

GENEKOR'S ONLINE PORTAL: HOW TO INSTRUCTIONS

- 1. Creation of a personal private web account
 - Fill out and send the web account creation request at <u>support@genekor.com</u>

Otherwise, ask from a partner of us to receive the completed request and get it delivered to the Customer Service Department of Genekor.

- The Customer Service Department of Genekor will create for you your personal account. As soon as your account is activated you will receive a confirmation email in which your username, as you have set it, and a **temporary** password will be contained.
- 2. Connection to your personal account
 - In the confirmation email you are going to receive, you will be asked to follow a link and afterwards to enter your username and temporary password.
 - In your first connecting attempt you are going to be asked to change your current password and set a new one, for security reasons.

PLEASE LOGIN FIRST !	ENTER THE NEW PASSWORD !
PASSWORD	RE-TYPE: NEW PASSWORD
LOGIN →	CHANGE →
Just click on the "login" button to continue.	Just click on the "change" button to continue.
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Secure Login by <u>Relay</u>	Secure Login by <u>Relay</u>

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• As soon as you have set your new password you will be transferred in Genekor's new online results portal.

		oft	WEB	
U	sername			
P	assword			
		Login	× .	

- You will be asked to enter you username and your <u>new</u> password as you have set them in the previous steps and after to click the 'login' option.
- 3. Administration of your personal account and results' search
 - After you login to your personal account you have to select (by double clicking) the option 'Result List' in the menu that appears on the left in order to open the relevant window on the right as it is depicted on the image bellow.





At the next window, you have the ability to set some filters in order to limit your search. The options you have are the next:

- I. Date range. Set the date range in order to search samples that were received by Genekor during (the last or current month for example)
- II. Requisition. Type the barcode of the sample if you know it, in order to search for the certain sample.
- III. Code. Type the code of the sample that you have sent to us (for example the protocol number of the paraffin block, as it is written on the histopathology report.)
- IV. Patient. Type the patient's name and surname in order to find his/hers results.
- V. Exam. Type the name of the exam you are interested in (K-RAS for example) and afterwards click on the magnifier, in order to find all the results that you have received for a specific test
- VI. Status. Select according to the situation of the results (for example in lab, pending, completed etc.)

Important Note: Use more than one filter in combination, in order to narrow your search





• As soon as you have set the search filters, click 'Browse' in order to see the list with the requested results.

S				Dashboard 🖽 💠 🔱
i	🔲 Result List 🕷			
MEN	Browse Q	a 🕹		
ĩ	Date of Test Orde	c	έως:	
	Requisition:			
	Code:			
	Doctor:			
	Patient:			
	Exam:		~	
	Status:		~	
	- 2	×		
	3	×		
	2	×		
	- 8	2		*
	softine			WEB360, version 2.1.2

The list will appear will be like this.

AVA	Requisition	Result	Code	Name	Doctor	Exam	Status	Date
151	14003001RO	14003001RO	AFFIN BLOCK&S			K-RAS gene exons 3, 4/N-RAS	Completed	09
152	14003002GR					ONCOTYPE DX BREAST CAN	In Lab	05
153	14003003RO	14003003RO	PARAFFIN BLOCK: 14			K-RAS gene exon 2	Completed	09
154	14003003RO	14003003RO	PARAFFIN BLOCK: 14			K-RAS gene exons 3, 4/N-RAS	Completed	09
155	14003004RO	14003004RO	PARAFFIN BLOCK: 14			K-RAS gene exon 2	Completed	05
156	14003004RO	14003004RO	PARAFFIN BLOCK: 14			K-RAS gene exons 3, 4/N-RAS	Completed	09
157	14003005RO	14003005RO	PARAFFIN BLOCKS: 9			K-RAS gene exon 2	Completed	09
158	14003005RO	14003005RQ	PARAFFIN BLOCKS: 9			K-RAS gene exons 3, 4/N-RAS	Completed	01
159	14003006RO		PARAFFIN BLOCK: 16			K-RAS gene exon 2	In Lab	05
160	14003006RO		PARAFFIN BLOCK: 16			K-RAS gene exons 3, 4/N-RAS	In Lab	09
161	14003007RO	14003007RO	PARAFFIN BLOCK: 12			K-RAS gene exon 2	Completed	09
162	14003007RO	14003007RO	PARAFFIN BLOCK: 12			K-RAS gene exons 3, 4/N-RAS	Completed	09
163	14003008GR					5-FU toxicity	In Lab	05

- Click on the result you are interested in, under the 'Result' column in, order to open it.
- To log out, check the image bellow

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	4			
Exam	Status	Date of		
K-RAS gene exons 3, 4/N-RAS	Completed	09/0		
ONCOTYPE DX BREAST CAN	In Lab	09/07		
K-RAS gene exon 2	Completed	09/07		
K-RAS gene exons 3, 4/N-RAS	Completed	09/0		
K-RAS gene exon 2	Completed	09/07		
K-RAS gene exons 3, 4/N-RAS	Completed	09/07		
K-RAS gene exon 2	Completed	09/0		
	-	0.0101		

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