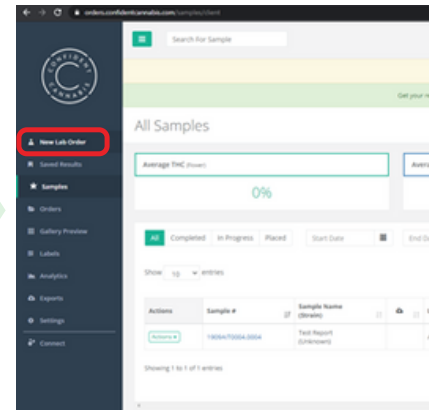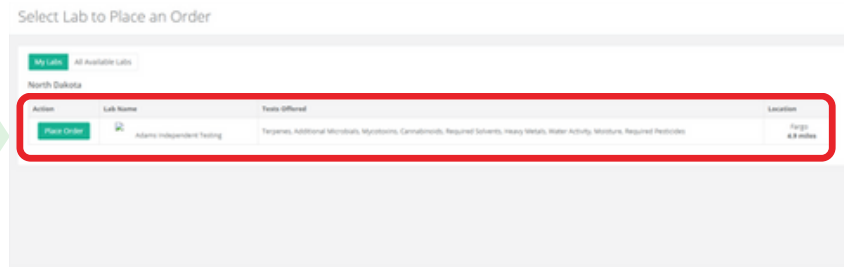# How to submit test requests through ConfidentLIMS
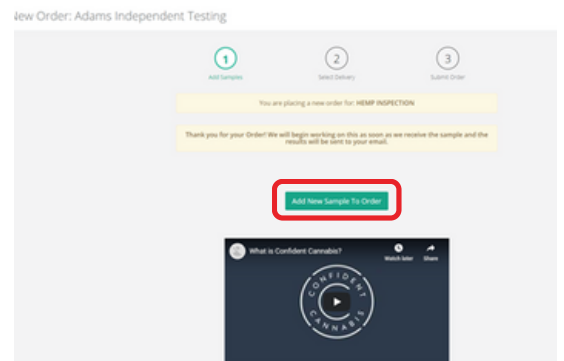
Log into Confident LIMS and select "**New Lab Order**"

Click on "**Place Order**" next to Adams Independent Testing

Click "**Add New Sample to Order**"

Fill out the required/applicable boxes for your sample and select the tests you want to have done. If submitting only one sample, Click 'Save & Close.'

If submitting multiple samples, click 'Save & Add Another' and continue to enter multiple samples.

See page 3 for how to ensure your potency is reported as mg per container and test potency before any other requested tests.

If everything looks correct click '**Continue**'

Select **Drop Off at Adams Independent Testing**. Even if you are shipping samples, this is where the mail carrier will drop off your samples. Click **'Continue'**

Click "**Submit Order**"

If you're shipping your samples include the

Chain of Title and Affirmation with your sample. Don't forget to

document your **tracking number**. You can always email the tracking

number to us to!

How to ensure your test results are converted to mg per serving.

Individual serving size →

Number of servings in the container →

Unit description (mL, grams, etc.) →

Beverages
Things you need to know
1. Weight of ONE serving in mL
2. How many servings are in the container

Other Ingestilble Products (gummies, cookies, candy)
Things you need to know
1. Weight of ONE serving
2. How many servings are in the container

How to request that potency is tested before any other tests

In ConfidentLIMS there are a few different options for potency testing.

Cannabinoid/Potency FIRST is the option you will want to select if you want potency tested before anything else!
It is the responsibility of the customer to select what other tests they would like to run if the potency results are within their desired range. It is also the customer's responsibility to notify our team, after the potency results are received, to move forward with the additional tests listed in the online order.

Cannabinoid/Potency ASAP should only be used if you need the potency results before any other tests are completed. This does not expedite the potency testing process.