

ChemTracker 4.0

Inventory Management User Guide

Part 1: Login/Logout, Layout, ChemInfo & MSDS

- [New to ChemTracker?](#)
- [Login](#)
- [Logout](#)
- [Home Screen Layout](#)
- [General Screen Layout](#)
- [Clearing Fields](#)
- [ChemInfo and MSDS](#)

New to ChemTracker?

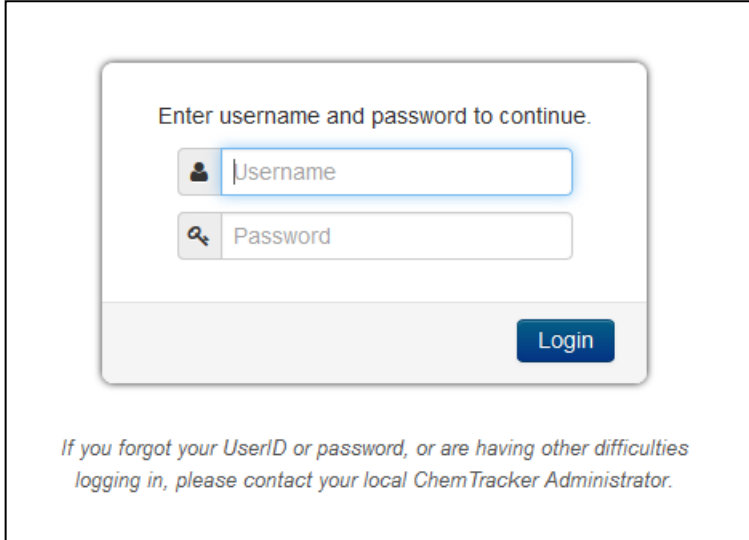
- Review <http://chemtracker.stanford.edu/web/help/home/v3-help-training/start-up-information/> for information about
 - Supported browsers
 - Necessary computer power/specifications
 - Desktop setup
- Each ChemTracker Consortium member institution has at least one ChemTracker Administrator (CTA) to assist you.
- There is a *Help* link in the upper right on every page in the ChemTracker application.



Login

1. At <http://chemtracker.stanford.edu/members/>, select the *ChemTracker 4.0* link for your institution. Links will be posted February 2014. Before then, contact your CT Administrator.
2. Enter your ChemTracker *Username* and *Password*; these are case sensitive. Your CT *Username* and *Password* can be obtained from your campus CT Administrator.
3. Press the *Login* button or the *Enter* key.

If you have forgotten your Username or Password, or want to reset your password, contact your local ChemTracker Administrator.



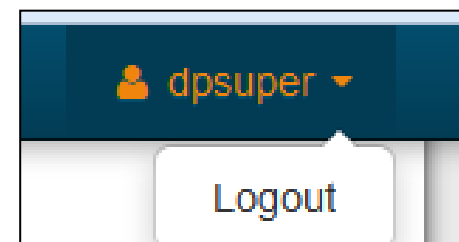
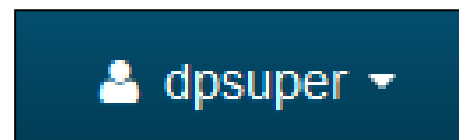
Enter username and password to continue.

