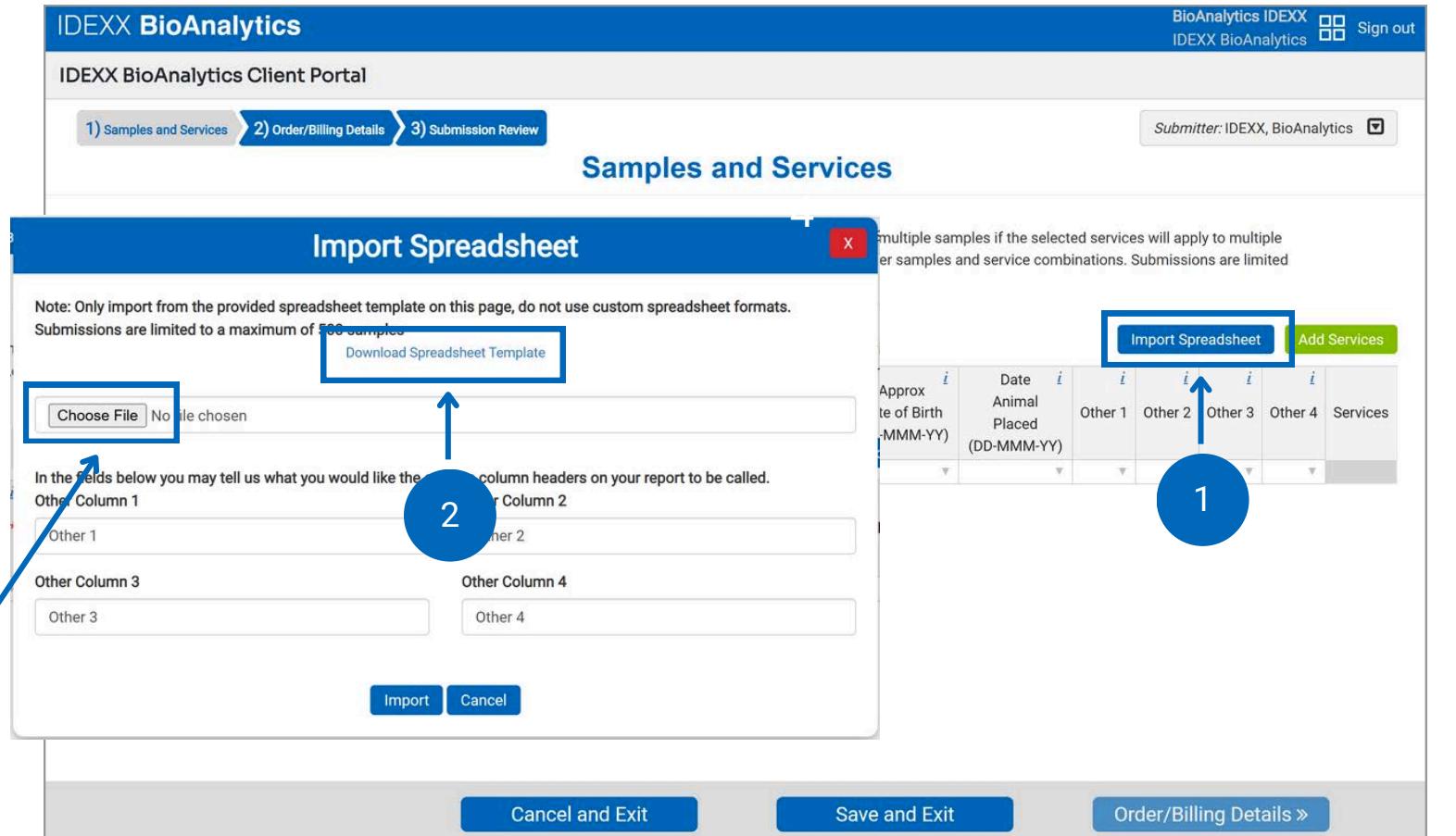
Cancel and Exit Save and Exit Order/Billing Details »

5

Option 2: Import spreadsheet data

- A blank spreadsheet template is available in the pop-out window once you click Import Spreadsheet.
- Customize Other column headers.
- Upload data for a quick and easy submission.

3



2

1

6

Error checking and Dictionary

- As you enter sample information, you might notice our embedded error checking.
- This feature prompts you with dropdown options and highlights new entries not found in the Dictionary.
- To remove the highlights and add a new entry to the Dictionary, select the cell(s) or column(s) and click the Dictionary icon. Confirm by clicking Add to Dictionary.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of samples). After selecting, click the "Add Services" button to choose services for those samples. A maximum of 500 samples.

Cells highlighted in yellow mean that you chose an option not currently in your user dictionary. Please select those cells and click the "Add to User Dictionary" button (the icon) or change your selected values. Tip: You can add multiple items at once to your dictionary by selecting multiple cells or even entire columns.

	Client Sample ID*	Species	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Cell Line	ATCC #	Other 1	Other 2	Other 3	Other 4	Services
1	1												HELA						
2	2												Sf9						
3	3												CHO						
4	4												MCF-7						

Confirm

You are about to add the following values to your dictionary. If you see a value you don't wish to add, please close this confirmation and make the necessary changes.

Cell Line: MCF-7

Add to Dictionary

Cancel and Exit Save and Exit Order/Billing Details »

7a

Add services

- Select samples to which services will be added. To select all, click in the checkbox at the top of the column.
- Check the box next to a sample to select it and click Add Services.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	+	++	trash	checklist	updown	refresh	print	Import Spreadsheet	Add Services													
	Client	Sample	Species	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx	Date of Birth	Date	Animal Placed	Cell Line	ATCC #	Other 1	Other 2	Other 3	Other 4	Services
	<input checked="" type="checkbox"/>	1																				
1	<input checked="" type="checkbox"/>	2																				
2	<input checked="" type="checkbox"/>	3																				
3	<input checked="" type="checkbox"/>	4	canine																			

1

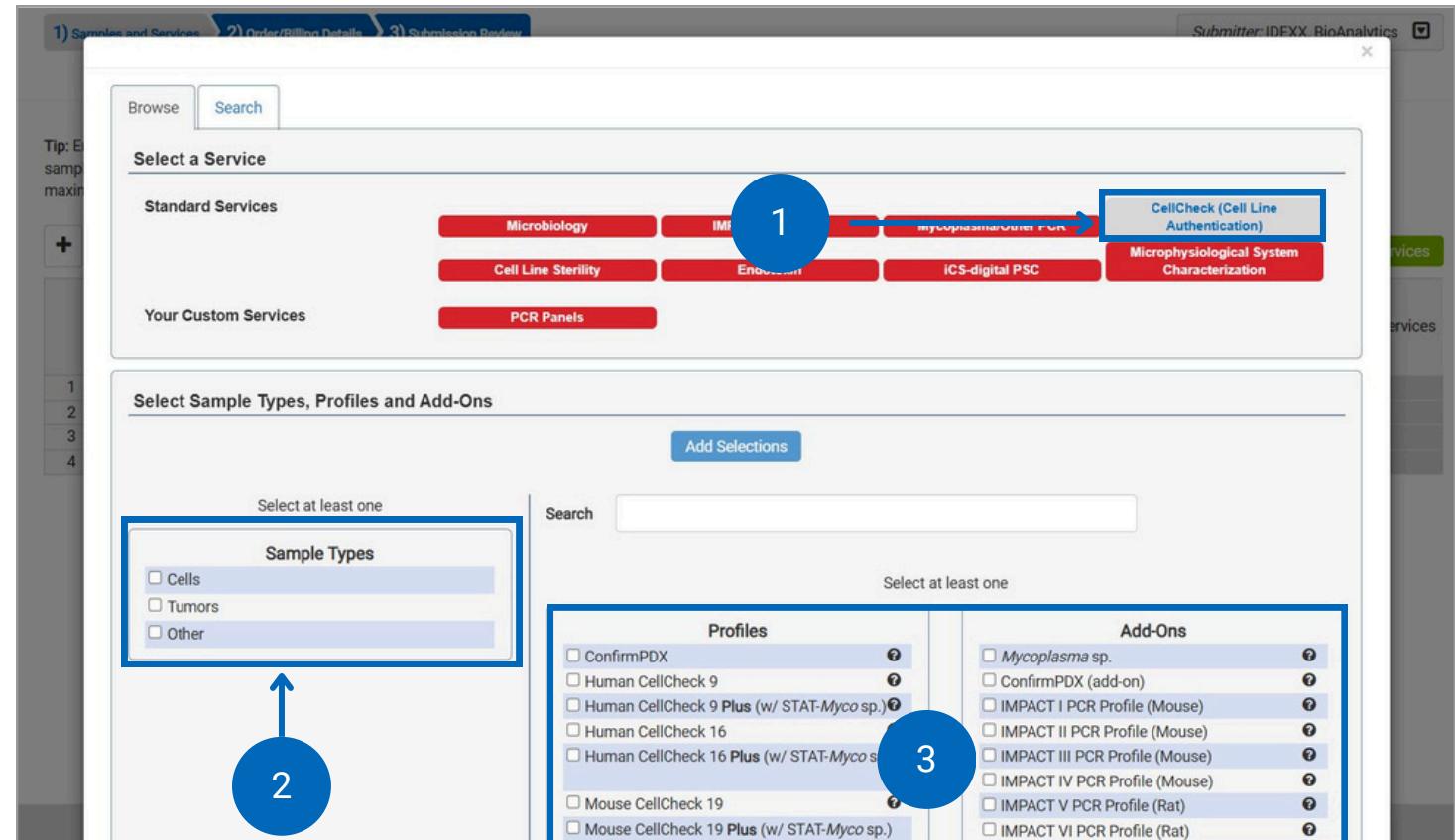
2

Cancel and Exit Save and Exit Order/Billing Details »

