

Using Inventory Manager in Agilent CrossLab Connect

Introduction

This guide reviews the Inventory Manager page of Agilent CrossLab Connect, where users may manage their instrument inventory through the application.

To access the Inventory Manager page, log in to CrossLab Connect at crosslab.agilent.com.

Once logged in to CrossLab Connect, click the **Inventory Manager** icon in the left menu (Figure 1). If you do not see the Inventory Manager icon, please contact your Agilent customer success manager or account manager.

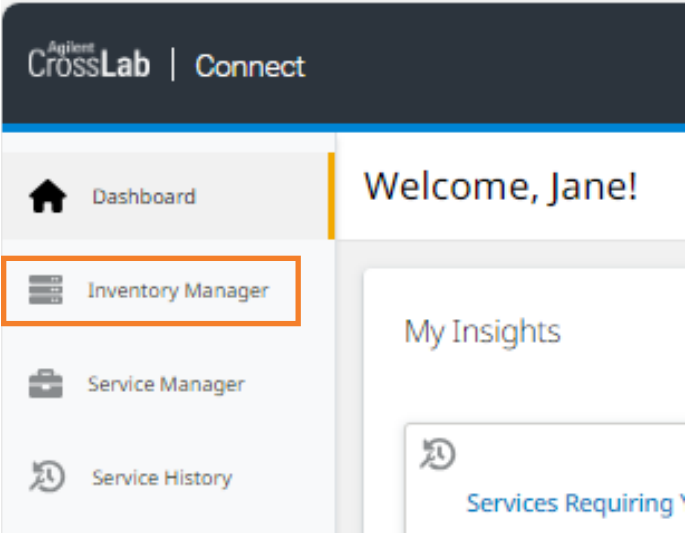


Figure 1. Location of the Inventory Manager icon.

After clicking the Inventory Manager icon, the user is taken to the Inventory Manager page (Figure 2). The Inventory Manager page contains the following features:

- Asset localization hierarchy
- Distribution visualization
- Advanced search and filters
- Configurable asset list
- Asset data export
- Scan of asset tags to view asset details

Asset localization hierarchy

On the Inventory Manager page, there is a Locations panel, which can be customized by a company administrator to reflect the unique hierarchy of the company. The user can select a specific location to pull up the assets from that location, which are immediately reflected in the asset list below it, as well as in the asset distribution graph under Asset Distribution.

To remove a selected location, click the corresponding highlighted blue box in the Filters section above the asset list. Users may expand or collapse the location tree by clicking the blue arrows to the left of the location in the Locations section (Figure 3).

