

Adding a Chemical to the CHEMATIX Chemical Abstract Database

Reminder: Do not use your browser back button. Instead use the navigation buttons in CHEMATIX. If you accidentally use your browser back button, you'll be kicked out of CHEMATIX and you'll have to start over by logging in again. Other CHEMATIX Tips and Tricks such as **NEVER DOUBLE CLICK** can be found on the CHEMATIX Tips and Trick page.

There are multiple ways to add a chemical to CHEMATIX Chemical Abstract Database (CAD). The most likely scenarios are presented below.

1. While adding a chemical container to your inventory, you cannot find the chemical in CHEMATIX.
 - a. Click the **Add a Chemical** button.
 - b. Enter the full chemical name and CAS number, at a minimum. If there is no CAS number associated with the item being inventoried, select **Generate Z Number**. The system will generate a unique identifier for that specific chemical. This will serve as the chemical's CAS number.
 - c. Scroll to the very bottom of the page and click **Save and Request Review** button. After clicking the **Save and Request Review** button, you'll be taken back to the previous page.
 - d. Click **Search CAD**.
 - e. Select the chemical you added.
 - f. Proceed as usual with adding the item to your inventory.
2. While creating a waste card, you cannot find the chemical in CHEMATIX.
 - a. Click the **Add a Chemical** button.
 - g. Enter the full chemical name and CAS number, at a minimum. If there is no CAS number associated with the item being inventoried, select **Generate Z Number**. The system will generate a unique identifier for that specific chemical. This will serve as the chemical's CAS number.
 - b. Scroll to the very bottom of the page and click **Save and Request Review** button. After clicking the **Save and Request Review** button, you'll be taken back to the previous page.
 - c. Click **Search CAD**.
 - d. Select the chemical you added.
 - e. Proceed as usual with creating the waste card.