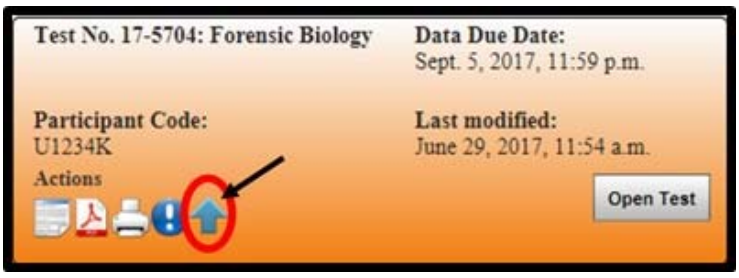
How to Upload DNA Data into Your Test

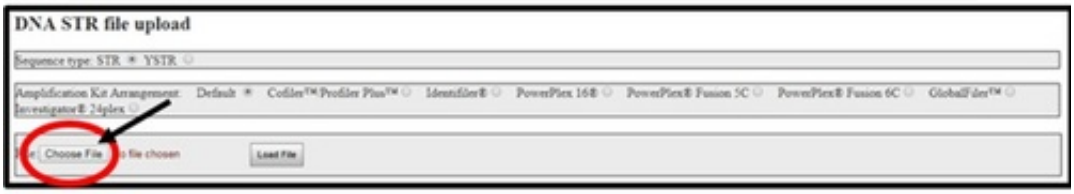
This guide explains how to upload DNA genetic analysis data into your Forensic Biology or DNA test. **Note:** *Uploading data through this process will override any data already entered into that same section of the test.*

Once the test is claimed, it will appear in the “My Data Entry” section. Click on the blue arrow icon under “Actions” and the "Upload data" page will open.

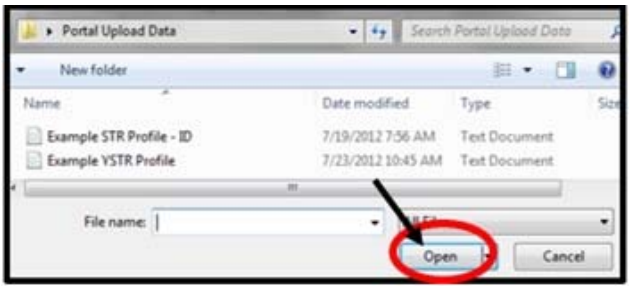


First, choose the sequence type and the amplification kit arrangement option. The sequence type will control the amplification kit options that are displayed under the Amplification Kit Arrangement section. The amplification kit chosen will control the loci order.

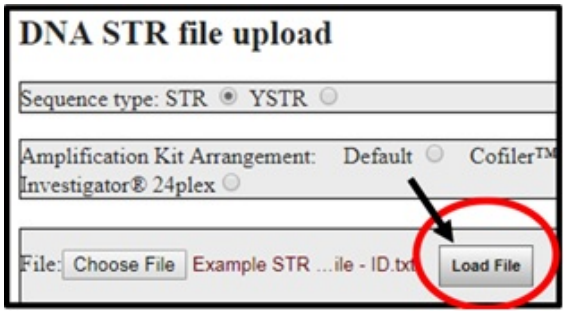
Next, click on the “Choose File” button to locate the file to upload (Supports ArmedXpert and GeneMapper® ID/ID-X Files – Setup in Appendix A of this document).



Locate the file under the appropriate folder. Click on the file containing the data you would like to upload, then click “Open”.

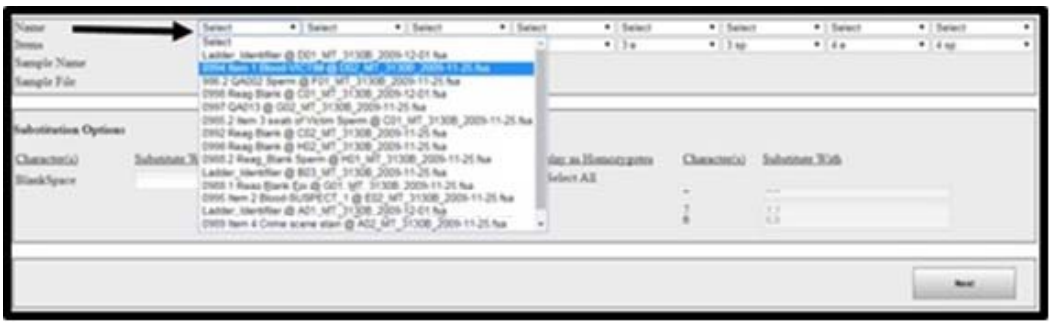


After the file has been chosen, click on the “Load File” button to access sample information.

