

## BU CIC MASS SPEC SAMPLE SUBMISSION GUIDE

### BEFORE SUBMISSION

- Before submission, please ensure to discuss your sample(s) with CIC staff. Also, please follow the submission guideline for optimized results.

### SAMPLE PREPARATION

- Please ensure your sample is **PURE** for best results.
- All samples must be filtered and acceptable concentration is ~0.1 mg/mL or 100 ppm.
- Suitable solvents are: MeOH, ACN, MeCl<sub>2</sub>, H<sub>2</sub>O (no THF, TFA, deuterated solvents). Do not submit a NMR sample for MS!
- All vials **MUST** be labeled and in standard 2 mL HPLC vials.
- Solvent solution should reach at least 1/3 of the vial height. Inserts are approved.
- Sample ID should be unique (ex. Initials and experiment number, JPL V 158).
- Solids (in HPLC vial) can be submitted if sample is unstable in solution. Please indicate any stability issue on the submission sheet.
- Please do not apply parafilm on top of vial cap.

### SAMPLE SUBMISSION

- Submission sheet must be completely filled out.
- Please drop off your sample(s) in the box labeled “Mass Spec In” on the right hand side when you enter CIC.
- All samples will be screened by ESI+ first.
- Low resolution turn-around is 3 business days and high resolution can be expected in 5 business days.
- Rush service is available (24 hrs turn-around) at a premium rate. Please contact CIC for details.

### RESULT RETRIEVAL

- An email will be sent when results are ready. Data can be picked up in the mailbox (by group) next to the “Mass Spec In” box in CIC.
- If HRMS was successful, an error (less than 5ppm) is reported. If result was greater than 5ppm, please follow the suggestion given by the MS specialist.
- Please feel free to discuss your results with CIC staff if you are not completely satisfied with your results.
- Please note that each analyte is unique and can exhibit different MS characteristics.

### SUGGESTED VIAL ORDER INFORMATION

- Agilent screw cap vials, clear, 100/pk (Part# 5182-0714)
- Agilent blue open top crew caps, 100/pk (Part# 5182-0728)
- Agilent red PTFE/white silicon/red PTFE septa, 100/pk (Part# 5182-0729)
- National Scientific target polyspring inserts, 0.3mL, 100/pk (Part# C4010-630)