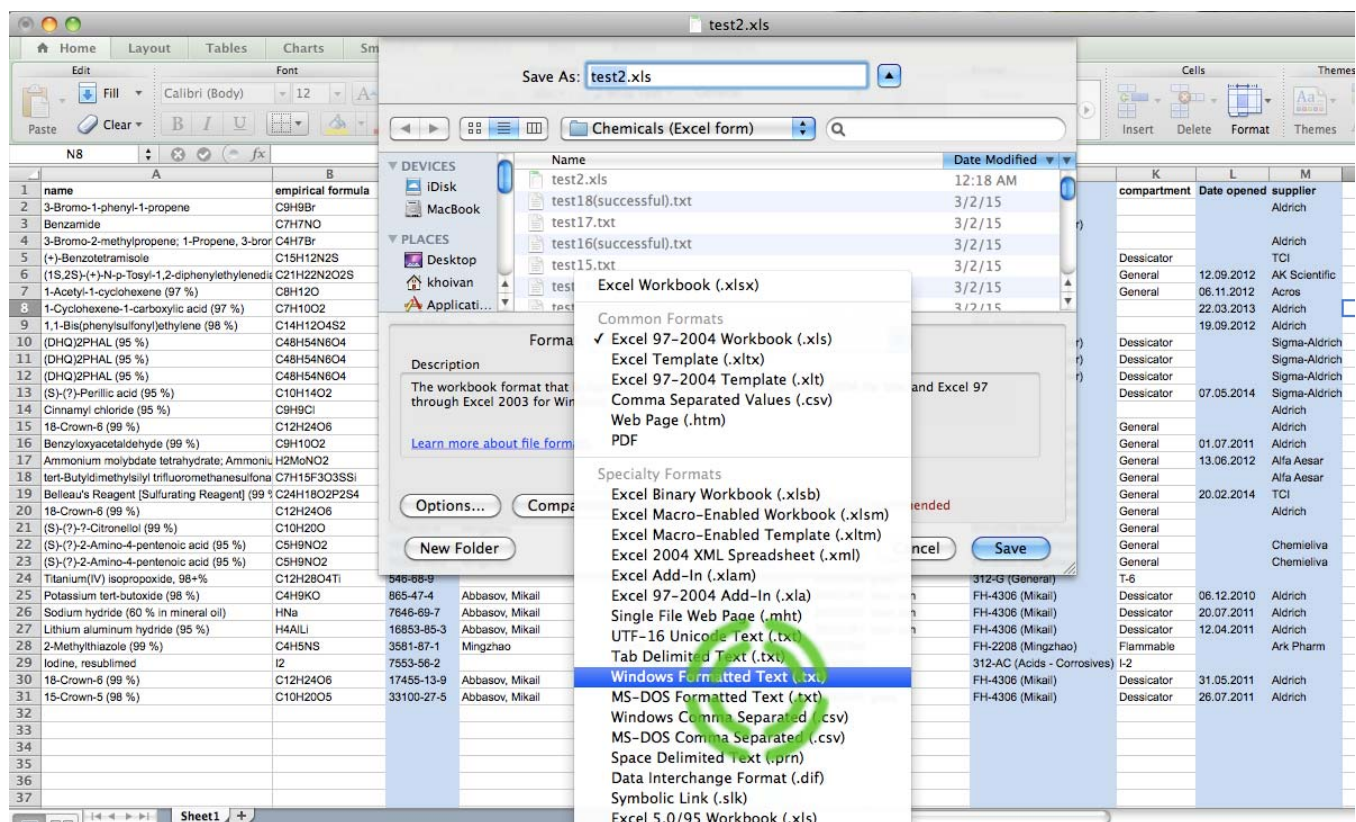
