

Quick-Start Guide

Ingenuity[®] Admin Tool (IAT)

The Ingenuity Admin Tool (IAT) is designed to streamline Groups management and to allow customers to self-administer their Group's membership.

Access to IAT

If you don't have access to the IAT, please contact Customer Support and request that you be assigned as the Administrator for your Ingenuity Variant Analysis license. Once you're an administrator, you should now have access to the IAT portal (<https://apps.ingenuity.com/iat>).



Make sure you contact Customer Support (support-ingenuity@qiagen.com) to become an administrator of your license and to get access to the Ingenuity Access Tool (IAT)

Once you are an admin and have access to the IAT, simply point to the IAT portal URL (<https://apps.ingenuity.com/iat>) using a modern browser that supports HTML5.

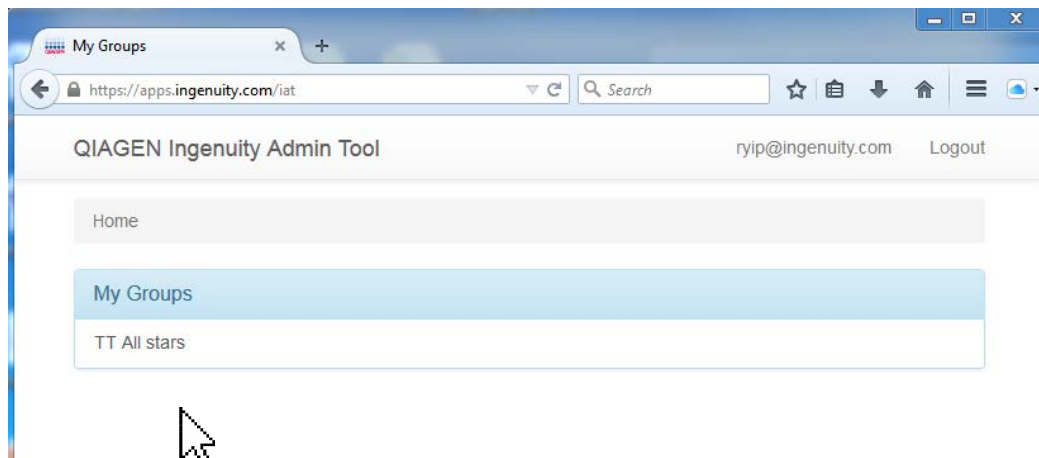


Figure 1. Accessing Ingenuity Admin Tool (IAT).

Managing Users

QIAGEN Ingenuity Admin Tool **Users** Samples Licenses ryp@ingenuity.com Logout

Home / TT All stars / Users

Manage **2**

Search Users Create Account

Search and add existing accounts to the group.

User account email address or addresses

Search

Administrators **1**

| Username | Name |
|--------------------|------------|
| ryip@ingenuity.com | Rupert Yip |
| slin@ingenuity.com | Steven Lin |

Users **3**

Show 10 entries **4** Remove From Group

Search Username Search Name Search Active Search Inactive

| <input type="checkbox"/> | Username | Name | Active Samples | Inactive Samples |
|-------------------------------------|---------------------------|-----------------|----------------|------------------|
| <input checked="" type="checkbox"/> | jedvardsson@ingenuity.com | Jens Edvardsson | 1 | 0 |
| <input type="checkbox"/> | jgreen@ingenuity.com | Jeff Green | 16 | 0 |
| <input type="checkbox"/> | ryip@ingenuity.com | Rupert Yip | 10 | 0 |
| <input type="checkbox"/> | sitest116@ingenuity.com | Susan Trinh | 2 | 0 |

Showing 1 to 4 of 4 entries

Previous 1 Next

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Administrators **1**

This is a list of Group administrators. This list is managed by Customer Support. If you wish to add/remove names from this list, you must contact Customer Support. Administrators need not be Ingenuity Variant Analysis users.

