
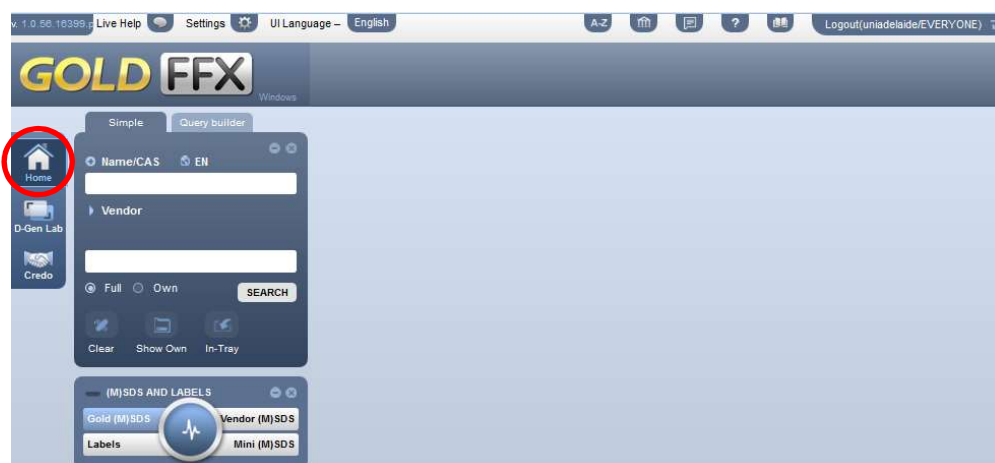


Chemwatch User Guide – Labels (incl. multiple chemicals per page)

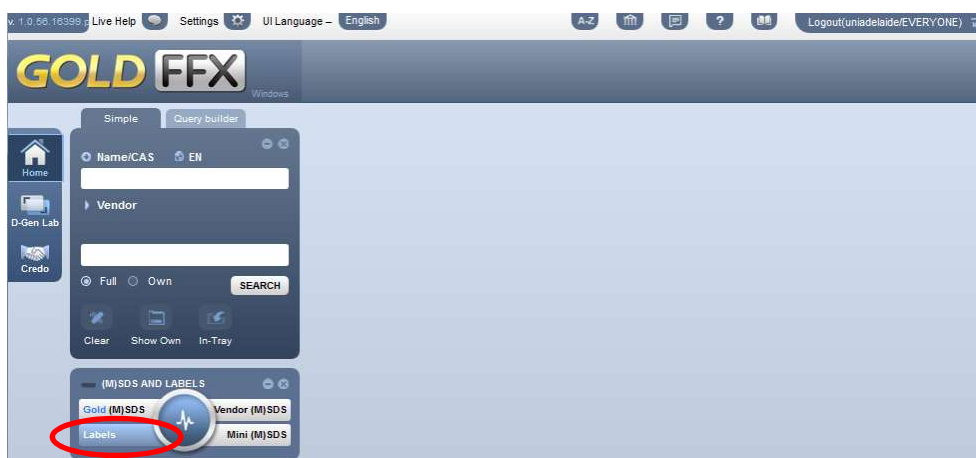
Accessing Chemwatch Labels (single chemical per page)

1. Use your web browser either on your computer/laptop or smart device to navigate to: <https://www.adelaide.edu.au/hr/hsw/hsw-staff-intranet#chemwatch> and login using your University login credentials.
Hint: save this as a bookmark on in your browser for quick access.
2. Click the  button.
3. The Chemwatch login default selections are “Home” and “Gold MSDS”. If you have been using other selections, click on the “Home” icon.