7b

Select services

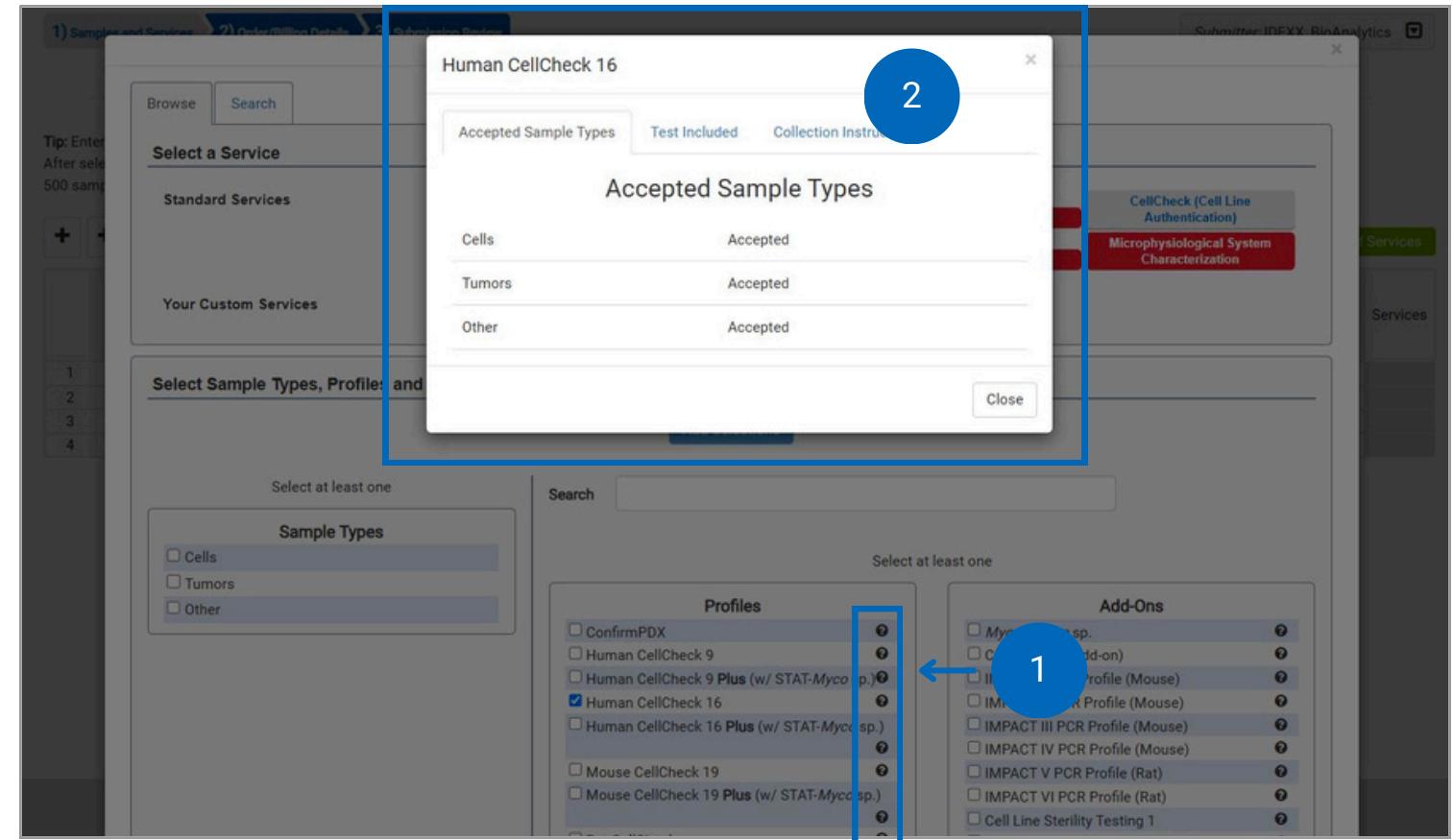
- Browse through our offering and choose a Service tile.
- To add a service:
 - Select the sample type
 - Select your Profile(s) or Service
 - Select your Add-on(s)
 - Click Add Selection
- You can continue to add services or close the window to return to the sample grid and select new samples/move on.



7c

Service selection

- Click on the button beside a service to learn more including accepted sample type and the tests or assays included.
- This will show you sample type information and services included.



7d

Review services

- You can review and edit your services from the sample grid as well.
- Click on the service category name in the right-hand column for more detailed information.
- Once all your samples are added and assigned the services needed, continue to Order/Billing Details.

1) Samples and Services > 2) Order/Billing Details > 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

Added Services (View/Edit/Delete) [CellCheck \(Cell Line Authentication\)](#)

[Import Spreadsheet](#) [Add Services](#)

	Client Sample ID*	Species	Add I	Profile	Sample Type	Affected Specimen Count	
1	<input type="checkbox"/>	1		Human CellCheck 16	Cells	4	Delete
2	<input type="checkbox"/>	2					
3	<input type="checkbox"/>	3					
4	<input type="checkbox"/>	4					

CellCheck (Cell Line Authentication) Profiles for Submission

1. Click on the service category name in the right-hand column for more detailed information.

2. Review and edit services from the sample grid as well.

3. Once all your samples are added and assigned the services needed, continue to Order/Billing Details.

[Cancel and Exit](#) [Save and Exit](#) [Order/Billing Details >](#)

8

Add Order/Billing Details

- Please fill all required fields marked with an asterisk.
- Please ensure your Bill-to address is included and is correct.
- Enter submission details including study ID, purchase order numbers (POs), special instructions, quote number, etc.
- Continue by clicking the Submission Review button.

Order Details

Payment Info

Payment Type*

Purchase Order*

Quote Number

Send Invoice/Charges To

[Edit Billing Info](#)

Shipping Info

Ship Date*

Ship to Lab*

Carrier Type

Case Info

Study ID

Submission Name

Client Case Number

Separate case for each animal (i.e., patient records)? If No is selected, all results will display on the same report.* Yes No

[« Samples and Services](#) [Cancel and Exit](#) [Save and Exit](#) **Submission Review »**

1

9

Submission review

- This screen provides a final overview of your submission.
- If everything is correct, click Submit to complete your order.
- If anything needs to be adjusted, you can edit by clicking Order/Billing Details.
- If you want to continue later, click Save and Exit.
 - You can resume this case from the Order History menu.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Please review the following information before confirming your order. If anything is incorrect, please go back to a previous step and fix before submitting.

Submit

IDEXX BioAnalytics **IDEXX**

Case Submission Packing Slip

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@idexx.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/18/2024
Ship to Lab: Columbia, Missouri
Species:
Facility: ALL
Services Requested: Human CellCheck 16
Comments:
Special Test Instructions:

3

1

2

Client Sample ID

	Client Sample ID	Cell Line	Sample Types and Services
1	1	HELA	Cells CellCheck (Cell Line Authentication): Human CellCheck 16
2	2	Sf9	Cells CellCheck (Cell Line Authentication): Human CellCheck 16
3	3	CHO	Cells CellCheck (Cell Line Authentication): Human CellCheck 16
4	4	MCF-7	Cells CellCheck (Cell Line Authentication): Human CellCheck 16

<< Order/Billing Details **Cancel and Exit** **Save and Exit** **Submit**



Overview



Account Settings



Animal Health Monitoring Orders



Aquatics Health Monitoring Orders



Biologics & Cell Health Orders



Preclinical Orders



Anatomic Pathology Orders

10

Order Confirmation

- Once you click Submit you will receive an Order Confirmation Number.
- Please view and print your case submission packing slip. Include a copy of the packing slip inside the box with your samples.
- For any changes after you have received an order confirmation, please contact us at idexxbioanalytics@idexx.com to modify your submission.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Order Confirmation Number: 241218-0811-Q

Your order has been submitted! Please use the "View" button to print out your order summary and include it with your shipment. This PDF has also been emailed to you (please allow up to 15 minutes for delivery). Please follow the shipping and sample instructions available [here](#).

View
(Using the "View" button will open a pdf in a new window that you can use to print or save.)

IDEXX BioAnalytics **IDEXX**

Case Submission Packing Slip

Order Confirmation Number: 241218-0811-Q

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@idexx.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/18/2024
Ship to Lab: Columbia, Missouri
Species:
Facility: ALL
Services Requested: Human CellCheck 16
Comments:
Special Test Instructions:

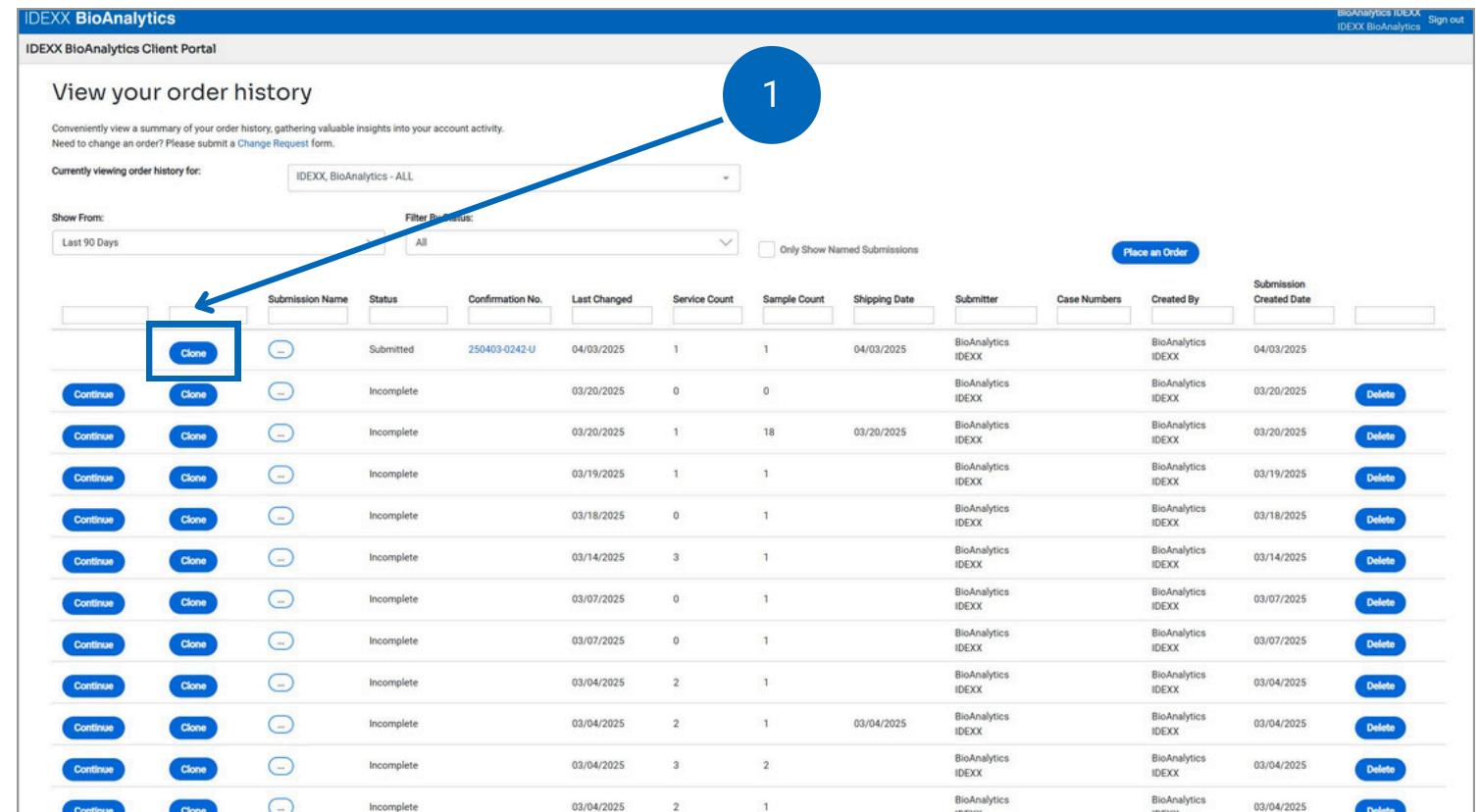
Purchase Order: 123456789
Quote Number:
Total # of Samples: 4
Separate Cases: No
Infectious Agent / Health Hazards:
Additional Sample Information:

11

Using templates and clones

- Click Order History in the navigation bar.
- Determine which submission template you want to clone.
- Click Clone button to create a new submission with pre-populated sample and service data from the original template.

Hint: Templates can be created to provide a simple 3-Click method to set up submissions that occur repeatedly, whether weekly, monthly, quarterly, etc. Templates can be named based on user's preference.



The screenshot shows the 'View your order history' page. At the top, there is a search bar with 'IDEXX, BioAnalytics - ALL' and a dropdown for 'Filter Status' with 'All' selected. Below this is a table with columns: Submission Name, Status, Confirmation No., Last Changed, Service Count, Sample Count, Shipping Date, Submitter, Case Numbers, Created By, and Submission Created Date. The table contains 15 rows of data. Each row has a 'Clone' button in the second column. A blue arrow points from the 'Clone' button in the first row to a large blue circle with the number 1. The 'Clone' button in the first row is highlighted with a blue box.

