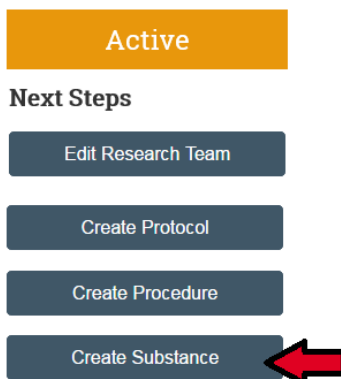


# Creating Substances

If you are unable to locate a substance in the Standard Library, you will need to create it and the substance will be a Team Substance.

## 1. From the Research Team workspace, click “Create Substance”



## 2. Enter the name the drug name/compound/class and then select:

- substance type (biological, chemical, radiologic)
- housing required
- any other option that applies

### Substance Information

#### 1. \* Name:

#### 2. \* Substance types: (select all that apply)

- Biological
- Chemical
- Radiologic
- Standard Housing Area
- Biocontainment Room – During inoculation & necropsy
- Biocontainment Area - 72 hours after administration
- Biocontainment Room - Housing for entire study
- Chemical Containment– During administration & necropsy
- Chemical Use Room - 72 hours after administration
- Chemical Use Room - Housing for entire study
- Chemical: See Special Safety Use Advisory
- Radiation Commissioned Room
- Controlled Substance
- Biocontainment Room – During inoculation
- Anesthetic
- Biocontainment Area - ABSL-3
- Analgesic
- Paralytic Agent

## 3. Click Finish

## 4. You will now find the substance you created in the Substances tab as a Team procedure

The screenshot shows the 'Substances' tab in a software interface. At the top, there are navigation tabs: Submissions, Procedures, Substances (selected), History, Research Team Contacts, and Archived Procedures. Below the tabs is a search bar with a 'Filter' dropdown set to 'Name', a search input field, and buttons for 'Go', '+ Add Filter', and '\* Clear All'. A red arrow points down from the top right corner. Below the search bar is a table with columns: Name, Date Modified, Type, and Scope.

Name	Date Modified	Type	Scope
Test	8/24/2018 12:02 PM	Standard Housing Area, Chemical	Team
17-Alpha-Ethinylestradiol	11/22/2017 10:14 AM	Standard Housing Area, Chemical	Standard
2, 4, 6-Trinitrobenzene Sulfonic Acid	11/22/2017 10:14 AM	Standard Housing Area, Chemical	Standard

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