



Universiteit
Leiden

Electronic Laboratory Notebook (ELN) Newsletter

*ELN Newsletter - Faculty of Science
Number 2 - December 2018*

Introduction

Welcome to the second ELN Newsletter. The past 6 months have been quite productive for me and the people involved with ELN. I enjoyed every bit of it and I foresee many more good output ahead. I hope to have a significant cooperation with you in the coming months.

If you have any question, doubts, request don't hesitate to contact me via email/phone or just dropping by my office.

Availability:

Last month I spent few hours in one of the LACDR/DDS Department. While there, ELN users could easily show me their issues with ELN, ask for clarifications and discuss their requests. The communication was easy and quick; call for improvements and hints have been registered.

The outcome of the 'in loco' support for me and the team was very positive.

I am available to come around and sit in your area for half/full day or just few hours. I can give support, answers questions, give suggestions and get your requirements. Pick a suitable day where most of your colleagues and PIs are in the office then let's arrange an 'ELN support day'.

Best regards

Leyla Dellabiancia

Reproducibility Problem

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Reproducibility problem

Can you currently retrieve an experiment performed years ago? After you found your paper Notebook, can you actually remember what you did? Can you recall all the conditions? Can you even decipher your own handwriting – or the one of your colleague-? Do you have to perform the same experiments again and again? After years, how could you be sure that you are not dealing with random information? Some answers would be:

- I don't remember where the raw data I used for this experiment are located
- I am not sure after few years if these are the data I used in my experiment
- I want to replicate an experiment from a colleague and I need extra information but he left the Faculty
- My colleague went on holiday so I cannot carry on my job as he holds the data and all the information

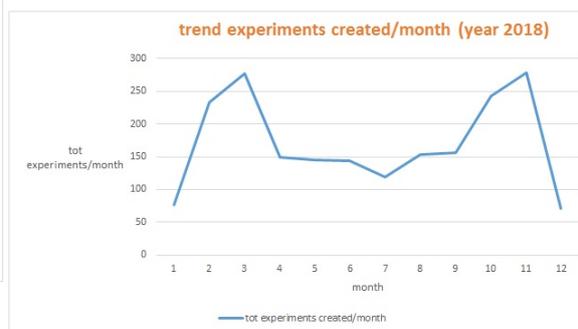
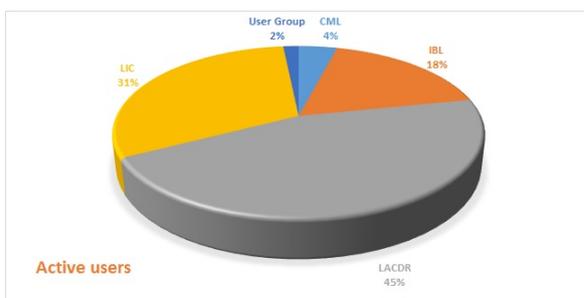
ELN can solve all of these issues:

- Data are digital so no handwritten problems neither issues in retrieving the old experimental data and information
- Data are available all the time despite your colleague being away
- Using link, hyperlinks etc. can help to recall old information
- Results of an experiment can be uploaded easily
- Parametric Searches enhances the retrieval of old data, results, information etc.

Current Status

General:

Currently there are 248 active users in the system.



The ELN 'learning and usage' curve is growing at different pace but in some departments ELN is used regularly to track experimental data.

Big Data Location:

The volume of data in some departments has grown exponentially over the past years. 'Which data needs to be stored for future use or compliance?' This is still an open question which has to be addressed because it is an important condition for future funding. In 2019, big data and more matters regarding research datamanagement will be adressed throughtout the Faculty. This should provide researchers with guidelines about which raw and processed datasets should be archived and how they should be stored.

For the time being you can use the ELN [link](#) or [hyperlink](#) to track the 'big raw/processed data' location.

'Link to Supplementary Data' allows to upload processed data too.