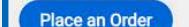
Submission Name	Status	Confirmation No.	Last Changed	Service Count	Sample Count	Shipping Date	Submitter	Case Numbers	Created By	Submission Created Date
	Submitted	250403-0242-U	04/03/2025	1	1	04/03/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	04/03/2025
	Incomplete		03/20/2025	0	0		BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
	Incomplete		03/20/2025	1	18	03/20/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
	Incomplete		03/19/2025	1	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/19/2025
	Incomplete		03/18/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/18/2025
	Incomplete		03/14/2025	3	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/14/2025
	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
	Incomplete		03/04/2025	2	1	03/04/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
	Incomplete		03/04/2025	3	2		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025

1

Place an order

- Select Place an Order on your dashboard or from the navigation bar to start a new case submission.

1



IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

BioAnalytics IDEXX  Sign out

IDEXX BioAnalytics

Welcome BioAnalytics to your IDEXX BioAnalytics Dashboard

Easily submit test requests, such as blood chemistry profiles and hematology tests, securely and efficiently, streamlining the process to reduce administrative burdens. This portal allows you to easily track the status of your submissions, receive electronic reports, and access a comprehensive view of your order history.



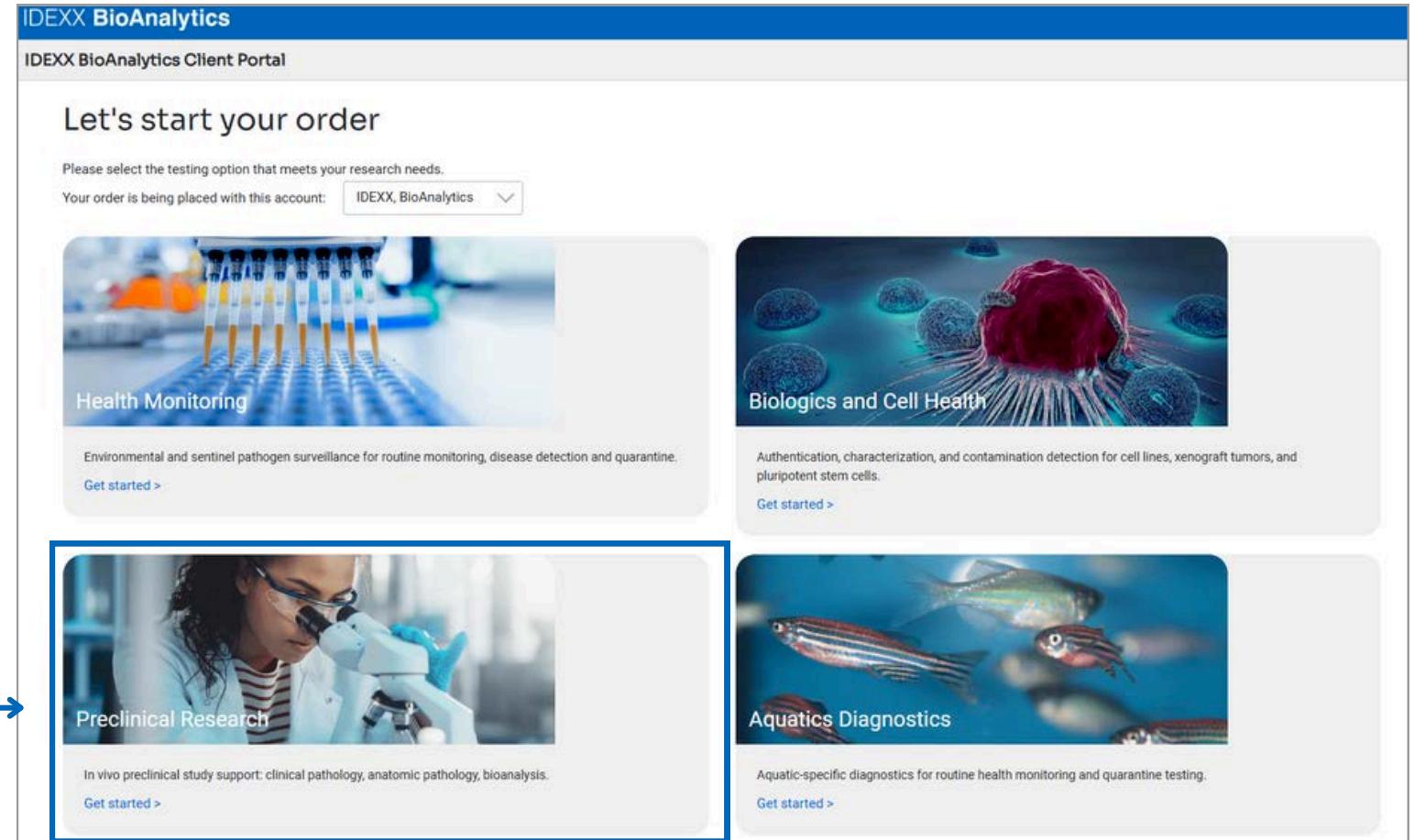
2

Service type selection

Select a submission type to begin:

- **Preclinical Research**
 - Preclinical or non-clinical studies and large animal diagnostics
 - Chemistry, Hematology, Coagulation, Urinalysis, Cytology, Fluid Analysis, Cytokines, Small Molecule Bioanalysis

1



The screenshot shows the 'Let's start your order' section of the IDEXX BioAnalytics Client Portal. It features four service categories: 'Health Monitoring' (with a pipette image), 'Biologics and Cell Health' (with a cell image), 'Preclinical Research' (with a scientist image), and 'Aquatics Diagnostics' (with a fish image). Each category has a 'Get started >' link. A blue circle with the number '1' is positioned to the left of the 'Preclinical Research' section, with a blue arrow pointing to it from the left margin. A blue circle with the number '2' is positioned to the left of the 'Service type selection' heading.

3

Tool palette

 Add a single row	 Sequential number fill
 Add multiple rows	 Undo
 Trash can / delete	 Dictionary
 Duplicate a row	 Full page view
 Fill down a column	

The [*i*](#) link in the column headers provides additional glossary information.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	 Group ID	 Animal ID	 Species*	 Approx. Date of Birth (DD-MMM-YY)	 Collection Date (DD-MMM-YY)*	 Breed	 Strain	 Sex	 Timepoint	 Source	 Other 1	 Other 2	 Other 3	 Other 4	Services	
1	<input type="checkbox"/>															

Import Spreadsheet [Add Services](#)

Cancel and Exit [Save and Exit](#) [Order/Billing Details »](#)

4

Option 1: Copy and paste or manually type data

- Enter each animal as one line regardless of number of sample types/tissues per animal. Add any other sample information you need to identify your samples.
- Columns marked with an asterisk are required. Other columns are optional.
- The most used demographic columns are:
 - Group ID
 - Animal ID*
 - Species*
 - Collection Date*
 - Timepoint (appears on PDF reports but not on Excel or CSV outputs)

IDEXX BioAnalytics Client Portal

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	<input type="checkbox"/>	Client Sample ID*	Species*	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services
1	<input type="checkbox"/>																	

Import Spreadsheet

1

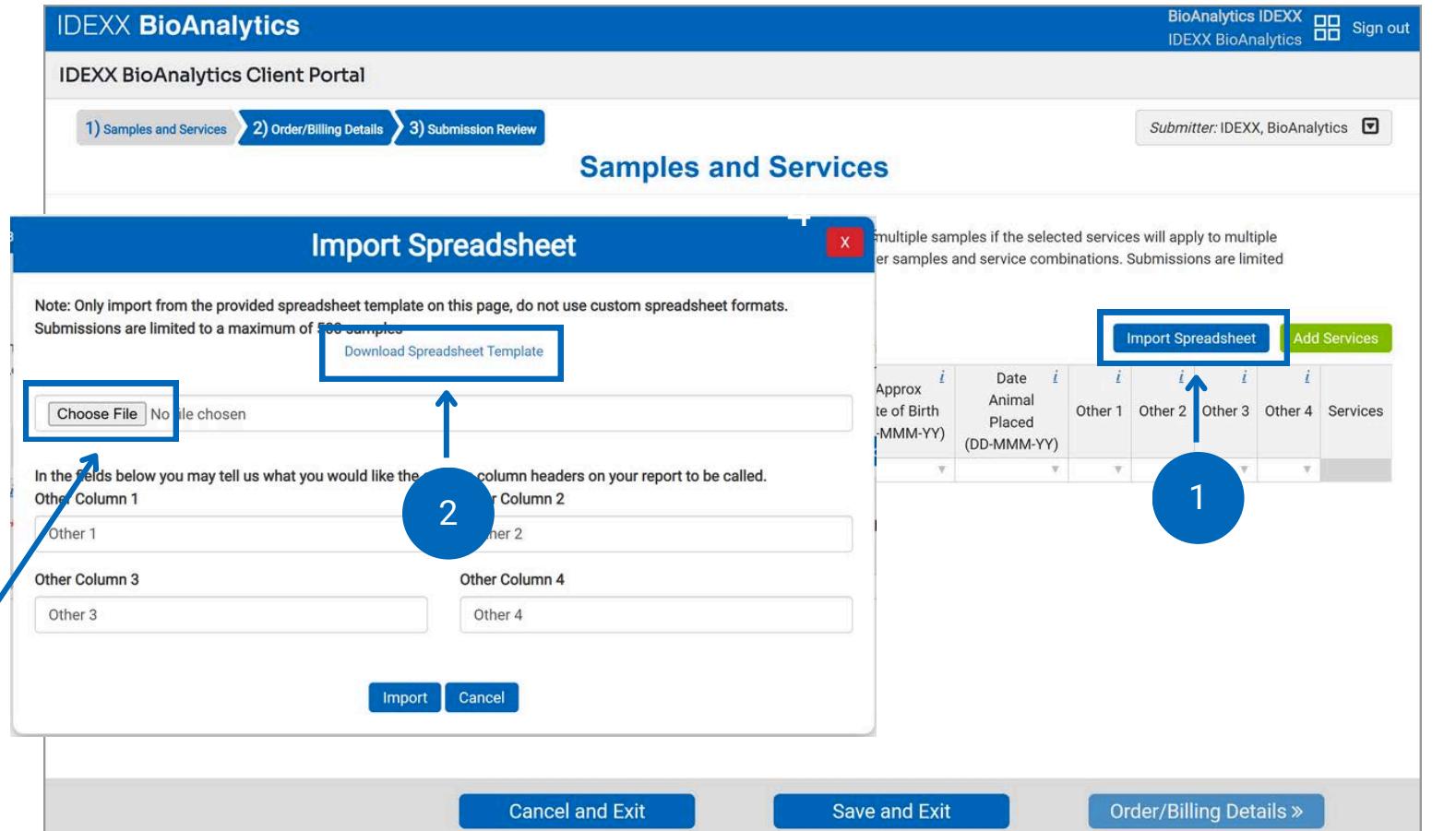
Cancel and Exit Order/Billing Details »

5

Option 2: Import spreadsheet data

- A blank spreadsheet template is available in the pop-out window once you click Import Spreadsheet.
- Customize Other column headers.
- Upload data for a quick and easy submission.

3



6

Error checking and Dictionary

- As you enter sample information, you might notice our embedded error checking.
- This feature prompts you with dropdown options and highlights new entries not found in the Dictionary.
- To remove the highlights and add a new entry to the Dictionary, select the cell(s) or column(s) and click the Dictionary icon. Confirm by clicking Add to Dictionary.

