



2024 IR-4 Training Webinar

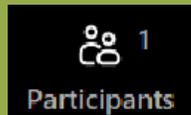
August 20, 2024

Please ensure your name displayed on Zoom is correct

- **This will be the name that goes onto your training certificate – if we cannot figure out who you are, we cannot create a certificate!**
- **If sharing a computer, please list any other attendee names in the chat.**

To update your display name in Zoom:

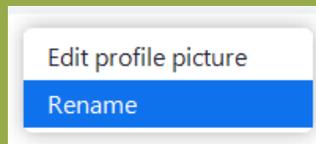
1. Click **Participants**.



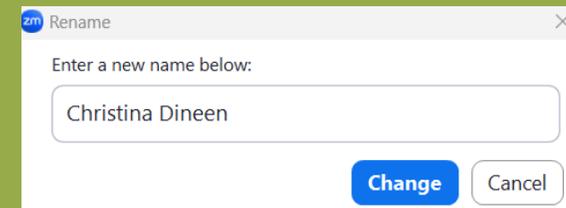
2. Hover mouse over your name, click three dots for more options.



3. Click **Rename**. A pop-up box will appear.



4. Enter display name in the pop-up box. Click **Change**.



Friendly Reminders

- Please type any questions in the chat to be addressed after presentations
- Please stay muted when you are not speaking
- This will be recorded and available on WR-IR4 Works page

Agenda

- **Completing Electronic FDB**
Philip Moore
- **Discussion: eFDB Processes**
Nathan Leach & Kari Arnold
- **Discussion: Comparing eFDB Hardware/Software**
Cole Smith
- **eFDB Setup Examples**
Kari Arnold
- **Sample Collection, Modifications & Shipment**
Robert Welker & Christina Dineen

How to complete an electronic FDB



Your Penultimate Lap

- You've collected and shipped the samples, now what?
- Ensure all (required) forms are completed and marked as complete
- Check that all required PDF documents have been properly uploaded
- E-mail your RFC, SD, and Philip that you are ready for a QC review
- Philip or another QC reviewer will respond with a list of suggested corrections to make



Ensure all forms are completed and marked as complete

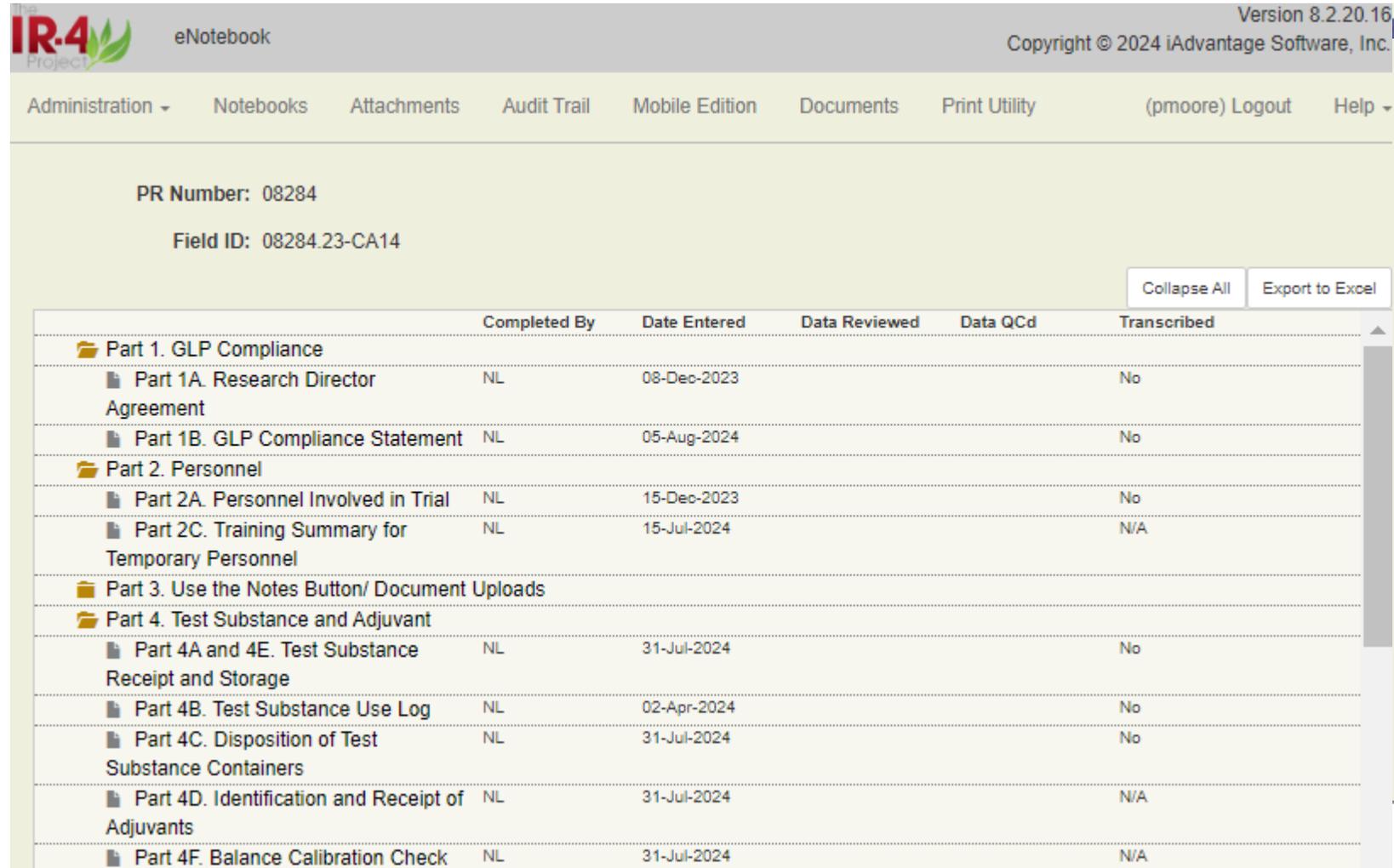
- Part 4A+4E: Min/Max T.S. storage temp
- Part 1B: GLP Compliance
- Mark all forms as complete
- Use the Expand All/Collapse All button
- Page icons- Form Data button

The screenshot displays a web-based form interface for an IR4. At the top, there are navigation buttons: 'Collapse Header', 'Save Data', 'Notes', 'Export to Excel', 'Form Data', and 'Contact Us'. The form title is 'IR4' and the section is 'Part 1A. Research Director Agreement'. Metadata includes 'PR Number: 08284', 'Field ID: 08284.23-CA14', and 'Folder: Part 1. GLP Compliance'. An 'Instructions' box contains text about reviewing the protocol. Below is a table with 5 rows of data.

		A
1	Enter today's date to acknowledge you have reviewed the protocol and agree to adhere to it during the conduct of this study.	10/20/2023
2	Estimated Field Databook Completion Date	08/15/2024
3	Estimated First Application Date	01/25/2024
4	Estimated First Sampling Date	04/25/2024
5	Estimated First Shipping Date	08/15/2024

Ensure all forms are completed and marked as complete

- Part 4A+4E: Min/Max T.S. storage temp
- Part 1B: GLP Compliance
- Mark all forms as complete
- Use the Expand All/ Collapse All button
- Page icons- Form Data button



The screenshot displays the IR-4 Project eNotebook interface. At the top, it shows the version (8.2.20.16) and copyright information (© 2024 iAdvantage Software, Inc.). The navigation menu includes Administration, Notebooks, Attachments, Audit Trail, Mobile Edition, Documents, Print Utility, (pmoore) Logout, and Help. The main content area shows the PR Number (08284) and Field ID (08284.23-CA14). Below this is a table with columns for Completed By, Date Entered, Data Reviewed, Data QCd, and Transcribed. The table lists various parts of the notebook, including GLP Compliance, Personnel, and Test Substance and Adjuvant sections.

