



Laboratory Testing Management® (LTM™) User Guide

Shipping samples – tracking shipments

If you have generated a shipping label in LTM, using LTM Ship™, you can track your package here, too.

To start, click the **Orders** tab (1). Once FedEx or UPS has picked up your shipment, the status of all orders in the shipment will be *Shipped*, until they have arrived at the lab, as with the three orders in this example shipment just created (2). Once they have been scanned in at the lab, their statuses will be updated to *Received*, as orders from previous shipments have been updated (3).

The screenshot shows the LTM interface with the 'ORDERS' tab selected. The table below lists various orders with their current status.

ORDER NUMBER	CUSTOMER	# SAMPLES	COLONY LOCATION	PROTOCOL	NOTES	STATUS
2018000339 CR RADS	Training University Train U	8	Multiple	n/d		Scheduled 11-Jan-2018
2018000338 CR RADS	Training University Train U	8	Multiple	n/d		Scheduled 11-Jan-2018
2018000336 CR RADS	Training University Train U	8	Multiple	n/d		Scheduled 11-Jan-2018
2018000335 CR RADS	Training University Train U	8	Multiple	n/d		Shipped 11-Jan-2018
2018000331 CR RADS	Training University Train U	8	Multiple	n/d		Received 10-Jan-2018
2017006059 CR RADS	Training University Train U	3	Room 5	n/d		Shipped 18-Dec-2017
2017005798 CR RADS	Training University Train U	8	Multiple	n/d		Approved 11-Jan-2018
2017005797 CR RADS	Training University Train U	3	Room 5	n/d		Received 10-Jan-2018
2017005713 CR RADS	Training University Train U	3	Room 5	n/d		Approved 11-Jan-2018
2017005705 CR RADS	Training University Train U	3	Multiple	HM Plus with Helicobacter and MPV PCR HM-HM-327		Approved 11-Jan-2018
2017005704 CR RADS	Training University Train U	3	Room 5	n/d		Shipped 11-Dec-2017
2017005703 CR RADS	Training University Train U	8	Multiple	n/d		Shipped 11-Dec-2017
2017000024 CR GTS, Wilmington	Training University Train U	5	Default Location	n/d		Shipped 11-Dec-2017

BASIC RESEARCH

DISCOVERY

SAFETY ASSESSMENT

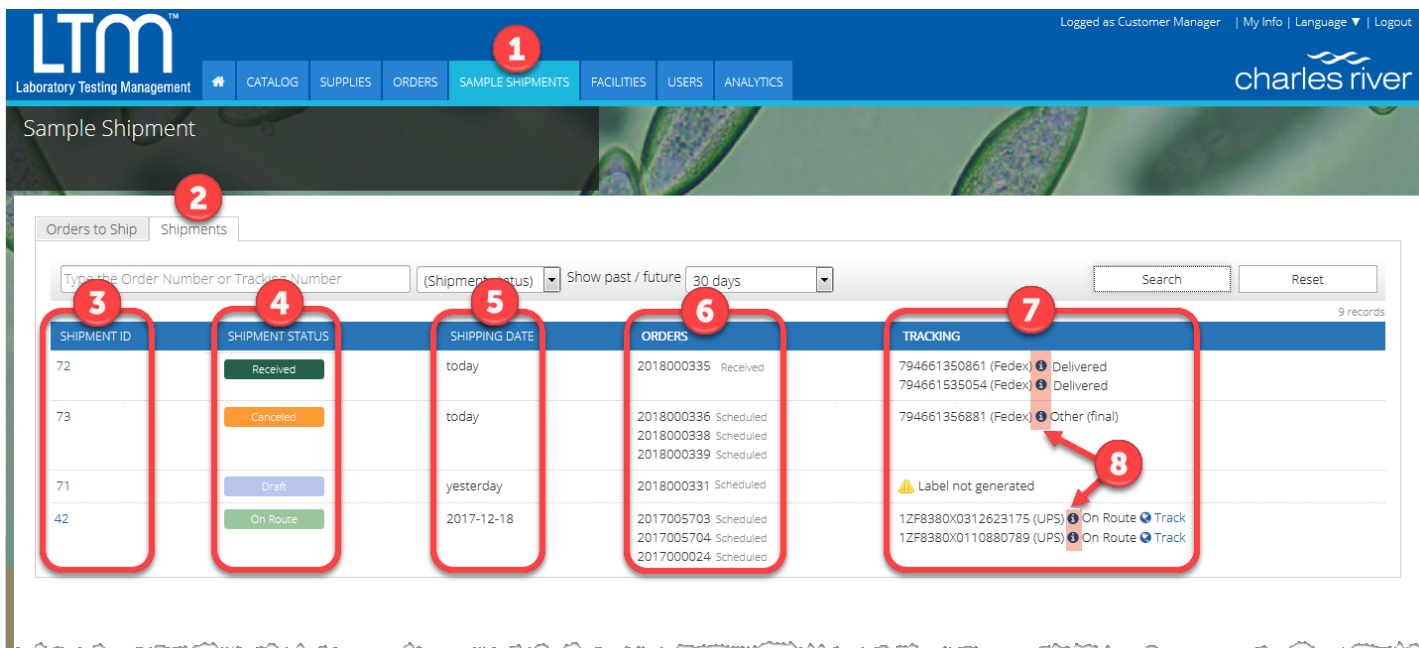
CLINICAL SUPPORT

MANUFACTURING SUPPORT



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To view the details or check the status of any shipments, click **Sample Shipments** (1) and then **Shipments** (2). The table below the image describes the information available on this page.



Column	Information
3 – Shipment ID	The ID for the shipment. Click on the shipment ID to view shipment details.
4 – Shipment Status	Status of the shipment.
5 – Shipping Date	Date the shipment was scheduled.
6 – Orders	The list of orders in the shipment.
7 – Tracking	Tracking information (and status) for each box in the shipment.
8 – Information icon ⓘ	Hover over the link to see detailed tracking information for that specific box.