

Agilent CrossLab Start Up Services

Agilent BioStack Microplate Stacker Site Preparation Checklist

Thank you for purchasing an instrument from **Agilent Technologies**. CrossLab Start Up is focused on helping customers shorten the time it takes to start realizing the full value of their instrument investment.

Correct site preparation is the key first step in ensuring that your instruments and software systems operate reliably over an extended lifetime. This document is an **information guide and checklist** prepared for you that outlines the supplies, space, and utility requirements for the system set up in your lab.

Introduction

Customer Information

- If you have questions or problems in providing anything described as part of *Customer Responsibilities* below, please contact your local Agilent or partner support / service organization for assistance prior to delivery. In addition, Agilent and/or its partners reserve the right to reschedule the installation dependent upon the readiness of your laboratory.
- Should your site not be ready for whatever reasons, please contact Agilent as soon as possible to re-schedule any services that have been purchased.
- Other optional services such as additional training, operational qualification (OQ) and consultation for user-specific applications may also be provided at the time of installation when ordered with the system but should be contracted separately.
- Please refer to the other peripheral products (i.e., sampling product, etc.) for site preparation requirements.

Customer Responsibilities

Ensure that your site meets the following specifications before the installation date.

For details, see specific sections within this checklist, including:

- The necessary laboratory or bench space is available.
- The required **environmental conditions for the lab** as well as laboratory gases, tubing.
- The **power requirements** related to the product (e.g., **number and location** of electrical outlets).
- The **required operating supplies** necessary for the product and installation.
- While Agilent is delivering **Installation and Introduction** services, users of the instrument should be present throughout these services; otherwise, they will miss important operational, maintenance and safety information.
- Please consult the **Special Requirements and Other Considerations** section below for other product-specific information

For more details, please consult the product-specific site preparation or pre-installation manual.

Important Customer Web Links

- To access Agilent training and education, visit <http://www.agilent.com/chem/training> to learn about training options, which include online, classroom and onsite delivery. A training specialist can work directly with you to help determine your best options.
- To access the **Agilent Resource Center** web page, visit <https://www.agilent.com/en-us/agilentresources>. The following information topics are available:
 - Sample Prep and Containment
 - Chemical Standards
 - Analysis
 - Service and Support
 - Application Workflows
- The **Agilent Community** is an excellent place to get answers, collaborate with others about applications and Agilent products, and find in-depth documents and videos relevant to Agilent technologies. Visit <https://community.agilent.com/welcome>
- Videos about specific preparation requirements for your instrument can be found by searching the **Agilent YouTube** channel at <https://www.youtube.com/user/agilent>
- **Need to place a service call?** [Flexible Repair Options | Agilent](#)
- To contact a BioStack service representative, e-mail a message to bio.tac@agilent.com

Site Preparation

BioStack & Paired Instruments

The BioStack is a unique instrument in that it cannot be used by itself; it will always be paired with another instrument: a Reader, Washer, or other Fluid handling product. This will vary the height dimensions of the BioStack, as well as the total bench space required for both the BioStack and the instrument it will be paired with. Refer to the User Manual and IQ documents for the paired instrument for more information.

Dimensions and Weight

Identify the laboratory bench space before your system arrives based on the table below. Pay special attention to the total height and total weight requirements for all system components you have ordered and avoid bench space with overhanging shelves. Also pay special attention to the total weight of the modules you have ordered to ensure your laboratory bench can support this weight.

Special notes

The following table provides dimensions and weight requirements; BioStack units only, no Stacks.

Instrument Description	Weight		Height		Depth		Width	
	Kg	lbs.	Cm	in	cm	in	cm	in
BioStack 2WR (unit only)	10.9	24	35.6	14.0	46.9	18.5	17.8	7.0
BioStack 3WR (unit only)	11.8	26	38.0	15.0	54.0	21.0	21.0	8.0
BioStack 4 (unit only)	13.6	30	40.0	16.0	54.0	21.0	21.0	8.0
Stacks & plates add additional weight, depending on the stack size, # of plates, and fluid in the plates.								

