

2010-2011 Gene Connection Biotech Regular Kit Inventory Sheet (last updated 04/21/10)

Date:

School:

Lead Teacher:

Upon completing the inventory sheets (both upon receiving and sending), fax the completed inventory sheets to 650-Call (650-306-3249) or email us (gcclab@geneconnection.org) immediately if any item necessary for performing the lab is missing or damaged and needs replacement.

| BOX A REAGENTS/REPLACEMENTS | | | | | | | |
|------------------------------------|---|---------------|-----------------|-----------------|------------------|-----------------|--|
| <input type="checkbox"/> | Put all "REPLACEMENT SUPPLIES" sent from Cañada in their respective boxes. See enclosed sheet. | | | | | | |
| <input type="checkbox"/> | Return extra DNA, enzyme, antibiotics ON ICE to Cañada. | | | | | | |
| <input type="checkbox"/> | Return all Labtop freezers and styrofoam boxes. | | | | | | |
| <input type="checkbox"/> | REMINDER: Check your freezer and return all Labtop coolers | | | | | | |
| <input type="checkbox"/> | REMINDER: Do not return used Ethidium bromide to Cañada. School should dispose of waste and bottle. | | | | | | |
| | Item | Amount | Check In | Comments | Check Out | Comments | |
| | Ethidium bromide solution @ 0.5 uG/mL | 1-2L | | | | | |

| BOX B TRANSFORMATION SUPPLIES | | | | | | | |
|--------------------------------------|---|---------------|-----------------|-----------------|------------------|-----------------|--|
| <input type="checkbox"/> | Rinse out agar bottles with HOT WATER to remove dried out agar. | | | | | | |
| <input type="checkbox"/> | Throw out USED water microfuge tubes. Return rest in their box. | | | | | | |
| | Item | Amount | Check In | Comments | Check Out | Comments | |
| | Instructions for pouring plates | 1 ea | | | | | |
| | Inoculating/spreading loops, sterile, packs of 10 | varies | | | | | |
| | CaCl ₂ , 50mM, sterile | varies | | | | | |
| | LB AGAR (or in special cardboard box) | varies | | | | | |
| | LB Broth | varies | | | | | |
| | Marking pens for color coding plates (black,red,green,blue) | 1 ea | | | | | |
| | Petri plates | varies | | | | | |

| BOX C REPLACEMENT SUPPLIES | | | | | |
|---|--------|----------|----------|-----------|----------|
| <input type="checkbox"/> Put all "REPLACEMENT SUPPLIES" sent from Cañada in their respective boxes. | | | | | |
| <input type="checkbox"/> DO NOT RETURN ANY biohazardous Waste- decontaminate and discard in plastic bags in school trash. | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| Petri plates (or in special cardboard box) | varies | | | | |
| Replacement supplies-for restocking APPROPRIATE BOXES | | | | | |

| BOX D STERILE RXN TUBES | | | | | |
|---|-----------|----------|----------|-----------|----------|
| <input type="checkbox"/> Indicate which are still sterile and therefore do not need to be autoclaved. | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| 0.5 ml microfuge tubes, STERILE (for Lab RE1) | 8 beakers | | | | |
| 1.5 ml microfuge tubes, STERILE (for class stocks and lab pGLO) | 4 beakers | | | | |

| BOX E NON STERILE TIPS | | | | | |
|---|----------|----------|----------|-----------|----------|
| <input type="checkbox"/> Be sure all boxes of YELLOW tips are filled and taped closed ON TWO SIDES. | | | | | |
| <input type="checkbox"/> Fill boxes of BLUE tips only if box is more than half empty. Tape closed on two sides. | | | | | |
| <input type="checkbox"/> Indicate which boxes are still sterile and therefore do not need to be autoclaved. | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| lab tape | 1 roll | | | | |
| Pipet tips, blue, NON STERILE | 10 boxes | | | | |
| Pipet tips, yellow, NON STERILE | 20 boxes | | | | |

| BOX F STERILE TIPS (pGLO only) | | | | | |
|---|----------|----------|----------|-----------|----------|
| <input type="checkbox"/> Be sure all boxes of YELLOW tips are filled and taped closed ON TWO SIDES. | | | | | |
| <input type="checkbox"/> Indicate which boxes are still sterile and therefore do not need to be autoclaved. | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| Autoclave tape | 1 roll | | | | |
| Pipet Tips, blue, sterile | 8 boxes | | | | |
| Pipet tips, yellow, sterile | 20 boxes | | | | |

