



HQ

Viewer Site Guide

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MSDSonline, Inc.

HQ Account Viewer Site Guide

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Accessing Your HQ Account

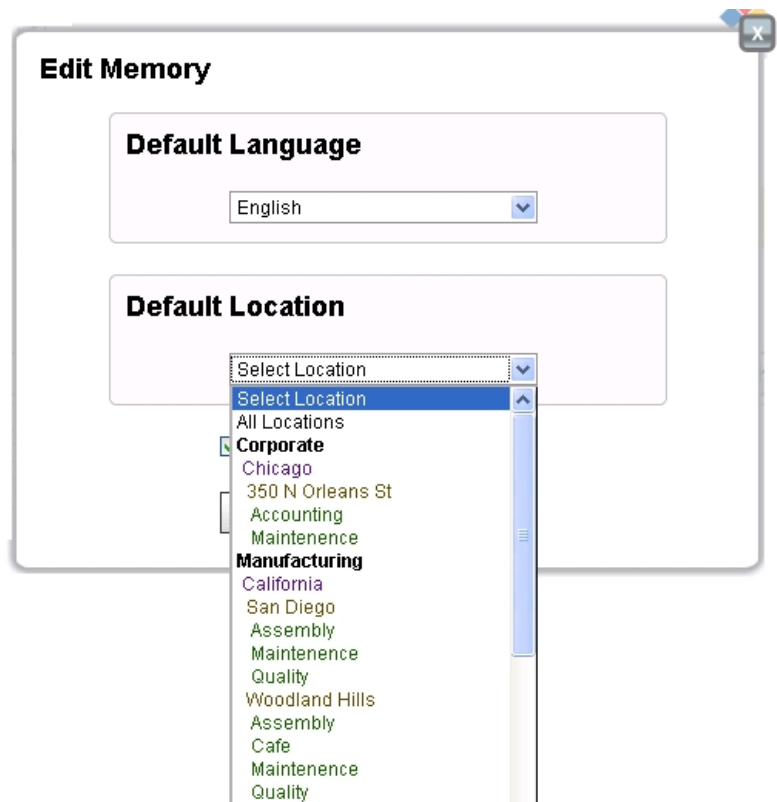
A URL (or Web link) will be provided by the MSDSonline Customer Care Team to access your HQ Account. Contact your administrator to determine the link to your HQ Account.

The Viewer Site

The Viewer Site is the read-only view of your Company List. All users¹ have access to the Viewer Site, though the level of access can be adjusted by your administrator. If any details in this guide do not match what you see on your screen, check with your administrator.

Edit Memory

The first time any users enter the Viewer Site, they will be presented with an Edit Memory option:



Edit Memory

Default Language

English

Default Location

Select Location

- Select Location
- All Locations
- Corporate**
 - Chicago
 - 350 N Orleans St
 - Accounting
 - Maintenance
- Manufacturing**
 - California
 - San Diego
 - Assembly
 - Maintenance
 - Quality
 - Woodland Hills
 - Assembly
 - Cafe
 - Maintenance
 - Quality

Edit Memory serves the dual purpose of allowing the user to set both a default language and a default location for the Viewer Site.

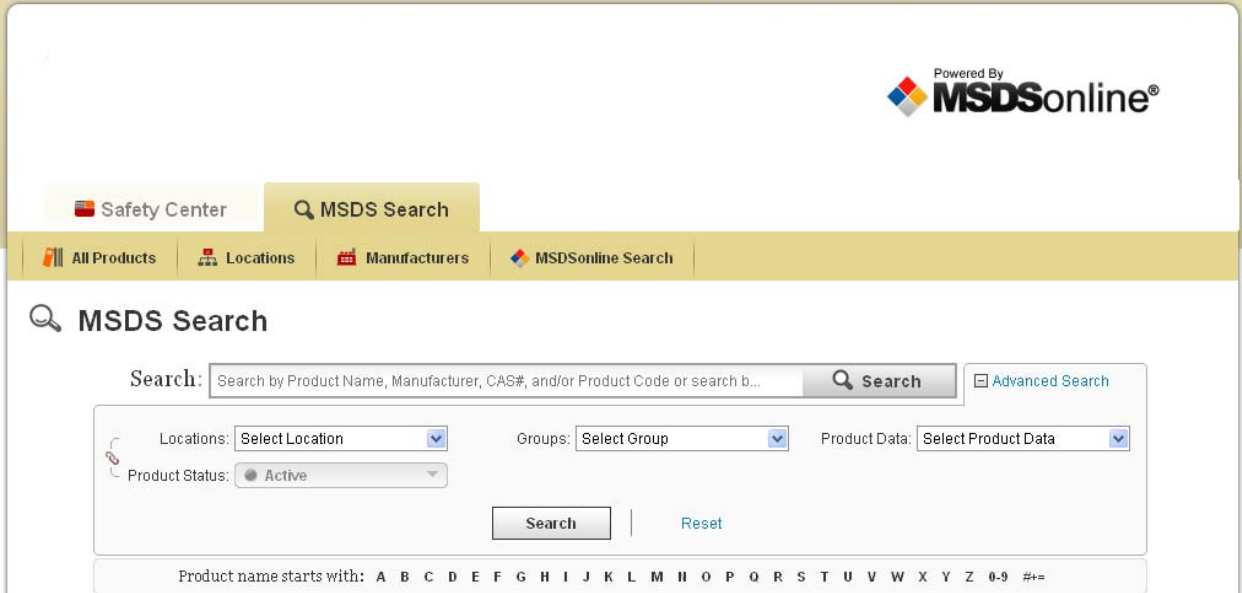
Setting a Default Language translates all system tools into the chosen language.²

¹ Definitions: **Users** = any employee using the MSDSonline HQ Account vs. **Viewers** = any employee currently accessing the Viewer Site.

