

Client Portal Instructions

www.geo-ces.com

Our client portal has these valuable features:

 **Real-time results:**

Data is streamed directly from our LIMS (Laboratory Information Management System) which allows clients to view all data as it is being processed.

 **Access your data 24/7:**

Our systems are maintained in-house and we have configured redundant Internet lines to ensure uptime.

 **Automatic Exceedance  notification:**

Clients can choose to receive preliminary exceedance alerts based on client specific limits prior to data being reported.

 **Automatic “Received” notification:**

Clients can choose to receive alerts for workorders received each day for the selected sites.

 **Automatic “Completed” notification:**

Clients can choose to receive alerts for all workorders that were completed for each day for the selected sites.

 **Analyze trends:**

Clients can view trend charts of their data using the Mann-Kendall statistical model.

 **Find and export documentation:**

Clients can search, view and export their data in a variety of formats including PDF and CSV

 **Search work-orders:**

Clients can search, view and export their data in a variety of formats including PDF and CSV

 **Highly S E C U R E.**



Visit us at: www.geo-ces.com

Client Portal Instructions

Contents

Login Instructions.....	3
Change Password.....	4
Notices and Alerts.....	6
Analyte Trace	7
Trend Analysis.....	10
Workorders by Test.....	12
Workorders by Site ID.....	14
Workorders by Date.....	17
Help / Questions	19



Visit us at: www.geo-ces.com

Client Portal Instructions

Login Instructions

Go to <http://www.geo-ces.com>. The "Client Portal" link is on the Geochemical Testing Home Page. It is located on the upper right-hand side. Click on "Client Portal" and the login screen will appear as below.

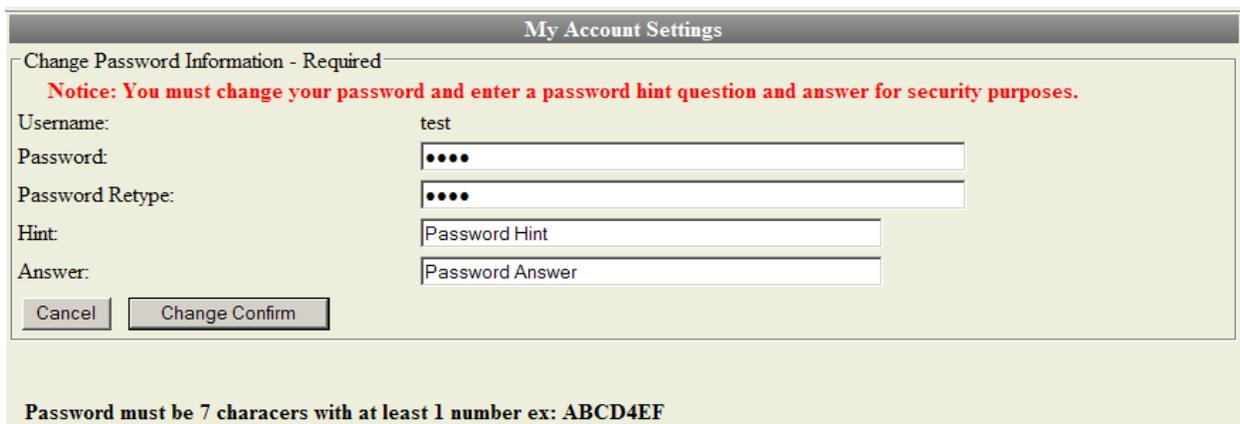
A screenshot of the Geochemical Testing login page. It features the company logo and name at the top left. Below the logo are two input fields: "User name:" and "Password:". A "Login" button is positioned below the password field. A blue link for "Forgot My Password" is located below the login button. At the bottom of the page, the copyright notice "Copyright © 2009 Geochemical Testing" is displayed.

PLEASE NOTE: The Client Portal system is best viewed in Internet Explorer 7. If you are using Internet Explorer 8 or 9, then click on the compatibility mode button to the right of the URL so that all of the functions in this system can be utilized.

Please enter the username and password that was sent to you in an email.

Change Password

After this first log-in, you will be asked to now change your password. Passwords must be a minimum of 7 characters long and contain at least one number. You are also required to create a hint question and answer. The hint and answer must not contain the password itself and the hint question and answer can not be the same.



The screenshot shows a web form titled "My Account Settings" with a sub-section "Change Password Information - Required". A red notice states: "Notice: You must change your password and enter a password hint question and answer for security purposes." The form contains the following fields and controls:

- Username: test
- Password: [masked with 4 dots]
- Password Retype: [masked with 4 dots]
- Hint: Password Hint
- Answer: Password Answer
- Buttons: Cancel, Change Confirm

Below the form, a note reads: "Password must be 7 characers with at least 1 number ex: ABCD4EF"

After changing your password you will be re-directed to the login page to login with your new password. Upon logging in you will be taken to your home page.

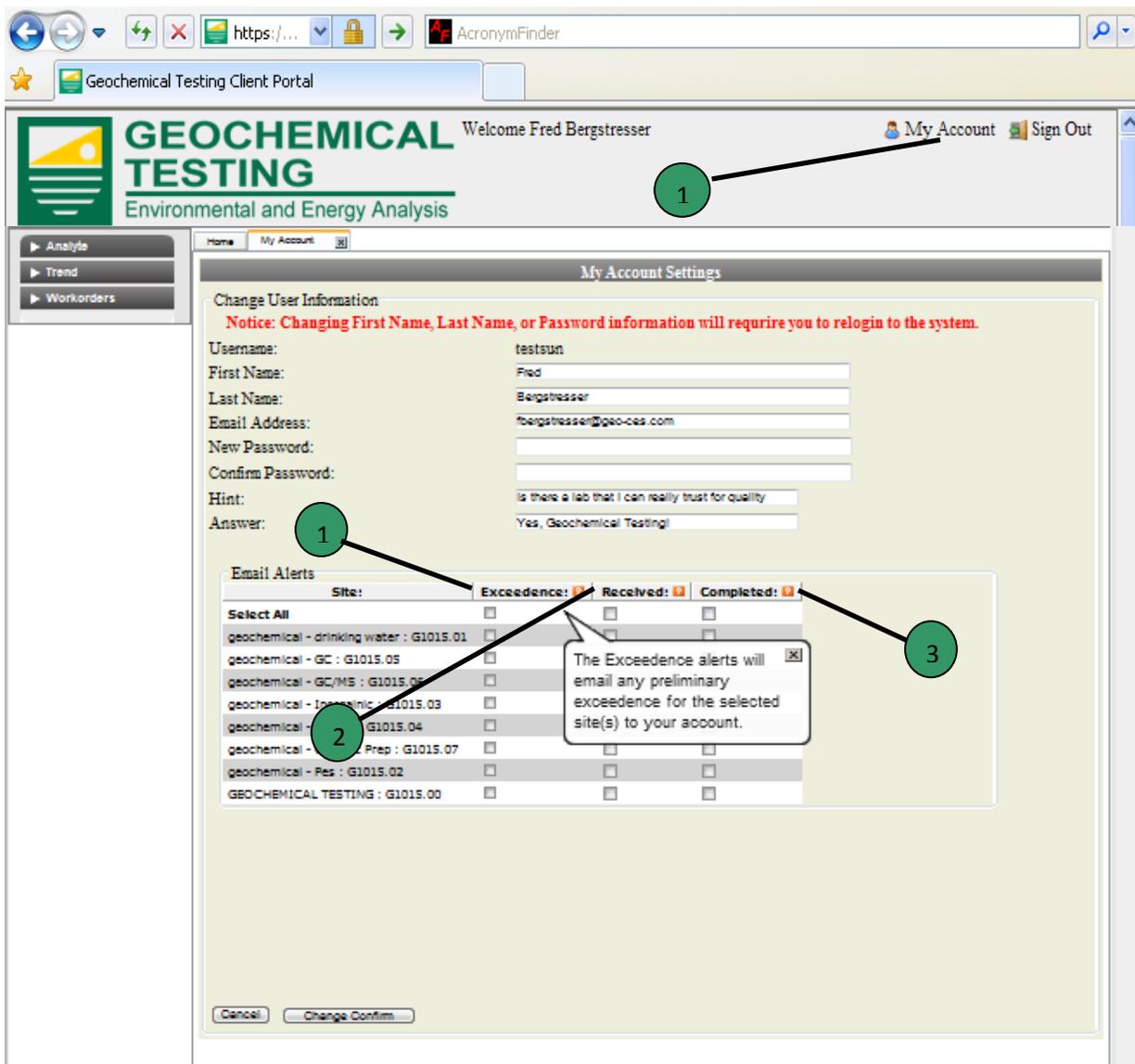
From your home page you can access and modify your account information, search workorders, view reports, access supporting documents, plot trends and export data to use in your own software.