Gene Connection Kit Inventory Kit # _____

| BOX 1 TEACHER RESOURCES | | | | | | |
|--------------------------------|---|---------------|-----------------|-----------------|------------------|-----------------|
| | Item | Amount | Check In | Comments | Check Out | Comments |
| | Teacher mini box with: | 1 ea | | | | |
| | Calculator | 1 ea | | | | |
| | P-20 micropipettor: teacher use only | 1 ea | | | | |
| | P-200 micropipettor: teacher use only | 1 ea | | | | |
| | P-1000 micropipettor: teacher use only | 1 ea | | | | |
| | Marking Pen, fine tip: teacher use only | 1 ea | | | | |
| | Small and/or Spare Parts | 1 bag | | | | |
| | Combs, 6-well | 3 ea | | | | |
| | Fuses for power supplies | 6 ea | | | | |
| | Gates for casting trays | 2 ea | | | | |
| | Screws & washers for casting trays | 4 ea | | | | |
| | Hanging file holder with: | 1 ea | | | | |
| | Safety Handbook binder | 1 ea | | | | |
| | Inventory sheets binder | 1 ea | | | | |
| | "DNA Science" Reference Text | 1 ea | | | | |
| | "Careers in Biotechnology" Reference Text | 1 ea | | | | |
| | Equipment instructions | 1 ea | | | | |
| | Repair forms | some | | | | |
| | Videos (combined on one tape or on separate tapes) | | | | | |
| | "Anastasia" | 1 ea | | | | |
| | "Genes by Design" | 1 ea | | | | |
| | "Human Genome Project" | 1 ea | | | | |
| | "Murder, Rape and DNA" | 1 ea | | | | |
| | "Race for the Double Helix" | 1 ea | | | | |
| | DVDs and CDs | | | | | |
| | "Murder, Rape and DNA" | 1 ea | | | | |
| | "DNA Interactive" | 1 ea | | | | |
| | "CD01-CD05" | 1 ea | | | | |

| BOX 2 INSTRUCTIONAL RESOURCES | | | | | | |
|--------------------------------------|--|---------------|-----------------|-----------------|------------------|-----------------|
| | Item | Amount | Check In | Comments | Check Out | Comments |
| | DNA 3-D model | 1 ea | | | | |
| | Manipulatives | | | | | |
| | pipetting (turkey baster) | 1 ea | | | | |
| | Pop Tubes, Student use (for DNA vocabulary review) | 72 ea | | | | |
| | Pop Tubes, Teacher use | 12 ea | | | | |
| | Instruction Signs for Classroom Display | 1 notebook | | | | |
| | Pipetting instructions | 2 sets | | | | |
| | Fingerprint Lab station signs | 2 sets | | | | |
| | Student Guides for Labs: | 1 notebook | | | | |
| | A/B: Micropipets/Power Supplies | 20 ea | | | | |
| | A/B/C: Micropipets/Power Supplies/Trays | 20 ea | | | | |
| | Comics, Micropipetting | 20 ea | | | | |

| BOX 3 DNA SPOOLING | | | | | | |
|---------------------------|--|---------------|-----------------|-----------------|------------------|-----------------|
| <input type="checkbox"/> | Be sure all spooling and ethanol tubes are rinsed, dried and packed 20/bag. | | | | | |
| | Item | Amount | Check In | Comments | Check Out | Comments |
| | Alcohol (1 Liter, packed in absorbent material) | 1 bottle | | | | |
| | 15 mL tubes for measuring EtOH | 20/bag | | | | |
| | 15 mL tubes for spooling DNA | 20/bag | | | | |
| | Cheesecloth | 1 pkg | | | | |
| | NaCl (5M), in dropper bottles | 20/tray | | | | |
| | NaCl (5M), extra stock (also for making 1M NaCl) | 1 bottle | | | | |
| | Sand | 1 bottle | | | | |
| | Soap, Liquid Detergent | 1 bottle | | | | |
| | Stirring rods, glass - for spooling DNA | 24 ea | | | | |
| | TE, for resolubilizing DNA, STERILE, @ 100 mL/btl | 1 bottle | | | | |

