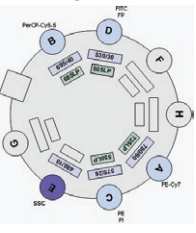
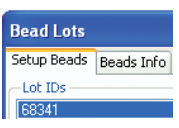
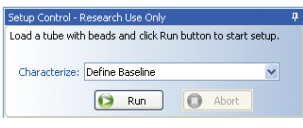
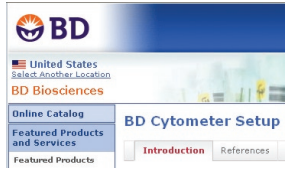
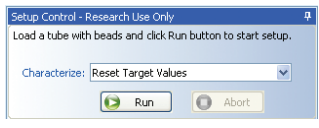
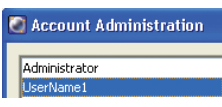


This guide contains instructions for using BD FACSDiva™ software version 6.0 and later. Use the following table to determine when to perform each administrative task.



Helping all people live healthy lives

Administrative Task	Function	When Performed																				
<p>Create custom cytometer configurations</p> 	<p>Defines a software configuration map that matches your cytometer setup. Custom configurations can be created for the different filter, mirror, and fluorophore combinations or cytometer-specific information used in your lab.</p>	<ul style="list-style-type: none"> Initially for any fluorochromes, mirrors, filters, sheath pressures, or sort setups not defined in the base configuration If your lab uses a new fluorochrome, mirror, filter, sheath pressure, or sort setup not previously defined If you change the physical configuration of your cytometer, ie add a new detector or laser 																				
<p>Import the bead lot ID</p> 	<p>Normalizes one bead lot to another when switching bead lots.</p>	<ul style="list-style-type: none"> Initially When you receive a new bead lot 																				
<p>Define the cytometer baseline measurements</p> 	<p>Defines the baseline performance of your cytometer by measuring linearity, detector efficiency (Qr), optical background (Br), and electronic noise. Also sets the laser delays and PMT voltages to their optimal values for your cytometer.</p>	<ul style="list-style-type: none"> Initially for each cytometer configuration When the baseline expires (by default, every 6 months) After major service is performed 																				
<p>Download a new bead lot ID</p> 	<p>Downloads the bead lot information from the BD Biosciences website to the appropriate folder on your computer.</p>	<p>When you receive a new bead lot that is not in the default Bead Lot folder</p>																				
<p>Reset the target values</p> 	<p>Normalizes the cytometer tracking by resetting the target values of the new lot to the same PMT voltages as the existing lot so that the Levey-Jennings graphs are comparable.</p>	<p>When you receive a new bead lot</p>																				
<p>Create a new user account</p> 	<p>Adds a new user account to the BD FACSDiva software login. Creating user accounts allows users to manage and protect their own data.</p>	<ul style="list-style-type: none"> Initially As new users are added in your lab 																				
<p>View the user tracking log</p> <table border="1" data-bbox="121 1837 462 1963"> <thead> <tr> <th></th> <th>A</th> <th>B</th> <th>C</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>User Name</td> <td>Full Name</td> <td>Application</td> </tr> <tr> <td>2</td> <td>Administrator</td> <td></td> <td>BD FACSDiva Soft</td> </tr> <tr> <td>3</td> <td>User2</td> <td>UserName 2</td> <td>BD FACSDiva Soft</td> </tr> <tr> <td>4</td> <td>User1</td> <td>User Name1</td> <td>BD FACSDiva Soft</td> </tr> </tbody> </table>		A	B	C	1	User Name	Full Name	Application	2	Administrator		BD FACSDiva Soft	3	User2	UserName 2	BD FACSDiva Soft	4	User1	User Name1	BD FACSDiva Soft	<p>Tracks users' time for record keeping or billing purposes.</p>	<p>As necessary</p>
	A	B	C																			
1	User Name	Full Name	Application																			
2	Administrator		BD FACSDiva Soft																			
3	User2	UserName 2	BD FACSDiva Soft																			
4	User1	User Name1	BD FACSDiva Soft																			

Cytometer Setup and Tracking Tasks

To start any of the following tasks, log in to BD FACSDiva software as Administrator or as another account with administrator privileges.