The link for "My Account" is located in the top right corner of the home page.

Home Page – My Account

“My Account” page is where you can change vital information about your account. You can also sign up for the optional preliminary exceedence alerts, received alerts and completion alerts by checking the appropriate boxes that correspond with your various sites.

- 1 Just click on “My Account” in the upper right corner of the screen to access account settings:



Welcome Fred Bergstresser

[My Account](#) [Sign Out](#)

My Account Settings

Change User Information
Notice: Changing First Name, Last Name, or Password information will require you to relogin to the system.

Username: teststun
 First Name: Fred
 Last Name: Bergstresser
 Email Address: fbergstresser@geo-ces.com
 New Password:
 Confirm Password:
 Hint: Is there a lab that I can really trust for quality
 Answer: Yes, Geochemical Testing!

Email Alerts

Site:	Exceedence:	Received:	Completed:
Select All	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
geochemical - drinking water : G1015.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
geochemical - GC : G1015.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
geochemical - GC/MS : G1015.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
geochemical - Inorganic : G1015.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
geochemical - : G1015.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
geochemical - Prep : G1015.07	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
geochemical - Res : G1015.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GEOCHEMICAL TESTING : G1015.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Exceedence alerts will email any preliminary exceedence for the selected site(s) to your account.

Buttons:

Notices and Alerts

In this section you can also select to receive email alerts that are triggered by various scenarios.

- 1 A check in the Exceedence box will generate an email with any preliminary exceedences at the sites you have requested.

“TO GET ACCURATE EXCEEDENCE NOTICES; please supply us with your current permitted limits especially for NPDES (National Pollution Discharge Elimination System) discharge points. We use preliminary data to give you the earliest possible notice of an exceedence. This gives you advance warning but it could result you getting false positive notices. We review and verify the results as soon as the supporting information is available.”

- 2 A check in the Received alerts box will generate email for all WorkOrders received for the given day for the selected site(s). This email will also include the analysis for which the WorkOrder is logged.
- 3 A check in the Completed alerts box will email all WorkOrders completed for the given day for the selected site(s). This email will also include warnings if exceedences are found for the completed WorkOrders.

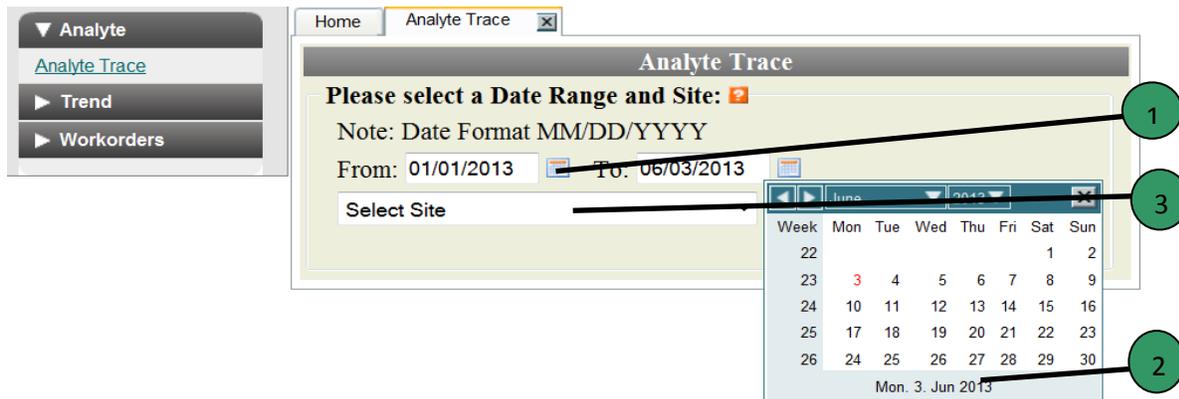
Those with multiple sites checked will get one email message containing alerts from all sites.

Analyte Trace

If you would like to find information on a particular analyte(s) at a particular monitoring point(s) at a particular site, start the search by selecting a date or range of dates.

It is important to note that up to 6 tabs may be open simultaneously including the home tab and you may have multiple searches going at once! Just click on the analyte trace on the drop-down menu to open additional tabs.

- 1 Use the mm/dd/yyyy format or click the calendar icon button, click the date required, then click on the day of the month to "set" the date.
- 2 To enter today's date; just click on the date at the bottom of the calendar.
- 3 In the white box just below the dates select from the drop down list. Only those sites that you have authorization to view will be available.



Home Analyte Trace

Analyte Trace

Please select a Date Range and Site: 

Note: Date Format MM/DD/YYYY

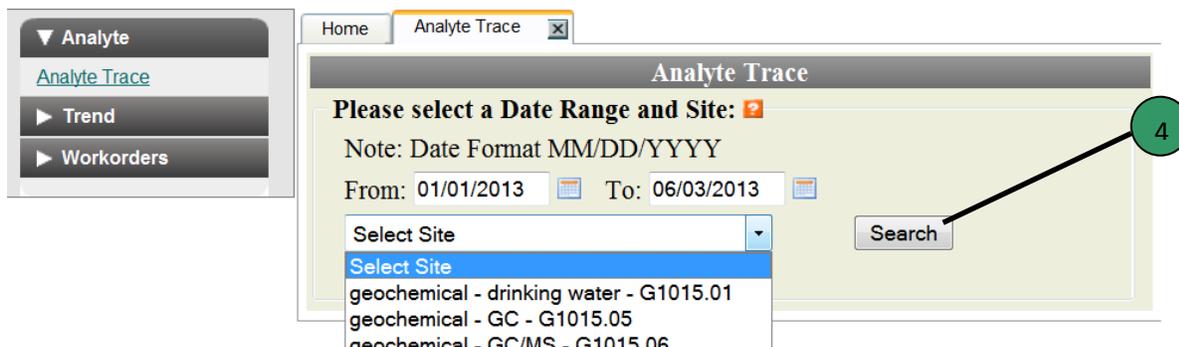
From: 01/01/2013 To: 06/03/2013

Select Site

Week	Mon	Tue	Wed	Thu	Fri	Sat	Sun
22						1	2
23	3	4	5	6	7	8	9
24	10	11	12	13	14	15	16
25	17	18	19	20	21	22	23
26	24	25	26	27	28	29	30

Mon. 3. Jun 2013

- 4 Once you have entered both the date range and site; click the "Search" button.



Home Analyte Trace

Analyte Trace

Please select a Date Range and Site: 

Note: Date Format MM/DD/YYYY

From: 01/01/2013 To: 06/03/2013

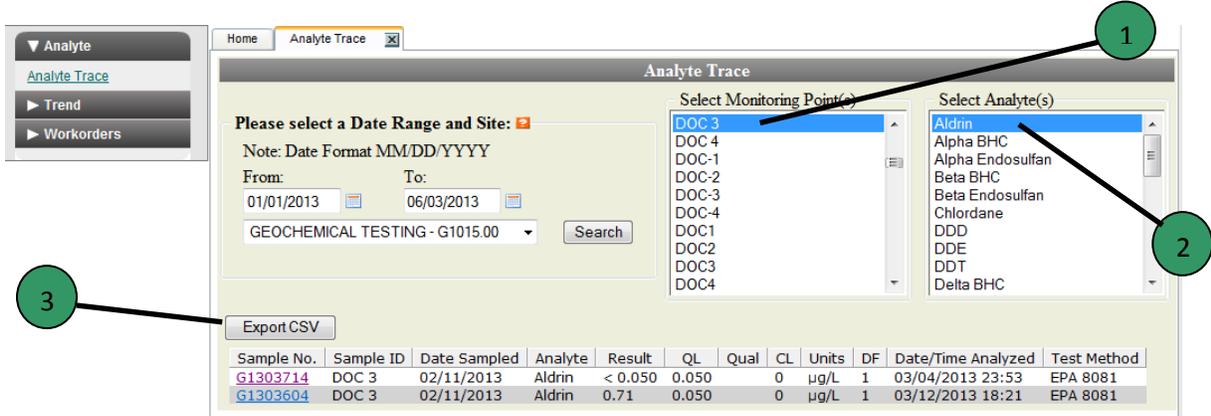
Select Site

- Select Site
- geochemical - drinking water - G1015.01
- geochemical - GC - G1015.05
- geochemical - GC/MS - G1015.06

Search

The monitoring point(s) at the site selected that are within the date range will appear:

- 1 Select one or more monitoring points that you wish to view. To select multiple points you can click and drag to highlight the points, or you can use Ctrl + Click to select the points.