	Completed By	Date Entered	Data Reviewed	Data QCd	Transcribed
Part 1. GLP Compliance					
Part 1A. Research Director Agreement	NL	08-Dec-2023			No
Part 1B. GLP Compliance Statement	NL	05-Aug-2024			No
Part 2. Personnel					
Part 2A. Personnel Involved in Trial	NL	15-Dec-2023			No
Part 2C. Training Summary for Temporary Personnel	NL	15-Jul-2024			N/A
Part 3. Use the Notes Button/ Document Uploads					
Part 4. Test Substance and Adjuvant					
Part 4A and 4E. Test Substance Receipt and Storage	NL	31-Jul-2024			No
Part 4B. Test Substance Use Log	NL	02-Apr-2024			No
Part 4C. Disposition of Test Substance Containers	NL	31-Jul-2024			No
Part 4D. Identification and Receipt of Adjuvants	NL	31-Jul-2024			N/A
Part 4F. Balance Calibration Check	NL	31-Jul-2024			N/A

Ensure all forms are completed and marked as complete

- Part 4A+4E: Min/Max T.S. storage temp
- Part 1B: GLP Compliance
- Mark all forms as complete
- Use the Expand All/Collapse All button
- Page icons- Form Data button

IR4

PR Number: 08284

Field ID: 08284.23-CA14

Folder: Part 1. GLP Compliance

Part 1B. GLP Compliance Statement

Instructions:

Completion of this electronic form should be done at or after the completion of the trial. By completing this form, the FRD agrees with this statement:

The raw data contained in this field trial notebook (eFDB and paper

	A
10 pH Meter or Strip for measuring the acidity of the carrier (water)	Non-Compliant
11 Residue Sample Weighing Equipment	Non-Compliant
12 Environmental Monitoring Devices for sample storage	Compliant
13 Compliance Exceptions Other	maintenance records were not maintained in strict adherence to GLP for the airblast sprayer.

Copy Across

Ensure all forms are completed and marked as complete

- Part 4A+4E: Min/Max T.S. storage temp
- Part 1B: GLP Compliance
- Mark all forms as complete
- Use the Expand All/Collapse All button
- Page icons- Form Data button

IR4

PR Number: 08037

Field ID: 08037.24-CA05

Folder: Part 4. Test Substance and Adjuvant

Part 4A and 4E. Test Substance Receipt and Storage

Instructions:
Record the information about each test substance received for the trial. Add additional columns to record information for each different batch/lot of test substance received. Additional columns may also be used if multiple bottles are provided and they are identified uniquely.

	A
20 Date(s) of Temporary Storage	NA
21 Estimated temperature prior to monitoring	NA
22 Long Term Storage Location	UCKARE Bldg 117 Room 11 IR-4 Locker. This entry not transcribed but direct entered.
23 Unique identifier for temperature recorder	
24 Long-term Storage Temperature - Min	
25 Long-term Storage Temperature - Max	
26 Temperature Units	

✓ ↶ ✂ 📄 🗑️ Copy Across

Ensure all (required) forms are completed and marked as complete

- Add Initials and current date
- Select Transcribed:
 - Yes: I recorded this data on paper first
 - No: I recorded in the eFDB first
 - N/A: I didn't use this form
- Ignore Date Reviewed/ Date QC'ed
- Click Save

The screenshot displays the IR-4 Project eNotebook interface. At the top, the logo 'IR-4 Project' is visible on the left, and 'eNotebook' is in the center. The top right corner shows 'Version 8.2.20.16' and 'Copyright © 2024 iAdvantage Software, Inc.'. A navigation bar includes 'Administration', 'Notebooks', 'Attachments', 'Audit Trail', 'Mobile Edition', 'Documents', 'Print Utility', '(pmoore) Logout', and 'Help'. Below this, the 'PR Number: 08284' and 'Field ID: 08284 23-CA14' are displayed. A tree view on the left lists various parts of the notebook, with 'Part 1A. Research Director Agreement' selected. A modal window titled 'Part 1A. Research Director Agreement' is open, containing the following fields: 'Completed By' (text input with 'NL'), 'Date Entered' (calendar icon with '08-1'), 'Data Reviewed' (dropdown menu), 'Data QC'd' (dropdown menu), and 'Transcribed' (dropdown menu with 'No' selected). At the bottom of the modal are 'Close' and 'Save' buttons. The background shows a table with a 'Transcribed' column and several rows of data.

Check that all required PDF documents have been uploaded

The screenshot displays the IR4 eNotebook interface. At the top, the logo 'IR4' is visible on the left, and 'eNotebook' is in the center. On the right, the version 'Version 8.2.20.16' and copyright 'Copyright © 2024 iAdvantage Software, Inc.' are shown. A navigation menu includes 'Administration', 'Notebooks', 'Attachments', 'Audit Trail', 'Mobile Edition', 'Documents', '(pmoore) Logout', and 'Help'. Below the menu, a dropdown menu shows 'PR Number | Field ID: 13633 | 13633.24-CA50'. The main content area features an 'Upload Attachment' section with a note: 'Supported Attachments (JPG, JPEG, GIF or PDF format)'. It includes an 'Attachment of:' dropdown, an 'Attachment Name:' text field, and an 'Attachment Location:' section with a 'Choose File' button and the text 'No file chosen'. An 'Upload' button is positioned below these fields. Below the upload section is a 'List of Attachments' table with columns for the attachment name, file type, and a 'Delete' button for each row.

List of Attachments	File Type	
1) EDRE Main and Repair Log - Multiple or Other Category (409 KB)	application/pdf - pdf	Delete
2) Instructions - Multiple or Other Category (3.26 MB)	application/pdf - pdf	Delete
3) Part 1 - Part 1. SOP Index (1018 KB)	application/pdf - pdf	Delete
4) Part 2 - Part 2. CV, Resume, Training Records (5.61 MB)	application/pdf - pdf	Delete
5) Part 3 - Part 3. General Communications or Notes (3.86 MB)	application/pdf - pdf	Delete
6) Part 3 Rev 1 - Part 3. General Communications or Notes (5.49 MB)	application/pdf - pdf	Delete
7) Part 4 - Part 4. Certificate of Analysis / Test Substance Doc (6.38 MB)	application/pdf - pdf	Delete
8) Part 5 - Part 5. Map to Trial Site (10.57 MB)	application/pdf - pdf	Delete
9) Part 6 - Part 6. Application Calculations (13.67 MB)	application/pdf - pdf	Delete
10) Part 7 - Part 7. Freezer Contents Log (4.85 MB)	application/pdf - pdf	Delete
11) Part 8 - Part 8. Sample Bill of Lading/ Waybill (2.59 MB)	application/pdf - pdf	Delete
12) Part 9 - Part 9. Irrigation Log (2.97 MB)	application/pdf - pdf	Delete

Check that all required PDF documents have been uploaded

Scan of your eFDB maintenance log



List of Attachments

- 1) eFDB device maintenance log - Equipment Document (Verification, Maintenance, Repair Record, Image, Etc) (541 KB)
- 2) Part 1 SOP index - Part 1. SOP Index (1.01 MB)
- 3) Part 1 SOP index version 2 - Part 1. SOP Index (899 KB)
- 4) Part 2 CV - Part 2. CV, Resume, Training Records (1.63 MB)
- 5) Part 2 CV version 2 - Part 2. CV, Resume, Training Records (1.21 MB)
- 6) Part 2 GLP Training - Part 2. CV, Resume, Training Records (492 KB)
- 7) Part 3 email from lab - Part 3. General Communications or Notes (182 KB)
- 8) Part 3 Emails - Part 3. General Communications or Notes (381 KB)
- 9) Part 3 QC emails - Part 3. General Communications or Notes (341 KB)
- 10) Part 4 adjuvant label - Part 4. Adjuvant Label (95 KB)
- 11) Part 4 T.S. shipping - Part 4. Certificate of Analysis / Test Substance Doc (940 KB)
- 12) Part 4 T.S. shipping version 2 - Part 4. Certificate of Analysis / Test Substance Doc (955 KB)
- 13) Part 4 T.S. temperature log - Temperature Log (Test Substance) (240 KB)
- 14) Part 4A and T.S. arrival - Part 4. Certificate of Analysis / Test Substance Doc (1.93 MB)
- 15) Part 4A and T.S. arrival version 2 - Part 4. Certificate of Analysis / Test Substance Doc (2.03 MB)

Check that all required PDF documents have been uploaded

Scan of your eFDB maintenance log

Add a "version 2" of any file that lacks proper attribution

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- 5) Part 2 CV version 2 - Part 2. CV, Resume, Training Records (1.21 MB)

13741.24-CA70 Mefentrifluconazole Broccoli

NATHAN C. LEACH

8565 Grove Ave.
Rancho Cucamonga, CA 91730
Cell:(951) 312-2834
nathan.leach@ucr.edu

NL 3-28-24

EXACT COPY OF
ORIGINAL DOCUMENT
UCR Ag Ops
Location of Original
NL 3-28-24
Initial/Date

EDUCATION

The Pennsylvania State University, University Park, PA.
Bachelor of Science in Agricultural Systems Management, May 2005

CERTIFICATIONS

GLP Trained and Certified at the NAICC Conference in Reno, NV, January 2015

California Qualified Applicator Certificate (QAC) License, Renewed January 2015

WORK EXPERIENCE

University of California, Riverside, Agricultural Operations, Riverside CA 92507
January 2015-May 2015: Interim IR-4 Field Research Director FRD

This PDF is a true copy of the original.
The original is in IR-4 eFDB paper raw data for Trial No. 13633.24-CA50 Oxathiapiprolin Peach DJE 6/14/24

Oxathiapiprolin/Peach
ID No. 13633.24-CA50
Ennes

FIELD ID NO: _____

IR-4 FIELD DATA BOOK

PART 4. TEST SUBSTANCE RECORDS

A. RECEIPT, STORAGE AND DISPOSITION OF TEST SUBSTANCE (TS)—INSTRUCTIONS:
Complete a separate form for **each different** batch/lot of test substance that has been received.

