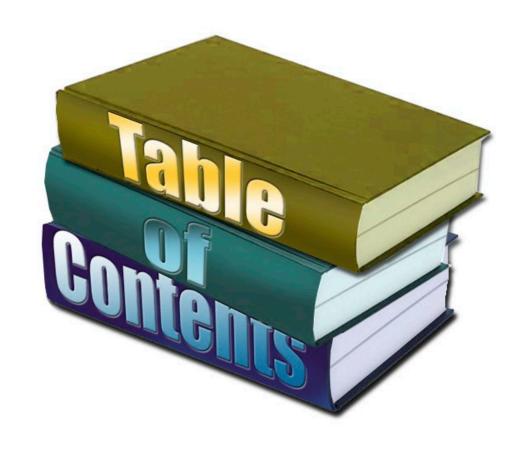


# CHEMICAL MANAGEMENT NAVIGATOR USER GUIDE

**VIEW ONLY ACCESS** 

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# TO ACCESS SDS DATABASE:



	Login	
<b>∠</b> Username <sup>2</sup>	k	
• Password*		•
	Remember my username	
	Forgot Password? → Login	

- Via Direct Login Link (shortcut) Click on the direct login link provided to you from the company

### - Via Computer

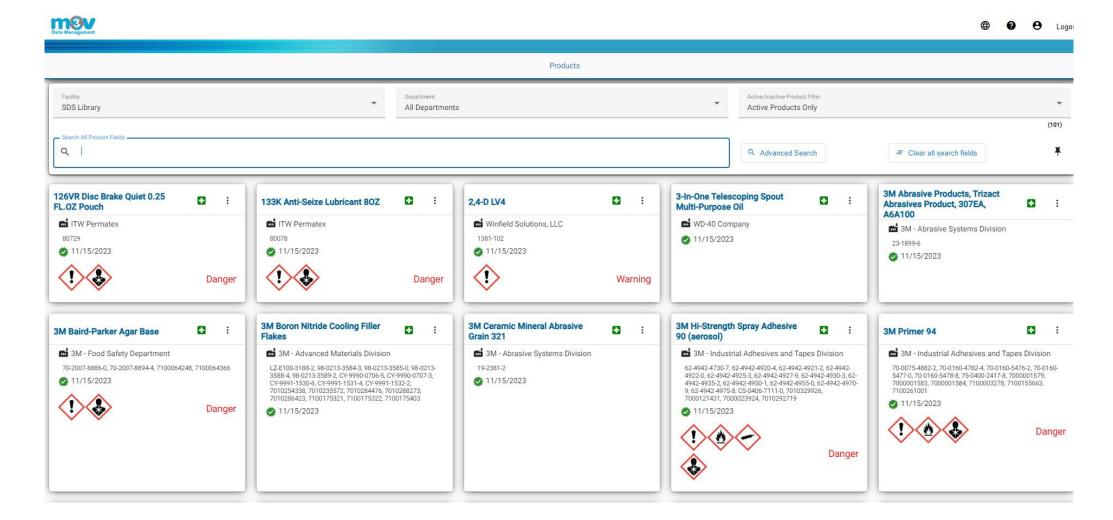
- Enter the URL provided in your browser (Chrome or Edge work best)
- Bookmark this page
- Login with User Name and Password

### - Via Mobile Device

- Android: Navigate to the link provided to you.
   Click the 3 dots in the top right of your browser and select "Add to Home Screen"
- iPhone: Using the <u>Safari</u> web browser, navigate to the link provided to you. Tap the Share button on the bottom of the page on your phone. It looks like a square with an arrow pointing out at the top. In the list of options that appear, scroll down until you see "Add To Home Screen". Tap this. The "Add To Home Screen" dialog box will appear. Choose a name for the website shortcut on your home screen. You'll see the link so you can confirm it. Click "Add" when you're done.

If you have forgotten your password, click on the "Forgot Password" tab, enter the email address you registered with and click "Submit". A message will popup stating that an email was sent to that address and to follow the instructions in the email to continue.

# **PRODUCTS:**



# **PRODUCTS:**

Products display as cards. The cards can be sorted as Ascending or Descending for the following categories:

- Name
- Manufacturer
- Verification Date

### The card will display:

- Product Name
- Manufacturer Name
- Product Code (if applicable)
- Date Verified
- Green Emergency Cross Icon
- 3 Vertical Dots





### 



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# **PRODUCTS:**

The green emergency cross icon will display:

- Emergency Information
- First Aid

The 3 vertical dots will display:

- PDF of SDS
- Emergency Overview
- Label (if available)

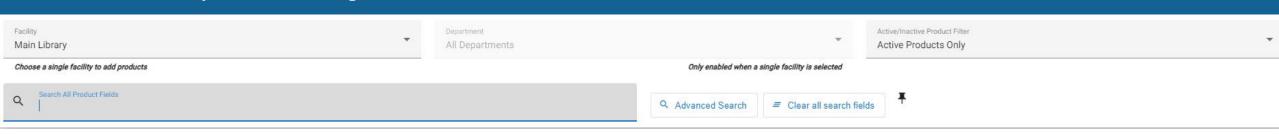
# **SEARCH FOR A PRODUCT / SDS:**

Find a facility by clicking on the drop down menu in the "Facility" field



In the "Search All Product Fields" window; enter Product Name, Manufacturer Name, Manufacturer Product ID, etc. You may even search for partial words or phrases and as you type, the search results narrow and shrink For example; you could search for Windex Original Glass Cleaner by entering "Win" or "Glass"

You have the ability to select a department, if needed, or Active/Inactive Products



# **SEARCH FOR A PRODUCT / SDS:**

### With an "Advanced Search", you can refine your search to:

- Product Name
- Manufacturer
- Manufacturer ID
- Product ID
- SDS Number
- Generic Name
- Verified Date
- CAS # / Ingredient Name
- Signal Word
- Pictograms

Product Name Manufacturer Manufacturer Product ID Product ID SDS Number Generic Name Verified Date CAS # / Ingredient Name

Pictograms

Signal Word

## **OTHER HELPFUL INFORMATION:**

To translate to English, French or Spanish: Click on the "Globe" icon at the top right

For help: Click on the "Question Mark" (?) icon at the top right

To manage account: Click on the "Person" icon at the top right

• This will allow you to change email address or password

To log out: Click on the "Logout" button at the far, top right



The purpose of this user guide is to provide a quick reference. It does not replace our training, technical support or customer service.

Never hesitate to call or email if you need assistance or have questions.

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Email: support@m3vsoftware.com