-.<. Sample !in 3 A container5 $hich comes in 4arious si=es5 use" to contain the sample for analysis an" $hich also ai"s the com#ustion.

-.>. Sample !ray 3 !ypical a -? or @<0$ell plate use" to contain $eighe" samples prior to sample loa"ing.

6. PR &E . URES

6.1. Before $eighing stan"ar"s an",or samples5 4erify $hat the appro8imate analysis $eight of the stan"ar"s an",or samples shoul" #e. !he amount of material to analy=e "epen"s on the estimate",+no$n amount of car#on5 o8ygen5 nitrogen5 etc. in the sample. Enough material nee"s to #e analy=e" to attain a"eAuate signal0to0noise ratios5 #ut not so much as to saturate the "etector response.

6.%. !o +eep the $eighing process or"erly5 use a copy of the form "ample) eig.ing /orm to recor" the I . Bs an" correspon"ing $eights of samples. !his list shoul" inclu"e the name of the stan"ar" an",or sample5 the target $eight5 the actual $eight5 an" the location of the $eighe" sample. 1(oteC target $eight is Dust that5 a target5 generally the $eight of the material for analysis shoul" #e E,0 %; 9 of target $eight.2

6.'. Before the $eighing process #egins5 inspect the area $here the process $4 (he)- -1 . 145 Dm[(a)-1 (& (
ID1 (5)002115B$(32)(7pl)(-453('(s127005)6002(5B3)01.7age-11.1($54Wa(tW4e"(a)7007)a)4 (a)-1 (f26)36 =(pl(a7-1

"roppe" or the integrity of the sample or tin is in Auestion5 "iscar" the sample an" tin an" start o4er per step 6.> #&P ! R%$N%: If $eight a"Dustment is nee"e"5 "o not re0tare the #alance #et$een re0$eighings. If the tare #utton is acci"ently presse"5 "iscar" the sample an" the tin an" re0start $eighing per step 6.>.

6.1;. Using forceps5 carefully fol" the sample tin into a #all shape. !he proce"ure for fol"ing the tin $ill 4ary "epen"ing on the si=e of the tin an" the amount of material. /or most sample si=es5 fol" the open en" close" $ith a forceps5 an" carefully remo4e e8cess air in the tin #y gently sAuee=ing the tin from the contents up. Using #oth forceps5 form the top e"ge of the tin into a HKI shape 1if loo+ing "o$n on the open en" of the tin2 an" lightly sAuee=e the fol" until flat. (e8t slightly fol" the same en" o4er to seal in the contents. Gently #en" an" fol" o4er the tin again an" lightly sAuee=e the tin until it is a #all shape5 there shoul" #e no e"ges or openings in the tin. If sample falls out of the tin "uring this process5 "iscar" the entire tin an" sample an" start again as in step 6.>. /or larger sample si=es5 carefully fol" the tin into a tight #all shape. Again5 if sample falls out of the tin "uring this process5 "iscar" the entire tin an" sample an" start again as in step 6.>. !he goal of this preparation is to form a spherical specimen an" eliminate as much resi"ual air in the sample an" the tin as possi#le.

6.11.)ightly "rop the tin $ith the sample onto the preparation #loc+5 if any sample appears to ha4e lea+e" out5 "iscar" the tin an" sample an" start again as in step 6.>.

6.1%. Weigh the fol"e" sample once again to 4erify the $eight5 if there is a significant "ifference from the first recor"e" $eight5 "iscar" the sample an" start again as in step 6.>.

6.1'. 7erify that the correct $eight $as entere" on the "ample)eig.ing /orm. Also recor" any comments a#out the sample on this form.

6.1-. Place the sample in a clean sample tray an" recor" on the form the location of the sample in the tray.

6.16. Before continuing to the ne8t sample5 ma+e sure the preparation area an" #alance are clean of any resi"ual material from the pre4ious sample. (ote0 the slightest #it of contamination $ill ren"er an analysis inaccurate.

6.1<. If you cannot finish $eighing all the samples "uring one session 1or the $eighing is complete #ut they $ill not #e analy=e" that "ay2 place the li" on the sample tray an" $rap it $ith a ru##er #an". Ma+e sure the sample tray can #e easily i"entifie". Store the sample tray in a "esiccator. Leep your sample recor"s in a safe location

<. RE/ERE(&E . &UME(!S

<.1. Sartorius Balance Manual

<.% Sample Weighing /orm

<.' Balance &ali#ration)og Boo+

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