Chemicals: Adding a Chemical

How to Install Chemicals Mobile Application

For iOS users	For Android Users
1. Navigate to the App Store 2. Search for UC Chemicals 3. Select **Install** 4. Launch the application 5. Enter your email address for your organization 6. Log in with your campus credentials	1. Navigate to the Google Play Store 2. Search for UC Chemicals 3. Select **Install** 4. Launch the application 5. Enter your email address for your organization 6. Log in with your campus credentials

Before Adding Containers to Your Inventory

- Create an Inventory in Chemicals.
- Create a sublocation in **Inventory Summary** on Chemicals Desktop before adding containers.
- Before affixing barcode to container, make sure the surface is smooth and clean. Do not cover original label with a barcode.

Adding a Chemical (Mobile)

- Launch the app on your mobile device.
- Choose the Chemical Library tab and select the Search box.
- When adding a chemical, search by chemical name, CAS number, or product ID.
- Select the chemical you want to add from the search results.
- To add a container, select the Add Container button.
- Select the barcode icon to scan container barcode.
- You can add the sublocation of where this container will be stored in by either selecting from the drop-down menu or by scanning the sublocation barcode.
- Enter container details. The required fields are Container size, Units, Physical State and Container Type.
- Tags, open date, or other notes can also be added. Integration with Sigma and Fisher catalogs affords the option to select a specific substance, found under the **Substance** dropdown menu.
- Select **Save**.

- To add additional containers of the same chemical, use the **Clone** feature.
- Select the three dots to the right of the container to access the container options. Clone will copy all container information, except barcode, to quickly add multiple containers.
- If you are unable to find the chemical you are searching for, choose the More Options tab along the button and choose Add a Commercial Substance to manually contribute a new chemical to the chemical library.

Adding a Chemical (Desktop)

- Log in to https://app.riskandsafety.com.
- To add a chemical, select **Add to Inventory**.
- Follow the same process to search for and add a container. Please note, you will not be able to scan the barcode on the desktop version.
- You can type the barcode label manually, or go back to the mobile version to scan.
- If you are unable to find the chemical you are searching for, please select the three dots and select **Add a Commercial Substance**. This will allow you to add a chemical family not found in our system.
- If the chemical you are looking for is synthesized or no longer commercially available, please use the Add Novel Compound to enter it in. This does not add the chemical to the Chemical Library.