



AATCC PTP Onboarding Guide for PTP 2026 Participants

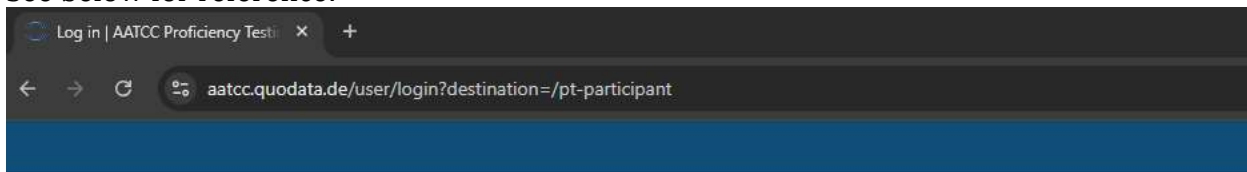
Introduction:

Dear AATCC Proficiency Participants,

We're excited to introduce a new and improved procedure that will make it easier and more efficient to access your data sheets, enter your data, and manage your PTP reports. All users will transition to this updated process to ensure consistency and enhance overall performance.

The procedure is via a website linked below for accessing your data sheet and entering your data is hosted at the domain <https://aatcc.quodata.de>

See below for reference:



AATCC Proficiency Testing Programs

Home

Log in

Email *

Enter your email address.

Password *

Enter the password that accompanies your email address.

[Log in](#) [Reset your password](#)

Updates & resources

2026 PTP Registration Available

Register online today at <https://www.aatcc.org>

AATCC Proficiency Testing Programs (range for each test method or evaluation)

At the footer of the page, you will see the below wording:

Provided by QuoData – Quality and Statistics – solutions for analytical quality assurance

Please use the onboarding guide below to log into AATCC Proficiency Testing Programs website and get started.



Onboarding Guide:

Welcome to this short guide that will show you the basics of the updated AATCC Proficiency Testing Programs.

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Logging in

Initial Email:

1. As of now, you should have received an email from the sender 'AATCC Proficiency Testing Programs <ptp@aatcc.quodata.de>' with the subject line:
 - a. An administrator created an account for you at AATCC Proficiency Testing Programs
 - b. See below for reference:



AATCC Proficiency Testing Programs <ptp@aatcc.quodata.de>

To: PTP



Fri 9/5/2025 11:51 AM

ptp@aatcc.org,

A site administrator at AATCC Proficiency Testing Programs has created an account for you. You may now log in by clicking this link or copying and pasting it into your browser:

https://aatcc.quodata.de/user/reset/31/1757087475/K2iT_d3D1chig8NUGFWB50CuV4k91XXB26fn_As5dJo

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://aatcc.quodata.de/user> in the future using:

username: [REDACTED]

password: [REDACTED]

-- AATCC Proficiency Testing Programs team

After clicking the link, you will be taken to the below page where you should create a unique password for your use of the AATCC PT:



AATCC Proficiency Testing Programs

Home

Set password

This is a one-time login for ptp@aatcc.org.

Click on this button to log in to the site and change your password.

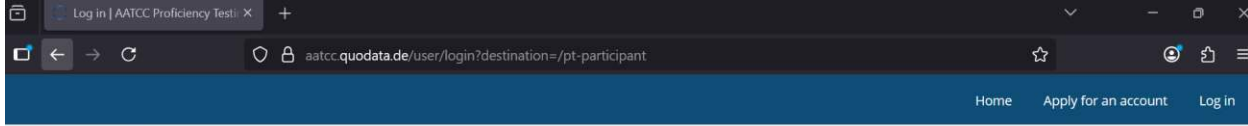
This login can be used only once.

Log in

2. Log in to AATCC PTP ProLab-hub by visiting the below url:

<https://aatcc.quodata.de/user/login?destination=/pt-participant>

The log in screen looks like the below:



AATCC Proficiency Testing Programs

Home

Log in

Email *

Enter your email address.

Password *

Enter the password that accompanies your email address.

[Log in](#) [Reset your password](#)

Updates & resources

2026 PTP Registration Available

2025-07-29

Register online today at <https://www.aatcc.org/ptp/>

AATCC Proficiency Testing Programs (PTP) support lab certification and continuous improvement initiatives. Samples are selected to provide consistent results in a meaningful range for each test method or evaluation procedure.

3. Enter the email address and password that you have received from AATCC via ptp@aatcc.org (an example is shown in step 1, **Logging in** section above)
 - a. If you have not received an email with your login as of 9-15-2025, please reach out by email to ptp@aatcc.org with
 - b. Subject Line: AATCC PTP login issue-[include your Company Name]
4. After entering the email address and password your PT provider sent to you, you will be directed to the PT dashboard which appears like the below screenshot:



AATCC Proficiency Testing Programs

PT dashboard

Laboratory : Example Lab, QD

Currently open rounds						
Round	Scheme					Status
Color evaluation Exa...	Color Evaluation					Closing in 13 hours


Closed rounds						
Round	Scheme	Closing date	Status	Submitted		Reports
Resistance and Repel...	Resistance & Repellency	11 Aug 2025	Closed 32 days ago			




Dashboard:

5. Click the AATCC logo at top left corner of the screen to return to the AATCC PT dashboard at any time.
6. The AATCC PTP dashboard gives you an overview of all the PT rounds you are enrolled in.
7. The PT dashboard is organized by sections including Currently open, Closed, and Upcoming rounds.



8. By using the Pen icon  at the right side of the listed round, you can access the data entry for a currently open round.



9. By clicking the Eye icon  at the right side of the listed round, you can view your submitted data for a Currently Open or Closed round.

Data Entry

10. Click the Pen icon to access the Data Entry page.
11. Here you can enter your data by typing values or selecting a value from the drop-down lists.

