

## Plating samples

1. Please remember to label each plate with location, time, date, and sample number (1, 2, or 3).
2. Use the pipette to put the water near the edge with the film cover hinge, and then slowly roll the cover down over the plate and press lightly with the plating spreader.
3. If there are any remaining spots not covered, there are two methods you can use:
  - a. Put the little round 3M plate spreader centered on the plate. Apply a small amount of pressure. Hold for one minute.
  - b. Slowly and carefully tip the plate towards each blank spot until the water flows to the edge.

If there are still spots uncovered by the test water, discard that plate and try again with another.

## Reporting plates

1. Please take in-focus well-lighted pictures of your plates, by either of two methods:
  - a. With a camera, such as your phone camera, or a separate camera.
  - b. Using a scanner. This is the easiest way to get well-lighted in-focus images.
2. Put those pictures under the WWALS google drive folder WWALS WQ Results: [https://drive.google.com/drive/folders/1vGR\\_hT8zja1PwVtxFqAEf5g7iKaB5vCJ?usp=sharing](https://drive.google.com/drive/folders/1vGR_hT8zja1PwVtxFqAEf5g7iKaB5vCJ?usp=sharing)
  - a. Under that folder, put pictures into the appropriate subfolder for each testing location.
  - b. If there already is an appropriate site folder, such as *State Line Boat Ramp Highway 31*, go ahead and put your plate pictures for that location in there.
  - c. If there is not an appropriate site folder, create one by clicking on the *New* button in the upper left and then *Folder*. (See below for smartphone method.\*) Put your plate pictures for that location into that new site folder.
  - d. Also, within the site folder, it helps to make a date folder with the date the sample was collected, such as 2020-11-15--us-84-withlacoochee. (See below for smartphone method.\*) That way, pictures of the location and pictures of the plates can go in the date folder.
  - e. How to upload: in the date folder, click *New* and then *File Upload*. (See below for smartphone method.\*)
  - f. Please remember to include a picture of your control (blank) plate or plates.
  - g. Please use filenames that reflect the location, date, and plate number.
  - h. Also upload photographs you took at the sample location if you can.
- \* Smartphone method:
  - a. If you got to googledrive through the web interface, you can try telling your phone to use the desktop site.
  - b. Easier is to get the googledrive app.
  - c. In the Drive app, search for WWALS WQ Results, and click on that folder.
  - d. Navigate to the folder for your location by scrolling until you find it, or use search in page.
  - e. If you need to make a folder, for site or date, click on + New, then on Folder.
  - f. To upload, click on +New and then Upload.
  - g. Beware that many phones will not actually upload any large files unless you're connected to wifi.