

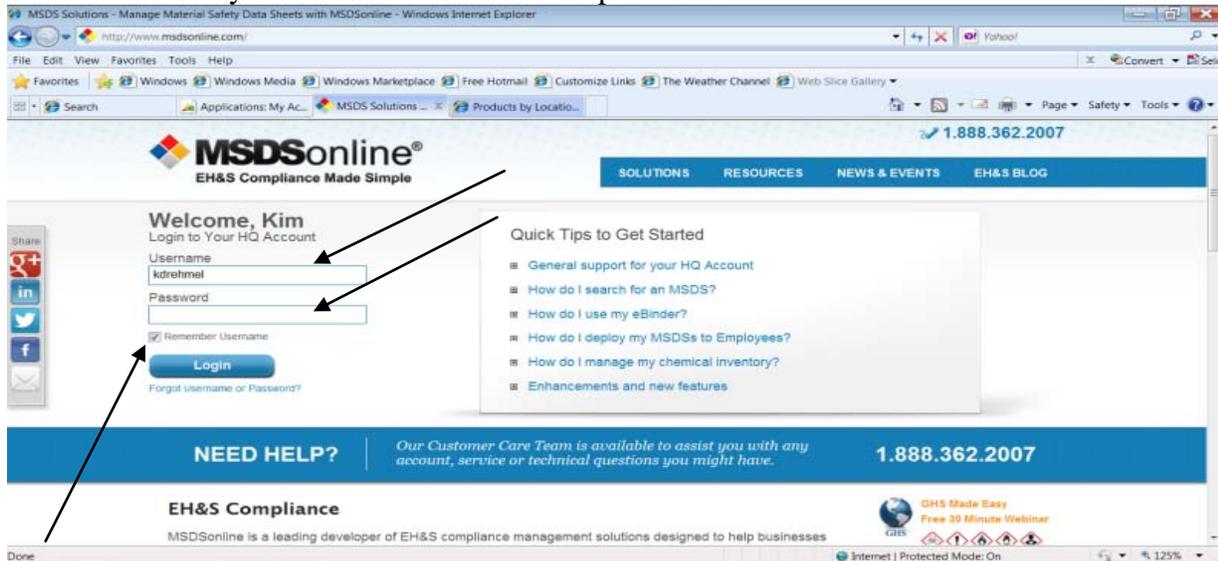


**CESA 10**  
**MSDSonline Reference Guide**  
**For Read Only Users**

*Created: 9-17-13*  
*Revised 10-14-13*

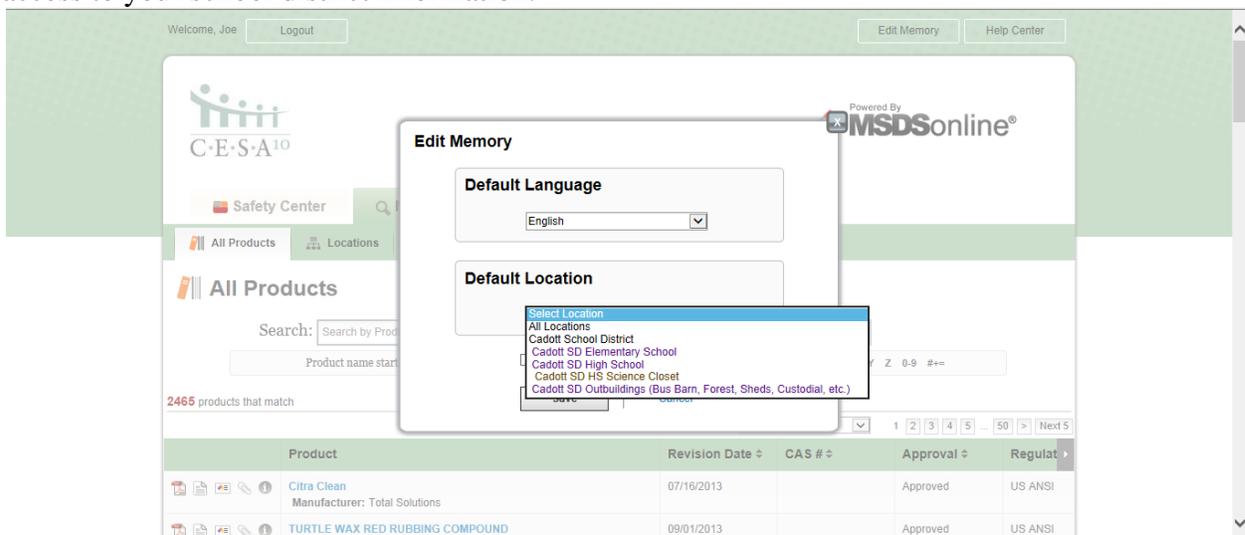
1. To log on, go to this address <http://www.msdsonline.com/>

