August 2026

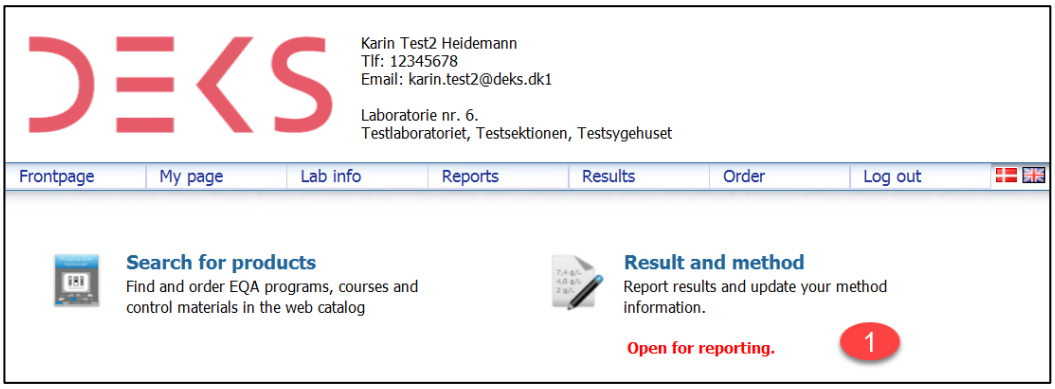
Instructions for reporting results in DEKSonline

You must be logged in at www.deksonline.dk to report results.

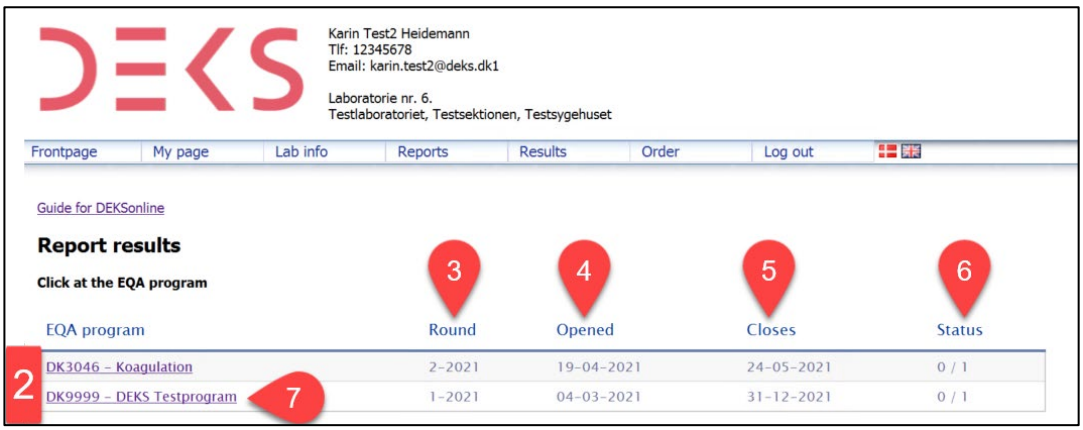
Reporting results for the first time

You cannot report result until your method information is specified.
You can see how to specify method information here: https://deks.dk/en/laboratories/deksonline-guides/

Reporting results



1. When reporting has been opened, it says "Open for reporting" below [Result and method]. Click on [**Result and method**]



2. Here you can see the EQA-programs, which are open for reporting of results.

3. Here you can see, which round is open e.g., 2-2021 = 2nd round in 2021.

4. Here you can see when reporting was opened.

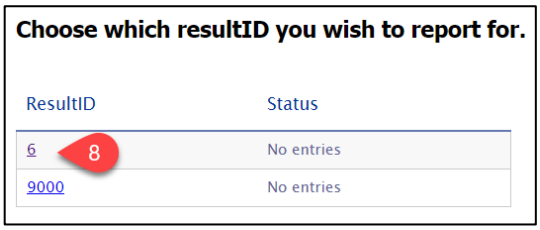
5. Here you can see when reporting is closing.

