

# Vector onboarding in the GeneArt Services Dashboard

Don't see a suitable vector when designing your constructs online? Send us your unique vector to store at our facility and make available in the Invitrogen™ GeneArt™ Services Dashboard for your gene synthesis cloning orders.

## Why should you onboard your unique vector?

- Saves you time—we subclone for you
- Convenient—receive future clones ready to use in your unique vector
- Confidential—your vector is only available to you and no one else

## Onboarding your vector

### 1. Initiate vector onboarding

Begin by creating a new cloned genes project or opening a draft project in the GeneArt Services Dashboard. After sequences have been uploaded, navigate to the “Review” tab and confirm the desired vector doesn't appear in the vector pull-down menu. Select “+ I want to add new vector(s)” from the bottom of the list.

### 2. Input vector sequence

Vector sequence can be provided by uploading a FASTA, GenBank™, or Excel™ file. Alternatively, a copy-and-paste option is available. Please note the following requirements:

- Vector name has a maximum length of 15 characters and must contain only alphanumeric, dash (-), and underscore (\_) characters—no spaces are allowed
- Vector sequence must contain only A, T, G, and C symbols
- Vector must contain at least one resistance marker and at least one origin of replication (ORI)

### 3. Review vector

Before importing the vector into the project, please review the details and status of each vector and address any issues indicated in the “Status” column. A plasmid view is also available for your convenience.

### 4. Import vector into the project and complete order

Selecting “Continue to cloned genes” will import vectors and return to the cloned genes project already in progress. Imported vectors will now be visible in the vector pull-down menu and can be selected for any constructs in the project. Construct design and order submission can now be completed as normal.

Note: The vector will not be fully onboarded unless it is used for at least one ordered construct. Therefore, custom vectors will only be available for use in other projects after the initial order is submitted. Unused custom vectors will be discarded when the order is placed.

### 5. Send us your vector

All new vectors are checked for biosecurity and biosafety. Once the vector clears this check, a materials transfer form (MTF) will be sent to you along with instructions for shipping the vector to our facility.

## Do we already have your vector?

If you have previously sent your vector to us but it's not available in the GeneArt Services Dashboard for selection, please send a request to [geneartsupport@thermofisher.com](mailto:geneartsupport@thermofisher.com) with the subject line “Enable existing vector in GeneArt Services Dashboard.”

## Provide the following information:

- Vector sequence as .gb file
- Vector name (15 characters max)

- Resistance marker
- Vector copy number
- Email address
- Username for [thermofisher.com](https://www.thermofisher.com)

Within 3 business days, we will email a notification that your vector is loaded in the GeneArt Services Dashboard for ordering.

Order cloned genes at [thermofisher.com/genesyntesis](https://www.thermofisher.com/genesyntesis)

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