From a Text box, using right click:

1

1

2

3

2

3

Address can be an http:// URL, a J: drive location or any other link

This option allows to link data/experiment /folders etc. within ELN

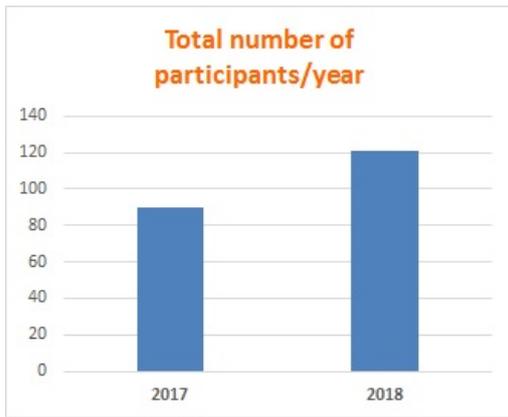
Students & ELN:

The Faculty is aware of the need, among some teams, to allow Students to access and use ELN. Concerns about IP protection, security, policies, number of licenses, training, supervision and administration have to be solved and managed.

There are many open points that will be addressed; currently we are piloting access and usage of ELN among the Students in LIC where PhDs are responsible for their Students's training, usage and the information/data uploaded and shared.

ELN Training

In 2018, 121 people attended the training courses.



There is no limit to the number of training to follow therefore, if you feel that you need some 'refresh', just register for another session.

[>> Check the upcoming schedule and how to register.](#)

What's new?

The past 6 months have been quite productive. See below the list of improvements and requests for changes 'in progress' .

Customization available for everyone

Change Name	Description
To Be Review/Approve workflow	<p>ELN offers an out-of-the-box workflow called E-Signature: an experiment is signed by the Creator, the supervisor approves/rejects the experiment itself. When approved, the experiment becomes read-only; if rejected the experiment starts a new cycle of revision, signature, approve/reject phases.</p> <p>A team in LACDR had the need to make this process lighter and quicker: the experiment can be reviewed and approved by anyone in the team.</p> <p>Following their input and testing activities, the new workflow has now been made available to all the ELN users.</p>
Test Folder availability	<p>Due to policies within the Faculty, ELN is configured to disallow the delete of Notebooks and Experiments in the users' profile.</p> <p>Some users have the need though to have a tidy ELN personal area. After successful tests, the ability to have a 'Test Folder' has now been made available.</p> <p><i><u>The 'Test Folder' allows ONLY to organize your personal area so Notebooks and Experiments cannot be deleted too.</u></i></p>
PI Home Page	<p>PIs have the need to have a different overview and information about the team and the SOP, Projects etc. within the team. The Home Page for PI is currently available with a different overview on SOPs. It can be customized.</p>

All the READMEs are available in your 'Home Page' inside the 'General Announcement' box

Work in progress

Institute	Team	Request For Change	Description
LACDR	DDS2/Toxicology	Dynamic Plate reader and import of xls files from instrument	Enable the team to create Plate readers (96w at the moment) and import baseline and measured data from Excel file
LACDR	DDS4/L.Heitman	Cell Culture Experiment	Experiment used to track growing cells
LACDR	DDS4/L.Heitman	Manuscript entity	Used to improve the traceability of published data
LACDR	DDS4/ (A.Ijzerman- L.Heitman- G.vanWesten)	LUF/GIFT/Computation Compounds repository	Import data from pre-existing Excel files and link compounds to new experiments.
LACDR	DDS4/L.Heitman	SOP list available with reference option	Having many SOPs available, the team has the need to be able to retrieve the SOP not only via a picklist but opening the document when needed
LACDR	DDS/ABS	LC Columns repository and log activity	The team has the need to improve the process related to the usage of LC columns, LC and MS instruments in the lab.
LIC	BSC	new sections type	With P.Voskamp we are working on new Templates for different kind of experiments and analysis
ALL	ALL	Experiments divided by Institute available by custom menus	Enable Menus by Institutes with custom experiments or collections 

Success Stories

Some colleagues wanted to share their experience for this Newsletter:

"The ELN provides an environment in which I can combine the setup of my experiment, the raw data (and links if the files are too big) and the analysis all in one place. As basically all data are already digital (gel files, ELISA, microscopy, qPCR, etc.), this is more convenient than having a paper journal and digital files to reference to. It bundles an experiment from start to finish in one place and makes it easy to find, also for others." (IBL/ASH user)

"Using ELN is like to train a new habit, at beginning it looks so difficult and troubled, but when you used to it, it makes everything easier not only for now but also in future. It is not difficult to learn, however it takes a lot of writing SOPs and insert data table, as long as I update frequently, it will not take so much time any more. And all data and SOPs will never get lost. I like ELN more and more." (LACDR/DDS/R.Liu)

General Information

Contact

Email to eln-bioscience@science.leidenuniv.nl

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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