Submitter: IDEXX, BioAnalytics

Samples and Services

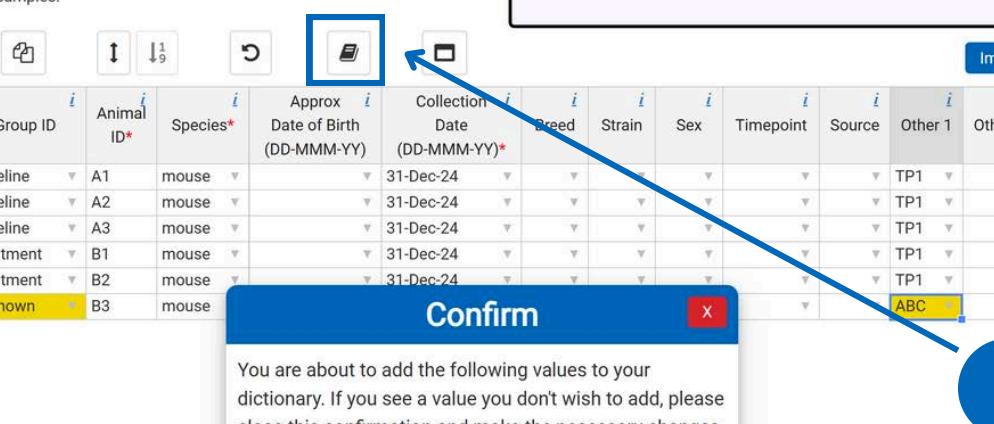
Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of samples). After selecting, click the "Add Services" button to choose services for those samples. You can add multiple items at once to your dictionary by selecting multiple cells or entire columns.

Cells highlighted in yellow mean that you chose an option not currently in your user dictionary. Please select those cells and click the "Add to User Dictionary" button (the  icon) or change your selected values. Tip: You can add multiple items at once to your dictionary by selecting multiple cells or entire columns.

Confirm

You are about to add the following values to your dictionary. If you see a value you don't wish to add, please close this confirmation and make the necessary changes.

Other 1: ABC

1 

2 

Add to Dictionary

Cancel and Exit **Save and Exit** **Order/Billing Details »**

	Group ID	Animal ID*	Species*	Approx Date of Birth (DD-MMM-YY)	Collection Date (DD-MMM-YY)*	Breed	Strain	Sex	Timepoint	Source	Other 1	Other 2	Other 3	Other 4	Services
1	<input checked="" type="checkbox"/> Baseline	A1	mouse	31-Dec-24	31-Dec-24						TP1				
2	<input checked="" type="checkbox"/> Baseline	A2	mouse	31-Dec-24	31-Dec-24						TP1				
3	<input checked="" type="checkbox"/> Baseline	A3	mouse	31-Dec-24	31-Dec-24						TP1				
4	<input checked="" type="checkbox"/> Treatment	B1	mouse	31-Dec-24	31-Dec-24						TP1				
5	<input checked="" type="checkbox"/> Treatment	B2	mouse	31-Dec-24	31-Dec-24						TP1				
6	<input checked="" type="checkbox"/> Unknown	B3	mouse								ABC				

7a

Add services

- Select samples to which services will be added. To select all, click in the checkbox at the top of the column.
- Check the box next to a sample to select it and click Add Services.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	Group ID	Animal ID*	Species*	Approx Date of Birth (DD-MMM-YY)	Collection Date (DD-MMM-YY)*	Breed	Strain	Sex	Timepoint	Source	Other 1	Other 2	Other 3	Other 4	Services
1	Baseline	A1	mouse	31-Dec-24	31-Dec-24					TP1					
2	Baseline		mouse	31-Dec-24	31-Dec-24					TP1					
3	Baseline		mouse	31-Dec-24	31-Dec-24					TP1					
4	Treatment		mouse	31-Dec-24	31-Dec-24					TP1					
5	Treatment	B2	mouse	31-Dec-24	31-Dec-24					TP1					
6	Treatment	B3	mouse	31-Dec-24	31-Dec-24					TP1					

[Import Spreadsheet](#) [Add Services](#)

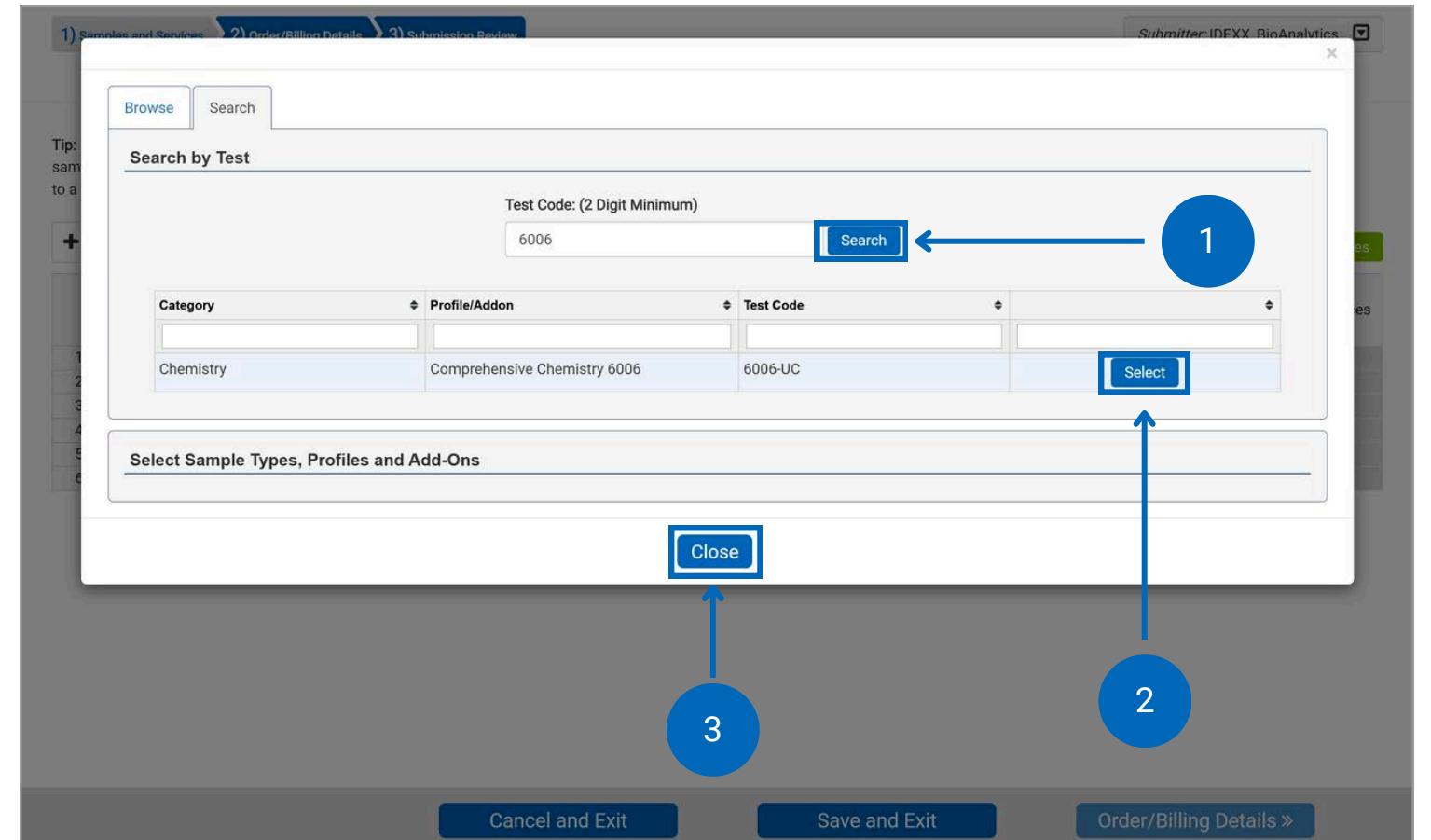
1 2

[Cancel and Exit](#) [Save and Exit](#) [Order/Billing Details »](#)

7b

Select services

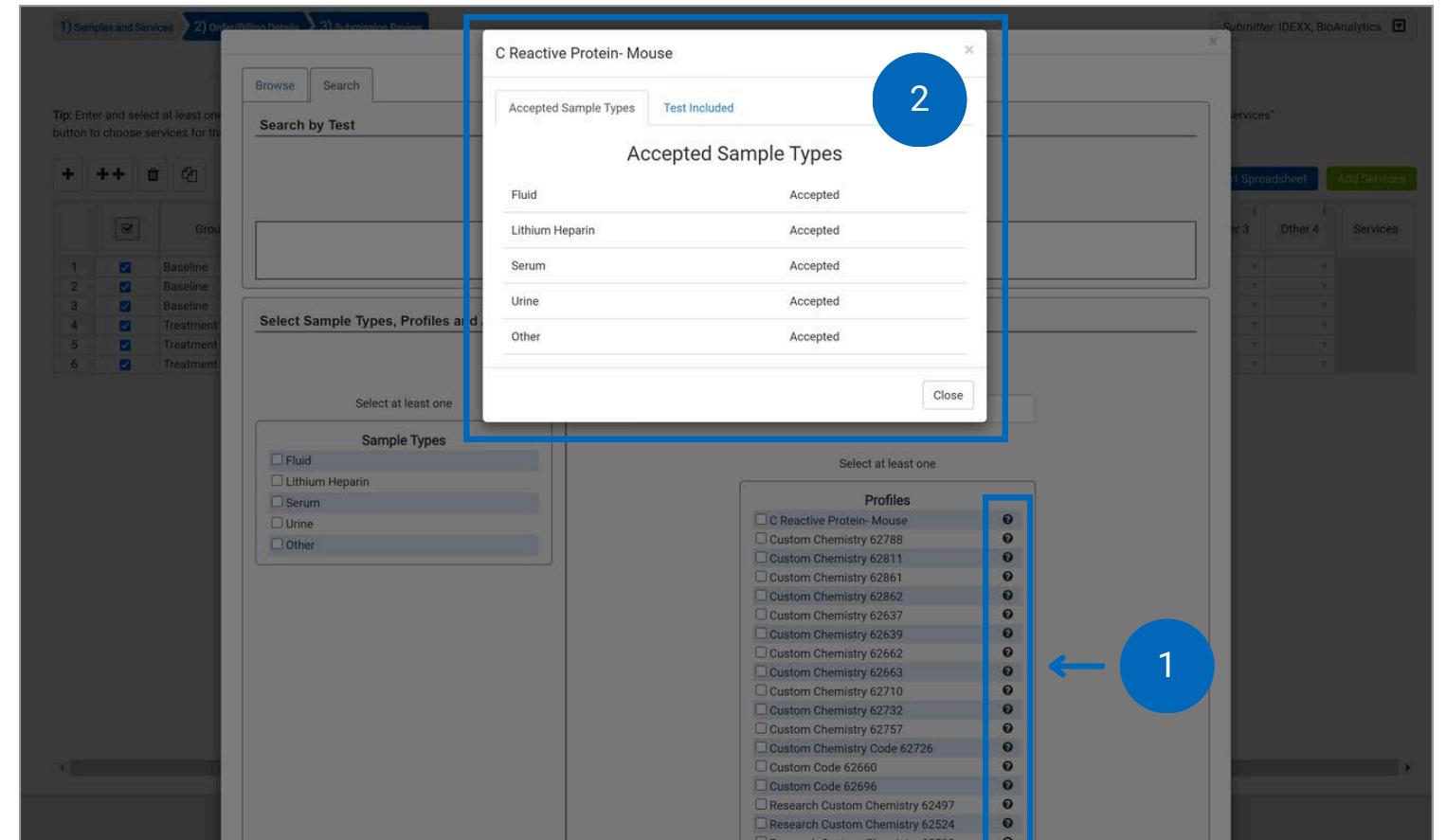
- You can search by service code or browse through our offering.
- To add a service:
 - Select your Profile(s) or Service
 - Select the sample type
 - Click Add Selection
- You can continue to add services or close the window to return to the sample grid and select new samples/move on.



7c

Service selection

- Click on the button beside a service to learn more including accepted sample type and the tests or assays included.
- This will show you sample type information and services included.



