Liquid Nitrogen fill request

This Quick Reference Card (QRC) is intended to assist in ordering Liquid Nitrogen tank refills at the Pfendler and Physics building locations. By ordering these fills in iLab, you are committing to a purchase that will be billed in iLab and charged to valid lab accounts.

To start the process, please click on the link below after logging into iLab.

Gas Cylinder Rental Charges Core

Once at the Gas Cylinder Rental Charges core, click on the Request services tab.

E CrossLab Lab Operations Software	Q Go 🛔 Rebecca A Stevenson 🔹 Help Sign Out 🚱
Gas Cylinder Rental Charges Core	PURDUE UNIVERSITY.
	About Our Core Request Services View My Requests Contact Us
▼ Service Projects & Quote Requests	
Liquid Nitrogen Fill Request Request to fill Liquid Nitrogen tarks at Plandier or Physics. If this is your filt time requesting, places download this form and read/print out for instructions on how to fill out this request, and the process of printing and attaching required documentation to your tank. Tanks without attached documentation will not be filled by Indiana Oxygen.	Prequest service
Search available services ① View: by category alphabetically	
► Gas Fills (1)	

Then click on the "request service" button to the right of Liquid Nitrogen Fill Request.

If you are a member of only one lab, it will be populated automatically. If you are a member of multiple labs, choose the appropriate lab to charge.

≡ CrossLab ILab Operations Software	Stands Q Go & Rebecca A Stevenson - Help Sign Out (+
	About Our Core Request Services View My Requests Contact Us
Email: stevenra@purdue.edu Phone: 765-496-7608	
Forms and Request Details	(see bottom of list to add items to this request) :==
	. And approved a set of any approximately and approximately a
S View Form: Liquid Nitrogen fill request	Not Started 🔍 🖨 🕬
This form is to be filled out when requesting Nitrogen tank fills for Pfender and Physics drop off locations. If this is your fist time and attaching required documentation to your tank. Tanks without attached documentation will not be filled by Indiana Oxygen.	requesting, please download this form and readiprint out for instructions on how to fill out this request, and the process of printing
Size of nitrogen tank (itters)	Save Progress
Building Prender Prender	
Please save your form! 🔿 💿 save completed form	
After saving your form, please submit your request to the core.	
	Add service Add service Add service Please fill out any forms that are highlighted in red.
Cost	
The core will review and update this projected cost. You will only be billed for completed work.	
Total Projected Cost: S 0 00	
Payment Information	
Please enter the Account String 9	
% Account String ⊕ 1 [10.0] % Select Account String ✓	
100.0% Total Allocated 😡	
+ Split Charge	

Type in the liter amount of your liquid nitrogen tank (you will be charged for a full fill, so please choose the maximum capacity of your tank)

CrossLab iLab Operations Software		Search	Q Go	Rebecca A Stevenson 🔹	Help Sign Out 8
			About Our Core	Request Services View My Re	equests Contact Us
Email: stevenra@purdue.edu Phone: 765-496-7608					· · · · · · · · · · · · · · · · · · ·
Forms and Request Details				(see bottom of list to add	items to this request)
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This form is to be filled out when requesting Nitrogen tank fills for Pfender and Physics drop o and attaching required documentation to your tank. Tanks without attached documentation w Size of nitrogen tank (itters) 10 Liquid Nitrogen fill request		ting, please download <u>this</u>	<u>form</u> and read/print out for instructions on h	ow to fill out this request, and the p	process of printing
	ted charges added (see below). Click only	r to add again.			
Please save your form!					
After saving your form, please submit your request to the core.					
Feb 11 Liquid Nitrogen fill request Q2 07 PM Qas File	Guantity:	Unit Price: \$0.55	Total: Billing Status: \$5.50 Not Ready To Bill	Work Status: Proposed	\$ ×
				A Please fill out any forms that a	add service are highlighted in red.

