

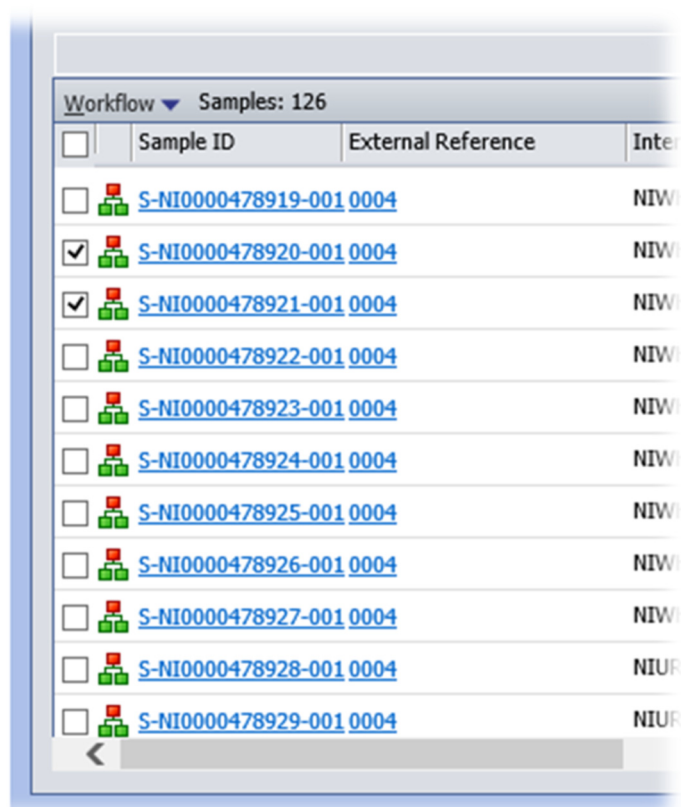
## CUSTOM SAMPLE SUMMARY GRIDS

This workflow allows a user to create custom workloads through the Sample Summary Grid. Users may be familiar with the Sample Summary Grid as it is displayed following the Insert New Sample Group or Split Sample(s) workflows. It offers a sample list with a variety of edit-in-place fields that allow users update certain fields across multiple sample records without having to enter each record individually.

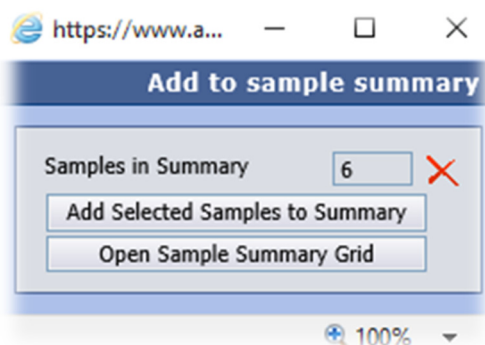
**NB. For bulk updating sample records with the same data, the *Update Properties* workflow is more suitable.**


### ADDING SAMPLES TO THE SAMPLE SUMMARY GRID

- Open the Collection which contains the Sample records you wish to work with
- Select the Samples navigation option, and select the samples you wish to add to the grid



- Open the workflow 'Add to sample summary'
- The following form will appear









- To reset the grid/remove existing samples (actual sample records will not be affected) click the  icon.
- Select 'Add Selected Samples to Summary' – the number 'Samples in Summary' will be updated
- To add more samples, close the window and perform another search within the Samples grid, select the required samples, and run the 'Add to sample summary' workflow again
- When the workload is complete, select 'Open Sample Summary Grid'
- The samples within the summary grid will be displayed.

https://www.achiever-training.ncl.ac.uk/?WebTemplateNo=1db9c390-3e59-4e47-b8d6-b4d95f770527&Fro - Internet Explorer

Sample Summary

Save & Close Paste

Workflow Samples: 6

<input type="checkbox"/>	Sample ID	Edit Additional Reference	New Internal Reference	Edit Description	Edit Date Taken (dd/MM/yyyy hh:min)	Sample Form
<input type="checkbox"/>	 <a href="#">S-000000071081-001</a> 92		BRBR34884			Fixed
<input type="checkbox"/>	 <a href="#">S-000000071082-001</a> 91		BRBR34885			Fixed
<input type="checkbox"/>	 <a href="#">S-000000071083-001</a> 90		BRBR34886			Fixed
<input type="checkbox"/>	 <a href="#">S-000000071084-001</a> 89		BRBR34887			Fixed
<input type="checkbox"/>	 <a href="#">S-000000071085-001</a> 88		BRBR34888			Fixed
<input type="checkbox"/>	 <a href="#">S-000000071086-001</a> 87		BRBR34889			Fixed

100%