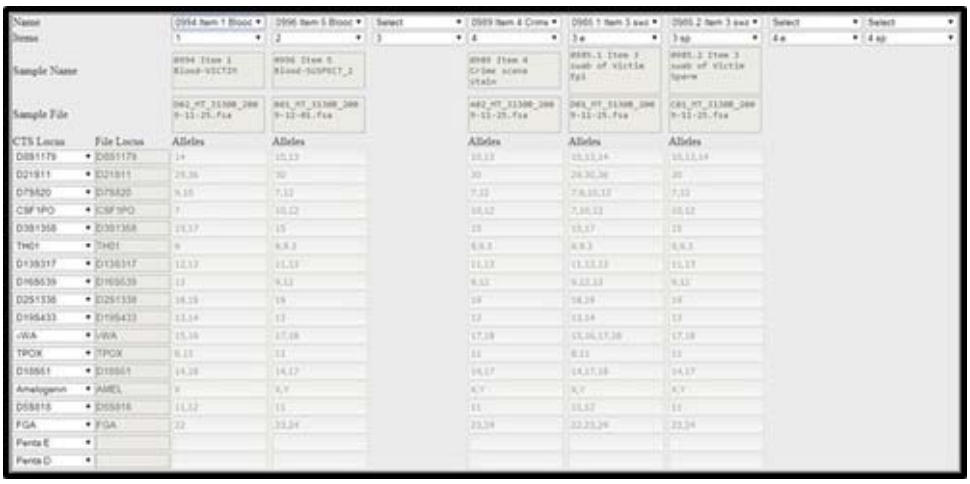


Select the sample for each item number on the top section of the page. Click the arrow to open the drop down list above each necessary item number.

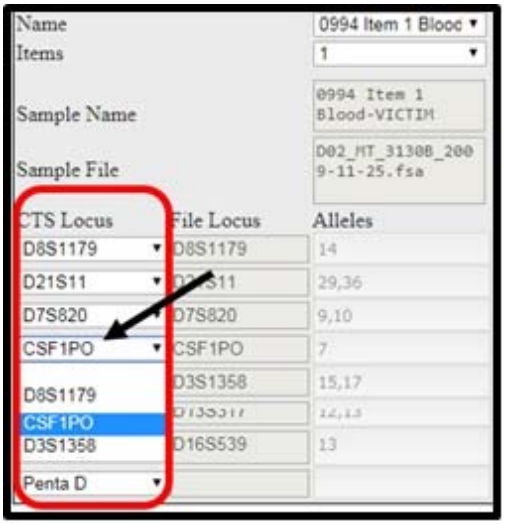
Select the appropriate sample from the drop down list for that specific item number. You can select a sample for all necessary items in your test.



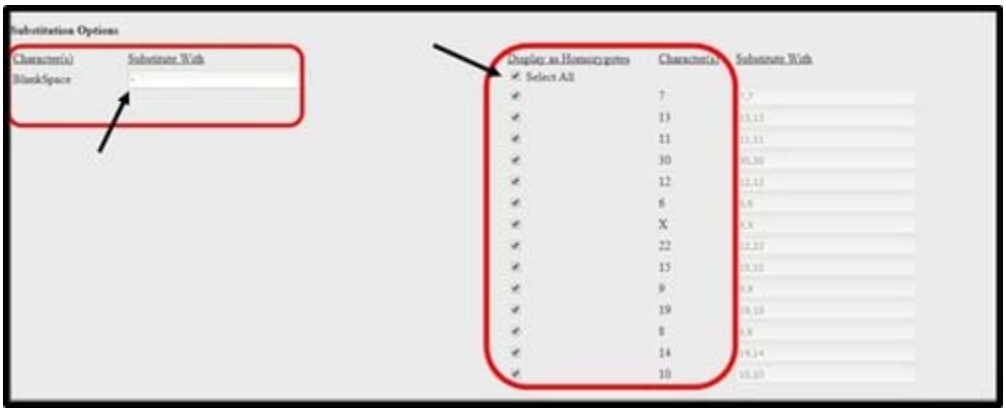
Once chosen, all alleles will be shown for that selected sample. Repeat for each additional item number.



If the CTS Locus does not match the File Locus, you can click on the arrow next to each CTS Locus to choose the correct Locus.



