

Instructions for Registration

Round Robin Testing – Hub

1. General

The online Hub is the new, central interface between the participants and the TESTEX Round Robin Testing. The Hub has various functions:

- Registration and account management
- Overview of Round Robin Testing; all upcoming, open and already completed Round Robin Tests are listed
- Registration for participation in Round Robin Tests
- Entry of results when participating in Round Robin Tests
- Sharing of evaluations via the Hub, which can be accessed at any time

2. Apply for an account

You can register via the link on the TESTEX website, the link in the email or by entering the URL directly in your browser.

https://testex.quodata.de/

Step 1:

			Apply for an account
TESTEX Round Robin T	est	TESTEX.	100
Enail * Iniglates.com Texpoor enail address. Texpoor * T	Updates & resources Welcome on the TESTEX Round Robin Test portal! To create an account, please go to: Apply for an account.	2023-11-30	
P	rovided by Quobata – Quality and Statistics – solutions for analytical quality assurance		





Step 2:

Fill out the form. The **«Laboratory name»** field is intended for the specific naming of your laboratory in your company. This name allows us to identify and work with different laboratories in the same company. You can later assign different roles to the staff, e.g. appoint a «Manager for several labs» who can switch between the different labs (see chapter 4).

If you are eligible to participate in the **OEKO-TEX®** or **UV801** Round Robin Tests, please select the applicable item. Please confirm that you agree to the data privacy policy, the general terms and conditions of TESTEX and submit the registration. Please make sure that your address and company name are entered correctly.

The first registrant of your company is automatically classified as a **lab administrator**. All further registrations are automatically classified as **participants**. See chapter 4 for a description of the different roles.

After you have submitted the registration	, we will initiate the registration process.

lester Round Robin Test			TEST
Home			
Construction			
Create your account			
Laboratory name *			
Contact email address *			
A valid email address. All emails from the system will be sent to this address. The em	ail address is not made public	and will be used as credential or if you change account settings.	
SHIPPING ADDRESS			
Country * Afghanistan v			
Company *	_		
Constanting *			
Street address **			
City *			
Partal code			
BILLING ADDRESS (OPTIONAL)			
Optional information. Leave blank, if address information are equal to t Country	ne Snipping address.		
• None • •			
VATID	_		
Laboratory type *			
I have read and agree the following clause and the Terms of Service of TESTF	EX. *		
This interlaboratory comparison is organised, planned and executed strictly accord	rding to the rules laid down in	ISO/IEC 17043. Testex assures the full confidentiality of data for com	parative and evaluation purposes only.
Submit registration			

Picture 2: Submit registration

TESTEX AG, Swiss Textile Testing Institute, Gotthardstrasse 61, CH-8002 Zurich, Switzerland +41 44 206 42 42, rrt@testex.com, testex.com



Step 3:

As soon as we have activated your registration, you will receive an email notification containing two links. Please complete the registration via the first link.

IMPORTANT: This link is only valid once!

A site administrator at TESTEX Round Robin Test has created an account for you. You may now log in by clicking this link or copying and pasting it into your browser:
https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Ftestex.quodata.de%2Fuser%2Freset%2F272%2F1669204418%2FCy8bpWXA60HKkvBHmbkk _ 59O6UJz8docVPds3dRk8E&data=05%7C01%7Crrt%40testex.com%7Cd0ce0391bf7744cee3c808dacd495c6a%7C0de4a018140e49e5aa27ff79659f360e%7C0%7C0%
7C638048012902215252%7CUnknown%7CTWFpbGZsb3d8eyIWIjoIMC4wLJAwMDAILCJQJjoIV2luMzliLCJBTII6Ik1haWwiLCJXVCI6Mn0%3D%7C1000%7C%7C% 7C&sdata=xFfcEDMHd3l%2B6nW%2BqursLA0f9C5k8aZTOUSSwRDz11Q%3D&reserved=0
This link can only be used once to log in and will lead you to a page where you can set your password.
After setting your password, you will be able to log in at
https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Ftestex.quodata.de%2Fuser&data=05%7C01%7Crrt%40testex.com%
7Cd0ce0391bf7744cee3c808dacd495c6a%7C0de4a018140e49e5aa27ff79659f360e%7C0%7C0%7C638048012902215252%7CUnknown%
7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzlilCJBTil6lk1haWwiLCJXVCl6Mn0%3D%7C1000%7C%7C%7C&sdata=iMR%
2Fu5SKkye7se2LomgUXjuvAPeALHvPtsdV%2FwLnKnE%3D&reserved=0 in the future using:

Picture 3: Complete your registration via the email notification"

If you have not received the email after two working days, please contact us at rrt@testex.com.

