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Certified Reference Materials

PT Manage™

Phenova's Companion Application
to Manage Your PT Study Data

Made Easy and Simple

- Data Analysis
- Data Reporting
- Custom Reports
- Demonstration of Capability

Upload Data
Download Insight

PT Manage™

PT Manage is the leading companion tool for managing all Phenova Proficiency Testing Studies, from enrolling to reviewing and reporting data.

Shaped by Quality Assurance Managers, PT Manage is exclusively designed to exceed average reporting tools by bridging High-Throughput Data Upload, Customized Reporting and Laboratory Trending/Monitoring (DOC and Exception Reports).

Its flexibility and accessibility gives all QA Managers and their labs the advantage of managing their studies from anywhere in the world, regardless if they don't have the convenience of an IT supported LIMS system.

Compatible with all Phenova Studies and Standards

View our PT studies at http://www.phenova.com/Product/PTOverview

Gain Insight by Finding Answers to Performance Questions

Spot Analytical Trends Before they Become Problematic
"Which tests are most challenging for our lab?"

Identify Leadership Opportunities
"Does a certain analyst consistently succeed with a particular test?"

Increase Network Collaboration
"Which labs are outstanding performers? I would like to spread best practices and technical expertise across the network."

Contents

One of a Kind

"The PT Manage program is great - I can enter my data and review it and even go back and look at past PT studies at the same time."

- Cathy Catasus

The Industry Standard for PT Analytics and Reporting

PT Manage™ Launched

The beginning of a promising tool that has adapted to fit the evolving needs of QA Managers and provide solutions to modern PT challenges.

1st Industry Standard Custom Reports Available

Everyone looks at data differently. Phenova introduced custom reports to allow labs to review data based on their preference, accelerating the lead time of how they determine their progress and the next course of action.

1st Industry Standard Flexible CSV File Upload Available

Meeting the high demand for expedited data upload to meet the challenges of faster turnaround times for PT completion.

PT Manage Re-Launched

Our second version of PT Manage embedded with new advanced features to enhance PT insight and quality management control for environmental laboratories.
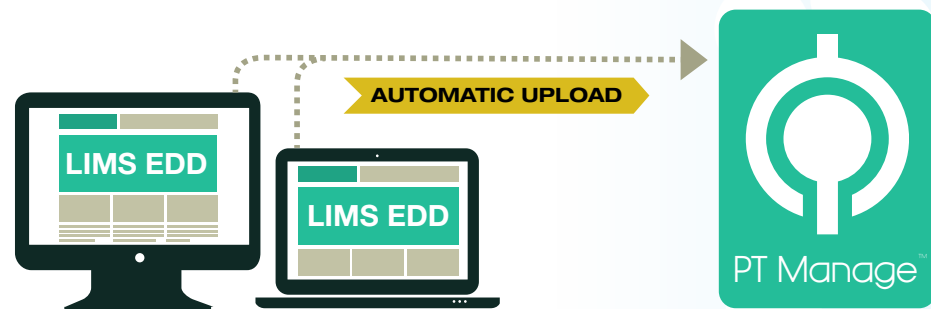
2002   **2006**   **2007**   **2012**

- Exception Reports
- Demonstration of Capability
- Permission Assignments
- Instant DMR-QA Permittee Reporting

Streamline Data Upload

Depending on your lab's preference/setup, three simple solutions are available to upload your study data:

1 LIMS Generated EDD
Automatically upload the EDD file from your local machine into PT Manage™ and use the data to map out the information.

LIMS EDD → **AUTOMATIC UPLOAD** → **PT Manage™**

LIMS EDD

2 Customized Data File
Upload your data using a downloadable CSV template that's pre-populated with data catagories relevant to your enrolled studies – Simply download the template, update with your results, and upload to PT Manage.

Downloadable Template

Enter Your Data

3 Manual Entry
Manually enter your data into PT Manage with the added flexibility of revising your data while the study is open.

Manually Enter Your Data Straight to the Source

Custom Data Analysis

With all of your data in PT Manage™, customizing your data analysis has endless possibilities when using the Custom Report Generator. Populate information from several sets of criteria to get the exact report you need.