2. You will enter your district's username and password.

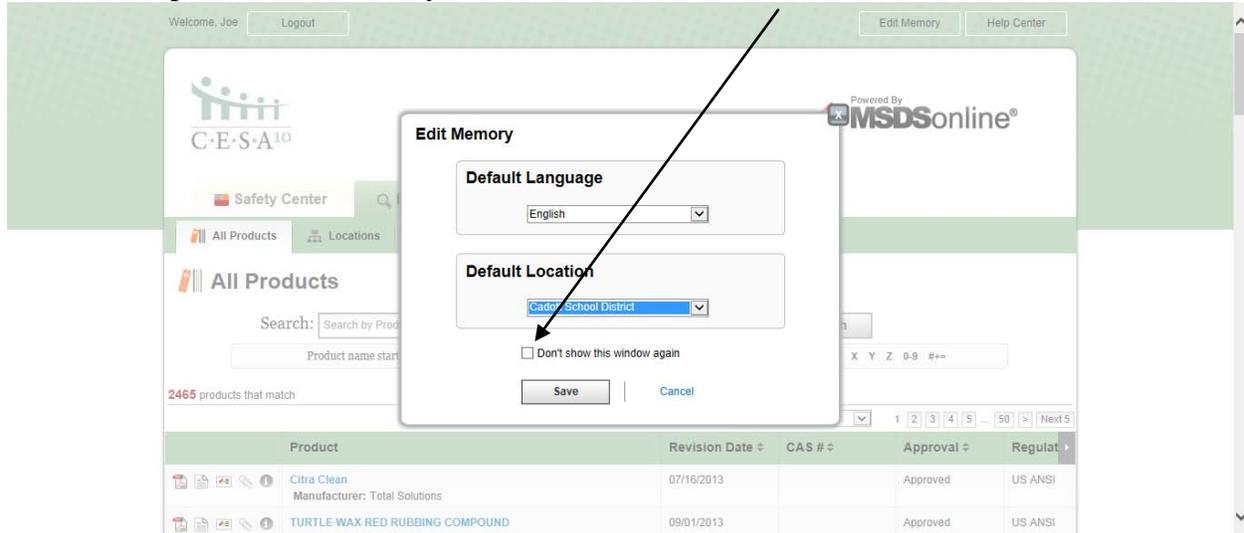


3. Also, check the “remember username” box so you don’t have to retype this every time you log in. Additionally, add this page to your favorites list.