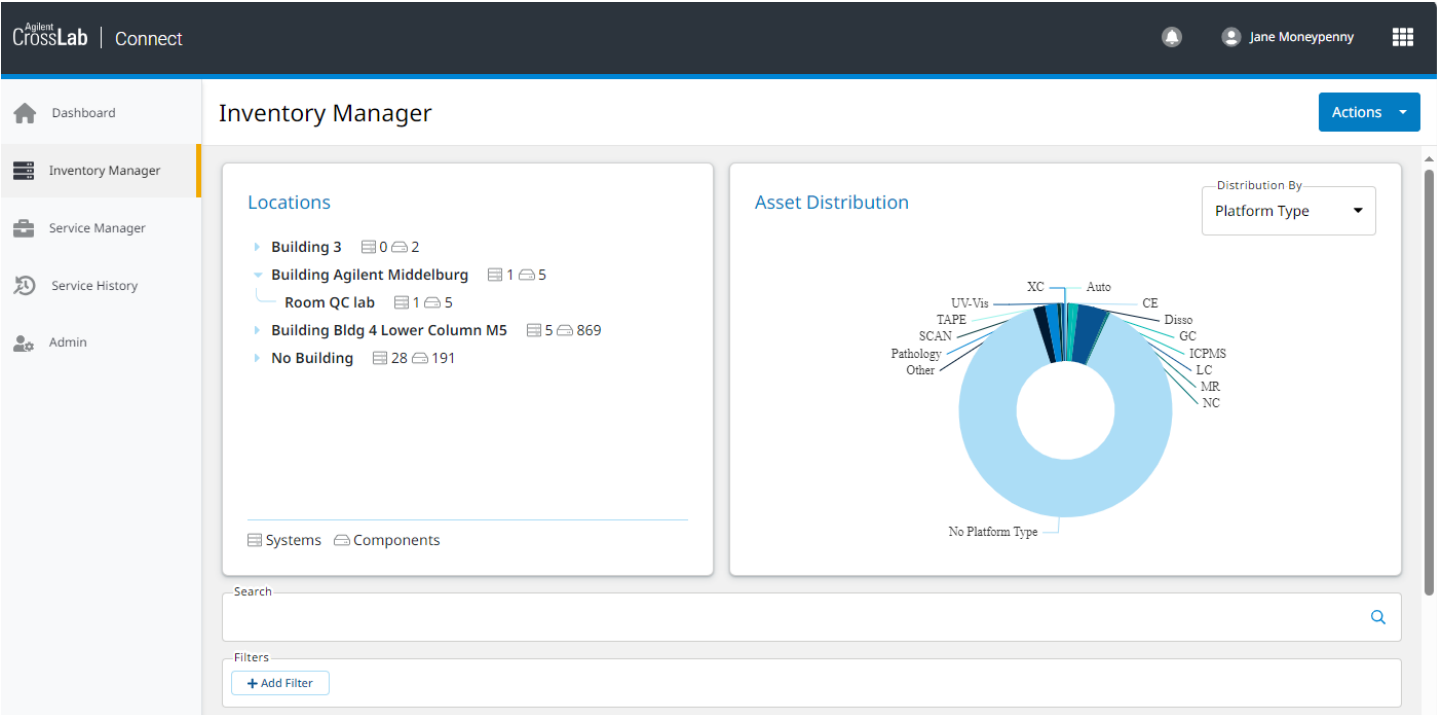


Figure 2. The Inventory Manager page.

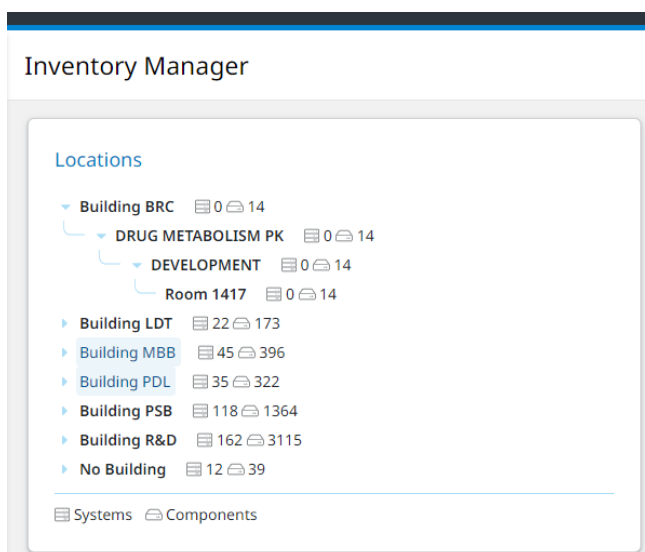


Figure 3. The Locations section on the Inventory Manager page.

Distribution visualization

There is an Asset Distribution graph presented in the Asset Distribution section, which enables a holistic laboratory view. This graph can be modified to show assets by different categories. For example, if a user selects a category under Distribution By, the graph will transform to reflect the selection

(Figure 4). The categories selectable from the drop-down list are: Asset Contact, Asset Groups, Bench, Building, Cat/Tier, Cost Center, Criticality, Department, GMP Asset, Lab, Lab Manager, Manufacturer, Room, Service Coverage, Site, System Model, and Platform Type. In Figure 4, the graph is distributed by Manufacturer.