Login

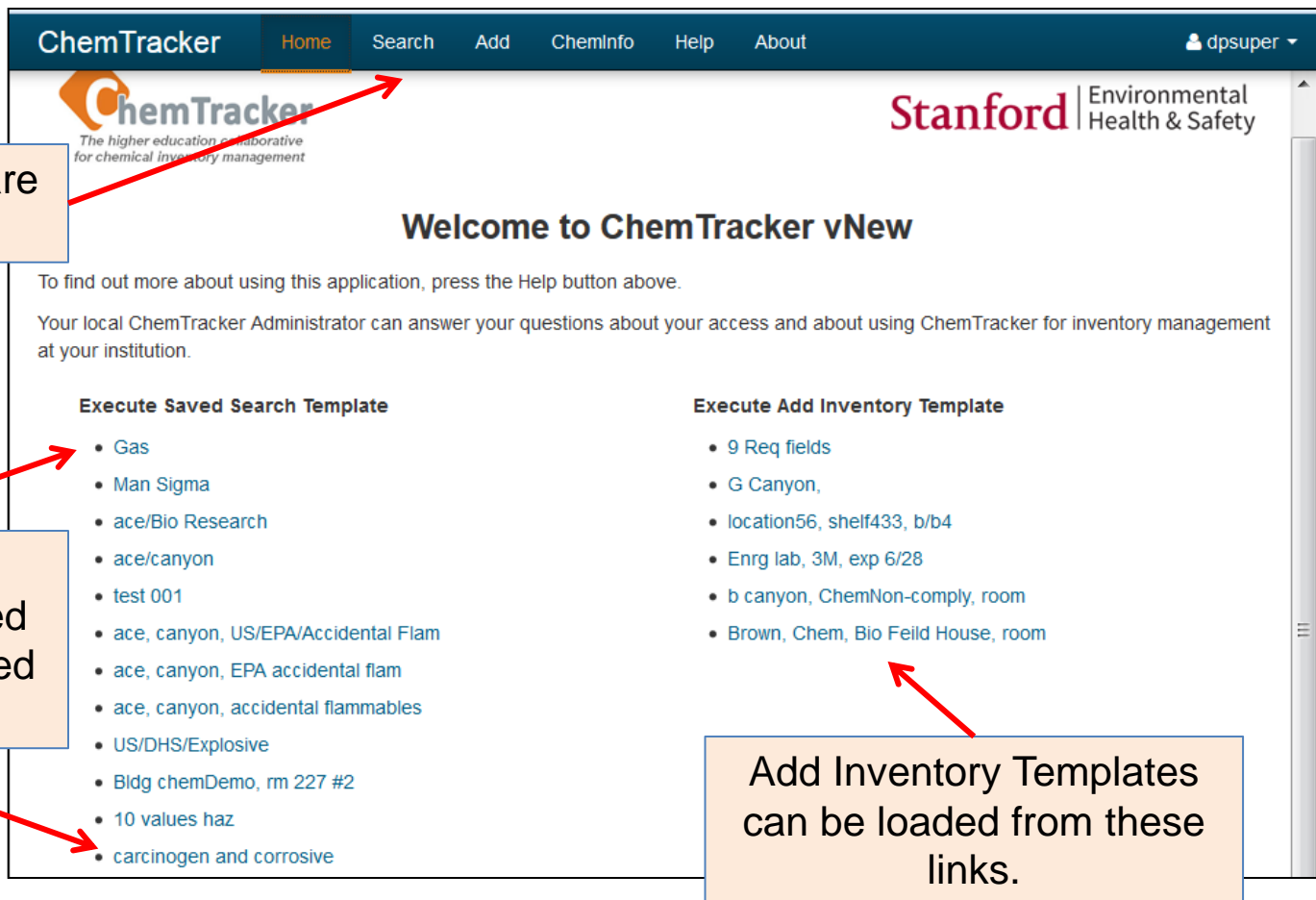
If you forgot your UserID or password, or are having other difficulties logging in, please contact your local ChemTracker Administrator.

Logout

1. Click the pull-down tab in the upper right next to your UserID.
2. Click *Logout* and your session ends. You will be returned to the Login page.



Home Screen Layout



The screenshot shows the ChemTracker vNew home screen. At the top is a dark blue navigation bar with links for Home, Search, Add, ChemInfo, Help, and About. The user 'dpsuper' is logged in. Below the navigation bar is the ChemTracker logo and the text 'The higher education collaborative for chemical inventory management'. To the right is the Stanford Environmental Health & Safety logo. The main heading is 'Welcome to ChemTracker vNew'. Below this is a message: 'To find out more about using this application, press the Help button above. Your local ChemTracker Administrator can answer your questions about your access and about using ChemTracker for inventory management at your institution.' There are two columns of links. The left column is titled 'Execute Saved Search Template' and lists 13 search templates. The right column is titled 'Execute Add Inventory Template' and lists 7 add inventory templates. Three callout boxes with arrows point to specific elements: 'Links to functions are at the top.' points to the navigation bar; 'Saved Search Templates are listed and can be executed from here.' points to the 'Execute Saved Search Template' list; 'Add Inventory Templates can be loaded from these links.' points to the 'Execute Add Inventory Template' list.