6. Here you can see the status for your reporting of results. E.g., 0 / 1, which indicates that 0 results set have been reported and 1 result set can be reported.

7. Click on the EQA-program for which you want to report results.

Extra result IDs

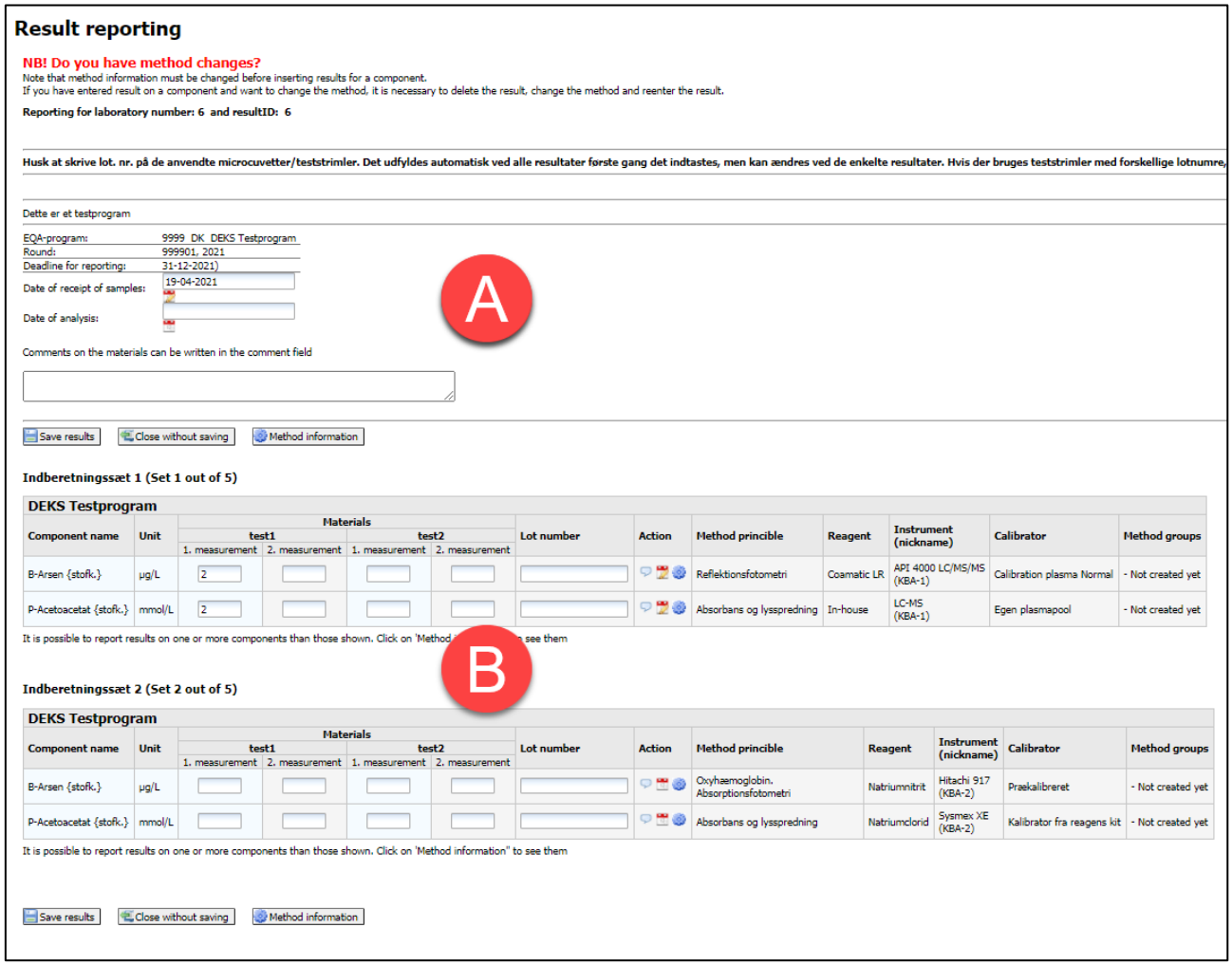
If you have purchased extra result IDs, this box will appear.