Setting a Default Location enables your computer to recognize a specific location and bring up the MSDS for that location each time you enter the MSDS Search page.

MSDS Search Tab

Depending on your account's settings, you will either enter through the MSDS Search tab or the Safety Center tab. We'll focus first on the MSDS Search tab.



The MSDS Search tab gives you advanced tools to search your company list of MSDSs.

The single search field allows you to search by product details, including:

- Product Name
- Manufacturer
- CAS#
- Product Code
- Synonyms
- Ingredients
- Custom Fields (i.e. fields that your administrator has created specific to your company, like Stock Numbers or Company IDs)
- Document ID
- UN/NA #

² Note: MSDS details, such as Product Name and other indexed data, will not be translated. Additionally, MSDSs will remain in the language set by the manufacturer.

Advanced Search

Use the Advanced Search filters to narrow your search by specific Locations, Groups, or Product Data.

Locations and **Groups** are setup by your administrator. Locations can also be searched based upon the **Product Status** of a product within a particular location.³

Product Data is composed of all possible data that could have been indexed from the MSDS. The Product Data dropdown may include:

- PPE
- Target Organs
- NFPA Information
- HMIS Information
- Health Hazards
- Physical Hazards
- GHS Classifications
- WHMIS Classifications
- DOT Hazard Classes
- Safety Phrases
- Risk Phrases

Users may also use the **Product Name Starts With** option to search for an MSDS Product Name that starts with a specific letter or character.

Search Suggest

The single search field is smart enough to know the contents of your company list, and will start to offer suggestions after you type in three characters. This will help you find possible matches for your search terms, and can also solve tricky spelling problems.

³ Definitions: **Active** = in use at a particular location vs. **Inactive** = no longer in use at a particular location.

The screenshot shows the MSDS Search interface. At the top right, it says "Powered By MSDSonline®". Below that is a navigation bar with tabs: "Safety Center", "MSDS Search", "All Products", "Locations", "Manufacturers", and "MSDSonline Search". The "MSDS Search" tab is active. Below the navigation bar is a search form titled "MSDS Search". The search input field contains "ace" and has a "Search" button. To the right of the search field is an "Advanced Search" link. Below the search field is a dropdown menu for "Location" with a suggestion "3223 Acetone/Glass Cleaner 66/34". Below the location dropdown is a "Product Status" dropdown menu with "Active" selected. Below the search form are "Search" and "Reset" buttons. At the bottom of the search form is a "Product name starts with:" dropdown menu with letters A through Z, 0-9, and #+.

Once you see a Search Suggest that matches your product, click the suggestion and press Search to process your search.

The All Products Tab

The All Products tab, when clicked, displays all the available MSDSs within your company list. This tab is useful when you need a full picture of all the MSDS in your company list.

The Locations Tab

The Locations Tab allows you to access a full list of your company's locations. Clicking on one of these locations will bring you to a filtered list of that location's documents. Some may find this approach more intuitive than using the Advanced Search Locations dropdown, but both will bring you to the same set of results!

The Manufacturers Tab

The Manufacturers Tab brings you to a full listing of the MSDS by a specific manufacturer. While you can also access this list by typing the manufacturer name into the single search field, here you can confirm that you are only looking at MSDS from that specific manufacturer.

Search Results

The Search Results screen will appear after you have enacted any MSDS search, whether you were coming from the single search field or one of the Tabs.

Search Results

Search:

Locations: Groups: Product Data:




















Product Status:

|

Product name starts with: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 0-9 #+=

56 products that match

Narrow Results Sort By: 1 2 >

	Product	Revision Date	CAS #
  	SODIUM HYDROXIDE SOLUTIONS Manufacturer: Mallinckrodt Baker, Inc. Synonyms: Caustic soda solution; Lye solution; Sodium hydroxide liquid; Sodium hydrate solution; Sodium Hydroxide Concentrate Solution Standard; Sodium Hydroxide DILUT-IT Analytical Concentrates; Sodium hydroxide volumetric solutions	07/26/2010	1310-73-2
  	Methanol-d4 Manufacturer: ALDRICH CHEMICAL COMPANY Synonyms: Methyl-d3 alcohol d; Tetradeuteromethanol; Methanol	07/19/2010	811-98-3
  	E-90FL Hysol Epoxy Adhesive Resin Manufacturer: Henkel Corporation Versions:  Dated 03/06/2006	03/30/2010	
  	Potassium cyanide Manufacturer: Sigma-Aldrich Corporation	03/14/2010	151-50-8
  	STERIS 20 Sterilant Concentrate Manufacturer: Steris Corporation	12/02/2009	
  	POTASSIUM HYDROXIDE Manufacturer: Mallinckrodt - J.T. Baker, Inc. Synonyms: Caustic potash; potassium hydrate	09/01/2009	1310-58-3