| BOX 4 LAB SOLUTIONS | | | | | | |
|----------------------------|---|------------|----------|----------|-----------|----------|
| <input type="checkbox"/> | Refill tubes with appropriate solutions as needed from stocks in Box 14. Use sterile technique. | | | | | |
| <input type="checkbox"/> | Rinse and air dry the 15-mL "buffer" tubes and plastic Pasteur pipets; pack 20/bag. | | | | | |
| <input type="checkbox"/> | PACKING DIAGRAM - please pack accordingly | | | | | |
| | Item | Amount | Check In | Comments | Check Out | Comments |
| | Amphyl disinfectant, diluted 1:200 | 12 bottles | | | | |
| | Colored glycerol solution (Lab A ext.) | 24/box | | | | |
| | Dyes for electrophoresis (Lab C-2; 5 neg. dyes) | 1 long box | | | | |
| | Dyes for electrophoresis (Lab C-3; 10 assorted dyes) | 1 long box | | | | |
| | Loading dye (for Labs C, RE1, ALU, etc.) | 24/box | | | | |
| | NaCl (1M), in 15-mL/tubes (for Lab B) | 20/rack | | | | |
| | Phenol red (for Lab B) | 24/box | | | | |
| | Plastic Pasteur pipets (for Lab B - NaCl) | 20/bag | | | | |
| | Plastic Pasteur pipets (for Lab B - phenol red) | 20/bag | | | | |
| | Solution I - IV (4 colors for Lab A) | 24 /box | | | | |
| | Solution V, 15-mL/tube (for Lab A2?) | 20/rack | | | | |
| | Tubes, 15-mL (marked BUFFER for use with Lab B) | 20/bag | | | | |
| | Waxed paper (for Lab A ext.) | 1 box | | | | |
| | Water, sterile microtubes (for RE1, pGLO, etc.) Replace any missing tubes using sterile tubes from Box D and sterile water from Box 14 | 24 tubes | | | | |

| BOX 5 AGAROSE | | | | | | |
|--------------------------|---|-----------|----------|----------|-----------|----------|
| <input type="checkbox"/> | REFILL all 0.8% agarose bottles to 400 mL; be sure to use 1X TAE buffer! | | | | | |
| <input type="checkbox"/> | Return empty, near empty and/or duplicate stock bottles to Cañada in Box A. | | | | | |
| <input type="checkbox"/> | If there is less than ~200mL of 50X TAE electrophoresis buffer remaining for the next school, CALL GENE CONNECTION IMMEDIATELY at (650)306-3249. | | | | | |
| <input type="checkbox"/> | Indicate approximate fullness of bottles, ie. full, half-full, etc. | | | | | |
| | Item | Amount | Check In | Comments | Check Out | Comments |
| | Agarose (0.8%) in 1X TAE, @400 mL/btl | 8 bottles | | | | |
| | Agarose powder | 1 bottle | | | | |
| | TAE (50X) conc. electrophoresis buffer, @ 1 liter/btl | 2 bottles | | | | |

| BOX 6 RACKS | | | | | | |
|---|--------|----------|----------|-----------|----------|--|
| <input type="checkbox"/> Be sure racks are clean, dry and free of writing, drawings and tape. | | | | | | |
| <input type="checkbox"/> Carefully remove marks with acetone. | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Racks for 1.5 ml reaction tubes, colored | 4 ea | | | | | |
| Racks for 1.5 ml reaction tubes, white | 20 ea | | | | | |
| Racks, peg, white, for small tubes | 20 ea | | | | | |
| Racks, peg, white, for 15-ml tubes | 2 ea | | | | | |
| Racks, styrofoam, for 50-ml tubes | 2 ea | | | | | |