7d

Review services

- You can review and edit your services from the sample grid.
- Click on the service category name in the right-hand column for more detailed information.
- Click the badge above the sample grid next to Added Services (View/Edit/Delete) to see all of the services for that category and remove it from all the samples the service is assigned to.
- Once all your samples are added and assigned the services needed, continue to Order/Billing Details.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other sample/service combinations. Submissions are limited to a maximum of 500 samples.

Added Services (View/Edit/Delete) **Chemistry** 3

Chemistry Profiles for Sample

Profile	Sample Type
Comprehensive Chemistry 6006	Fluid
C Reactive Protein- Mouse	Fluid

Import Spreadsheet Add Services

Other 2 Other 3 Other 4 Services

Chemistry Chemistry Chemistry Chemistry Chemistry Chemistry

1 2 3 4

Cancel and Exit Save and Exit Order/Billing Details »

8

Add Order/Billing Details

- Please fill all required fields marked with an asterisk.
- Please ensure your Bill-to address is included and is correct.
- Enter submission details including study ID, purchase order numbers (POs), special instructions, quote number, etc.
- Continue by clicking the Submission Review button.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Order/Billing Details

Order Details

Payment Info

Payment Type* Send Invoice/Charges To [Edit Billing Info](#)

Purchase Order*

Quote Number

Study Director

Shipping Info

Ship Date* 3

Ship to Lab*

Carrier Type

Case Info

Study ID

Submission Name

Separate case for each animal (i.e., patient records)? If No is selected, all results will display on the same report.* Yes No

Dilute short samples?* Yes No

Are you aware of any potential human health hazards, including radioactivity, associated with these samples? Yes No

[Special Test Instructions](#)

[Samples and Services](#) [Cancel and Exit](#) [Save and Exit](#) **Submission Review »**

1

3

9

Submission review

- This screen provides a final overview of your submission
- If everything is correct, click Submit to complete your order.
- If anything needs to be adjusted, you can edit by clicking Order/Billing Details.
- If you want to continue later, click Save and Exit.
 - You can resume this case from the Order History menu.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Please review the following information before confirming your order. If anything is incorrect, please go back to a previous step and fix before submitting.

Submit

IDEXX BioAnalytics **IDEXX**

Case Submission Packing Slip

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@IDEXX.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/17/2024
Ship to Lab: West Sacramento, California
Species: mouse
Facility: ALL
Services Requested: Comprehensive Chemistry 6006,C Reactive Protein- Mouse
Comments:
Special Test Instructions:

2

Group ID		Species	Collection Date	Other 1	Sample Services
1	Baseline	mouse	31-Dec-24	TP1	Fluid
2	Baseline	mouse	31-Dec-24	TP1	Fluid
3	Baseline	mouse	31-Dec-24	TP1	Fluid
4	Treatment	mouse	31-Dec-24	TP1	Fluid
5	Treatment	mouse	31-Dec-24	TP1	Fluid

1

Submit

« Order/Billing Details **Cancel and Exit** **Save and Exit**

10

Order Confirmation

- Once you click Submit you will receive an Order Confirmation Number.
- Please view and print your case submission packing slip. Include a copy of the packing slip inside the box with your samples.
- For any changes after you have received an order confirmation, please contact us at idexxbioanalytics@idexx.com to modify your submission.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Order Confirmation Number: 241217-1229-G

Your order has been submitted! Please use the "View" button to print out your order summary and include it with your shipment. This PDF has also been emailed to you (please allow up to 15 minutes for delivery). Please follow the shipping and sample instructions available [here](#).

View
(Using the "View" button will open a pdf in a new window that you can use to print or save.)

IDEXX BioAnalytics **IDEXX**

Case Submission Packing Slip

Order Confirmation Number: 241217-1229-G

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@idexx.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/17/2024
Ship to Lab: West Sacramento, California
Species: mouse
Facility: ALL
Services Requested: Comprehensive Chemistry 6006,C Reactive Protein- Mouse
Comments:
Special Test Instructions:

Purchase Order: 123456
Quote Number:
Total # of Animal IDs: 6
Separate Cases: No
Infectious Agent / Health Hazards:
Dilute Short Samples: No
Additional Sample Information:

Group ID	Animal ID	Species	Collection Date	Other 1	Sample Types and Services
1	Baseline	mouse	31-Dec-24	TP1	Fluid Chemistry: Comprehensive Chemistry 6006 C Reactive Protein- Mouse

11

Using templates and clones

- Click Order History in the navigation bar.
- Determine which submission template you want to clone.
- Click Clone button to create a new submission with pre-populated sample and service data from the original template.

Hint: Templates can be created to provide a simple 3-Click method to set up submissions that occur repeatedly, whether weekly, monthly, quarterly, etc. Templates can be named based on user's preference.

1

	Submission Name	Status	Confirmation No.	Last Changed	Service Count	Sample Count	Shipping Date	Submitter	Case Numbers	Created By	Submission Created Date
Continue	Clone	Submitted	250403-0242-U	04/03/2025	1	1	04/03/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	04/03/2025
Continue	Clone	Incomplete		03/20/2025	0	0		BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	Incomplete		03/20/2025	1	18	03/20/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	Incomplete		03/19/2025	1	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/19/2025
Continue	Clone	Incomplete		03/18/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/18/2025
Continue	Clone	Incomplete		03/14/2025	3	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/14/2025
Continue	Clone	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	Incomplete		03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	Incomplete		03/04/2025	2	1	03/04/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	Incomplete		03/04/2025	3	2		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	Incomplete		03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025



Overview



Account Settings



Animal Health Monitoring Orders



Aquatics Health Monitoring Orders



Biologics & Cell Health Orders



Preclinical Orders



Anatomic Pathology Orders

1

Place an order

- Select Place an Order on your dashboard or from the navigation bar to start a new case submission.

1



Place an Order

IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

Welcome BioAnalytics to your IDEXX BioAnalytics Dashboard

Easily submit test requests, such as blood chemistry profiles and hematology tests, securely and efficiently, streamlining the process to reduce administrative burdens. This portal allows you to easily track the status of your submissions, receive electronic reports, and access a comprehensive view of your order history.



The dashboard collage features four images: a 3D rendering of a virus or cell cluster, a female scientist in a lab coat and safety glasses working with a pipette, a close-up of a microscope, and a 3D rendering of red blood cells.

BioAnalytics IDEXX  Sign out
IDEXX BioAnalytics



Overview



Account Settings



Animal Health Monitoring Orders



Aquatics Health Monitoring Orders



Biologics & Cell Health Orders



Preclinical Orders



Anatomic Pathology Orders

2

Service type selection

Select a submission type to begin:

- **Preclinical Research**
 - Preclinical or non-clinical studies and large animal diagnostics
 - Histology and Anatomic Pathology

1

The screenshot shows the IDEXX BioAnalytics Client Portal homepage. At the top, a blue header bar reads "IDEXX BioAnalytics" and "IDEXX BioAnalytics Client Portal". Below the header, a section titled "Let's start your order" prompts the user to "Please select the testing option that meets your research needs." A dropdown menu shows "Your order is being placed with this account: IDEXX, BioAnalytics". The page is divided into four main service categories, each with an image and a "Get started >" link:

- Health Monitoring**: Shows a close-up of a pipette dispensing liquid into a test tube. Description: "Environmental and sentinel pathogen surveillance for routine monitoring, disease detection and quarantine." Link: [Get started >](#)
- Biologics and Cell Health**: Shows a 3D rendering of a red, multi-lobed cell. Description: "Authentication, characterization, and contamination detection for cell lines, xenograft tumors, and pluripotent stem cells." Link: [Get started >](#)
- Preclinical Research**: Shows a female scientist in a lab coat and gloves using a microscope. Description: "In vivo preclinical study support: clinical pathology, anatomic pathology, bioanalysis." Link: [Get started >](#)
- Aquatics Diagnostics**: Shows several small, colorful fish swimming in water. Description: "Aquatic-specific diagnostics for routine health monitoring and quarantine testing." Link: [Get started >](#)

3

Tool palette

 Add a single row	 Sequential number fill
 Add multiple rows	 Undo
 Trash can / delete	 Dictionary
 Duplicate a row	 Full page view
 Fill down a column	

The [*i*](#) link in the column headers provides additional glossary information.

1) Samples and Services > 2) Order/Billing Details > 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	Group ID	Animal ID	Species*	Approx. Date of Birth (DD-MMM-YY)	Collection Date (DD-MMM-YY)*	Breed	Strain	Sex	Timepoint	Source	Other 1	Other 2	Other 3	Other 4	Services
1															

1

Cancel and Exit

Save and Exit

Order/Billing Details »

4

Option 1: Copy and paste or manually type data

- Enter each animal as one line regardless of number of tissues per animal. Add any other sample information you need to identify your samples.
- Columns marked with an asterisk are required. Other columns are optional.
- The most used demographic columns are:
 - Group ID
 - Animal ID*
 - Species*
 - Collection Date*
 - Timepoint (appears on PDF reports but not on Excel or CSV outputs)

IDEXX BioAnalytics

IDEXX BioAnalytics Client Portal

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	<input type="checkbox"/>	Client Sample ID*	Species*	Addl ID	Investigator	Building	Area	Room	Rack	Strain	Sex	Approx Date of Birth (DD-MMM-YY)	Date Animal Placed (DD-MMM-YY)	Other 1	Other 2	Other 3	Other 4	Services
1	<input type="checkbox"/>																	

Import Spreadsheet

1

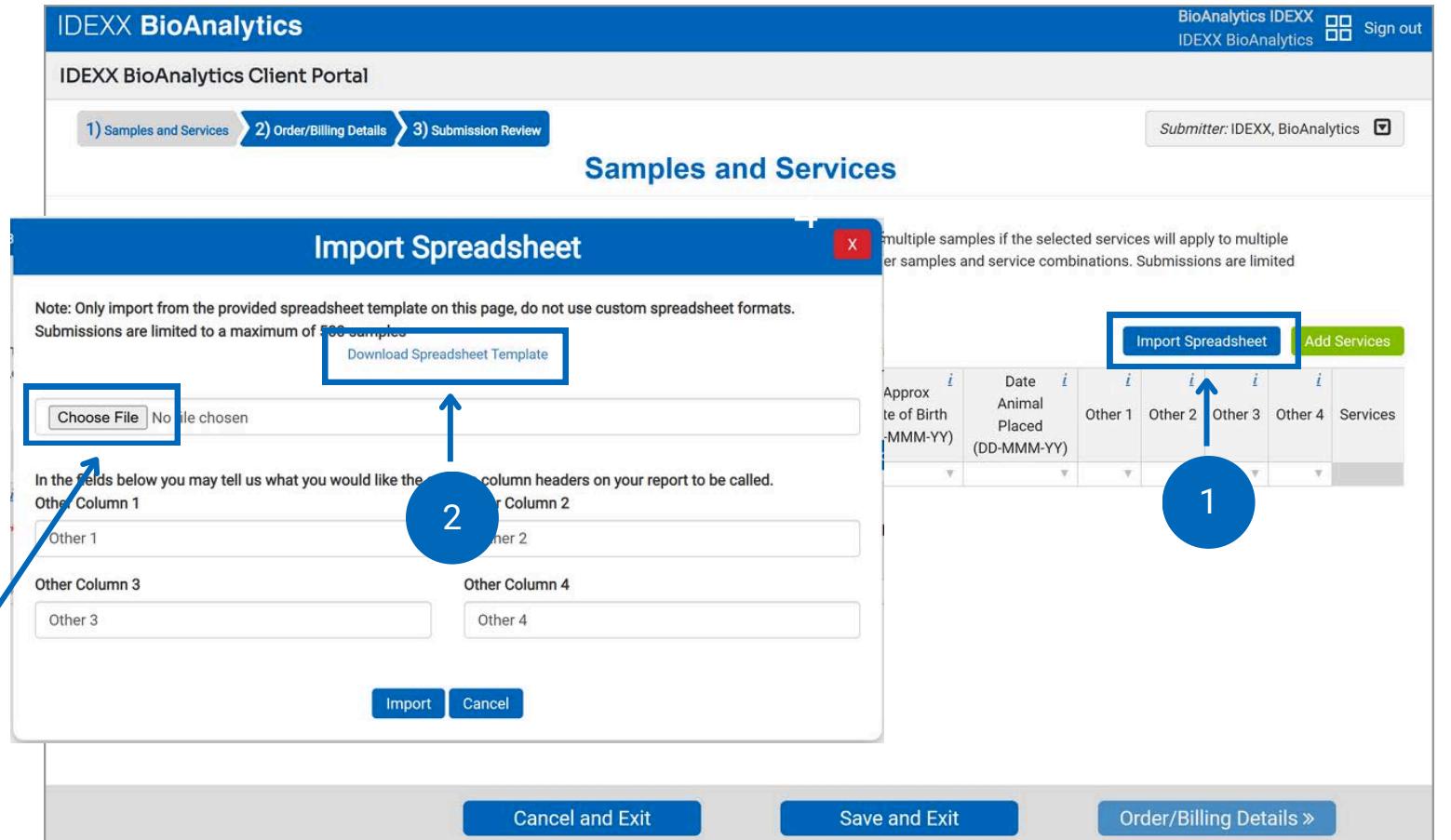
Cancel and Exit Order/Billing Details »