- Get comprehensive access to data to help shape your laboratory's internal quality program
- Monitor and track historical PT performances
- Save your queries to use again & again
- Gain Full Network Visibility – identify where across your network has the best performance

Easily Customize your Data Report

Custom Report Generator

Create Report Definition

Select Columns For Layout

Lab PT Account Number
Name
EPA ID
Address Line 1
Lab Address Line 2
Lab Address Line 3
Lab City
Lab State & Postal Code
Lab Country
Study Name
Study Number
Opening Date
Closing Date
Part Name
Part Number
Lot Number
Analyte NELAC Code
Analyte Name
Method Code
Method Description
Units
Assigned Value
Result
Low Warning Limit
High Warning Limit
Low Acceptance Limit
High Acceptance Limit
Evaluation
Analysis Date
Analyst
Prep Method
Method Rank

Select Filtering Options

Study Year:
2014
2013
2012
2011
2010
2009
2008
2007
2006
2005

Study ID:
Please select Study Type first

Lab Name:
Lab A
Lab B
Lab C
Lab D

Standard:
Please select Study ID first

Evaluation:
all
Acceptable
Check for Error
No Evaluation
Not Acceptable

Analyte:
Please select Standard first

Study Type:
DMRQAChem
HW
UST
WP
WPM
WS
WSM

Or Select Saved Layout

Select Saved Layout

NA
Analyst
Acceptable
Acceptable II

Delete   Update

Select Report Format
CSV Download

Name To Save As New Layout (optional)
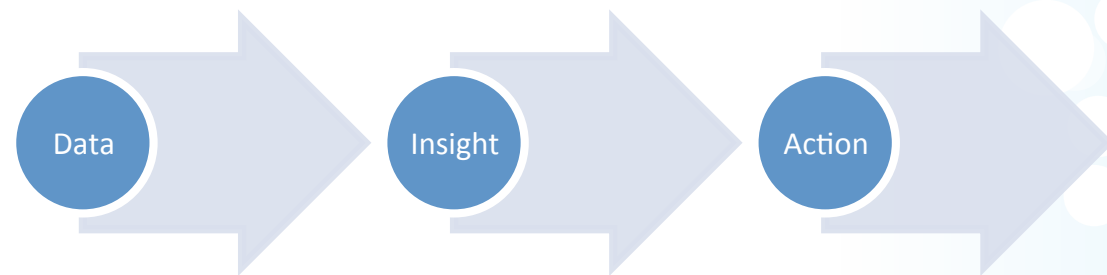
Generate Report

Clear All Filters

Select your
1. Data Points
2. Time Frame
3. Lab(s)
4. Standard(s)
5. Layout

and generate your report

Upload Data
Download Insight

With PT Manage™ gain insight on the progress of labs and chemists across your network. Use that information to take the right preventative actions to manage your lab's success.

| Data | Insight | Action |

Corrective Action	Look for trends or patterns to help determine what may have caused your "Not Acceptable".
Demonstration of Capability	Monitor your chemist's performance for each PT they conduct and track how they are performing.
Trending Data	Is one method for an analyte giving you a problem or trending either high or low? Review the analytes across different study types to help narrow down potential risks to your accreditation.
Accreditation Tracking	Consistently review your laboratory's accreditation and be well-informed of any surprising variables that might threaten your accreditation.
Analyst Performance	Correlate the history of your laboratory's PT progress with the chemists who conducted the sample preparation and analytical work.

Demonstration of
Capability Feature

An analyst's demonstration of capability (DOC) typically absorbs extensive time for quality assurance managers to create and review. The DOC feature allows you to customize an automated report and quickly collect all the information for each analyst including:

- Method Code
- Method Description
- Prep Method
- Assigned Value
- Acceptance Levels
- And More

Now without the hassle of manual entry, you'll be able to frequently monitor your analyst's capability for performing regular analyses with acceptable precision, accuracy, and sensitivity.

- *Save time from manually generating DOC reports*
- *Generate reports from blind QC Standards or a PT Study*
- *Include an optional standard cover letter*

Exception Reports

Get a top-down view on all of your PT evaluations simultaneously.

Exclusive to PT Manage, you can generate comprehensive exception reports that document all PT results and gain insight on how your lab has been historically performing.

Now you have instant access to identify the strengths and weakness for your laboratory.

! Identify the threats before they happen!

With exception reports identify which analysts, methods, and standards maybe the most challenging and putting your accreditation at risk.

Track your 2 out of 3 TNI Acceptable PT Evaluations Across All Your Accredited Analytes.

