illumina®

TruSeq® DNA Sample Preparation
Low Sample (LS)
Lab Tracking Form

Project: _____ Batch: _____ Date: _____

1 Fragment DNA

Date/Time: _____
Operator: _____
☐ Fragment DNA: Start_____ Stop:_____
☐ Centrifuge Covaris tube (600 xg, 5 s)

RSB Reagent:_____
CFP Plate Barcode: _____
DNA Plate Barcode:_____
IMP Plate Barcode:_____

2 Perform End Repair

Date/Time: _____
Operator: _____
☐ Centrifuge CTE tube (600 xg, 5 s)
☐ Incubate IMP plate (30°C, 30 m):
Start_____ Stop_____
☐ Vortex AMPure XP Beads
☐ Incubate IMP plate on bench (RT, 15 m):
Start_____ Stop_____
☐ Incubate IMP plate on magnet (RT, 15 m):
Start_____ Stop_____
☐ ☐ Incubate IMP plate on magnet (RT, 30 s)
☐ Let stand IMP plate on magnet (RT, 15 m):
Start_____ Stop_____
☐ Incubate IMP plate on bench (RT, 2 m):
Start_____ Stop_____
☐ Incubate IMP plate on magnet (RT, 5 m):
Start_____ Stop_____

CTE Reagent (optional):_____
ERP Reagent: _____
RSB Reagent: _____
ALP Plate Barcode: _____

3 Adenylate 3' Ends

Date/Time: _____
Operator: _____
☐ Centrifuge ALP plate (280 xg, 1 m) (if stored)
☐ Incubate ALP plate (37°C, 30 m):
Start_____ Stop_____

ATL Reagent: _____
CTA Reagent (optional):_____
RSB Reagent: _____

4 Ligate Adapters

Date/Time: _____

Operator: _____

☐ Centrifuge AD000X tubes (600 xg, 5 s) or DAP (280 xg, 1 m)

☐ Centrifuge CTL, LIG, STL tubes (600 xg, 5 s)

☐ Incubate ALP plate (30°C, 10 m):

Start_____ Stop_____

☐ Vortex AMPure XP Beads

☐ Incubate ALP plate on bench (RT, 15 m):

Start_____ Stop_____

☐ Incubate ALP plate on magnet (RT, 5 m):

Start_____ Stop_____

☐ ☐ Incubate ALP plate on magnet (RT, 30 s)

☐ Let stand ALP plate on magnet (RT, 15 m):

Start_____ Stop_____

☐ Incubate ALP plate on bench (RT, 2 m):

Start_____ Stop_____

☐ Incubate ALP plate on magnet (RT, 5 m):

Start_____ Stop_____

☐ Vortex AMPure XP Beads

☐ Incubate CAP plate on bench (RT, 15 m):

Start_____ Stop_____

☐ Let stand CAP plate on magnet (RT, 5 m):

Start_____ Stop_____

☐ ☐ Incubate CAP plate on magnet (RT, 30 s)

☐ Let stand CAP plate on magnet (RT, 15 m):

Start_____ Stop_____

☐ Let stand CAP plate on bench (RT, 2 m):

Start_____ Stop_____

☐ Incubate CAP plate on magnet (RT, 5 m):

Start_____ Stop_____

CTL Reagent (optional):_____

DNA Adapter Plate _____ or

DNA Adapter Indices:

AD001 _____ AD013 _____

AD002 _____ AD014 _____

AD003_____AD015 _____

AD004_____AD016 _____

AD005_____AD018 _____

AD006_____AD019 _____

AD007_____AD020 _____

AD008 _____ AD021 _____

AD009 _____ AD022 _____

AD010_____AD023 _____

AD011_____ AD025 _____

AD012_____ AD027 _____

LIG Reagent: _____

RSB Reagent: _____

STL Reagent: _____

CAP Plate Barcode:_____

DAP Plate Barcode: _____

PCR Plate Barcode (gel-free method only):_____

SSP Plate Barcode: (gel method only):_____

5 Purify Ligation Products (gel method only)

Date/Time: _____

Operator: _____

☐ Centrifuge SSP plate (280 xg, 1 m) (if stored)

☐ Run gel (120 V, 120 m, constant): Start _____ Stop _____

☐ Incubate gel slices (RT) and vortex (every 2 m)

RSB Reagent: _____

PCR Plate Barcode: _____

6 Enrich DNA Fragments

Date/Time: _____
Operator: _____
☐ Centrifuge PMM and PPC tubes (600 xg, 5 s)
☐ Centrifuge PCR plate (280 xg, 1 m) (if stored)
☐ Thermal cycle (PCR Program): Start_____ Stop:_____
☐ Vortex AMPure XP Beads
☐ Incubate PCR plate on bench (RT, 15 m):
Start_____ Stop_____
☐ Incubate PCR plate on magnet (RT, 5 m):
Start_____ Stop_____
☐ ☐ Incubate PCR plate on magnet (RT, 30 s)
☐ Let stand PCR plate on magnet (RT, 15 m):
Start_____ Stop_____
☐ Incubate PCR plate on magnet (RT, 2 m):
Start_____ Stop_____
☐ Incubate PCR plate on magnet (RT, 5 m):
Start_____ Stop_____

PMM Reagent: _____
PPC Reagent: _____
RSB Reagent: _____
TSP1 Plate Barcode: _____

7 Validate Library

Date/Time: _____
Operator: _____

☐ Validated by gel or ☐ Agilent Bioanalyzer

8 Normalize and Pool Libraries

Date/Time: _____
Operator: _____

☐ Single-Indexed ☐ Dual-Indexed
DCT Plate Barcode: _____
PDP Plate Barcode: _____