Objective: To be able to prepare sorbitol MacConkey agar by the standard pasting procedures.

Procedures:
1. Prepare 700 ml of MacConkey agar.
2. Bring 1 L flask and use DI water and cylinder to measure the 700 ml scale of the flask.
4. Look at the recipe and calculate the amount of agar needed.
   1 L suspension = 0.5 g of sorbitol MacConkey agar.
   400 ml suspension = 0.5 x 400 = 25 g
5. Weigh 25 g of sorbitol MacConkey agar and carefully pour into the flask.
6. Follow the procedures 1-14 of the tryptic soy agar preparation in page 14.
Objective: To be able to prepare VUM broth
- Prepare 5 racks of VUM broth, each contains 9.5 ml

1. VUM Preparation

   Procedures:
   1) Calculate the amount of media needed to prepare.
      \[(5 \times 300) \div 9.5 = 15.7 \text{ L} \] (make extra 3 tubes for each rack for QC check)
   2) Bring out the appropriate glassware and use 50 ml cylinder to measure DI water
      and mark the right volume.
   3) Discard some of the water
   4) Weigh the correct amount of agar needed (50g VUM media per 1 L water)
   5) Carefully pour into the glass container
   6) Use cylinder to fill in DI water to the volume marked.
   7) Use magnetic bar to help mixing the media under heat.
   8) After mixing the media thoroughly, transfer into tubes by using Omnispense-
      Dispenser.

9.12 Operating Omnispense Dispenser.
   a) Wearing clean gloves, turn on the pump (from the back)
   b) Manual should come up on the view screen, press AUTO/MAN until
      'Automatic' is shown.
   c) Press 
      9 
      times until Recall \(x\) comes up and press the program
      you want (Program: 1 9.5 ml). Then, press ENTER.
      'On the screen you should now see the volume you selected
   D) If you press the wrong program, press SEL twice until
      you see the "RECALL" on the screen. Press CLEAR once followed by the
      program you want them ENTER
   e) If you see an error, press the right program and you can verify it
      by looking at the volume shown on the screen press AUTO/MAN
      3 times until you see AUTOMATIC on the screen.
   f) Press START when you are ready to begin and STOP when you are done

9.3 Prepare 2 flasks - one for DI water and one for acid waste disposal.

9.5 The tube with the glass stop will take the water in and the tube
with plastic tip will be the one that water comes out.

(This procedure is to clean the dispenser’s tubes > 150 ml of water

9.6 Lift the water in tube to let all the water in the tube comes out

Dip the water in tube with the glass tip in the media broth, click start
and let it run once into the contaminated media container before
Dip it into the glass tubes, keep some media for pH measurement.

Witnessed & Understood by me.

Date: 3/4/09

Invented by: Recorded by:
2.6) Cap the glass tubes. Not pushed down.
2.7) After finish, run with water again (1500 ml)
2.8) Turn off the pump.
2.9) Clean the bench and area with EtOH.
3) Label #10. Put the autoclave tape on top of the rack and label with letters
3.1) Sterilize by autoclave at 121°C 45 mins
3.2) Cool on the bench overnight. Label the batch number on each rack. Push down caps
3.3) Wrap the racks with plastic wrap.
3.4) Label #10. Put a labeling tape on the top.
3.5) Store it in a cabinet.

4) Weekly housekeeping
4.1) Clean out inside the water bath with EtOH
4.2) Clean the pH meter and balance with EtOH

5) Monthly housekeeping
5.1) Take out all the water in water bath. Clean with EtOH. Fill in clean DI water.
5.2) Dust the shelves and cabinets. Desk.
5.3) Check the media in the refrigerator for expired media.
Objective: Prepare 4 L of 0.01% peptone broth (100 ml tubes).

Procedures:
1) Calculate the amount of media needed to prepare 4 L of 10 L (400 ml x 10) = 4.8 L = 4 L.
2) Bring out the appropriate glassware and marked the right volume by using cylinder and 10 ml water to measure the water.
3) Discard some water.
4) Weigh 0.2490 g of peptone into 4 L of water.
5) Follow the CMM procedures from no. 5 (As seen on page 6).
Objective: Prepare 900 ml of BH2 A in plates.

Procedure:
1) Bring 2 L of flask and mark the point where 700 ml lies.
2) Discard some amount of water.
3) Calculate the amount of agar needed. (700 ml = 85.3 g)
4) Weight 36.4 g of BH2 A on top using weighing boats and carefully pour it into the water.
5) Fill in the water to 700 ml in volume (to the marked line).
6) Drop in the magnetic bar, cover with foil, label the name of agar and batch letter on the autoclave tape and put it on the P covered shelf.
7) Heat mix until the agar melt and homogenize, pour some agar to measure pH.
8) Autoclave 121°C 15 mins liquid.
9) Put in P, cool down in 50°C waterbath, record 1 hr.
10) Pour plate using aseptic technique, and measure the pH of each batch.
11) Cool down 50°C, let agar solidify overnight.

Clean the pH meter, waterbath, and balances.
Clean Desks, bench, laminar flow, waterbath in room 8.4.
Objective: To prepare 8 racks of a ml of buffer peptone water broth.

Procedures:
1) Marked the glasswares used at the level 700 ml, using DB water.
2) Pour out some water 95%
3) Weigh 0.4 g of BHIA (10×0.15) in each 700 ml (Since 1 L need 0.2 g)
4) Add water to 400 ml as marked on the glassware.
5) Cover lid: Drop a stir bar in, and cover with aluminium foil, labeling tape. Then heat mix.
6) Pour same media to take pH later.
7) Autoclave liquid 45 min (121°C)
8) Put in a waterbath (48°C) Wait for cool down 40 mins
9) Pour plate and separate some of the media to measure pH later.
10) Leave the media again to cool down.

*Note: Also include the other activities you do:*

Killed, housekeeping, etc.