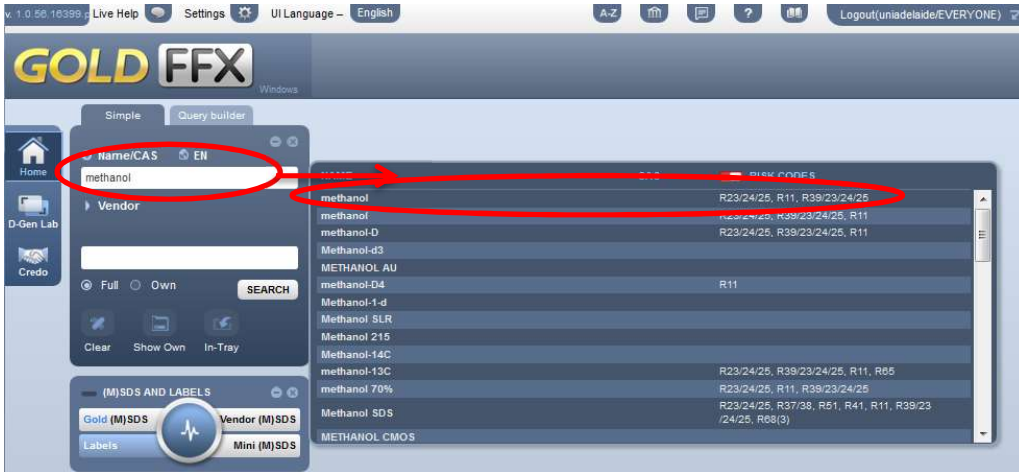
Method 1 – from the start screen

1. Click on the “Labels” button.

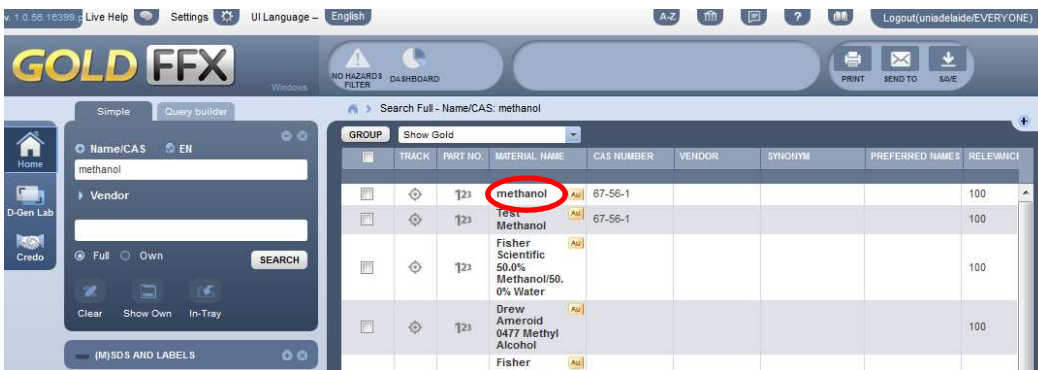


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- In the search box, type in the name of the chemical (or part of the name if you are unsure of the spelling).
Hint: If you know the chemical name is spelt correctly, you don't have to wait for the auto suggest list.
- Wait for the auto suggest list to offer possible chemical names and select the correct chemical by clicking on it.
Hint: If there is a CAS number or risk code(s) listed against the chemical name, this is the best one to select.



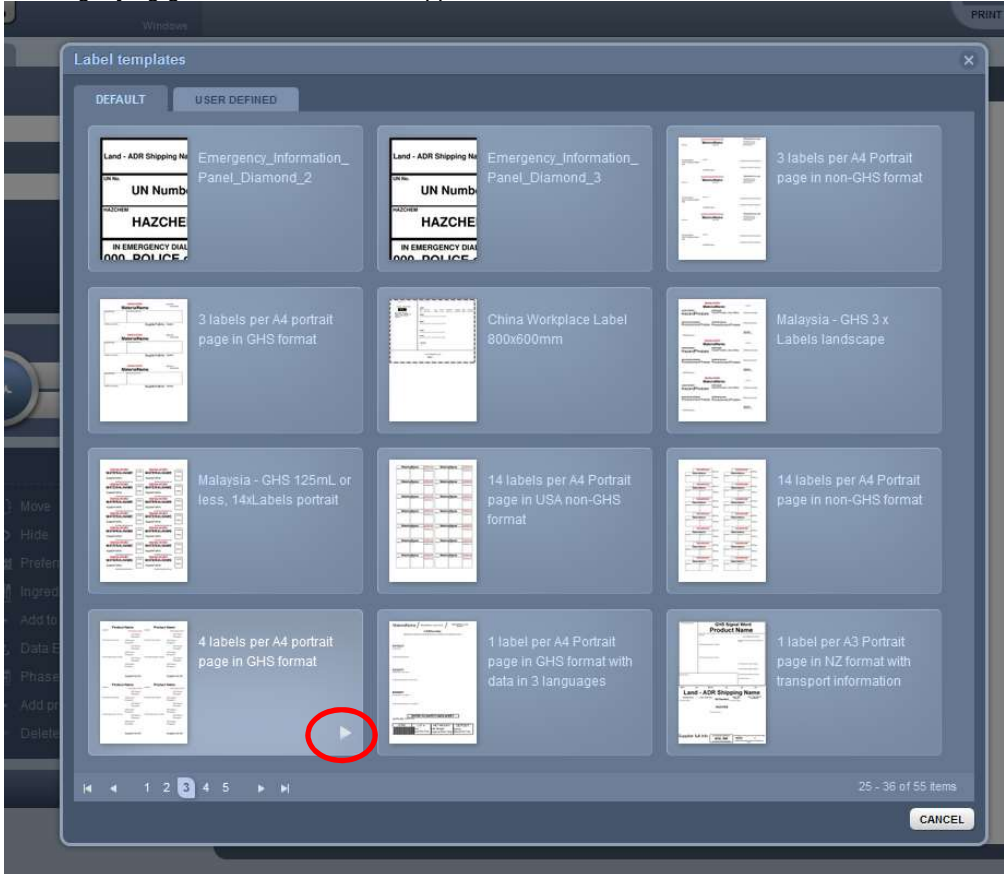
- Click on the correct chemical name from the list on the right.



