Welcome to NCVDLS Online, providing access to your lab results and reports.

This guide will assist you in navigating our website.

If you have problems with your computer, please contact <u>your</u> IT department. We will provide assistance with issues or questions concerning our website and our reports.

Please understand, we do not have access to your computer system and therefore cannot foresee all possible scenarios for any problems that arise.



If you are still having problems, we can either fax or mail your reports. Let us know which option is best for you.

If you are new to our system and need online access, please select REGISTER on the main login screen.

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Log In	
liter Name *:	
Password *:	
Log J	in
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Register for access to North Carolina	a
System NCVDLS Online	
Forgot your Password?	
	Log In User Name *: Password *: Log In Log I

NCDA&CS Privacy Policy

Fill out all the information
shown here, and select
REGISTER.

You will receive an email similar to the one on the next page.

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nter your Account information below and	we will email your login information to you.	
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NCDA&CS Privacy Policy

Through an online request, you have received an email with a login name and temporary password.

You should be able to simply mouse over the link in the email and click to access the website. This might not be possible, depending on your email and/or protection/ firewall settings. If you are not able to click on the link, highlight it with your mouse, then COPY the URL to the ADDRESS BAR on your Internet browser.

Or type in the address: https://lims.ncvdl.com/NCV DLSOnline/Login.aspx

Your Name Here

From: Sent: To: Subject:

NCVDL-noreply@ncagr.gov Monday, July 25, 2011 1:07 PM

NCVDLS Online New User

NCVDLSOnline

A request was made to send you a new password for NCVDLS Production. Your details are as follows:



To log on

To log on to NCVDLS Online, visit the homepage (https://lims.ncvdl.com/NCVDLSOnline/Login.aspx and enter your username and password in the login area.

To change your password simply login and then click 'My Accounts>Change Password' found at the top menu of the homepage after you have logged on.

Anyone can request this information, but only you will receive this email. This is done so that you can access your information from anywhere, using any computer. If you received this email but did not yourself request the information, then rest assured that the person making the request did not gain access to any of your information.

Regards, NCVDLS Online Administrator

@ Copyright 2011, N.C. Department of Agriculture and Consumer Services Please contact <u>The North Carolina Veterinary Diagnostic Laboratory (NCVDL) System</u> if you have questions or comments pertaining to this web site.

This brings you to the login screen.

Type in your User Name and Password (from the email) and select Log In.

If you have forgotten your password, select Forgot Password .

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If you have forgotten your password, select Forgot Password to have a new temporary one sent to your email.



You will receive another email message, with a NEW temporary password.

Enter this into the prompt online to obtain access to your test results & reports. From: Sent: To: Subject: NCVDL-noreply@ncagr.gov Tuesday, July 26, 2011 11:12 AM H Your Email Address Here NCVDLS Online Forgot Password

NCVDLSOnline

A request was made to send you a new password for NCVDLS Online. Your details are as follows:



This request came from IP address: xx.xxx.x.xxx

To log on

To log on to NCVDLS Online visit the homepage (https://lims.ncvdl.com/NCVDLSOnline/Login.aspx) and enter your username and password in the login area.

To change your password simply login and then click 'My Accounts>Change Password' found at the top menu of the homepage after you have logged on.

You didn't request your password?

Anyone can request this information, but only you will receive this email. This is done so that you can access your information from anywhere, using any computer. If you received this email but did not yourself request the information, then rest assured that the person making the request did not gain access to any of your information.

Regards, NCVDLS Online Administrator

@ Copyright 2011, N.C. Department of Agriculture and Consumer Services Please contact <u>The North Carolina Veterinary Diagnostic Laboratory (NCVDL) System</u> if you have questions or comments pertaining to this web site.

Enter your temporary password in the prompt "Old Password".

Type in a "New Password" and confirm it by typing it in a second time.

Select Submit.

You will receive another email message stating you have successfully changed your password.

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ne			Section 2 Local intranet	· · · · · · · ·

Select ACTIONS to access your test results.

Select Client Report Search



Welcome to the North Carolina Veterinary Diagnostic Laboratory System NCVDLS Online. Click on the above items to obtain information on: Animal Lab Test Sample Information.

Version: 2.8.0.23

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User Name: shepjos

This brings up the Report List Search screen.

Select as much criteria as possible to find the correct accession.

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	@ Copyright 20 Please contact <u>The N</u> if you hav	111, N.C. Department of Agriculture and Consumer S lorth Carolina Veterinary Diagnostic Laboratory (NC re questions or comments pertaining to this web sit	Services <u>VDL) System</u> e.		
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Now you can choose the report by double clicking the hyperlink under the column "View Report" which matches the correct accession number.

NOTE: Only reports that have been distributed to you will appear in this field and official test forms such as EIA or brucellosis are not distributed online.

Please be sure to save any Preliminary or Interim reports because only the most current version of a report will be available online.

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If your browser blocks popup windows, you may see the Information Bar at the top of the NCVDLS window.

One way to be able to see your report is to click on the bar, then select "Always Allow Pop-ups from This Site".





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The viewer for your PDF report is Adobe Reader.

This is a sample report.

From this screen, you can email this to whomever requires it. Select the email button (Envelope) and your email provider opens. If you don't have this button, see the following two pages for instructions.



NOTE: We do NOT email the actual report. Your reports are confidential. For security reasons and protection of your identity, we prefer that you access the report yourself.

Therefore, we send a link to you via email which will send you to our site where a User Name and Password are required to access the actual reports.

This is a sample link:

https://lims.ncvdl.com/NCVDLSOnline/LinkRedirector.aspx?ahcp=mFE+SRhQPdY34aY/VBzfERzK6szrXeQhFi1szgIKUYkz4FMm8vWis5/EVgQYjpS8zuIVIrcVhqtstj H9sQkgvqZVn6tFXisAW+bLmwFHjzMhKZ

You can also go to our website (<u>http://www.ncagr.gov/vet/ncvdl/index.htm</u>) and access your reports through the link on the home page.



Click on Email under File Toolbar to add this icon to your toolbar.

Select OK to close this window and return to your report.

Now you will be able to email this report.



Updated 04/20/2012