| BOX 7 MICROFUGES/TRAYS | | | | | | |
|--|--------|----------|----------|-----------|----------|--|
| <input type="checkbox"/> Clean inside and outside of microfuges. Remove screw and rotor to clean. | | | | | | |
| <input type="checkbox"/> Pack microfuges and power packs in the enclosed centrifuge box. | | | | | | |
| <input type="checkbox"/> Clean, dry and remove any extraneous marks and tape from green trays. | | | | | | |
| <input type="checkbox"/> Send any broken equipment to Cañada in Box A. Include a completed "Repair" form from Box 1. | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Green adapter tubes for use with 6-hole rotor with 0.5 mL tubes and 0.2 mL PCR tubes) (use | 20/bag | | | | | |
| Microcentrifuge, small, 6 hole rotor | 2 ea | | | | | |
| Power pack for microcentrifuge | 2 ea | | | | | |
| Rotors, 12-hole for 0.5 mL tubes | 2 ea | | | | | |
| Trays, green, for two teams to share | 10 ea | | | | | |

| BOX 8 MICROPIPETS, UNSTERILE TIPS | | | | | | |
|---|----------|----------|----------|-----------|----------|--|
| <input type="checkbox"/> Return any broken micropipet to Cañada in Box A. Include a "Repair" form from Box 1. | | | | | | |
| <input type="checkbox"/> Be sure all boxes are filled and taped on opposite sides using lableing tape. | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Micropipet, P-20, in box | 20 ea | | | | | |
| Micropipet, P-200, in box | 20 ea | | | | | |
| Micropipet, P-1000, in box (each dialed to 500 uL) | 20 ea | | | | | |
| Pipet tips, blue, nonsterile, for p1000 | 10 boxes | | | | | |
| Pipet tips, yellow, nonsterile, for p20 and p200 | 20 boxes | | | | | |

| BOX 9 BEAKERS/CUPS | | | | | | |
|---|---------|----------|----------|-----------|----------|--|
| <input type="checkbox"/> Be sure beakers are clean, dry and free of writing, drawings and tape. | | | | | | |
| <input type="checkbox"/> Carefully remove marks with acetone. | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Beakers, plastic, 400 ml | 40 ea | | | | | |
| Beakers, plastic, 1000 ml | 20 ea | | | | | |
| Cups, styrofoam, 40 regular cups and 40 with 'hole' | 1 pkg | | | | | |
| Rubber mallet (for crushing ice) | 1 ea | | | | | |
| BOX 10A EXTRA TIPS | | | | | | |
| <input type="checkbox"/> Indicate approximate fullness of bags, ie. full, half-full, etc. | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Pipet tips, blue, nonsterile | 1 bag | | | | | |
| Pipet tips, yellow, nonsterile | 15 bags | | | | | |
| BOX 10B EXTRA Reaction Tubes | | | | | | |
| <input type="checkbox"/> Indicate approximate fullness of bags, ie. full, half-full, etc. | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Reaction tubes, 0.5 ml, nonsterile (for Lab A & RE1) Return bag to Cañada for refilling | 4 bags | | | | | |
| Reaction tubes, 1.5 ml, nonsterile, assorted colors Return bag to Cañada for refilling | 2 bags | | | | | |

| BOX 11 MISCELLANEOUS | | | | | | |
|---|------------------------------------|---------|----------|----------|-----------|----------|
| <input type="checkbox"/> Count ALL ITEMS, even if you didn't use them. | | | | | | |
| | Item | Amount | Check In | Comments | Check Out | Comments |
| | Aluminum foil | 1 roll | | | | |
| | Collander | 1 ea | | | | |
| | Extension cord, 3-prong | 1 ea | | | | |
| | Pens, permanent ink markers, black | 24 ea | | | | |
| | Power strip with surge protector | 1 ea | | | | |
| | Rubber bands | 1 bag | | | | |
| | Tape dispenser & tape for labeling | 1 ea | | | | |
| | Tape (extra), labeling | several | | | | |
| | Thermometers (extra) | 2 ea | | | | |

