The Centre for Applied Genomics

Instructions for Online Ordering

Requesting a UserID for online ordering

- Go to https://tcag.claritylims.com/lablink/Welcome.do
- Click on the "Request a User ID" tab on the left sidebar.
- Fill in the required fields.
- The requested Username can not be more than 15 characters.
- Click "Submit".
- Read the terms and conditions.
- Click "Agree".
- You will be notified by email once your account has been approved.

Placing an order online

- Go to https://tcag.claritylims.com/lablink/Welcome.do
- Request a UserID if you don't already have one (see above).
- Sign in with your Username (UserID) and password.
- Download the appropriate sample submission template for your required service from the "Get Sample Submission Forms and Instructions" on the left sidebar.
- Complete the sample submission form and save it.
- To submit a new order, click on "Submit Samples" on the left sidebar.
- Fill in the required fields as denoted by those boxes with red outlines. The information will be specific to this order being placed.
    - For any services using human material, please provide a copy of your REB approval letter.
- Click "Next".
- Browse to find your sample submission form and upload.
- Click "Next".
- Read the terms and conditions.
- Click "Agree".
- Print out the summary of submitted samples. Include this sheet with your samples when submitting them to TCAG.
- Click "Done."