

1. WHAT YOU HAVE TO CONSIDER FIRST

Before you are able to use the OELCHECK-App you need

- Free user account at www.lab.report
- QR-Code for your machine
- All-inclusive analysis kit from OELCHECK

➔ You already got these? Continue reading under **2. USING THE OELCHECK-APP**

a. Free user account at www.lab.report

Visit www.lab.report and click on **Create account**.

b. QR-Code for your machine

- Log in at www.lab.report.
- Choose the unit from the list.

If you have not created a unit yet:

Choose the tab **Units** above and click on **Add new unit** afterwards. Enter the data of your unit.

- Click on the QR-Code icon. You can save and print the QR-Code now.
- Affix the QR-Code on your machine



You want your QR-Code in a custom design (e.g. with your company logo, as aluminum sign) or you want to equip all of your machines at once with a QR-Code?
We will be pleased to support you in the implementation.

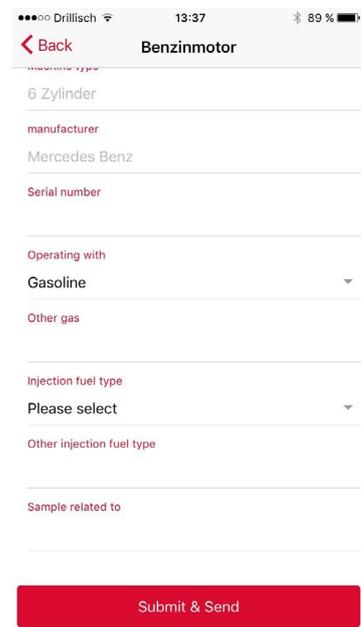
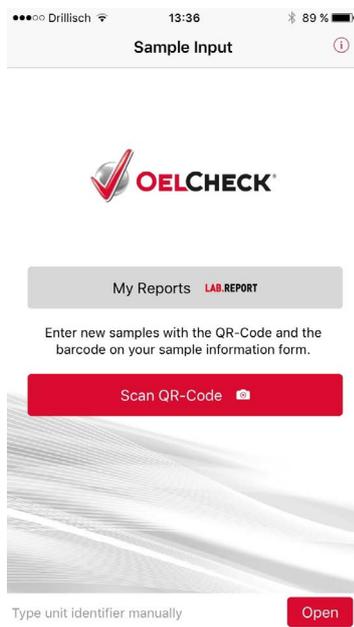
c. All-inclusive analysis kit

Order the all-inclusive analysis kit that fits your specific application at www.oelcheck-shop.de.

You can find practical tools for sample taking, e.g. our OELCHECK sampling pump, under **Accessories**.

2. USING THE OELCHECK-APP

- After sample taking start the App and choose **Scan QR-Code**.
- Scan the QR-Code affixed on your machine. If the scan process fails, you will get an error message. Try again.
- Choose the correct component to move to the next screen.
- Tap on **Scan lab number** and scan the barcode provided on your Sample Information Form.
- If the scan process fails, you can also type the laboratory number in. To do this, go to **Enter lab number manually**. You can find the laboratory number at the bottom left and center as well as at the top right of your Sample Information Form.
- The data of your machine is already filled in with the information you provided us with your previous sample. You only need to complete the sample-related data.
- Confirm with **Submit & Send**. Your data will now be sent to OELCHECK.
- After a successful transmission you are able to have a second look at it and to view the status of your sample at www.lab.report.



3. PACKING

- Stick the barcode label from the Sample Information Form onto the sample bottle before you put it into the envelope.
- Mark **Sample information provided online** with a cross on the top left of the Sample Information Form.
- Tear your reference stub off of the Sample Information Form and fill in the unit data on the front as well as the UPS Tracking-no. and the shipping date on the back.
- Afterwards, put the Sample Information Form into the external pocket of the envelope.



4. SHIPMENT

You are free to choose any shipping service. Within Germany samples can be shipped free of charge to OELCHECK with the provided UPS-label. Only the UPS-pick-up service must be arranged.

You can request a quotation for this service in your country from OELCHECK if you want to return a sample from outside of Germany.

5. CHANGE DATA AFTERWARDS

The sample is already on its way but you want to add additional information? To do this, log in at www.lab.report. Until the arrival of your sample at OELCHECK you will be able to make changes.

6. LABORATORY REPORT

After your sample went through all planned tests and the final evaluation you can retrieve your laboratory report at www.lab.report. If OELCHECK has received the all-inclusive analysis kit before 12:00 noon, the laboratory report is ready until the end of the next working day (valid for kit 1-5).