| BOX 12 STAINING (wear gloves!) | | | | | | |
|---|---|--------------|----------|----------|-----------|----------|
| <input type="checkbox"/> Rinse and dry all items that were used. | | | | | | |
| <input type="checkbox"/> Stack plastic containers used with Ethidium Bromide in two stacks without tops. | | | | | | |
| <input type="checkbox"/> Make two stacks of tops and secure with rubber bands. | | | | | | |
| <input type="checkbox"/> Place 4 goggles in a large Ziploc bag. | | | | | | |
| <input type="checkbox"/> Indicate approximate fullness of items, ie. full, half-full, etc. | | | | | | |
| | Item | Amount | Check In | Comments | Check Out | Comments |
| | Alcohol swabs to disinfect goggles before use | 1 box | | | | |
| | Baggies, Ziploc, small | 2 boxes | | | | |
| | Baggies, Ziploc, large | 1 box | | | | |
| | Ethidium Bromide Safety instructions | 1 ea | | | | |
| | Funnel for Ethidium bromide | 1 ea | | | | |
| | Gloves (Small) | 1 box | | | | |
| | Gloves (Medium) | 1 box | | | | |
| | Gloves (Large) | 1 box | | | | |
| | Goggles | 4 pr | | | | |
| | Spatulas | 4 ea | | | | |
| | Staining/rinse dishes w/ tops | 18 ea | | | | |
| | Weigh boats (8 reusable sets, by period) | 8 sets of 20 | | | | |
| | Weigh boats, extra | 1" stack | | | | |

| BOX 13 UV LIGHT BOXES | | | | | |
|--|--|----------|----------|-----------|----------|
| <input type="checkbox"/> | Carefully wipe UV light boxes with a damp paper towel. | | | | |
| <input type="checkbox"/> | Disconnect cords, coil and place in marked baggie. Do NOT pack cords with Minivisionary! | | | | |
| <input type="checkbox"/> | Wrap both UV light boxes in bubble wrap. | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| UV Light Transilluminator (in bubble wrap) | 2 ea | | | | |
| Power cords for UV Transilluminators | 2 ea | | | | |

| BOX 14 STOCK SOLUTIONS | | | | | |
|--|---|----------|----------|-----------|----------|
| <input type="checkbox"/> | Return empty, near empty and/or duplicate stock bottles to Cañada in Box A. | | | | |
| <input type="checkbox"/> | Indicate approximate fullness of bottles, ie. full, half-full, etc. | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| Amphyl disinfectant (200X concentrate), @500mL | 1 bottle | | | | |
| Colored glycerol solution (green), extra stock @ 100 mL/btl | 1 bottle | | | | |
| Dyes for electrophoresis, C-2, extra stock | 1 mL ea | | | | |
| Dyes for electrophoresis, Lab C-3, extra stock | 1 mL ea | | | | |
| Loading dye, extra stock @ 100 mL/btl | 1 bottle | | | | |
| NaCl stock, 1 M, @ 1L/bottle Use 5M NaCl from Box 3 to follow recipe and refill | 1 bottle | | | | |
| Phenol red, extra stock @ 100 mL/btl | 1 bottle | | | | |
| Stock bottles of Solution I - V | 100 mL ea | | | | |
| Water, STERILE, @ 100 mL/btl | 1 bottle | | | | |

| BOX 15 PIPETS/LARGE TUBES | | | | | |
|--|--------|----------|----------|-----------|----------|
| Item | Amount | Check In | Comments | Check Out | Comments |
| Centrifuge tubes, 15 mL w/screw caps (non sterile) | 3 bags | | | | |
| Centrifuge tubes, 50 mL w/screw caps (non sterile) | 2 bags | | | | |
| Pipets, plastic Pasteur Pipets, 1 mL | 1 bag | | | | |
| Pipet pumps, blue (for 1-2 mL pipets) | 2 ea | | | | |
| Pipets pumps, red (for 5-25 mL pipets) | 2 ea | | | | |
| Pipets, serological, 1 mL, sterile | 1 bag | | | | |
| Pipets, serological, 5 mL, sterile | 1 bag | | | | |
| Pipets, serological, 10 mL, sterile | 1 bag | | | | |
| Pipets, serological, 25 mL, sterile | 1 bag | | | | |

