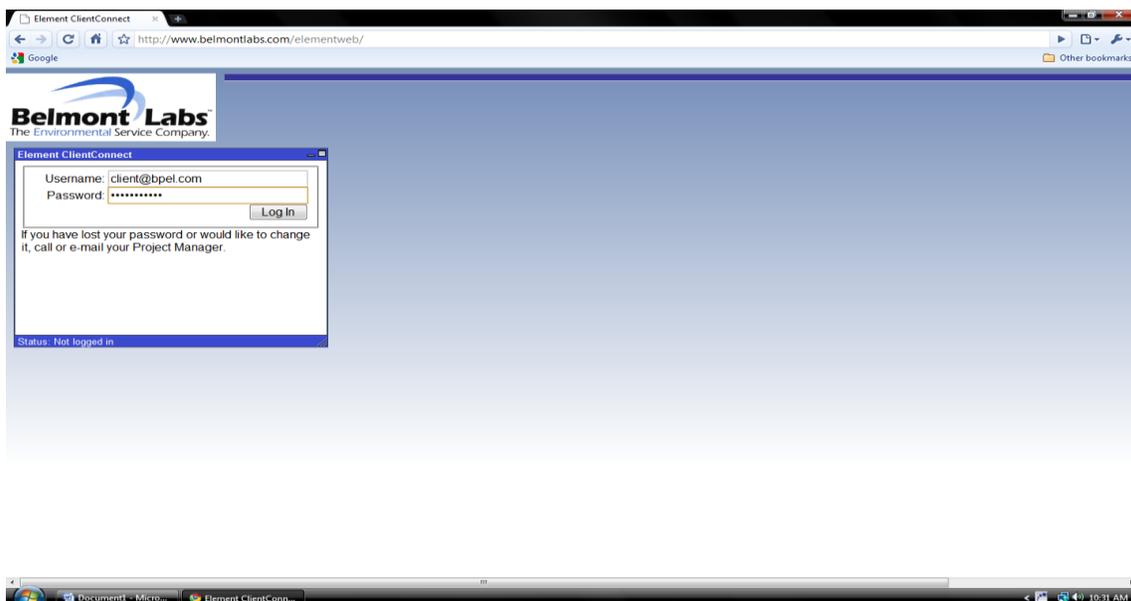


Instructions for Accessing Data Using Client Connect

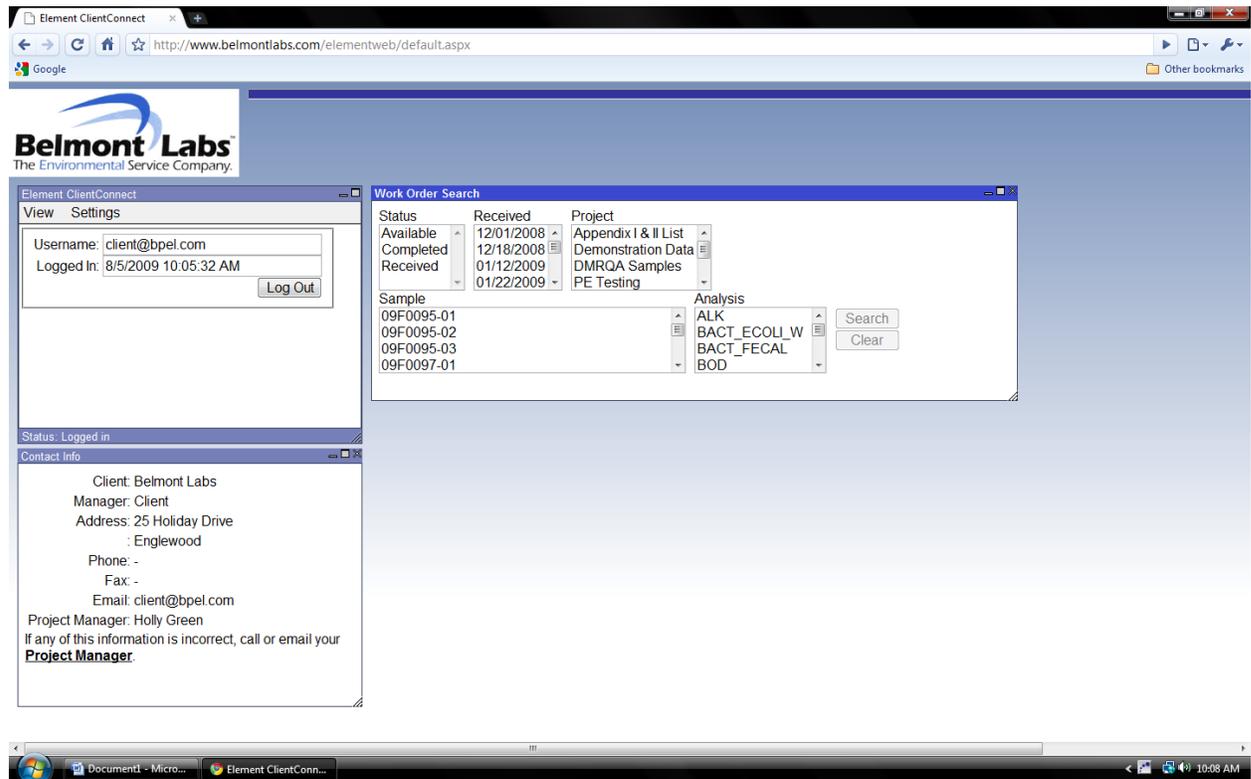
1. First contact your project manager to ensure that a login name and password has been assigned to you. If you do not have an assigned project manager, please call 1-800-723-5227 for assistance.
2. Navigate to the following URL: <http://www.belmontlabs.com>, and click on the 'Click Here To Log In' button.



3. Log into the website using the username and password provided by your project manager.



- Once logged in you will see the following screen giving you various search options for retrieving new or archived data.



- You have the option to search for data by status, date received at the lab, project ID, sample ID, specific analysis, or any combination of these options. If you select an option that you do not want, simply click the “Clear” button to start over. Once you have your search options selected click the “Search” button.
- Once your results have been retrieved you will see the following screen which gives you three options for viewing information regarding your data. These options are “info”, “results”, and “final (pdf)”. Please note that the “results” and “final (pdf)” options are not available until after the work order has been completed. Work orders that are incomplete will only display the “info” option.
