

Ordering Modified Oligos on the Finch Server

1. Click on "New Order" under Oligosynthesis
2. Give the oligo a name
3. Select the appropriate use from the "Use" pop-up list
4. Select the synthesis scale you would like from the "Scale" pop-up list.
Modified oligos may NOT use the 0.025 scale.
5. Select the appropriate purification level, if necessary or desired for your modification
6. Type your oligo sequence and the code for your selected modification in the appropriate place in the "Sequence" box. When you are ready for the modification, click on the blue "i" button at the end of the oligo sequence box. Select the tab for the type of modification you are interested in, find the appropriate code, and use that code in your sequence. For example, to place biotin at the 5' end of your oligo, type "[btn]" into the sequence box, followed by the sequence of your oligo.
7. If you are ordering multiple oligos, click "Add to Order" and it will add your oligo to the order and refresh the window so you can type in another sequence.
8. If you are done ordering oligos, click the "Add & List" button.
9. Double check your order and click the "next" button
10. Fill in the next page, making sure to put in the budget number, and then submit the order.