PLEASE INSERT THE SHIPPING DOCUMENTS AND COA FOR TS AND ADJUVANT LABEL AFTER PART 4F.

NAME OF TEST SUBSTANCE ON CONTAINER LABEL <i>E.g. Darnitall 2 EC or GroundUp or XYZS-0.</i>		A21008A oron dis	
BATCH/LOT NO.	TRR3B09F26	DATE OF RECEIPT	4-22-24
Provide the batch/lot number of the test substance as it appears on the test material container label		TEST SUBSTANCE EXPIRATION DATE	4-30-27
Do not assign an expiration date if none is provided with the test substance—contact the Study Director.			
SOURCE OF EXPIRATION DATE	Test substance container label		
<small>Note the source of the expiration date of the test substance (e.g., expiration date noted on test material container label, expiration date listed on documentation provided by manufacturer, expiration date obtained by IR-4 Headquarters)</small>			
Contact the Study Director if the anticipated last application date is after the expiration date of the test substance.			
WILL THE TEST SUBSTANCE EXPIRE BEFORE THE ANTICIPATED LAST APPLICATION DATE? <i>If yes, contact the Study Director immediately.</i>			YES ___ NO <input checked="" type="checkbox"/>

GLP STATUS KNOWN AT TIME OF RECEIPT (Check YES if the documentation provided by the

YES ___ NO ___

Check that all required PDF documents have been uploaded

Scan of your eFDB maintenance log

Add a “version 2” of any file that lacks proper attribution

Provide the e-mail from lab notifying of sample receipt

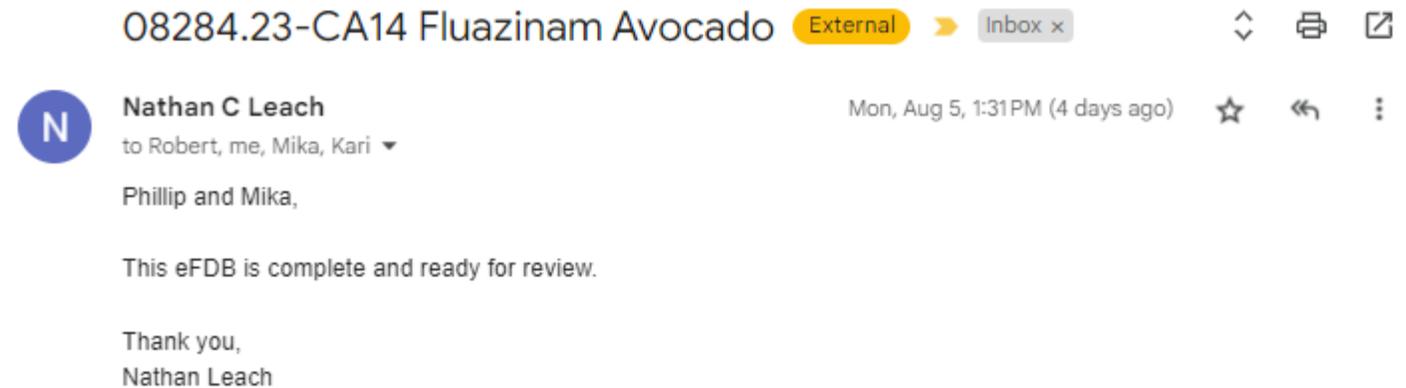
37) Part 8C Sample receipt - Part 8. Sample Shipment Chain of Custody (1.12 MB)

List of Attachments

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- 2) Part 1 SOP index - Part 1. SOP Index (1.01 MB)
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QC Review Before Shipping Notebook

- E-mail your RFC, SD, and Philip notifying that you are ready for a QC review
- Philip or another QC reviewer will respond with a list of suggested corrections to make
- You make the changes and respond to each with initial and date



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- You make the changes and respond to each with initial and date

eFDB QC Review for Trial 08284.23-CA14

FRD Nathan Leach

PM 8/8/2024

1. eFDB Form Part 1B: consider adding to the compliance exception other which maintenance records were not done per GLP – I believe this is regarding the airblast sprayer.
2. eFDB Form Part 5F: no trial history was provided and the note on Part 5F.1 indicates there are no records for this field. Please confirm whether there were no maintenance chemicals applied to the field in the prior year or that there was but there is no documentation of this. Consider adding a line to this form to denote no chemicals applied in the prior year, if that is the case.
3. eFDB Form Part 5H: as for history, please add a line to this form that provides no chemicals applied during the trial period, if that is the case.
4. eFDB Form Part 5H.1: the entry provides no records during the trial. Consider changing this entry to clarify it pertains to maintenance chemical records and whether this information was transcribed, verified, or verbally obtained.
 - a. There was the entry on Part 5G indicating cultural practice – pruning occurred. So please add a line to the form Part 5H.1 for describing the source of cultural practice info and please indicate, based on the instructions, whether that data was transcribed, verified, or verbally obtained.

Application 1

5. eFDB Form 11: it would be helpful to add a note to the form that the number of nozzles entry and nozzle spacing are not accurate, but based on the eFDB instructions for airblast and to see the application diagram for the nozzle information.
6. eFDB Form 14D: please add units to the prompt for amount of excess disposed

QC Review Before Shipping Notebook

- E-mail your RFC, SD, and Philip notifying that you are ready for a QC review
- Philip or another QC reviewer will respond with a list of suggested corrections to make
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Corrected in eFDB. NL 8-8-24
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Correction made in 5F.1. NL 8-8-24
3. eFDB Form Part 5H: as for history, please add a line to this form that provides no chemicals applied during the trial period, if that is the case.
Note added in 5H. NL 8-8-24
4. eFDB Form Part 5H.1: the entry provides no records during the trial. Consider changing this entry to clarify it pertains to maintenance chemical records and whether this information was transcribed, verified, or verbally obtained.
Corrections made in eFDB. NL 8-8-24
 - a. There was the entry on Part 5G indicating cultural practice – pruning occurred. So please add a line to the form Part 5H.1 for describing the source of cultural practice info and please indicate, based on the instructions, whether that data was transcribed, verified, or verbally obtained.
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Application 1

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QC Review Before Shipping Notebook

- Philip or another QC reviewer will respond with confirmation you can ship the paper raw data
- Upload the QC findings with responses and e-mail chain
- Print first 7 pages of the Paper Raw Data Notebook Complete the Chain of Custody
- Scan a copy for your records before shipping
- Ship to HQ Attn: **David Schnatter**

 **Nathan C Leach** Aug 8, 2024, 4:57 PM (21 hours ago) ☆ ↶ ⋮

to Jimmy, David, me, Mika, Robert, Kari ▾

Phillip,

QC review responses attached.

Thank you,
Nathan Leach

⋮

One attachment • Scanned by Gmail Security Sandbox ⓘ 🗑️



The screenshot shows a document titled "eFDB QC Review ...". The document content is mostly illegible but appears to be a checklist or report with several numbered items. A blue "W" icon is visible in the bottom left corner of the document preview.