Study Type	Study No.	Open	Close	Analyte Name	Evaluation
Water Pollution	WP0714	7/1/14	8/15/14	Benzo(k) fluoranthene	Not Acceptable
Water Pollution	WP0214	2/8/14	3/20/14	Benzo(k) fluoranthene	Acceptable
Water Pollution	WP0713	7/7/13	8/21/13	Benzo(k) fluoranthene	Acceptable
Water Pollution	WP0213	2/7/13	3/21/13	Benzo(k) fluoranthene	Acceptable
Water Pollution	WP0714	7/1/14	8/15/14	Ethylbenzene	Acceptable
Water Pollution	WP0214	2/8/14	3/20/14	Ethylbenzene	Not Acceptable
Water Pollution	WP0713	7/7/13	8/21/13	Ethylbenzene	Acceptable
Water Pollution	WP0213	2/7/13	3/21/13	Ethylbenzene	Not Acceptable

Know When That Next PT Failure Will Put Your Accreditation In Jeopardy.

The above diagram is for illustrative purposes only and does not accurately represent the exception reports generated through PT Manage.

Lab Access:
Managed with PT Mange™

Assign Specific Permissions to Chemists.

Customize your lab personnels' accessibility to key features in PT Manage and safeguard the control of your PTs from enrolling to viewing reports.

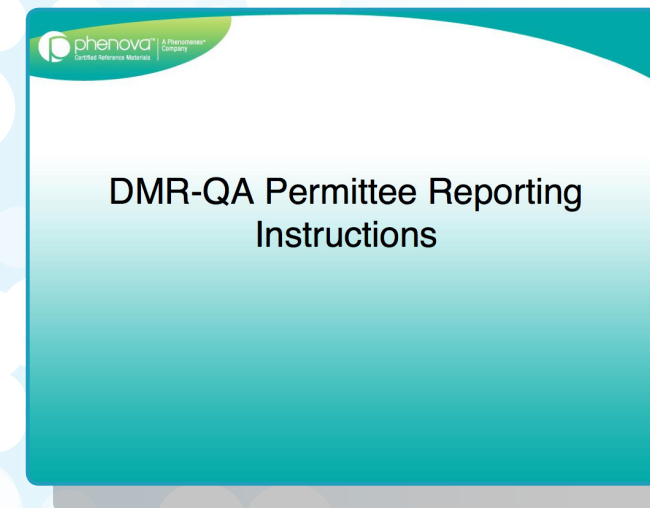## User: Technician 1

ENTER DATA	VIEW REPORTS	PURCHASE PTs
✓	✓	N/A

User: Technician 2

ENTER DATA	VIEW REPORTS	PURCHASE PTs
N/A	✓	✓

DMR-QA Reporting

PT Manage™ simplifies your DMR-QA study with automated reporting. Instantly generate reports to your DMR-QA Coordinator or NPDES permittee and electronically deliver their reports via email through PT-Manage's reporting application.

Just save their emails in PT Manage and you can just click and send, year after year with each new DMR-QA Study.
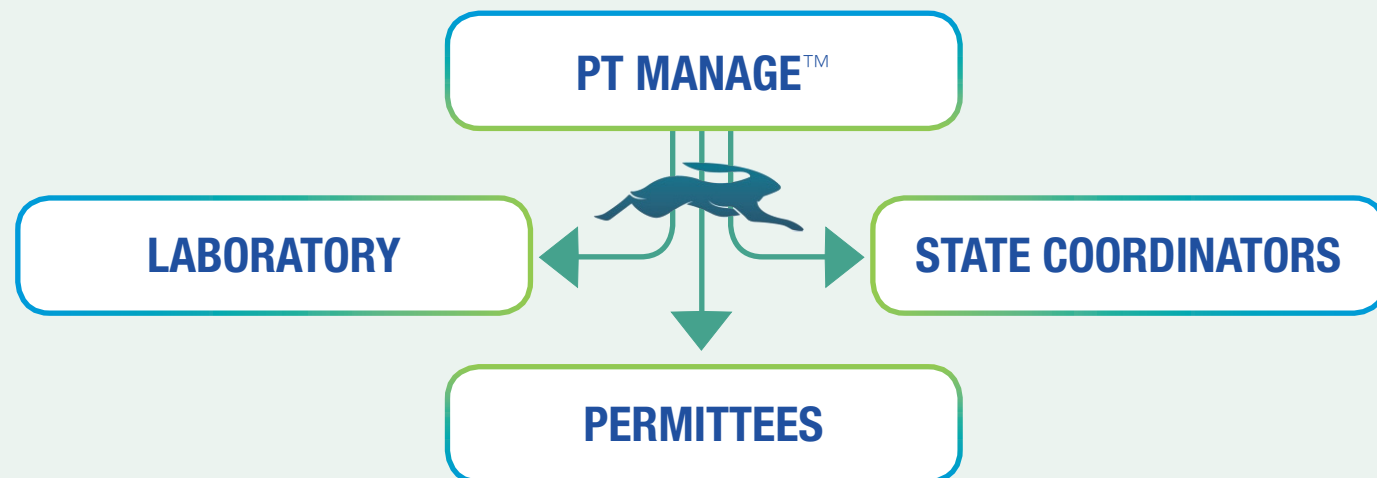
> **!** *Automatic delivery of reports from PT Manage via email.*

