Searching laboratory Inventory

Chemical Inventory Management

Searching via Source Search

- Select the “Source Search” tile from the home screen
- Select the “Labs” option for searching
- Enter search parameter into the “search term” test field
- Click the “Search” button or press the “enter” key
- Select the “Labs” source channel to view the results.

Note: From the search result window, user can add items from “Labs” source to a “To Do”.
Searching laboratory Inventory

Searching via Lab Inventory

- Select “Lab Inventory” tile.
- Select the location in the drop-down menu.
- Click “Search” button, which brings up the container in the locations.
- To edit or print barcode label for container, click on the “Edit Container” icon.

Note: The drop-down location list is link to the user’s “Alternate Delivery Location”.