

# Instructions for using MSDSOnline

When you log onto the MSDS Website [California State University On-Line MSDS Management System](#), 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:** | [Products](#) | [Locations](#) | [Suppliers](#) |
2. Product name starts with the letter (no discussion)
3. Product / Manufacturer Search

The screenshot displays the "Material Safety Data Sheets" website interface. At the top right, it says "Powered By MSDSonline®". The main navigation bar includes "MSDS Search" (selected), "Safety Center", and "Help Center". On the left, there is a link for "Administrator Login". The main content area is titled "MSDS Search > Home" and includes a link for "First Time User? Click Here". Under the "Simple Search" section, there are three tabs: "Quick Lists", "Products", "Locations", and "Suppliers". Below these tabs, there is a text input field for "Product Name Starts With" followed by a list of letters: "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 - Other". There are two search criteria fields: "Product" and "Manufacturer", each with a text input box and a "Full Text" dropdown menu. A "Search" button is located to the right of the "Manufacturer" field.

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MSDS Search Safety Center Help Center

MSDS Search > List Products Back to 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](#)-[Q](#)-[R](#)-[S](#)-[T](#)-[U](#)-[V](#)-[W](#)-[X](#)-[Y](#)-[Z](#)-Other

Product  Full Text

Manufacturer  Full Text

(196 Results) Page: [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#)

View	Summary	Print Label	Product	Manufacturer	MSDS Date	CAS
			(R)-Styrene oxide, 99%	Fisher Scientific	09/08/2005	20780
			1,1-Diethoxyethane	Fisher Scientific UK	10/05/2004	105

### 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.

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MSDS Search Safety Center Help Center

MSDS Search > Locations Back to Search Home First Time User? [Click Here](#)

Quick Lists Products **Locations** Suppliers

Search for Location

Click on an item below to view results

FACILITY  STORAGE LOCATION

- California State University Dominguez Hills (0)
- California State University East Bay (5)

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MSDS Search Safety Center Help Center

MSDS Search > Suppliers Back to Search Home First Time User? [Click Here](#)

Quick Lists Products Location **Suppliers**

SUPPLIERS  Full Text

Click on an item below to view results (44 Results) Page: [1](#) [2](#)

SUPPLIERS	# of MSDSs
3M - Office Supplies Division	1
Abbott Cientifica, S.A.	1
Acros Organics N.V.	10
Albion Chemicals 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.

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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](#)-[Q](#)-[R](#)-[S](#)-[T](#)-[U](#)-[V](#)-[W](#)-[X](#)-[Y](#)-[Z](#)-[Other](#)

Product     Starts With   
Manufacturer     Full Text  
Contains a Match  
Starts With


Search results for **acet** (31 Results) Page: 1 2

View	Summary	Print Label	Product	Manufacturer	MSDS Date	CAS
			ACETAL	Anachemia Canada	12/20/2007	105
			Acetaldehyde	Alfa Aesar, A Johnson Matthey Company	11/10/2008	75
			Acetaldehyde	Sigma Chemical Company	11/06/2007	75
			Acetaldehyde	Sigma-Aldrich Corporation	09/11/2008	75
			Acetaldehyde	Fluka Chemical Company	01/11/2008	75
			Acetaldehyde, 99.5%	Fisher Scientific	02/18/2008	75

## 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.

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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](#)-[Q](#)-[R](#)-[S](#)-[T](#)-[U](#)-[V](#)-[W](#)-[X](#)-[Y](#)-[Z](#)-[Other](#)


Product  Starts With   
Manufacturer  Full Text

**Your company database did not produce any results for: 134**

1. **Search Again...** See the Search Tip Box to refine your search.
2. **MSDSonline has 304 possible matches for your search item(s).**  
[Click Here](#) to view these MSDS documents.
3. **Use the Request Tool to obtain an MSDS for 134.** [Click Here](#)

**Search Tips**

- ❖ Check the SPELLING and SPACING of your search terms
- ❖ Make sure your search term is in the CORRECT field
- ❖ If you searched by TWO or MORE terms, try broadening your search by using only 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.

**Material Safety Data Sheets**

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**MSDSonline**<sup>®</sup>

MSDS Search      Safety Center      Help Center

**Search MSDSonline**

Search the MSDSonline database for an MSDS

Product Name:       Full Text       [Clear Fields](#)

Manufacturer:       Full Text      

**Advanced Search** ▲

Product Identifier:       Full Text

Product CAS #:

Product Code:

Language:  English

(304 Results)      Page: [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [Next](#) [Last](#)

	SELECT	VIEW	PRODUCT	MANUFACTURER	DATE	CAS #
1	<input type="checkbox"/>		Super Duster 134 and Super Duster 134 Plus	M.G. Chemicals	07/11/2008	
2	<input type="checkbox"/>		Super Duster 134, Super Duster 134 Plus	M.G. Chemicals	07/11/2008	811-97-2
3	<input type="checkbox"/>		Super Duster 134 and Super Duster 134 Plus	M.G. Chemicals	07/11/2008	811-97-2
4	<input type="checkbox"/>		Super Duster 134 and Super Duster 134 Plus	M.G. Chemicals	07/11/2008	811-97-2

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

If the MSDS you need is not 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](mailto:donna.placzek@csueastbay.edu)

X5-2395