

## ***Table of Contents: Viewing and Editing Your Chemical Inventory***

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## Viewing and Editing Your Chemical Inventory

### All containers

Follow these instructions using color-coded circles to access your chemical inventory.

From the BioRAFT homepage, expand the left side menu to view information relevant to your lab. Click the **“ChemTracker” dropdown menu** on the left side of the BioRAFT page to view your lab's chemical inventory.



This page displays every chemical container in your lab's inventory. Upon opening the page, you are brought to the "Filters" widget where search filters are displayed on screen.

You can search for a specific record by clicking in **Container IDs** field and scanning or typing a barcode number. To access this field, click on the **“Show Advanced Filters”** button.

ChemTracker | Add Inventory | Totals | Bulk Edit | Reconciliation

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### View Passante Lab (inactive) Inventory

Displaying 1 - 0 of 0 results

Download ? Filters 0 Settings Expand

Chemical Name	CAS Number	Chemical Synonym
<input type="text"/>	<input type="text"/>	<input type="text"/>

Spaces

Show Advanced Filters Clear All

## View Passante Lab (inactive) Inventory

Displaying 1 - 0 of 0 results

Download (?) Filters 0 Settings Expand

Chemical Name	CAS Number	Chemical Synonym
Spaces	Physical State	Last Updated After ?
Last Updated Before	Product Name	Container Expires After
Container Expires Before	Chemical Hazards	Database Linkage Status ?
Storage Group	Bench	Shelf
Specific Location Note	<b>Container IDs</b> Comma-delimited (or one per line) list of Container IDs <input type="checkbox"/> Starts With	<input type="checkbox"/> Controlled Substance
<input type="checkbox"/> Only Removed Containers	Notes	

Hide Advanced Filters Clear All

You can also use the other filters on this page to view or search for a subset of your containers.

You can sort your inventory or filtered results by clicking on the **arrows** next to most of the column headings.

Chemical Name ↓	CAS Number ↑	State ↓	Amount ↓	Units ↓
<a href="#">Methylglyoxal solution</a>	78-98-8	Liquid	25	ml
<a href="#">"Bromoacetic acid" as BROMOACETIC ACID, solid</a>	79-08-3	Solid	100	g
<a href="#">((4R,5R)-(+)-O-[1-BENZYL- 0.1G</a>	880262-16-8	Solid	100	mg

To edit a record, click on the “Edit” link:

Chemical Name ↓	CAS Number ↑	State ↑	Amount ↑	Units ↑	Location ↑	Container ID ↑	Edit	Remove
<a href="#">Methylglyoxal solution</a>	78-98-8	Liquid	25	ml	<a href="#">Smilow Center - TRC09-176A</a>	<a href="#">183736</a>	<a href="#">Edit</a>	<a href="#">Remove</a>

To find the “Edit” link, you will need to use the scrollbar at the bottom of the inventory table, near the page select numbers, to scroll to view additional headings.

« first < previous 1 2 3 4 5 6 7 8 9 ... next > last »

Chemical Name ▲	CAS #	State	Amount	Units	Location	Container ID	Edit	Remove	Bench	Shelf
ation	Container ID	Edit	Remove	Bench	Shelf	Specific Location Note	Date Last Changed	Submission Date	Date Received	Expiration Date
on	Date Last Changed	Submission Date	Date Received	Expiration Date	Manufacturer	Product Name	Product Number	Container Status	Notes	

Clicking on the “Settings” widget at the top right of your inventory will **allow you to show/hide each column** by checking/unchecking the box to the left of the column header. You can also click and drag on the 8 dots to the right of the column header to **reorder the columns**. A “⊗” symbol will replace your cursor, but dragging will function as designed.

### View Passante Lab (inactive) Inventory

Displaying 1 - 1 of 1 results

Download (?) Filters 0 Settings Expand

**i** You can uncheck columns to hide them, and drag to rearrange.

<input checked="" type="checkbox"/> Chemical Name ⋮ ↓	<input checked="" type="checkbox"/> CAS Number ⋮ ↓	<input checked="" type="checkbox"/> State ⋮ ↓	<input checked="" type="checkbox"/> Amount ⋮ ↓	<input checked="" type="checkbox"/> Unit
<a href="#">Acemetacin</a>	53164-05-9	Solid	2	l

For a **full screen view** of your chemical inventory, click “Expand” at the top right of your inventory:

### View Passante Lab (inactive) Inventory

Displaying 1 - 0 of 0 results



To **export** your data outside of the system, click “Download” at the top left of your inventory. Note that changes to inventory can only be made inside of ChemTracker and cannot be submitted via spreadsheet export/import unless explicitly prompted by the Chemical Inventory Team.

### View Passante Lab (inactive) Inventory

Displaying 1 - 0 of 0 results



## Searching for Chemicals Outside of Your Lab

You will be able to see all chemical containers within **your lab's** inventory. You will not be able to search for chemicals in other labs' inventories. The EHRS Chemical Inventory Team can help you locate chemicals in other labs across campus.

Search “Chemical Borrow Request” on the [EHRS website](#) to find our Chemical Borrow Request webform (also linked [here](#)) to submit your search request. Remember that all chemical sharing is voluntary and requires the permission of the lab that owns the chemical as well as the approval of the PI for the lab that wishes to borrow or adopt the chemical. If you adopt the chemical into your lab from another lab, be sure that they remove the chemical from their inventory and that you add the chemical to yours.

## Totals

Click on the **“Totals” link** to view the aggregate amount of each chemical in your lab's inventory. Notice that the total number of containers of each chemical is shown on the right side.

Tip: The **“Display Units” dropdown** allows you to change the units for the table (i.e., display in grams).

View Edit ChemTracker Dashboard Members

ChemTracker Add Inventory **Totals** Bulk Edit Find Other Chemicals

### Passante Lab Chemical Totals

Showing 1-14 of 14 results

Filters

Chemical Name:  CAS Number:  Building:

Physical State:  Location (Space):

Chemical Hazards:  **Display units:**

Chemical Name	CAS #	State	Amount	Units	Total Containers
<a href="#">Acetone</a>	67-64-1	Liquid	4.00	L	1
<a href="#">Acetonitrile</a>	75-05-8	Liquid	4.10	L	2
<a href="#">Chloroform</a>	67-66-3	Liquid	12.00	L	3
<a href="#">Ethyl alcohol</a>	64-17-5	Liquid	1.89	L	4
<a href="#">Ethyl ether</a>	60-29-7	Liquid	20.00	L	2
<a href="#">Formaldehyde buffered aqueous solution, 3-20 wt. % in H2O</a>		Liquid	0.19	L	1
<a href="#">Formaldehyde, 37% solution with 10-15% methanol</a>		Liquid	4.00	L	1
<a href="#">Formic acid</a>	64-18-6	Liquid	2.00	L	4
<a href="#">Hexaethylene glycol monodecyl ether</a>	5168-89-8	Liquid	0.95	L	1
<a href="#">Hydrazine, anhydrous</a>	302-01-2	Liquid	39.60	L	4
<a href="#">Hydrofluoric acid aqueous solution, 71-75%</a>	7664-39-3	Liquid	16.00	L	4
<a href="#">Microposit 1400 series photoresist</a>		Liquid	0.47	L	1
<a href="#">Mixture of Nitric acid (90%) and Hydrofluoric acid (10%)</a>		Liquid	4.00	L	1
<a href="#">Water</a>	7732-18-5	Liquid	113.27	L	1