Click on "Add selected services" to add the charges to the request. Also, please choose the building you will be leaving your tank at to be filled (Pfendler or Physics)

he care will review and update this projected cost. You will only be billed for completed work.		
ayment Information		
Insee when the Account String (i) 15 Account String (i) 150 0 5		
100.0% Total Allocated 🕒 🔶	D ₂	
enter additional payment information		
		🖌 admit request to core 🛛 🔛 save draft request 🖉 🗶 Cancel

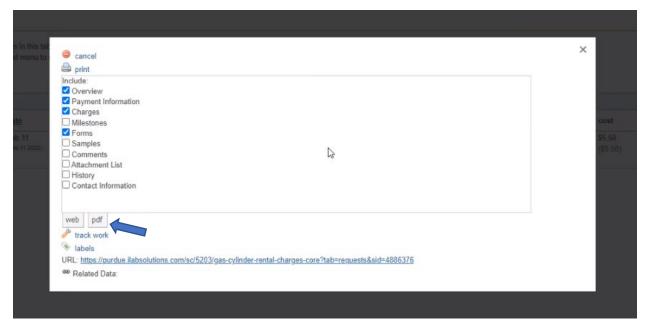
Choose the appropriate Account string in the Payment section, and click "submit request to core"

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Gas Cylinder	Rental Ch	arges Core				RDUE ERSITY
					About Our Core Request Services View My R	equests Contact Us
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Please use the filter panels in the Hide Filters Keywords			liters to custom tabs! <u>Click here for more details</u> Displaying 1 out of 1			
Hide Filters Kerwords Go		own to requests of interest. You can also save f			cost	
Hide Filters Kewwords Status	e left-hand menu to drill do date Feb 11	wwn to requests of interest. You can also save f	Displaying 1 out of 1 <u>service Id</u> GCRCC-RAS-5615	result. (Page 1 of 1)	\$5.50	\$~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
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You will automatically be taken to the View My Requests page, where your Liquid Nitrogen fill request is now displayed. Click on the 3rd icon to display additional options.



You can cancel the request (by clicking cancel), or print a paper copy of the request (by clicking on print). A paper copy of the request will be required for Indiana Oxygen to fill tanks left at Pfendler or Physics.



Once you click print, check the boxes for Overview, Payment Information, Charges, and Forms (as shown above), and then click the "PDF" button.

GCRCC-RAS-5615	- Rebecca A Steven	son			
		0.00			
Overview					
Core Identifier:	5615				
Institution Identifier:	144306				
Service id:	GCRCC-RAS-5615				
Date request created in iLab:	Feb 11, 2022				
Category:	no category				
Service name:	Liquid Nitrogen Fill Reque				
Customer email:	stevenra@purdue.edu				
Customer phone:	765-496-7608				
Customer title:					
Lab Name:	Bressan, Ray (PUR) Lab	(change lab)			
Lab PI(s):	Ray Bressan: bressan@p				
Customer institute:	Purdue University				
URL:		3/gas-cylinder-rental-charges-core?			
	tab=requests&sid=48863 \$5.50	76			
Projected cost:	\$5.50				
Quote expires on: Labels:					
Labers:					
Payment Information					
Actual cost:	\$5.50				
Customer agreed to cost:	\$5.50				
Account Strings	The subscription of the latter of the	-			
Default Account String:	Property and a second second	anna -			
Payment notes:					
Charges					
Entered By	Date	Name	Quantity	Price	
Rebecca A Stevenson	2022-02-11 12:07:52 -0700	Liquid Nitrogen fill request	10.0	5.5	
Forms					
Liquid Nitrogen fill request Created: Feb 11, 2022 Updated: Feb 11, 2022					
* Size of nitrogen tank (litera	a)				
10 Liquid Nitrogen fill					
Building Plendler					

Once your pdf download, you can click on it to open and print. This should then be fastened to the tank via tape, adhesive sleeve, or other mechanism. The driver from Indiana Oxygen will collect the printed requests, and only fill those tanks that have a valid request attached (with maximum fill size listed).

The Gas Cylinder Rental Charges core will bill monthly, with funds automatically deducted from valid lab accounts.