

Table of Contents: Viewing and Editing Your Chemical Inventory

- [All Containers](#)
- [Searching for Chemicals Outside of Your Lab](#)
- [Totals](#)

Viewing and Editing Your Chemical Inventory

All containers

From the BioRAFT homepage, expand the left side menu to view information relevant to your lab.

Click the **“ChemTracker” tab** to view your lab’s chemical inventory.

This page displays every chemical container in your lab’s inventory.

You can search for a specific record by clicking in **Container ID** and scanning or typing a barcode number.

The screenshot displays the ChemTracker interface for Passante Lab. The top navigation bar includes tabs for View, Edit, ChemTracker (highlighted with a blue circle), Dashboard, and Members. Below the navigation bar, there is a search bar and a sidebar menu. The sidebar menu is expanded to show options under ChemTracker, including Add Inventory, Bulk Edit, Chemical Containers, Group Inventories, Totals, and Reports. The main content area is titled 'Passante Lab Chemical Containers' and shows 'Showing 1-25 of 32 results'. Below the title is a filters section with various input fields for Chemical Name, CAS Number, Chemical Hazards, Chemical Synonym, Database Linkage Status, Physical State, Location (Space), Bench, Shelf, and Specific Location Note. There are also fields for Last Updated After and Before. A red circle highlights the 'Container IDs' input field, which is described as a 'Comma-delimited (or one per line) list of Container IDs'. Below the filters is a table of chemical containers with columns for Chemical Name, CAS #, State, Amount, Units, Location, Container ID, Edit, Remove, Bench, and Shelf. The table shows two entries: Acetone 99% and Acetonitrile.

Chemical Name	CAS #	State	Amount	Units	Location	Container ID	Edit	Remove	Bench	Shelf
Acetone 99%	67-64-1	Liquid	4	l	Annenberg Center - 001	23456789	Edit	Remove	FLSC1	
Acetonitrile	75-05-8	Liquid	100	ml	Annenberg Center - 001	C-20000077	Edit	Remove		

To edit a record, click on the "Edit" link:

Chemical Name	CAS #	State	Amount	Location	Container ID	Edit	Remove
Acetone 99%	67-64-1	Liquid	4 l	Annenberg Center - 001	23456789	Edit	Remove

Notice that you can scroll back and forth to view more headings for your list of containers.

You can view a subset of your containers by using the filters at the top of the ChemTracker page, and you can sort the results by clicking on any heading title that is underlined.



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 our EHRS Surplus Inventory or in other labs across campus.

Use the webform on the EHRS website 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.

Search "[Chemical Surplus or Borrow Request](#)" on the EHRS website or use the URL to locate this webform: <https://ehrs.upenn.edu/health-safety/health-safety-forms/chemical-surplus-or-borrow-request>.

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).

The screenshot shows the 'Passante Lab Chemical Totals' page. At the top, there are tabs for 'View', 'Edit', 'ChemTracker', 'Dashboard', and 'Members'. Below these, there are links for 'ChemTracker', 'Add Inventory', 'Totals' (circled in red), 'Bulk Edit', and 'Find Other Chemicals'. A left-hand navigation menu lists various lab management options. The main content area features a 'Filters' section with dropdown menus for 'Chemical Name', 'CAS Number', 'Building', 'Physical State', 'Location (Space)', 'Chemical Hazards', and 'Display units' (circled in blue). A 'Submit' button is located to the right of the filters. Below the filters is a table with the following columns: Chemical Name, CAS #, State, Amount, Units, and Total Containers. The table lists 14 different chemicals and their respective quantities.

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