

McGill GCRC - EtOH BIOBAR

Ethanol Ordering Process

All Ethanol Orders are now processed via [McGill Marketplace](#)

All Orders are still to be picked up from GCI Room 106 – You will receive an email notification when your order is available for pickup

STEP 1: On the McGill Marketplace home page “Shop” Search Bar: Search “McGill GCRC - EtOH BIOBAR” (See Orange Below)

The screenshot shows the McGill Marketplace home page. The top navigation bar includes the MMP logo, currency (0.00 CAD), and a search bar. The main content area features an "Organization Message" section with several announcements, a "Need Support" section, and a "Quick Links" section. The "Shop" section is highlighted with an orange border, showing a search bar with the placeholder text "Search for products, suppliers, forms, part number, etc." and a red search button.

The screenshot shows the McGill Marketplace home page with the search bar in the "Shop" section highlighted in orange. The search bar now contains the text "McGill GCRC - EtOH BIOBAR" and a red search button. The rest of the page layout, including the Organization Message, Need Support, and Quick Links sections, remains the same as in the previous screenshot.

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STEP 2: From the Search Results: Edit the Quantity* of each “Ethanol 100 percent” and “Ethanol 95 percent” that you wish, and Add To Cart

*Note: 1 Unit is 4L of Ethanol

The screenshot shows the McGill Marketplace search results page. The search term is "McGill GCRC - EtOH BIOBAR". The results show two items: "Ethanol 100 percent" (Part Number Et-OH-100) priced at 34.70 CAD and "Ethanol 95 percent" (Part Number Et-OH-95) priced at 34.10 CAD. Both items have a quantity of 1 and an "Add To Cart" button. The "Add To Cart" buttons are highlighted with orange boxes. The left sidebar shows filters for Supplier Class, Supplier, Product Flag, and Category.

STEP 3: From the Shopping Cart at the top of the Screen: Select “Checkout” – Proceed with McGill Marketplace standard checkout procedures* to finalize order submission

The screenshot shows the McGill Marketplace shopping cart. The total amount is 309.30 CAD. The cart contains two items: "Ethanol 95 percent" (Quantity: 5, Price: 170.50 CAD) and "Ethanol 100 percent" (Quantity: 4, Price: 138.80 CAD). The "Checkout" button is highlighted with an orange box. The "View My Cart" button is also visible.

*IMPORTANT : Use account code 780001 “Materials & Supplies Internal Purch.

FOAPAL Information

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Fund	Organization	Account	Program	Activity	Location
		780001 Materials & Supplies Internal Purch			