



Lumen Research Management Platform

## ChemTracker Quick Start Guide

[lumen.northwestern.edu](https://lumen.northwestern.edu)

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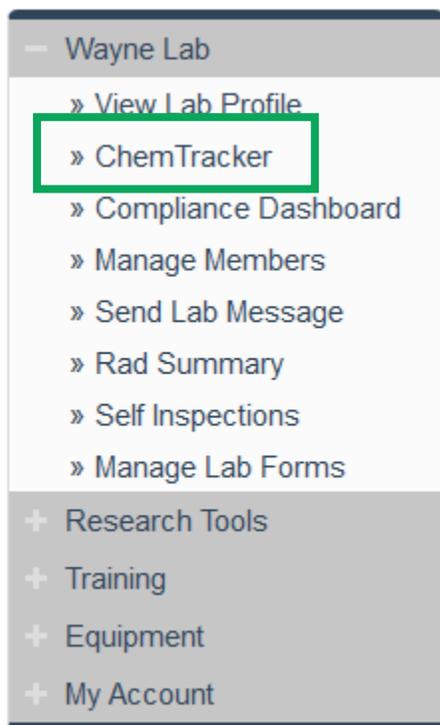
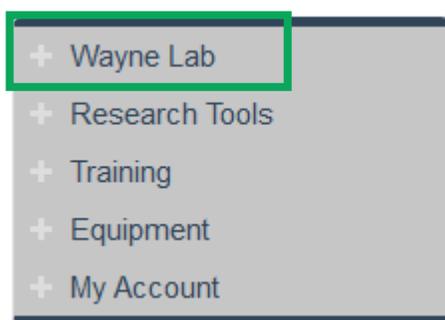


The ChemTracker module in Lumen provides a method for tracking and managing chemical inventory with connection to a centralized chemical database, complete with hazard and regulation data.

## Accessing ChemTracker

Log in at <https://lumen.northwestern.edu>.

Click on your Lab Group name, then click ChemTracker.



## View Chemical Inventory

The default ChemTracker page displays every chemical container in your Lab Inventory.

View
Edit
Dashboard
Members
Requirements
ChemTracker
Rad
Training
Waste

**ChemTracker**
[Add Inventory](#)
[Totals](#)
[Bulk Edit](#)
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[Find Other Chemicals](#)

### View Wayne Lab Inventory

**Click this icon to expand the containers table.**

Displaying 1 - 3 of 3 results

**Chemical Name:**

**CAS Number:**

**Chemical Synonym:**

**Spaces:**

Chemical Name ↑	CAS Number ↑	State ↑	Amount ↑	Units ↑	Location ↑
<a href="#">Glycerol</a>	56-81-5	Liquid	2.5	l	<a href="#">Technological Institute -NG89</a>
<a href="#">Potassium Permanganate 1N Solution</a>		Liquid	1	l	<a href="#">Technological Institute -NG89</a>
<a href="#">Sulfuric acid (51-98%)</a>	7664-93-9	Liquid	2.5	l	<a href="#">Technological Institute -NG89</a>

**Scroll right to view additional table fields.**

Click "Show Advanced Filters" for additional search criteria.

**Physical State:**

**Last Updated After:**

**Last Updated Before:**

**Chemical Hazards:**

**Database Linkage Status:**

**Storage Group:**

**Bench:**

**Shelf:**

**Specific Location Note:**

**Container IDs:**

**Hide Selected Columns:**

Starts with

Controlled Substance?:

Show Deleted Chemical Containers:

## View Chemical Details

Click on any chemical name in the containers list to view details, including synonyms, constituents, Safety Data Sheets, other identifiers, physical properties, storage handling, and related regulatory information.

Chemical Name ↑	CAS Number ↑	State ↑	Amount ↑	Units ↑	Location ↑
<a href="#">Glycerol</a>	56-81-5	Liquid	2.5	l	<a href="#">Technological Institute -NG89</a>
<a href="#">Potassium Permanganate 1N Solution</a>		Liquid	1	l	<a href="#">Technological Institute -NG89</a>
<a href="#">Sulfuric acid (51-98%)</a>	7664-93-9	Liquid	2.5	l	<a href="#">Technological Institute -NG89</a>

## Add Inventory

Click the Add Inventory tab to add chemical containers.

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### View Wayne Lab Inventory

Start typing the name of the chemical you are adding to search the centralized database.

