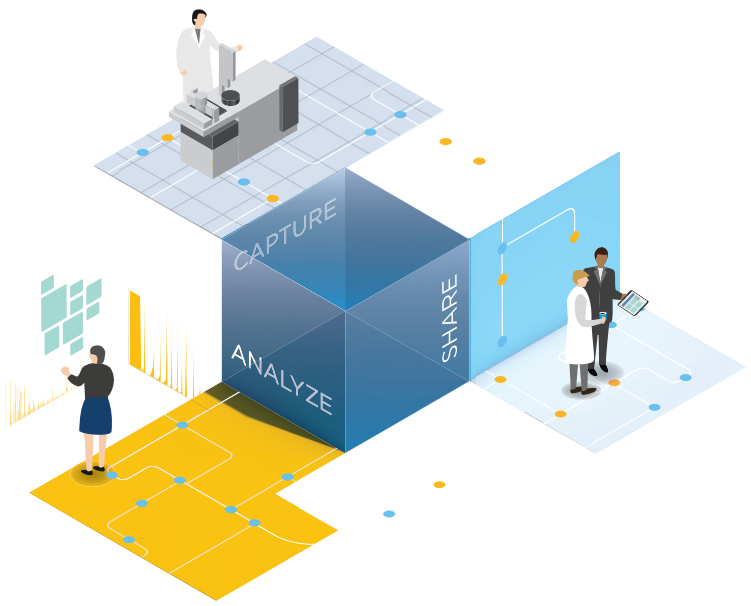
Agilent

Agilent OpenLab CDS

# Quick Reference Sheet

Agilent OpenLab




**www.agilent.com/chem/openlabcds**

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# OpenLab CDS – Basic Information

## Terms

| | |
|---|---|
| **ACQUISITION METHOD** | Includes the instrument settings for an experiment. Edited in **Acquisition**. |
| **AUDIT TRAIL** | A representation of changes to a record that includes 1) identity of the user who made the change, 2) date/time of the change, 3) description of the change, and 4) reason for the change. Configure audit trails in **OpenLab Control Panel**. |
| **LAYOUTS** | Defines how and which information is displayed. Use preset **Layouts** or customize your personal layout. Changes in layouts are saved per user. Use ⮌ **Reset** function to return to default layouts. |
| **LINKED METHOD** | Processing method that is assigned to an injection. |
| **PROCESSING METHOD** | Contains the information and parameters needed to process the data and generate results. Edited in **Data Analysis**. |
| **PROJECT** | Use to organize your data, e.g. by instrument, laboratory, or study. Apply individual access rights to each project |
| **REPORT TEMPLATE** | Defines the layout of a report. Edited in **Data Analysis**. |
| **RESULT SET** | Collection of raw data, methods, and injection list. Create custom result sets by combining single samples or sequence injections, and reprocess together. |
| **SEQUENCE CREATION TEMPLATE** | Defines a flexible pattern for creating new sequences. Useful for creating cyclic sequence. Edited in **Acquisition**. |
| **SEQUENCE TABLE** | Identifies the order of runs to be included in a sequence. Edited in **Acquisition**. |

## Help and Learning

### GETTING STARTED - OPENLAB HELP AND LEARNING

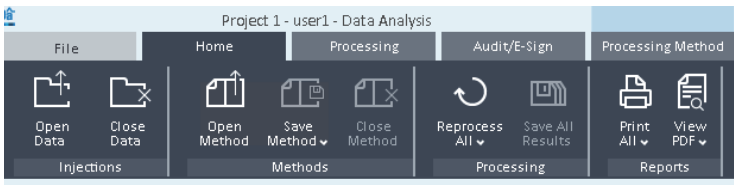
The interactive **e-Introduction** modules provide step-by-step instructions on basic workflows and help you to get familiar with OpenLab CDS.
Access the modules from the desktop by clicking one of the **OpenLab Help and Learning** icons.

Use **F1** to get **context sensitive help**.
Check Help and Learning Online for the latest localized versions of manuals and modules at https://openlab.help.agilent.com

### AGILENT COMMUNITY

https://community.agilent.com
Collaborate with others about applications, discuss Agilent products, and find in-depth documents and videos relevant to Agilent.