Creating a Custom Cytometer Configuration

- 1 Select Cytometer > View Configurations.

Use the tabs to navigate through the window.

View a graphical representation of the selected configuration.

The screenshot shows the 'Cytometer Configuration' window with the 'Parameters' tab selected. The 'Current Configuration' is '4-Blue 2-Violet 2-355UV 2-Red (BD default)'. The graphical representation shows four laser sources: Blue Laser (488nm) FSC, Violet Laser (405nm), Red Laser (633nm), and 355 UV Laser (355nm). Each laser source is connected to a series of mirrors and filters, leading to detectors labeled A through H.

- 2 Create custom parameters, filters, and mirrors.

Under the Parameters tab, click Add.

Enter a new parameter name.

The screenshot shows the 'Parameters' tab with a list of parameters. The 'Add' button is highlighted. A text box is shown with the cursor inside, ready for a new parameter name to be entered.

Under the Filters and Mirrors tab, click Add.

Select a pass type and enter the wavelength.

The screenshot shows the 'Filters and Mirrors' tab with two tables: 'Filters' and 'Mirrors'. The 'Add' button is highlighted. A text box is shown with the cursor inside, ready for a new filter or mirror to be added.

Pass Type	Wavelength
Band Pass	685/35
Band Pass	675/20
Band Pass	670/14
Long Pass	670
Band Pass	660/20
Band Pass	655/8
Band Pass	616/23
Band Pass	610/20
Band Pass	605/40
Band Pass	605/12
Band Pass	585/42
Band Pass	585/15
Band Pass	576/26
Band Pass	575/26
Band Pass	575/25
Band Pass	560/20
Band Pass	530/30
Band Pass	525/50
Band Pass	510/50
Band Pass	488/10
Band Pass	485/22
Band Pass	450/50
Band Pass	450/40
Band Pass	450/20
Band Pass	440/40
Band Pass	405/20

Pass Type	Wavelength
Long Pass	755
Long Pass	750
Long Pass	740
Long Pass	735
Long Pass	710
Long Pass	685
Long Pass	675
Long Pass	670
Long Pass	655
Long Pass	635
Long Pass	630
Long Pass	610
Long Pass	600
Long Pass	595
Long Pass	575
Long Pass	556
Long Pass	550
Long Pass	545
Long Pass	505
Long Pass	502
Long Pass	475
Long Pass	450

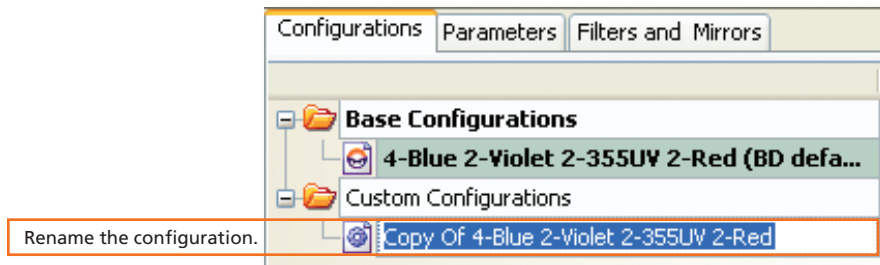
- 3 Under the Configurations tab, right-click **Base Configurations** and select New Folder.

Rename the new folder.