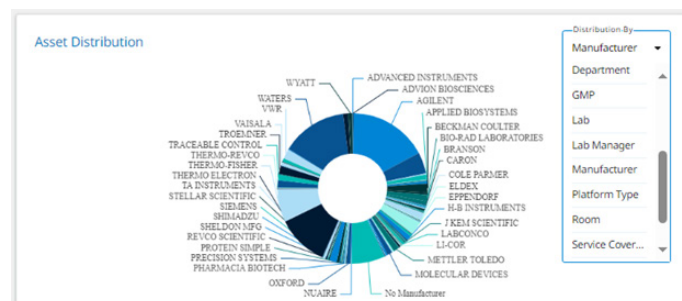


Figure 4. The categories available under Distributed By to view the Asset Distribution graph.

The Asset Distribution graph can be used to create a filter for the asset list below it. To see only the assets for a particular element (in this example, a particular Platform Type) from the graph, the user can click that section of the graph, and those assets will show in the asset list and in the Filters section. For example, in Figure 5, the user selects the element LC from the graph.

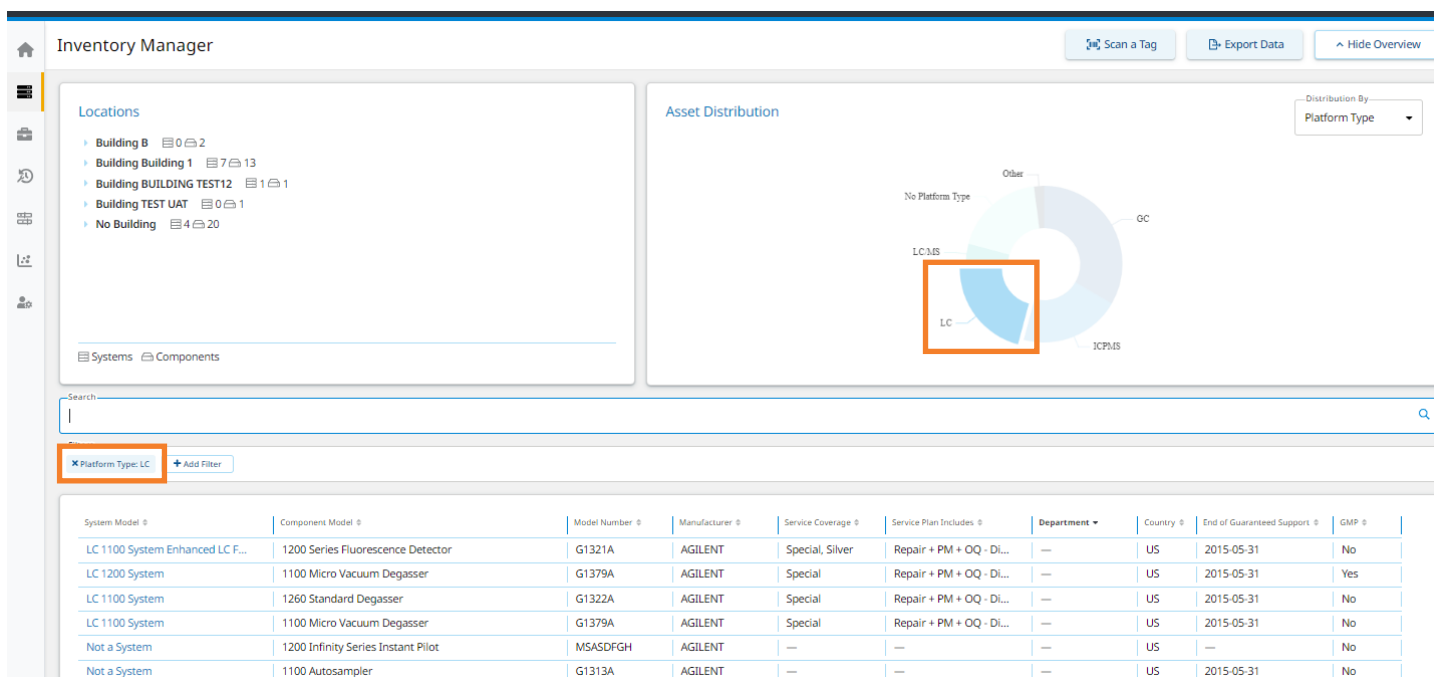


Figure 5. Selecting an element from the graph, in this case LC, which is under the Platform Type category.