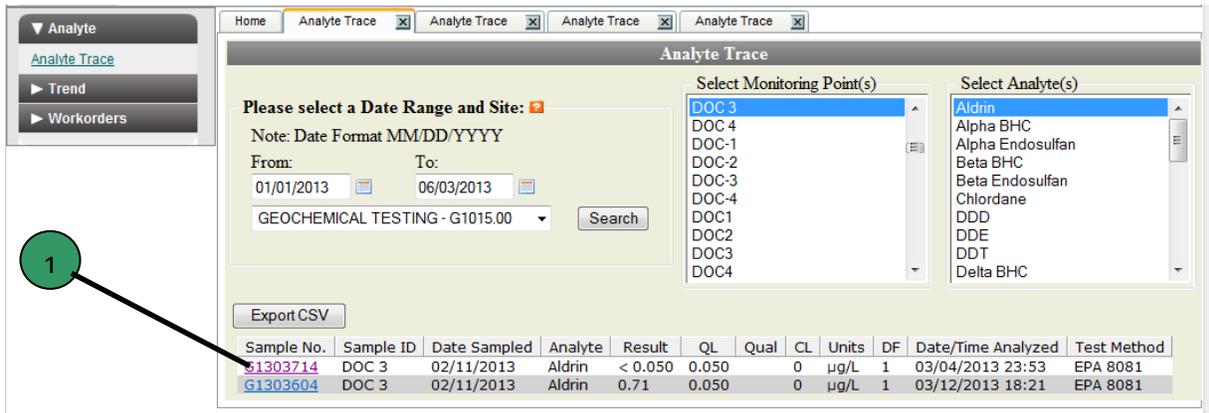
The screenshot shows the 'Analyte Trace' interface. On the left, there is a sidebar with 'Analyte Trace', 'Trend', and 'Workorders'. The main area has a search section with 'From' (01/01/2013) and 'To' (06/03/2013) date pickers, a site dropdown set to 'GEOCHEMICAL TESTING - G1015.00', and a 'Search' button. Below this is an 'Export CSV' button. Two lists are visible: 'Select Monitoring Point(s)' and 'Select Analyte(s)'. The first list contains DOC 3, DOC 4, DOC-1, DOC-2, DOC-3, DOC-4, DOC1, DOC2, DOC3, and DOC4. The second list contains Aldrin, Alpha BHC, Alpha Endosulfan, Beta BHC, Beta Endosulfan, Chlordane, DDD, DDE, DDT, and Delta BHC. A table at the bottom displays data for two samples: G1303714 and G1303604. Red circles with numbers 1, 2, and 3 point to the monitoring point list, the analyte list, and the Export CSV button respectively.

Sample No.	Sample ID	Date Sampled	Analyte	Result	QL	Qual	CL	Units	DF	Date/Time Analyzed	Test Method
G1303714	DOC 3	02/11/2013	Aldrin	< 0.050	0.050	0		µg/L	1	03/04/2013 23:53	EPA 8081
G1303604	DOC 3	02/11/2013	Aldrin	0.71	0.050	0		µg/L	1	03/12/2013 18:21	EPA 8081

- 2 Now select one or more analyte(s) you wish to see by clicking on the name of the analyte. To select multiple analyte(s) you may click and drag to highlight the analyte(s), or you can use Ctrl + Click
- 3 You can now export the data to a CSV file by clicking on the "Export CSV" button. Then click either open to have it open in a Microsoft Excel window or click save and enter a location to save it in your computer files.

There are two additional fields that are exported with the rest of the data on the screen. RResult is the scaled data which is reported on the final reports. CalcVal is the raw non-scaled data which is provided for your own calculations if you need them.

“You may open the same tabbed screen multiple times with different criteria being searched. Each tab runs independently so you can be searching analytes on one tab while you have another search going on in another!”



Analyte Trace

Please select a Date Range and Site:

Note: Date Format MM/DD/YYYY

From: 01/01/2013 To: 06/03/2013

GEOCHEMICAL TESTING - G1015.00 [Search]

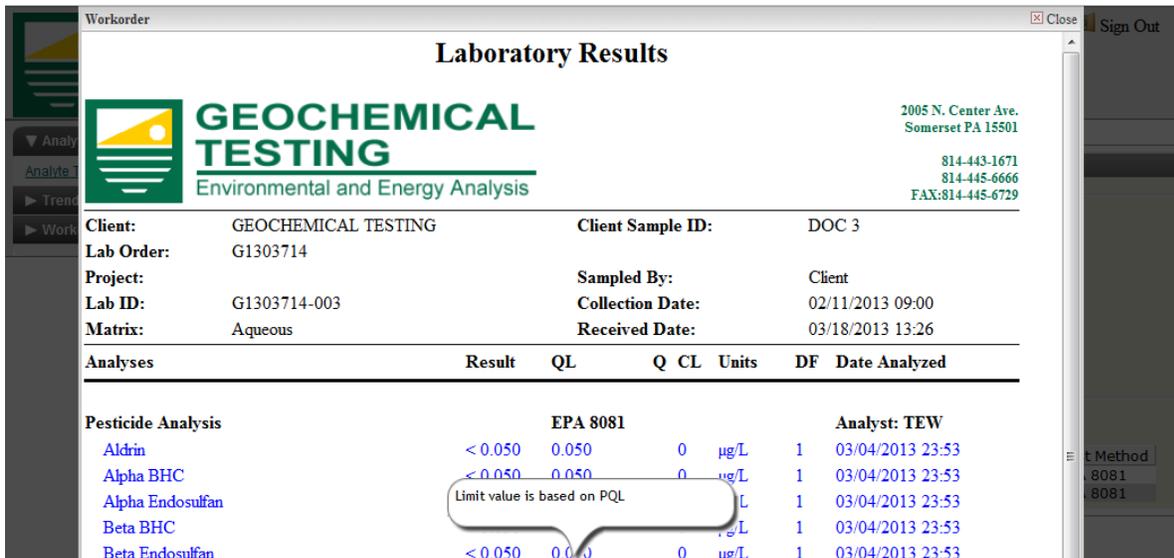
Export CSV

Select Monitoring Point(s): DOC 3, DOC 4, DOC-1, DOC-2, DOC-3, DOC-4, DOC1, DOC2, DOC3, DOC4

Select Analyte(s): Aldrn, Alpha BHC, Alpha Endosulfan, Beta BHC, Beta Endosulfan, Chlordane, DDD, DDE, DDT, Delta BHC

Sample No.	Sample ID	Date Sampled	Analyte	Result	QL	Qual	CL	Units	DF	Date/Time Analyzed	Test Method
G1303714	DOC 3	02/11/2013	Aldrin	< 0.050	0.050	0		µg/L	1	03/04/2013 23:53	EPA 8081
G1303604	DOC 3	02/11/2013	Aldrin	0.71	0.050	0		µg/L	1	03/12/2013 18:21	EPA 8081

- 1 To view the workorder click on the workorder number to the left and the report will appear in an overlay window as shown below.
- 2 To view descriptions hover your pointer over the abbreviations on the top of the table.



Workorder Laboratory Results

GEOCHEMICAL TESTING
Environmental and Energy Analysis

2005 N. Center Ave.
Somerset PA 15501
814-443-1671
814-445-6666
FAX:814-445-6729

Client: GEOCHEMICAL TESTING Client Sample ID: DOC 3
 Lab Order: G1303714
 Project: G1303714-003
 Lab ID: G1303714-003
 Matrix: Aqueous

Sampled By: Client
 Collection Date: 02/11/2013 09:00
 Received Date: 03/18/2013 13:26

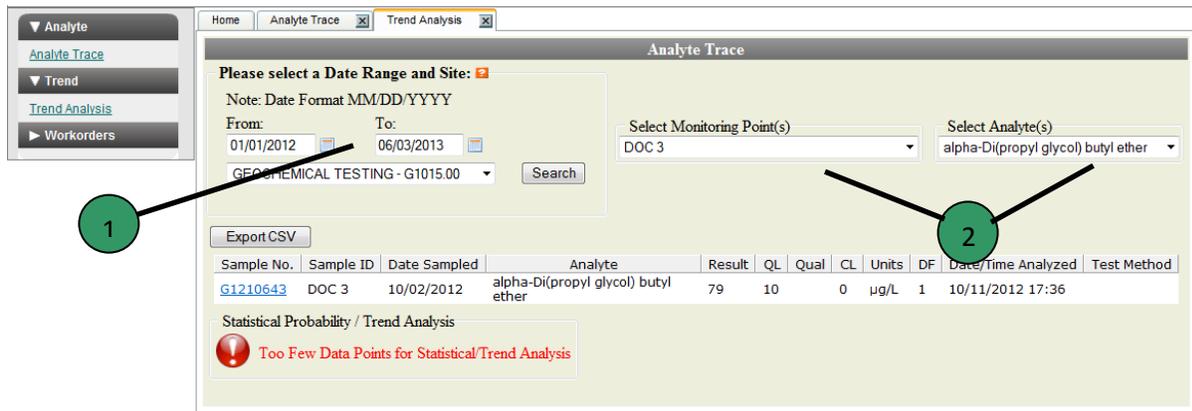
Analyses	Result	QL	Q	CL	Units	DF	Date Analyzed
Pesticide Analysis		EPA 8081		Analyst: TEW			
Aldrin	< 0.050	0.050	0		µg/L	1	03/04/2013 23:53
Alpha BHC	< 0.050	0.050	0		µg/L	1	03/04/2013 23:53
Alpha Endosulfan	< 0.050	0.050	0		µg/L	1	03/04/2013 23:53
Beta BHC	< 0.050	0.050	0		µg/L	1	03/04/2013 23:53
Beta Endosulfan	< 0.050	0.050	0		µg/L	1	03/04/2013 23:53

Limit value is based on PQL

Trend Analysis

The probability of a statistical trend will be calculated using the Mann-Kendall trending model.