### Add Chemicals to Wayne Lab

Look Up Chemical Name or CAS Number

Chemical: \*

- Acetone ketal of glycerine (97+%) (Liquid)
- Acetone (Liquid)
- Acetone dicarboxylic acid, dimethyl ester (Liquid)
- Acetonedicarboxylic acid diethyl ester (Liquid)
- Acetone enol trimethylsilyl ether (Liquid)
- Acetone, chloro- (Liquid)
- ACETONE CYANOHYDRIN (94+%) (Liquid)
- ACETONE - ALCOHOL (Liquid)
- ACETONE DIETHYLACETAL (85+%) (Liquid)
- Acetone chloroform (Solid)
- Acetone, methyl- (Liquid)
- Acetone, acetonyl- (Liquid)
- Acetone-2-2'-13C (Liquid)
- ACETONE-D6 (+0.03-1.0% TMS) (Liquid)
- Acetone Dichloride (Liquid)
- Acetone, bis(3,5-di-tert-butyl-4-hydroxyphenyl) mercaptole (Solid)
- ACETONE DIMETHYL ACETYL (96+%) (Liquid)
- Acetone thiosemicarbazone (Solid)
- Acetone-1,3-dicarboxylic acid (Solid)
- Acetone bis(tert-butylidioxy) acetal, [<= 40% with inert inorganic solid & with>= 13% phlegmatizer] (Solid)
- None of the above--

To search by CAS Number or Product Name, select the corresponding radio button and begin typing.

### Add Chemicals to Wayne Lab

Look Up Chemical Name or CAS Number

Chemical: \*

Chemical Name
  CAS Number
  Product Name or Number

Start typing the chemical name to find the chemical in the database.

If you cannot find the chemical in the drop-down list, select “None of the above” to enter an “unlinked” chemical. Unlinked chemicals are not connected to the central ChemTracker database and will not have hazard or regulatory information associated with them.

After selecting the chemical you want to add, populate the details. Click Submit when finished.

### Add Chemicals to Wayne Lab

Look Up Chemical Name or CAS Number

Chemical: \*

Acetone (Liquid)

Chemical Name
  CAS Number
  Product Name or Number

Start typing the chemical name to find the chemical in the database.

Location (space):

-- Select --

Amount:

500

Units:

ml

Container Count: 

1

Container Status: \* 

Normal

Unique Container ID: 

1234567

[Additional Details](#)

Controlled Substance?

If the desired location is not in the drop-down list, contact Research Safety to add the location.

If using a barcode, click in this field, then scan the label to populate the Unique Container ID. Scanners are available from Research Safety. If this field is left blank, ChemTracker will autogenerate a unique ID.

**NOTE:** If you want to add “Additional Details”, add them *before* you scan in the barcode. Scanning the barcode will automatically submit the chemical.

Selecting “Add Another” preserves the data in most fields, so you can create multiple entries efficiently.



Additional Details, while not required, can be added to provide more specific location and product information.

▼ [Additional Details](#)

**Bench:**  
Solvents

**Shelf:** Shelf 4

**Specific Location Note:**

**Manufacturer:** FISHER SCIENTIFIC

**Product Name:** Acetone, ACS Grade

**Product Number:** BP2403-4

**Date Received:** 2021-01-15  
Format: 2021-01-15

**Expiration Date:**  
Format: 2021-01-15

**Purchase Order:**

**Notes:**

After you submit the chemical, it will appear in the Chemical Inventory Recently Added list at the bottom of your Add Inventory page.

Chemical Inventory Recently Added							
Chemical Name	CAS #	State	Amount	Location	Container ID	Edit	Remove
Acetone	67-64-1	Liquid	500 ml		<a href="#">1234567</a>	<a href="#">Edit</a>	<a href="#">Remove</a>

## View Totals

Click the Totals tab to view the total amount of each chemical in your lab group's inventory. Use the filters to refine your search by chemical details or location.

ChemTracker | Add Inventory | **Totals** | Bulk Edit | Reconciliation | Find Other Chemicals

### Wayne Lab Chemical Totals

Showing 1-3 of 3 results

Filters

Chemical Name:  CAS Number:  Building:

Physical State:  Location (Space):

Chemical Hazards:  Display units:

Chemical Name	CAS #	State	Amount	Units	Total Containers
<a href="#">Glycerol</a>	56-81-5	Liquid	2.50	L	1
<a href="#">Potassium Permanganate 1N Solution</a>		Liquid	1.00	L	1
<a href="#">Sulfuric acid (51-98%)</a>	7664-93-9	Liquid	2.50	L	1

## Edit Container Details

To edit details of a single chemical container, scroll right on the Lab Inventory page and click "Edit".