 - The “info” option displays contact information, provided site information, sample statuses, and other client related information.
 - The “results” option (when available) displays the final results for the selected set of samples and/or work orders.
 - The “final (pdf)” option (when available) is a link that begins an automatic download of the final report in pdf form to your desktop.

Belmont Labs
The Environmental Service Company.

Element ClientConnect
View Settings
Username: client@bpel.com
Logged In: 8/5/2009 10:05:32 AM
Log Out

Status: Logged in

Contact Info
Client: Belmont Labs
Manager: Client
Address: 25 Holiday Drive
Englewood
Phone: -
Fax: -
Email: client@bpel.com
Project Manager: Holly Green
If any of this information is incorrect, call or email your **Project Manager**.

Work Order Search
Last search found 3 matches
Status: Received
Project: Appendix I & II List
Available: 06/09/2009
Completed: 07/01/2009
Received: 07/06/2009
Analysis: Demonstration Data
DMRQA Samples
PE Testing
Sample: 09F0095-01
09F0095-02
09F0095-03
Analysis: ALK
BACT_ECOLI_W
BACT_FECAL
BOD
Search
Clear

Work Order List
Info Style: Base
Results Style: Base
Sample History
09G0387 [Info](#) [Results](#) [Final \(pdf\)](#)
09G0386 [Info](#)
09G0385 [Info](#)

7. When finished simply click the “log out” button.
8. If you have any questions or problems accessing any of the features above do not hesitate to call us at 1-800-723-5227.