Links to functions are at the top.

Stanford Environmental Health & Safety

Welcome to ChemTracker vNew

To find out more about using this application, press the Help button above.

Your local ChemTracker Administrator can answer your questions about your access and about using ChemTracker for inventory management at your institution.

Execute Saved Search Template

- Gas
- Man Sigma
- ace/Bio Research
- ace/canyon
- test 001
- ace, canyon, US/EPA/Accidental Flam
- ace, canyon, EPA accidental flam
- ace, canyon, accidental flammables
- US/DHS/Explosive
- Bldg chemDemo, rm 227 #2
- 10 values haz
- carcinogen and corrosive

Execute Add Inventory Template

- 9 Req fields
- G Canyon,
- location56, shelf433, b/b4
- Enrg lab, 3M, exp 6/28
- b canyon, ChemNon-comply, room
- Brown, Chem, Bio Feild House, room

Saved Search Templates are listed and can be executed from here.

Add Inventory Templates can be loaded from these links.

General Screen Layout

ChemTracker Home **Search** Add ChemInfo Help About Links to general functions are at the top. Demo

Search / Summary View / Details View Showing all 114 rows. "Breadcrumbs" show your path.

Actions	Chemical Name	CAS	Amount	Unit	Department	Barcode
ChemInfo MSDS	XYLENES	1330-20-7	4	L	Environmental Health & Safety	772837
ChemInfo MSDS	XYLENES	1330-20-7	4	L	Environmental Health & Safety	772857
ChemInfo MSDS	XYLENES	1330-20-7	4	L	Environmental Health & Safety	772909
ChemInfo MSDS	SULFURIC ACID	7664-93-9	19	L	Environmental Health & Safety	772829
ChemInfo MSDS	SULFURIC ACID	7664-93-9	5	L	Environmental Health & Safety	772911

In Summary & Details Views displaying search results, Row Actions are in the first column. Select a row/record by clicking on it. The row will change color.

Show / hide columns

(Build 833)

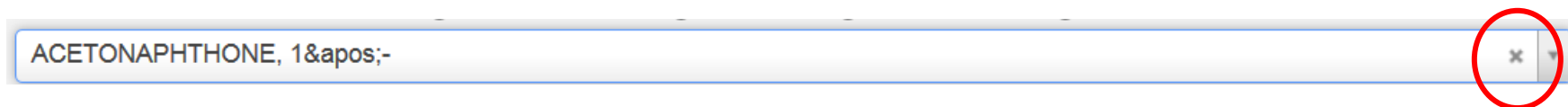
Screen Actions are at the bottom.

Clearing Fields

- Using the *Clear selections* button clears all the fields.