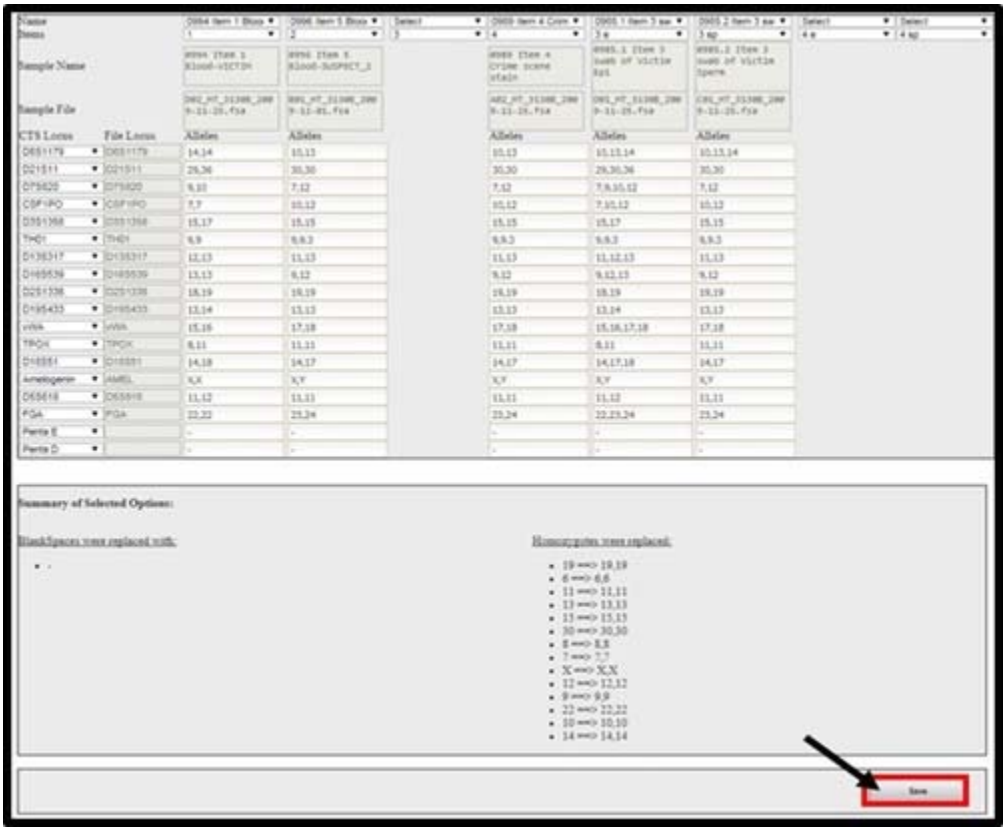
The middle section of the page shows the substitution options. The left side allows you to substitute a blank space with something else. The right side of the section allows you to choose how to display homozygotes. By default, a homozygous allele will be represented by a single allele i.e. 8. Click on the box next to any character if you want the homozygous allele to be shown as the two identical alleles i.e. 8,8.



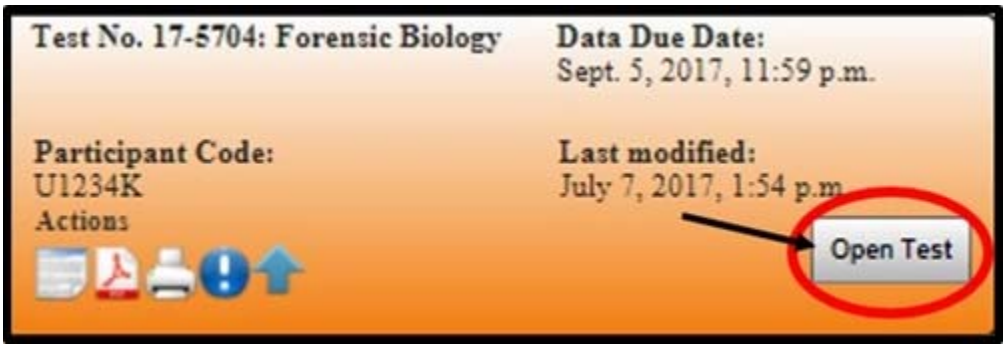
Once these sections are complete, click on the "Next" button found below this section.

The next window shows all changes to the data based on your chosen options for a final review. Click on the "Save" button to successfully transfer this data into the test.

Note: *The uploaded data will override any data already manually entered into your test.*



Your files have now been uploaded to the test and you are sent back to the "My Data Entry" page. Click on the "Open Test" button to review the data that has been uploaded.



Appendix A

[ArmedXpert users can use the free CTS plugin to export table(s) directly, or create a genotypes export table using GeneMapper® ID/ID]

- Select an existing table setting or create a new table as described below.
- Click on the genotypes tab in GMID before selecting File > Export (Ctrl+E)
- The genotypes file generally has tab delimited columns such as: Sample File, Sample Name, Marker Allele 1, Size 1, Height 1, Allele 2, Size 2, Height 2, etc.
- "Sample File" and/or "Sample Name" columns are required in order to upload the STR genotypes.
- The "Marker" column is required.
- The "Allele" columns have to exist (at least one). The Allele column title format should look like this "Allele#" or "Allele #".
- Any additional columns, such as "Size" and "Height", are unnecessary, and will not affect the upload.

Note: *The file needs to be exported as a text file.*