**Laboratory Preparation Techniques**

**Course Objectives:**

* Identify the purpose of Standard Operating Procedures (SOP) & select the correct SOP for assigned duties.
* Clarify instructions as needed & follow instructions in given order.
* Set priorities in assigned tasks & establish timelines for tasks & organize workload to timelines , use time effectively & complete tasks on time
* Prepare reagents , solutions to be used for laboratory standards & standardize bases
* Prepare complete label for designated container
* Perform washing and rinsing of lab ware by manual methods & perform washing and rinsing of lab ware by mechanical methods
* Use hot-air ovens/commercial driers to dry clean, washed lab ware
* Restock clean, dry lab ware & perform routine cleaning of a laboratory
* Restock consumable items on a weekly basis & inventory, reagent, stain and chemical stock
* Prepare lists of supplies to be ordered & record materials and supplies removed from stock
* Record storage location of prepared material & document calculations used in the preparation of solutions, reagents and media
* Record data generated in performance of assigned duties & file records & SOP cards
* Communicate with team members to carry out assigned team tasks & assist team members as needed.

**Course Outlines:**

* Follow written and verbal instructions in the preparation of laboratory materials and performance of assigned duties; Demonstrate time-management skills in performance of assigned duties; Prepare a variety of media and solutions to be used in introductory microbiology and general laboratory Settings; Apply principals of sterilization and decontamination in preparation and disposal of laboratory materials.; Maintain laboratory glassware and plastic ware and a clean, well-stocked workplace.; Keep accurate records of laboratory activities.; Display effective teamwork skills.

**Laboratory Preparation Techniques**

**Who Should Attend?**

Operators, Supervisors, Technologist & Technicians who work in industry like manufacturing, processing, assembling, quality assurance and inspection, operators, materials testing, and maintenance.

**Duration:** 5 Days

**For more information:**

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