Agilent SureScan microarray slide holders

Instructions for cleaning, storage, and use

The instructions provided here are adapted from the full-length SureScan Microarray Scanner System User Guide. Consult the user guide for precautions concerning operation of the scanner and handling of microarray slides.

Instructions for cleaning slide holders

Dust and other microscopic particles may accumulate on the slide holders and interfere with fluorescence measurements. Periodically clean the slide holders using the instructions described here.

Step 1: Wipe the slide holder with isopropyl alcohol

1 Use an isopropyl alcohol wipe to clean all surfaces of the slide holder.

Step 2: Rinse the slide holder with distilled deionized water (ddH_20)

1 Fill a polyethylene plastic wash bottle with ddH_20.

2 Use the wash bottle to thoroughly rinse all surfaces of the slide holder.

Step 3: Dry the slide holder

1 Allow the slide holder to air dry at room temperature. Once fully dry, the slide holder is ready for use or storage.

Instructions for storing slide holders

When not in use, store the slide holders in a clean plastic bag or in the original plastic box, if your slide holders were shipped in one.

Instructions for using slide holders

Step 1: Insert slides into slide holders

A slide is inserted into a slide holder before loading it into the scanner.

1 Before you insert the slide, place the slide holder on a flat surface, with the clear cover facing up, and the tab on the right. This helps to ensure that you have the slide aligned properly when you insert it into the slide holder.

2 Gently push in and pull up on the tabbed end of the clear plastic cover to open it.

Do not push on the tab in a sideways direction (relative to the base) as this can make the cover difficult to open.

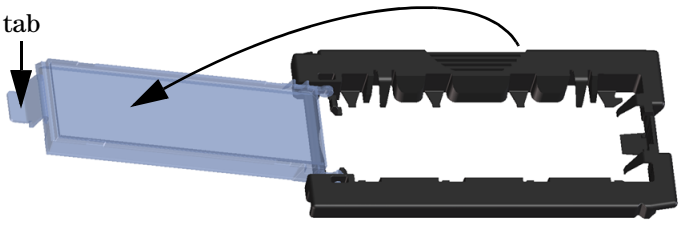

Figure 1 Opening the slide holder

CAUTION Do not push in the tab any further than is needed to unlatch the cover. Doing so may damage the slide holder and prevent proper latching.

Do not use damaged slide holders as they may get stuck inside the scanner.

3 Insert the slide into the holder, as follows:

- **a** Hold the slide at the barcode end.
- **b** Make sure that the active microarray surface (i.e., the side with the Agilent barcode) faces up, toward the slide cover, with the barcode on the left.
- **c** Carefully place the end of the slide without the barcode label onto the slide ledge. See Figure 2.
- **d** Gently lower the slide into the slide holder. See Figure 3.
- **e** Close the plastic slide cover, pushing down on the tab until you hear it "click". This moves the slide into position in the holder.
- **f** Gently push in and pull up on the tabbed end of the clear plastic cover to open it again and verify that the slide is correctly positioned.

  Once inserted, the slide lies flat and matches up with the alignment points on the slide holder.
- **g** Close the plastic slide cover, pushing down on the tab until you hear it "click". See Figure 4.

CAUTION If the tab on the plastic slide cover is over-stretched, it may not properly "click" into place. Dispose of slide holders that no longer click when you close them.

CAUTION When properly closed, the top of the tab is flush with the surface of the base or below the surface of the base. If it is not, do not use the slide holder as the tab may be damaged.

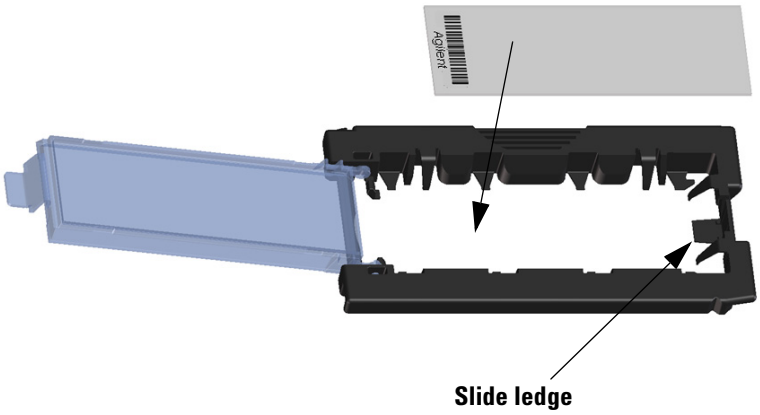

Figure 2 Inserting slide into the slide holder

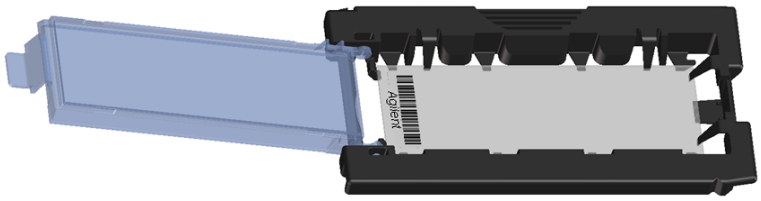

Figure 3 Slide inserted in slide holder

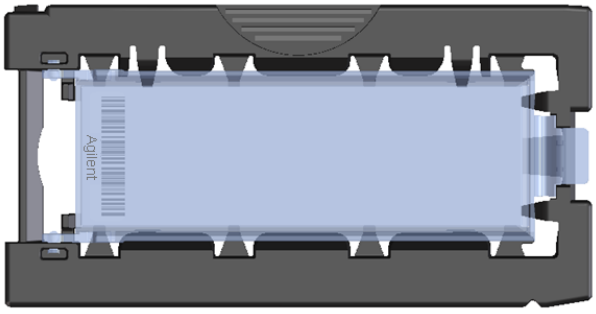

Figure 4 Slide holder – closed with slide

Agilent slides have two barcodes, one on each side of the glass. The active microarray surface is on the same side as the Agilent barcode. If you have a non-Agilent slide whose active surface is on the side opposite to the barcode, the scanner cannot read the barcode.