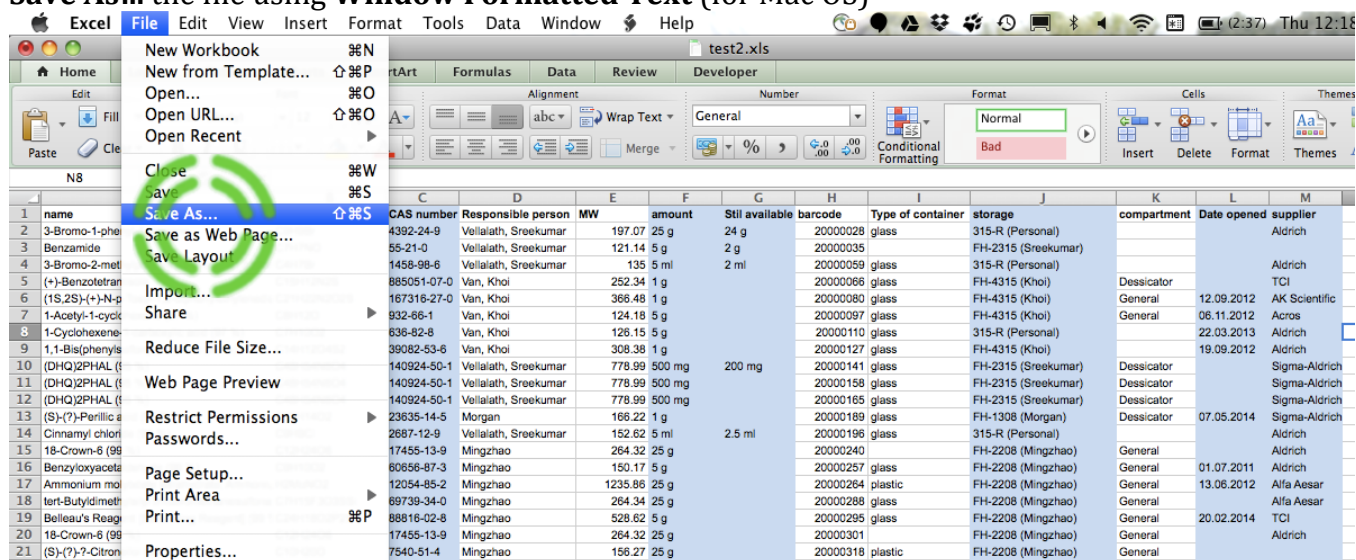