5

Option 2: Import spreadsheet data

- A blank spreadsheet template is available in the pop-out window once you click Import Spreadsheet.
- Customize Other column headers.
- Upload data for a quick and easy submission.

3



2

1

6

Error checking and Dictionary

- As you enter sample information, you might notice our embedded error checking.
- This feature prompts you with dropdown options and highlights new entries not found in the Dictionary.
- To remove the highlights and add a new entry to the Dictionary, select the cell(s) or column(s) and click the Dictionary icon. Confirm by clicking Add to Dictionary.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of samples). After selecting, click the "Add Services" button to choose services for those samples. You can add multiple items at once to your dictionary by selecting multiple cells or entire columns.

Cells highlighted in yellow mean that you chose an option not currently in your user dictionary. Please select those cells and click the "Add to User Dictionary" button (the  icon) or change your selected values. Tip: You can add multiple items at once to your dictionary by selecting multiple cells or entire columns.

	Group ID	Animal ID*	Species*	Approx Date of Birth (DD-MMM-YY)	Collection Date (DD-MMM-YY)*	Breed	Strain	Sex	Timepoint	Source	Other 1	Other 2	Other 3	Other 4	Services
1	Baseline	A1	mouse	31-Dec-24	31-Dec-24	▼	▼	▼	▼	▼	TP1	▼	▼	▼	▼
2	Baseline	A2	mouse	31-Dec-24	31-Dec-24	▼	▼	▼	▼	▼	TP1	▼	▼	▼	▼
3	Baseline	A3	mouse	31-Dec-24	31-Dec-24	▼	▼	▼	▼	▼	TP1	▼	▼	▼	▼
4	Treatment	B1	mouse	31-Dec-24	31-Dec-24	▼	▼	▼	▼	▼	TP1	▼	▼	▼	▼
5	Treatment	B2	mouse	31-Dec-24	31-Dec-24	▼	▼	▼	▼	▼	TP1	▼	▼	▼	▼
6	Unknown	B3	mouse	31-Dec-24	31-Dec-24	▼	▼	▼	▼	▼	TP1	▼	▼	▼	▼

Confirm

You are about to add the following values to your dictionary. If you see a value you don't wish to add, please close this confirmation and make the necessary changes.

Other 1: ABC

1 → **Add to Dictionary**

Cancel and Exit Save and Exit Order/Billing Details »

7a

Add services

- Select samples to which services will be added. To select all, click in the checkbox at the top of the column.
- Check the box next to a sample to select it and click Add Services.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Samples and Services

Tip: Enter and select at least one sample below that you'd like to apply a service (or a group of services) to. You may select multiple samples if the selected services will apply to multiple samples. After selecting, click the "Add Services" button to choose services for those samples. Repeat as necessary for other samples and service combinations. Submissions are limited to a maximum of 500 samples.

	Group ID	Animal ID*	Species*	Approx Date of Birth (DD-MMM-YY)	Collection Date (DD-MMM-YY)*	Breed	Strain	Sex	Timepoint	Source	Other 1	Other 2	Other 3	Other 4	Services
1	Baseline	A1	mouse	31-Dec-24	31-Dec-24					TP1					
2	Baseline		mouse	31-Dec-24	31-Dec-24					TP1					
3	Baseline		mouse	31-Dec-24	31-Dec-24					TP1					
4	Treatment		mouse	31-Dec-24	31-Dec-24					TP1					
5	Treatment	B2	mouse	31-Dec-24	31-Dec-24					TP1					
6	Treatment	B3	mouse	31-Dec-24	31-Dec-24					TP1					

Import Spreadsheet **Add Services**

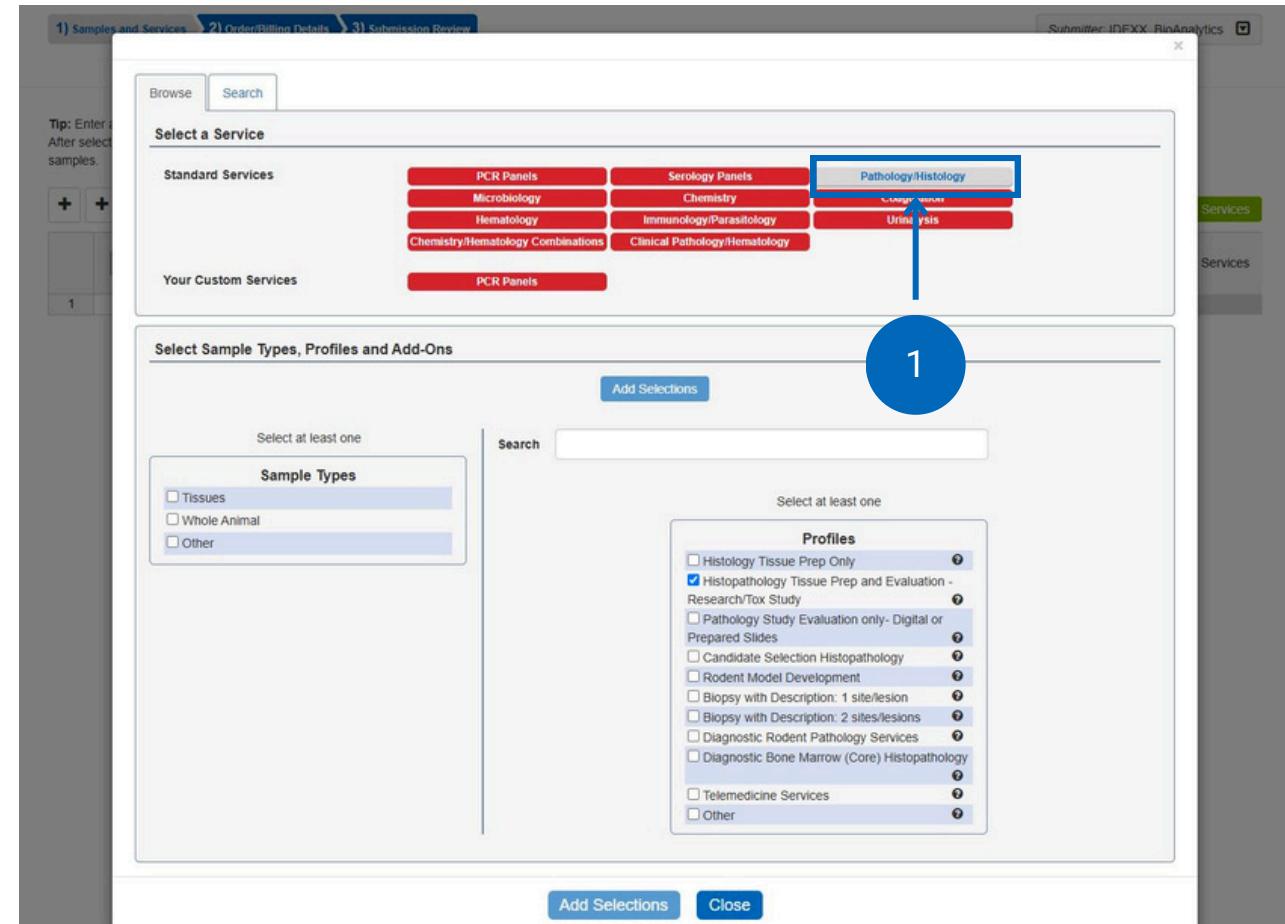
1 2

Cancel and Exit Save and Exit Order/Billing Details »

7b

Select services

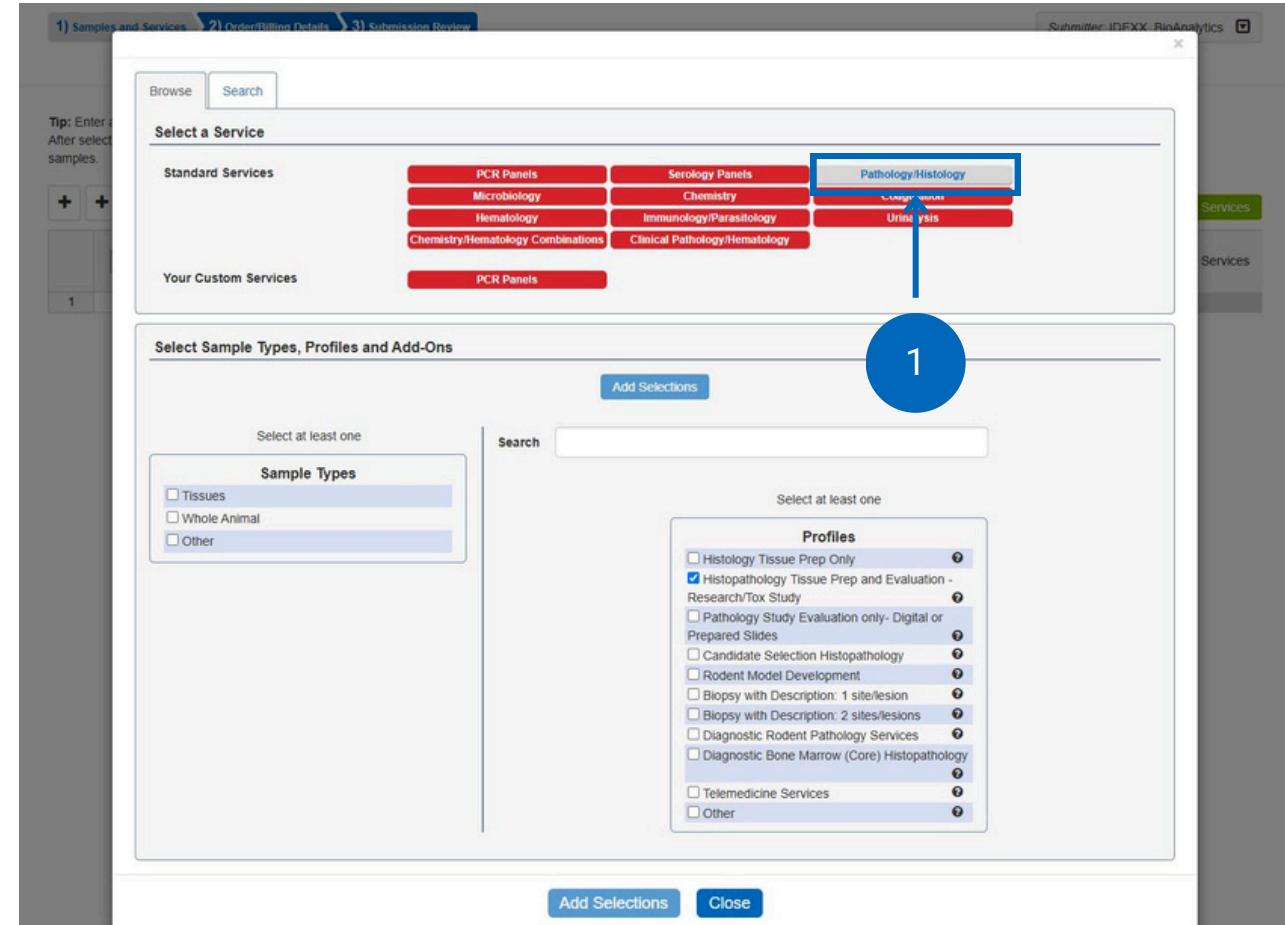
- Click the Browse tab and select the Pathology/ Histology service tile. Service options are:
 - Histology Tissue Prep Only:** Preparation of tissues for slides only with no pathologist evaluation.
 - Histopathology Tissue Prep and Evaluation - Research/Tox Study:** Submission of a group of animals on a study. Prior to submission, please speak with an account manager to ensure our team is ready to support your study. Submissions can be for histology and evaluation.
 - Pathology Study Evaluation Only - Digital or Prepared Slides:** Pathologist review and interpretative report of slides prepared at a different histology laboratory for a research or toxicologic study.



