QUICK REFERENCE

RapidMAX™ Software

Create and analyze a RapidMAX™ file

4469875 Rev. A **Revision Date** September 2011

This quick reference card covers:

Log in and install assays

1. Double-click the RapidMAX™ Software software icon on your desktop.
2. Log in with your user name and password.

Import data and set up for analysis

1. In the Home screen, click **Import File(s) to Analyze** to import one or more files.
2. Select files from the appropriate folder.
3. Assign plate properties by following the Plate Setup Wizard.

   Optional: If you want to enter information on the reagents used or enter a description of the file, click **Properties** in the Setup stage of the workflow.

Set up data for analysis

Note: You can use the Plate Grid or the Well Table to set up data.

1 Assign assays

a. Select wells:

Note: In the Plate Grid only, use any of the following methods to select wells:

- Click and drag your mouse across wells.
- Ctrl-click on specific wells you want to select.
- Click the top left corner of the Plate Grid (above row A, left of column 1) to select all wells.
- Click the heading of a row or column.

b. Right-click, then assign assays.

2 **Assign tasks (controls or unknowns)**

a. In the Plate Grid, select positive control wells.

b. Right-click, then select **Assign tasks** ▸ **POSITIVE CONTROL**.

c. Select no-template control (NTC) wells, right-click, then select **Assign tasks** ▸ **NTC**.

d. (Optional) Select NEC wells, right-click, then select **Assign tasks** ▸ **NEGATIVE EXTRACTION CONTROL**.

Note: Refer to *RapidMAX™ Software User Guide* (PN 4469874A) for information about importing sample IDs from Microsoft® Excel®.

3 **(Optional) Assign sample ID**

a. Click on drop-down menu directly above well A1.

b. Select **Sample**.

c. Select wells, then enter the sample ID in the blank data entry box.

Analyze the data

1 **Analyze the RapidMAX™ file**

In the taskbar, click ▶ Analyze to generate analysis results.

Note: If the Analyze button is faded (not activated), one or more of the following attributes have not been specified in the plate:

- Assays for each well
- Location of positive controls
- Location of NTCs

2 **Save the results**

Click **Save** to save the results, or click **Save as** to save the results as a new file.

Note: You can save results anytime.

View analysis results

1 **View plate results**

a. In the Workflow pane, click **Results** ▸ **Plate Results** to open the Plate Results screen and view well details on a plate-by-plate basis.

b. In the Plate Grid or Well Table, right-click a well.

c. Select an action:

- **Omit well:** Remove well or sample information from the result report
- **Change call:** An authorized user can change the call on user-defined assays.

d. In the Plate Grid, click **Export** to image to save an image of the analysis results.

2 **View amplification plots**

To view amplification plots:

- In the Plate Grid tab, double-click a well or wells to open the QC Plots window.
- Click **Results** ▸ **Amplification Results**.

3	View plate results in the Well Table and check warning flags	a. Click the **Well Table** tab. b. Click **View**. c. Select or deselect columns to show or hide columns. d. To sort results, click a column header. Note: To sort data in multiple columns, press the **Ctrl** key and click column headings. e. To see amplification plots, double-click a well row.

4	View sample results	To view results combined across multiple targets (for example, subtyping), click **Sample Results** in the Workflow pane.

5	View amplification results	a. In Workflow-Results, click **Amplification Results**. b. Select wells to view amplification and multicomponent plots. c. To view presorted results, click a tab: All Calls, Inconclusive Calls, Positive Calls, or Negative calls.

Export results

1	Export analysis results in table format	a. In the Workflow pane, select **Export ▸ Export**. b. Select the content that you want to export. c. Browse for the export destination of the file, enter an export file name, choose a file type (*.csv, *.txt, *.xls, or *.xlsx), then click **Start Export**. d. Locate the exported file, then open the file.
2	Export results as a PDF	a. In the Workflow pane, select **Export ▸ Report**. b. In the Report Preview screen, select the type of report to export. c. Click **Settings** to define the setups for the page, headers and footers, and plate results table. d. Click **Preview** to view the report. e. To accept the report, click the E-Sig checkbox. f. Click **Export**. g. Locate the exported report (*.pdf file), then select **Open With ▸ Adobe Acrobat** (or Adobe Reader) to view the report.

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