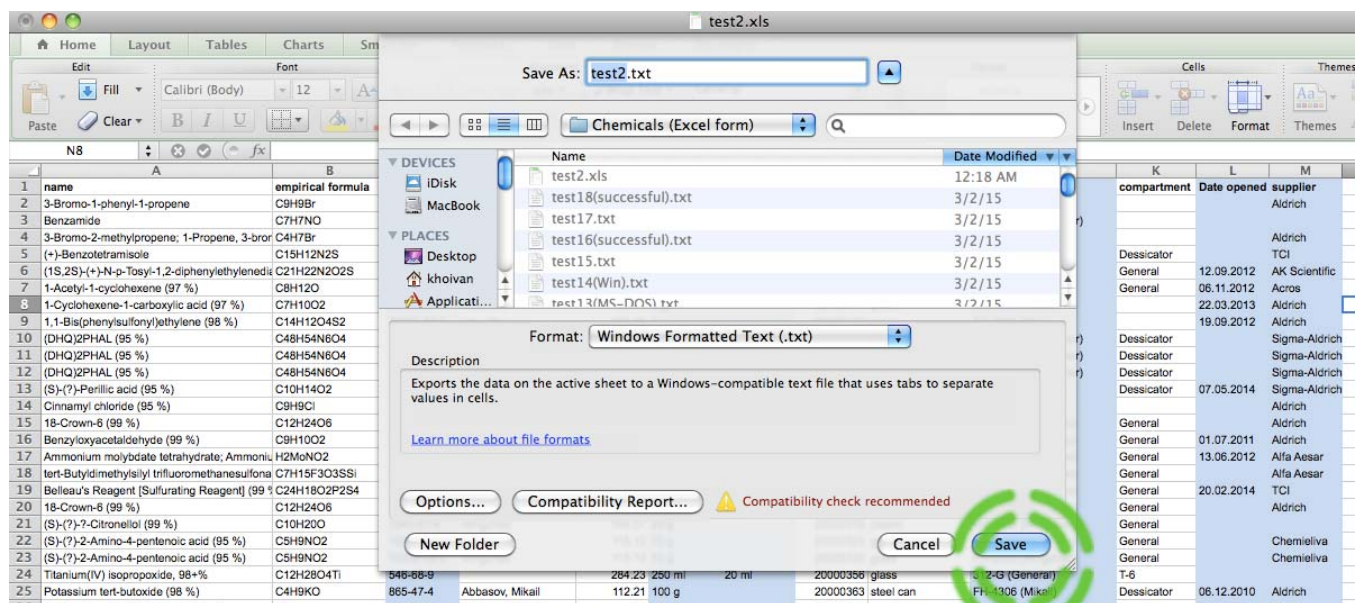
HOW TO ADD NEW CHEMICAL INTO OPEN INVENTORY USING EXCEL SHEET

1. Prepare the Excel file, an example might look similar as below. A few important things:
 - Columns that are highlight in blue are important info
 - You don't need all of the info that show in this examples
 - Empty cells are OK
 - The amount need to be "xx Y" with xx is the amount and Y is the unit.
 - For unit, it is best to have all in lower case, for example, "ML" should be either "ml" or "mL". It is best to convert all unit to lower case (use lower() command in excel)
 - Double check the CAS number column, Open Inventory uses CAS number as primary source to look up chemical info from the internet.
 - See step 9 for more info about each column in the excel sheet.
 - **Location column: remove all commas (,)** if there is any, dashes (-) are ok
 - If you are using your own barcode, make sure that this column is not the last column in the table. If your own/existing barcode column is the last column, add another column after the existing barcode column with a title of any thing. **Failure to do this will result in the terminal window does not work with your existing barcode.**