7b

Select services (cont.)

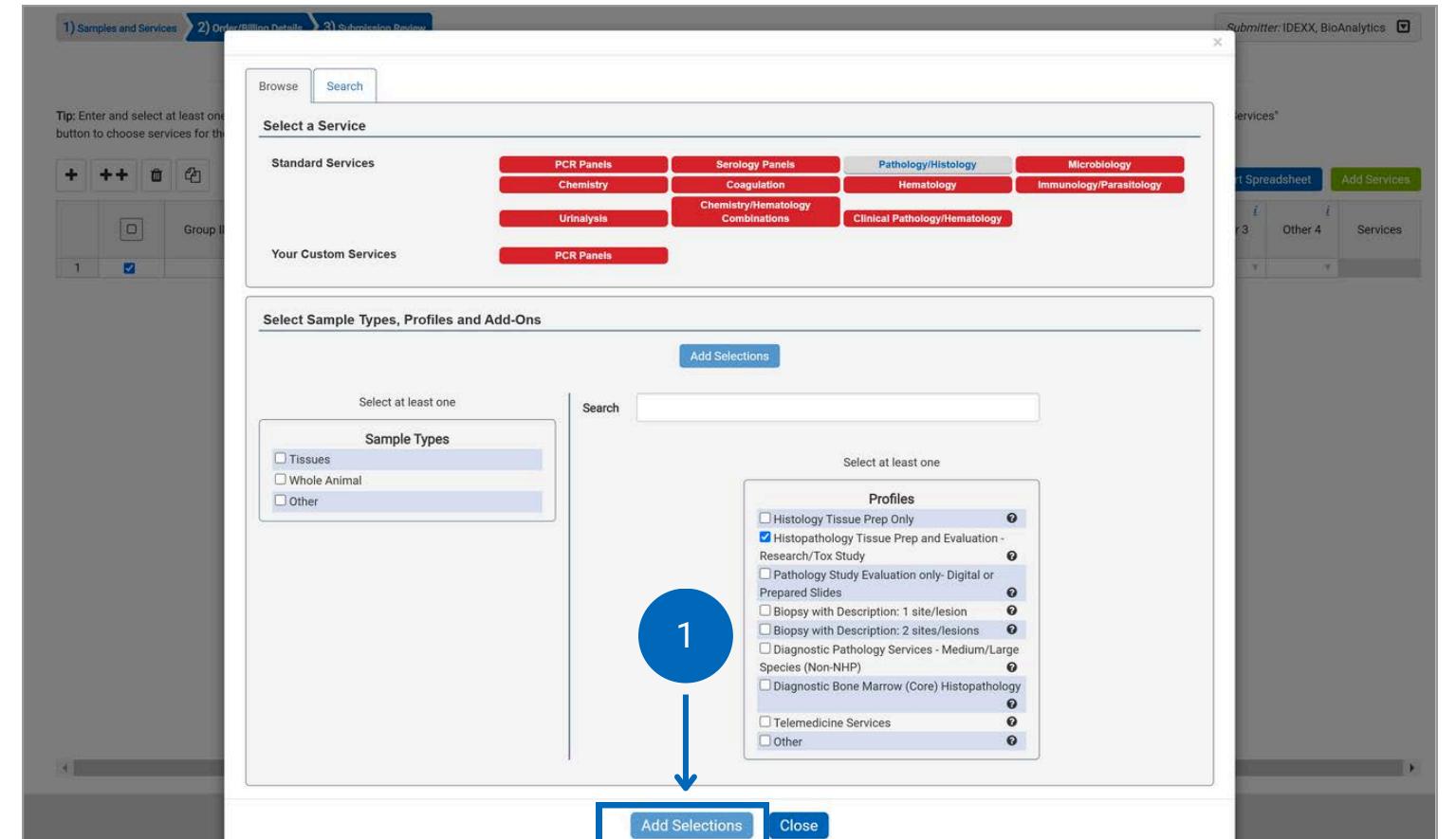
- **Candidate Selection Histopathology:** Preparation of limited tissues and semiquantitative evaluation.
- **Rodent Model Development:** Histology preparation and pathologist review of rodent model phenotypes.
- **Diagnostic Pathology Services:** Specific service names vary slightly based on species submitted.



7c

Service selection

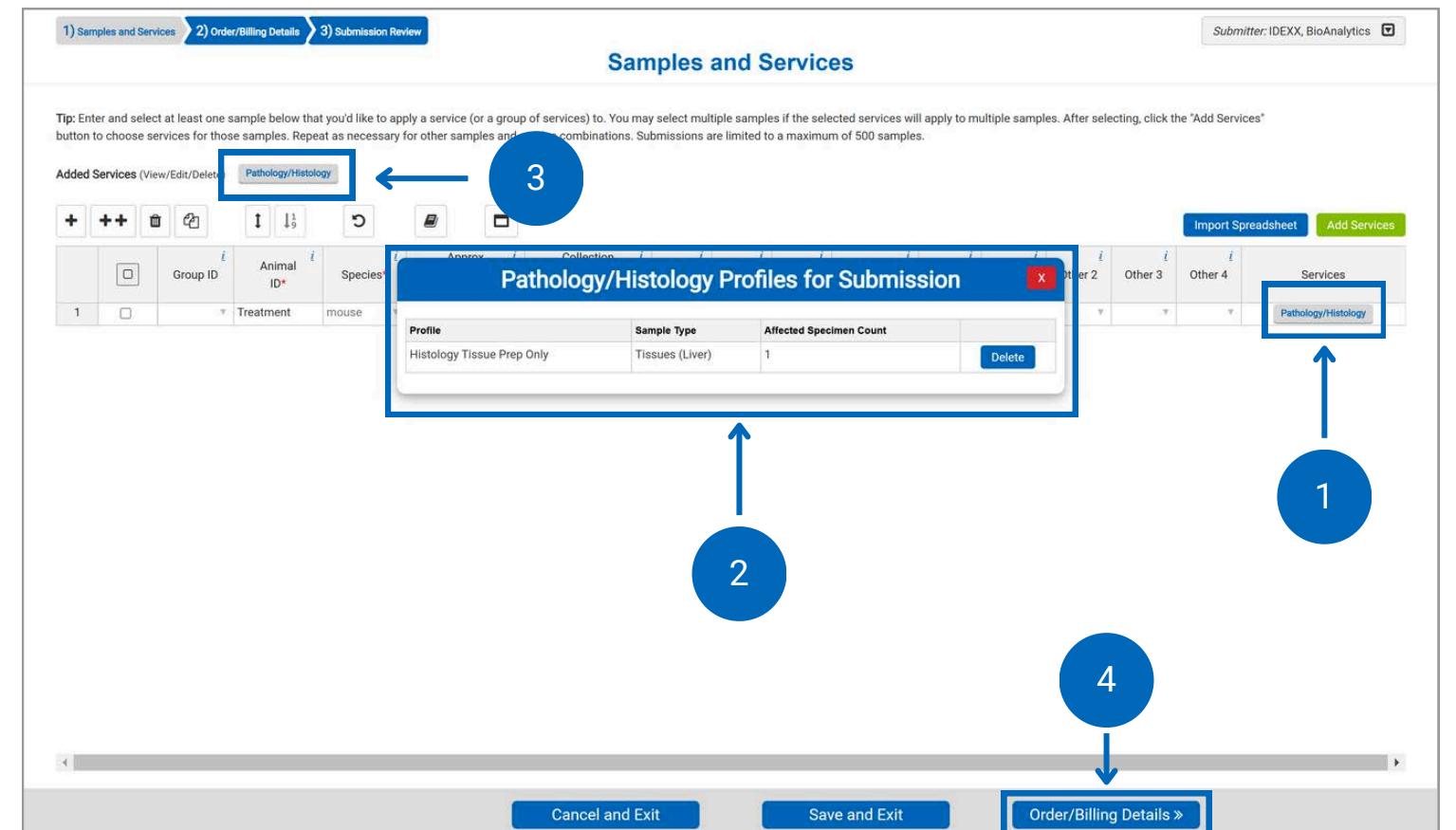
- To add a service:
 - Select your Profile(s) or Service
 - Choose your Sample Type
 - Click Add Selections
- You can continue to add services or close the window to return to the sample grid and select new samples/move on.



7d

Review services

- You can review and edit your services from the sample grid.
- Click on the service category name in the right-hand column for more detailed information.
- Click the badge above the sample grid next to Added Services (View/Edit/Delete) to see all of the services for that category and remove it from all the samples the service is assigned to.
- Once all your samples are added and assigned the services needed, continue to Order/Billing Details.





Overview



Account Settings



Animal Health Monitoring Orders



Aquatics Health Monitoring Orders



Biologics & Cell Health Orders



Preclinical Orders



Anatomic Pathology Orders

8a

Add Order/Billing Details

- Please fill all required fields marked with an asterisk.
- Please ensure your Bill-to address is included and is correct.
- A submission name can be added for your convenience. This name will not appear on any reports but will appear with the submission under the Order History tab of the portal.
- Select No for the separate case and dilution questions. These are options for the clinical pathology services offered through Preclinical testing.
- Please answer the potential human biohazard question.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Order/Billing Details

Order Details

Payment Info

Payment Type* Send Invoice/Charges To [Edit Billing Info](#)

Purchase Order*

Quote Number

Study Director

Shipping Info

Ship Date* Ship to Lab* Carrier Type

Case Info

Study ID Submission Name

Separate case for each animal (i.e., patient records)? If No is selected, all results will display on the same report.* Yes No

Dilute short samples?* Yes No

Are you aware of any potential human health hazards, including radioactivity, associated with these samples? Yes No

Special Test Instructions

[Samples and Services](#) [Cancel and Exit](#) [Save and Exit](#) [Submission Review »](#)

[Overview](#)[Account Settings](#)[Animal Health Monitoring Orders](#)[Aquatics Health Monitoring Orders](#)[Biologics & Cell Health Orders](#)[Preclinical Orders](#)[Anatomic Pathology Orders](#)**8b**

Add Order/Billing Details

- In the Special service Instructions box, please enter:
 - **For submissions with Histology:** The number of sections per slide, specific micrometer parameters for sectioning, if step or serial sections are needed, special stains requested, etc.
 - **For diagnostic Histopathology:** Clinical history, if digital photography is requested, and what expectations should be met (e.g. one photo per tissue, only of select findings, annotations).
 - **For Rodent Model Development:** Indicate what traits/tissue changes should be present for the pathologist to investigate.
 - **For Research and Toxicological Pathology and Candidate Selection Histopathology submissions:**
 - Indicate which pathologist you consulted with or if you would like a pathologist consultation prior to evaluation
 - If digital photography is requested and what expectations should be met (one photo per tissue, only of select findings, annotations, etc.)
 - What type of evaluation parameters are required for research and toxicological pathology
 - Standard scoring (0-4 with 0 = no lesions, 1 = minimal, 2 = mild, 3 = moderate, 4 = marked) will be used unless otherwise requested. If a specialized scoring method is needed, please email our Client Support Services team at idexxbioanalytics@idexx.com.