Chemical Name	Container ID	Edit	Remove	Bench	Shelf	Specific Location
<a href="#">Glycerol</a>	<a href="#">#001EHR</a>	<a href="#">Edit</a>	<a href="#">Remove</a>	Fume Hood		
<a href="#">Glycerol</a>	<a href="#">A02605</a>	<a href="#">Edit</a>	<a href="#">Remove</a>	Fume Hood		
<a href="#">Potassium Permanganate 1N Solution</a>	<a href="#">A02606</a>	<a href="#">Edit</a>	<a href="#">Remove</a>	Fume Hood		
<a href="#">Sulfuric acid (51-98%)</a>	<a href="#">A02607</a>	<a href="#">Edit</a>	<a href="#">Remove</a>	Fume Hood		

 **Scroll right until you can see the Edit column.**



To edit details of multiple chemical containers, click the Bulk Edit tab. Use the filters to narrow the search and click “Submit”.

View Edit Dashboard Members Requirements ChemTracker Rad Training Waste

ChemTracker | Add Inventory | Totals **Bulk Edit** Reconciliation | Find Other Chemicals

### Select Chemical Containers

This page enables editing or deleting of many chemical containers at once. Use the filters below to find the containers you would like to change. Once you have selected the desired containers, click "Edit selected container" at the bottom of the page. From there, changes to all the selected containers may be made.

Filters

Chemical Name:  CAS Number:  Chemical Hazards:

Chemical Synonym:  Database Linkage Status:  Location (Space):

Physical State:  Bench:  Shelf:

Notes:  Last Changed After:  Last Changed Before:

Container IDs (up to 1000):

Comma-delimited list of Container IDs

**Submit**

Check the boxes for the containers you want to edit, then click “Edit selected containers”.

<input type="checkbox"/> Select All	Chemical Name	CAS #	Amount	Unit	Location	Bench	Shelf	Last Changed
<input checked="" type="checkbox"/>	Glycerol	56-81-5	2.5	l	Technological Institute - NG89	Fume Hood		1/19/2021
<input checked="" type="checkbox"/>	Glycerol	56-81-5	2.5	l	Technological Institute - NG89	Fume Hood		1/7/2021
<input type="checkbox"/>	Potassium Permanganate 1N Solution		1	l	Technological Institute - NG89	Fume Hood		1/7/2021
<input type="checkbox"/>	Sulfuric acid (51-98%)	7664-93-9	2.5	l	Technological Institute - NG89	Fume Hood		1/7/2021

Showing 1 to 4 of 4 entries

**2 total containers selected.**

Edit selected containers

Enter the changes you want to make to the containers and click “Apply changes”. You can also bulk delete the containers by clicking “Delete all selected”.

## Edit All Selected Containers

This page enables editing or deleting of many chemical containers at once. Use the filters below to find the containers you would like to change. Once you have selected the desired containers, click “Edit selected container” at the bottom of the page. From there, changes to all the selected containers may be made.

2 total containers selected.

Any changes made below will be applied to all of the chemical containers selected to modify. Any data entered for these fields will **overwrite** data currently existing for these chemical containers. Leaving a field blank means the original values for that field are kept.

Chemical

Look Up Chemical Name or CAS Number:

Chemical Name  CAS Number  Product Name or Number

Start typing the chemical name to find the chemical in the database.

Location (space):

Select a group to pick a space

Amount:

Units:

Bench:

Shelf:

Specific Location Note:

Expiration Date:

Format: 2021-01-19

Notes:

These changes cannot be undone in bulk.