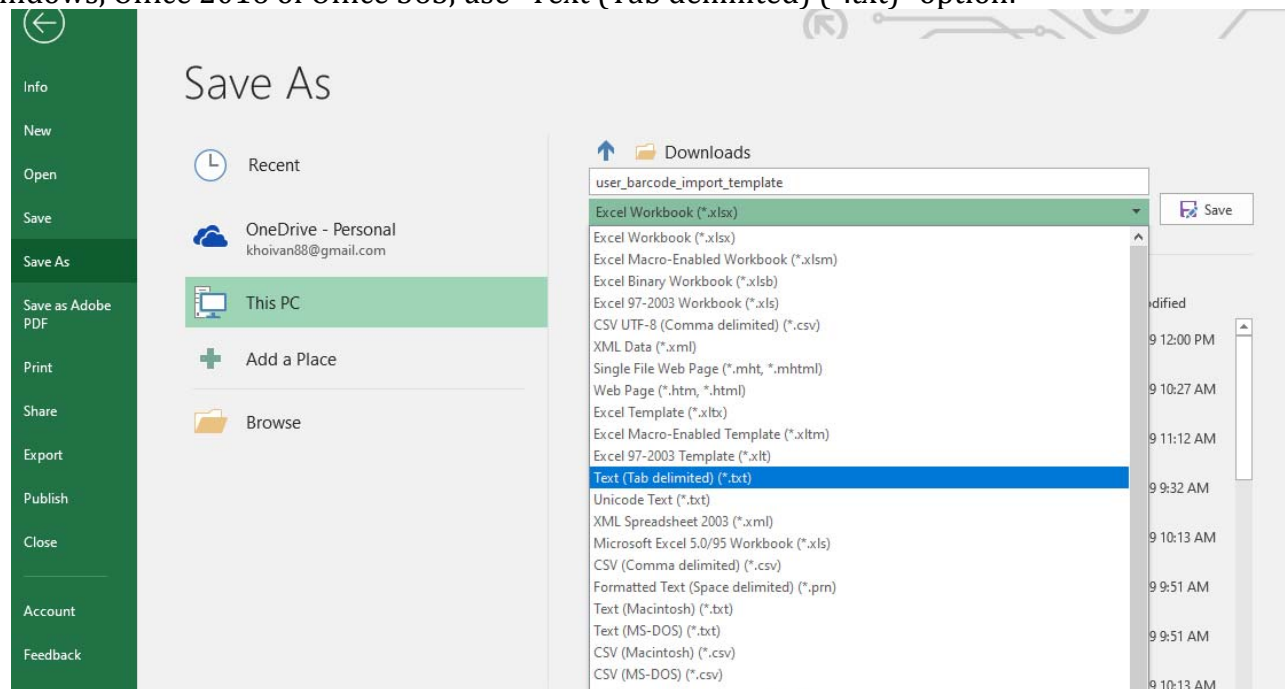
	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	name	empirical formula	CAS number	Responsible person	MW	amount	Still available	barcode	Type of container	storage	compartment	Date opened	supplier	
1	3-Bromo-1-phenyl-1-propene	C9H9Br	4392-24-9	Vellaiath, Sreekumar	197.07	25 g	24 g	20000028	glass	315-R (Personal)			Aldrich	
2	Benzamide	C7H7NO	55-21-0	Vellaiath, Sreekumar	121.14	5 g	2 g	20000035	glass	FH-2315 (Sreekumar)				
3	3-Bromo-2-methylpropene; 1-Propene, 3-bromo-2-methyl-	C4H7Br	1458-98-6	Vellaiath, Sreekumar	135	5 ml	2 ml	20000059	glass	315-R (Personal)			Aldrich	
4	(+)-Benzotetramisole	C15H12N2S	885051-07-0	Van, Khoi	252.34	1 g		20000066	glass	FH-4315 (Khoi)	Dessicator		TCI	
5	1-(5,2S)-(+)-N-p-Tosyl-1,2-diphenylethylenediamine	C21H22N2O2S	167316-27-0	Van, Khoi	366.48	1 g		20000080	glass	FH-4315 (Khoi)	General	12.09.2012	AK Scientific	
6	1-Acetyl-1-cyclohexene (97 %)	C8H12O	932-66-1	Van, Khoi	124.18	5 g		20000097	glass	FH-4315 (Khoi)	General	06.11.2012	Acros	
7	1-Cyclohexene-1-carboxylic acid (97 %)	C7H10O2	636-82-8	Van, Khoi	126.15	5 g		20000110	glass	315-R (Personal)		22.03.2013	Aldrich	
8	1,1-Bis(phenylsulfonyl)ethylene (98 %)	C14H12O4S2	30082-53-6	Van, Khoi	308.39	1 g		20000127	glass	FH-4315 (Khoi)		19.09.2012	Aldrich	
9	(DHQ2)PHAL (95 %)	C48H54N6O4	140924-50-1	Vellaiath, Sreekumar	778.99	500 mg	200 mg	20000141	glass	FH-2315 (Sreekumar)	Dessicator		Sigma-Aldrich	
10	(DHQ2)PHAL (95 %)	C48H54N6O4	140924-50-1	Vellaiath, Sreekumar	778.99	500 mg		20000158	glass	FH-2315 (Sreekumar)	Dessicator		Sigma-Aldrich	
11	(DHQ2)PHAL (95 %)	C48H54N6O4	140924-50-1	Vellaiath, Sreekumar	778.99	500 mg		20000165	glass	FH-2315 (Sreekumar)	Dessicator		Sigma-Aldrich	
12	(S)-(+)-Pentilic acid (95 %)	C10H14O2	23635-14-5	Morgan	166.22	1 g		20000189	glass	FH-1308 (Morgan)	Dessicator	07.05.2014	Sigma-Aldrich	
13	Cinnamyl chloride (95 %)	C9H9Cl	2687-12-9	Vellaiath, Sreekumar	152.62	5 ml	2.5 ml	20000198	glass	315-R (Personal)			Aldrich	
14	18-Crown-6 (99 %)	C12H24O6	17455-13-9	Mingzhao	264.32	25 g		20000240	plastic	FH-2208 (Mingzhao)	General		Aldrich	