Please remember that the email may be in junk mail folder. If you have not received the email after two working days, please contact us at rrt@testex.com.

After this step your registration is completed and you can use your customer account and the functions described above.

3. User interface



When you open the Hub and log in, you will see the homepage. The main bar is located at the top of the page. The button «Change laboratory» is only enabled if you have activated the role of «Manager for several labs» (see chapter 4).



3.1. Homepage

On the homepage you have an overview of the upcoming, closed and currently open Round-Robin Tests. Please note that the registration and data entry time slots are opened and closed automatically on the respective due dates.

You have the possibility to book Round Robin Tests via the «Apply for rounds» buttons (see chapter 3.4).

Currently open rounds You are not enrolled in any open rounds. Closed rounds Vou were not enrolled in any open rounds. Vou were not enrolled in any open rounds. Vou were not enrolled in any open rounds. Vou were not enrolled in any closed rounds.	dashboard				
Currently open rounds You are not enrolled in any open rounds. Closed rounds Vou were not enrolled in any closed rounds. Upcoming rounds Vou were not enrolled in any closed rounds. Upcoming rounds Round Status Status Starting in 96 days You were 201 Order confirmation Textilescolour_fastness_to_water_231 Starting in 96 days 27 Mar 2023 O5 May 2023 Download	Commention				
You are not enrolled in any open rounds. Closed rounds You were not enrolled in any closed rounds. You were not enrolled in any closed rounds. Upcoming rounds Round Status Start End Order confirmation Textiles_colour_fastness_to_water_231 Starting in 96 days 27 Mar 2023 05 May 2023 Download	Currently open rounds				
Closed rounds You were not enrolled in any closed rounds. You were not enrolled in any closed rounds. Upcoming rounds Image: Status Round Status Start End Order confirmation TextilesColour_fastness_to_water_231 Starting in 96 days 27 Mar 2023 05 May 2023 Download		You are not e	nrolled in any o	pen rounds.	
You were not enrolled in any closed rounds. Upcoming rounds Image: Ima	Closed rounds				
Apply for rounds Round Status Start End Order confirmation TextilesColour_fastness_to_water_231 Starting in 96 days 27 Mar 2023 05 May 2023 Download		You were not e	nrolled in any cl	osed rounds.	
Apply for rounds Round Status Start End Order confirmation TextilesColour_fastness_to_water_231 Starting in 96 days 27 Mar 2023 05 May 2023 Download	Upcoming rounds				
Round Status Start End Order confirmation Textiles_Colour_fastness_to_water_231 Starting in 96 days 27 Mar 2023 05 May 2023 Download			Apply for rounds		
Textiles Colour_fastness to water_231 Starting in 96 days 27 Mar 2023 05 May 2023 Download	Round	Status	Start	End	Order confirmation
	TextilesColour_fastness_to_water_231	Starting in 96 days	27 Mar 2023	05 May 2023	Download



Picture 5: Homepage



3.2. Switch active laboratory

If you are logged in as «Manager for several labs», you have the possibility to switch between different laboratories. This option is particularly useful for QM staff. For the explanation of the different roles see chapter 4.

			Home Cha
TESTEX Round Robin Test			TESTEX*
Home			
Switch active laboratory			
Name	Account number	Operations	
		Switch to	
		Currently Active	

Picture 6: Switch active laboratory

3.3. Reports

Under «Reports» you can see all the evaluations you have received from TESTEX. You can filter the data by keyword. If you want to filter by other criteria, simply add more columns via the «Column selection».

All reports

Column selection CSV 10 V	ows					Searc	h
Data entry deadline (round)	Round	Lab	🕴 Lab code	Scheme	Operations	Report	Certificate
Search	Search	Search	Search	Search			
			There are no rows av	ailable.			
0 to 0 of 0 rows							Previous page Next

Picture 7: All reports



3.4. Enroll to upcoming rounds

Under «Enroll to upcoming rounds» you can book participation in Round Robin Tests. You will see a list of all the Round Robin Tests that have been unlocked for you. We recommend searching for the required standard using the search bar at the top right of the page. Round Robin Tests which have already been booked disappear from the list and cannot be booked multiple times.