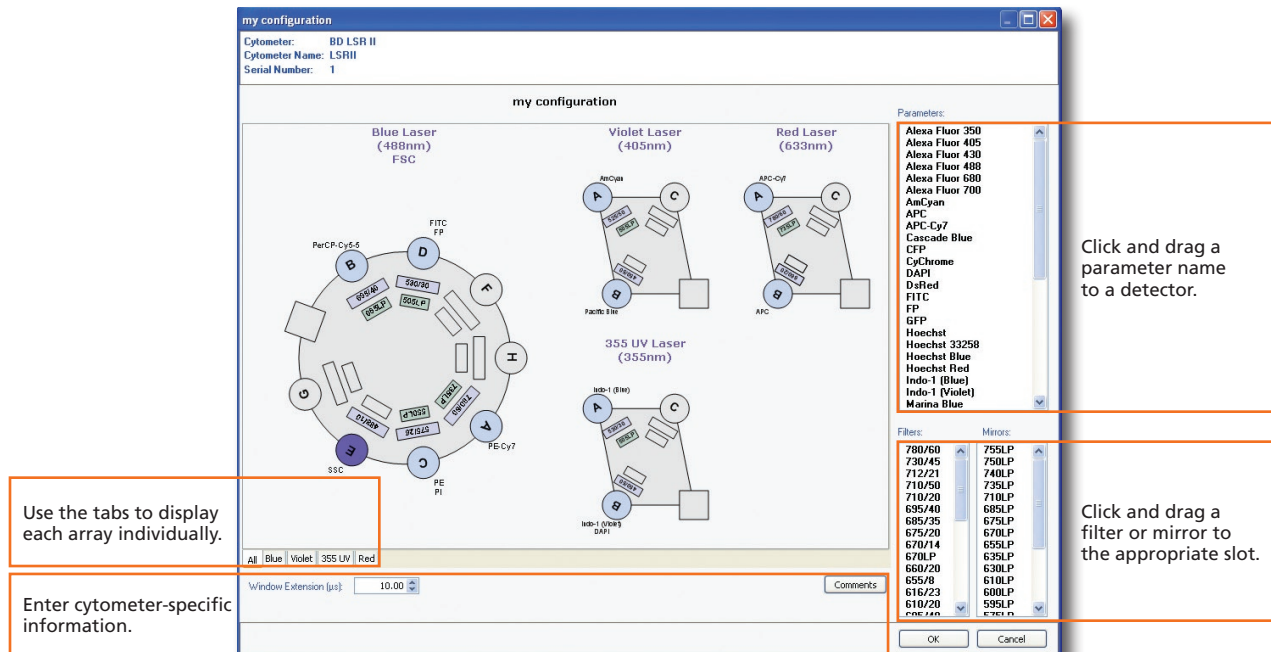
The screenshot shows the 'Configurations' tab with a tree view of configurations. A new folder named 'New Folder' has been created under 'Base Configurations'. The folder name is highlighted, indicating it is ready to be renamed.

- 4 Right-click the base configuration icon (📁) and select Copy.

- Right-click the new folder and select Paste.



- Right-click the new configuration and select Edit Configuration.

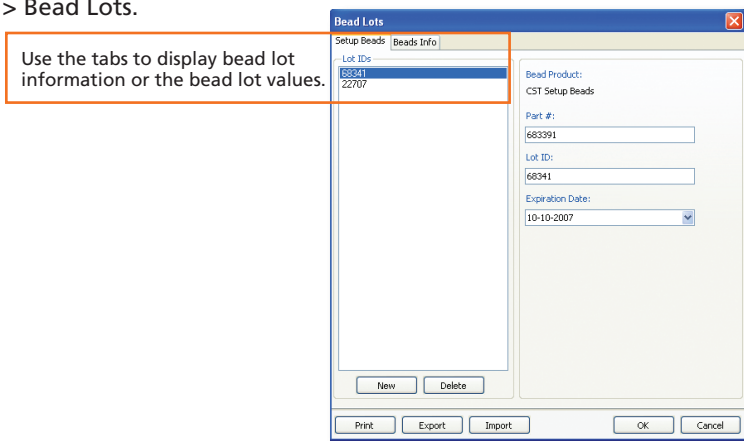


- Click to save the edits.

