

## Recording IR Spectra

Last Updated 08/18/05

### Starting Omnic

1. Double click the Omnic icon on the desktop: A window named **Window 1** will open followed by a smaller window entitled **Smart Accessory Change**. The accessory you want is called **Smart Orbit**.
2. Click OK.

### Recording a Spectrum of Your Sample

3. Select **Collect Sample...** from the **Collect** menu. Enter a title for your spectrum in the text field of the **Collect Sample** window that appears. Click **OK**.
4. Click the **OK** button in the **Confirmation** window.
5. Click **Yes** in the **Confirmation** window that appears after the data has been collected. This adds your spectrum to Window 1.

### Processing your spectrum

6. Select **Absorbance** from the **Process** menu at the top of Window 1. Then select **Automatic Baseline Correct...** At this point you should see two spectra in Window 1; the baseline-corrected spectrum in red, and the uncorrected spectrum in blue.
7. Make the uncorrected spectrum active by clicking anywhere on the blue line. Then select **Clear** from the **Edit** menu.
8. Select **%Transmittance** from the **Process** menu.

### Saving your spectrum

9. Select **Save** from the **File** menu. A window entitled **Save as: <spectrum title>** will appear, where <spectrum title> is the title of the file you chose in Step 5.
10. You will save your spectrum in a folder that you create on the N drive. The path to this folder is N:\Organic\<last name\_i>, where <last name\_i> is the name of a folder that you create to store all of the spectra that you record. An example of a name for a personal folder is ester\_p. To create your personal folder, perform the following steps in the **Save as:** window:
  - a) Select N: from the drives menu.
  - b) Double click on the **Organic** folder in the file menu of the N drive.
  - c) Click on the folder icon in the lower right corner of the **Save as:** window.
  - d) Enter your last name and first initial, separated by an underscore, in the text field of the Create Directory window that appears.
  - e) Click OK to close this window.
  - f) Click OK in the **Save as:** window. Your folder should appear as a sub-directory of the **Organic** directory.
14. After you have created your personal folder, open it by double clicking its icon. Then enter a name for your file in the **File Name:** text field of the **Save as:** window.. Make certain the file name contains the .spa extension. You will not be able to retrieve files that do not have this extension.