diagenode
Innovating Epigenetic Solutions

GUIDELINES

Sample Submission Guidelines for EPIC Array

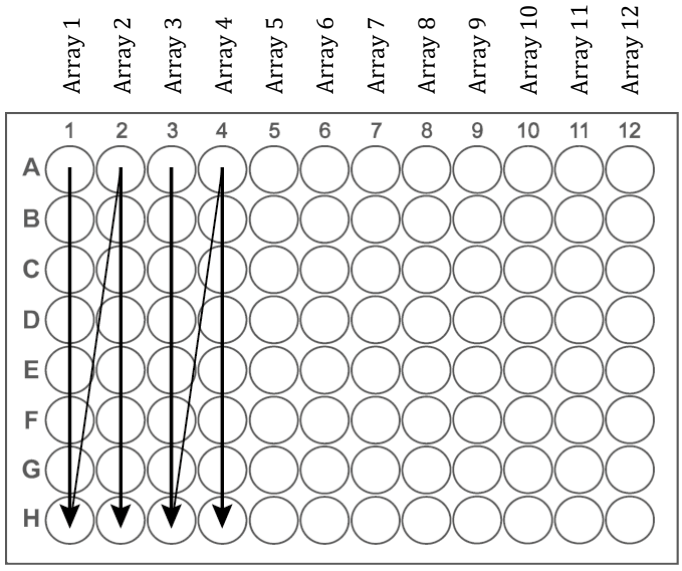
Contact: services@diagenode.com

1. Isolation of genomic DNA

- The quality of the DNA to be used is very important, we therefore highly recommend to use commercial kits (ex: Qiagen portfolio).
- Genomic DNA must be free of protein. Regardless the choice of DNA extraction protocol, proteinase K digestion is thus mandatory. We recommend to apply a RNAse treatment as well.
- Do not vortex high molecular weight DNA as this might lead to fragmentation, but mix by pipetting.

2. Genomic DNA quantification and preparation

- The concentration of double-stranded DNA **must be quantified using a fluorescence-based assay** such as Picogreen or Qubit assay. **Photo-spectrometric techniques like Nanodrop cannot be used as they tend to overestimate the concentration of double-stranded genomic DNA.**
- We recommend to check for genomic degradation by analysis of a small aliquot of each sample on a 0.8% agarose gel. Human gDNA should be >2kb.
- For projects ≥ 24 samples, it's mandatory to provide the samples in a 96-wells plate. Projects with less than 24 samples can be provided in single tubes (always the same tube type) with clear labeling.
- All samples should be adjusted to a uniform concentration of 20 ng/µl (or to a uniform concentration of 10ng/µl as a strict minimum).
- Please organize the samples so the samples that should be loaded on the same array are distributed on the same column.



- Please **send at least 1 µg (500 ng as a strict minimum) for EPIC projects OR 2 µg (1 µg as a strict minimum) for oxEPIC projects** of high quality and high purity DNA with a concentration **of 20 ng/µl (alternatively 10ng/µl as a strict minimum).**

3. Shipment Instructions

- Prepare the gDNA samples in 1.5 mL tubes or 96-well plates and label them carefully. Please seal the plate with microplate strips (8 well strips). Place the 96-wells plates in a box and fill the box with tork paper, so the plate will not move in the box. Alternatively wrap the plate in parafilm to avoid any opening of the lids during shipment. Close the box firmly with adhesive paper.
- Genomic DNA extracted samples can be shipped on dry ice or with a coolpack (4° C). If unextracted cells or tissues are shipped, they should be shipped on dry-ice.
- Fill the Sample ID sheet file with all relevant information (including the desired randomization in tab 2) and send it by email to services@diagenode.com. Please mention the project ID 009_xxxx that have been attributed to your project (expl : 009_0001).
- Print the Sample ID sheet and include it in your package when shipping the samples.
- Attach a Dry Ice Sticker with the net weight (see below) on the outside of the parcel when using dry ice. Please send the parcel at the beginning of the week to ensure delivery before the weekend

- Please contact your courier (DHL, TNT, Fedex, UPS, etc) to arrange the shipment of the samples to the following address:

Catherine Creppe
Diagenode
EPIC service
Liège Science Park
Rue du Bois Saint-Jean, 3
4102 Seraing (Ougrée)
Belgium
Tel : +32 (0)4 36 42 060
services@diagenode.com

- **Communicate the tracking number to Diagenode** (services@diagenode.com)