Equipment Positioning on the Bench

- The BioStack can be paired with various instruments. An Alignment Kit will be purchased to implement the alignment of a BioStack to the paired Instrument. Please refer to the Instructions that will come with these kits to align them with a BioStack. The space required for the Wrist models to move back and forth varies, depending on the model the BioStack is paired with.
- Depending on the Instrument that the BioStack is paired with, there are different length legs or feet attached to the bottom; this will vary the height of the BioStack unit. The longest legs are ~4.25" (10.8 cm) long, the shortest are ~0.50" (1.3 cm) long.
- The BioStack can be used with 3 different size Stacks; this will vary the height required on a bench to access these Stacks. The 30 Plate Stack is the most common size used. If you have the shortest legs, you will need ~28" (71 cm) of height above the BioStack to access the Stacks. If you have the tallest legs, this height is ~32" (81.3 cm) of max height.
- The 10 plate Stack fits within the BioStack itself. You will need about 20" (51 cm) of height to access these Stacks, if using the shortest legs, or 24" (61 cm) of if you are using the longest legs.
- The 50 plate Stack is about 10.1" (25.6 cm) taller than the 30 plate Stack. Access required above the BioStack when using the 50 plate Stacks is ~39" (99 cm) with the shortest legs; ~42" (107 cm) if using the longest legs.
- If a Barcode Scanner is used on a BioStack, an additional ~2" (5 cm) of space is required on the side where the scanner is mounted.

Environmental Conditions

Operating your instrument within the recommended temperature ranges ensures optimum instrument performance and lifetime.

Special notes

- Performance can be affected by sources of heat and cold, e.g., direct sunlight, heating/cooling from air conditioning outlets, drafts and/or vibrations.
- The bench or supporting surface must be vibration free.

The following table may help you calculate the additional BTUs of heat dissipation from this new equipment. Maximums represent the heat given off when heated zones are set for maximum temperatures.

Instrument Description	Operating Temperature Range °C (F)	Operating Humidity Range %
BioStack (all models)	137 BTU/HR	If the instrument is to be enclosed, the container must have an exhaust and temperature control to dissipate the heat generated by the instrument and power supply.
Instrument Description	Operating Temperature Range °C (F)	Operating Humidity Range %
BioStack (all models)	18° to 40° C (64.4° to 104° F)	10% to 85% noncondensing

Power Consumption

Special notes

- If a computer system is supplied with your instrument, be sure to account for those electrical outlets.

Instrument Description	Line Voltage and Frequency V, Hz	Maximum Power Consumption VA	Maximum Power Consumption W
BioStack (all models)	100-240 VAC 50-60 Hz	40 VA	40 watts

- Use the correct power cord.

Required Operating Supplies by Customer for Installation

Special notes

For information on Agilent consumables, accessories, and laboratory operating supplies, please visit: [BioTek is now Agilent | Agilent](#)

Item Description (including Dimensions etc.)	Vendor's Part Number (if applicable)	Recommended Quantity
Location to temporarily store shipping material	BioStack	~33"L x 25"W x 26"H (83.8cm x 63.5cm x 66.0cm)
Location to temporarily store shipping material	Stacks, 50 plate	~31"L x 13"W x 13"H (78.7cm x 33.0cm x 33.0cm)
Location to temporarily store shipping material	Stacks, 30 plate	~21"L x 16"W x 11"H (53.3cm x 40.6cm x 27.9cm)

Special Requirements and Other Considerations

Tools

Your Agilent instrument comes with a few basic tools and consumables which are relative to the specific configuration of your system.

Tools (provided)

- Grease Kit

Tools (recommended)

- Flathead screwdriver
- #1 & #2 Phillips screwdriver
- 3/32" hex wrench

Service Engineer Review (Optional)

Service Engineer Comments

If the Service Engineer completed a review of the Site Preparation requirements with the customer, the Service Engineer should complete the following Comments section. Both the Service Engineer and the customer should complete the Site Verification section below.

If there are any specific points that should be noted as part of performing the service review or other items of interest for the customer, please write in this box.

Site Preparation Verification

Service Request Number:

Date of Review:

Service Engineer Name:

Customer Name:

Service Engineer Signature:

Total number of pages in this document: