QuickStart Guide

Study the User Manual thoroughly before using the QuickStart Guide

CUSTOMER SERVICE
If Sofia does not perform as expected, contact Quidel Technical Support 800.874.1517 (in the U.S.), 858.552.1100 (outside the U.S.) or your local distributor. technicalsupport@quidel.com
UNPACK SOFIA

- Inspect the shipping container for obvious shipping damage prior to opening.
- Unpack the shipping container and inspect the unit for damage.

UNPACK INSTALLATION PACK

- Inspect the shipping container for obvious shipping damage prior to opening.
- Unpack the shipping container and inspect the contents for damage.

SD Cards:
- Test Type Files (Blue)
- Language Files (Yellow)
- Blank SD Card
CONNECT TO POWER AND TURN ON

Place Sofia on the counter top within reach of an electrical outlet. The unit is portable and can be moved to a suitable location for testing.

1. **Plug the DC power cord into the power port in the back of Sofia.**

2. **Plug the appropriate, country specific AC power cord into the DC Power Cord and appropriate electrical outlet.**

3. **Plug the Barcode scanner into the PS2 port in the back of Sofia. Note: The Barcode scanner may have 2 plugs; one will remain unplugged.**

4. **Turn Sofia on using the power switch located on the rear panel. Hold the toggle switch down until the screen illuminates (1-2 seconds).**

INSTALLING TEST TYPE FILES

Test files must be loaded prior to performing testing. A new test type file is needed for each new assay. Select "Load Test Types" from the Supervisor menu. Then insert the appropriate SD Card with the test type files (blue) into the slot in the back of Sofia. Follow the Sofia prompts to complete the installation.
CALIBRATION CHECK

- Use the up/down keys to highlight CALIBRATION from the menu.
- Press the soft key under the lower right corner of the display screen under SELECT.
- Remove Calibration Cassette from the Pouch.

Insert the Calibration Cassette into Sofia and close the drawer. Sofia will perform the Calibration Check automatically.

NOTE: If Calibration Check cannot be completed successfully, notify the on-site Supervisor or contact Quidel Technical Support for assistance.

The Calibration Cassette will automatically eject when calibration is complete. Remove and return the Calibration Cassette to the storage Pouch.

Select OK to return to the Main Menu after calibration is complete.

Important: Store the Calibration Cassette in the provided storage Pouch between uses.

Run QC according to assay specific package insert.
Supervisor Menu Structure

Main Menu

Load Test Types
Manage Users
Options
Add User
Edit User
Delete User
Hide Options
Load Settings from SD Card
Save Settings to SD Card
Save Test Records to SD Card
Load Analyzer Software
Load Language File
Load Analyzer
Software
Load Language
File
View Analyzer Info
View User History
View Message Log
View Network Settings
Set Default Mode & Print Option
Set Entry Requirement and Timeout
Set Calibration and QC
Set User Access Rights
Set Default Mode & Print Option
Set Location Name
Set Language & Sound
Set Date
Set Time
Set Network Configuration
Set LIS Parameters
General Settings
Surveillance Settings
Save Test Records to SD Card
Save Settings to SD Card
Load Settings from SD Card
Load Analyzer Software
Load Language File
View Analyzer Info
View User History
View Message Log
View Network Settings
Set Default Mode & Print Option
Set Entry Requirement and Timeout
Set Calibration and QC
Set User Access Rights
Set Location Name
Set Language & Sound
Set Date
Set Time
Set Network Configuration
Set LIS Parameters