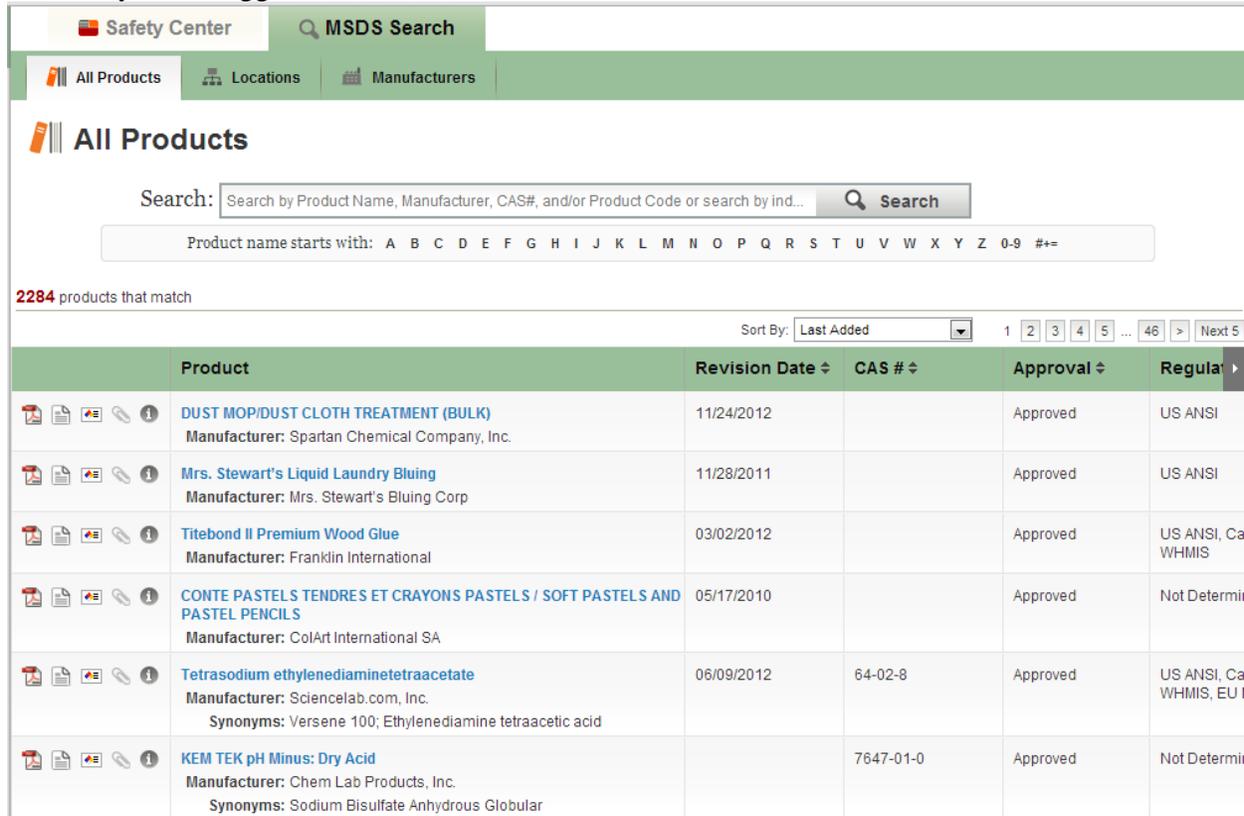
4. The first time you log in, the program will ask you to choose a default language. Pick your language of choice. In this system you only have the option of viewing your school district's ebinders. Whether you choose your school district or all locations you will be have access to your school district information.



- Once you have made your selections, check the box that says “Don’t show this window again,” then click save. You will not have to do this step again if you continue to use the same computer to access the system.



- Once you’ve logged in, the screen should look like this.



7. Type the name of the product you would like to search for in the Search field. Click the Search button.

The screenshot shows the 'MSDS Search' interface. At the top, there is a 'Safety Center' logo and a search bar containing 'Elmers'. Below the search bar is a 'Search' button. A dropdown menu below the search bar lists letters A-Z and 0-9. Below this, it says '3 products that match elmers'. On the left, there are filters for 'Locations' (Level 1, 2, 3) and 'Manufacturer' (Borden Chemical, Inc., BORDEN, INC., DIXON TICONDEROG). The main table shows the following results:

Product	Revision Date	CAS #
elmer Manufacturer: DIXON TICONDEROGA CO	11/13/2002	
Elmers Glue All Manufacturer: Borden Chemical, Inc.	07/10/2003	
Elmers Flammable Solvent Contact Cement Manufacturer: BORDEN, INC.	07/12/1991	

8. As you begin typing, the search bar will begin to suggest possible matches to your search. This function is similar to that of any search engine.

The screenshot shows the 'MSDS Search' interface with a search bar containing 'Clorox'. A dropdown menu is open, showing suggestions: 'The Clorox Company', 'Clorox', 'CLOROX SALES COMPANY', 'Clorox Professional Products Company', 'Clorox Bleach', 'Clorox Clean-Up', 'Clorox Regular-Bleach', 'CLOROX COMMERCIAL SOLUTIONS CLOROX BLEACH', 'CLOROX CLEAN-UP CLEANER WITH BLEACH', and 'CLOROX CO.'. Below the search bar, it says '2 products that match Clorox'. On the left, there are filters for 'Cadott School D...', 'Manufacturer' (CLOROX CO., The Clorox Company), 'Language' (English), and 'Regulatory Form...'. The main table shows the following results:

Product	Revision Date	CAS #
Clorox Disinfecting Wipes, Bleach Free, Lemon Fresh Manufacturer: The Clorox Company	05/12/2004	

