**Sorting form has to be filled up prior to any sort and the operators must receive it at least the day before the appointment (see contact for sort).**

**You need to be registered to have access to the MRI facilities (login/password).**

**SORTING CONVENTION** **(You must read and agree)**

You have to accept the following rules to have access to the cytometry platform.

|  |
| --- |
| **MRI ENGAGEMENT**  The sorters are certified by the mean of calibration beads. This calibration ensures the good performance of the equipment. MRI checks regularly the cell sorters to prevent any dysfunction or alignment issue of the machines. The surveillance and maintenance actions defined for the sorters are available at the following link : <http://www.mri.cnrs.fr/datas/fichiers/528.pdf>  **RECOMMANDATIONS**  It is strongly suggested to use a viability marker to clearly discriminate the dead cells. It is important to note that a sort cannot be performed if the amount of dead cell is to high.  The samples must be prepared as a single cell suspension. To eliminate aggregates, you may need to filter your samples on a 35-40µm nylon cell strainer.  Users must supply all controls required for correct instrument set-up (unstained samples, single stained samples for each fluorochrome used, isotype, FMO…).  **BOOKING**  You can book the cell sorter on the online calendar: [www.mri.cnrs.fr](http://www.mri.cnrs.fr/)  Booking conditions are available on the page of reservation of each sorter.  **SORT QUALITY**  The sort quality can be evaluated by re-analysing an aliquot of the sorted cells if allowed by the amount of cells collected.  After the sort, you have to check the viability of the sorted cells (as a live cell entering the sorter may not be still alive at the exit). The cytometry facility can’t be held responsible for the mortality of your cells post sorting. |

**ADMINISTRATIVE INFORMATIONS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Schedulded date for sort** |  | | | |
| **User Name** |  | **Phone** |  | |
| **User e-mail** |  | | | |
| **Team leader name** |  | **Institute** | |  |

**SORTING FACILITIES CONTACTS**

|  |  |
| --- | --- |
| **MRI IGMM cyto**  Myriam Boyer / Stéphanie Viala– IGMM –  room 0013 or 004  [cyto@igmm.cnrs.fr](mailto:cyto@igmm.cnrs.fr)  Phone : 04 34 35 96 37/90 | **MRI IRB cyto**  Christophe Duperray / Felicia Leccia  IRMB  [cyto.irmb.montpellier@inserm.fr](mailto:cyto.irb@inserm.fr)  Tel : 04 67 33 78 29 |

**BIOLOGICAL INFORMATIONS**

**OBJECTIVE**

Sterile Sorting YES  NON

Cloning  Culture growth  DNA extraction  RNA extraction  Microscopy

Proteins extraction  Injection in mice  Other  Specify :

**CELLS**

**Cell Type :**

Human  Mouse  Bacteria  Yeast   Plant  Other   Specify :

**Characteristics :** Primary Cells  Immortalized cell lines

Adherent cells  Non-adherent cells

**Treatment :** Transfected cells  Infected cells

**Type of vector/Transgene :** Retrovirus  Lentivirus  Adenovirus

Expression Plasmide  Other  Specify :

**Biological safety level :**

L1  L2  L3 (fixed or without replication risk samples)

**STAINING**

Describe all the labelled antibodies-fluorochromes used for the staining :

**SORTING**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Name of sample | Initial cell number | % of positive cells (for the less represented population) | Numbers of populations to sort | Desired number of cells to collect |
| Tube 1 |  |  |  |  |  |
| Tube 2 |  |  |  |  |  |
| Tube 3 |  |  |  |  |  |
| Tube 4 |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Collection**

Tubes: 1.5ml Eppendorfs  5ml Facs Tubes  15ml Falcon

Plates : 6 wells  12 wells  24 wells  96 wells

You need to bring

* Collecting tubes or well-plates with media
* Medium for cells collection
* Medium to dilute samples if necessary
* 40µm cell strainer (ex : MACS pre-separation filters ,Miltenyi / Filcon filters, BD)
* A USB key to back up your data

**COMMENTS**