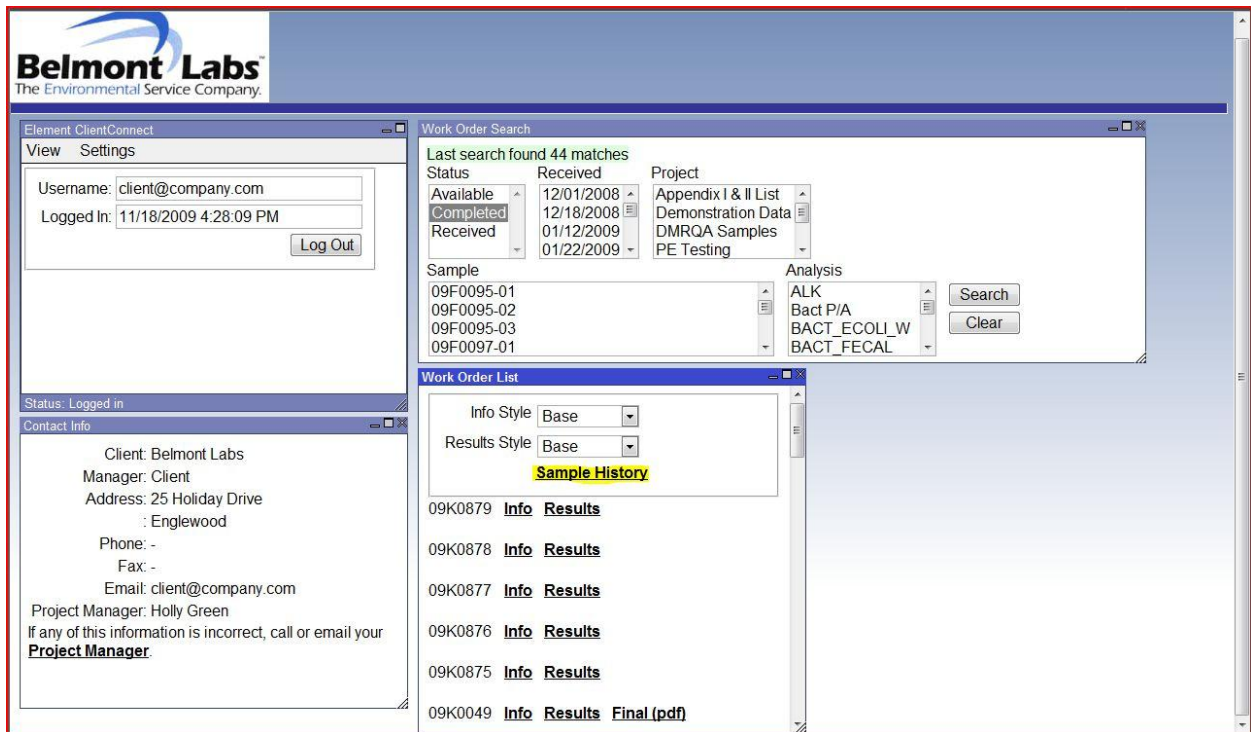


## Viewing and Creating Graphs of Sample Historical Data in Client Connect

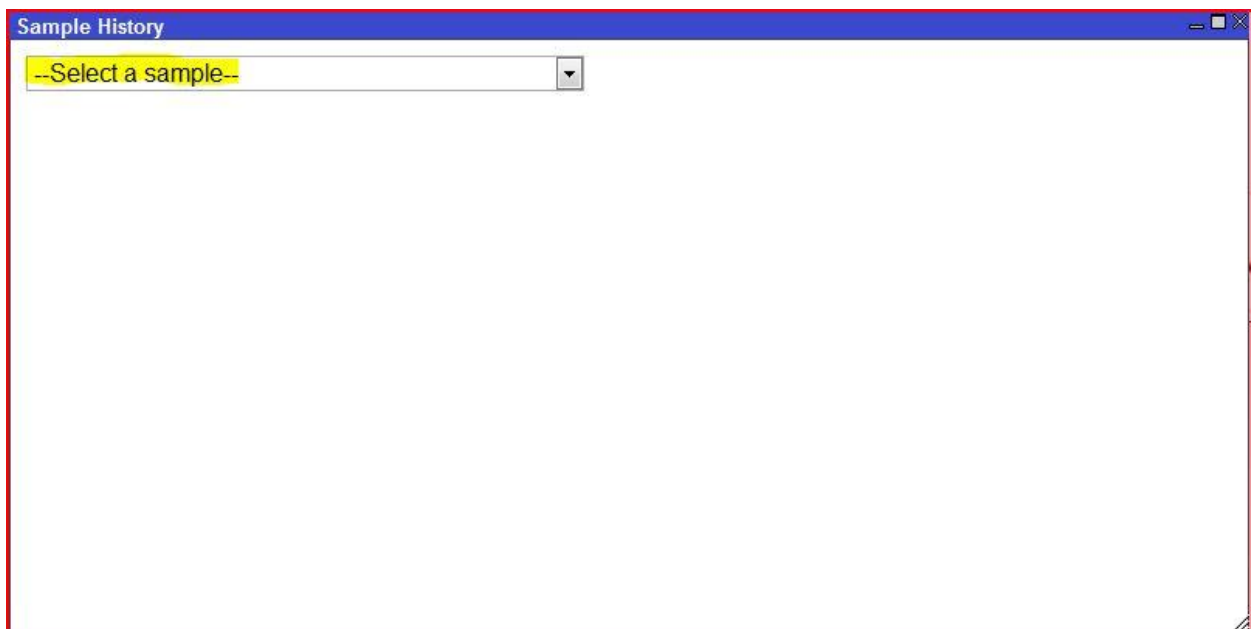
1. Navigate to [www.belmontlabs.com](http://www.belmontlabs.com)
2. Click on the 'Click Here To Log In' button in order to access Client Connect.



3. Log in to the Client Connect interface using your secure name and password provided by your Project Manager. If you have not yet been assigned one, contact Holly Green in order to set up your account.
4. Using the 'Work Order Search' window on the right of the screen, select the appropriate sample search criteria (i.e. Work Order Status, Date Received, Project Name, Sample Name, or Specific Analysis).
  - Clicking 'clear' will deselect your choices and let you start over.
5. Results for your search will appear in the 'Work Order List' window (see below). Clicking on the 'Sample History' link will send you to the 'Sample History' window.



6. In the 'Sample History' window there is a drop down menu (see below) that will allow you to search for samples by sample field ID.
  - Note that this is based on field ID and not the work order number that the sample is given upon login.



7. In this example the sample name is 'Historical Well #1'. Once selected, all of the analyses that are associated with this sample will appear in the window. Associated received dates and work

order numbers are referenced with the sample result for that analysis. On the right hand side of the window, you will see the historical Min., Max., and Ave. values for each particular analysis (when available).

The screenshot shows a window titled 'Sample History' with a dropdown menu set to 'Historical Well #1'. Below the menu is a table with the following data:

Analysis	Analyte	11/18/2009 09K0875	11/18/2009 09K0876	11/18/2009 09K0877	11/18/2009 09K0878	11/18/2009 09K0879	Min	Avg	Max
OG_1664	<u>Oil &amp; Grease, n-Hexane extraction</u>	10.0	11.5	20.0	12.0	9.00	9.0	12.5	20.0

- In order to create a graph of the sample's historical data, simply click the analysis that you wish to view results for. In this case the analysis is Oil and Grease (see below).

This screenshot is identical to the one above, but the row for 'OG\_1664 Oil & Grease, n-Hexane extraction' is highlighted in yellow, indicating it has been selected.

- Once you have selected an analysis to view, a new 'Analyte Graph' window will appear. In this window you can view the graph of this sample's historical data for this particular analysis. To view another analysis, simply close the window and click on a different analysis in the 'Sample History' window.

Analyte Graph

OG\_1664: Oil & Grease, n-Hexane extraction

