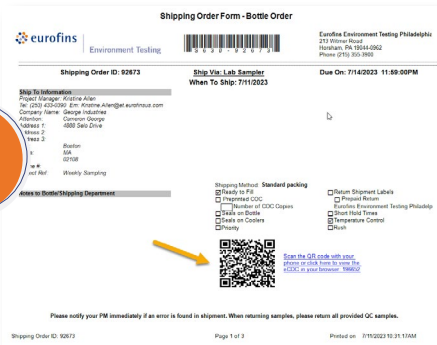




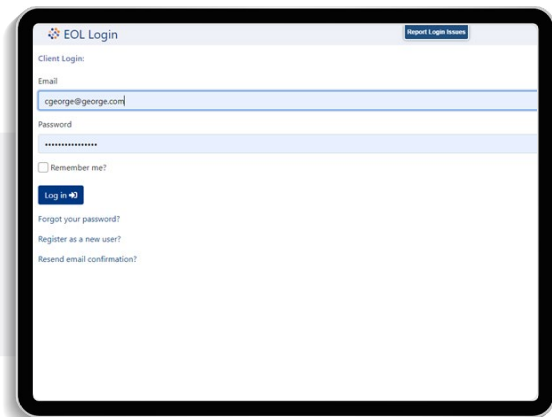
Quick Start Guide to eCOC

Electronic Chain of Custody



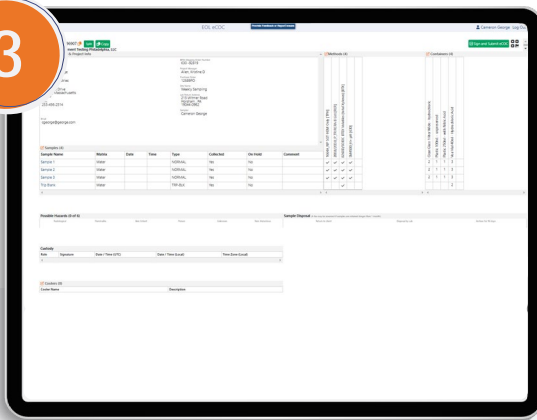
1

Locate the QR code on the bottle order paperwork.



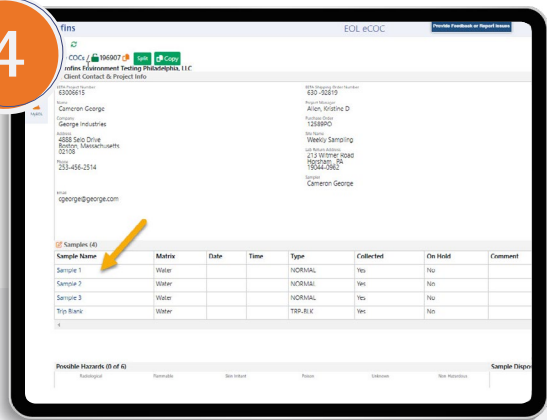
2

Scan the QR code with mobile device to view the eCOC. You will be prompted to sign in to eCOC or create an account.



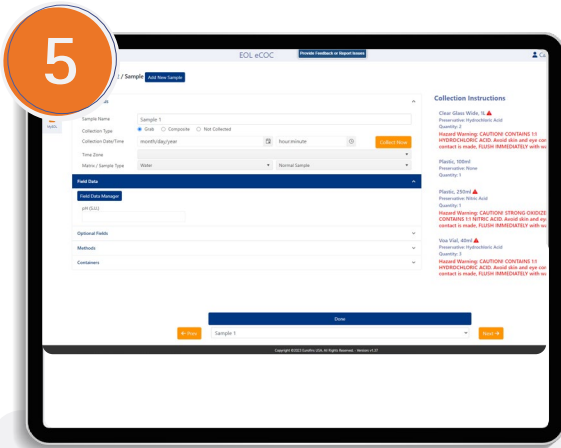
3

Review the eCOC info and edit as needed.