You can also access the enrollment page from the homepage via the button «Apply for rounds».

DETERMINATION_OF_FABRIC_PRO	DETERMINATION_OF_FABRIC_PROPENSITY_TO_SURFACE_PILLING_FUZZING_OR_MATTING+_PART2_MODIFIED_MARTINDALE_METHOD_231					
Determination of fabric propensity to	Ostanninsting of fibric expension to suffice funder or matting. Dart 't Modified Marindala method					
Applied standards:						
150 12945-2:2020						
Test material: Woven and knitted text	illes of various quality					
Frequency: 1 x per year						
Expected number of participants: 80-	-120, testing institutes and industrial laboratories					
Registration:	21.11.2022 - 14.04.2023 Closing in 113 days					
Data entry:	15.05.2023 - 23.06.2023					
Sample shipment:	15.05.2023					
Price (Not including VAT and shipment costs):	CHF 150.00					
Order participation						

Picture 8: Apply for rounds

Please note that the time slot for registration and data entry open and close automatically. When you select «Order for participation», you will be taken to the order form, where you confirm your details and agree to the general terms and conditions and data privacy. After you click «Submit order», your order is booked and you will receive an order confirmation by email. Your booked Round Robin Tests are visible under «DOWNLOAD SUBMITTED ORDERS AS PDF» (see picture 9).

Currently you have to book each Round Robin Test separately. However, we are working on implementing a collective booking option in the system.

TESTEX Round Robin Test		TESTEX"
Apply for rounds		
	Type to search 85 rows visible (filterer	Q d from 85 rows)

Picture 9: Overview of submitted orders

TESTEX AG, Swiss Textile Testing Institute, Gotthardstrasse 61, CH-8002 Zurich, Switzerland +41 44 206 42 42, rrt@testex.com, testex.com



3.5. My Account

Under «My account» you can edit your data in the following two tabs: «My user account» and «My laboratory settings». Under «My user account» you also have the option to activate or deactivate a «Data entry reminder» as well as other notifications.

Data entry reminder	
Get a reminder email 7 days before the data entry closes.	
Other uncategorized mails	
Receive additional emails that are not categorized above.	

Picture 10: Email settings

Save

Please note that the settings won't be applied until you click «Save».

4. Instructions for the use of different roles

You have the option of defining different roles in the TESTEX AG Round Robin Testing Hub. We differentiate between three roles:

Role	Booking of Round Robin Tests	Result Entry	Access to Evaluations	Manage Participants (create, delete, change)	Insight into several participating Laboratories
Participant	x	x	x		
Lab administrator	x	x	x	x	
Manager for several labs	х	х	х	х	х

Sheet 1: Different roles

The initial applicant of your laboratory is automatically defined as **«Lab administrator»** and can use the functions mentioned above.

After your registration, further users with different roles can be created. A **«Participant»** can be created and defined by the Lab administrator or via the «Apply for an account» button (see picture 1). If you want to create participants via «Apply for an account», it is important to enter the name of your laboratory exactly as you already registered it initially.



If you want to use the role of «Manager for several labs», please proceed as follows:

- Each laboratory must register separately via «Apply for an account» (see picture 11)
- You can request a mutation of your account to «Manager for several labs» via our contact rrt@testex.com. Please specify the laboratories with which you would like to be linked, including their account number. After we have checked the inquiry, you will be activated and linked to the respective laboratories. When you login in you will now see the field «Change laboratory». With this button you can switch between different labs and perform the functions mentioned above (see pictures 2 & 3).

Important: The Round Robin Tests are linked to the laboratories. It is important that when you book Round Robin Tests as «Manager for several labs», you book them under the correct account.

			oply for an account Log in
TESTEX Round Robin Tes	st	TESTEX	
Enal * Independent of the second particular o	Updates & resources Welcome on the TESTEX Round Robin Test portal! To create an account, please go to: Apply for an account.	2022-11-30	
PIOVID	eo oy goopara - goainy ano pracipica - poronons for allalytical quality associatice		

Picture 11: Apply for an account



		Home Change laboratory Registres Enroll to upcoming rounds My account Log out
TESTEX Round Robin Test		TESTEX'
PT dashboard		
	Home Change laboratory	
	TESTEX*	

Picture 12: Change laboratory

			Home Ch
TESTEX Round Robin Test	TESTEX*		
Home			
Switch active laboratory			
Name	Account number	Operations	
		Switch to	
		Currently Active	

Picture 13: Switch active laboratory