

3375

# Manual Pipet Controller

## User Manual

### What's in the box:

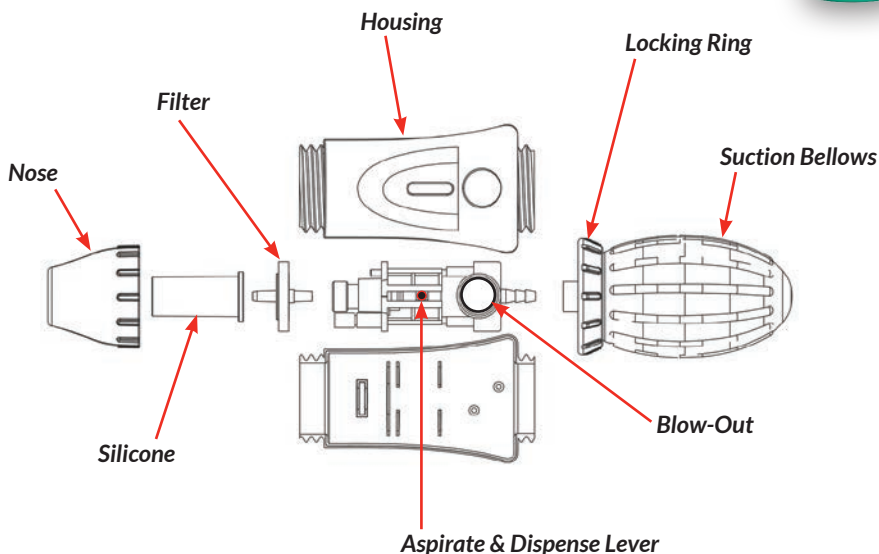
- Manual Pipet Controller
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### PRODUCT DESCRIPTION

The Globe 3375 Manual Pipette Controller may be used with glass or plastic pipettes to facilitate the pipetting of a wide range of liquids. Pipettes within the volume range of 0.1ml to 100ml can be used. When the controller is correctly used, the liquid comes into contact with the pipette only.



### COMPONENTS



See reverse for pipetting instructions . . .

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### PIPETTING

#### 1. Fit the pipette

Gently insert the pipette into the silicone adapter inside the nose cone. Do not use excessive force as this may damage the silicone insert.

#### 2. Fill the Pipette

Hold the controller in a vertical position with the pipette tip down and squeeze the suction bellows. Place the tip of the pipette into the liquid to be aspirated. Press the aspirate lever slowly upwards allowing the liquid to fill the pipette until the meniscus is slightly above the desired volume mark. **Note:** Do not allow liquid to enter the controller. The function of the filter will be severely impaired reducing suction efficiency. (Spare filters are available; Globe item #3375-FIL)

The further up the lever is pressed, the stronger the suction becomes and the faster the meniscus rises.

In the case of large volume pipettes, the vacuum contained in the suction bellows is not sufficient to draw in all the liquid at once. Therefore, press the suction bellows again to continue drawing up liquid.

#### 3. Adjust the Meniscus

Wipe the pipette tip with a suitable lint-free tissue. Press the dispense lever down slowly until the required meniscus has been reached.

#### 4. Dispense the Pipette

Hold the collection vessel in an inclined (diagonal) position, placing the pipette tip against the collecting vessel's wall. Press the dispense lever down to empty the pipette.

#### 5. 'Blow-Out' Pipettes

As soon as the meniscus in the pipette comes to a standstill, press the blow-out bellows to expel the last few drops. To ensure complete dispensing, wipe the pipette tip upwards a few millimeters along the inside wall of the collecting vessel.

#### 6. 'To Deliver' Pipettes

As soon as the liquid in the pipette comes to a standstill, wait for the period of time required to ensure the timed liquid has been fully dispensed.

#### 7. To Remove Pipette

With the controller in a vertical position in one hand, hold the pipette at its upper end with your opposing hand and gently twist to remove it from the silicone adapter.

#### 8. Replace Filter and Clean the Aadapter

If the pipette has been overfilled or the suction capacity is impaired, proceed as described below:

- Remove the pipette
- Unscrew the nose cone
- Remove the silicone adapter from the housing by pulling it upwards. Use a wash bottle to rinse the adapter. Blow out the liquid and allow to dry completely. If any damage is seen on the adaptor, replace with a new one.
- Remove the filter and replace with a new one.
- Re-assemble in the reverse order of the above instructions.

#### 9. Leak Test

Attach a pipette and aspirate liquid to a minimum of half the capacity of the pipette. Hold the pipette over a suitable reservoir. If liquid drips from the pipette tip, dismantle the unit (see step 8) and re-assemble correctly.

### SERVICE:

If service is required beyond these instructions, please contact Globe Scientific.



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