- 1 To use this feature enter a date range, select the site from the drop down menu and enter "Search".
- 2 Select a monitoring point and an analyte to graph. If the date range is too short you will have insufficient data; change the date and or site to make a larger grouping of data then click "Search". It is generally accepted that to properly obtain statistical probability you need at least 10 points.

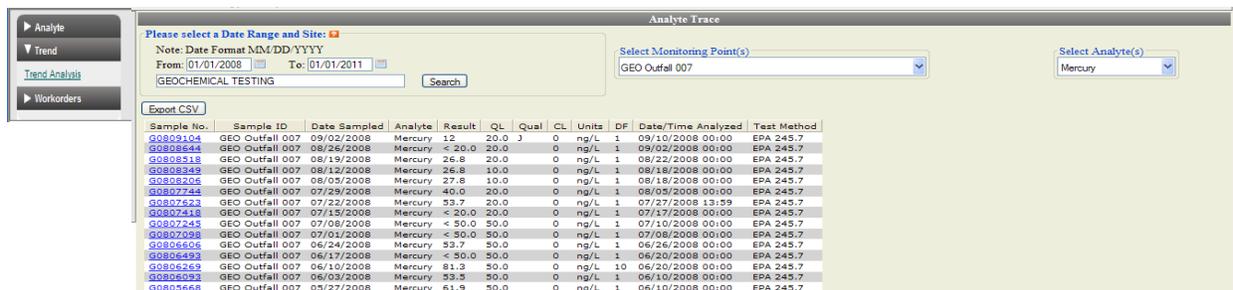


The screenshot shows the 'Trend Analysis' page in the client portal. A search form is filled with 'From: 01/01/2012', 'To: 06/03/2013', and 'Site: GEOCHEMICAL TESTING - G1015.00'. The 'Select Monitoring Point(s)' dropdown is set to 'DOC 3' and 'Select Analyte(s)' is set to 'alpha-Di(propyl glycol) butyl ether'. A table below shows one data point for sample G1210643. A red warning icon and message state: 'Too Few Data Points for Statistical/Trend Analysis'.

Sample No.	Sample ID	Date Sampled	Analyte	Result	QL	Qual	CL	Units	DF	Date/Time Analyzed	Test Method
G1210643	DOC 3	10/02/2012	alpha-Di(propyl glycol) butyl ether	79	10		0	µg/L	1	10/11/2012 17:36	

If you do not find enough data, change your parameters and try again. Perhaps a longer date range or monitoring point with more sample times will produce a usable graph.

Here we have a nice range of data;

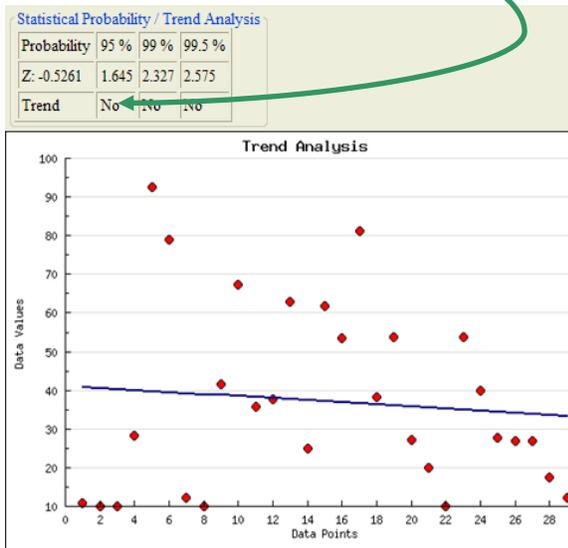


The screenshot shows the 'Trend Analysis' page with a search for 'Mercury' at 'GEO Outfall 007' from '01/01/2008' to '01/01/2011'. The table below displays 15 data points for Mercury.

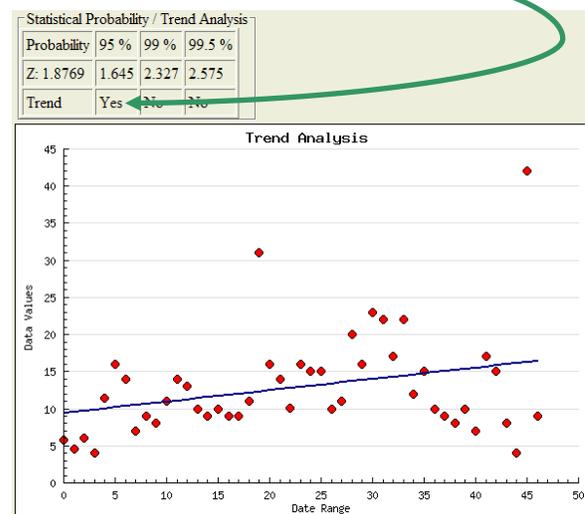
Sample No.	Sample ID	Date Sampled	Analyte	Result	QL	Qual	CL	Units	DF	Date/Time Analyzed	Test Method
G0803104	GEO Outfall 007	09/02/2008	Mercury	12	20.0	3	0	ng/L	1	09/10/2008 00:00	EPA 245.7
G0808644	GEO Outfall 007	08/26/2008	Mercury	< 20.0	20.0	0	0	ng/L	1	09/02/2008 00:00	EPA 245.7
G0808518	GEO Outfall 007	08/19/2008	Mercury	26.8	20.0	0	0	ng/L	1	08/22/2008 00:00	EPA 245.7
G0808349	GEO Outfall 007	08/12/2008	Mercury	26.8	10.0	0	0	ng/L	1	08/18/2008 00:00	EPA 245.7
G0808206	GEO Outfall 007	08/05/2008	Mercury	27.8	10.0	0	0	ng/L	1	08/18/2008 00:00	EPA 245.7
G0807244	GEO Outfall 007	07/29/2008	Mercury	40.0	20.0	0	0	ng/L	1	08/05/2008 00:00	EPA 245.7
G0807423	GEO Outfall 007	07/22/2008	Mercury	53.7	20.0	0	0	ng/L	1	07/27/2008 13:59	EPA 245.7
G0807418	GEO Outfall 007	07/15/2008	Mercury	< 20.0	20.0	0	0	ng/L	1	07/17/2008 00:00	EPA 245.7
G0807245	GEO Outfall 007	07/08/2008	Mercury	< 50.0	50.0	0	0	ng/L	1	07/10/2008 00:00	EPA 245.7
G0806288	GEO Outfall 007	07/01/2008	Mercury	< 50.0	50.0	0	0	ng/L	1	07/08/2008 00:00	EPA 245.7
G0804505	GEO Outfall 007	06/24/2008	Mercury	53.7	50.0	0	0	ng/L	1	06/26/2008 00:00	EPA 245.7
G0804493	GEO Outfall 007	06/17/2008	Mercury	< 50.0	50.0	0	0	ng/L	1	06/20/2008 00:00	EPA 245.7
G0804269	GEO Outfall 007	06/10/2008	Mercury	81.3	50.0	0	0	ng/L	10	06/20/2008 00:00	EPA 245.7
G0803923	GEO Outfall 007	06/03/2008	Mercury	53.8	30.0	0	0	ng/L	1	06/10/2008 00:00	EPA 245.7
G0803668	GEO Outfall 007	05/27/2008	Mercury	61.9	50.0	0	0	ng/L	1	06/10/2008 00:00	EPA 245.7

Use the “Export CSV” button to download data to create a trend graph with your own trending model on your own software. The important fields to keep in mind if you are trying to recreate the trend graph is that we are using the CalcVal field (raw non-scaled data) and if the CalcVal field is Zero we use the MDL value in its place. Both of these fields are available in the trend “Export

Here we have many points on a graph, although there does not appear to be a statistical trend.



