

# Purchase a Consumable

- [Purchase a Consumable](#)

# Purchase a Consumable

To add a consumable choose the "Consumables" menu item on the side bar on the left.

bookitlab

Enter an asset name or asset attribute

IGB

Austin Joseph Cyphersmith

DASHBOARD

Main Dashboard

CORES

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USERS

ADMIN PANEL

You are currently viewing the users board for this core. You can switch to core staff board/s, or add a new board.

Users View

IGB

Core Details

Edit Core

Customize

Quick Actions

74 Upcoming reservations

Place a reservation or view schedule

+ Reservation

Usages

Start a real time usage of an instrument

Start Usage

Consumable

Report the use of consumable/s (self serve)

Log Consumable/s

Renew Stock

Work Orders

Report an instrument related Issue / Work Order

+ Work Order

List

Timeline

May 26 - Jun 01

Timeline by Week

Sun, 26 May

Mon, 27 May

Tue, 28 May

Wed, 29 May

Thu, 30 May

Fri, 31 May

Sat, 1 Jun

600MHz NMR

AFM-Raman

Axio Scan.Z1

AXIO Zoom V16

Choose from the list of items. In this case, click "Embedding Station Block"

bookitlab

Enter an asset name or asset attribute

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Consumable Types

Renew Stock

Add Consumable Type

Search

Filters

Active Assets: Yes

|                          | ID ^ | Active | Core Name | Units  | Name                    | Remarks | Show on "Other Services" and Allow Users to Document Using This Service | In Stock | Action |
|--------------------------|------|--------|-----------|--------|-------------------------|---------|---|----------|--------|
| <input type="checkbox"/> | 1    | Yes    | IGB       | Sample | Embedding Station Block |         | Yes   |          | N/A    |

Rows per Page 10

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A menu on the right will appear. Click "+ Log Consumables"

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Enter an asset name or asset attribute

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Export

Import

Active Assets: Yes

|  | ID ^ | Active | Core Name | Units  | Name                    | Remarks | Show on "Other Services" and Allow Users to Document Using This Service | In Stock | Action |
|--|------|--------|-----------|--------|-------------------------|---------|---|----------|--------|
|  | 1    | Yes    | IGB       | Sample | Embedding Station Block |         | Yes   |          | N/A    |

Rows per Page 10

Show asset details (side panel)

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Embedding Station B...

+ Log Consumable/s

Settings

Core

IGB

Institute/Department

IGBCORE

Availability

Service - related

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Choose the quantity of the consumable. Also, choose the User Group (PI), User, Billing Type (usually Internal), and Project Name (CFOP). Then click save.

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Enter an asset name or asset attribute

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Reported Consumables

Embedding Station Block

+ Add Consumable

Main Info

Log Date 05/26/2024

Log Time 11:45 AM

User Group Core Staff

User Austin Joseph Cyphersmith

Billing Type Internal

Project Name test

Save

Close

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