15	Benzoyloxycarbonyl chloride (99 %)	C9H10O2	60656-87-3	Mingzhao	150.17	5 g		20000257	glass	FH-2208 (Mingzhao)	General	01.07.2011	Aldrich	
16	Ammonium molybdate tetrahydrate; Ammonium molybdate	H2MoNO2	12054-85-2	Mingzhao	1235.86	25 g		20000264	plastic	FH-2208 (Mingzhao)	General	13.06.2012	Alfa Aesar	
17	tert-Butyl dimethylsilyl trifluoromethanesulfonate	C7H15F3O3SSi	69739-34-0	Mingzhao	264.34	25 g		20000288	glass	FH-2208 (Mingzhao)	General		Alfa Aesar	
18	Belleau's Reagent [Sulfurating Reagent] (99 %)	C24H18O2P2S4	88816-02-8	Mingzhao	528.62	5 g		20000295	glass	FH-2208 (Mingzhao)	General	20.02.2014	TCI	
19	18-Crown-6 (99 %)	C12H24O6	17455-13-9	Mingzhao	264.32	25 g		20000301	plastic	FH-2208 (Mingzhao)	General		Aldrich	
20	(S)-(+)-Citronellol (99 %)	C10H20O	7540-51-4	Mingzhao	156.27	25 g		20000318	plastic	FH-2208 (Mingzhao)	General		Aldrich	
21	(S)-(+)-2-Amino-4-pentenoic acid (95 %)	C5H9NO2	16338-48-0	Mingzhao	115.13	10 g		20000325	glass	FH-2208 (Mingzhao)	General		Chemieliva	
22	(S)-(+)-2-Amino-4-pentenoic acid (95 %)	C5H9NO2	16338-48-0	Mingzhao	115.13	10 g		20000332	glass	FH-2208 (Mingzhao)	General		Chemieliva	
23	Titanium(IV) isopropoxide, 98+%	C12H28O4Ti	546-68-9		284.23	250 ml	20 ml	20000356	glass	312-G (General)	T-6			
24	Potassium tert-butoxide (98 %)	C4H9KO	865-47-4	Abbasov, Mikail	112.21	100 g		20000363	steel can	FH-4306 (Mikail)	Dessicator	06.12.2010	Aldrich	
25	Sodium hydride (60 % in mineral oil)	HNa	7646-69-7	Abbasov, Mikail	24	100 g		20000370	steel can	FH-4306 (Mikail)	Dessicator	20.07.2011	Aldrich	
26	Lithium aluminum hydride (95 %)	HAAlLi	16853-85-3	Abbasov, Mikail	37.95	100 g	90 g	20000387	steel can	FH-4306 (Mikail)	Dessicator	12.04.2011	Aldrich	
27	2-Methylthiazole (99 %)	C4H5NS	3581-87-1	Mingzhao	99.15	100 g		20000394	glass	FH-2208 (Mingzhao)	Flammable		Ark Pharm	
28	Iodine, resublimed	I2	7553-56-2		253.81	100 g		20000400	glass	312-AC (Acids - Corrosives)	I-2			
29	18-Crown-6 (99 %)	C12H24O6	17455-13-9	Abbasov, Mikail	264.32	25 g		20000417	glass	FH-4306 (Mikail)	Dessicator	31.05.2011	Aldrich	
30	15-Crown-5 (98 %)	C10H20O5	33100-27-5	Abbasov, Mikail	220.26	5 g		20000424	glass	FH-4306 (Mikail)	Dessicator	26.07.2011	Aldrich	

