

Agilent G5585B PlateLoc Thermal Microplate Sealer Installation Checklist

Thank you for purchasing an Agilent G5585B **PlateLoc Thermal Microplate Sealer**. This checklist is used by the installing engineer to ensure that the instrument and associated systems are correctly installed, upgraded and functioning as designed in your facility. This checklist will be completed at the end of the service and provided to you as a record of the installation.

Customer Information

Customers should provide all necessary operating supplies upon request of the Field Service Engineer.

Service Engineer's Responsibilities

- Only complete/printout pages that relate to the system being installed.
- Complete empty fields with the relevant information
- Complete the relevant checkboxes in the checklist using a "X" or tick mark "✓" in the checkbox.
- Complete Not Applicable check boxes to indicate services not delivered, as needed
- Complete the Service Review section together with the customer

Additional Instruction Notes

- Follow the unpacking and installation instructions specified in the **G5585B PlateLoc Thermal Microplate Sealer User Guide** (part number G5051-90002).
- Save the packing materials and shipping container in case you are required to move or ship the device. Packing the PlateLoc using other materials might damage the device and void your warranty.



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System Information

Guidance

- Check this box if an instrument configuration report is attached instead of completing the table.

Instrument system name and ID	
Instrument system site and location	
List system component product numbers	List the serial numbers of each component
1.	1.

General Preparation

- Unpack/verify the condition and completeness of shipment. For discrepancies, use the table below.

Product or part description	Observation	Action

- Discuss any specific questions or issues with the customer before starting.
- Discuss any configuration options with the customer before starting.
- Check for required service note/bulletin applicability and firmware updates if connecting to instruments.
- If applicable, verify that customer-supplied computer meets minimum requirements.
- Measure the main outlet line voltage ____ VAC. Verify that this measurement meets the device specifications.
- Ensure that the air inlet is providing clean, dry air to the device specifications.
- Measure the air flow rate ____ cfm (cubic feet per minute). Verify that the flow rate meets the device specifications.

For device specifications, refer to the site preparation checklist or the user guide.

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PlateLoc installation

For the following tasks, see the **G5585B PlateLoc Thermal Microplate Sealer User Guide** (part number G5051-90002).

- Unpack the PlateLoc using the techniques provided from your training or user guide.
- Position the PlateLoc at the desired location.
- Connect the AC power cord to the PlateLoc.
- Connect the air line from the air source to the PlateLoc using the pneumatics kit provided. Ensure that you install the in-line toggle switch between the air source and the PlateLoc.
- Gas-Purging PlateLoc only.** Connect the PlateLoc to the argon source.
- Turn on the PlateLoc power, and then turn on the air.
 - The pressure gauge on the back of the PlateLoc Sealer indicates the presence of air flow only.
 - Check the air pressure readout on the touchscreen to verify the regulated air pressure inside the device is approximately 0.599–0.62 MPa (87–90 psi).
- If applicable, establish communication between the PlateLoc and computer:
 - Connect the PlateLoc to the computer using the serial cable-to-USB adapter provided
 - Install the automation control software, for example, VWorks software. If using software other than VWorks, install the PlateLoc ActiveX control.
 - In PlateLoc Diagnostics, create the device profile.
- Use the loading card to load the seal. (Use Agilent-recommended seal.) Make sure the seal is straight, and then lock in the seal.
- Using the PlateLoc touchscreen, set the temperature and seal time based on the customer's microplate.
 - [PlateLoc Thermal Microplate Sealer Consumables Selection Guide](#) (part number 5990-3659EN)
 - G5585B PlateLoc Thermal Microplate Sealer User Guide** (part number G5051-90002)
- Place the microplate with the correct plate insert on plate stage:
- Seal the customer-provided microplate 75 times and observe the PlateLoc function and seal placement, as well as to ensure the seal is airtight. Adjust seal time and temperature and cutter blade, as necessary to ensure the PlateLoc is operating correctly.

Service Review

- Attach available reports/printouts to this documentation.
- Record the time/date of installation or upgrade completion in the customer's records/logbook.
- Complete the Service Engineer Comments section below if there are additional comments.
- Review the installation/upgrade with the customer.
- Explain Agilent warranty for instruments.
- Explain how to use manuals, guides, and online help.
- Explain how to get self-help, FAQs from the web.

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- Explain the consumables requirements.
- Explain how to log an instrument service call, support services available.
- Advise customer of additional instrument training options.
- If the Instrument firmware was updated, record the details of the change in the Service Engineer's Comments box below or if necessary, in the customer's IQ records.

Service Engineer Comments (optional)

If there are any specific points you wish to note as part of performing the installation or other items of interest for the customer, please write in this box.

Other Important Customer Web Links

- How to get information on your product:
 - Automation Solutions VWorks **Knowledge Base** - <http://www.agilent.com/chem/askb>
 - Agilent product page - <http://www.agilent.com/en-us/products/automation-solutions/microplate-management-robotics/platoloc-thermal-microplate-sealer>
 - Literature Library - <http://www.agilent.com/en-us/library/literature>
- Need to know more? Customer Education - <http://www.agilent.com/crosslab/university/>
- Need technical support? www.agilent.com/crosslab

Service Completion

Service request number _____ Date service completed _____

Agilent signature _____ Customer signature _____

Number of pages in this document _____

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