Although this example, made with a different set of data clearly shows an upward trend at 95% probability confidence.

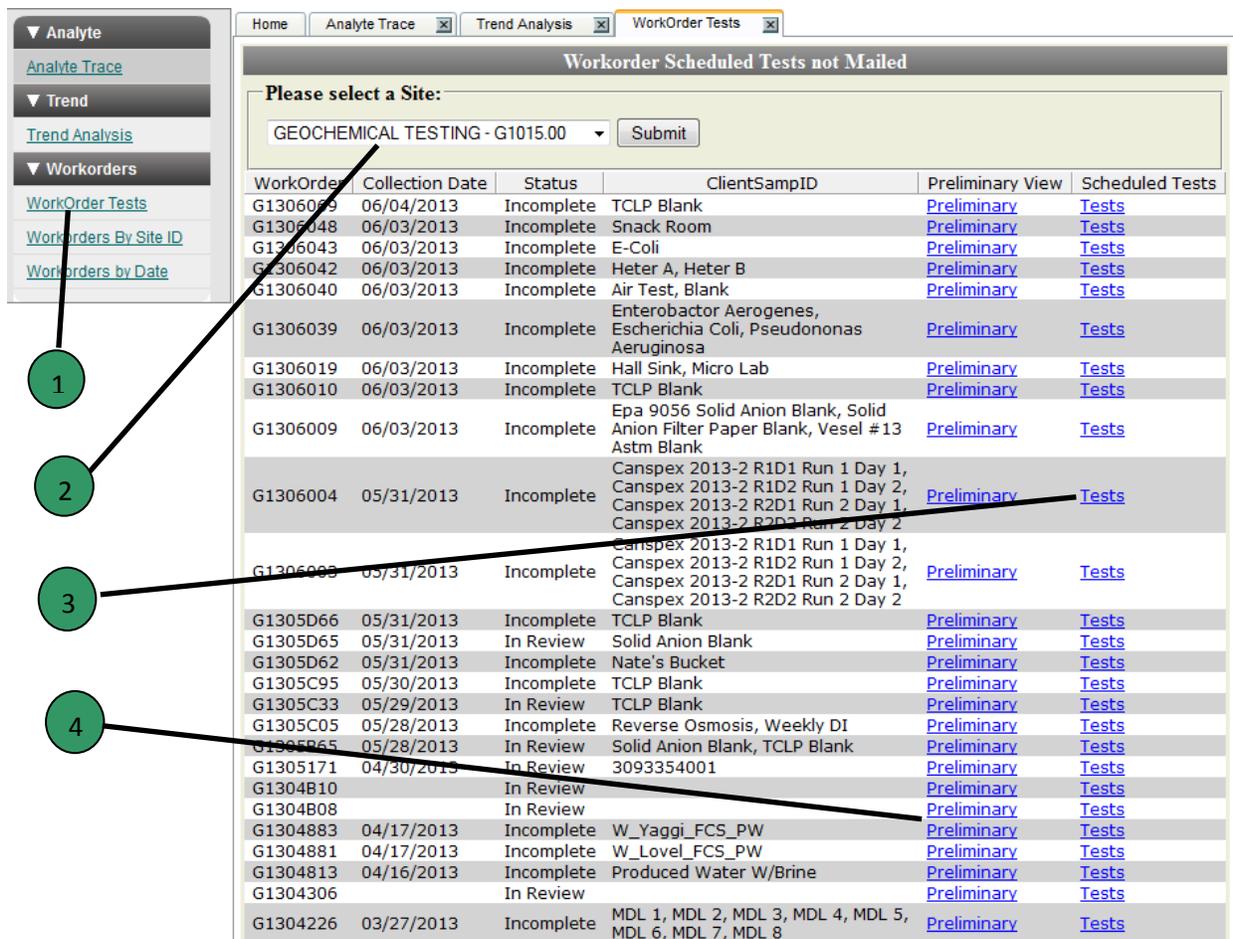


There are three ways to search workorders;

1. Scheduled Test
2. Site ID
3. Date

Workorders by Test

- 1 To search workorders by scheduled test click on the work order tab to drop down the three choices then choose Workorder tests.
- 2 In the white box under “Please Select a Site”; select from the drop down list. Only those sites that you have authorization to view will be available.



The screenshot shows a web application interface with a sidebar on the left and a main content area. The sidebar has a 'Workorders' section with 'WorkOrder Tests' selected. The main content area has a 'Please select a Site:' dropdown menu with 'GEOCHEMICAL TESTING - G1015.00' selected. Below this is a table of workorders with columns for WorkOrder, Collection Date, Status, ClientSampID, Preliminary View, and Scheduled Tests. Callout 1 points to the 'WorkOrder Tests' link in the sidebar. Callout 2 points to the 'Please select a Site:' dropdown menu. Callout 3 points to the 'Tests' link in the 'Scheduled Tests' column of a row. Callout 4 points to the 'Preliminary' link in the 'Preliminary View' column of a row.

WorkOrder	Collection Date	Status	ClientSampID	Preliminary View	Scheduled Tests
G1306039	06/04/2013	Incomplete	TCLP Blank	Preliminary	Tests
G1306048	06/03/2013	Incomplete	Snack Room	Preliminary	Tests
G1306043	06/03/2013	Incomplete	E-Coli	Preliminary	Tests
G1306042	06/03/2013	Incomplete	Heter A, Heter B	Preliminary	Tests
G1306040	06/03/2013	Incomplete	Air Test, Blank	Preliminary	Tests
G1306039	06/03/2013	Incomplete	Enterobactor Aerogenes, Escherichia Coli, Pseudomonas Aeruginosa	Preliminary	Tests
G1306019	06/03/2013	Incomplete	Hall Sink, Micro Lab	Preliminary	Tests
G1306010	06/03/2013	Incomplete	TCLP Blank	Preliminary	Tests
G1306009	06/03/2013	Incomplete	Epa 9056 Solid Anion Blank, Solid Anion Filter Paper Blank, Vesel #13 Astm Blank	Preliminary	Tests
G1306004	05/31/2013	Incomplete	Canspex 2013-2 R1D1 Run 1 Day 1, Canspex 2013-2 R1D2 Run 1 Day 2, Canspex 2013-2 R2D1 Run 2 Day 1, Canspex 2013-2 R2D2 Run 2 Day 2	Preliminary	Tests
G1306003	05/31/2013	Incomplete	Canspex 2013-2 R1D1 Run 1 Day 1, Canspex 2013-2 R1D2 Run 1 Day 2, Canspex 2013-2 R2D1 Run 2 Day 1, Canspex 2013-2 R2D2 Run 2 Day 2	Preliminary	Tests
G1305D66	05/31/2013	Incomplete	TCLP Blank	Preliminary	Tests
G1305D65	05/31/2013	In Review	Solid Anion Blank	Preliminary	Tests
G1305D62	05/31/2013	Incomplete	Nate's Bucket	Preliminary	Tests
G1305C95	05/30/2013	Incomplete	TCLP Blank	Preliminary	Tests
G1305C33	05/29/2013	In Review	TCLP Blank	Preliminary	Tests
G1305C05	05/28/2013	Incomplete	Reverse Osmosis, Weekly DI	Preliminary	Tests
G1305B65	05/28/2013	In Review	Solid Anion Blank, TCLP Blank	Preliminary	Tests
G1305171	04/30/2013	In Review	3093354001	Preliminary	Tests
G1304B10		In Review		Preliminary	Tests
G1304B08		In Review		Preliminary	Tests
G1304883	04/17/2013	Incomplete	W_Yaggi_FCS_PW	Preliminary	Tests
G1304881	04/17/2013	Incomplete	W_Lovel_FCS_PW	Preliminary	Tests
G1304813	04/16/2013	Incomplete	Produced Water W/Brine	Preliminary	Tests
G1304306		In Review		Preliminary	Tests
G1304226	03/27/2013	Incomplete	MDL 1, MDL 2, MDL 3, MDL 4, MDL 5, MDL 6, MDL 7, MDL 8	Preliminary	Tests

- 3 The Laboratory Scheduled Test Report can be viewed by clicking on the blue “Tests” link. It will open in new window as shown below.
- 4 The blue “preliminary” link will bring up the LABORATORY RESULTS REPORT with any preliminary results in another window as shown below also.