By **Manufacturer**

- Mallinckrodt - J.T. (10)
- PPG Industries, Inc (4)
- Henkel Corporation (3)
- El duPont de Nemc (2)
- Fisher Scientific Int (2)
- Mallinckrodt Baker, (2)
- SOPUS Products (2)
- Steris Corporation (2)
- WD-40 Company (2)
- Weyerhaeuser Cor (2)

By **Language**

- English (64)

By **Ingredient**


- No Indexed Ingre (22)
- acetic acid (7)
- acetone (5)
- water (4)
- 1,2,4-Trimethylben; (4)
- phenol (3)
- titanium dioxide (3)
- Carbon black (3)
- Kaolin (3)
- barium sulfate (3)

The Search Results screen holds many tools for further filtering and sorting your results.

	Product	Revision Date	CAS #
--	---------	---------------	-------

Each column in the **Header Row** can be clicked to re-sort (except for the Product column), and the **Horizontal Scroll** button allows you to view more columns of data.

For sorting on Product Name (and other details), use the **Sort By** dropdown.

An Export to Excel icon () is available to download your search results to a spreadsheet for reporting or inventory purposes.

Narrow Results further refines your search to help find an MSDS faster. Clicking on a selection under Narrow Results adds that selection as a filter for your search. This feature is most important when searching using Product Data in Advanced Search. See the example below:

56 products that match for Product Data **PPE**

Narrow Results Export Sort By: Last Added 1 2 >

By **Manufacturer**

- Mallinckrodt - J.T. (10)
- PPG Industries, Inc (4)
- Henkel Corporation (3)
- El duPont de Nemc (2)
- Fisher Scientific Int (2)
- Mallinckrodt Baker, (2)
- SOPUS Products (2)
- Steris Corporation (2)
- WD-40 Company (2)
- Weyerhaeuser Cor (2)

By **Language**


























































- English (64)

By **Ingredient**

- No Indexed Ingrec (22)
- acetic acid (7)
- acetone (5)
- water (4)
- 1,2,4-Trimethylben; (4)
- phenol (3)
- titanium dioxide (3)
- Carbon black (3)
- Kaolin (3)
- barium sulfate (3)






By **PPE**

- No Indexed PPEs (30)
- Gloves (33)
- Face Shield (15)
- Safety Glasses (14)
- Protective Apro (12)
- Respirator (12)
- Splash Goggle (12)
- Protective Clott (11)
- Boots (10)
- SCR Respirator (5)

Product	Revision Date	CAS #
     E-90FL Hysol Epoxy Adhesive Resin Manufacturer: Henkel Corporation Versions:  Dated 03/06/2006	03/30/2010	
     Silver nitrate USP Manufacturer: Professional Compounding Centers of America (PCCA) Synonyms: Sliver (1) nitrate Nitric acid, silver (1) salt, Lunar caustic	10/01/2007	7761-88-8
     Methanol-d4 Manufacturer: ALDRICH CHEMICAL COMPANY Synonyms: Methyl-d3 alcohol d; Tetradeuteromethanol; Methanol	07/19/2010	811-98-3
     AEROSOL Manufacturer: WD-40 Company Synonyms: ORGANIC MIXTURE	05/16/2007	
     ULTRA CLOROX REGULAR BLEACH Manufacturer: The Clorox Company	09/01/1999	
     Super Glue Instant Adhesive Manufacturer: Loctite Corporation	05/02/2007	
     TUFCOTE ALKYDS AND GANICIN Manufacturer: El duPont de Nemours & Company Versions:  Dated 07/01/2003	01/01/2006	
     STERIS 20 Sterilant Concentrate Manufacturer: Steris Corporation	01/21/2009	
     STERIS 20 Sterilant Concentrate Manufacturer: Steris Corporation	12/02/2009	
     Spill-X formaldehyde/solvent treatment kit - Spill-X-FP formaldehyde spill agent Manufacturer: BDH Laboratory Supplies	03/01/2002	7440-44-0
     Toner Manufacturer: Xerox Corporation Synonyms: 600E78790	04/03/2001	

Here you can see that we searched for all products with PPE. A Narrow Results box appeared that would allow you to filter by, for example, all products with Gloves assigned as a PPE – simply check the checkbox next to gloves.

Once you find the MSDS you need, there are several icons to help you dig deeper into that MSDS:

- The PDF icon () allows you to open the MSDS for the corresponding product.
- The Summary Sheet icon () brings you to the Product Summary page for that product, i.e. a comprehensive glance at the indexed details for the desired MSDS. You can also get to this page by clicking the name of the product.
- The Label icon () brings you to the Label page for that product, where you can create and print secondary container labels for products in your workplace.
- The Attached Files icon () brings you to the Attached Files page, which displays relevant documentation that your administrator has attached to the product to support safe handling.
- Last, the Info icon () is available to give you a snapshot of details on that particular MSDS.