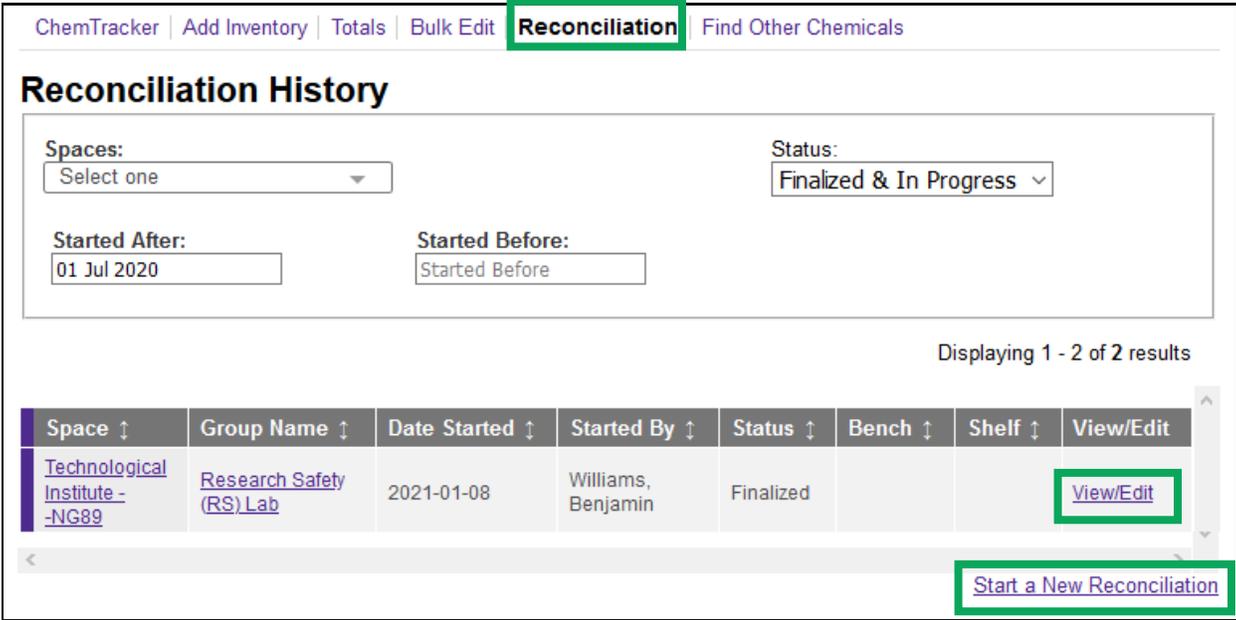
Cancel

Apply changes

Delete all selected

## Reconciliation

To conduct a chemical inventory audit for a specific lab space, click the Reconciliation tab. You can view or edit a previous reconciliation or click “Start a New Reconciliation”.



ChemTracker | Add Inventory | Totals | Bulk Edit | **Reconciliation** | Find Other Chemicals

### Reconciliation History

Spaces:  Status:

Started After:  Started Before:

Displaying 1 - 2 of 2 results

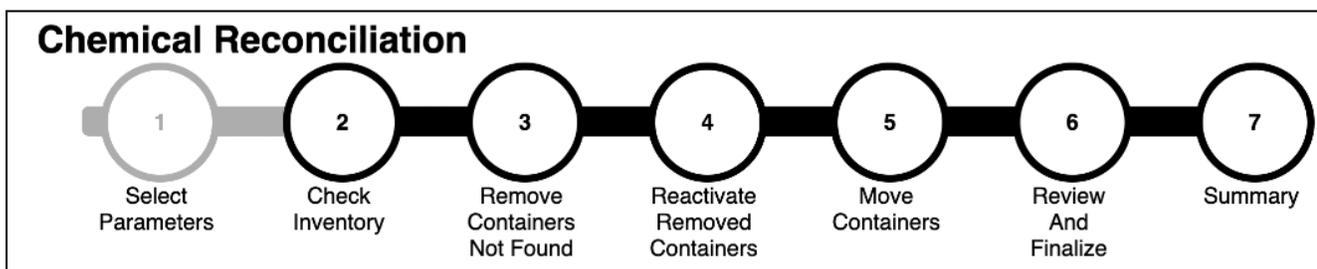
Space ↑	Group Name ↑	Date Started ↓	Started By ↓	Status ↑	Bench ↓	Shelf ↓	View/Edit
<a href="#">Technological Institute - NG89</a>	<a href="#">Research Safety (RS) Lab</a>	2021-01-08	Williams, Benjamin	Finalized			<a href="#">View/Edit</a>

[Start a New Reconciliation](#)

To view a video detailing the reconciliation process, click this link:

<https://chemtracker.bioraft.com/chemical-inventory-reconciliation>

Select the “Reconciliation for Group/Laboratory Members” video (running time 10 minutes, 30 seconds).



## Find Chemicals in Other Laboratories

Click the Find Other Chemicals tab to search for chemical inventory in other lab groups. Narrow your search using the filters. Contact the lab directly to request use of the chemical.

ChemTracker | [Add Inventory](#) | [Totals](#) | [Bulk Edit](#) | [Reconciliation](#) | **Find Other Chemicals**

### Find Other Chemicals

Showing 1-25 of 69 results

Filters

Chemical Name:  CAS Number:  Product Name:   
 Manufacturer:  Container ID:  Physical State:   
 Location (Space):   
 Surplus