| BOX 16 WATER CARBOYS | | | | | | |
|---|--------|----------|----------|-----------|----------|--|
| <input type="checkbox"/> Rinse out carboys and pitcher. | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Carboys, 10 L for distilled water | 2 ea | | | | | |
| Pitcher, plastic, 2 L | 1 ea | | | | | |

| BOX 17 TAE BUFFER CARBOYS | | | | | | |
|---|--------|----------|----------|-----------|----------|--|
| <input type="checkbox"/> Rinse out carboys and cylinder | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Carboys, 10 L for 1X TAE electrophoresis buffer | 2 ea | | | | | |
| Graduated cylinder, 2 L | 1 ea | | | | | |

| BOX 18 GEL BOXES/POWER SUPPLIES | | | | | | |
|---|--------|----------|----------|-----------|----------|--|
| POWER SUPPLIES #1-5; GEL BOXES #1-10 | | | | | | |
| <input type="checkbox"/> 1. Rinse all trays and gel boxes. Dry outside of boxes with paper towels. Do not use towels on the inside of gel box. AIR DRY ONLY so you won't damage platinum wires. | | | | | | |
| <input type="checkbox"/> 2. Place a casting tray (gates secured down) and 6-well comb in each of their labeled bags. | | | | | | |
| <input type="checkbox"/> 3. MATCH TOPS WITH CORRECT BOTTOMS (numbers on both the lid and the reservoir) | | | | | | |
| <input type="checkbox"/> 4. Place gel boxes w/trays in large Ziploc bags, red lead up. | | | | | | |
| <input type="checkbox"/> 5. Pack EXACTLY as diagrammed on Packing Guide in box. (Best fit and most protection...) | | | | | | |
| <input type="checkbox"/> 6. Send broken gel box, tray or power supply to Cañada in Box A with a completed "Repair" form. | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Casting trays | 10 ea | | | | | |
| Combs, 6-tooth | 10 ea | | | | | |
| Gel boxes, in protective bags | 10 ea | | | | | |
| Power supplies | 5 ea | | | | | |
| Power supply cords (either attached or coil loosely and place in appropriate bag) | 5 ea | | | | | |
| Packing Diagram | 1 ea | | | | | |

| BOX 19 GEL BOXES/POWER SUPPLIES | | | | | |
|---|--------|----------|----------|-----------|----------|
| <input type="checkbox"/> POWER SUPPLIES #6-10: Wipe clean and include power cords. | | | | | |
| <input type="checkbox"/> GEL BOXES #11-20: Be sure to MATCH LID # with APPROPRIATE BOTTOM #!!! VERY IMPORTANT | | | | | |
| <input type="checkbox"/> 1. Rinse all trays and gel boxes. Dry outside of boxes with paper towels. Do not use towels on the inside of gel box. AIR DRY ONLY so you won't damage platinum wires. | | | | | |
| <input type="checkbox"/> 2. Place a casting tray (gates secured down) and 6-well comb in each of their labeled bags. | | | | | |
| <input type="checkbox"/> 3. MATCH TOPS WITH CORRECT BOTTOMS (numbers on both the lid and the reservoir) | | | | | |
| <input type="checkbox"/> 4. Place gel boxes w/trays in large Ziploc bags, red lead up. | | | | | |
| <input type="checkbox"/> 5. Pack EXACTLY as diagramed on Packing Guide in box. (Best fit and most protection...) | | | | | |
| <input type="checkbox"/> 6. Send broken gel box or tray to Cañada in BoxA. Include a completed "Repair" form. | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| Casting trays | 9 ea | | | | |
| Combs, 6-tooth | 9 ea | | | | |
| Gel boxes, in protective bags | 9 ea | | | | |
| Power supplies | 5 ea | | | | |
| Power supply cords (either attached or coil loosely and place in appropriate bag) | 5 ea | | | | |
| Packing Diagram | 1 ea | | | | |