Step-by-Step DMR-QA Reporting Instructions

DMR-QA Permittee Reporting Instructions

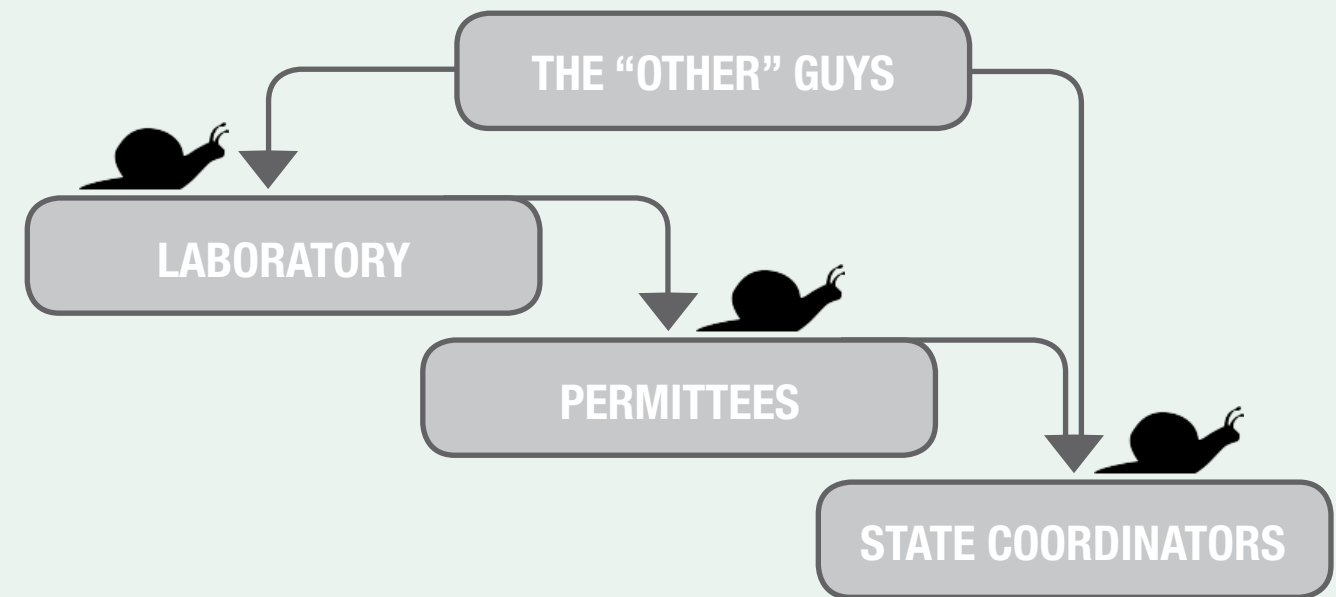Visit http://www.phenova.com/DMRQA or Contact a Phenova Representative to Get a Live Demonstration

Phone: 1-866-942-2978 Email: info@phenova.com

Our Method

PT MANAGE™

LABORATORY ⟷ **STATE COORDINATORS**

PERMITTEES

The Typical Method

THE "OTHER" GUYS

LABORATORY

PERMITTEES

STATE COORDINATORS

3 Quick Links to PT Manage™

Other Helpful Features

- Automated Email Alerts – reminding you about opening/closing studies, data that needs to be submitted, and more

- Use PT Manage as an Enrollment Hub

- Instant Enrollments and Quick Re-order Processing

- Lab Score Reports

Let Us Help You Get Started!

Sign up for a free Test-Drive of PT Manage with a Phenova Representative

Contact Us at **1-866-942-2978** or **info@phenova.com**

! *Take The Virtual Tour at :*
www.phenova.com/ptmanage

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Upload Data
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