 **Philip Moore** <pmoore@ncsu.edu> 9:33AM (4 hours ago) ☆ ↶ ⋮

to Nathan, Mika, Robert, Kari, Jimmy, David ▾

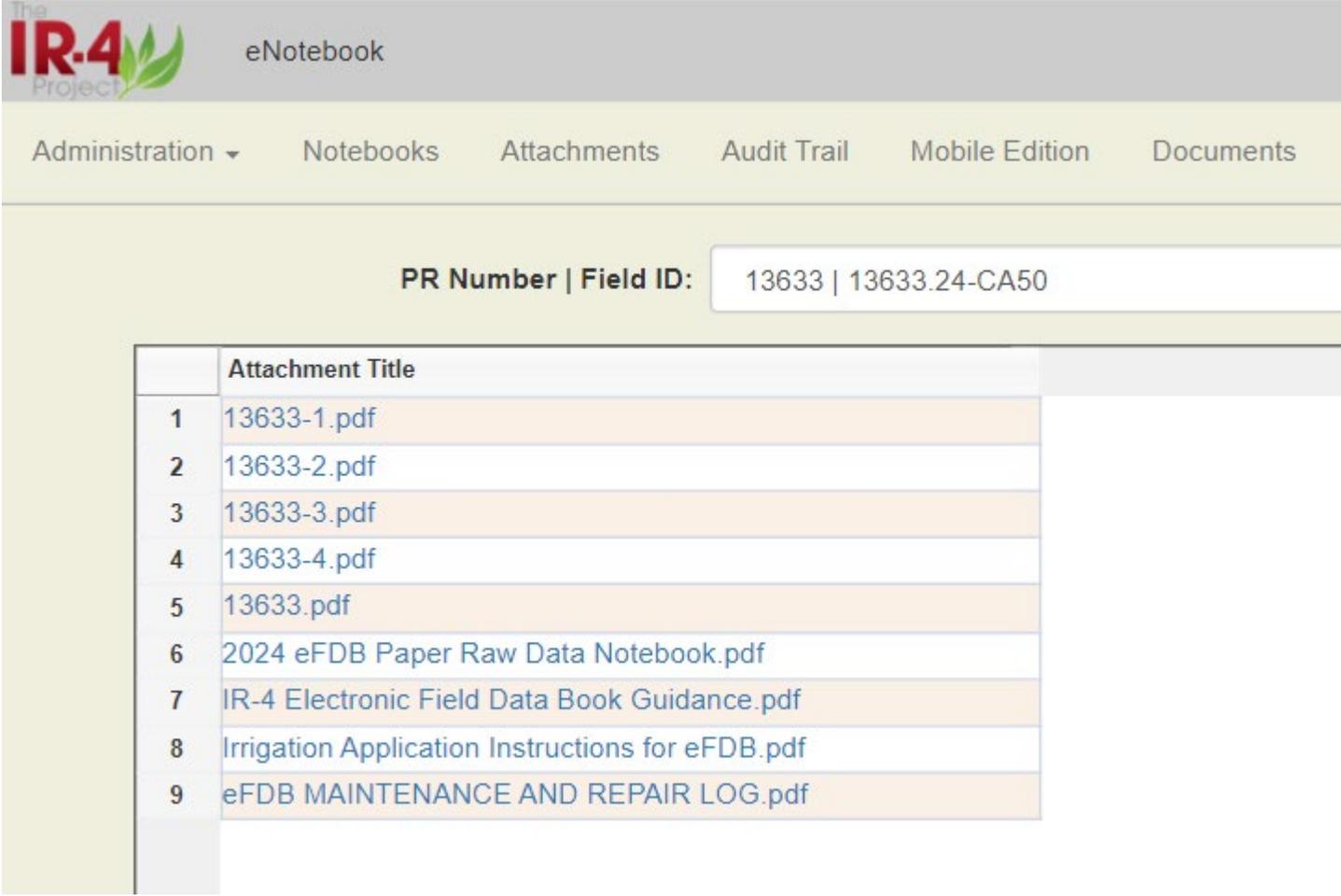
Hi Nathan,

I confirmed the corrections were completed and you are ready to prepare the paper raw data for shipment to Jimmy/David at HQ. Please upload this correspondence and the word file to the eFDB.

Thank you,

QC Review Before Shipping Notebook

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The screenshot displays the IR-4 Project eNotebook interface. At the top left is the logo for 'The IR-4 Project' with a green leaf icon. To its right is the text 'eNotebook'. Below this is a navigation menu with the following items: 'Administration' (with a dropdown arrow), 'Notebooks', 'Attachments', 'Audit Trail', 'Mobile Edition', and 'Documents'. In the center of the page, there is a label 'PR Number | Field ID:' followed by a text box containing the value '13633 | 13633.24-CA50'. Below this is a table with the following data:

	Attachment Title
1	13633-1.pdf
2	13633-2.pdf
3	13633-3.pdf
4	13633-4.pdf
5	13633.pdf
6	2024 eFDB Paper Raw Data Notebook.pdf
7	IR-4 Electronic Field Data Book Guidance.pdf
8	Irrigation Application Instructions for eFDB.pdf
9	eFDB MAINTENANCE AND REPAIR LOG.pdf

QC Review Before Shipping Notebook

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- Print first 7 pages of the Paper Raw Data Notebook Complete the Chain of Custody
- Scan a copy for your records before shipping
- Ship to HQ Attn: **David Schnatter**

IR4

Mefenitrufluconazole / Broccoli
ID No. 13741.24-CA70
Leach

Field ID: _____

IR-4

Electronic Field Data Book Paper Raw Data

2024

Date 4-1-24
Initials PL

QC Review Before Shipping Notebook

- Philip or another QC reviewer will respond with confirmation you can ship the paper raw data
- Upload the QC findings with responses and e-mail chain
- Print first 7 pages of the Paper Raw Data Notebook Complete the Chain of Custody
- Scan a copy for your records before shipping
- Ship to HQ Attn: **David Schnatter**

Mefenflinonazole / Broccoli
ID No. 13741.24-CA70
Leach

IR4

Field ID: _____

CHAIN OF CUSTODY FOR IR-4 ELECTROINC FIELD DATA BOOK - PAPER RAW DATA

The Field Research Director shall start the chain of custody log by completing the first row. Once the raw data entry has been placed in the Electronic Field Data Book (eFDB) Paper Raw Data, the documents are to be in the custody of the Field Research Director (or personnel under the Field Research Director's supervision).

When the eFDB Paper Raw Data is transferred to another individual (e.g. sending to IR-4 Headquarters), the sender must note to whom and when the eFDB Paper Raw Data is sent. The recipient must sign the next block and date the form upon receipt.

Signature of Field Research Director: <i>Nathan Leach</i>	Date	4-1-24
Printed name: <i>Nathan Leach</i>	Initials	NL
eFDB Paper Raw Data sent/given to: <i>James Byrtus</i>	Date Sent:	4-1-24
Signature of Recipient: <i>JPB</i>	Date	4/10/24
Printed name: <i>James P. Byrtus</i>	Initials	JPB
eFDB Paper Raw Data sent/given to: <i>Delbie Carpenter</i>	Date Sent:	16 Apr 2024
Signature of Recipient:	Date	
Printed name:	Initials	
eFDB Paper Raw Data sent/given to:	Date Sent:	
Signature of Recipient:	Date	
Printed name:	Initials	
eFDB Paper Raw Data sent/given to:	Date Sent:	
Signature of Recipient:	Date	
Printed name:	Initials	
eFDB Paper Raw Data sent/given to:	Date Sent:	
Signature of Recipient:	Date	
Printed name:	Initials	

Date 4-1-24
Initials NL

QC Review Before Shipping Notebook

- Philip or another QC reviewer will respond with confirmation you can ship the paper raw data
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- Ship to HQ Attn: **David Schnatter**

Mefenflufenonazole / Broccoli
ID No. 13741.24-CA70
Leach

IR4

Field ID: _____

GENERAL INSTRUCTIONS FOR THE COMPLETION OF THE IR-4 ELECTRONIC FIELD DATA BOOK

This book is designed for use in collecting and maintaining paper raw data, generated in the course of completing a field trial sponsored by the IR-4 Project that must be conducted in compliance with the EPA or OECD Good Laboratory Practice Standards. Most raw data can be entered directly into the eFDB forms. Other required data must be uploaded to the eFDB as document scans or other electronic files.