- Click to make the new configuration the current configuration.

Importing Bead Lot Information

- Select Tools > Bead Lots.



- Click .

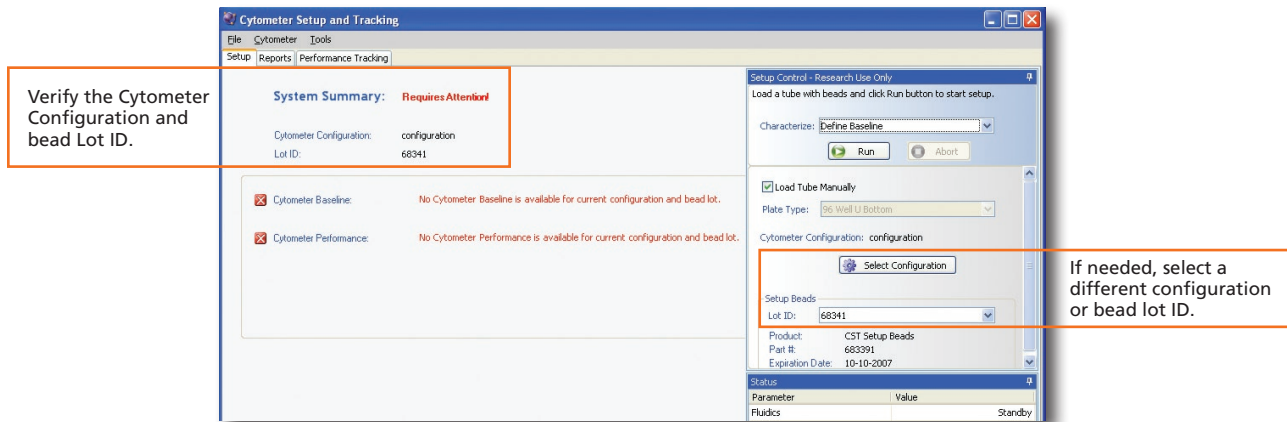
- Select the appropriate bead lot file. Click .

- Click .

Defining a Baseline

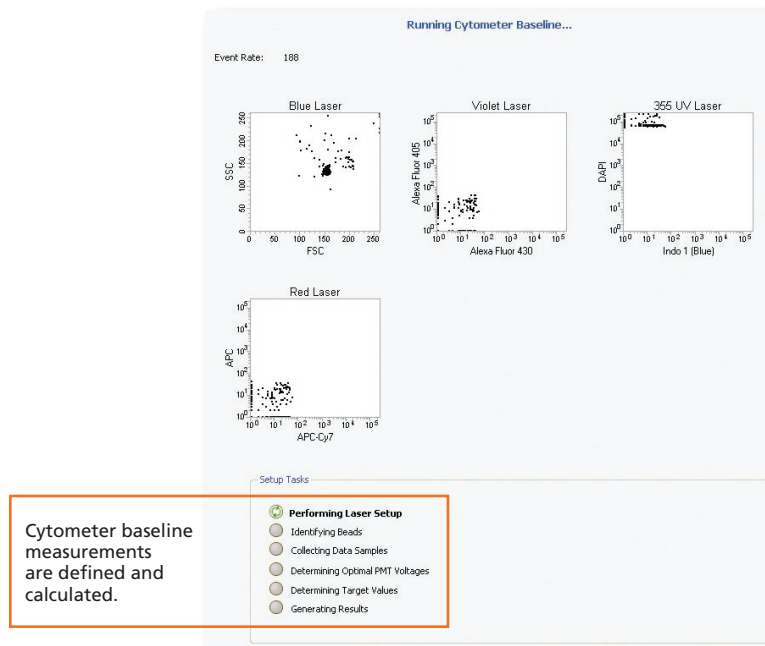
Each cytometer configuration your lab uses needs a baseline defined. Minimally, baseline definitions expire and have to be re-run every 6 months.