Manage **2**

Add existing Ingenuity Variant Analysis users to your Group

The Manage section allows you to add members to your Group. You can search and add existing Ingenuity Variant Analysis users to your Group by using the Search Users tab. When you add new members to your Group, the system will display the number of unique samples the new members will be bringing into the plan. You can also choose which individuals you want to admit into your Group.

Add Users To Group

Select the users that will be added to the group **TT All stars**

Show entries

| <input type="checkbox"/> | Username | Name |
|-------------------------------------|----------------------|------------|
| <input checked="" type="checkbox"/> | jgreen@ingenuity.com | Jeff Green |
| <input checked="" type="checkbox"/> | ryip@ingenuity.com | Rupert Yip |

Showing 1 to 2 of 2 entries Previous 1 Next

Subscription plan usage: ■ Samples already in plan ■ Samples to be added to plan

3 25 100

Cancel Save Changes



Make sure the user you want to add already exists in the Ingenuity Variant Analysis system. That means they must already have an Ingenuity Variant Analysis account before you can add them to your Group. If they don't exist within the Ingenuity system, you can create the user using Create Account.

Creating new Ingenuity Variant Analysis users to your Group

For prospective members who do not already have an Ingenuity Variant Analysis account you can add them to your Group by selecting the Create Account tab. Simply enter their email address, first name, and last name then click Create.

QIAGEN Ingenuity Admin Tool | Users | Samples | Licenses | ryip@ingenuity.com | Logout

Home / TT All stars / Users

Manage

[Search Users](#) | [Create Account](#)

The new account was successfully created and added to the group. ✕

Create new account and add it to the group.

Email Address

First Name

Last Name

[Create](#) [Reset](#)

Administrators

| Username | Name |
|--------------------|------------|
| ryip@ingenuity.com | Rupert Yip |
| slin@ingenuity.com | Steven Lin |

Users

Show entries

| | <input type="text" value="Search Username"/> | <input type="text" value="Search Name"/> | <input type="text" value="Search Active"/> | <input type="text" value="Search Inactive"/> |
|--------------------------|--|--|--|--|
| <input type="checkbox"/> | Username | Name | Active Samples | Inactive Samples |
| <input type="checkbox"/> | jedvardsson@ingenuity.com | Jens Edvardsson | 1 | 0 |
| <input type="checkbox"/> | jgreen@ingenuity.com | Jeff Green | 16 | 0 |
| <input type="checkbox"/> | rupert.yip@qiagen.com | Rupert Yip | 0 | 0 |
| <input type="checkbox"/> | ryip@ingenuity.com | Rupert Yip | 10 | 0 |
| <input type="checkbox"/> | sitest16@ingenuity.com | Susan Trinh | 2 | 0 |

Showing 1 to 5 of 5 entries

[Previous](#) [1](#) [Next](#)

Users 3

This table shows all the members of the Group, and may be sorted by username or actual names. There's also a feature to allow searching by typing in a portion of the username or actual name. This table also shows how many unique active and inactive samples each user possesses. Additionally, you can change the number of rows displayed by selecting "show the number of entries" from the dropdown in the top left portion of the user's window.

The screenshot shows the 'Users' interface. At the top left, there is a 'Show 10 entries' dropdown. Below this are four search input fields: 'Search Username', 'Search Name', 'Search Active', and 'Search Inactive'. The main table has four columns: 'Username', 'Name', 'Active Samples', and 'Inactive Samples'. Each row has a checkbox on the left. The first row is highlighted in blue. Below the table, it says 'Showing 1 to 4 of 4 entries' and 'Previous 1 Next'.

| <input type="checkbox"/> | Username | Name | Active Samples | Inactive Samples |
|-------------------------------------|---------------------------|-----------------|----------------|------------------|
| <input checked="" type="checkbox"/> | jedvardsson@ingenuity.com | Jens Edvardsson | 1 | 0 |
| <input type="checkbox"/> | jgreen@ingenuity.com | Jeff Green | 16 | 0 |
| <input type="checkbox"/> | ryip@ingenuity.com | Rupert Yip | 10 | 0 |
| <input type="checkbox"/> | sitest16@ingenuity.com | Susan Trinh | 2 | 0 |

