

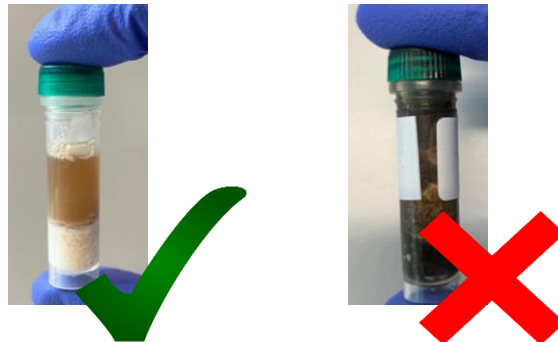
Instructions for stool samples shipment

For **batches with 48 samples or less** collect fecal samples in sterile fecal collection tubes

<https://www.zymoresearch.com/products/dna-rna-shield-lysis-and-collection-tubes>

Use the cod. R1103 – 2 mL screwcap tube pre-filled with DNA/RNA Shield (1 mL) and ultra-high density Bashing Beads – 0.5 mm beads, for homogenization.

To favor sample lysis and homogenization **do not fill the tube up to the top**. Dispense 0.5-1g of feces (this is sufficient to accurately represent the complex texture of feces) in the preservation buffer. **Make sure that at least 30% of the vial is empty.**



For **batches >48 samples, use deep 96-well plates** (see image below). If samples are already collected in Zymo Research DNA/RNA Shield Lysis, simply transfer 600 µl of feces suspension into the plate.

If feces are stored at -80°C without preservative, thaw them and transfer a small amount in deep 96-well plates containing 600 µl of stabilization solution

(<https://zymoresearch.eu/collections/bulk-reagents/products/dna-rna-shield>) in each well.

If feces are stored in ethanol or solution other than Zymo Research DNA/RNA Shield reagent, centrifuge an aliquot at 13,000 g for 5 min and discard the supernatant. Wash the pellet with PBS, and centrifuge again at 13,000 g for 10 min and discard PBS supernatant. Then transfer a small amount (0.5-1g) in a deep 96-well plates containing 600 µl of stabilization solution

(<https://zymoresearch.eu/collections/bulk-reagents/products/dna-rna-shield>) in each well.

Make sure to seal the plate well to avoid spills and cross-contamination. Heat seal aluminum foil or silicone rubber or TPE mats. Make sure that sealing material is resistant to high temperatures. It is preferable to use pierceable material, which can be punctured directly with the pipette tip to avoid contamination between wells.



Place the tubes/plates on a vacuum-sealed, or at least well closed, plastic bag and put them in a padded envelope or box (shipment can be done at room temperature).

It is **MANDATORY** to send us the compiled **Sample Spreadsheet**, both with the shipped parcel and via e-mail. To be able to properly track and safeguard your samples send us the Tracking Number via e-mail.

Customer is free to add extra columns to Sample Spread Sheet to include all available metadata of samples, if the analysis service has been requested. This information will be used to run several statistical tests as well as labeling/coloring of outputs in our standard analysis.

IMPORTANT: We remind you that human-derived samples must be anonymized. Therefore, we cannot accept samples that come along with personal identification data (name and surname, fiscal code, etc.). Supplementary data related to the study such as prognosis, biometrics values, age, sex and other information not directly associated with an individual can be provided with no limitation (please use the Sample Spreadsheet available in the Documents section).

If human samples are provided in the form of tissue or body fluid, please fill out the [Human samples clearance form](#) and return a signed copy.

For more details, please follow "**Shipping and Packaging Guidelines**" PDF file available at <https://igatechnology.com/igatech/documents/>



IF YOU HAVE ACTIVATED THE PROJECT via <https://customer-portal.igatechnology.com/>:

Please follow the **shipping procedure** on the portal, attaching the **Sample Spreadsheet** and generating a shipping barcode to be insert into the parcel.

IF YOU RECEIVED THE QUOTATION via EMAIL

It is **MANDATORY to send us the compiled Sample Spreadsheet, both** with the shipped parcel and via e-mail. To properly track and safeguard your samples, send us the Tracking Number via e-mail (see Contacts).

Shipping Address:

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