SOP-E014

<u>Start-Up Procedure for FC500-Gallios Flow Cytometer</u>

Objective: To power up the Beckman-Coulter FC500-Gallios flow cytometer and run the quality control beads, or a sample.

NOTE: **Save any changes you make in the Gallios protocol immediately. If you aquire before saving the changes it will go back to the previous version of the protocol.**

WINDOWS LOGINS IF NEEDED:

> **FC500 Computer**
> Login: lab
> Password: flow lab
> Administrator password: Fc2-Coult
>
> **Gallios Computer**
> Login: login as user
> Password: flow lab

 FOA locator: c\FOA\FOA.exe

Procedure:

Turn on the FC500 first (this controls the instrument and the sample).

1. Turn on the FC500 by clicking the CXP Cytometer icon on the desktop of the computer that controls the FC500.
2. login as user: FOA   password fc1111
3. (It does not matter who you login as, or which protocol, but you must set the protocol to set-up mode)
4. Select protocol: FOA Beads
5. Make sure it is in set-up mode
   a. Open "cytometer control" button
   b. Check the box for "set-up" mode

6. It will take about 30 minutes for the FC500 to warm up

Turn on the Gallios for data acquisition.

1. Turn on the power strip that is on the floor behind the FC500. Look for the light and listen for the fan to start up.
2. Click on the Gallios Software icon on the desktop of the computer that controls the Gallios.
   a. User ID: user
   b. Password: password

3. Select "next"
4. Select "connect"

5. Back on the desktop, click on the FOA icon, drag the three windows over to the second Gallios monitor.
   a. PMT control window
   b. Quick scope window
   c. Fiber Optic Array window

6. Select the bead protocol from the Gallios software: xxxxxxxxxxxxxxxxxxxxxxxx
7. Select the same protocol name from the FOA window: xxxxxxxxxxxxxxxxxxxxxxxx

To Run a Sample:

1. On the FC500 instrument open a new worklist
2. Insert a sample
3. Enter carousel number ?????????????????
4. Can either run in single tube mode or carousel mode
5. On the Gallios computer, open a worklist
6. Insert a sample
7. Enter the carousel number (located on the top the carousel)
8. Place Flow Check beads/sample in the carousel in position 10 if running in single tube mode, place it in position 1 if running in carousel mode.
9. On the FC500 instrument click the plat button to start the sample flowing
10. On the Gallios software, click the play button
11. The Gallios will go through the following series before it actually begins to collect data:
    a. loading carousel
    b. waiting for position info
    c. loading sample info
    d. acquiring
12. Save the data file when finished

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Verified by:_____Date:_____

            Print Name   Sign Name