Advanced search and filters

The Inventory Table View is shown in the lower half of the page. Click **Add Filter** (Figure 6) to filter information displayed in the asset inventory table, enabling the user to quickly identify an asset or the asset attribute requested.

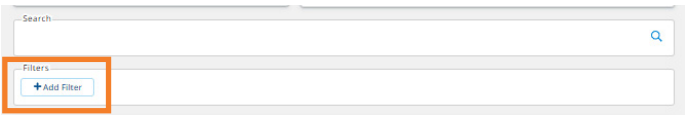


Figure 6. Location of Add Filter on the Inventory Manager page.

Users may also click **Add Filter** to add categories to be filtered. Users may select what category to filter by and may provide specific elements under that category to filter (Figure 7).

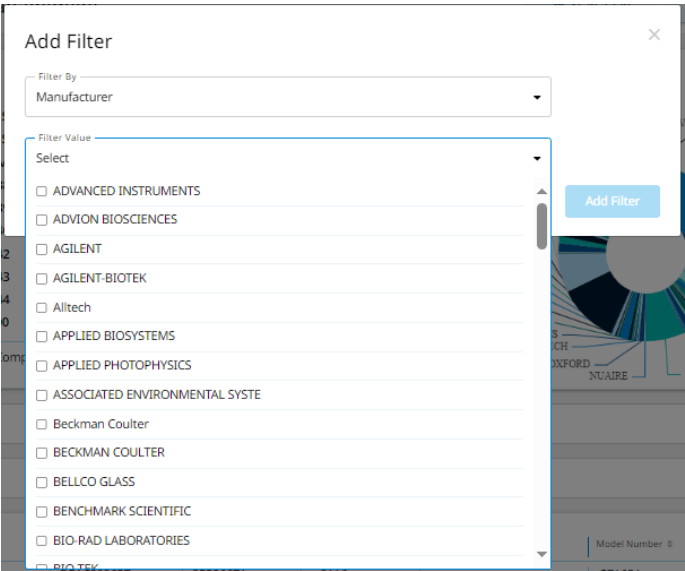


Figure 7. Addition of filters to organize the asset list.

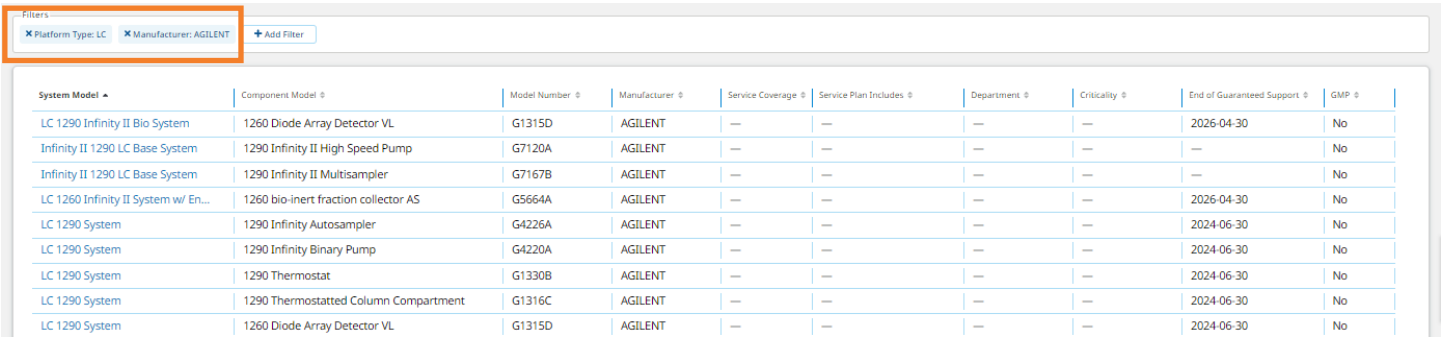


Figure 8. Selection of a filter to remove it from the asset list.