| BOX 20 WATER BATHS | | | | | |
|--|--------|----------|----------|-----------|----------|
| <input type="checkbox"/> Rinse and dry water baths. | | | | | |
| <input type="checkbox"/> Pack thermometers in protective tubes. | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| Thermometer in protective tube | 2 ea | | | | |
| Water bath with cover | 2 ea | | | | |

| BOX 21 MICROWAVE | | | | | |
|--|--------|----------|----------|-----------|----------|
| <input type="checkbox"/> THOROUGHLY CLEAN the inside and outside of microwave. Remember the inside ceiling! | | | | | |
| <input type="checkbox"/> Thoroughly clean glass microwave tray if your kit has one. | | | | | |
| <input type="checkbox"/> Wrap and place tray in microwave for shipping. | | | | | |
| <input type="checkbox"/> Be sure oven is cushioned on all four sides with bubble wrap or foam (no newspaper). | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| Hot hands | 3 ea | | | | |
| Microwave oven | 1 ea | | | | |

| BOX 22 INCUBATOR | | | | | |
|---|--------|----------|----------|-----------|----------|
| <input type="checkbox"/> Wipe down inside and outside of incubator with a damp cloth and lysol. | | | | | |
| <input type="checkbox"/> Tape the thermometer in protective tube onto a shelf. | | | | | |
| <input type="checkbox"/> Cushion the incubator with bubble wrap or foam. | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| Incubator with 2 shelves | 1 ea | | | | |
| Thermometer in protective tube, taped into incubator | 1 ea | | | | |

| BOX 23 INCUBATOR | | | | | |
|---|--------|----------|----------|-----------|----------|
| <input type="checkbox"/> Wipe down inside and outside of incubator with a damp cloth. | | | | | |
| <input type="checkbox"/> Tape the thermometer in protective tube onto a shelf. | | | | | |
| <input type="checkbox"/> Cushion the incubator with bubble wrap or foam. | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments |
| Incubator with 2 shelves | 1 ea | | | | |
| Thermometer in protective tube, taped into incubator | 1 ea | | | | |

| BOX MV: MiniVisionary System | | | | | | |
|---|---------|----------|----------|-----------|----------|--|
| PACK BOX AS SKETCHED IN DRAWING! | | | | | | |
| <input type="checkbox"/> Group cables and power cords in separate bags; configure as large coils-see bags. | | | | | | |
| <input type="checkbox"/> BE SURE TO PACK THE UV TRANSILLUMINATORS AND THEIR TWO POWER CORDS IN BOX 16! | | | | | | |
| <input type="checkbox"/> Check back of your TV for any of our adaptors... | | | | | | |
| <input type="checkbox"/> Indicate status of thermal paper supply. | | | | | | |
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Cables | 4 ea | | | | | |
| Camera w/attached hood & filter & 2 cables | 1 ea | | | | | |
| Imager unit (square box) | 1 ea | | | | | |
| Instruction Manual | 1 ea | | | | | |
| Mini Visionary Controller (triangular box) | 1 ea | | | | | |
| Printer | 1 ea | | | | | |
| Power cords | 3 ea | | | | | |
| Surge protector/w multiple outlets | 1 ea | | | | | |
| Thermal paper, extra rolls | 2 rolls | | | | | |
| TV/VCR connectors, in storage tubes | 2 ea | | | | | |

| BOX TC Tech Corner | | | | | | |
|---------------------------|--------|----------|----------|-----------|----------|--|
| Item | Amount | Check In | Comments | Check Out | Comments | |
| Printer | 1 ea | | | | | |
| Teacher iBook | 1 ea | | | | | |
| Padded case for iBook | 1 ea | | | | | |
| Accessory Bag: | | | | | | |
| Adapter for LCD Projector | 1 ea | | | | | |
| Ethernet Cable | 1 ea | | | | | |
| Power cord- iBook | 1 ea | | | | | |
| Power cord- Printer | 1 ea | | | | | |
| USB cable | 1 ea | | | | | |
| Power surge protector | 1 ea | | | | | |