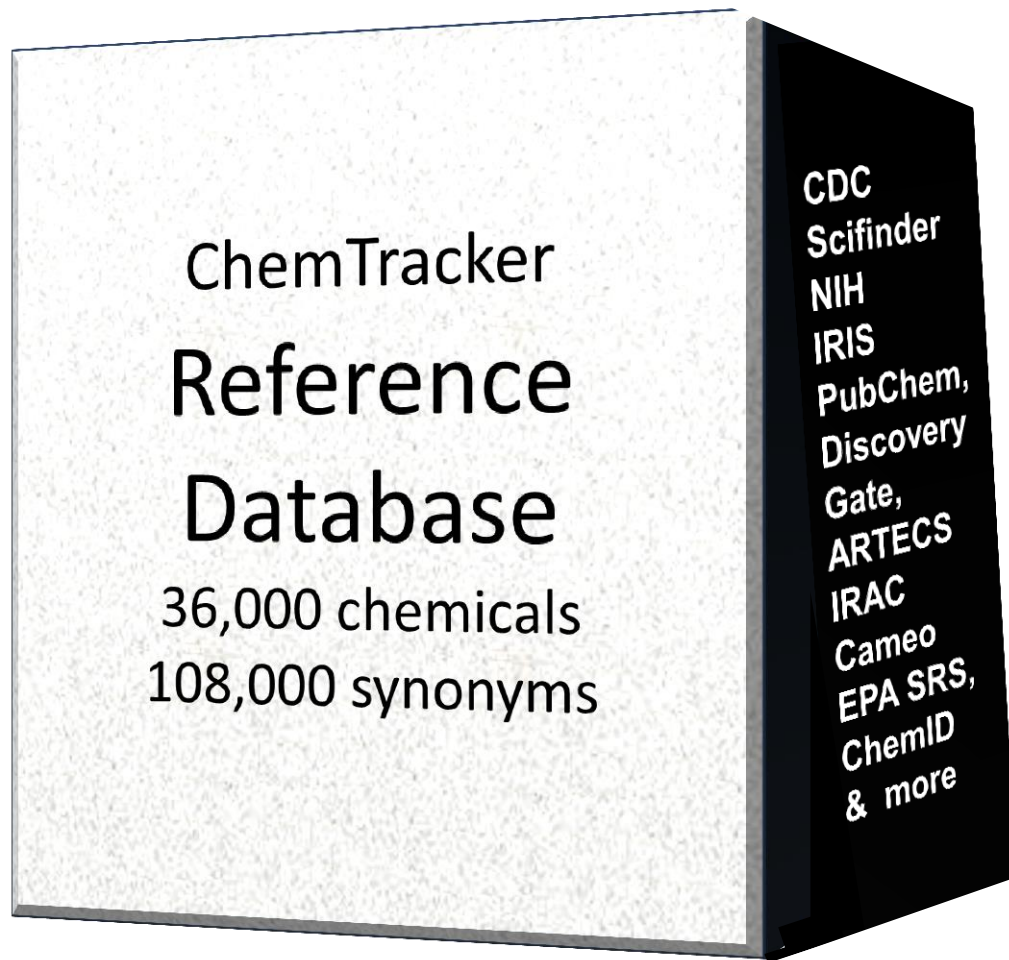
- Press the “X” at the end of a field value entry box.



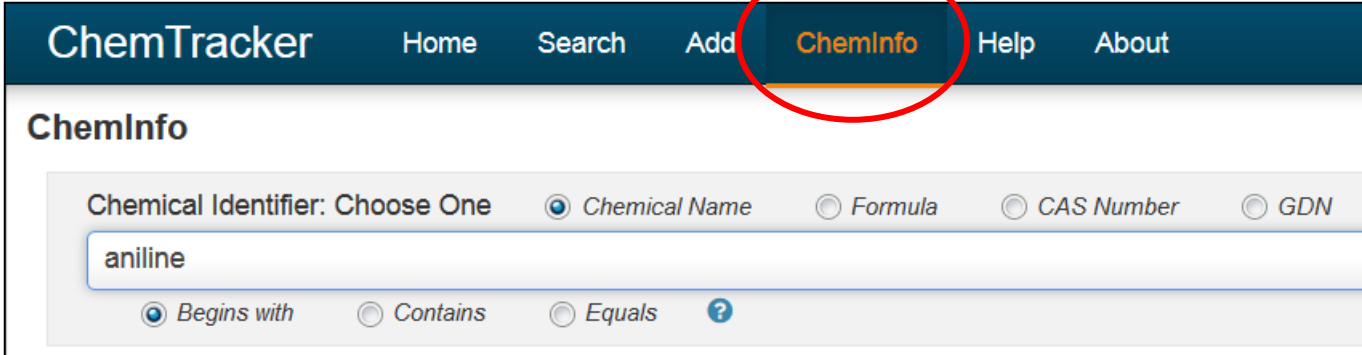
- Backspace over a date or incompletely-entered value.

