

## Creating a Container

### Creating a Container

JAGGAER Enterprise Reagent Manager

File Reports Layout Help

Requisition Search Orders Receiving Repository Request **Substance Register** Admin Container Administration

Search Clear Reset Mark Reviewed New

R&S / H&P Lists GHS Hazards

Phrase Number	Type	Risk/Hazard
1	Risk Phrase	Explosive when dry
10	Risk Phrase	Flammable
11	Risk Phrase	Highly Flammable
12	Risk Phrase	Extremely Flammable
14	Risk Phrase	Reacts violently with
15	Risk Phrase	Contact with water lik
16	Risk Phrase	Explosive when mixed
17	Risk Phrase	Spontaneously flamm
18	Risk Phrase	In use may form flamm
19	Risk Phrase	May form explosive p
2	Risk Phrase	Risk of explosion by s
20	Risk Phrase	Harmful by inhalation
20/21	Risk Phrase	Harmful by inhalation
20/21 /22	Risk Phrase	Harmful by inhalation,
21	Risk Phrase	Harmful in contact with
22	Risk Phrase	Harmful if swallowed
23	Risk Phrase	Toxic by inhalation
24	Risk Phrase	Toxic in contact with
25	Risk Phrase	Toxic if swallowed


Review Status: Not Reviewed

Name/Identifier:

Create Date:  --

Creator Site: CHEMISTRY

Organization:

- ▶ Before you create a container, your substance must first be on the UNSW Substance Register. Click on the “**Substance Register**” tab
- ▶ Press the “**Clear**” button (to ensure review status and creator site is set to All)
- ▶ Type in either the substance name or CAS number in the “**Name/Identifier**” field then press 
- ▶ *If the substance is not found then first create a new material by following the “**Create a new Material procedure**”*

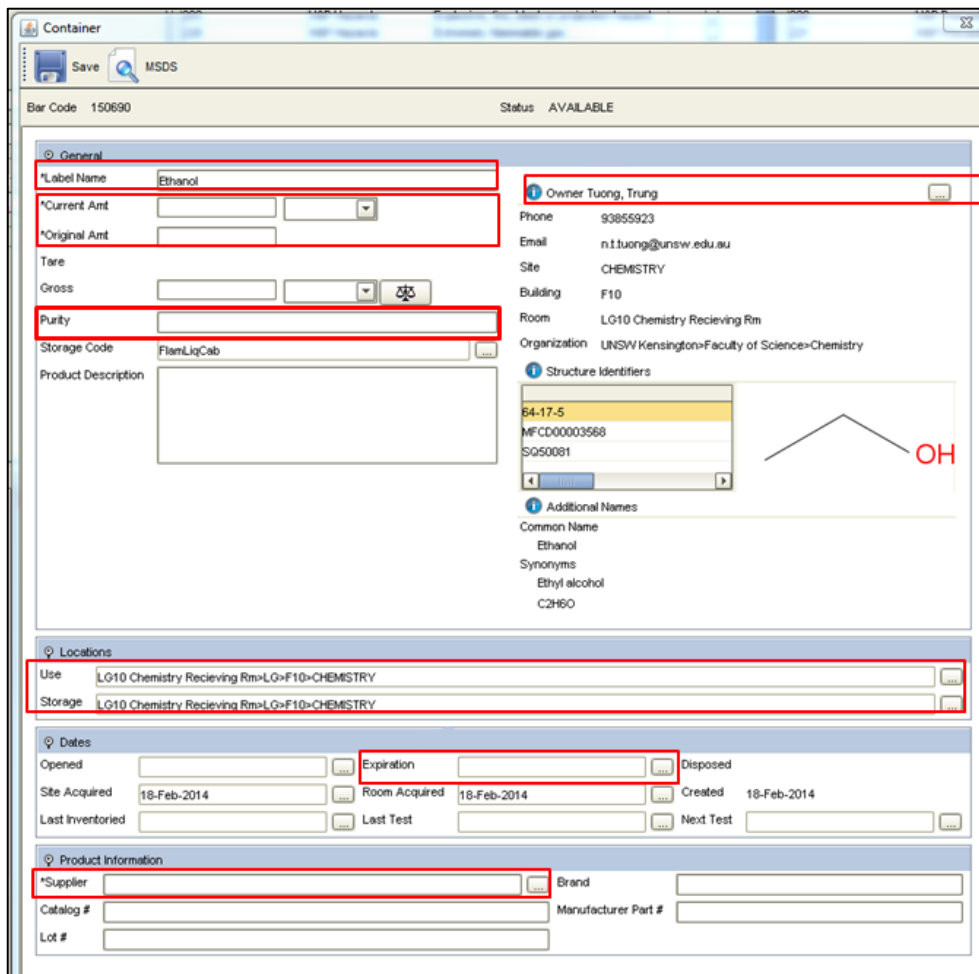
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Common Name	Substance Type	Physical State	Suppress Contain...	Reviewed By	Review Date	CAS #	Registra
Ethanol			<input type="checkbox"/>	ERMSUPERUSER, ...	05-Dec-2013	64-17-5	21-Nov-