Figure 8 demonstrates the filtering of the asset inventory table by the element LC and manufacturer Agilent. To remove filters, click the corresponding blue box that appears in the Filters section. For example, clicking **Manufacturer: AGILENT** in Figure 8 would remove that filter.

The Asset Distribution and Locations panels can be hidden from the screen to provide more space for the asset list. Click **Actions** at the top right of the page. From the drop-down menu, select Hide Overview to hide, or show, the charts (Figure 9).

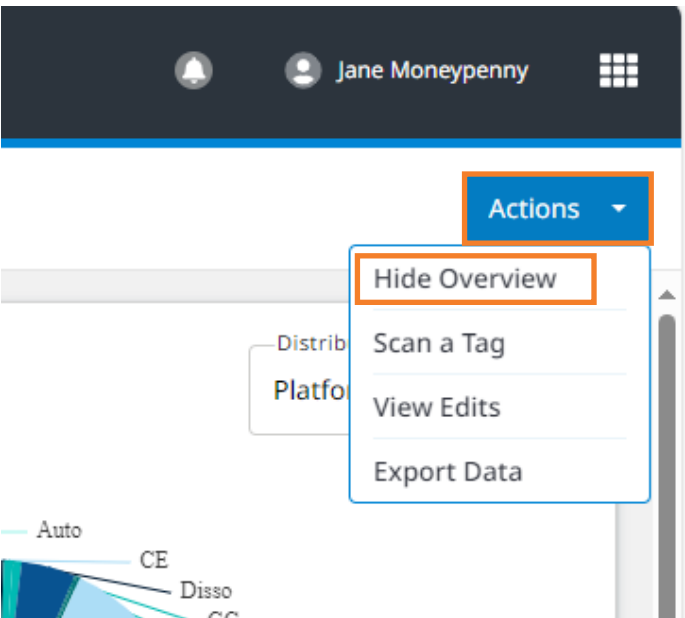


Figure 9. Location of the Hide Overview option from the Actions drop-down menu on the Inventory Manager page.

Configurable asset list

The asset list is interactive by allowing the user to (A) modify the width of the columns, (B) use the Search field to find assets with specific information, and (C) access a detailed page of the asset by clicking the hyperlink in the first column of the table (Figure 10).

Clicking the hyperlink in the first column of the asset list takes the user to the Asset Details page under Service Manager, as shown in Figure 11.

To learn how to edit the columns and fields of the asset list and locations, review the Administrators Using Agilent CrossLab Connect guide located in the [Agilent Community](#).

Search

LC **B**

Filters

Asset Groups: Agilent

+ Add Filter

A System Model ▲		Component Model ☺	Model Number ☺	Manufacturer ☺	Service
C LC 1290 System		1290 Infinity Autosampler	G4226A	AGILENT	—
System Model: LC 1290 System Platform Type: LC					
LC 1290 System		1290 Infinity Binary Pump	G4220A	AGILENT	—
System Model: LC 1290 System Platform Type: LC					
LC 1290 System		1290 Thermostat	G1330B	AGILENT	—
System Model: LC 1290 System Platform Type: LC					
LC 1290 System		1290 Thermostatted Column Compartment	G1316C	AGILENT	—
System Model: LC 1290 System Platform Type: LC					
LC 1290 System		1260 Diode Array Detector VL	G1315D	AGILENT	—
System Model: LC 1290 System Platform Type: LC					
LC 1290 System		1290 Infinity Autosampler	G4226A	AGILENT	—
System Model: LC 1290 System Platform Type: LC					

Figure 10. Interactive features of the asset list.

LC 1290 Infinity II Bio System

Edit

Request Support

Manufacturer

System Model

Platform Type

End of Guaranteed Support

System ID

Installation Date

Medical Device

No

Figure 11. Asset Details page.