2. Save As... the file using **Windows Formatted Text** (for Mac OS)

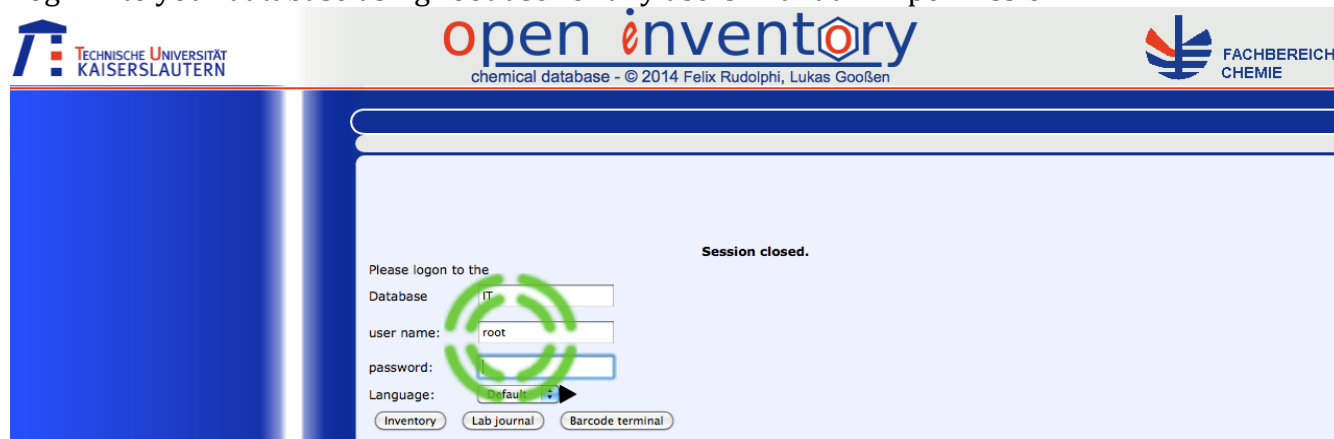
How to add new chemical into Open Inventory using Excel



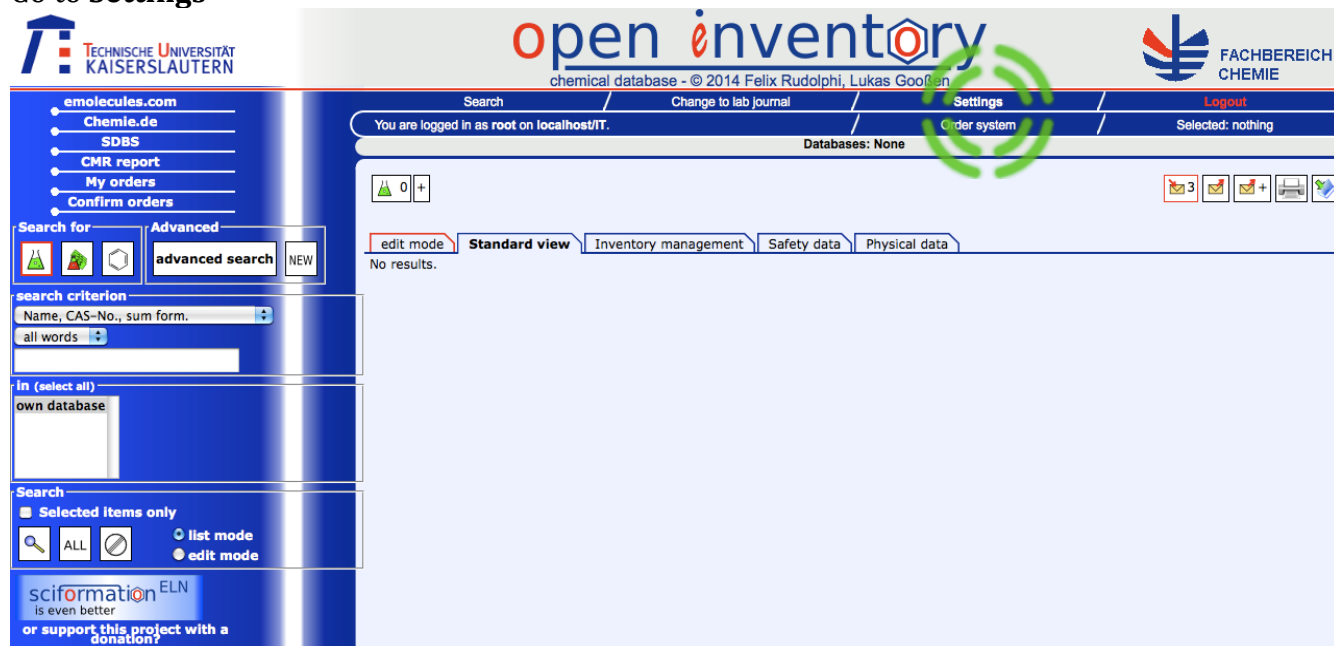
For Windows, Office 2016 or Office 365, use “Text (Tab delimited) (*.txt)” option:



3. Login into your database using root user or any users with admin permission



4. Go to **Settings**



5. Go to **Import Tab-separated text file**



6. Choose **Browse...** and choose the exported text file. Note: in Lines to skip, put **1** if you have a header rows, if not, choose **0**



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FACHBEREICH CHEMIE

Search Change to lab journal Settings Logout
You are logged in as root on localhost/IT. Order system Selected: nothing
Databases: None

☒ **Import tab-separated text file**

table	package
Upload a tab-separated text file for showing a preview	Browse... No file selected.
Number of lines for the preview	10
Lines to skip	1

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Search Change to lab journal Settings Logout
You are logged in as root on localhost/IT. Order system Selected: nothing
Databases: None

☒ **Import tab-separated text file**

table	package
Upload a tab-separated text file for showing a preview	Browse... test18(successful).txt
Number of lines for the preview	10
Lines to skip	1

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7. Click green check mark

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You are logged in as root on localhost/IT. Databases: None Order system Selected: nothing

Import tab-separated text file

table package

Upload a tab-separated text file for showing a preview Browse... test18(successful).txt

Number of lines for the preview 10

Lines to skip 1

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8. Screens as below should show up, you can scroll down to see if they show up correctly (info appear correctly in each row)

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You are logged in as root on localhost/IT. Databases: None Order system Selected: nothing

Import tab-separated text file

hazard statements none risk statements none storage name column J multiple equal containers none

precautionary statements none safety statements none in compartment column K migrated package identification code none

safety notes none density (20°C) none barcode none comment on chemical none

WGK none

Physical data will also be read from online catalogs
Number of lines: 31

column A	column B	column C	column D	column E	column F	column G	column H	column I	column J	column K	column L	column M
3-Bromo-1-phenyl-1-propene	C9H9Br	4392-24-9	"Vellalath, Sreekumar"	197.07	25 g	24 g	20000028	glass	315-R (Personal)			Aldrich
Benzamide	C7H7NO	55-21-0	"Vellalath, Sreekumar"	121.14	5 g	2 g	20000035		FH-2315 (Sreekumar)			
"3-Bromo-2-methylpropene; 1-Propene, 3-bromo-2-methyl-; 3-Bromo-2-methylpropene,"	C4H7Br	1458-98-6	"Vellalath, Sreekumar"	135	5 ml	2 ml	20000059	glass	315-R (Personal)			Aldrich
(+)-Benzotetramisole	C15H12N2S	885051-07-0	"Van, Khoi"	252.34	1 g		20000066	glass	FH-4315 (Khoi)	Dessicator		TCI
"(1S,2S)-(+)-N-p-Tosyl-1,2-diphenylethylenediamine (98 %)"	C21H22N2O2S	167316-27-0	"Van, Khoi"	366.48	1 g		20000080	glass	FH-4315 (Khoi)	General	12.09.2012	AK Scientific
1-Acetyl-1-cyclohexene (97 %)	C8H12O	932-66-1	"Van, Khoi"	124.18	5 g		20000097	glass	FH-4315 (Khoi)	General	06.11.2012	Acros
1-Cyclohexene-1-carboxylic acid (97 %)	C7H10O2	636-82-8	"Van, Khoi"	126.15	5 g		20000110	glass	315-R (Personal)		22.03.2013	Aldrich
"1,1-Bis(phenylsulfonyl)ethylene (98 %)"	C14H12O4S2	39082-53-6	"Van, Khoi"	308.38	1 g		20000127	glass	FH-4315 (Khoi)		19.09.2012	Aldrich
(DHQ)2PHAL (95 %)	C48H54N6O4	140924-50-1	"Vellalath, Sreekumar"	778.99	500 mg	200 mg	20000141	glass	FH-2315 (Sreekumar)	Dessicator		Sigma-Aldrich
(DHQ)2PHAL (95 %)	C48H54N6O4	140924-50-1	"Vellalath, Sreekumar"	778.99	500 mg		20000158	glass	FH-2315 (Sreekumar)	Dessicator		Sigma-Aldrich

9. Choose **Column X** for each contents. If you choose **None**, that column will not be imported. You can also add a default value for each column that will apply for ALL items being imported.