Viewing an MSDS

After clicking the PDF icon for a product, an Adobe window will open displaying the MSDS for the product:

E-90FL Hysol Epoxy Adhesive Resin Open in New Window

Material Safety Data Sheet

LOCTITE **Henkel**

Revision Number: 004.1 Issue date: 03/30/2010

1. PRODUCT AND COMPANY IDENTIFICATION

Product name:	E-90FL(TM) Hysol(R) Epoxy Adhesive Resin	IDH number:	233977
Product use:	Not available	Item number:	29312
Company address:		Region:	Canada
		Contact information:	Not available

2. HAZARDS IDENTIFICATION

EMERGENCY OVERVIEW

Physical state:	Liquid	WHMIS hazard class:	D.2.B
Color:	Light		
Odor:	Faint, Epoxy		

WARNING: MAY CAUSE ALLERGIC SKIN REACTION.
MAY CAUSE EYE, SKIN AND RESPIRATORY TRACT IRRITATION.

Relevant routes of exposure: Skin, Inhalation, Eyes

Potential Health Effects

<input type="checkbox"/> PPG Industries, Inc (4) <input type="checkbox"/> Henkel Corporation (3) <input type="checkbox"/> El duPont de Nemc (2) <input type="checkbox"/> Fisher Scientific Int (2) <input type="checkbox"/> Mallinckrodt Baker, (2) <input type="checkbox"/> SOPUS Products (2) <input type="checkbox"/> Steris Corporation (2)	E-90FL Hysol Epoxy Adhesive Resin Manufacturer: Henkel Corporation Versions: Dated 03/06/2006	03/30/2010	
	Silver nitrate USP Manufacturer: Professional Compounding Centers of America (PCCA) Synonyms: Silver (1) nitrate Nitric acid, silver (1) salt, Lunar caustic	10/01/2007	7761-88-8

Notice the Adobe toolbar above the document – from here you can print the document, save it to your computer, and navigate through the document.

In the upper right hand corner of the PDF window are two important buttons:

- **Open in New Window:** allows the user to open the MSDS in a new browser window (this allows the user to continue searching through the company list while potentially keeping multiple MSDS open at once)
- **Close button:** to close the MSDS, click the “X”

Viewing the Product Summary

The Summary Sheet is a display of all information that has been indexed within the HQ account for that particular MSDS.

1-Butanol

Versions	Revision Date: 06/29/2007	Added to Ebinder: 03/16/2011, FMcGee
Synonyms:	n-Butanol; 1-Butanol; n-Butyl alcohol; 1-Butyl alcohol; Butyl hydroxide; 1-Hydroxybutane; Methylolpropane; n-Propylcarbinol; Propylmethanol; Butyric alcohol	
Product Code:	AC107690200, AC423490040, AC423492000, AC610020040, AC610251000, S75058, S79930, S79930-1, S799302, S79932HPLC, S93100, A383-1, A383-4, A383J-4, A383SK-1, A383SK-4, A398-4, A399-1, A399-20, A399-4, A399-4LC, A399-500...	
Manufacturer:	Fisher Scientific International	Language: English
Supplier:	Fisher Scientific International	Document ID: 12915859
CAS #:	71-36-3	Approval: Approval
UNNA#:		Last Verified: 06/29/2007
SC Number:		Last Changed: 03/17/2011, FMcGee
Flash Point:		

Inventory

Division Location Building Department

- Manufacturing
 - California
 - San Diego
 - Maintenance
 - Woodland Hills
 - Shipping
 - Chicago
 - Warehouse

Groups

- California Prop 65
- Carcinogens
- SARA Section 313 FORM R TRI
- Toxic Substances Control Act (TSCA)

The functions available here are similar to those found in Search Results:

- View the MSDS
- View Attached Files
- Print Labels
- Print Summary Sheet: allows you to print a copy of all the summary details for an MSDS

Additionally, users have the ability to scroll through modules detailing information about the product, from the locations where that product is assigned to the ingredients that make up the product.

Printing Labels

Secondary Container Labels, or Workplace Labels, are critical to any Hazard Communication plan. When companies know they use a large amount of a chemical, they will often buy that chemical in bulk and then transfer it to smaller containers. MSDSonline helps facilitate creating labels for those new containers.