- Select the desired label from the default label templates by placing your mouse over the template and then clicking the triangle button which will appear in the bottom right hand corner.

Hint: GHS format will be compulsory for new labels starting in 2017.

Hint: You can preview a larger image of the template by placing the mouse over the small preview image and clicking on the magnifying glass button which will appear.

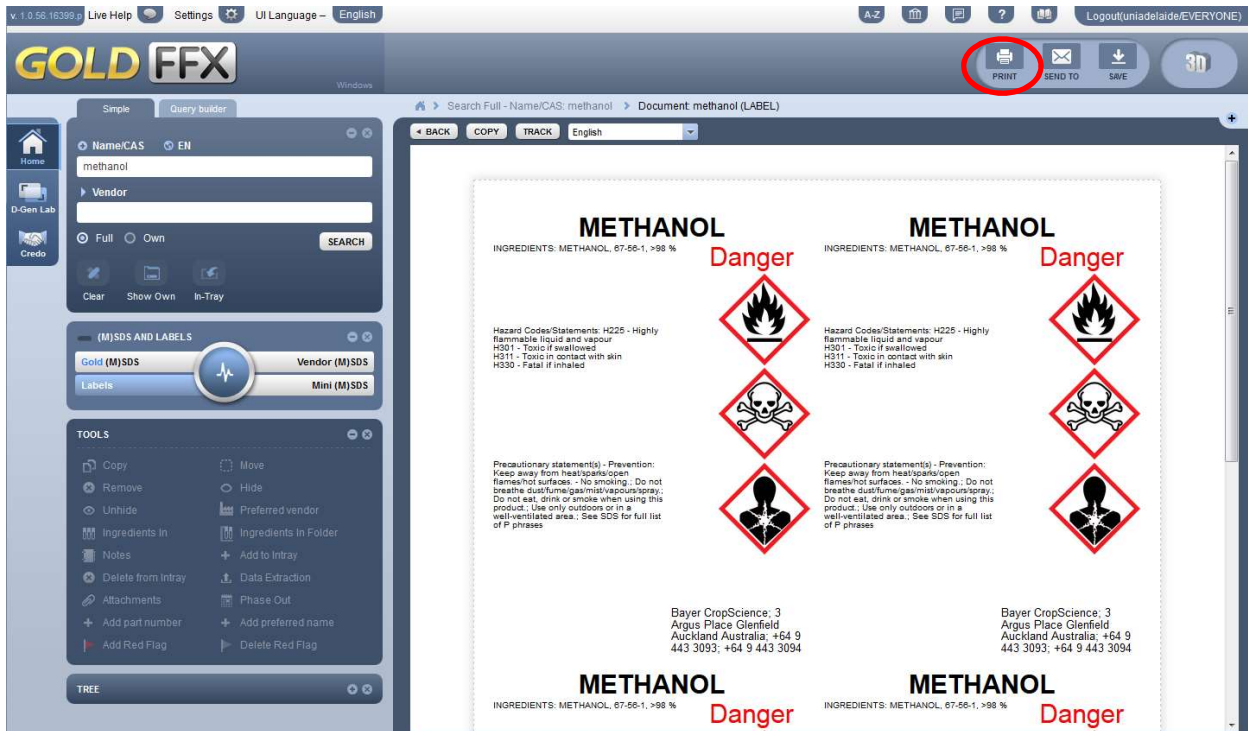


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6. The label sheet will be previewed in the screen. Click on the print icon at the top right of the screen.

