



TIP OF THE MONTH

Using 'Copy & Paste' for Formulations

You may have formulations stored in spreadsheets that you want to enter into Formpak. Rather than enter each item manually, you have the option to do this using a simple Copy & Paste function. As long as the components are already stored on your system with the same codes, then the system will be able to find them and apply the concentration.

Firstly, add your new Formulation to Formpak, and click save. This will take you to the CDT of the formulation.

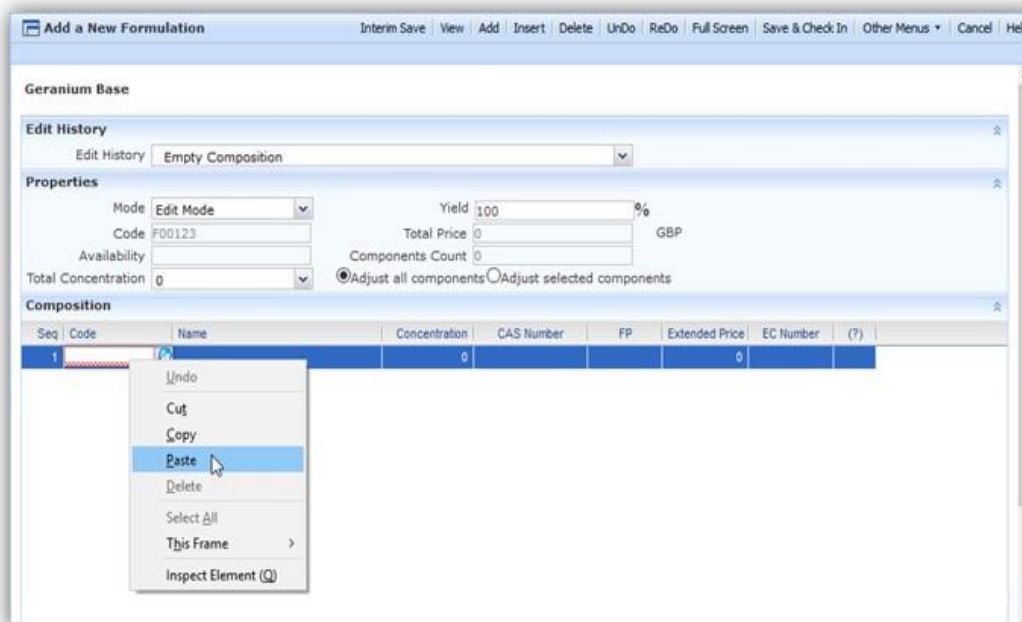
Let's say you have a formulation that contains columns such as Code, Name, CAS, EC, Quantity, Price and FlashPoint. The only information that you need to copy is the data in the Code and the Quantity columns. The data needs to be side by side in a clean copy. You could either copy them together elsewhere in the spreadsheet, or move the columns next to each other:

Seq	Code	Name	CAS Number	EC Number	Quantity	Price	FP
1	RM0050	Citronellol	106-22-9	203-375-0	28	£2.18	= 107 °C
2	RM0051	Geraniol	106-24-1	203-377-1	25	£3.00	= 108 °C
3	RM0057	Linalool	78-70-6	201-134-4	14	£0.77	= 77 °C
4	RM0074	Geranyl Acetate	105-87-3	203-341-5	4	£0.31	= 110 °C
5	RM0080	Geranyl Formate	105-86-2	203-339-4	8	£0.82	= 85 °C
6	RM0081	Citronellyl Formate	105-85-1	203-338-9	11	£1.46	= 91 °C
7	RM0082	Iso Menthone	491-07-6	207-727-4	10	£2.00	= 75 °C