After clicking the Label icon, you will arrive at the Print Labels page:

All Products Locations Manufacturers **MSDSonline Search**

All Products > Search Results > Product Summary > **Print Labels**

1-Butanol

View PDF Attached Files	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Versions Revision Date: 06/29/2007 Added to Ebinder: 03/16/2011, FMcGee</td> </tr> <tr> <td colspan="2">Synonyms: n-Butanol; 1-Butanol; n-Butyl alcohol; 1-Butyl alcohol; Butyl hydroxide; 1-Hydroxybutane; Methylolpropane; n-Propylcarbinol; Propylmethanol; Butyric alcohol</td> </tr> <tr> <td colspan="2">Product Code: AC107690200, AC423490040, AC423492000, AC610020040, AC610251000, S75058, S79930, S79930-1, S799302, S79932HPLC, S93100, A383-1, A383-4, A383J-4, A383SK-1, A383SK-4, A398-4, A399-1, A399-20, A399-4, A399-4LC, A399-500...</td> </tr> <tr> <td>Manufacturer: Fisher Scientific International</td> <td>Language: English</td> </tr> <tr> <td>Supplier: Fisher Scientific International</td> <td>Document ID: 12915859</td> </tr> <tr> <td>CAS #: 71-36-3</td> <td>Approval: Approval</td> </tr> <tr> <td>UN/NA#:</td> <td>Last Verified: 06/29/2007</td> </tr> <tr> <td>SC Number:</td> <td>Last Changed: 03/17/2011, FMcGee</td> </tr> <tr> <td colspan="2">Flash Point:</td> </tr> </table>	Versions Revision Date: 06/29/2007 Added to Ebinder: 03/16/2011, FMcGee		Synonyms: n-Butanol; 1-Butanol; n-Butyl alcohol; 1-Butyl alcohol; Butyl hydroxide; 1-Hydroxybutane; Methylolpropane; n-Propylcarbinol; Propylmethanol; Butyric alcohol		Product Code: AC107690200, AC423490040, AC423492000, AC610020040, AC610251000, S75058, S79930, S79930-1, S799302, S79932HPLC, S93100, A383-1, A383-4, A383J-4, A383SK-1, A383SK-4, A398-4, A399-1, A399-20, A399-4, A399-4LC, A399-500...		Manufacturer: Fisher Scientific International	Language: English	Supplier: Fisher Scientific International	Document ID: 12915859	CAS #: 71-36-3	Approval: Approval	UN/NA#:	Last Verified: 06/29/2007	SC Number:	Last Changed: 03/17/2011, FMcGee	Flash Point:		Print Labels Print Summary
Versions Revision Date: 06/29/2007 Added to Ebinder: 03/16/2011, FMcGee																				
Synonyms: n-Butanol; 1-Butanol; n-Butyl alcohol; 1-Butyl alcohol; Butyl hydroxide; 1-Hydroxybutane; Methylolpropane; n-Propylcarbinol; Propylmethanol; Butyric alcohol																				
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Manufacturer: Fisher Scientific International	Language: English																			
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CAS #: 71-36-3	Approval: Approval																			
UN/NA#:	Last Verified: 06/29/2007																			
SC Number:	Last Changed: 03/17/2011, FMcGee																			
Flash Point:																				

All Products > Search Results > Product Summary > **Print Labels**

Print Labels

Select the label to print from the options below.

<div style="background-color: black; color: white; padding: 2px; text-align: center; font-weight: bold;">OSHA Secondary Container</div> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Product Name Manufacturer: Manufacturer Name</p> <p style="font-size: small;">Please refer to the original MSDS for more information.</p> </div> <p style="font-size: x-small;">Print OSHA Secondary Container Labels, including NFPA, HMIS, or GHS Hazard Symbols.</p>	<div style="background-color: black; color: white; padding: 2px; text-align: center; font-weight: bold;">WHMIS Workplace</div> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Product Name Manufacturer: Manufacturer Name</p> <p style="font-size: small;">Please refer to the original MSDS for more information.</p> </div> <p style="font-size: x-small;">Print WHMIS Workplace Labels, which include WHMIS pictograms.</p>	<div style="background-color: black; color: white; padding: 2px; text-align: center; font-weight: bold;">GHS Container</div> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Product Name Manufacturer: Manufacturer Name</p> <p style="font-size: small;">Please refer to the original MSDS for more information.</p> </div> <p style="font-size: x-small;">Print GHS Container Labels, including pictograms, signal words, and manufacturer contact information.</p>	<div style="background-color: black; color: white; padding: 2px; text-align: center; font-weight: bold;">DOT Shipping</div> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Product Name Manufacturer: Manufacturer Name</p> <p style="font-size: small;">Please refer to the original MSDS for more information.</p> </div> <p style="font-size: x-small;">Print DOT Shipping Labels, including DOT pictograms and shipping information.</p>
--	---	---	--

There are four default label templates to choose from:

- OSHA Secondary Container
- WHMIS Workplace
- GHS Container
- DOT Shipping

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Administrators also have the ability to create label templates specific to your organization. These labels will be highlighted in red and will have preset data fields selected, helping to support standardized labeling within your organization.

Creating and Printing a Label

Clicking the label template you require will bring you to the wizard for generating your label.

Label templates created by your administrator for your organization will only require you to generate the label.

For MSDSonline-created label templates, there will be multiple steps involved in order to create your label. For example, below is the wizard for generating an OSHA Secondary Container Label:

🏠 OSHA Secondary Container Label

Select a label size and data to be included on the label. Click "Generate PDF" to generate the label to a PDF file for printing.