Chemical Name ▲	CAS Number	Amount	Unit	Group	Location	Container ID	Date C
<a href="#">1-(4-Toluenesulfonyl)-2-propanone</a>	5366-49-4	100	g	<a href="#">Larsan Lab</a>	<a href="#">Burchard Research Facility - 101A</a>	1155707	2020-1
<a href="#">1-(p-Tolylsulfonyl)-2-propanone</a>	5366-49-4	10	g	<a href="#">Larsan Lab</a>		C-20004180	2020-0
<a href="#">1-Acetamido-4-fluorobenzene</a>	351-83-7	1	g	<a href="#">Barrett Lab</a>	<a href="#">Theys Institute - 185</a>	24534895309849	2020-0
<a href="#">1-Nitro-1-cyclohexene</a>	2562-37-0	500	Oz	<a href="#">Larsan Lab</a>	<a href="#">Burchard Research Facility - 101A</a>	123456	2020-1
<a href="#">1-Nitro-1-cyclohexene</a>	2562-37-0	500	Oz	<a href="#">Larsan Lab</a>	<a href="#">Burchard Research Facility - 101A</a>	123457	2020-1
<a href="#">2-methyl-1-[3-(morpholin-4-yl)propyl]-5-phenyl-N-[3-(trifluoromethyl)phenyl]-1H-pyrrole-3-carboxamide</a>	883031-03-6	5	mg	<a href="#">Barrett Lab</a>	<a href="#">Theys Institute - 185</a>	10000186	2018-1
<a href="#">2-Toluidine</a>	95-53-4	100	Oz	<a href="#">Larsan Lab</a>	<a href="#">Burchard Research Facility - 101A</a>	1155709	2020-1

## Accessing Safety Data Sheets

To view a Safety Data Sheet for a chemical, click on the name of the chemical on your lab inventory page.

Chemical Name ↑	CAS Number ↑	State ↑	Amount ↑	Units ↑	Location ↑
<a href="#">Glycerol</a>	56-81-5	Liquid	2.5	l	<a href="#">Technological Institute-NG89</a>
<a href="#">Glycerol</a>	56-81-5	Liquid	2.5	l	<a href="#">Technological Institute-NG89</a>
<a href="#">Potassium Permanganate 1N Solution</a>		Liquid	1	l	<a href="#">Technological Institute-NG89</a>
<a href="#">Sulfuric acid (51-98%)</a>	7664-93-9	Liquid	2.5	l	<a href="#">Technological Institute-NG89</a>

Click “Advanced SDS Search” to view an SDS from the central database.

### Glycerol

**Synonyms:** 1,2,3-Propanetriol, 1,2,3-Trihydroxypropane, D-Glycerol, Glycerin, Glycerine, Glycerine jelly, Glycerol

**Chemical Constituents:**

Chemical	Percent	Percent (low)
Glycerol	100.00000	100.00000

**CAS Number:** 56-81-5  
**PubChem Compound ID:** 753  
**Molecular Formula:** C3H8O3  
**Storage Group Category:** L  
**Hazard Codes:** 9, 32, 38, 41, 42

**Related SDS:**

Title	Source	Last Updated	Origin
No SDS have been selected yet for this chemical. Select from the options below to select an appropriate SDS.			

[Advanced SDS Search](#)  
[Upload Local SDS](#)  
[Assign SDS via URL](#)

To narrow the search, add Manufacturer and click Search.

### SDS Association Search

Please enter the chemical you are searching for. To narrow your results, you may specify more advanced criteria by opening the “Advanced” area below

Searching for SDS to associate to *Glycerol*

**Chemical Name:**

▼ [Advanced](#)

**CAS Number:**       **Manufacturer:**

You can download a pdf of the SDS, or click “Associate to chemical” to add the SDS to that chemical container for easier access in the future.

Search Results

Product Name	Manufacturer	Product #	Last Update		
Glycerol	Sigma-Aldrich Inc.		11/17/2020	<a href="#">Download PDF</a>	<a href="#">Associate to chemical</a>

You may also choose to assign an SDS from a web site to this chemical container.

**Glycerol**  
 Synonyms: 1,2,3-Propanetriol, 1,2,3-Trihydroxypropane, D-Glycerol, Glycerin, Glycerine, Glycerine jelly, Glycerol  
 Chemical Constituents:

Chemical	Percent	Percent (low)
Glycerol	100.00000	100.00000

CAS Number: 56-81-5  
 PubChem Compound ID: 753  
 Molecular Formula: C3H8O3  
 Storage Group Category: L  
 Hazard Codes: 9, 32, 38, 41, 42

Related SDS:

Title	Source	Last Updated	Origin
No SDS have been selected yet for this chemical. Select from the options below to select an appropriate SDS.			

[Advanced SDS Search](#)  
[Upload Local SDS](#)  
[Assign SDS via URL](#)

Add the url, a title and the source to complete this option.

**Assign SDS via URL**  
**For: Glycerol**

SDS URL: \*

Title: \*

Source: \*