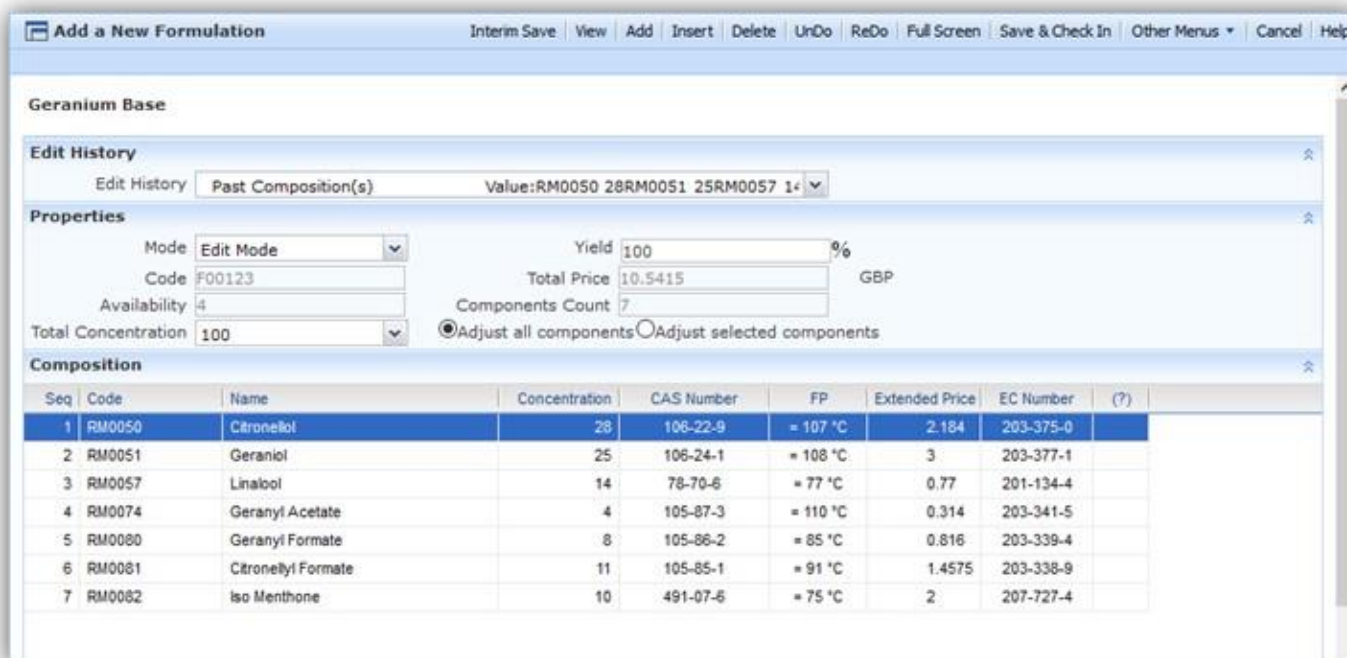
RM0050	28
RM0051	25
RM0057	14
RM0074	4
RM0080	8
RM0081	11
RM0082	10

Seq	Code	Quantity	Name	CAS Number	EC Number	Price	FP
1	RM0050	28	Citronellol	106-22-9	203-375-0	£2.18	= 107 °C
2	RM0051	25	Geraniol	106-24-1	203-377-1	£3.00	= 108 °C
3	RM0057	14	Linalool	78-70-6	201-134-4	£0.77	= 77 °C
4	RM0074	4	Geranyl Acetate	105-87-3	203-341-5	£0.31	= 110 °C
5	RM0080	8	Geranyl Formate	105-86-2	203-339-4	£0.82	= 85 °C
6	RM0081	11	Citronellyl Formate	105-85-1	203-338-9	£1.46	= 91 °C
7	RM0082	10	Iso Menthone	491-07-6	207-727-4	£2.00	= 75 °C

Once you have 'copied' these selected cells, move to your new Formulation on Formpak and you can 'paste' into the first Code box:



You often have to click away for the paste to work and then screen should load each item as it finds the coded item and applies its details into whichever columns you have showing:



Make sure you "Save & Check In" when you are happy.

Mini Tip

If you try to paste in a code for an item that doesn't exist in the system, then you will see this message and you'll have an empty line within the formulation:

Entered value in 'Item Code' is invalid.

Geranium Base

Edit History
Edit History: Past Composition(s) Value: RM0050 28RM0051 25RM0057 1<

Properties
Mode: Edit Mode
Code: F00123
Availability: 4
Total Concentration: 95
Yield: 100 %
Total Price: 10.0437 GBP
Components Count: 7
 Adjust all components Adjust selected components

Composition

Seq	Code	Name	Concentration	CAS Number	FP	Extended Price	EC Number	(?)
1	RM0050	Citronellol	28	106-22-9	= 107 °C	2.2989	203-375-0	
2	RM0051	Geraniol	25	106-24-1	= 108 °C	3.1579	203-377-1	
3	RM0057	Linalool	14	78-70-6	= 77 °C	0.8105	201-134-4	
4			5			0		
5	RM0074	Geranyl Acetate	4	105-87-3	= 110 °C	0.3305	203-341-5	
6	RM0080	Geranyl Formate	8	105-86-2	= 85 °C	0.8589	203-339-4	
7	RM0081	Citronellyl Formate	11	105-85-1	= 91 °C	1.5342	203-338-9	
8	RM0082	Iso Menthone	5	491-07-6	= 75 °C	1.0526	207-727-4	

In this case you will need to open another tab and enter a new raw material with its details and hazards, and then you can enter the item code into the row it is missing from eg. Row 4 in our example.

For more help with 'Copy & Paste' or any other topic, please visit our [Support Centre](#).