This LABORATORY SCHEDULED TEST REPORT gives you more information about the test, the matrix, the sampler, and when it will be collected and if already sampled, when it was received by Geochemical Testing. It also indicates tests, units and method of analysis that are scheduled to be used. The current sample status is determined by clicking the blue “Preliminary” link on the previous Workorder Scheduled Test page.

Laboratory Scheduled Tests			
 GEOCHEMICAL TESTING Environmental and Energy Analysis		2005 N. Center Ave. Somerset PA 15501 814-443-1671 814-445-6666 FAX: 814-445-6729	
Client:	GEOCHEMICAL TESTING	Client Sample ID:	WS/WP PT INV 114071
Lab Order:	G1101443		EDB/DBCP
Project:		Sampled By:	Client
Lab ID:	G1101443-001	Collection Date:	01/13/2011 11:45
Matrix:	Aqueous	Received Date:	01/13/2011 13:00
Analyses	Units		
Volatiles Organic Compounds	EPA 8011		
1,2-Dibromo-3-chloropropane	µg/L		
1,2-Dibromoethane	µg/L		

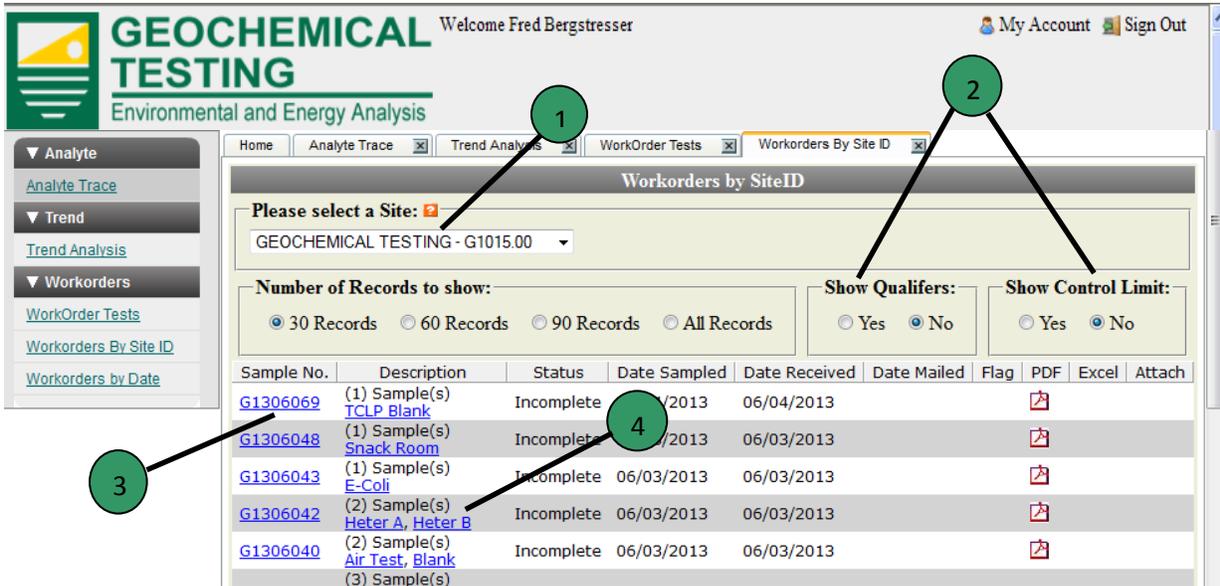
The blue “preliminary” link will bring up the LABORATORY RESULTS REPORT with any preliminary results in another window as shown here. If with work has not been started or if the results are not available yet it will show you a page like the one below. As soon as any part of the analysis is completed we post on this results page.

Laboratory Results						
 GEOCHEMICAL TESTING Environmental and Energy Analysis		2005 N. Center Ave. Somerset PA 15501 814-443-1671 814-445-6666 FAX: 814-445-6729				
Client:	GEOCHEMICAL TESTING	Client Sample ID:	WS/WP PT INV 114071			
Lab Order:	G1101443		EDB/DBCP			
Project:		Sampled By:	Client			
Lab ID:	G1101443-001	Collection Date:	01/13/2011 11:45			
Matrix:	Aqueous	Received Date:	01/13/2011 13:00			
Analyses	Result	QL	Q	Units	DF	Date Analyzed
Preliminary Analysis for G1101443-001 is currently in progress. Please check back again later.						

Workorders by Site ID

The Workorders by Site ID feature of the portal displays the 30, 60, 90, or all of the most recent Workorders. It lists the dates received, the completion status, the date mailed, and shows flags that will signal that there are exceedences with the flagged workorder.

- 1 To begin select the site that you wish to view from the drop down menu and click "Search". Only sites that you have permission to view will be available.
- 2 The system default is not to show qualifiers or control limits. If you want the additional data click on the "Yes" button next to the choice and the system will immediately refresh. NOTE: If you select "All Records" it may take several minutes to display if there is a large amount of historical data to search.



Welcome Fred Bergstresser My Account Sign Out

GEOCHEMICAL TESTING
Environmental and Energy Analysis

Home Analyte Trace Trend Analysis WorkOrder Tests **Workorders By Site ID**

Workorders by SiteID

Please select a Site: GEOCHEMICAL TESTING - G1015.00

Number of Records to show: 30 Records 60 Records 90 Records All Records

Show Qualifiers: Yes No

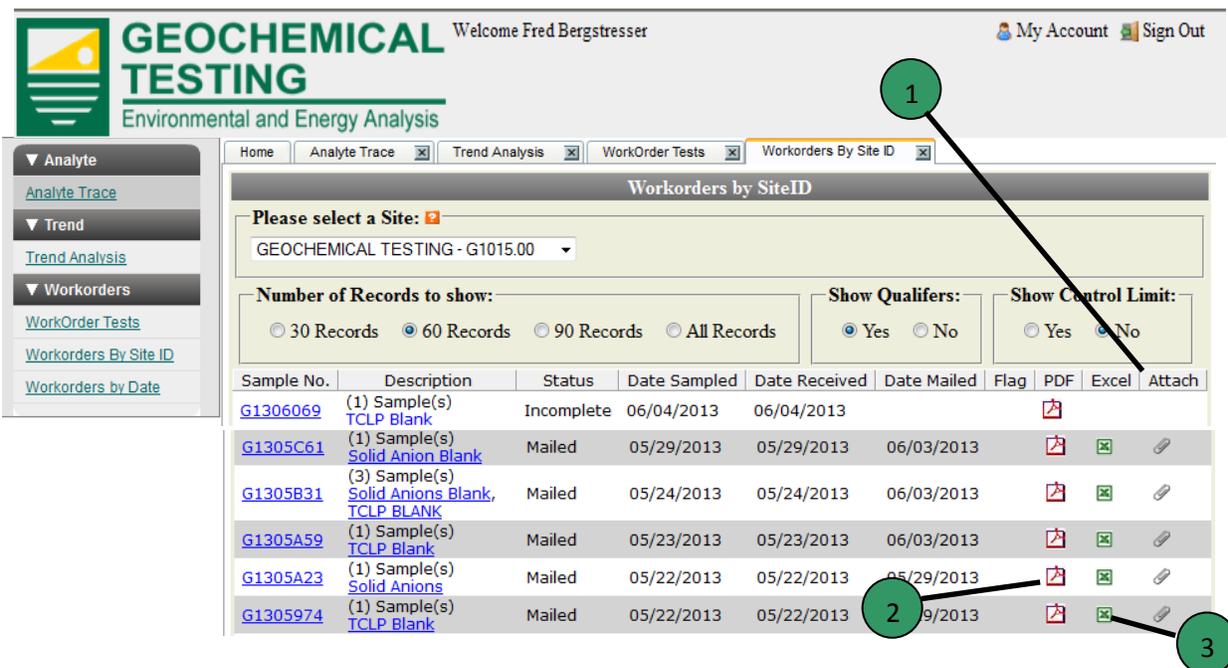
Show Control Limit: Yes No

Sample No.	Description	Status	Date Sampled	Date Received	Date Mailed	Flag	PDF	Excel	Attach
G1306069	(1) Sample(s) TCLP Blank	Incomplete	06/03/2013	06/04/2013					
G1306048	(1) Sample(s) Snack Room	Incomplete	06/03/2013	06/03/2013					
G1306043	(1) Sample(s) E-Coli	Incomplete	06/03/2013	06/03/2013					
G1306042	(2) Sample(s) Heter A, Heter B	Incomplete	06/03/2013	06/03/2013					
G1306040	(2) Sample(s) Air Test, Blank	Incomplete	06/03/2013	06/03/2013					
	(3) Sample(s)								

- 3 To view the results for an entire workorder you can click the "Sample No." button.
- 4 The results for a particular monitoring point can be seen by clicking on its' blue link. The report will appear in a new window.