Notes:

- CAS number: most important info, OE will use this to look up other info (structures, MW, safety data, etc) from this cas #
- Name: not too important
- Empirical formula: do not import this since OE will use this to find the closest chemicals if CAS# is not present or wrong.
- Amount: = size of the bottle + unit (format should be #+space+unit, for example: 5 g, 125 ml, 1 kg, etc)
- Still available: the amount that left in the bottles (OK is not imported)
- Locations: important. Note: Each location will have its own barcode
- Compartments: = sub-location. Note: each compartment does NOT have its own barcode
- Barcode: if you already have an existing barcode system, add it here.
- Suppliers: = suppliers
- Date open: could be in European style (dd.mm.yyyy) or American style (mm/dd/yy, etc.)

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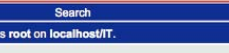
Search Change to lab journal Settings Logout


You are logged in as root on localhost/IT. Databases: None Order system Selected: nothing

Import tab-separated text file

Property	column fixed value	Property	column fixed value	Property	column fixed value	Property	column fixed value
Lines to skip	1	Storage class	none	refractive index (20°C)	none	description (e.g. solid support)	none
name	column A	carcinogen Cat.	none	melting point	none	supplier	column M
additional name	none	mutagen Cat.	none	boiling point	none	Catalog no.	none
CAS number	column C	teratogen Cat.	none	amount	column F	Lot no.	none
empirical formula	none	BtMG (narcotics law) appendix	none	still available	column G	price	none
migrated molecule identification code	none	SprengG appendix III No.	none	purity/concentration	none	currency	none USD
hazard codes (GHS)	none	hazard codes	none	(diff. density)	none	Date opened	column L
hazard statements	none	risk statements	none	storage name	column J	multiple equal containers	none
precautionary statements	none	safety statements	none	in compartment	column K	migrated package identification code	none
safety notes	none	density (20°C)	none	barcode	none	comment on chemical	none
WGK	none						

10. Click green check mark. Screen similar as below should show. Note: line X:... will tell you which lines in the text file is being imported.
Depend of how many chemical containers are imported, this might take a long time, so please be patient.





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Change to lab journal
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You are logged in as root on localhost/IT.
Order system
Selected: nothing

Databases: None


Import tab-separated text file

Lines to skip

1


Property	column fixed value
name	column A
additional name	none
CAS number	column C
empirical formula	none
migrated molecule identification code	none
hazard codes (GHS)	none
hazard statements	none
precautionary statements	none
safety notes	none

Property	column fixed value	Property	column fixed value	Property	column fixed value
Storage class	none	refractive index (20°C)	none	description (e.g. solid support)	none
carcinogen Cat.	none	melting point	none	supplier	column M
mutagen Cat.	none	boiling point	none	Catalog no.	none
teratogen Cat.	none	amount	column F	Lot no.	none
BtMG (narcotics law) appendix	none	still available	column G	price	none
SprengG appendix III No.	none	purity/concentration	none	currency	none USD
hazard codes	none	(diff. density)	none	Date opened	column L
risk statements	none	storage name	column J	multiple equal containers	none
safety statements	none	in compartment	column K	migrated package identification code	none
density (20°C)	none	barcode	none	comment on chemical	none



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Search

You are logged in as root on localhost/IT.

Change to lab journal

Settings

Order system

Logout

Selected: nothing

Databases: None



Import tab-separated text file

Please be patient until the import is complete. Depending on the file size, this process may take several hours.

line 1: 4392-24-9

Warning: no language set.: 32

Acros: 43

line 2: 55-21-0

Warning: no language set.: 32

Acros: 43

line 3: 1458-98-6

Warning: no language set.: 32

Acros: 43

line 4: 885051-07-0

Warning: no language set.: 32

Acros: 32

NIST Webbook: 32

Sigma-Aldrich: 34

ChemicalBook: 42

TCI: 42

line 5: 167316-27-0

Warning: no language set.: 32

Acros: 32

NIST Webbook: 32

Sigma-Aldrich: 36

line 6: 932-66-1