- Mark Materials Reviewed
- Add Materials to List
- Replace Material
- Edit List Associations
- Edit Material
- View Material
- Delete Material
- Create Container**
- Send Materials to Container Search
- View Requisition
- View MSDS
- Copy Cell (Ctrl-C)
- Copy Rows ▶
- Export Text ▶
- Select All

- ▶ Right-click on the material returned in the search result window and select "Create Container"

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Container

Save MSDS

Bar Code 150690 Status AVAILABLE

General

\*Label Name Ethanol

\*Current Amt

\*Original Amt

Tare

Gross

Purity

Storage Code FlamLiqCab

Product Description

Owner Tuong, Trung

Phone 93855923

Email n.t.tuong@unsw.edu.au

Site CHEMISTRY

Building F10

Room LG10 Chemistry Receiving Rm

Organization UNSW Kensington>Faculty of Science>Chemistry

Structure Identifiers

64-17-5

MF CD00003568

SQ50081

Additional Names

Common Name Ethanol

Synonyms Ethyl alcohol C2H6O

Locations

Use LG10 Chemistry Receiving Rm>LG>F10>CHEMISTRY

Storage LG10 Chemistry Receiving Rm>LG>F10>CHEMISTRY

Dates

Opened

Expiration

Disposed

Site Acquired 18-Feb-2014

Room Acquired 18-Feb-2014

Created 18-Feb-2014

Last Inventoried

Last Test

Next Test

Product Information

\*Supplier




Brand

Catalog #

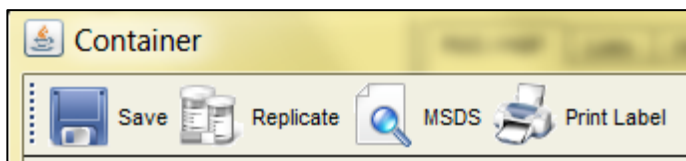
Manufacturer Part #

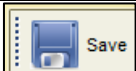
Lot #

The “Container” dialog box will appear and mandatory field marked with (\*) will need to be filled:

- ▶ “Label name”: the name that will appear on the label
- ▶ Enter value for “Current Amt”, “Original Amt” and choose the Units from the drop-down menu
- ▶ “Purity”: Enter concentration here if desired
- ▶ Owner defaults to the logged in user but this can be changed by clicking on the  button next to the owner
- ▶ Location is selected by pressing the  button on both the “use” and “storage” field
- ▶ Enter the Expiration date for an unstable chemical (e.g. peroxide former)
- ▶ “Suppliers”: Press the  button to search for a supplier

## Creating a Container



- ▶ Press the "Save" button  at the top left side of your screen
- ▶ Notice the appearance of additional icons including the print label icon
- ▶ Press the "Print Label" button to print out a barcode label for the container. Select either a "Container Basic" (which just includes the barcode and the name of the substance) or "Container Detail" label which includes additional information such as organisation and location