The far right side of the page holds the Flag, PDF, Excel and Attachment Icons, which when clicked, access additional documentation.

- 1 The two columns on the far right have an icon if a Microsoft Excel report or attachments are available for that sample. By clicking the icons you can access any appropriate state reports and ancillary documents such as Chains of Custody related to that sample number.



Welcome Fred Bergstresser My Account Sign Out

GEOCHEMICAL TESTING
Environmental and Energy Analysis

Home Analyte Trace Trend Analysis WorkOrder Tests **Workorders By Site ID**

Workorders by SiteID

Please select a Site: GEOCHEMICAL TESTING - G1015.00

Number of Records to show: 30 Records 60 Records 90 Records All Records

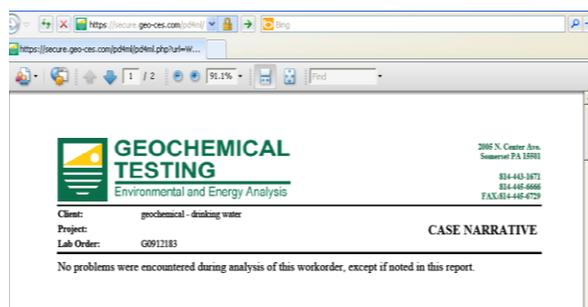
Show Qualifiers: Yes No

Show Control Limit: Yes No

Sample No.	Description	Status	Date Sampled	Date Received	Date Mailed	Flag	PDF	Excel	Attach
G1306069	(1) Sample(s) TCLP Blank	Incomplete	06/04/2013	06/04/2013					
G1305C61	(1) Sample(s) Solid Anion Blank	Mailed	05/29/2013	05/29/2013	06/03/2013				
G1305B31	(3) Sample(s) Solid Anions Blank, TCLP BLANK	Mailed	05/24/2013	05/24/2013	06/03/2013				
G1305A59	(1) Sample(s) TCLP Blank	Mailed	05/23/2013	05/23/2013	06/03/2013				
G1305A23	(1) Sample(s) Solid Anions	Mailed	05/22/2013	05/22/2013	05/29/2013				
G1305974	(1) Sample(s) TCLP Blank	Mailed	05/22/2013	05/22/2013	05/29/2013				

- 2 Click the PDF icon to view the Case Narrative and details page(s) of the report sample as shown below.

The case narrative highlights any important aspects of the workorder.



GEOCHEMICAL TESTING
Environmental and Energy Analysis

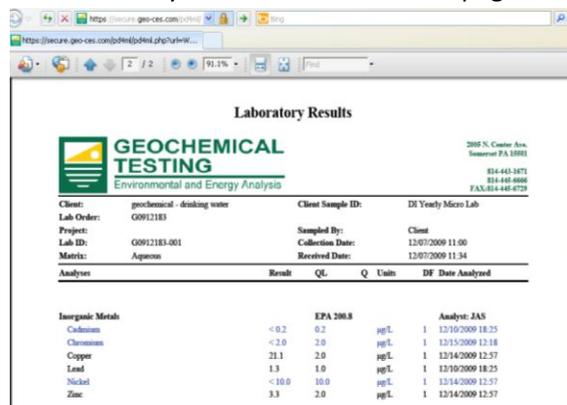
Client: geochemical - drinking water
Project: G0912183
Lab Order: G0912183

2005 N. Center Ave.
Somerset PA 15501
814-443-3871
814-445-6666
FAX: 814-445-6729

CASE NARRATIVE

No problems were encountered during analysis of this workorder, except if noted in this report.

The laboratory results are on the next page.



Laboratory Results

GEOCHEMICAL TESTING
Environmental and Energy Analysis

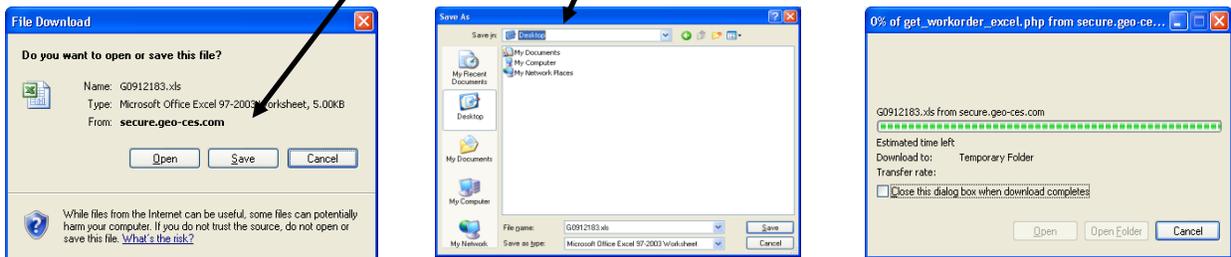
Client: geochemical - drinking water
Lab Order: G0912183
Project: G0912183-001
Lab ID: Aquoson

Client Sample ID: DI Yendy Micro Lab
Sampled By: Client
Collection Date: 12/07/2009 11:00
Received Date: 12/07/2009 11:34

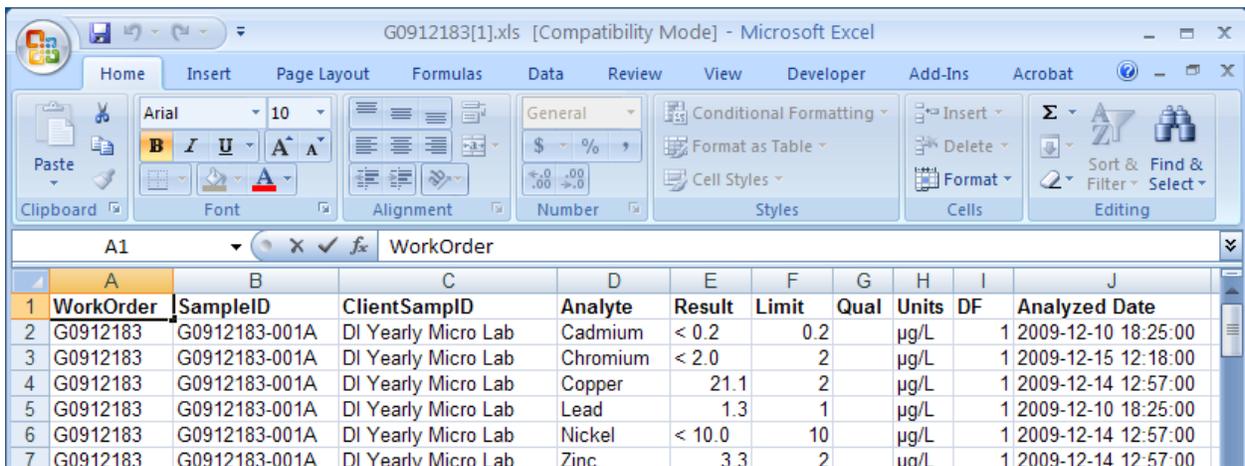
Analyses	Result	QL	Q	Units	DF	Date Analyzed
Inorganic Metals						
Cadmium	< 0.2	0.2		µg/L	1	12/10/2009 18:25
Chromium	< 2.0	2.0		µg/L	1	12/15/2009 12:18
Copper	21.1	2.0		µg/L	1	12/14/2009 12:57
Lead	1.3	1.0		µg/L	1	12/10/2009 18:25
Nickel	< 10.0	10.0		µg/L	1	12/14/2009 12:57
Zinc	3.3	2.0		µg/L	1	12/14/2009 12:57

- 3 Click on the Excel icon to access the Microsoft Excel report. A dialog box opens with the options of save or open.

If you choose save, click on “Save” and enter a location where you would like it saved. Click the “Save” button.