Blank versions of the electronic eFDB data forms are provided for back-up or field entry purposes. Data entered by hand into these forms, must also be uploaded to the eFDB and included in this eFDB Paper Raw Data book. Entries into electronic forms that are derived from hand entered data should be marked in the eFDB as being transcribed.

Additional optional paper forms are provided for entering required data. Upload the form(s) after data entry, to the eFDB and retain the original entries in this book. Alternatively, provide the required data in another format via uploading to the eFDB. Remove from this paper book the optional form(s) or backup electronic form(s), if not used for providing raw data in this trial.

Document below that the required portions of the raw data have been uploaded for this trial notebook.

Required Documents	Check All Raw Data Uploaded to the eFDB for this Trial*	Initial/Date
Part 1: SOP Index	<input checked="" type="checkbox"/> SOP Index	PL 4-1-24
Part 2: Personnel Qualifications	<input checked="" type="checkbox"/> CVs/ Resumes <input type="checkbox"/> Part 2B Form	PL 4-1-24
Part 3: Notes and Communications	<input checked="" type="checkbox"/> All paper notes & correspondence. <input type="checkbox"/> Part 3B Form	PL 4-1-24
Part 4: Test Substance Shipping Doc	<input checked="" type="checkbox"/> All paper documents received with test item <input type="checkbox"/> None	PL 4-1-24
Certificate(s) of Analysis	<input checked="" type="checkbox"/> All paper certificates of analysis for test item <input type="checkbox"/> None	PL 4-1-24
Product Label(s)	<input checked="" type="checkbox"/> All product labels for test item and adjuvant(s) <input type="checkbox"/> None	PL 4-1-24
Storage Temperature Log(s)	<input checked="" type="checkbox"/> Temperature graph(s) or table(s) for test item	PL 4-1-24
Balance Calibration Check Log	<input type="checkbox"/> Paper balance check log <input checked="" type="checkbox"/> None	PL 4-1-24
Part 5: Map to the Test Site	<input checked="" type="checkbox"/> Printed an electronic map or provided a drawing	PL 4-1-24
Map of the Test Plot Area	<input checked="" type="checkbox"/> Printed an electronic map <input type="checkbox"/> Part 5B.1 Form	PL 4-1-24
Plot Plan	<input type="checkbox"/> Printed an electronic plot plan <input checked="" type="checkbox"/> Part 5C.1 Form	PL 4-1-24
Crop Documents	<input type="checkbox"/> All paper documents related to the crop <input checked="" type="checkbox"/> None	PL 4-1-24
Soil Characterization Docs.	<input checked="" type="checkbox"/> Soil Survey(s) <input type="checkbox"/> Lab characterization results	PL 4-1-24
Trial Site History	<input checked="" type="checkbox"/> Grower/ Station Records <input type="checkbox"/> Part 5F Form <input type="checkbox"/> None	PL 4-1-24
Cultural Practices Log	<input checked="" type="checkbox"/> Grower/ Station Records <input type="checkbox"/> Part 5G Form <input type="checkbox"/> None	PL 4-1-24
Maintenance Fert. and Pest. Log	<input checked="" type="checkbox"/> Grower/ Station Records <input type="checkbox"/> Part 5H Form <input type="checkbox"/> None	PL 4-1-24

Date 4-1-24

Initials PL

Initials PL

QC Review Before Shipping Notebook

- Philip or another QC reviewer will respond with confirmation you can ship the paper raw data
- Upload the QC findings with responses and e-mail chain
- Print first 7 pages of the Paper Raw Data Notebook Complete the Chain of Custody
- Scan a copy for your records before shipping
- Ship to HQ Attn: **David Schnatter**



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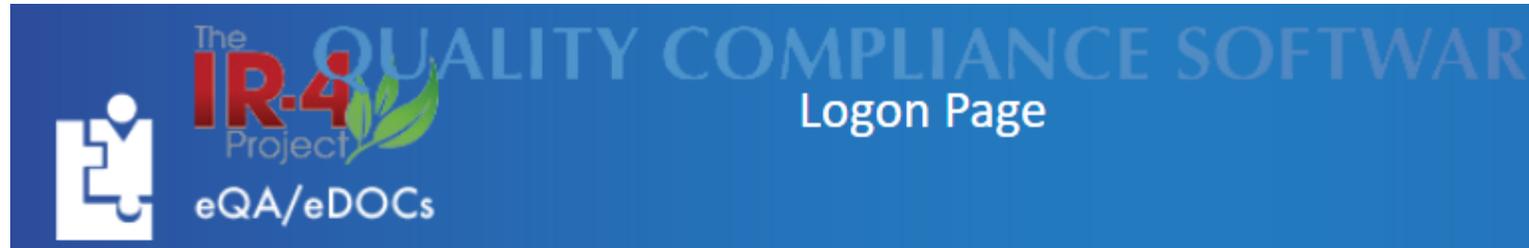
Your Final Lap

- HQ receives the paper raw data notebook and assigns a QA auditor
- You receive an e-mail from eQA when the audit findings are available
- Sign in and open the FRDA packet



Your Final Lap

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User Name:

Password:

[Forgot
Password?](#)

Your Final Lap

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Records: 1 - 7 of 7

+/-	Due Date ↑	Activity For	Recv'd	Comp'd	Activity Type	Document / Form	Title	File Type	Recip. Notes
	5/30/2024 View	Philip Moore	<input type="checkbox"/>	<input type="checkbox"/>	Please see QA findings and add responses	ASRA-010885  	ASRA Flutianil/Hemp/12834.20-CAR11		N/A
	5/30/2024 View	Philip Moore	<input type="checkbox"/>	<input type="checkbox"/>	Please see QA findings and add responses	ARDA-010886  	ARDA Flutianil/Hemp/12834.20-CAR11		N/A
	5/30/2024 View	Philip Moore	<input type="checkbox"/>	<input type="checkbox"/>	Please see findings and add responses	FRDA-010856  	FRDA Fenpyroximate/Hemp/13033.23-CA21		N/A
	7/18/2024 View	Philip Moore	<input type="checkbox"/>	<input type="checkbox"/>	Please see QA findings and add responses	ARDA-010999  	ARDA Quizalofop/Hemp/13017.21-CAR16		N/A
	7/18/2024 View	Philip Moore	<input type="checkbox"/>	<input type="checkbox"/>	Please see QA findings and add responses	ASRA-011001  	ASRA Quizalofop/Hemp/13017.21-CAR16		N/A
	8/25/2024 View	Philip Moore	<input type="checkbox"/>	<input type="checkbox"/>	Please see findings and add responses	FRDA-011022  	FRDA Quizalofop/Hemp/13017.23-OH231		N/A
	8/25/2024 View	Philip Moore	<input type="checkbox"/>	<input type="checkbox"/>	Please see findings and add responses	FRDA-011028  	FRDA Cyazofamid/Hemp/13058.23-OH233		N/A

Your Final Lap

- Click the pencil to open the text editor
- Follow the instructions in the packet, responding to each finding
- Make your corrections in the eFDB forms
- Upload a scan of corrected pages to the eQA packet and eFDB
- Send corrected paper pages to IR-4 HQ QA

Finished with responses

[1. Cover Sheet](#) [2. Field Raw Data Checklist](#) [3. QA Findings/Recommendations](#) **[4. Response to QA Findings](#)** [5. SD/TFM Approval Page](#)
[Go To Bottom](#)

Response to QA Findings

Form Group: Field Raw Data Audit

Packet ID: FRDA-011022

Audit Type Chem/Crop/PR#(ID) : FRDA Quizalofop/Hemp/13017.23-OH231

Location: NCR Field Ohio State Univ.

