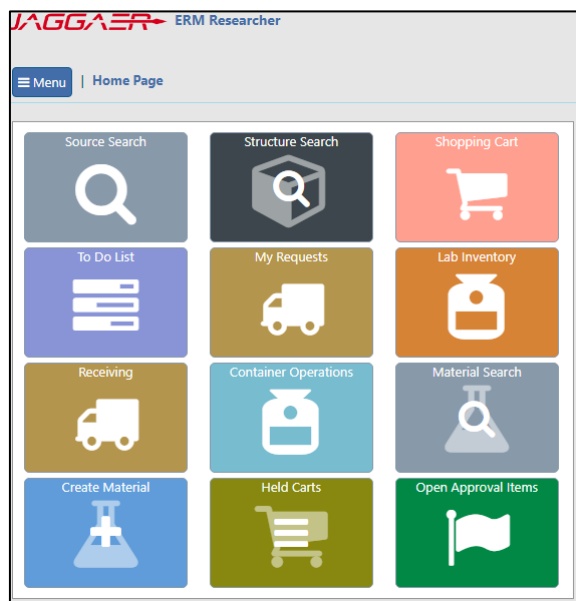

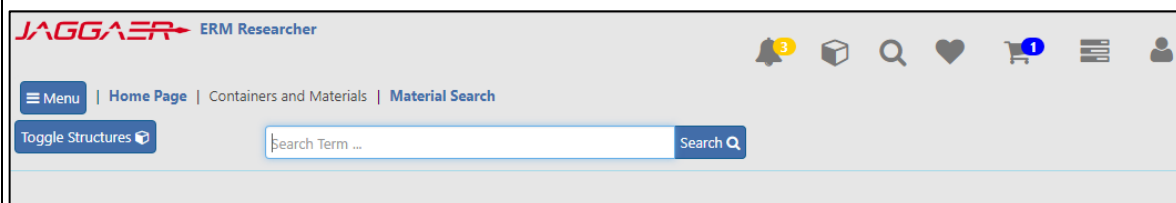


## Creating a Container



- ▶ Select the “Material Search” tile
- ▶ Type in the identifier (e.g. name, chemical name, CAS, catalogue number & etc.) in the search field and Click  button or press “enter” key
- ▶ Owner is set as default as the login user, this can be change by typing in the desired user last name.



# Creating a Container

JAGGAER ERM Researcher

Menu | Home Page | Containers and Materials | Create Container

Create Container +

L-[1-14C]-Glucose, 50uCi in 80% ethanol

**General**

Bar Code \* 423106

Label \* L-[1-14C]-Glucose, 50uCi in 80% ethanol

Current Amt \* Value > 0

Original Amt \* Value > 0

Purity Maximum of 32 characters

Storage Code

Lot # Maximum of 32 characters

**Product Information**

Supplier \*

Brand Maximum of 250 characters

Catalog # Maximum of 32 characters

Mfr. # Maximum of 32 characters

**Owner**

Trung Tuong  
Phone # 93855923  
Email n.t.tuong@unsw.edu.au  
Room 234  
Organization UNSW KENSINGTON > Faculty of Science > Chemistry

**Identifiers**

**Dates**

Created Date 27/07/2017 Room Acquired 27/07/2017

Site Acquired 27/07/2017 Expiration Date

Last Inventoried Opened

Last Test Next Test

**Locations**


Use Location \* CHEMISTRY > F10 > 2 > 234

Storage Location CHEMISTRY > F10 > 2 > 234

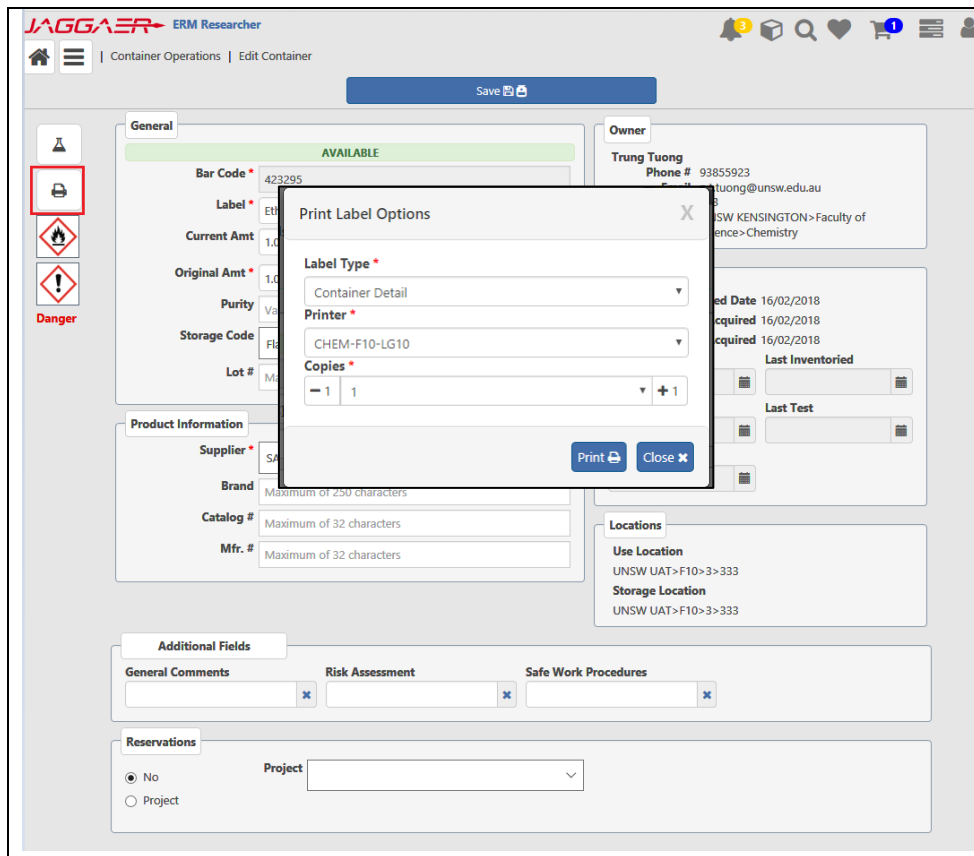
**Additional Fields**

General Comments Risk Assessment Safe Work Procedures

Maximum of 250 characters Maximum of 250 characters Maximum of 250 characters

- ▶ Click on  icon to start the container creation process
- ▶ Owner: will default to the login user
- ▶ Fill in the mandatory fields with "\*"
  - ▶ Barcode (can not be changed)
  - ▶ Label
  - ▶ Current Amt
  - ▶ Original Amount
  - ▶ Units
  - ▶ Suppliers
  - ▶ Use location
  - ▶ Storage Location(default)

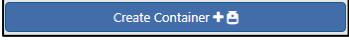

# Creating a Container



The screenshot shows the JAGGAER ERM Researcher interface for creating a container. The main form includes sections for General, Product Information, Additional Fields, and Reservations. A 'Print Label Options' dialog box is open, with the following fields:

- Label Type \***: Container Detail
- Printer \***: CHEM-F10-LG10
- Copies \***: 1

Buttons for 'Print' and 'Close' are visible at the bottom of the dialog. The background form shows a container with status 'AVAILABLE', owner 'Trung Tuong', and various dates and locations.

- ▶ Click  button which will prompt the appearance of the “printer” icon
- ▶ Click on the  icon to print barcode which prompt window to select the label type and printer and Click the print button to complete the action