### MENU COMMANDS




Find commands in the ribbon. **Data Analysis**: contextual ribbon tabs (highlighted in blue) offer commands for the selected window.

## Prepare, Install, Configure

**Prepare:**
Run the System Preparation tool, and check the Requirements guide for hardware, software and network requirements.

**Install, configure:**
Click **setup.exe** on the USB stick to run the installation wizard.

# OpenLab CDS – Quick Reference Sheet

## Access Instruments and Projects

### CONTROL PANEL

Use the Desktop icon to launch OpenLab Control Panel.

### MANAGE USERS

ROLE: SYSTEM ADMIN

- Assign users to groups
- Assign roles to groups
- Use default roles or assign privileges to roles (use role **Chemist** for Acquisition and Data Analysis)
- Edit security policy
- Manage licenses

### PROJECTS

ROLE: PROJECT ADMIN

Create projects to organize your data:

- Activate method audit trails
- Apply project-specific options
- Add custom parameters for samples and compounds

☆ Create shortcut for Data Analysis with a project.

Launch Data Analysis for a project.

### INSTRUMENTS

ROLE: INSTRUMENT ADMIN

Create and configure instruments
Monitor instruments

☆ Create shortcut for acquisition with an instrument.

Launch Acquisition for an instrument.

## Acquire Data

### CREATE ACQUISITION METHOD

Define acquisition and instrument parameters for runs using this method.

Download to instrument to use new parameters immediately.

### RUN A SINGLE SAMPLE

- Enter sample parameters
- Include acquisition method and (optional) processing method
- Run

### RUN A SEQUENCE

- Create a new sequence
- Open and edit a previously saved sequence
- Import sequence from a result set or a CSV file (also possible via drag and drop)
- Click **Apply Template** to apply a sequence creation template

SEQUENCE

Edit sequence table:
Right-click and use **Fill-down** to edit rows, **copy/paste** entire rows, **pin columns** at the front

Edit injections and sequence parameters:

- For automated processing and reporting: enter existing processing method
- Define name of the result set

SEQUENCE CREATION TEMPLATE

Create a new template in the **Sequence Creation Template** window:

Sequence Creation Template

Use for cyclic sequences with varying numbers of samples.

### STATUS

View Run Queue, Instrument status, Online signals

### LAUNCH DATA ANALYSIS

Click icon in the **History** tab of the **Run Queue** to review completed single injections or sequences in Data Analysis.

## Analyze and Report Data

### REVIEW DATA

- To load data, double-click node in the **Data Selection** view
- Pin injections or result sets for comparison
- Use **Peak Explorer** to view a sequence at a glance and identify trends or artifacts.
- Create custom result sets based on existing injections (right-click nodes in the injection tree to add them, click **Create new Result Set** in the ribbon).

Use the **Integration Optimizer** to quickly adjust peak baselines.

### INJECTIONS AND PROCESSING METHODS

A processing method may already be linked (assigned) to the data. If not, create new master method

Link injections to the master processing method

A result set method (stored in result set folder) is generated on linking the master method to the injections.

Reprocess (automatic after linking, or manually)

### EDIT PROCESSING METHOD

Processing methods are divided in sections: e.g.

- **Integration Events** for all or for specific signals
- **Compounds:**
  Add compounds: Right-click a peak, or right-click the compound table.
- **Calibration**: Set number of calibration levels in the **General** tab
- **Spectra**: MS or UV reference spectra for confirmation or purity checks
- **Extraction > Spectrum**: Background correction settings
- **Tools > Custom Calculation**: Extend default calculations

### REPORT AND PRINT

**Import default templates into your project**
(start customizing templates from here):
**Data Selection > Import Default Templates**

**Print results manually:**
In Data Analysis, edit the processing method **Reports** section, and link the method. Click **Print all** in the ribbon.
**Print processing method:**
Go to **Data Processing > File** ribbon tab > **Print Method**
**Print Individual PDF:**
Go to **Reporting > Preview > Save as PDF**
Sequence summary report: submenu **Save result set summary report**