

## Importing Live Mice Using Stuart Web

Use the Services tab and click "+New Service"

	Stuart	Web				$\frown$				Joanne Dodd	Log Out
Home	Reports	Colony View	Animal View	Lines Communications (4	99) Animal Orders	Services Search	Billing - Myl	ITProfile			
							Service	!S			
Туре	Any		- Owner	-	Submitted between	an	1	Show Completed	Show Children	+ New S	Service
					Search wit	nin services:					

Using the drop down book select "Import Live Mice"

unimal (		New Service Request	×	
Animai C	1	Import / Export Export Live Mice	¢	
		Import Live Mice		
d betwe		Import Frozen Embryos/ Sperm Cryopreservation/ Rederivation Embryo freezing		tow Children

Fill in the required details and click the "Add" button beneath the 'Suppliers Line Information' box.

	Supplier's Line Information															
Suppliare Line Suppliare Stock No. Male No. Eemale ABD line																
11	Name	11	no.	IT	Males	11	Genotype	lt	Females	11	Genotype	11	Comment 11	Name	11	Delete 👫
No data available in table																

A pop-up screen will open with details for the Suppliers Line Information. Complete the details and click "Add New Line". This will open another pop-up screen for 'Line Information'

	Supplier's Line Information		×
Supplier's Line Name	Supplier's Line Name		
	Name used for the mice in the supplier's facility		
Supplier's Stock no.	Supplier's Stock no.		
	Some facilities give each strain a different stock number		
No. Males	No. Males		
	Number of male mice to be imported		
Male Genotype	Male Genotype		
	Genotype of males – if multiple genotypes are required, record details in the comments		
No. Females	No. Females		
	Number of female mice to be imported		
Female Genotype	Female Genotype		
	Genotype of females if multiple genotypes are required, record details in the comments		
Comment	Comment		
If importing a line already at ABR, select	102inj 🔶		
from the dropdown	Short line name on Stuart (only for lines existing at ABR). For new lines		
OR			
A new line needs to be added to Stuart	Add New Line		
		Close	Save changes

Enter the Line Information details. After entering the gene name, type and possible genotypes click the "+" button to make sure the data is entered in the table. For multiple genes repeat the process.

	Line Information	×
Short line Name*	Short line Name	
	short version of name to be used on Stuart & cage cards- max 6-8 characters	
Long line Name*	Long line Name	
	Use international nomenclature ( if known)	
Can this line be shown on the ABR line list?	No \$	
	If yes, other researchers will see that the line is held at ABR. This information is also passed on to the Australian Phenomics Facility for	
	incorporation into a national database.	
Is this a cross of lines already at ABR?	No \$	
	Genotype Information & Instructions	
Gene Name	Type If List of possible genotype results If If	
Name of gene that will be tracked using Stuart Name of gene that will be tracked using Stuart Start and U Transport Rocecout Start S	n the dropdown list you select a codd he suffix- A dot he units- A dot he suffix- C dot he suffix- A dot he suffix- C dot he	
example i Describe the expected function of the gene combination.	s the recording of MHC Describe the expected function of the gene combinat Provide information about the expected outcome of the gene	

Click "Save changes" to close the pop-up screens for Line Information and Suppliers Line Information. Select the appropriate boxes for "Plans for Mice" and complete any additional forms that may open in separate windows. Tick the Terms and Conditions box before clicking "Submit"

	Plans for Mice
Breed at ABR	•
Rederive and send to institute	
Health screen and send to institute	
Embryo Cryopreservation	
Sperm Cryopreservation	
Comments	Comments
	Terms and Conditions
I hereby accept the Terms and Conditions of	
Supply *	
	Submit
	Cubink

Your order will now appear in the services table on the main Services screen. Click the '+' to see any sub-orders (Line information, Rederivation, Cryopreservation etc)

0	300 Import Live Mice		t Live ce	Request/Order mice					
	ID	11	Туре	11	Statu				
	30	02		Line Information					
	30	01		Line Information					