Date: 7/2/2024 8:10:15 PM

Closed: No

Field Research Director

QA findings for FRD. Please respond. Initial and Date each response. :



Field Raw Data Audit
Beran

Martin

Quizalofop - Hemp
8525

530 754

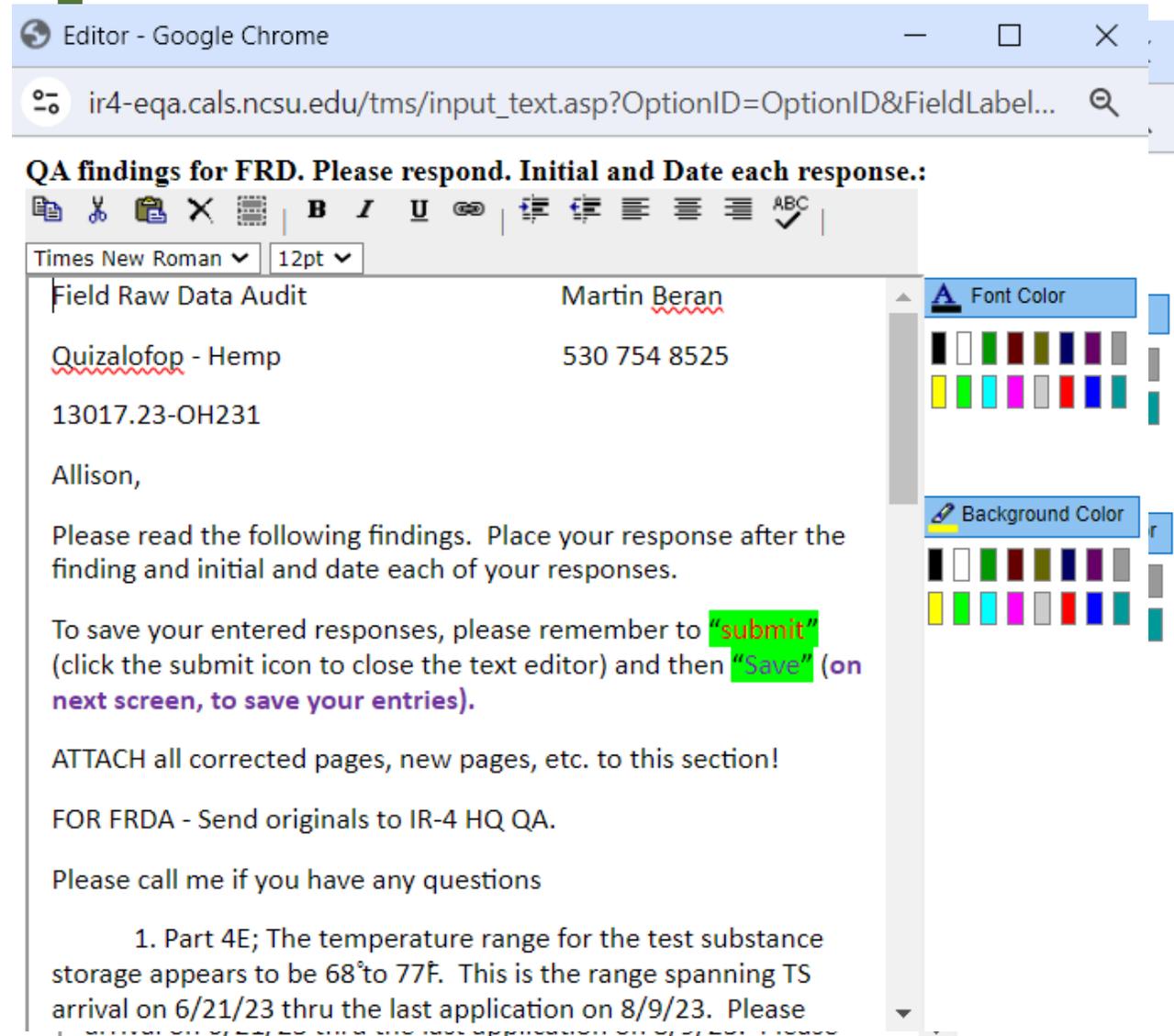
13017.23-OH231

Allison,

Please read the following findings. Place your

Your Final Lap

- Click the pencil to open the text editor
- Follow the instructions in the packet, responding to each finding
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- Upload a scan of corrected pages to the eQA packet and eFDB
- Send corrected paper pages to IR-4 HQ QA



The screenshot shows a web browser window titled "Editor - Google Chrome" with the URL "ir4-eqa.cals.ncsu.edu/tms/input_text.asp?OptionID=OptionID&FieldLabel...". The page content includes a heading "QA findings for FRD. Please respond. Initial and Date each response.:" followed by a rich text editor toolbar. The editor contains the following text:

Field Raw Data Audit Martin Beran

Quizalofop - Hemp 530 754 8525

13017.23-OH231

Allison,

Please read the following findings. Place your response after the finding and initial and date each of your responses.

To save your entered responses, please remember to **submit** (click the submit icon to close the text editor) and then **Save** (on next screen, to save your entries).

ATTACH all corrected pages, new pages, etc. to this section!

FOR FRDA - Send originals to IR-4 HQ QA.

Please call me if you have any questions

1. Part 4E; The temperature range for the test substance storage appears to be 68° to 77°F. This is the range spanning TS arrival on 6/21/23 thru the last application on 8/9/23. Please

On the right side of the editor, there are two color selection palettes: "Font Color" and "Background Color", each with a grid of color swatches.

Your Final Lap

- Click the pencil to open the text editor
- Follow the instructions in the packet, responding to each finding
- Make your corrections in the eFDB forms
- Upload a scan of corrected pages to the eQA packet and eFDB
- Send corrected paper pages to IR-4 HQ QA

Finished with responses

[1. Cover Sheet](#) [2. Field Raw Data Checklist](#) [3. QA Findings/Recommendations](#) **4. Response to QA Findings** [5. SD/TFM Approval Page](#)
[Go To Bottom](#)

... were placed on 3:34p, sample FC on 5:15p and FD on 5:45p.

FRD shall answer the following question upon completing responses,
If you have no corrected pages, answer NO
If you have attached corrected pages, answer YES and a date must be entered into the
next field

FRD - Have you attached corrected/additional pages? : Yes No

FRD - When did you mail/send the original un-paginated pages to HQ QA?: 

Study Director

Findings for Study Director. Please respond if applicable. Initial and Date each response. :  none

Attachments: No file chosen

Please read the following findings. Place your

Questions?

Reach out to me or Jimmy anytime:

Philip Moore

615-423-6175 (call or text)

pmoore@ncsu.edu

Jimmy Byrtus

919-515-3017 (office)

jpbyrtus@ncsu.edu





Discussion: eFDB Processes

Nathan Leach & Kari Arnold



Discussion: Comparing eFDB Hardware/Software

Cole Smith



eFDB Setup Examples

**Compiled by Christina Dineen
Presented by Kari Arnold**



From Dan Heider, WI:

“It works fantastic! About 5 seconds to tighten on the rail and my computer is away from the pesticide mixing/loading area of the truck. Numerous makes available on Amazon for \$30-50.”

Dan is using a **Dell Latitude 7330 Rugged Extreme Notebook**. It was about \$4000 with how he had it customized. It is heavy with a built in handle which makes it convenient to grab and go. He confirmed that when you turn it up, there is no difficulty viewing it in full sunlight. The specs on this model state that the Dell Latitude 7330 “meets stringent MIL-STD-810H testing standards, ensuring it can survive drops, spills, vibrations, extreme temperatures, and even hazardous environments.” Also, it has technology to protect against dust, dirt, and water ingress.

