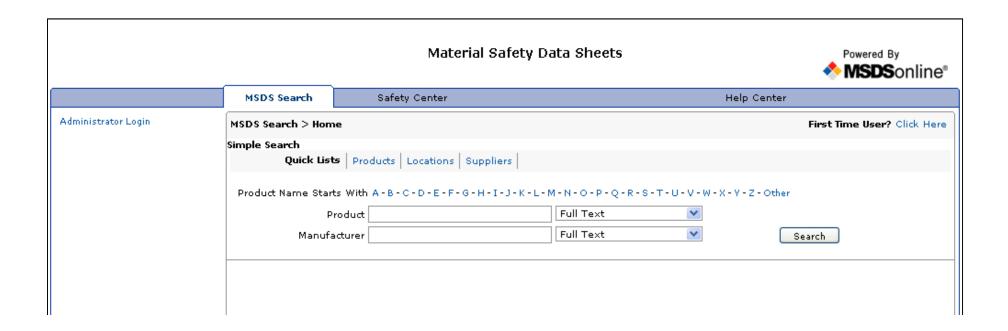
Instructions for using MSDSOnline

When you log onto the MSDS Website <u>California State University On-Line MSDS Management System</u>, below is the first page you'll see. There are two tabs:

- 1. MSDS Search
- 2. Safety Center (This is not in use)

Let's go to the "MSDS Search" tab and learn how to search for an MSDS. All of these MSDSs are in the CSU system. You can search for an MSDS three ways from this location:

- 1. Use the Quick Lists: I Products I Locations I Suppliers I
- 2. Product name starts with the letter (no discussion)
- 3. Product / Manufacturer Search



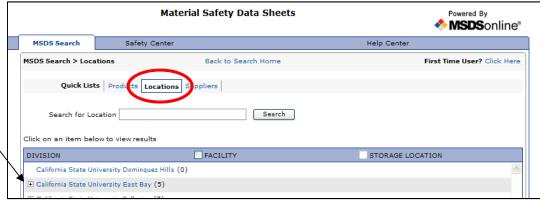


Quick Links: Products

This is the list of products on all CSU Campuses using the MSDSOnline System including CSUEB.

Quick Links: Location

This is the list of all CSU Campuses using the MSDSOnline System. Clicking on the California State University, East Bay, will give you the Chemical Inventory in each location and the associated MSDSs.



Material Safety Data Sheets						Powered By NSDSonline®		
MSDS Search	Safety Center			Help Ce	nter			
MSDS Search > Suppliers		Back to Search Home			Fir	First Time User? Click Here		
Quick Lis	ts Products Location	Suppliers						
SUPI	PLIERS		Full Text	▼ Search				
Click on an item be	low to view results	(44 Results)	Page: 12					
SUPPLIERS						of MSDSs		
i 3M - Office Supplies Division						1		
Abbott Científic	a, S.A.					1		
Acros Organics	: N.V.					10		
Albion Chemica	als Group					1		

Quick Links: Suppliers

This link sorts the MSDS by Supplier.

Product / Manufacturer Search:

You can do a Product or Manufacturer's search using the full text, contains a match, or starts with. This is for the Chemicals already in the CSU database.



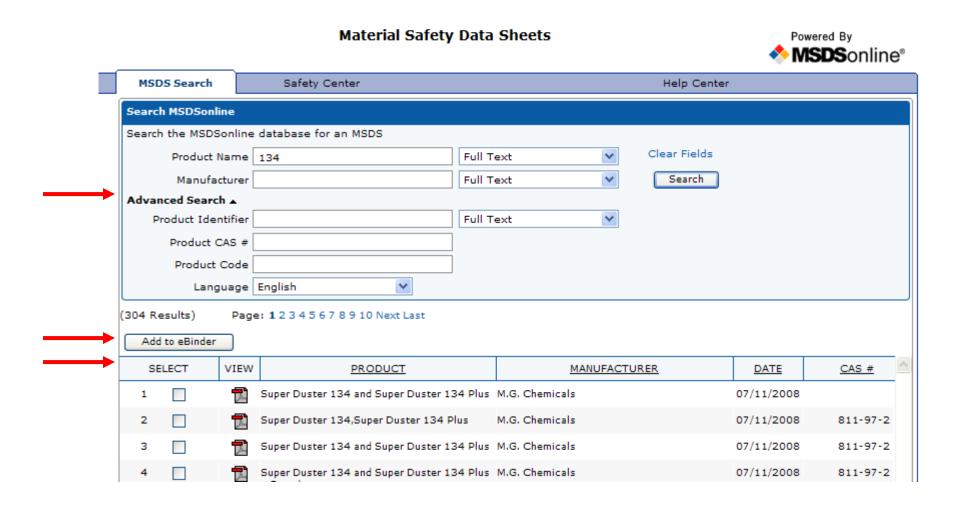
No Match:

When there is no match, you will be directed to this screen. In the yellow box, click the Click Here. It will bring you to the MSDSOnline database and give you more options for searching.

Material Safety Data Sheets Powered By MSDSonline® MSDS Search Safety Center Help Center MSDS Search > Home First Time User? Click Here Simple Search Quick Lists | Products | Locations | Suppliers Product Name Starts With A-B-C-D-E-F-G-H-I-J-K-L-M-N-O-P-O-R-S-T-U-V-W-X-Y-Z-Other Starts With Product 134 Manufacturer Full Text Search Your company database did not produce any results for: 134 Search Tips 1. Search Again...See the Search Tip Box to refine your search. > Check the SPELLING and SPACING of your 2. MSDSonline has 304 possible matches for your search item(s). > Make sure your search term is in the Click Here to view these MSDS documents. CORRECT field > If you searched by TWO or MORE terms, try broadening your search by using only 3. Use the Request Tool to obtain an MSDS for 134. Click Here ONE search term

Advance search:

This is the next window you'll see. Click **Advanced Search** ▼ to get additional search options. If you find the MSDS you are looking for, check the **SELECT** box and click on **Add to eBinder**. This will send the MSDS to EHS for inclusion on the CSU list. Send EHS the chemical's storage location – building and room number and quantity so it can be included on the inventory list.



What if I cannot find the MSDS on the MSDSOnline System?

If the MSDS you need is <u>not</u> posted on MSDSOnline, provide EHS with the following information. EHS will procure and post the MSDS on MSDSOnline. If you have the MSDS, send it to EHS with the other information.

- Chemical name
- Manufacturer
- Product code
- Storage location building and room number
- Quantity

What if I'm having trouble with MSDSOnline System?

Contact Donna Placzek by e-mail or telephone and explain the problem

donna.placzek@csueastbay.edu

X5-2395