9. When you would like to view the full SDS of the product you have selected, click on the PDF icon.

The screenshot shows the 'MSDS Search' interface. At the top, there are navigation tabs for 'All Products', 'Locations', and 'Manufacturers'. Below this is a search bar with 'elmers' entered and a 'Search' button. A dropdown menu shows '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 #+='. Below the search bar, it indicates '3 products that match elmers'. On the left, there are filters for 'Locations' (Level 1, Level 2, Level 3) and 'Manufacturer' (Borden Chemical, Inc., BORDEN, INC., DIXON TICONDEROGS). A table of results is shown with columns for 'Product', 'Revision Date', and 'CAS #'. An arrow points from the text above to the PDF icon in the first row of the table.

Product	Revision Date	CAS #
elmer Manufacturer: DIXON TICONDEROGA CO	11/13/2002	
Elmers Glue All Manufacturer: Borden Chemical, Inc.	07/10/2003	
Elmers Flammable Solvent Contact Cement Manufacturer: BORDEN, INC.	07/12/1991	

10. Once you have selected the PDF you would like to view, the SDS will appear in a separate window on your screen. You may open the PDF to full screen by using the “Open in New Window” button.

The screenshot shows a separate window titled 'Citra Clean' with a PDF viewer. The window has a title bar with 'Open in New Window' and a close button. The PDF content includes the 'TOTAL SOLUTIONS' logo and the following text:

**MATERIAL SAFETY DATA SHEET**

Total Solutions  
P.O. Box 240014  
Milwaukee, WI 53224

GENERAL INFORMATION NUMBER: (414) 354-6417  
CHEMTREC: (800) 424-9300

REVISION DATE: July 16, 2013  
DATE OF ISSUE: August 5, 2013

**I - Product Identification**

**Citra Clean**  
PRODUCT CODE: 0440  
CHEMICAL FORMULATION: Citra based with bond breaker

Below the PDF viewer, a table of search results is visible, with an arrow pointing from the text above to the 'Open in New Window' button in the PDF viewer's title bar.

Citra Clean Manufacturer: Total Solutions	07/16/2013	Approved	US ANSI
TURTLE WAX RED RUBBING COMPOUND Manufacturer: Turtle Wax, Inc.	09/01/2013	Approved	US ANSI
Castrol Transynd Allison Transmission Fluid	07/23/2013	Approved	US ANSI

11. Once the PDF is opened, you may scroll through the document, and review it as needed. Also, in the bottom right corner, you will be given the option to save, print, or resize the document.

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REVISION DATE: July 16, 2013  
DATE OF ISSUE: August 5, 2013

**I - Product Identification**

**Citra Clean**  
PRODUCT CODE: 0440  
CHEMICAL FORMULATION: Citrus based anti hand cleanser

Product Name	Manufacturer	Revision Date	Status	Standard
Citra Clean	Total Solutions	07/16/2013	Approved	US ANSI
TURTLE WAX RED RUBBING COMPOUND	Turtle Wax, Inc.	09/01/2013	Approved	US ANSI
Castrol Transynd Allison Transmission Fluid		07/23/2013	Approved	US ANSI

12. There is also an emergency 888 number that staff can utilize in emergency situations.

# MSDS

Material Safety Data Sheets

For online access to an MSDS  
Click the MSDS link  
on the company intranet



To have an MSDS faxed to you,  
in case of **EMERGENCY ONLY:**

Contact MSDSonline

**1.888.362.7416**

**24 HRS/DAY — 7 DAYS/WEEK**

Please have the following information on hand when calling:

- Product Name
- Manufacturer Name
- Your Fax Number
- Product Code (optional)



If you have questions, you can always contact your Environmental Health and Safety Consultant.

Northern Region: Luke Krumenauer, 715.720.2138, [lkrumenauer@cesa10.k12.wi.us](mailto:lkrumenauer@cesa10.k12.wi.us).  
Central Region: Lance Gregorich, 715.720.2046, [lgregorich@cesa10.k12.wi.us](mailto:lgregorich@cesa10.k12.wi.us)  
Southern Region: Jennifer Everhart, 715.720.2136, [jeverhart@cesa10.k12.wi.us](mailto:jeverhart@cesa10.k12.wi.us)