ChemInfo

- *ChemInfo* is a graphical display of information about chemicals classified in ChemTracker's Database. Information is from at least 3 verified sources (such as CDC, Scifinder, NIH, PubChem, ARTECS, IRAC, etc.)
- The chemical you search for does not have to be in your institution's inventory because you are searching the ChemTracker Reference Database (36,000 entries; 108,000 synonyms).



ChemInfo and MSDSs



ChemTracker Home Search Add **ChemInfo** Help About

ChemInfo

Chemical Identifier: Choose One Chemical Name Formula CAS Number GDN

aniline

Begins with Contains Equals ?

- Press *ChemInfo* in the navigation bar at the top.
- Select a Chemical Identifier with its appropriate operator:
 - Chemical Name (Begins With, Contains, Equals)
 - Formula (molecular, structural, empirical) (Begins With, Contains, Equals)
 - CAS Number (Equals)
 - GDN (Equals)
- Enter at least 3 characters for a Chemical Name or Formula, and the exact value for a CAS Number or GDN.
- The chemical does not have to be in your institution's inventory; you are searching the reference database.

ChemInfo and MSDSs

ChemInfo

Chemical Identifier: Choose One Chemical Name Formula CAS Number GDN

aniline

aniline

ANILINE

ANILINE (15N)

ANILINE BLUE

ANILINE BLUE BLACK

ANILINE BLUE DIAMMONIUM SALT

ANILINE BLUE SOLUTION IN ACETIC ACID

ANILINE BLUE WATER SOLUBLE

- Select the correct value in the pull-down list that appears.
- Press the *Search* button at the bottom of the screen.

ChemInfo and MSDSs

ChemInfo

Chemical Identifier: Choose One Chemical Name Formula CAS Number GDN

ANILINE

Begins with Contains Equals

You searched for: Chemical Name Equals ANILINE

Showing all 1 rows.

Actions	Chemical Name	Physical State
ChemInfo MSDS	ANILINE	L

- Press *ChemInfo* or *MSDS** in the Actions column to the left of the item.

*10/18/13: The default MSDS provider's site, Vermont SIRI, has been taken offline, so this functionality does not work for members using the default. The MSDS link is still active for institutions with paid MSDS subscriptions linked to ChemTracker.

ChemInfo Display, Top

ChemTracker

ChemInfo Details For:

Chemical
ANILINE
Physical State: Liquid | GDN: 7015 | CAS: 62-53-3
StoreGroup: A: Compatible Organic Bases

Storage Conditions
SARA 312 Pressure: Ambient
SARA 312 Temperature: Ambient

NFPA Classifications
FIRE 2
HEALTH 2
REACTIVITY 0

Physical Properties
AIT: 615 C
BP: 184 C
DENS: 1.022 g/cm3
EL: 1.3-11 %
FP: 70 C
GPL: .11722 N/A
LPG: 8.53088 N/A
MP: -6 C
MW: 93.13 g/mol
VP: .7 mmHg

Fire Codes
UFC VI-A-Physical: 2.1.3.2 Combustible liquids - Class III-A, Flash point >140F & Fp<=200F
UFC VI-A-Health: 2.2.1.2 Toxic materials (solid or liquid)
UFC VI-A-Health: 2.2.4.1 Carcinogens or suspect carcinogens
UFC VI-A-Health: 2.2.4.3 Irritants

See chemical and storage information, NFPA Classifications, physical properties and relevant Fire Codes at the top of the *ChemInfo* screen.