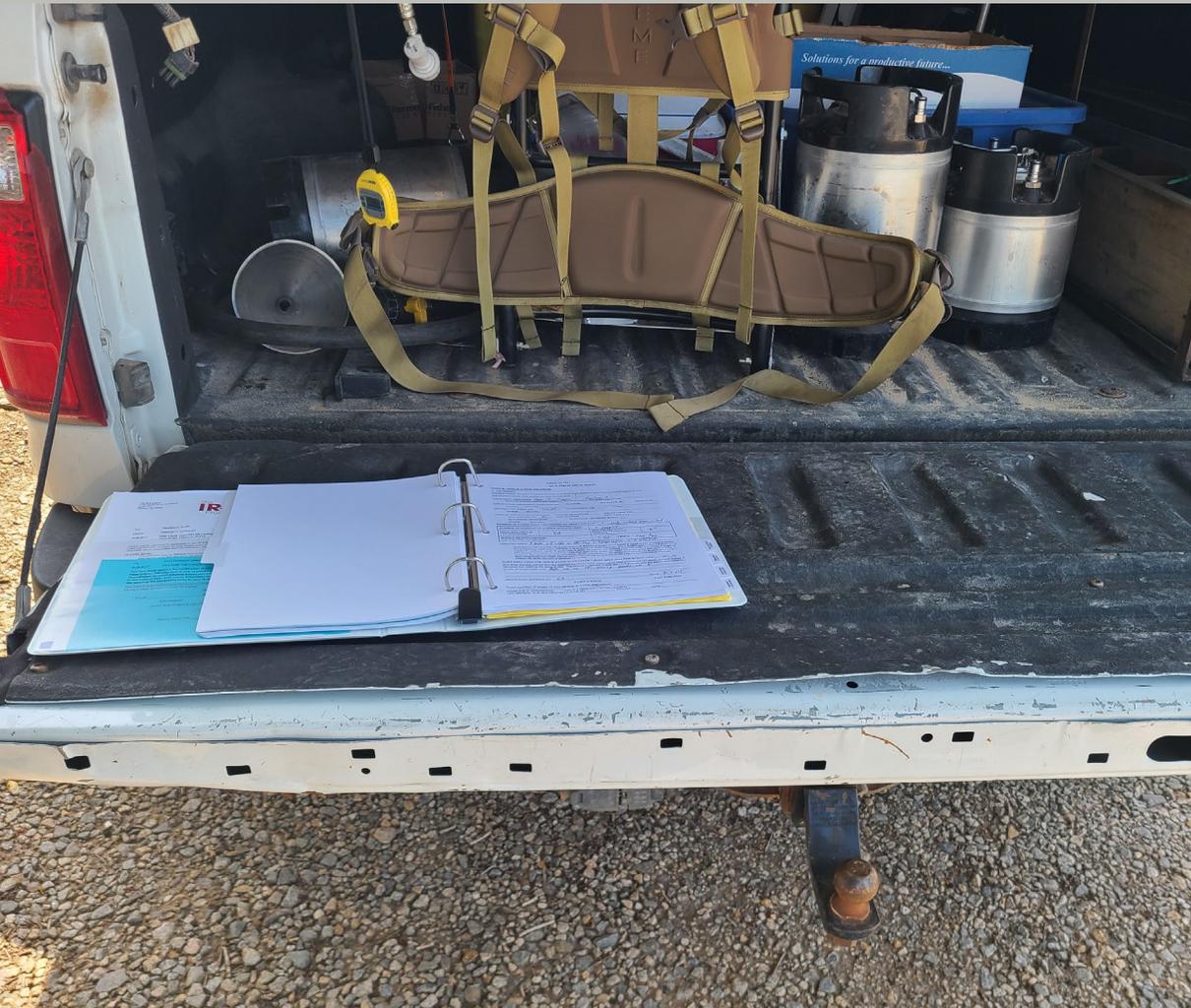


Celeste Wheeler & Amber DeVisser – MI
iPad with case and strap



From Cole Smith, NC:

Life before eFDB



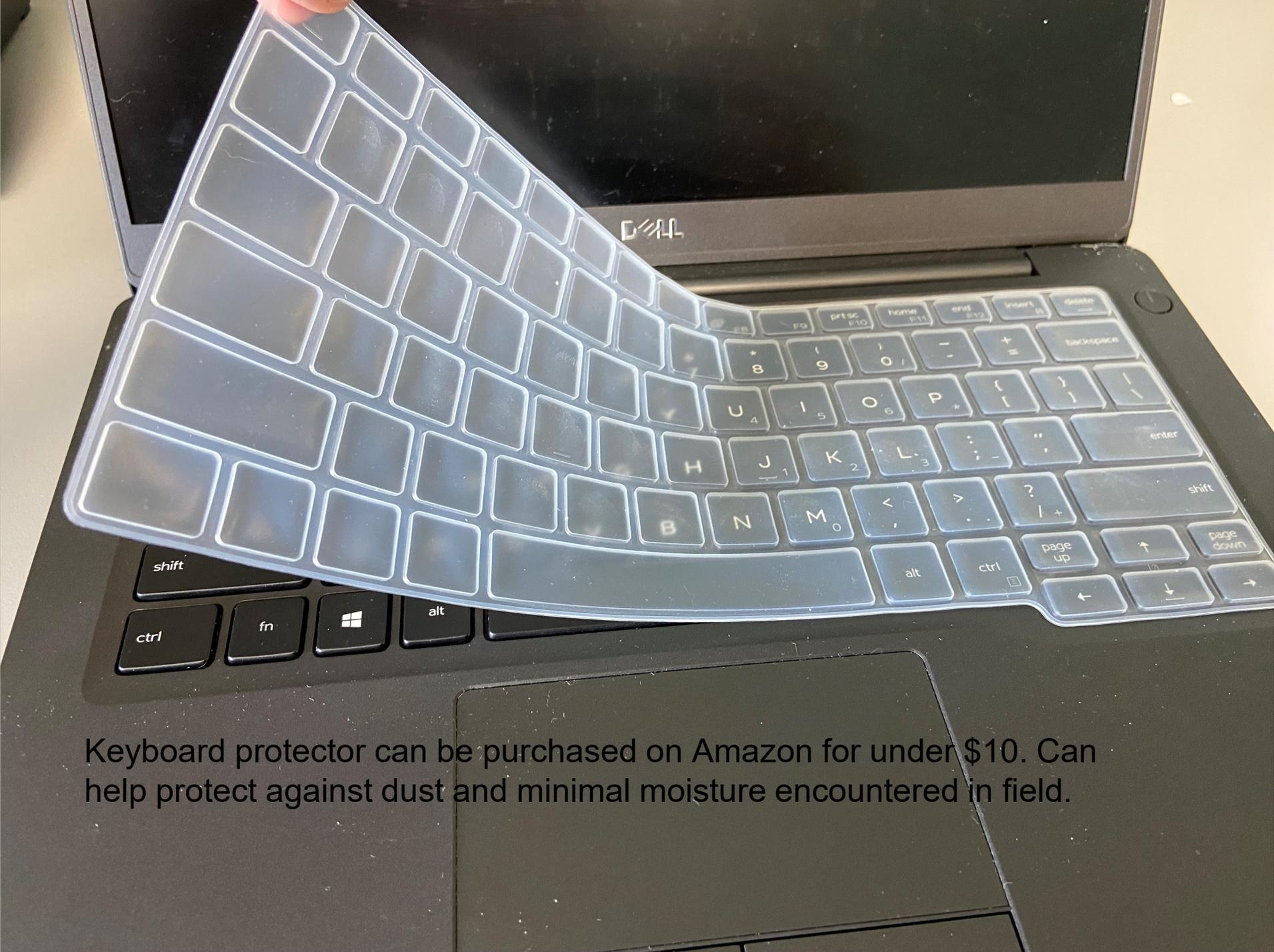
Life with eFDB



"With the transition to electronic I have put a lot of time and effort into optimizing my setup. I have included two pictures: the first is my old outdated setup that I used for paper books, the second is my new and improved setup tailored towards electronic data collection."



Holster setup for
iPad/tablet

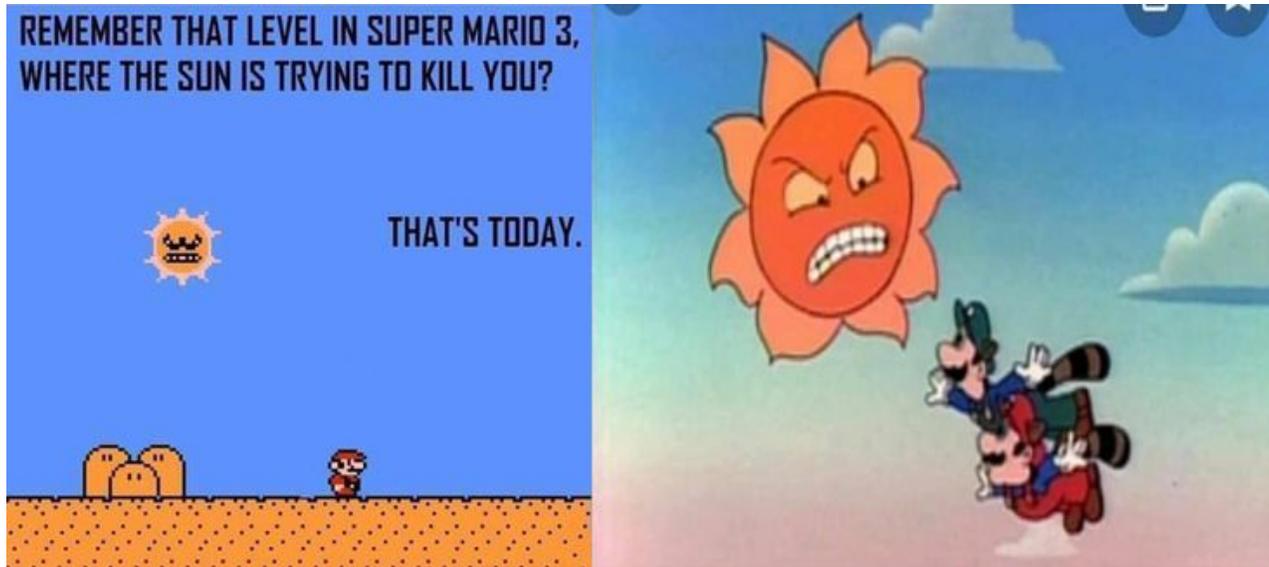


Keyboard protector can be purchased on Amazon for under \$10. Can help protect against dust and minimal moisture encountered in field.

