

Electronic Laboratory Notebook (ELN) Newsletter

*ELN Newsletter - Faculty of Science
Number 4 - February 2020*

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new user? KEEP CALM AND GO ELN

What is an Electronic Laboratory Notebook?

It is a software system that helps to document your research work.

Why bother with an Electronic Laboratory Notebook?

Because over time these ELNs software have become much more than simply a replacement for paper Notebooks.

To replace paper you can use Notepad or MS Word but to document your research work you need an advanced system that allows you to write not only notes but helps you in organizing your SOPs, linking your experiments, describe samples and conditions of experiments, sharing and storing information for long time, reuse your or your colleagues' data.

How can an Electronic Laboratory Notebook help you?

- You can input your data and metadata-descriptive information about your data- in a user-friendly manner, section by section. Data are organized and structured in a single location. Templates make it easier to create and record data/metadata so in the long term you can maximize your efficiency.
- Storing your data in a digital way inside an ELN make it easier to search for them. You can use keywords, chemical structures and other criterias to retrieve data related to your own research or the one of your colleagues.
You don't have to worry anymore about being able to read your own handwriting neither to remember on which Notebook the information you are looking for is stored
- ELN is password protected, security privileges are setup, data are backed up and stored for long time. ELN is compliant with GDPR and funding agencies requirements. Having data in a central repository will reduce the usage of USB keys, personal hard-drives, paper and glue usage.

....so....keep calm and go ELN!

*"E-Notebook makes it fast and easy to register experiments that I perform regularly. Existing protocols, Excel sheets and other files can easily be attached to an experiment and edited when needed. Thorough and fast follow up on any issues and questions that are reported."
(LIC user)*

[Success story from Dr. S.Jones \(TUDelft\)](#)

Current Status

ELN is increasing its popularity and usage in the Science Faculty as software support for Research Data Management (RDM).

It has started to be part of other RDM's related initiatives and to be integrated into future RDM's projects.

The number of ELN licenses has been renewed until 2023.

A survey recently distributed among the active ELN users, shows positive feedback:

- *Data search is easy*
- *Data is organized and structured*
- *No more issues with handwriting*
- *Data can be reused by other colleagues*
- *Easy to upload data/documents*
- *Data is in one place and can be linked*

Do you experience some issues?

- *Difficulties to use ELN in the lab*
- *OS compatibility*
- *Not possible to delete Notebooks/Experiments*
- *No time to implement ELN*

With the support of the 'ELN key users' team and the periodic Change Advisory Board **we can work together and make things better!**

Contact us to start or to improve your journey into ELN

ELN Training

There is a regular schedule for the ELN training. You can choose for 'PI training' or 'User training'.

To register, please fill in the form available from the ['Research & Education' section](#) in the HelpDesk Portal.

There is no limit to the number of training's sessions you can receive therefore, if you feel that you need some extra guidance, just register for another one.

What's new?

ELN HelpDesk Portal

The [ELN HelpDesk Portal](#) is active from August 2019. From there you can register for a course, read

about ELN and its related FAQ, you can report an Incident or ask for a Change.

LACDR PhDs Data Management course

LACDR organizes RDM (Research Data Management) courses for its PhDs students. An ELN's lecture is now integrated in the course with the aim to explain how ELN can support the [FAIR data principles](#) and the [RDM life cycle](#) ([RDM starter kit](#)).

ELN recent improvements

Users might come out with ideas or requirements. Upon evaluation and approval, the changes will be applied to the ELN system after a testing phase. The latest changes include:

- ***possibility to add Notes to the Notebooks***: This new feature can be used to add a summary, final results, details about experiments included in the Notebooks or any other kind of descriptive information.
 - ***Institute's menus including custom-made experiments***: the menus aim to separate the ELN standard experiments from the custom-made ones.
 - ***SOP (Standard Operating Procedure) management***: ELN provides a shared space to store the SOPs. This space can be defined at Institute level or within every single Department/working group. Every experiment can be referenced to one or more approved and published SOPs. Thanks to this implementation:
 - SOPs can be opened within the experiment itself
 - The user can search among the available SOPs
 - SOP can be archived when a new release is available
 - ***LIC-Electrochemistry and LIC-Synthesis experiments***: these two experiments have been developed following LIC/CASC team's requirements. If you would like to have further information please send an email to eln-bioscience@science.leidenuniv.nl
 - ***LACDR/DDS computational experiment***: based on the requirements of two computational teams within LACDR/DDS dept., a new experiment type has been developed. If you would like to have further information please send an email to eln-bioscience@science.leidenuniv.nl
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General Information

Contact

Email to eln-bioscience@science.leidenuniv.nl

Website: www.universiteitleiden.nl/eln

Events

See [Training Schedule](#)

Curious?

Several **ELN tutorials** can be found on the [Faculty's YouTube channel](#). The videos cover some of the basic ELN functionalities.

A [Web User Guide](#) is also available. Here you can find general information, examples, basic and advance functionalities etc.

Links

- [Nationaal plan Open Science](#)
- [Amsterdam Call for Action on Open Science](#)
- [NWO](#)
- [Regeling Datamanagement Universiteit Leiden](#)
- [University Library: Datamanagement](#)
- [FAIR principles](#)
- [List of metadata standards](#)
- (University Library) [Example list selection data to archive](#)
- (University Library) [Leiden Research Data Information Sheets](#)
- (University Library) [Template Data Management Plan](#)
- [PerkinElmer ELN](#)

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