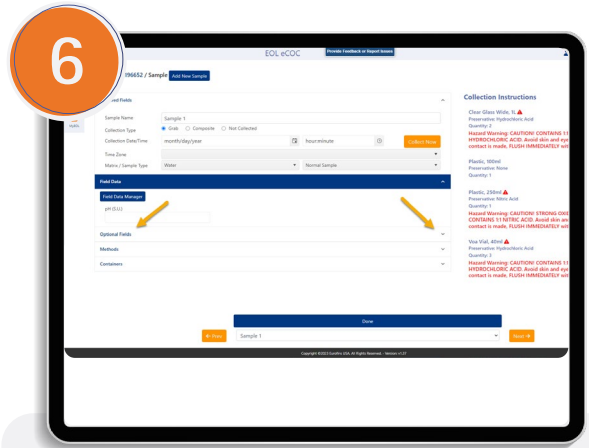


4

Click a sample to get to the sample screen.



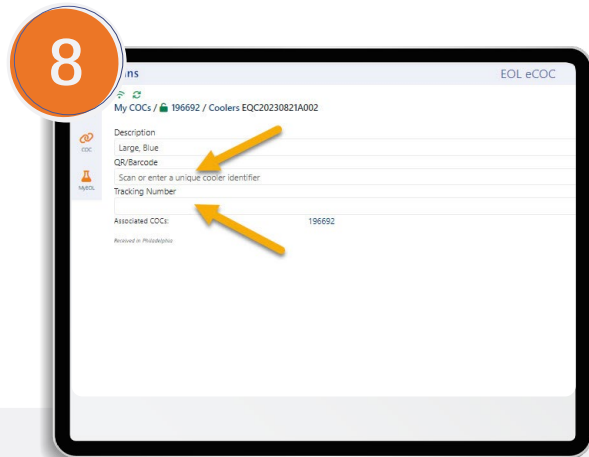
Collect samples.
Enter sample info as appropriate (ID, collection info, field readings, etc.)



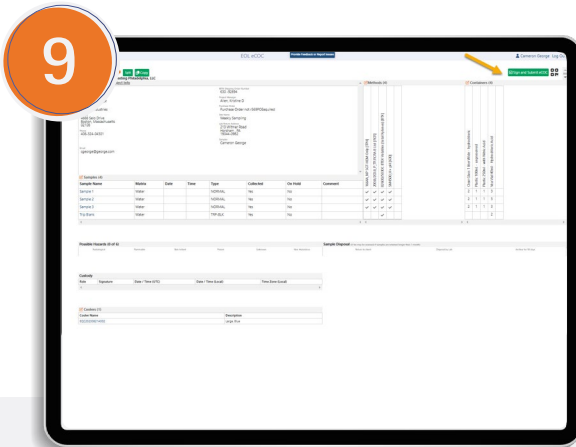
Review and edit optional fields, methods, and container sections as appropriate.



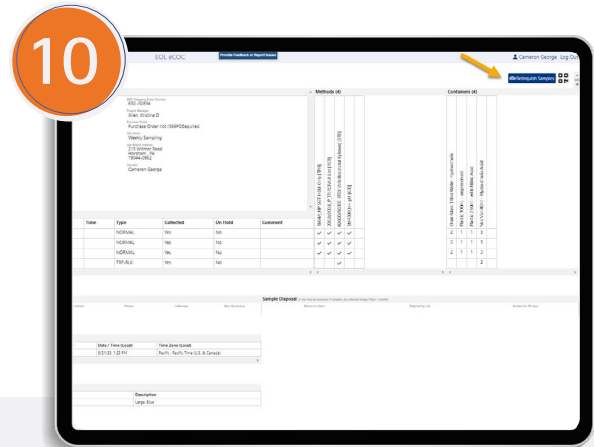
Add cooler information as appropriate



Place identifying sticker(s) on the cooler(s) and associate the barcode with the eCOC by scanning the label or manually entering the unique identifier on the eCOC. **Enter courier tracking** information as appropriate.



Sign and submit the eCOC when the document is complete. You can cancel and resubmit a submission if you need to make edits.



Click the 'Relinquish' button to relinquish custody of the samples. You'll receive email confirmation that the submission went through.