

Add SDS to our library

How can I assign a synonym name to an SDS?

Sometimes, you will use a different name for a product than the one found in the Safety Data Sheet file.

There are two ways to do this:

1. Add the name you use for the product internally as a synonym
2. Change the name of the SDS

The screenshot shows the SDS Manager interface for a product named 'Interflon Lube TF (Aerosol)' by 'Interflon BV'. The header is purple with the word 'Danger' on the left and a PDF icon on the right. Below the header, there are hazard pictograms (flame and exclamation mark) and risk ratings: Health risk rating (2), Safety risk rating (4), and Environmental risk rating (1). A checkbox 'Show rows where SDS has no information' is present. A red arrow points to the product name 'Interflon Lube TF (Aerosol)' with the text '2. Change the name of the SDS'. Below this, there is a section 'General Information' with fields for 'Product name:', 'Product Synonyms:', 'Date of Issue:', 'Version no.:', and 'Icons in PDF:'. The 'Product Synonyms' field has a blue link 'Add synonym here' with a red arrow pointing to it and the text '1. Add your own synonym'. The 'Date of Issue' field shows '2022-10-20' with an edit icon. The 'Version no.' field shows '5.8'. The 'Icons in PDF' field shows four hazard pictograms.

Generally, we recommend adding the name you use as a synonym. This way, the SDS can be found by both searching for the official product name found in the SDS file and the synonym.

The screenshot shows the SDS Manager search interface. At the top, there is a search bar with the text 'Add synonym here' and a magnifying glass icon. A red box highlights the search bar, and a red arrow points to it with the text 'You can search for a SDS with synonyms you assign'. Below the search bar, there is a table with columns: 'Product Name ↑', 'Supplier Name', 'Signal word', 'Pictograms & Controls', 'Substance hazard', and 'Actions'. The first row of the table shows 'Interflon Lube TF (Aerosol)' as the product name, 'Interflon BV' as the supplier name, 'Danger' as the signal word, and various hazard pictograms and risk ratings. A red box highlights the 'Add synonym here' link in the first row, and a red arrow points to it with the text 'The synonym you assign is shown here'.

Unique solution ID: #1111

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Last update: 2024-09-24 09:41