

Adding New Chemicals into CEMS Database

Log into the CEMS Database via <https://cems.unh.edu/umassd/CEMS/Dashboard>. New users must first activate their account by following the email link from CEMS that gets sent to your “UMassd.edu” email address. Follow the link to set up a new username and password.

Adding new chemicals: New chemicals in the original manufacturer’s container must be added to your CEMS inventory upon arrival. Working solutions do not need to be included in your inventory. You must place a new barcode on every new chemical and scan them in by clicking the “add inventory” link from your CEMS quick links home page. Use the product code or ID# on the chemical container to quickly populate chemical information from the manufacturers database. This number should be typed into the “product number” field while adding a chemical. You must then add the chemical’s owner information and container quantity and type into the next page of the database. See below for an example:

After logging in, click the ‘add chemical inventory’ button.

Enter the new barcode number.

Enter the product number from the chemical container.

Note: If your product number is not visible on your chemical container OR if it’s not showing up on the drop-down list, please add it into the inventory via the chemical name and fill in the chemical’s manufacturer on the next page.

This section is auto populated by entering the product number.

Save when finished!

Enter the chemical’s owner information and location

Enter container quantity and type.

