## Tutorial for registering an iLab account and filling in a SCC BSR intake form Prepared by Jocelyn Johnson

Beginning September 1<sup>st</sup>, the Siteman Cancer Center Biostatistics Shared Resource will be using iLab for all service requests. This will require an iLab account. For billing purposes, one could have already been established for you. Please use the following steps to determine if an existing account is available or if a new account is needed.

- Navigate to the core page <u>https://wustl.ilabsolutions.com/service\_center/show\_external/4680/siteman\_biost</u> atistics\_shared\_resource
- 2. Login with your wustl key. If you have an existing account you will be able to log in without issue. If it appears you have an account set up but you're having trouble logging in, please contact iLab support at iLab-support@agilent.com







About

## Siteman Biostatistics Shared Resource

## Overview of Services

The Siteman Biostatistics Shared Resource (SBSR) facility is a shared resource core supporting consultation on biostatistics and epidemiology. The facility supports cancer research through experimental designs, study monitoring and data analyses. The faculty and staff tolice efficient methods that reflect the "best practices" in biostatistics and epidemiology, Examples of SBSR core work include: NIII-funded peer reviewed cancer grants and pilot and small-scale studies to become part of successful applications for peer-reviewed funding.

Biostatistical consulting in the planning, conduct, analysis and reporting of

- Clinical trials. The Siteman Biostatistics Shared Resource (SBSR) core consults on and reviews all clinical protocols activated by the SCC.
- the SCC

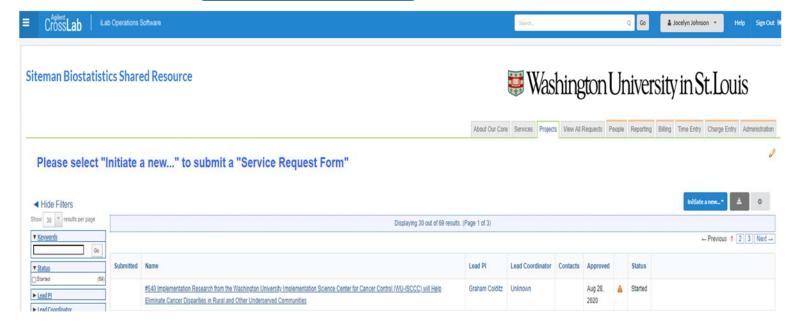
   Epidemiologic and population-based studies and studies in somatic genetics and the risk of cancer

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- Experiments in the biology of cancer, including genomic experiments and laboratory and animal studies
   Translational research studies with combined measurements on clinical and biological parameters
- Advice and support in the preparation of grant applications of SCC members
- Scientific computing for data analysis and scientific graphics necessary for analyses of epidemiological, clinical, basic science and genomic studies
- Advice and consultation to the Quality Assurance Office for Clinical Trials (QACT) on efficient and accurate database design and management of clinical research data
- Computer support for the clinical research database
- Education for members of Siteman Cancer Center in the areas of study design, data collection, computerization, and statistical methods for laboratory, clinical and population based studies
  - 3. If an iLab account is needed, click "Register" in the upper right hand corner, and go through the registration wizard.
  - 4. If your lab affiliation is not in the drop down, you can use the WUSTL Siteman Admin Lab
  - 5. Once your registration has been submitted, you will receive an email confirming your submission.

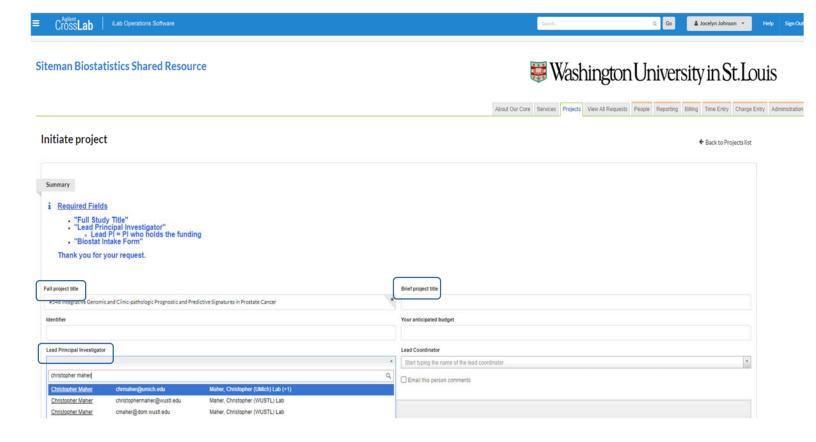
## See below for instructions on submitting a service request

To request a SBSR service:

- 1. Navigate to the Core page <a href="https://wustl.ilabsolutions.com/sc/4680/siteman-biostatistics-shared-resource/?tab=about">https://wustl.ilabsolutions.com/sc/4680/siteman-biostatistics-shared-resource/?tab=about</a>
- 2. At the upper right hand of the page select "Sign in using WUSTL Credentials"
- 3. Enter your wustl key and password, sign in.
- 4. Go to the "Projects" tab on the right under the Washington University in St. Louis logo.
- 5. Click on the Initiate a new service request form



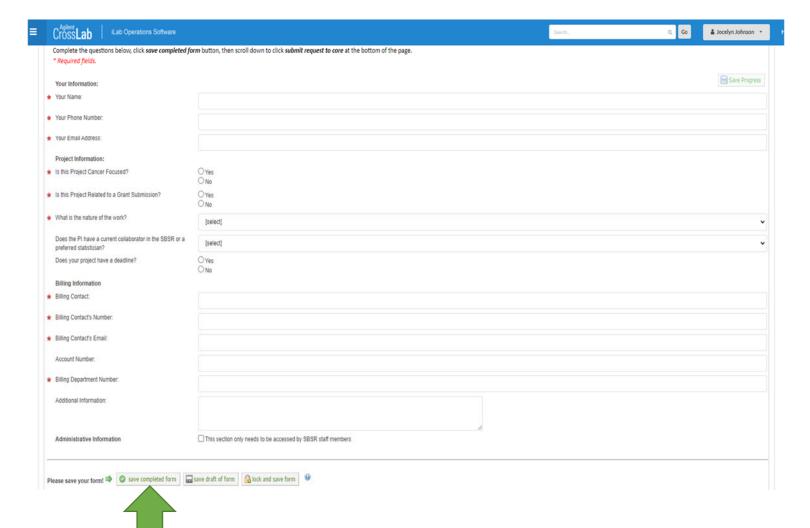
6. Please fill in the full project title and lead principal investigator. Enter the PI name and iLab will search for the iLab account, select the appropriate account. the project will be referred to using an acronym or a short title, please include thi in the brief project title.



7. Scroll down and click on the Biostat Intake Form



8. On the Biostat Intake Form, enter contact and billing information. NOTE: items with a red asterisk are required. When complete, select the save completed form



- 9. Protocol information is not required. If you have an IRB status, use the drop down to select the appropriate status and enter the number if applicable. Scroll down and click the submit button.
- 10. A biostatistician will contact you in a timely manner. All service agreements, pricing and policies can be found at <a href="https://publichealthsciences.wustl.edu/research/biostatistics-shared-resource/">https://publichealthsciences.wustl.edu/research/biostatistics-shared-resource/</a> If you have any questions please contact Jocelyn Johnson at <a href="mailto:jocelynjohnson@wustl.edu">jocelynjohnson@wustl.edu</a>