8c

Add Order/Billing Details

- In the Additional Comments section, please enter:
 - For all submission types:** List any specific goals or needed details that have not been captured elsewhere
 - For Research and Toxicological Pathology submissions:** Any applicable study details. Please note a protocol should be supplied prior to submission. Please contact idexxbioanalytics@idexx.com if you have not provided one prior to submission.
- Continue by clicking the Submission Review button.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Order/Billing Details

Submitter: IDEXX, BioAnalytics

Order Details

Payment Info

Payment Type* Enter PO Number Send Invoice/Charges To
 Purchase Order*
 Quote Number
 Study Director

[Edit Billing Info](#)

Shipping Info

Ship Date* 17-Dec 24
 Ship to Lab* West Sacramento, California
 Carrier Type

Case Info

Study ID
 Submission Name

Separate case for each animal (i.e., patient records)? If No is selected, all results will display on the same report.* Yes No

Dilute short samples?* Yes No

Are you aware of any potential human health hazards, including radioactivity, associated with these samples? Yes No

[Special Test Instructions](#)

[Samples and Services](#) [Cancel and Exit](#) [Save and Exit](#) [Submission Review »](#)

1

9

Submission review

- This screen provides a final overview of your submission.
- If everything is correct, click Submit to complete your order.
- If anything needs to be adjusted, you can edit by clicking Order/Billing Details.
- If you want to continue later, click Save and Exit.
 - You can resume this case from the Order History menu.

1) Samples and Services
2) Order/Billing Details
3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Please review the following information before confirming your order. If anything is incorrect, please go back to a previous step and fix before submitting.

Submit

IDEXX BioAnalytics

Case Submission Packing Slip

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@idexx.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/17/2024
Ship to Lab: West Sacramento, California
Species: mouse
Facility: ALL
Services Requested: Comprehensive Chemistry 6006,C Reactive Protein- Mouse
Comments:
Special Test Instructions:

Purchase Order: 123456
Quote Number:
Total # of Animal IDs: 6
Separate Cases: No
Infectious Agent / Health Hazards:
Dilute Short Samples: No
Additional Sample Information:

Group ID	Species	Collection Date	Other 1	Sample Services
1 Baseline	mouse	31-Dec-24	TP1	Fluid
2 Baseline	mouse	31-Dec-24	TP1	Fluid
3 Baseline	mouse	31-Dec-24	TP1	Fluid
4 Treatment	mouse	31-Dec-24	TP1	Fluid
5 Treatment	mouse	31-Dec-24	TP1	Fluid

« Order/Billing Details
Cancel and Exit
Save and Exit
Submit

2

1

10

Order Confirmation

- Once you click Submit you will receive an Order Confirmation Number.
- Please view and print your case submission packing slip. Include a copy of the packing slip inside the box with your samples.
- For any changes after you have received an order confirmation, please contact us at idexxbioanalytics@idexx.com to modify your submission.

1) Samples and Services 2) Order/Billing Details 3) Submission Review

Submitter: IDEXX, BioAnalytics

Submission Review

Order Confirmation Number: 241217-1229-G

Your order has been submitted! Please use the "View" button to print out your order summary and include it with your shipment. This PDF has also been emailed to you (please allow up to 15 minutes for delivery). Please follow the shipping and sample instructions available [here](#).

View
(Using the "View" button will open a pdf in a new window that you can use to print or save.)

IDEXX BioAnalytics **IDEXX**

Case Submission Packing Slip

Order Confirmation Number: 241217-1229-G

Group ID	Animal ID	Species	Collection Date	Other 1	Sample Types and Services
1	A1	mouse	31-Dec-24	TP1	Fluid Chemistry: Comprehensive Chemistry 6006 C Reactive Protein-Mouse

Send Report To:
IDEXX, BioAnalytics
ME 04092 United States
BioAnalytics@idexx.com.invalid

Bill To:
IDEXX Intercompany Billing
4011 Discovery Drive
Columbia, MO 65201 US

Shipping Date: 12/17/2024
Ship to Lab: West Sacramento, California
Species: mouse
Facility: ALL
Services Requested: Comprehensive Chemistry 6006,C Reactive Protein- Mouse
Comments:
Special Test Instructions:

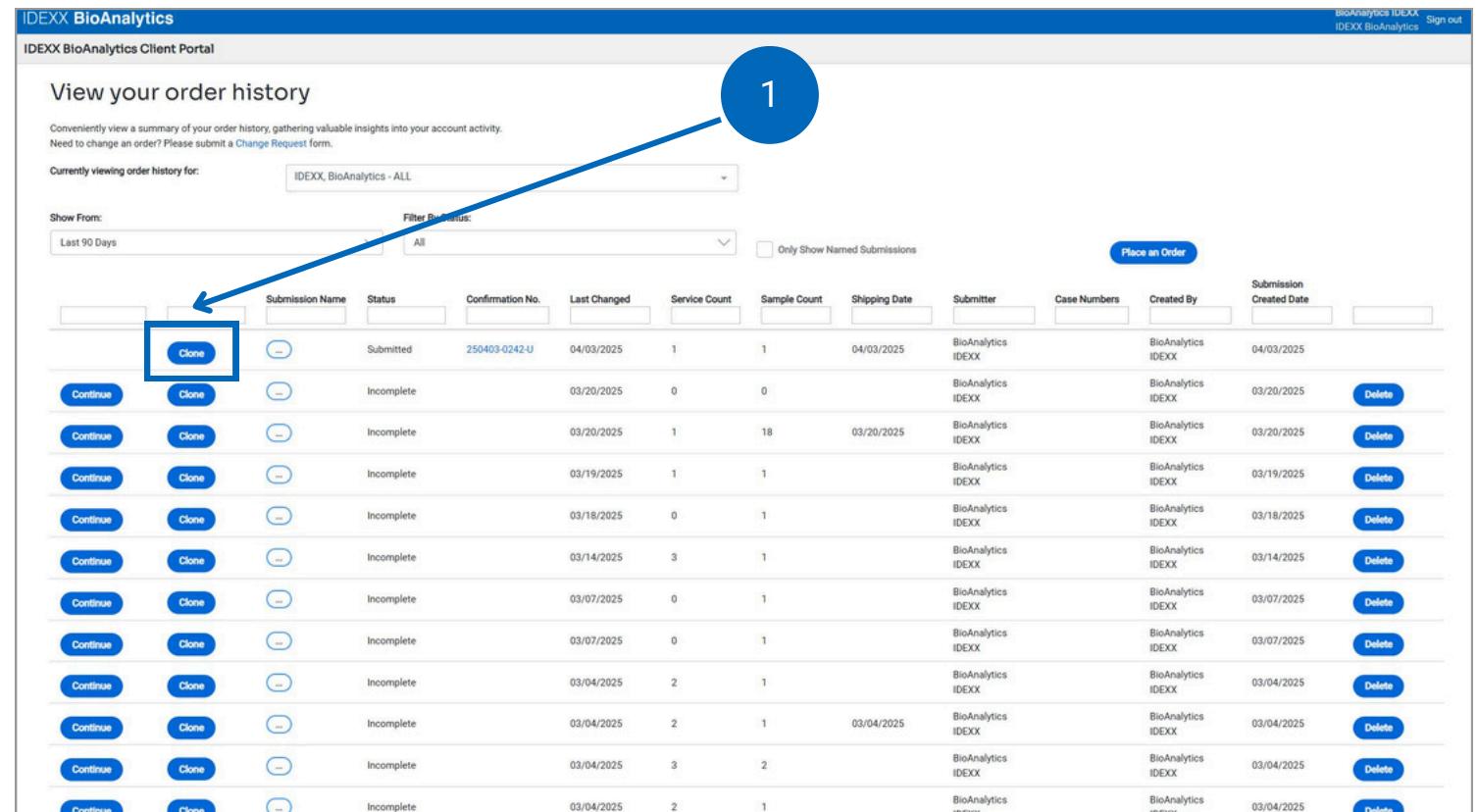
Purchase Order: 123456
Quote Number:
Total # of Animal IDs: 6
Separate Cases: No
Infectious Agent / Health Hazards:
Dilute Short Samples: No
Additional Sample Information:

11

Using templates and clones

- Click Order History in the navigation bar.
- Determine which submission template you want to clone.
- Click Clone button to create a new submission with pre-populated sample and service data from the original template.

Hint: Templates can be created to provide a simple 3-Click method to set up submissions that occur repeatedly, whether weekly, monthly, quarterly, etc. Templates can be named based on user's preference.



The screenshot shows the 'View your order history' page. At the top, there are filters for 'Show From' (Last 90 Days), 'Filter Status' (All), and a checkbox for 'Only Show Named Submissions'. A 'Place an Order' button is located on the right. The main area is a table with columns: Submission Name, Status, Confirmation No., Last Changed, Service Count, Sample Count, Shipping Date, Submitter, Case Numbers, Created By, and Submission Created Date. The first row is highlighted with a blue box around the 'Clone' button. A blue arrow points from this 'Clone' button to a large blue circle with the number '1' on the right side of the table.

	Submission Name	Status	Confirmation No.	Last Changed	Service Count	Sample Count	Shipping Date	Submitter	Case Numbers	Created By	Submission Created Date
Continue	Clone	...	Submitted 250403-0242-U	04/03/2025	1	1	04/03/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	04/03/2025
Continue	Clone	...	Incomplete	03/20/2025	0	0		BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	...	Incomplete	03/20/2025	1	18	03/20/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/20/2025
Continue	Clone	...	Incomplete	03/19/2025	1	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/19/2025
Continue	Clone	...	Incomplete	03/18/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/18/2025
Continue	Clone	...	Incomplete	03/14/2025	3	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/14/2025
Continue	Clone	...	Incomplete	03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	...	Incomplete	03/07/2025	0	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/07/2025
Continue	Clone	...	Incomplete	03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	...	Incomplete	03/04/2025	2	1	03/04/2025	BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	...	Incomplete	03/04/2025	3	2		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025
Continue	Clone	...	Incomplete	03/04/2025	2	1		BioAnalytics IDEXX		BioAnalytics IDEXX	03/04/2025

IDEXX BioAnalytics



CONTACT OUR TEAM OF EXPERTS

Client Support Services

Phone: 800-669-0825

Email: idexxbioanalytics@idexx.com



NORTH AMERICA LAB LOCATIONS

4011 Discovery Drive
Columbia, MO 65201

3 Centennial Drive
North Grafton, MA 01536

One IDEXX Drive
Westbrook, ME 04092

2825 KOVR Drive
West Sacramento, CA 95605