CAUTION

An improperly inserted slide can damage the scanner.

A damaged slider holder or improperly closed slide holder can get stuck in the scanner.

Step 2: Load the slide holders into the cassette

When the slides are properly inserted in the slide holders, you can load the slide holders into the cassette. The cassette and slide holders are designed to ensure that the slide holders are inserted correctly.

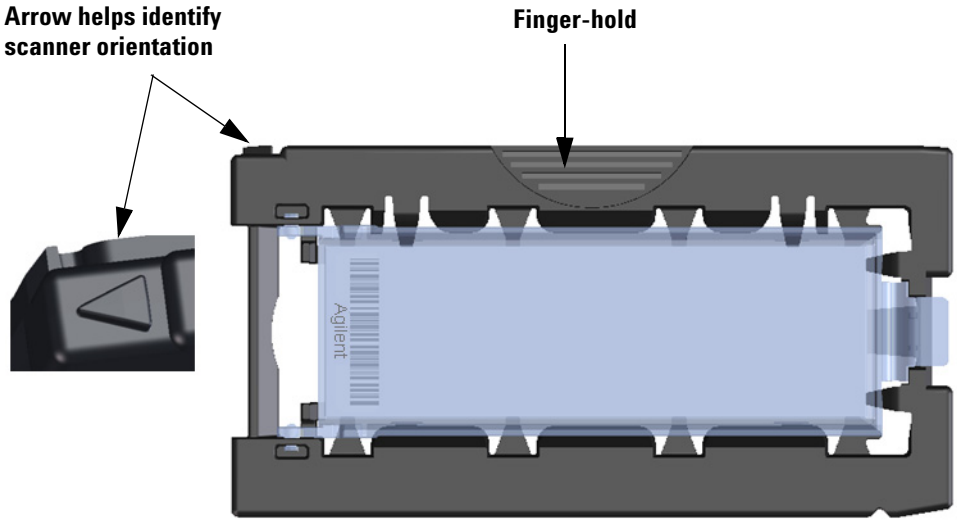

Figure 5 Slide holder helps you to insert slides correctly

1 In the Scan Control program window, click **Open Door** to open the scanner door.

2 Pick up the slide holder using the finger hold. The arrow on top of the slide holder points to the left when you pick up the slide holder correctly. See Figure 5.

Insert a slide holder into any open slot. The slot numbers are clearly labeled on the slide cassette. Do not force the slide holder into the cassette; it inserts easily if properly aligned with the finger-hold on top and the arrow facing to the left.

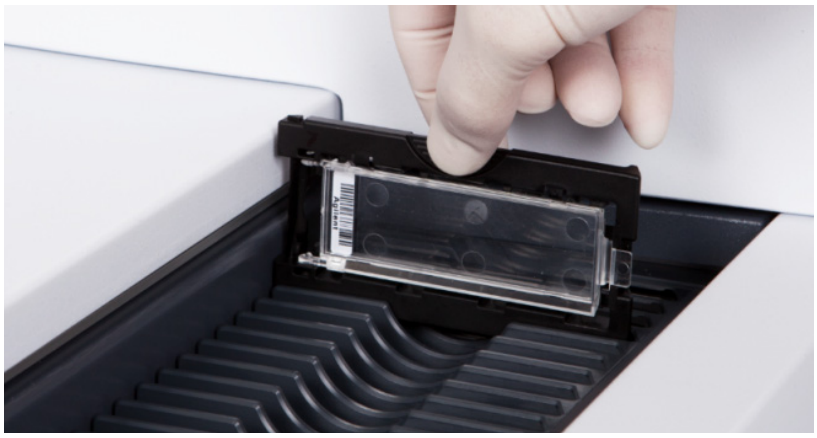

Figure 6 Inserting slide holder into cassette

3 Make sure that the slide holder is seated in the bottom of the cassette slot.

   The slot number for the loaded slide blinks blue.

4 Repeat steps 2 through 3 until all slide holders are loaded in the cassette.

   The slide numbers next to the cassette and in the slot table of the Scan Control program window change color to indicate the state of the slot. For more information, see Table 14 on page 104.

CAUTION Improper placement of the slide holder in the cassette can result in severe damage to the scanner.

5 In the Scan Control program, click **Close Door**. The following events happen:

- The scanner door closes.
- The scanner reads the barcode for each slide.
- The barcode is displayed under Slide ID in the Scan Control software slot table.
- Default output folder is applied.
- For slides that have a scan protocol mapped to their design, the scan protocol is assigned in the Slot Table, and the slot State changes to “Ready for queue.”

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