8. Click on the result ID for which you want to report results.

NOTE: For some EQA-programs it is possible to get extra result id's, which means that you can report multiple result sets on the same EQA-material.
You can purchase extra result IDs via a product code associated with the EQA program.
It is stated in the EQA program whether it is possible to purchase more result IDs.

Result page



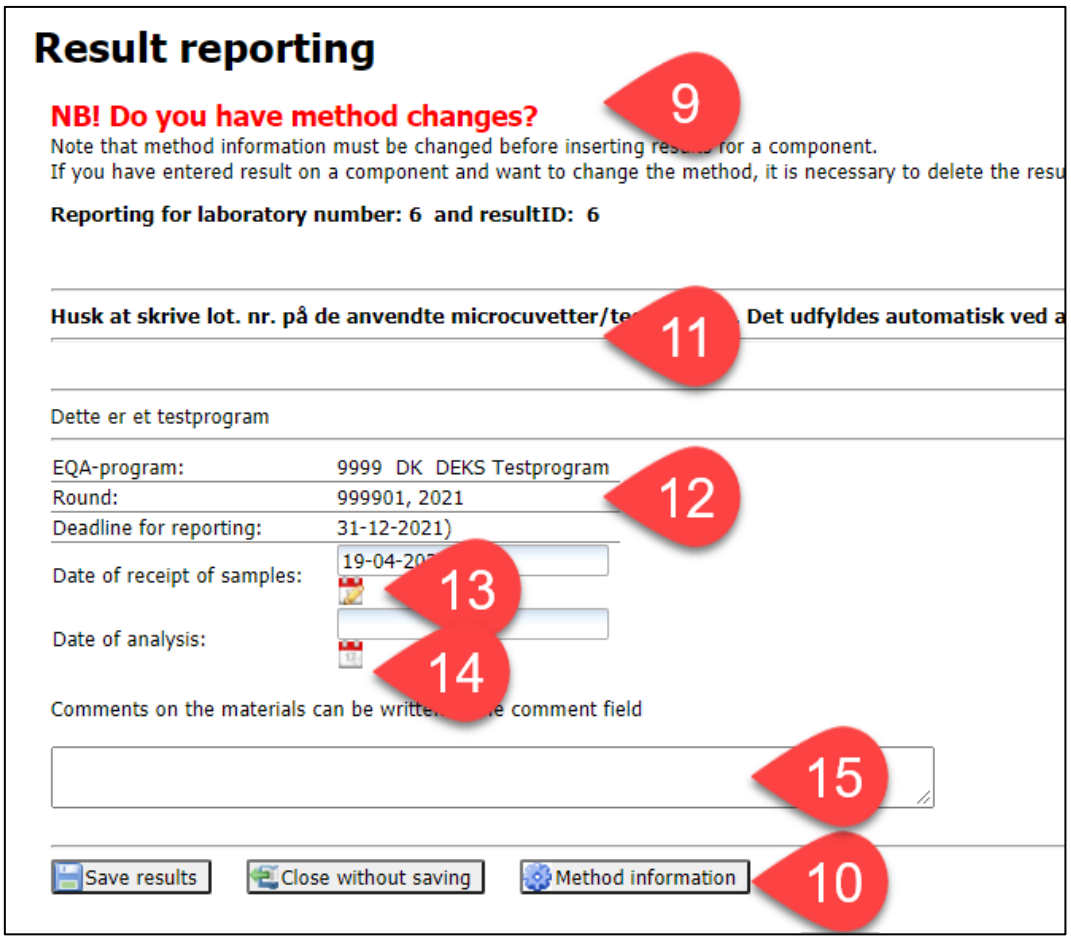
The result page consists of two parts:

- Entering of basic information (A)
- Reporting results (B)

Detailed explanations can be seen in the following pages.

Entering basic information

Not all basic information is required for all EQA-programs.
The possible basic information is reviewed below.