Select Label Size

<div style="border: 1px solid gray; padding: 5px;"> <table style="width: 100%; border-collapse: collapse;"> <tr><th style="text-align: left; padding: 2px;">Product Name</th></tr> <tr><td style="padding: 2px;">Manufacturer Name</td></tr> <tr><td style="width: 30%; padding: 5px; vertical-align: top;"> <div style="border: 1px solid gray; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> Hazard Symbol </div> </td> <td style="padding: 5px; vertical-align: top;"> <p>Data Field 1 text text text text</p> <p>Data Field 2 text text text text</p> </td> </tr> <tr><td style="font-size: 8px; text-align: center; padding-top: 5px;">Please refer to the original Material Safety Data Sheet for more information.</td></tr> </table> </div>	Product Name	Manufacturer Name	<div style="border: 1px solid gray; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> Hazard Symbol </div>	<p>Data Field 1 text text text text</p> <p>Data Field 2 text text text text</p>	Please refer to the original Material Safety Data Sheet for more information.	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <input checked="" type="radio"/> 2x4 - Avery Standards 5163 - Hazard Symbol - 2 Data Fields - 10 Labels per Sheet </td> <td style="width: 50%; padding: 5px;"> <input type="radio"/> 3.5x5 - Avery Standards 5168 - Hazard Symbol - 3 Data Fields - 4 Labels per Sheet </td> </tr> <tr> <td style="padding: 5px;"> <input type="radio"/> 5x8.125 - Avery Standards 6573 - Hazard Symbol - 3 Data Fields - 2 Labels per Sheet </td> <td style="padding: 5px;"> <input type="radio"/> 8.5x11 - Avery Standards 5165 - Hazard Symbol - 4 Data Fields - 1 Label per Sheet </td> </tr> </table>	<input checked="" type="radio"/> 2x4 - Avery Standards 5163 - Hazard Symbol - 2 Data Fields - 10 Labels per Sheet	<input type="radio"/> 3.5x5 - Avery Standards 5168 - Hazard Symbol - 3 Data Fields - 4 Labels per Sheet	<input type="radio"/> 5x8.125 - Avery Standards 6573 - Hazard Symbol - 3 Data Fields - 2 Labels per Sheet	<input type="radio"/> 8.5x11 - Avery Standards 5165 - Hazard Symbol - 4 Data Fields - 1 Label per Sheet
Product Name										
Manufacturer Name										
<div style="border: 1px solid gray; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> Hazard Symbol </div>	<p>Data Field 1 text text text text</p> <p>Data Field 2 text text text text</p>									
Please refer to the original Material Safety Data Sheet for more information.										
<input checked="" type="radio"/> 2x4 - Avery Standards 5163 - Hazard Symbol - 2 Data Fields - 10 Labels per Sheet	<input type="radio"/> 3.5x5 - Avery Standards 5168 - Hazard Symbol - 3 Data Fields - 4 Labels per Sheet									
<input type="radio"/> 5x8.125 - Avery Standards 6573 - Hazard Symbol - 3 Data Fields - 2 Labels per Sheet	<input type="radio"/> 8.5x11 - Avery Standards 5165 - Hazard Symbol - 4 Data Fields - 1 Label per Sheet									

Select Hazard Symbol

<input checked="" type="radio"/> None <div style="border: 1px solid gray; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> No Hazard Symbol </div>	<input type="radio"/> Include HFPA 	<input type="radio"/> Include HMIS 	<input type="radio"/> Include GHS
--	---	---	--

Select Data Fields

You can select up to 2 Data Fields. All items may not fit on the label and will print in the order listed.

Note: Some Data Fields have lists that can be reordered by dragging and dropping the rows.

<input type="checkbox"/> Synonyms
<input type="checkbox"/> Product Code
<input type="checkbox"/> Groups
<input type="checkbox"/> PPE
<input type="checkbox"/> Target Organs
<input type="checkbox"/> Health Hazards
<input type="checkbox"/> Physical Hazards
<input type="checkbox"/> Safety Phrases
<input type="checkbox"/> Risk Phrases
<input type="checkbox"/> Special Precautions
<input type="checkbox"/> UN / NA #
<input type="checkbox"/> SC Number

Select Print Options

Print Options <input checked="" type="radio"/> Single Label <input type="radio"/> Full Page of the same label	
--	--

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There are four steps to creating and printing most MSDSonline labels:

- Choose your Label Size: make sure you know the size of your container before printing!
- Choose your Hazard Symbol: hazard symbols appear on every label, and where multiple hazard symbols exist, they may need to be reordered in terms of priority.
- Choose your Data Fields: the data fields are those important details you feel need to be included on the label. The number of allowed data fields will vary depending on the size of your label.
- Choose your Print Options: Decide whether to print a single label or a full sheet of labels.