Asset data export

The Inventory Manager page allows for exporting data either for the entire list or, once it has been filtered, an export of the filtered data. Users can do this by clicking **Actions > Export Data** (Figure 12).

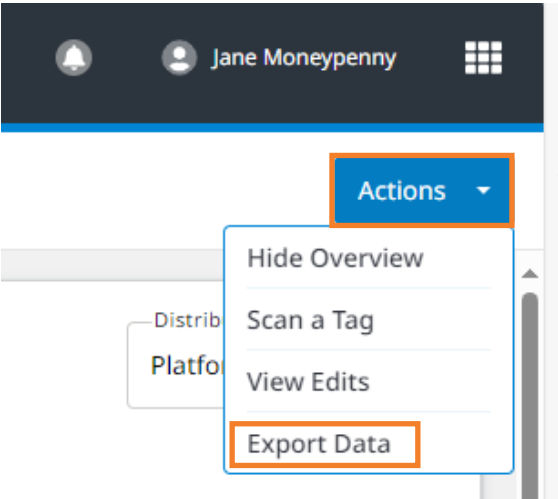


Figure 12. Location of the Export Data option, accessed from the Actions drop-down menu.

When using the exporting wizard (Figure 13), under Select Assets, select either **Filtered Assets** or **All Assets**, and under Select Fields, select either **Fields From Table** or **All Possible Fields**, depending on your desired format. The export format will always be a .CSV file.



Figure 13. Exporting wizard.

www.agilent.com

DE83598829

This information is subject to change without notice.

© Agilent Technologies, Inc. 2024
Printed in the USA, March 12, 2024
5994-6985EN

Scan asset tags to view

The Inventory Manager page has a scanning option that allows the user to use the camera on any mobile phone or preferred device to scan the barcode or QR code of an asset and immediately pull up the asset's detail page within CrossLab Connect Service Manager. To do this, click **Scan a Tag** (Figure 14). This user-friendly feature is intended to further expedite and simplify the service request process, as well as allow the user to review asset data at a glance.

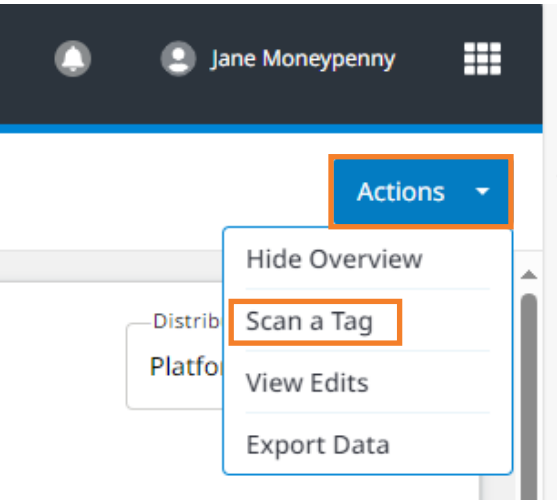


Figure 14. Location of Scan a Tag on the Inventory Manager page.

Edit History

Edit History can also be accessed from the Inventory Manager page. Click **Actions > View Edits**. Learn more about this feature in the Service Manager guide located in the [Agilent Community](#).

At the bottom of every page, there is a link to request support for any issues encountered in CrossLab Connect, such as if a page does not load, if information is missing or incorrect, or if the user receives an error message. Click the contact support link shown in Figure 15 to submit a ticket to CrossLab Connect support. Users may also email crosslab.support@agilent.com for assistance.

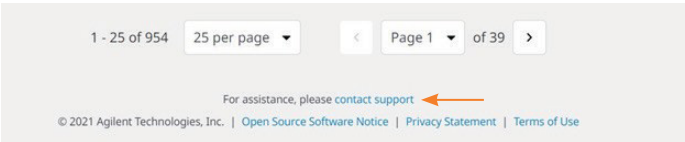


Figure 15. Location of the Agilent CrossLab Connect support link.