9. If you have any changes in your method information, you must change them before the reporting of results.

10. Click at [Method information] to get to the page, where you can change the method information.

11. If there is anything special you need to be aware of, it is stated here.

12. Here you can see the name of the EQA-program, the round number, and the deadline for reporting.

13. Here you enter the date of receipt of the EQA-materials. Click at the calendar icon and pick the date.

14. Here you enter the date for analysis of the EQA-materials. Click at the calendar icon and pick the date.

15. If you have any comments for DEKS, please write them in the field.

Result reporting

Results that are below (<) or above (>) measurement ranges

DEKS may have allowed or blocked the use of less than and greater than characters. This may vary between the different EQA programs.

a) It is possible to use the characters < and >

Note that results which are below the lower measurement range or above the upper measurement range e.g. < *0.2* or > *200*, data will be processed as the numerical value without < or >, i.e. as in the example as *0.2* or *200*.

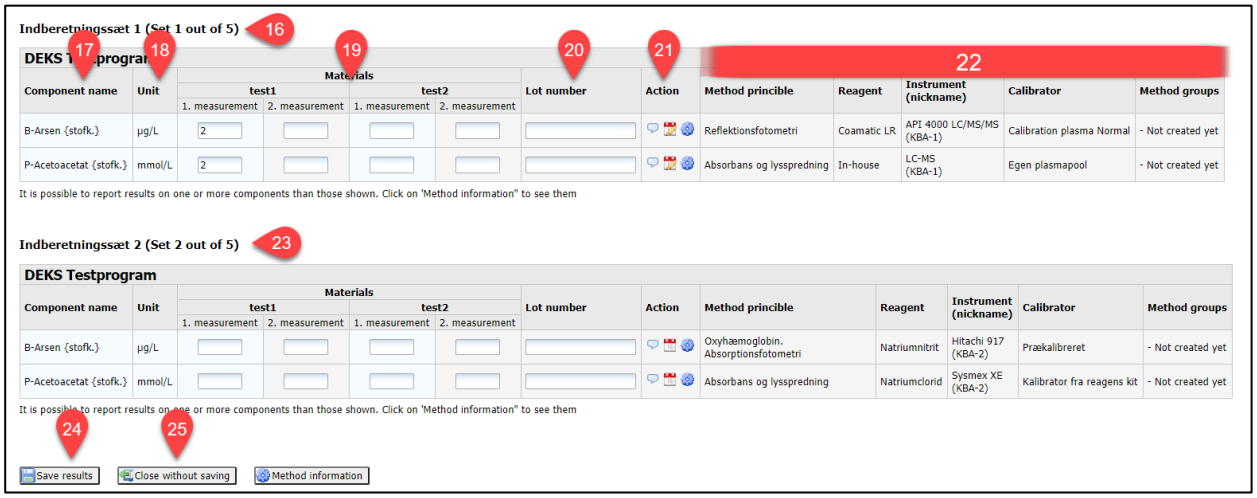
If you believe that this does not give a true picture, do not report the result, and handle it according to the laboratory's internal procedure.

b) It is not possible to use the characters < and >

If you want report results that are < or > range of measurement to be reported, half or double the numerical value, e.g. < *0.2* report as *0.1* and > *200* report as *400*.

If you believe that this does not give a true picture, do not report the result, and handle it according to the laboratory's internal procedure.

The reporting page for the individual EQA-programs may look different.



16. Result set number 1 of x will be shown if it is possible to enter results for x result sets.

17. Components with kind-of-property.

18. Measurement unit.

19. You report the results below the EQA-material names.

In this example it is possible to report results of double determination.

For other EQA-programs, only the result of a single determination can be entered here

Be aware that validations rules may be in effect e.g., that you cannot use the signs > and <.

20. Lot number can be entered here – *NOTE lot numbers starting with 0x0 cannot be used as it is perceived by the database as a hexadecimal number. Use the letter O instead of the number 0.*

21. Here you can:

enter a comment on the result for the component

pick the date of analysis, if it is different from the date you entered at basic information

go to the page with method information if you want to change them.

22. Here you see your method information.

23. Result set number 2 of x if it is possible to enter results for several result sets.

24. Save your entries.

25. Close without saving.