Environmental Analytical Lab ID

The **EAL ID** is a refined labeling procedure that is required for sample analysis in the EAL. This is the name of the sample set we will be analyzing.

The **EAL Sample ID** contains four parts, including your unique sample ID. (We don't need to change a labeling scheme that you have been using for years!) This ID is what we will use in lab to distinguish all the samples in your sample set.

**EAL ID Components:**

1. The PI's first/last initials.
2. A three or four letter project description. *e.g.: If you collected precipitation samples from Post Farm, the project description could be "PFP" (post farm precipitation); If you collected samples from the Gallatin River Watershed, the project description could be "GRW"* Feel free to ask if you're unsure of an adequate label.
3. The sample date in **6 digits. e.g.: March 14, 2018 should be entered as "180314"**

**EAL Sample ID:**

Includes all three components in the EAL ID as well as your descriptive sample ID. You MUST keep the same number of characters on every ID within the same sample set- unless you are submitting a duplicate, in which case you may add a "/_d" to the end of the ID.

You will merge the first three components together for your EAL ID, and all four components will be merged for your EAL Sample ID.
An example:

You work for John Doe, Ph.D.

On April 14th, 2018, you sampled 15 sites in Yellowstone National Park.

At each site, you took three samples of soil: horizons you termed "a, b, and c"

You came up with your own sample IDs. The two sites you sampled in the Lamar Valley you called "Lam01 and Lam02" You sampled three horizons at each site, so your sample IDs are "Lam01_a, Lam01_b"........

**Your EAL ID is:**

JD_YNP_180414

**Your EAL Sample IDs are:**

JD_YNP_180414_Lam01_a, JD_YNP_180414_Lam02c, etc....

When filling out the sample submission form on Airtable, you are asked to provide the EAL with a list of your sample IDs. This should be an Excel spreadsheet with your **EAL ID** as the title.

Your spreadsheet should give us plenty of details:

![Excel spreadsheet example](image)

Note the title is your **EAL ID**, and your SAMPLE ID and EAL SAMPLE ID are both included on the spreadsheet.