If you choose open, the worksheet will open automatically:



The screenshot shows Microsoft Excel in Compatibility Mode with the file 'G0912183[1].xls'. The worksheet contains the following data:

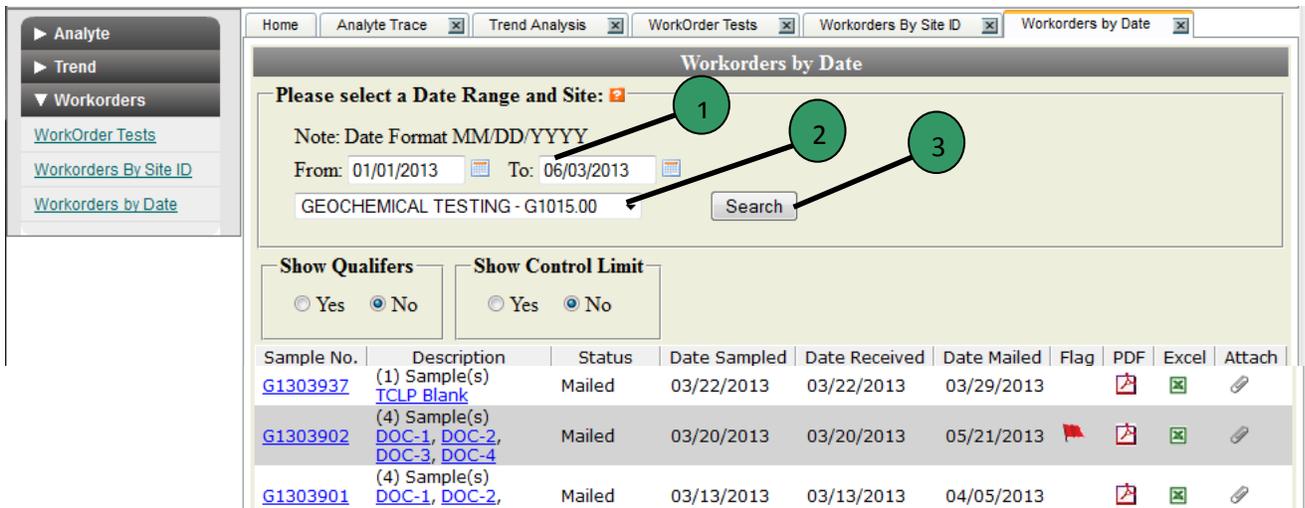
	A	B	C	D	E	F	G	H	I	J
1	WorkOrder	SampleID	ClientSampID	Analyte	Result	Limit	Qual	Units	DF	Analyzed Date
2	G0912183	G0912183-001A	DI Yearly Micro Lab	Cadmium	< 0.2	0.2		µg/L	1	2009-12-10 18:25:00
3	G0912183	G0912183-001A	DI Yearly Micro Lab	Chromium	< 2.0	2		µg/L	1	2009-12-15 12:18:00
4	G0912183	G0912183-001A	DI Yearly Micro Lab	Copper	21.1	2		µg/L	1	2009-12-14 12:57:00
5	G0912183	G0912183-001A	DI Yearly Micro Lab	Lead	1.3	1		µg/L	1	2009-12-10 18:25:00
6	G0912183	G0912183-001A	DI Yearly Micro Lab	Nickel	< 10.0	10		µg/L	1	2009-12-14 12:57:00
7	G0912183	G0912183-001A	DI Yearly Micro Lab	Zinc	3.3	2		ua/L	1	2009-12-14 12:57:00

Please also notice the “Flag” and “Status” columns. If a red flag  appears in the “Flag” column, then there is at least one exceedence within that workorder. You may sign up to receive email notices by visiting the “My Account” section accessed through the home page.

Workorders by Date

The Workorders by Date feature of the portal allows you to select the date range of the workorders that you wish to view. NOTE: This date is currently based on the date we receive the samples. Future enhancements to the system are already planned to allow you to select more date options such as Collection date. If you would like to find information on a site within a range of dates, start the search by selecting a date or range of dates.

- 1 Use the mm/dd/yyyy format or click the “calendar icon button” and click on the date required then click on the day of the month to “set” the date.
- 2 In the white box just below the dates select from the drop down list and click on the “Search” button. Only the sites that you have authorization to view will be available.



Workorders by Date

Please select a Date Range and Site:

Note: Date Format MM/DD/YYYY

From: 01/01/2013 To: 06/03/2013

GEOCHEMICAL TESTING - G1015.00 Search

Show Qualifiers: Yes No

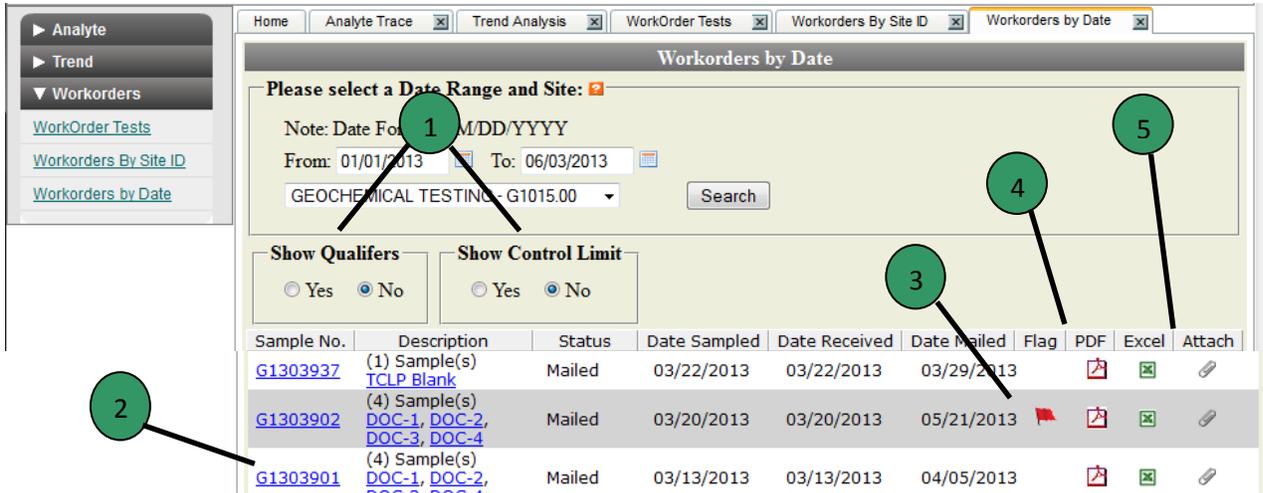
Show Control Limit: Yes No

Sample No.	Description	Status	Date Sampled	Date Received	Date Mailed	Flag	PDF	Excel	Attach
G1303937	(1) Sample(s) TCLP Blank	Mailed	03/22/2013	03/22/2013	03/29/2013				
G1303902	(4) Sample(s) DOC-1, DOC-2, DOC-3, DOC-4	Mailed	03/20/2013	03/20/2013	05/21/2013				
G1303901	(4) Sample(s) DOC-1, DOC-2, DOC-3, DOC-4	Mailed	03/13/2013	03/13/2013	04/05/2013				

- 3 Once you have entered both the date ranges and site, click the “Search” button.

Please Note: Any workorder that has a status of “Incomplete” or “In Review” is a preliminary view of the data. All of the preliminary data that are viewed in real-time and should not be used in any final calculations as those values may change when the final report is created. If the workorder has a status of “Mailed”; the data contained within are final and have passed the reviews to become final data as in the printed or mailed reports.

All of the Workorders within the specified range will be displayed. You also have the option to show qualifiers and control limits if you choose.



The screenshot shows a web interface for 'Workorders by Date'. It includes a search form with fields for 'From' and 'To' dates, and a 'Site' dropdown menu. Below the search form are two sections: 'Show Qualifiers' and 'Show Control Limit', each with 'Yes' and 'No' radio buttons. A table below displays workorder data with columns for 'Sample No.', 'Description', 'Status', 'Date Sampled', 'Date Received', 'Date Mailed', 'Flag', 'PDF', 'Excel', and 'Attach'. The table contains three rows of data, with the second row highlighted in grey and a red flag icon in the 'Flag' column. Callouts 1 through 5 are placed over the interface to highlight specific features.

- 1 The system default is not to show qualifiers or control limits. If you want the additional data click on the “Yes” button next to the choice and the system will immediately refresh.
- 2 To view the results for an entire workorder you can click the “Sample No.” button. The results for a particular monitoring point can be seen by clicking on its’ blue link. The report will be displayed in a new window.
- 3 Please also notice the “Flag” and “Status” columns. If a red flag  appears in the “Flag” column, then there is at least one exceedence within that workorder.
- 4 To view the PDF of the report, which includes the Case Narrative and the detail pages of the report, click on the “PDF icon across from the sample number desired.
- 5 The two columns on the far right have an icon if a Microsoft Excel report or attachments are available for that sample. By clicking the icons you can access any appropriate state reports and ancillary documents such as Chains of Custody related to that sample number.



Visit us at: www.geo-ces.com

Client Portal Instructions

Help / Questions

If you have any questions regarding the use of this portal or have any suggestions on how we could modify or enhance it to better suit your needs, please contact your client support representative by calling (814) 443-1671 or by contacting Brad Bergstresser bbergstresser@geo-ces.com. Please let us know if you encounter any errors or broken links in the portal so we can correct them as soon as they are discovered. We are in the process of adding many new features so if you have a suggestion for a particular modification we could probably channel it into our current programming. Tell us what you need, we will try to find a way that we can provide it for you.



Please visit our website at www.geo-ces.com