Upon clicking the Generate PDF button, a new window will open with your Label preview:

The screenshot displays the 'OSHA Secondary Container Label' generation tool. A central window titled 'Label12915859-2.pdf - Adobe Reader' shows a preview of a label for '1-Butanol'. The label includes the following information:

- Manufacturer:** Fisher Scientific International
- Synonyms:** n-Butanol, 1-Butanol, n-Butyl alcohol, 1-Butyl alcohol, Butyl hydroxide, 1-Hydroxybutane, Methylpropylamine, Product Code
- Product Code:** AC10789200, AC423490040, AC423462000, AC819020040, AC810281000, S75098, S75930

The label also features a hazard diamond with a 2 in the blue section, a 2 in the red section, and a 2 in the yellow section. Below the label, there are options to 'Include GHS' and 'Select Print Options'. The 'Print Options' section shows 'Single Label' selected and 'Full Page of the same label' as an alternative. The background shows the main interface with 'Select Label Size', 'Select Hazard Symbol', 'Select Data Fields', and 'Select Print Options' sections.

Notice the Adobe toolbar contained in the top of the window frame. From here you can print your label(s).

Viewing Attached Files

Attached Files allow administrators to provide further guidance on the safe handling of a material. After clicking on the Attached Files icon, you'll be taken to the Attached Files page:

The screenshot displays the MSDSonline interface for a product named '1-Butanol'. The top navigation bar includes 'Safety Center' and 'MSDS Search'. Below this, there are tabs for 'All Products', 'Locations', 'Manufacturers', and 'MSDSonline Search'. The breadcrumb trail reads: 'MSDS Search > Search Results > Product Summary > Attached Files'. The main content area is titled '1-Butanol' and contains a table of product details. On the left side of this table, there are icons for 'View PDF' and 'Attached Files'. On the right side, there are icons for 'Print Labels' and 'Print Summary'. The details table includes fields for Versions, Revision Date, Added to Ebinder, Synonyms, Product Code, Manufacturer, Language, Supplier, Document ID, CAS #, Approval, UNNA#, Last Verified, Custom 1, Last Changed, and Custom 2. Below the details table, there is a section titled 'Attached Files' with a sub-header 'View the Attached Files for this product.' and a table listing the attached files.

File Name	Description	Category	Date Added
1-Butanol Tech Data Sheet.docx	Technical Data Sheet	Tech Data Sheets	04/01/2011

Here you can view any files that have been appended to this MSDS – just click on the file name. Attached files can also be sorted by clicking on any of the column headings.

What to Do When You Can't Find an MSDS in Your Company List

Searching the MSDSonline Database

If you perform a search within your company list and come up with zero results, one of your options will be to look at matches found in the MSDSonline database. Additionally, you can click the MSDSonline Search tab underneath MSDS Search to jump directly to searching the MSDSonline database.

Powered By **MSDSonline®**

Safety Center **MSDS Search**

All Products Locations Manufacturers **MSDSonline Search**

All Products > Search Results

Search Results

Search:

Locations: Groups: Product Data:

Product Status:

Product name starts with: **A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 0-9 #+***

Your Company List search for Products that match **tylenol** did not return any results. Below are a list of search tips to refine your search and alternative options.

Search Tips

- If the product you are looking for is listed in search suggestions select it first then click the Search button.
- Check the spelling, spacing, and symbols within your search terms.
- If you searched by two or more terms, try to broaden your search by using only one search term.
- Remove some or all of your advanced search filters to broaden your search.

Alternative Options

-
-
-

In the example above, there are 39 possible matches in the MSDSonline database for a search that returned zero results. By clicking on that option, you'll be brought to the MSDSonline database with your 39 options displayed:

Safety Center **MSDS Search**

All Products Locations Manufacturers **MSDSonline Search**

MSDSonline Search > Search Results

Search Results

Search:

39 Products that match **tylenol**

Narrow Results Sort By: Per Page: 1 2 >

<input type="checkbox"/>	Product	Revision Date	Product CAS #	Product
<input type="checkbox"/>	FS2H301270 Tylenol Red Manufacturer: Sun Chemical Corporation	08/21/2008		90930506/
<input type="checkbox"/>	TYLENOL PM CAPLETS Manufacturer: McNeil Consumer & Specialty Pharmaceuticals Synonyms: Acetaminophen/Diphenhydramine HCl	03/22/2007		
<input type="checkbox"/>	TYLENOL ARTHRITIS PAIN CAPLETS Manufacturer: McNeil Consumer & Specialty Pharmaceuticals Synonyms: Acetaminophen	01/22/2007		
<input type="checkbox"/>	INFANTS TYLENOL Manufacturer: McNeil Consumer & Specialty Pharmaceuticals Synonyms: Acetaminophen	01/18/2007		
<input type="checkbox"/>	EXTRA STRENGTH ADULT TYLENOL PRODUCTS Manufacturer: McNeil Consumer Healthcare Synonyms: Acetaminophen, Extra Strength Tylenol, Tylenol Extra Strength Rapid Release Versions: <input type="checkbox"/> Dated 04/06/2000	12/15/2004		

By **Manufacturer**

- McNeil Consumer (19)
- Ortho-McNeil Pharr (5)
- McNeil Consumer (4)
- Alpharma, Inc. (2)
- Barre-National, Inc. (2)
- McNeil Consumer I (2)
- SILARX PHARMACI (2)
- ACME UNITED COI (1)
- Alpharma US Pharr (1)
- Morton Grove Pharr (1)