ChemInfo Display, Middle

Hazards

3 - Flammable liquid (main hazard)
13 - Moderately toxic
16 - Combustible
27 - Suspect carcinogen/mutagen
32 - Skin irritant
41 - Lung irritant
42 - Eye irritant
45 - Skin-absorbable poison
65 - California Prop. 65 Carcinogen

Regulations

CALIFORNIA:AIR AB2588 Appendix A-I
CALIFORNIA:OES Title 19-2770.5 CalARP
DOT:Hazard Class or Div. 6.1
DOT:PACKING GROUP GROUP II
EPA:Clean Air Act 40-CFR-63 HAP
EPA:RCRA U Listed
IBC:Health Toxic
IBC:Physical COMBUSTIBLE LIQUID Class IIIA
Local-NYC:SARA-RTK RTK-LISTED
Local-NYC:SARA-RTK SARA-313
REG:CA PROP65CARC
REG:LOCL PA WST H2O
REG:US A.H.M.
REG:US E.H.S. 40 CFR 355
SARA:HAZ 312-D
SARA:HAZ 312-F
SARA:HAZ 312-I
US:OSHA Particularly Hazardous Substance

Hazards and regulations concerning the chemical are in the middle of the ChemInfo screen.

Toxicology

DRAIZE DERM RABBIT 20 MG 24 HOURS
DRAIZE EYE RABBIT 102 MG
IDLH INHAIL N/A 100 PPM
LC50 INHAIL MOUSE 175 PPM 7 HOURS
LCLO INHAIL RAT 250 PPM 4 HOURS
LD50 DERM RAT 1400 MG/KG
LD50 IPR RAT 420 MG/KG
LD50 ORAL MOUSE 464 MG/KG
LD50 ORAL RAT 250 MG/KG
TCLO INHAIL RAT 3 MG/M3 22 WEEKS
TDLO ORAL HUMAN - CHILD 3125 MG/KG
TDLO ORAL RAT 913 MG/KG 2 WEEKS
TDLO Reproductive ORAL RAT 4480 MG/KG

Synonyms

DOT Aniline
MAIN Aniline
SYNONYM Aminobenzene
SYNONYM Aniline, free base
SYNONYM Benzenamine
SYNONYM Phenylamine

Additional Identifiers

BEILSTEIN 605631
CAS 62-53-3
CERS-ID 104209
EC NUMBER 200-539-3
EPA-HAP Grouping EPA HAP (Hazardous Air Pollutants) listed
FORMULA, MOLECULAR C6H7N
FORMULA, STRUCTURAL C6H5NH2
ICSC 0011
IRIS NAME Aniline
MDL NUM MFCD00007629
RCRA U012
RTECS BW6650000
UN/NA UN1547

Toxicology, synonyms and additional identifiers
are shown at the bottom.

ChemInfo and MSDS from Search Results in Summary or Details View

ChemInfo

- From the Summary View or the Details View, select *ChemInfo* in the *Actions* column on the far left for the chemical you wish to see.

MSDS*





- From the Summary View or the Details View, select *MSDS* in the *Actions* column for the item you want
- A window or tab opens from the third-party MSDS provider's site, and fills in the chemical name (if the provider's site allows)

Actions	Amount	CAS	Chemical Name	Containers	Phys State
ChemInfo MSDS	16.246	62-53-3	ANILINE	37	L

*10/18/13: The default MSDS provider's site, Vermont SIRI, has been taken offline, so this functionality does not work for members using the default. The MSDS link is still active for institutions with paid MSDS subscriptions linked to ChemTracker.

ChemInfo and MSDS from Search Results in Summary or Details View

If the ChemInfo link shows a broken link icon:

ChemInfo MSDS
ChemInfo  MSDS
ChemInfo  MSDS
ChemInfo  MSDS
ChemInfo  MSDS

- The item in that row is not linked to the ChemTracker Reference Database (does not have a GDN).
- Copy the chemical name, select the *ChemInfo* button in the navigation bar at the top of the screen, then paste the name into the Chemical Identifier field and select Chemical Name. You probably want to do a Contains search and modify the name to be more general to find the item in the ChemTracker Reference Database.

Thank you. We appreciate your continued support and use of ChemTracker.



Remember, for help....
Each ChemTracker institution has at least one ChemTracker Administrator to assist you,
and
there is a *Help* link on every ChemTracker page in the upper right.