Idaho, Lexi and Will

2 iPads, 2 logins,
helps with entering
data from one form
into another





Items to keep in mind:

1. Heat! Have had FRD iPads shutdown due to overheating when out in the field.
2. Being able to see your screen – sun/glare, sweat, dust, etc. can make it difficult to see your screen.

Denise Wright:

Electronics in the field are not easy! LOL I currently set mine on the front or back seat of the pickup truck (does this constitute a set-up?). Depending upon how bright the sun is that day and if it's just hot or hotter'n than HOT, I decide whether or not I'm going to bring my laptop to the field or not...a lot of times, it is absolutely necessary to record the data on paper, and then transcribe into the eFTN. I can't tell you how many times I've entered data in the sun and come back in to see that the numbers are apparently not correct or entered into the wrong spot (thank goodness for my photographic memory). Here in Louisiana, we sweat, even the ladies...no glowing or perspiring, we down right sweat, so sweat, sun glare, and dust can make it awful difficult to see what you're doing on a laptop.



Harvest/Sample Collection, Modifications & Shipment

Protocol language & documentation, samples to freezer, laboratory considerations

Robert Welker & Christina Dineen

Sample Collection

Follow The Protocol and Document

Follow protocol instructions for harvest & sampling; if something looks off during draft protocol review, say something!!

Be sure and document:

- Harvested crop growth stage – “commercially mature cantaloupe” vs “fruit”
- Actual number of plants and locations on plants collected.
- Cleaning procedures – dirt, stem removal, leaf removal
- Modification procedures – DOCUMENT where and how samples were modified before collection
- How was harvested crop/samples moved from field to freezer. Document all steps
- Cleaning and contamination prevention measures

Remember the goal is to document everything so the study could be recreated EXACTLY as it was done – auditors and reviewers look for that.



Sample Modifications

Why Modify Samples?

- Overall sample size reduction (too much weight)
- Individual crop parts too big (DANGEROUS to try and grind a large frozen sample)
- To remove non-edible parts (i.e. pits or leaves – see green book)



Sample Modifications

Get samples into freezer as soon as possible after any modifications – Why?

Enzymatic activity can have an impact on residues. As soon as samples are cut, enzymes are released. EU and other countries look at this and expect samples to be frozen after modifications, so export tolerances can be impacted. Possible these standards also move to US.

- Recently added protocol language regarding sample modifications
- *If samples are cut, and the cut samples cannot be placed in a freezer within one hour, then it may be best to do the cutting at the facility where the freezers are located or use an appropriate method of cooling and temperature-monitoring samples in order to maintain integrity*
- Good habit to use a min/max thermometer when transport from field to freezer (current protocol says after 1 hour) and cool samples where possible



Shipping to Analytical Labs

- Remember why we do what we do –
 - Make applications, grow crops, analyze for residues
 - **Result:** tolerance/MRL/registration so growers have access to more tools!
- Field portion is only half the battle

How to make transition from field to lab seamless?

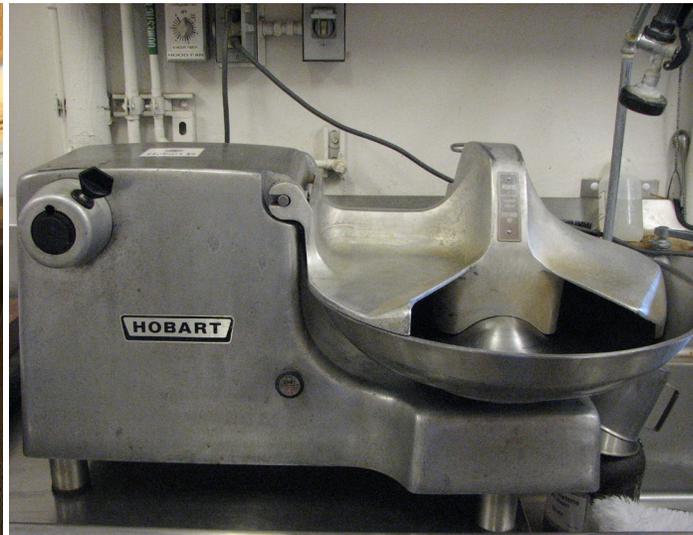


Why are Sample Modifications Necessary?

- The labs have to finely ground/chop/homogenize the samples



Homogenization Equipment



Samples are homogenized using a chopper/food processor such as Hobart or Robot Coupe.

Homogenization Process



Source of
cooling

Cooling
the bowl

Loading
the
sample

Mustang
in action

Homogenization Process



Pulverized squash



Sample transferring

Homogenization Process

- Knives, cleavers, hammers, rubber mallets, electric knives, etc. are needed to get **frozen** samples ready to go into processors.
- “It is so nice when things come quartered/sliced and then we don’t have to work so hard to reduce the pieces in order to have them fit and easily homogenize.”

Bronson’s personal chopping assistants



Examples of Difficulties

- Cantaloupe
- Barley straw → Had to be pre-chopped or it would wrap around spinning blades
- Whole baking type potatoes (some the size of eggplants)
- Sugar beets → So much water content – trying to chop these down frozen is very difficult
- Sweet corn
- Lemons



Sweet Corn

Whole cobs
received from field



Cobs reduced by $\frac{1}{2}$
from field

Cobs after lab
chopping before
Robot Coupe



Sweet Corn



Corn forage

Corn stover

Other Items to Consider/Avoid



Dirty samples

Require extra communication/documentation, extra clean up before chopping



Unsecured sample bags

Can cause cross-contamination/loss of samples

Sending lab incorrect field trial(s)

Increases paperwork, communication, and shipping costs



Other Items to Consider or Avoid



**Overly large
or small
sample size**

(*Large*) Consider:
is it possible to
subsample?
(*Small*) Consider: is
this really
representative?

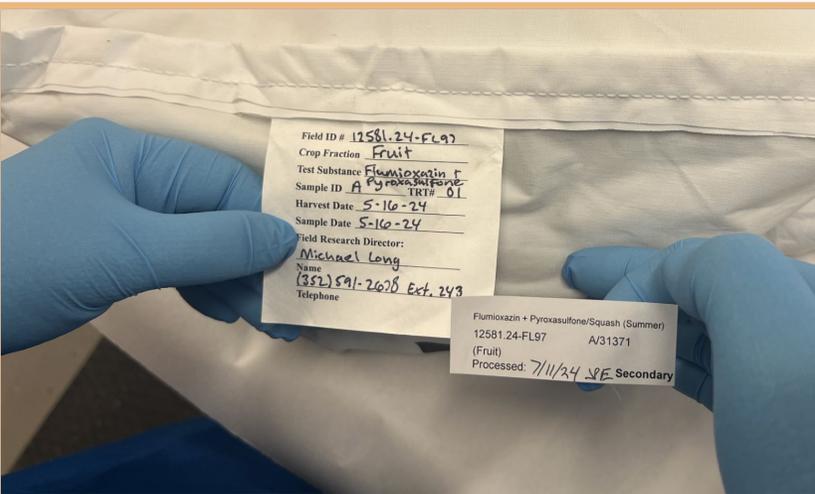


**Over-dried
samples (i.e.
hops/hemp)**

Can act differently
with analytical
method



Square knots on sample bags



Our Labs Thank You!



If you ever are unsure,
communicate with Study
Director and LRDs!

IR-4
Project 

Thank you for attending!

- *Please send ideas for future training to **your RFC** or Christina Dineen*
- *Please send updated contacts for future training to Christina Dineen*
- *Next Webinar: November 12*