- 1 Prepare the BD™ Cytometer Setup and Tracking beads according to the data sheet.
- 2 Select Cytometer > CST.



- 3 Click .
- 4 Install the BD Cytometer Setup and Tracking beads when prompted to do so.

After a brief pause, the Running Cytometer Baseline window appears.



- 5 Click View Report to view the Cytometer Baseline Report. Troubleshoot, if necessary.

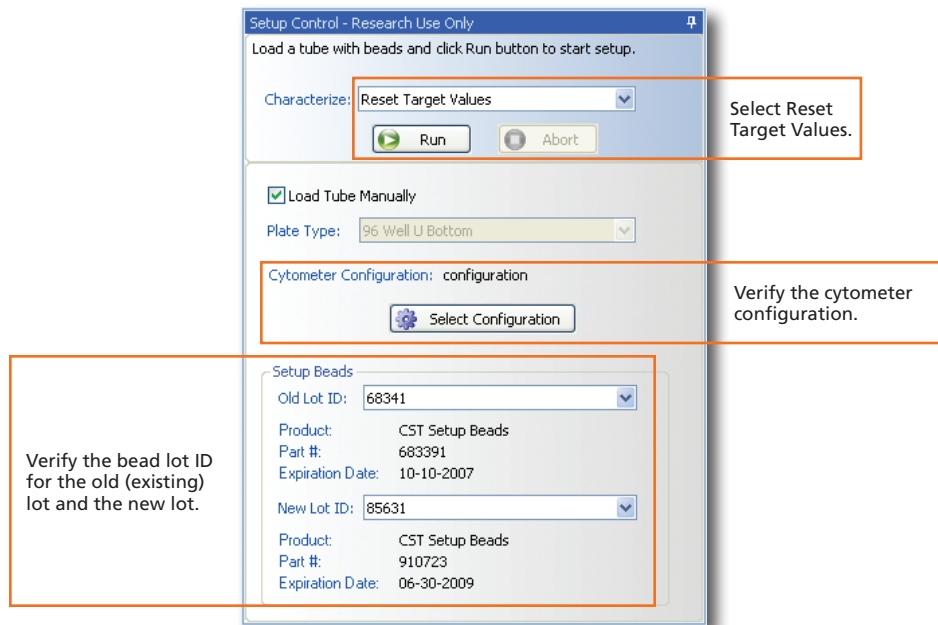
Downloading a Lot-Specific File

To obtain a lot-specific file for your current lot of BD Cytometer Setup and Tracking beads:

- 1 Go to bdbiosciences.com/CSandT.
- 2 Download the file to your workstation or appropriate transport medium, and then save the file to C:\Program Files\BD FACSDiva Software\CST\Bead Lot.

Resetting Target Values

- 1 Select Cytometer > CST.
- 2 Select Tools > Bead Lots and import the new bead lot.
- 3 Prepare the existing lot and the new lot of BD Cytometer Setup and Tracking beads according to the data sheet.



- 4 Click **Run**.
- 5 Install the first lot of the BD Cytometer Setup and Tracking beads when prompted to do so.

After a brief pause, the Resetting Target Values window appears.



- 6 Click View Report to view the Cytometer Baseline Report (Reset Target Values). Troubleshoot, if necessary.

BD FACSDiva Software Tasks

Creating a New User Account

- 1 Log in to the software as Administrator or as another account with administrator privileges.
- 2 Select File > Administration.

Click Add.

Enter the new user information in the fields provided.

Set appropriate access privileges and type.

- 3 Click  .

Viewing the User Tracking Log

- 1 Log in to the software as Administrator.

Select the Administrator user name.

- 2 Select File > User Tracking Log.
- 3 Select File > Exit to close the log.