Remove From Group 4

The screenshot shows the 'Users' interface. At the top right, there is a 'Remove From Group' button. The table is the same as in the previous screenshot, but the first row is highlighted in blue, and the checkbox next to it is checked. Below the table, it says 'Showing 1 to 4 of 4 entries' and 'Previous 1 Next'.

| <input checked="" type="checkbox"/> | Username | Name | Active Samples | Inactive Samples |
|-------------------------------------|---------------------------|-----------------|----------------|------------------|
| <input checked="" type="checkbox"/> | jedvardsson@ingenuity.com | Jens Edvardsson | 1 | 0 |
| <input type="checkbox"/> | jgreen@ingenuity.com | Jeff Green | 16 | 0 |
| <input type="checkbox"/> | ryip@ingenuity.com | Rupert Yip | 10 | 0 |
| <input type="checkbox"/> | sitest16@ingenuity.com | Susan Trinh | 2 | 0 |

To remove users from your Group, first check the box to the left of the member(s) you wish to remove and then click on the "Remove From Group" button.

Managing Samples

QIAGEN Ingenuity Admin Tool Users **Samples** Licenses ryp@ingenuity.com Logout

Home / TT All stars / Samples

Subscription Plan Details 1

License ID: 397330
License Name: IVA Subscription Plan 100
Expiration Date: Jan 16 2016
Start Date: Jan 16 2015
Plan Limit: 100
Plan Usage: 29

29 / 100

Samples 2

Show entries [CSV Export](#)

| Search Sample ID | Search Upload Date | Search Active State | Search Username | Search Name |
|------------------|--------------------|---------------------|----------------------|-------------|
| Sample ID | Sample Upload Date | Sample Active State | Username | Name |
| 1 | Jan 18 2012 | Yes | jgreen@ingenuity.com | Jeff Green |
| 2 | Jan 18 2012 | Yes | jgreen@ingenuity.com | Jeff Green |
| 3 | Jan 18 2012 | Yes | jgreen@ingenuity.com | Jeff Green |
| 4 | Jan 18 2012 | Yes | jgreen@ingenuity.com | Jeff Green |
| 74 | Jan 19 2012 | Yes | jgreen@ingenuity.com | Jeff Green |
| 367 | Feb 05 2012 | Yes | jgreen@ingenuity.com | Jeff Green |
| 369 | Feb 05 2012 | Yes | jgreen@ingenuity.com | Jeff Green |
| 370 | Feb 05 2012 | Yes | jgreen@ingenuity.com | Jeff Green |
| 372 | Feb 05 2012 | Yes | jgreen@ingenuity.com | Jeff Green |
| 373 | Feb 05 2012 | Yes | jgreen@ingenuity.com | Jeff Green |

Showing 1 to 10 of 29 entries

Previous **1** 2 3 Next

Subscription Plan Details 1

This panel contains details on your subscription plan. It tells you:

- License ID
- Subscription Plan (License Name)
- Expiration date of Plan
- Start date of Plan

- Current plan usage or capacity as indicated in the capacity bar

Samples 2

The samples table shows all unique samples within the plan. This table is sortable by clicking on the column headers. You can also search by typing in text in the search boxes above the column headers. Also you can export the entire table via CSV export for further analysis in Microsoft Excel.

Licenses

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[Home](#) / [TT All stars](#) / Licenses

Licenses

Show entries

| License ID | Application Name | Activation Date | End Date |
|------------|----------------------------|-----------------|-------------|
| 397330 | Ingenuity Variant Analysis | Jan 16 2015 | Jan 16 2016 |

Showing 1 to 1 of 1 entriesPrevious **1** Next

This section displays the current Ingenuity licenses you have with your Ingenuity Account. The table displays the application(s) you have access to, the license ID(s), as well as their activation and end dates.

For up-to-date licensing information and product-specific disclaimers, see the respective QIAGEN kit handbook or user manual. QIAGEN kit handbooks and user manuals are available at www.qiagen.com or can be requested from QIAGEN Technical Services or your local distributor.

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