Saving your data

12. Before submitting your data, you can save your data by clicking the 'Save data' button on the bottom left of the screen.
13. You can still access your data while the data entry window is open.

Submitting your data

14. Once you are certain you have entered everything correctly, and you are ready to submit your data, click the 'Save and submit data' button, on the bottom left.
15. Note: Once you have submitted your data, you cannot access the data entry for this round again. Please submit your data before the data entry window closes.

Viewing your data

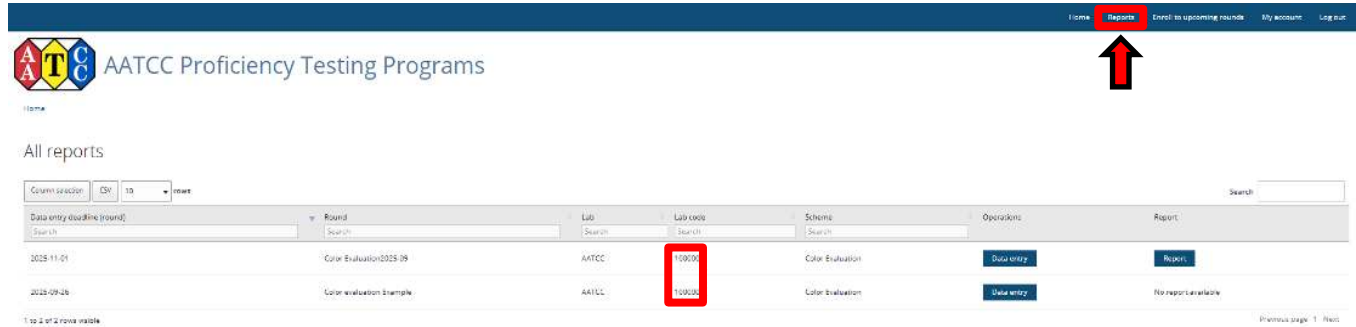
- You can view your submitted data from the closed rounds by clicking the eye symbol on the right side of the screen, next to the round in question.
- You can only view your data from Currently open PT rounds. Editing your data submission is not possible. If you need assistance, please see the Support section below.
- You can only view your data from closed PT rounds. Entering the data for closed rounds is not possible.



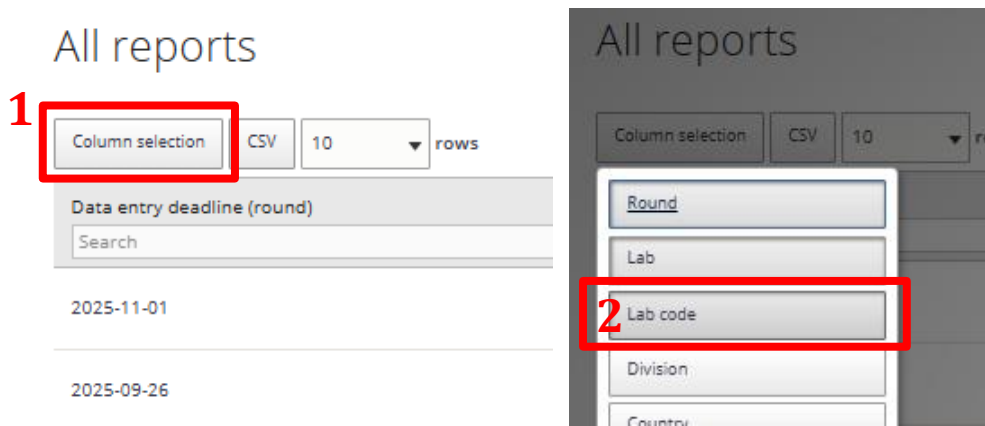
Viewing Reports and Changing Account Information:

You can access the published reports and your account page from the top right of the PT dashboard by clicking the **Reports** and **My Account** pages.

View Reports and Lab Codes:



- 1.) To view **Reports** and view **Lab Codes**, click “Reports” in the upper right corner to display all reports.
- 2.) Your lab code should be displayed in a column for lab code.
 - a. If you do not see a column for lab code, click “Column Selection” on the far left of the table/list to display a drop down menu.
 - b. Select “Lab Codes”



My Account:

- Click the **My Account**.
- On the account page, you can change the below on the respective account pages:

My User Account:

- Email address,



- Password,
- your first and last name
- your time zone.
- Your Email notification preferences.
 - By clicking or unclicking the checkbox, you can choose which email updates you receive.
 - It is recommended that you check all the boxes

Email updates will inform you, when the data entry for a round is open or about to close, when the PT registration is open, when a report has been published, or other updates to the AATCC PT dashboard:

- Data entry reminder
Get a reminder email 7 days before the data entry closes.
- Marketing updates
Receive marketing emails in general.
- Get report notifications
Receive notifications when reports are published.
- Miscellaneous Email Updates
Receive additional emails that are not categorized above.

Save

My Laboratory Settings:

- Please note that your Address may be edited here. However, for the shipping of the PTP from AATCC, the shipping address that will be used is the one that you have supplied when placing your order online at <https://members.aatcc.org/store/> or when placing your order via the Registration form at <https://www.aatcc.org/ptp/>
- If you have an update to your shipping address, please contact us via ptp@aatcc.org

Support questions:

- For all PTP related support questions, please send an email to ptp@aatcc.org including your company name in the subject.
- For important information about AATCC PTP including:
 - Program details
 - Important Dates (Registration deadlines, Results deadlines, and Shipment dates), and
 - Support policy, visit: <https://www.aatcc.org/ptp/#dates>
- For assistance in placing your order, or requesting a proforma invoice, please contact ordering@aatcc.org



- Please note that placing your order for AATCC PTPs will continue to be available at <https://www.aatcc.org/ptp/>