



EMQN CIC registered office
 C/O Trustech, Citylabs 1.0,
 Nelson Street,
 Manchester, M13 9NQ,
 United Kingdom
Tel: +44 161 276 6741
Email: office@emqn.org

FACTSHEET 06 – Adding the Orphanet EUGT number to an EMQN laboratory account

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CROSS REFERENCES

- None

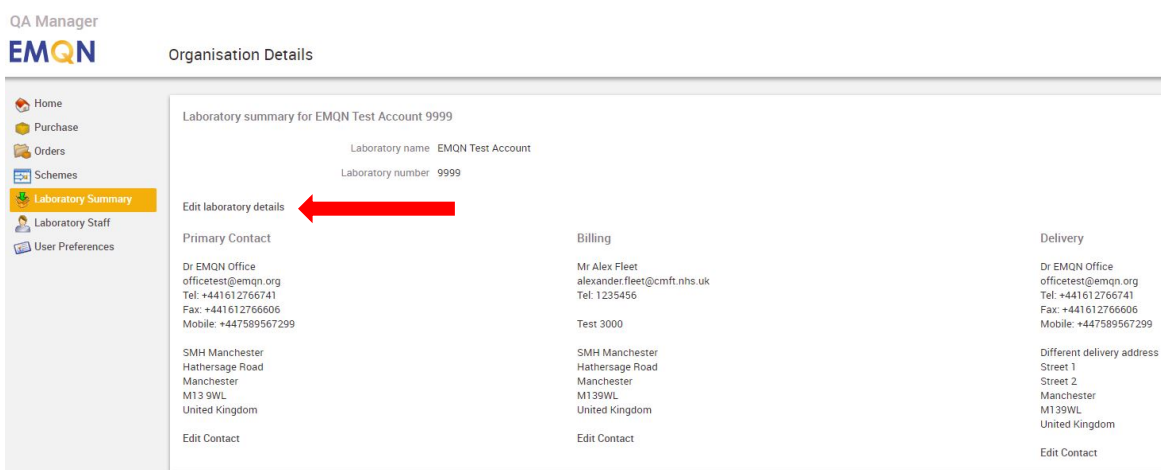
SCOPE

This factsheet has been written as a guide to help EMQN members add the Orphanet EUGT number to their laboratory account details. **Note, this can only be done by the Primary account holder** – additional staff member’s registered to an account cannot add the EUGT number.

INSTRUCTIONS

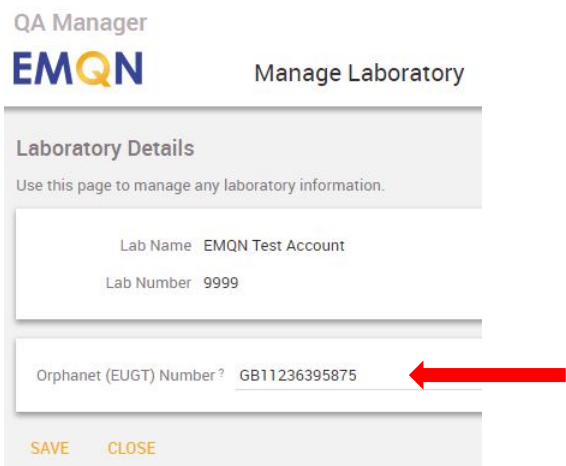
1. Go to the EMQN website (www.emqn.org)
2. Click on “Laboratory Summary” menu button.
3. Click on “Edit laboratory details” button (figure 1).

Figure 1



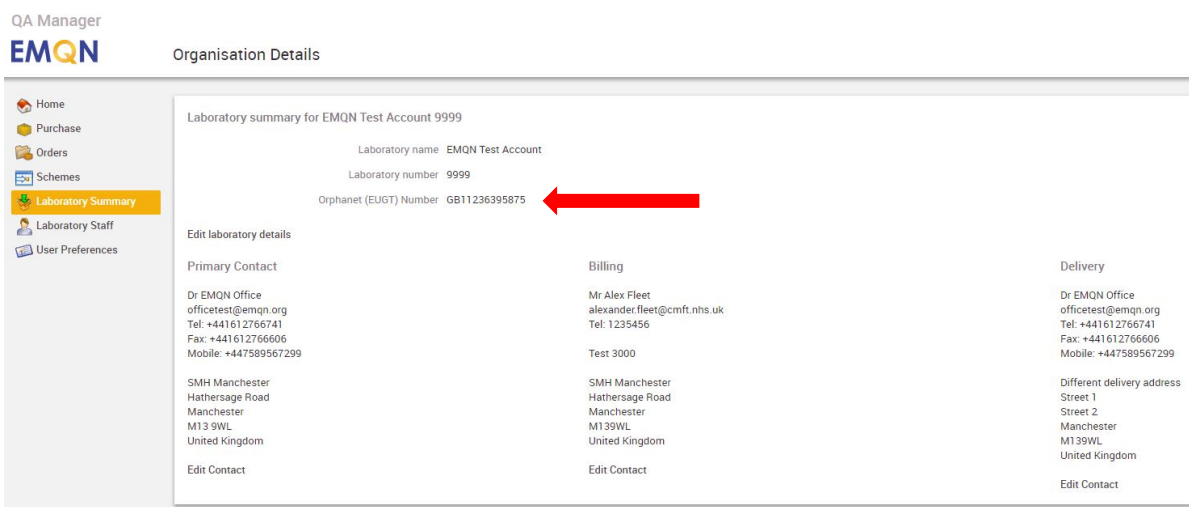
4. Add your laboratory’s Orphanet EUGT number then click “Save” (figure 2) then close out of the page.

Figure 2



5. The Orphanet EUGT number is displayed along with the lab contact details (figure 3).

Figure 3



Important note: The complete history of this document including its author, authoriser(s) and revision date, can be found on Q-Pulse

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