By **Revision Date**

- Less Than 3 Years (1)
- Less Than 4 Years (1)
- Less Than 5 Years (4)

By **Language**

- English (41)

From here, the same rules for search features apply as in searching your company list. The only difference is that from the MSDSonline database you may have the ability to add the MSDS you need to your company list:

Product	Revision Date	Product CAS #	Product
<input type="checkbox"/> FS2H301270 Tylenol Red Manufacturer: Sun Chemical Corporation	08/21/2008		
<input checked="" type="checkbox"/> TYLENOL PM CAPLETS Manufacturer: McNeil Consumer & Specialty Pharmaceuticals Synonyms: Acetaminophen/Diphenhydramine HCl	03/22/2007		
<input type="checkbox"/> TYLENOL ARTHRITIS PAIN CAPLETS Manufacturer: McNeil Consumer & Specialty Pharmaceuticals Synonyms: Acetaminophen	01/22/2007		
<input type="checkbox"/> INFANTS TYLENOL	01/18/2007		

After putting a checkmark next to the item(s) you need, use the Product Options tray to add your product(s) to your company list.

Be aware that some documents may require approval from your administrator prior to being added to your company list. You may have to fill out an approval form with details for your administrator:

Approval Details

Please fill out the additional details regarding your submission.

* Indicates a required field

*What is the reason for your submission? Please select a reason

Comments:

Characters remaining: 255

Include your contact information for notifications of changes to this product's approval status.

First Name:

Last Name:


Email:

Format as JohnDoe@websitename.com

Simply fill out the form and click Submit.

Submitting a Request

Sometimes you may encounter a search where the document you need cannot be found in neither your company list nor the MSDSonline database. In a case like this, simply click the Request a Safety Data Sheet option when you receive zero results:



Search Results

Search: Q Search [Advanced Search](#)

Locations:

Product Status: Active

Groups:

Product Data:

Search
Reset


Product name starts with: [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#) [0-9](#) [#+=](#)

Your Company List search for Products that match **liquid fire dynex** did not return any results. Below are a list of search tips to refine your search and alternative options.


Search Tips


- If the product you are looking for is listed in search suggestions select it first then click the Search button.
- Check the spelling, spacing, and symbols within your search terms.
- If you searched by two or more terms, try to broaden your search by using only one search term.
- Remove some or all of your advanced search filters to broaden your search.

Alternative Options

 MSDSonline may have possible matches for your search item(s)

Q Search

 [Visit Help Center](#)

 [Request a Safety Data Sheet](#)

Depending on the settings of your account, your request will either be transferred to your administrator or direct to MSDSonline.

Safety Center MSDS Search

All Products Locations Manufacturers MSDSonline Search

Request an (M)SDS

* Indicates a required field

Request Information

* Send Request to:

* First Name:

* Last Name:

* Email:
Format as JohnDoe@WebSite.com

* Your Location:

Product Information

* Product Name:
Please enter the Product Name exactly as it would appear on the MSDS. Do not use abbreviations or synonyms.

* Product Code:
Product codes may also be referred to as Item #, Catalog #, Product #, UPC, or SKU. If you cannot obtain a Product Code, enter N/A or Don't Know.

Product CAS #:

To request an MSDS, simply fill out the form with as much detail as possible. This will help your administrator or MSDSonline find and add the MSDS you need.

Safety Center Overview

The other main tab in your HQ account, the Safety Center, includes a number of features to help you stay up-to-date with the safety practices of your company.

You can easily toggle back and forth between the Safety Center and the MSDS Search tools.

Safety Center **MSDS Search**

Search: Search by Product Name, Manufacturer, CAS#, and/or Product Code or search by index

Safety Calendar +

[Print Events](#)

April 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

No events for April 1, 2011

Contacts

All Contacts

Safety Forum +

No topics have been added. Click [here](#) to add.

Resources

0 of 0 Resources [View All](#)

Headlines

20 of 20 Headlines [View All](#)

[Amarillo Company Honored by OSHA](#)
from OSHA News 03-23-2011

[Feds fine Pa. company for exposing workers to lead on I-81 bridge](#)
from OSHA News 03-23-2011

[Scaffolding Collapse in Yonkers Watched Live by New York Scaffold Accident Law...](#)
from OSHA News 03-23-2011

[Trelleborg Sealing Solutions in Broomfield, Colo., Recognized by OSHA ...](#)
from OSHA News 03-23-2011

[Judge gives Bayer neighbors more time to amend suit](#)
from OSHA News 03-23-2011

[US Department of Labor's OSHA notifies FAA's Lakefront Air Traffic Control Tower i...](#)
from OSHA News 03-22-2011

The **Safety Calendar** allows you to view important company-specific dates and events.

Resources allows you to access various links to important safety resources posted by your administrator.

Contacts contains a list of all administrators and managers in the system, in order to facilitate receiving help when needed.

Safety Forum allows you to read questions and answers to company-specific safety topics posted by your administrator.

Headlines give you access to up-to-date news and articles from select safety web sites; click on a headline to read the full posted article.