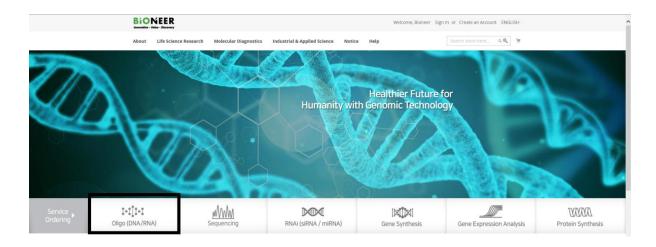
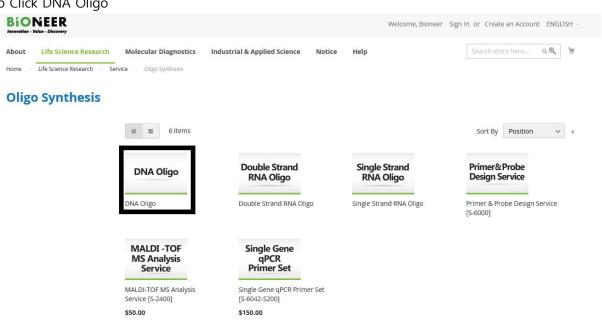
Instructions to order Oligo(DNA/RNA)

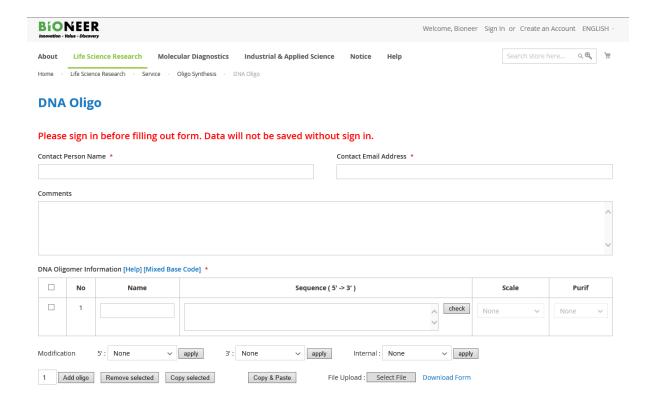
1. Order method

- o Register and login
- o Click on 'Oligo (DNA / RNA)' from the main page



o Click DNA Oligo





-Turnaround time (working day)

To purificate BioRP: Takes about 1~2 days.

To purificate HPLC and PAGE: Takes about 3~4 days include Modification.

- o Actual recipient (Name of person to contact): If the name of the buyer is different from the recipient, please change buyer's name to the recipient's name on the report sheet, so that the name of actual recipient will be displayed and printed out as you put in the report sheet.
- Ex: If you change your contact person name to 'Oligo' after logging in as 'Bioneer', it will be displayed as 'Bioneer (Oligo)' on the report sheet.
- o Contact Mobile Phone : Please enter the recipient's phone number.
- o Comments: Please fill out any additional inquiries.
- o DNA synthesis scale is synthesis starting volume, the final supplied amount will be provided less than synthesis scale amount.

How to input the Oligo information.

To input DNA

- o The oligo name cannot use '#, |" etc.
- o The oligo sequence cannot contain spaces and special characters.

To input RNA

o In the case of double strand RNA, if you choose annealing, it will be provided as duplex form or not, it will be provided as single strand for each one.

o On the RNA order page, note if you enter AGCU in capital letter, it will be recognized as RNA base and if you enter it in small letter, it will be recognized as DNA base.

A. Input table: It is convenient, if the number of Oligo is small.

- Using the 'Add oligo' button, you can add oligo.
- After entering the name and sequence, click 'Check' button to activate the scale and refinement method.
- In the first column using the check box, you can delete ('remove selected') the selected rows or copy ('copy selected') them. If you copy them, it will be added after the last selected row.
- You can delete the base using the backspace key, and the entire modification will be deleted.

How to input the Modification

- Select the modification and the row. Then, press the 'Apply' button to apply modification to 5'- or 3'- of the selected sequence.
- In case of Internal modification, select the desired modification and select the base position of the desired row. Then press 'Apply' button to be applied to the selected location.

B. Copy & paste: It is convenient, if you have sequence for various Oligos.

- 1. Select scale and purification.
- 2. Prepare a file with oligo names and oligo sequences.
- 3. If you paste the contents, press 'OK' button, then it will check the contents automatically and show you the table with the data applied as Oligo sequence, scale, purification, etc.

C. Upload Excel file: It is convenient for bulk order, also you can use this when the scale or purification method is different for each oligo.

- 1. Download Excel form file, enter details for oligo and upload, then it will be applied and displayed as a table on the order page.
- 2. If you have any modification, you can apply Bioneer's labeling method or you can modify each of them from the table after upload the file.

Edit, cancel order

o Click the 'red pencil' icon from the oligo order in the shopping cart and click 'Update cart' after adding, deleting or changing the oligo. Click the trash icon to delete the entire oligo order.

Delievery

o Click the tab of My account > Order history > View this order > Shipments to view and track the shipping information.