RISK & SAFETY
SOLUTIONS

About Chemicals

UC Chemicals is a cloud-based chemical inventory management tool developed with a researcher-centric approach. It allows easy tracking and maintenance of containers using a barcoding system. Chemical and safety information, such as hazard codes and first aid, are auto populated. The application enables users to create chemical networks to easily share chemicals while controlling access. UC Chemicals includes a complementary web application that works in sync with the mobile app and has additional features such as structure search and import/export capabilities.

Installing the UC Chemicals Application

For iOS users
1.   Navigate to the App Store
2.   Search for UC Chemicals
3.   Select **Install**
4.   Launch the application
5.   Select your campus
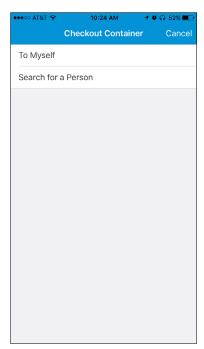6.   Log in with your campus credentials

For Android users
1.   Navigate to the Google Play Store
2.   Search for UC Chemicals
3.   Select **Install**
4.   Launch the application
5.   Select your campus
6.   Log in with your campus credentials

Sharing a Container (Mobile)

To share a container on mobile, navigate to the chemical detail page by either searching your inventory or by scanning a barcoded container. If there is a request to borrow a chemical, it will appear on this page.

- To share a container, select the ⋮ icon and select **Checkout**. You will now be given the option to **Checkout Container: To Myself** or **Search for a person**.

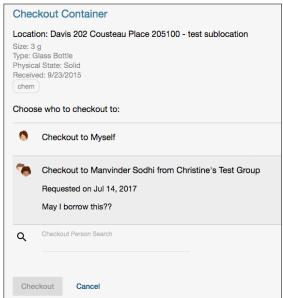**For more information about Chemicals, contact service@RiskandSafetySolutions.com**

- Checking out a container to yourself allows for accurate tracking of the container if you need to take it back to your work area for a short period of time but don't want to change its permanent storage location. You can also check out a container to anyone on your campus. Start typing in their name or email and the system will find them. If a colleague has requested a chemical, their request will show up here. **Note:** A chemical does not need to first be requested in order to be checked out.
- Keep track of shared chemicals under the **Share** tab at the bottom of the screen. You can see pending requests to borrow a chemical from your lab, requests that your lab has sent, chemicals that have been checked out from your lab and chemicals that your lab is currently borrowing. If you need to recall a chemical another person is borrowing, you can do so by selecting the ⋮ icon for the container you wish to recall and choose the **Recall** option. An email will be generated to the person who checked it out, letting them know you need it back. Once it's returned, confirm it here by selecting the **Return** option.

Sharing a Container (Desktop)

To share a container on the desktop, navigate to the chemical detail page by either searching your inventory or by scanning a barcoded container. If there is a request to borrow a chemical, it will appear on this page.

- To share a container, select the ⋮ icon and select **Checkout**. You will now be given the option to **Checkout Container: To Myself** or **Search for a person**.

- Checking out a container to yourself allows for accurate tracking of the container if you need to take it back to your work area for a short period of time but don't want to change its permanent storage location. You can also check out a container to anyone on your campus. Start typing in their name or email and the system will find them. If a colleague has requested a chemical, their request will show up here. **Note:** A chemical does not need to first be requested in order to be checked out.
- Keep track of shared chemicals under the **Share** tab at the bottom of the screen. You can see pending requests to borrow a chemical from your lab, requests that your lab has sent, chemicals that have been checked out from your lab and chemicals that your lab is currently borrowing. If you need to recall a chemical another person is borrowing, you can do so by selecting the ⋮ icon for the container you wish to recall and choose the **Recall** option. An email will be generated to the person who checked it out, letting them know you need it back. Once it's returned, confirm it here by selecting the **Return** option.

- On the desktop, keep track of shared chemicals by clicking the **Share Chemicals** button on the homepage. Notice also that the Share button has a notification of outstanding share requests.