Hint: In some web browsers this will open or download the labels in a pdf format. Opening this file should start the pdf print function. If it does not, you will need to use the menu or the **ctrl+p** shortcut to print.

Hint: Print your labels on sticky label sheets. The easiest way is to use a full A4 sticky label sheet and cut labels to size.

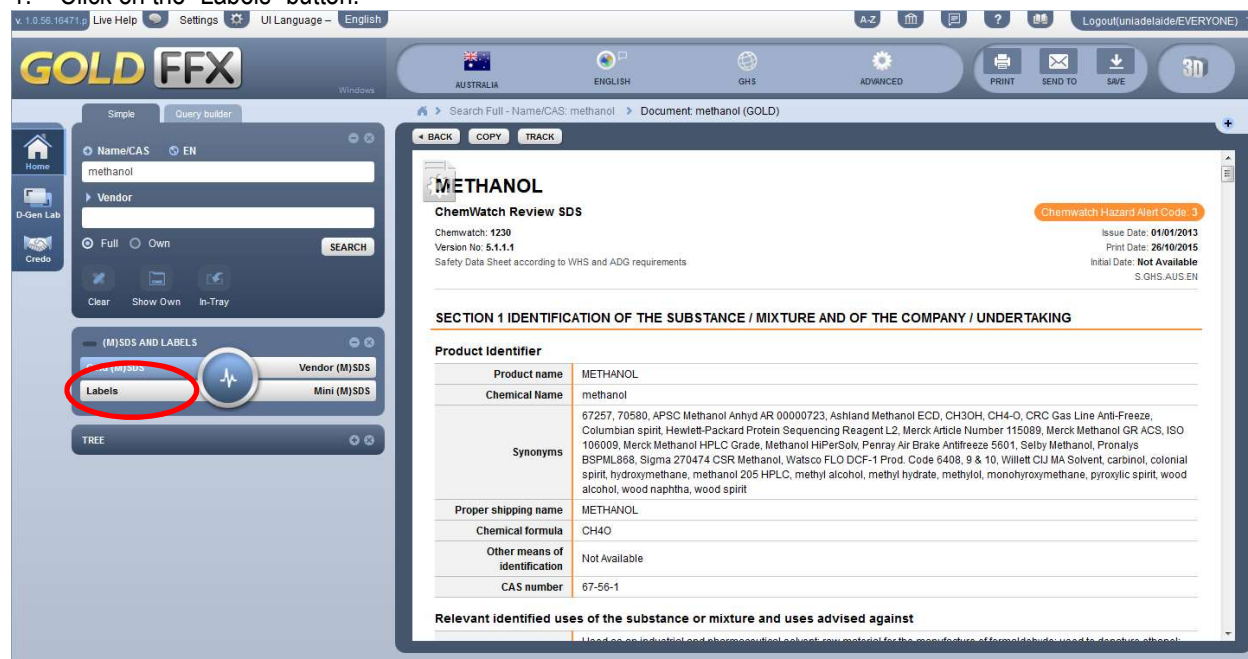


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Method 2 – from the SDS screen

You may be viewing an SDS and want to print a label for the same chemical. The following steps detail how to do this without the need to go back to the start screen.

1. Click on the “Labels” button.



The screenshot shows the GOLD FFX software interface. On the left, there is a navigation pane with a 'Labels' button circled in red. The main content area displays the SDS for Methanol. The SDS includes the following information:

- ChemWatch Review SDS**
- Chemwatch: 1230
- Version No: 5.1.1.1
- Safety Data Sheet according to WHS and ADG requirements
- Chemwatch Hazard Alert Code: 3
- Issue Date: 01/01/2013
- Print Date: 26/10/2015
- Initial Date: Not Available
- S.GHS.AUS.EN

SECTION 1 IDENTIFICATION OF THE SUBSTANCE / MIXTURE AND OF THE COMPANY / UNDERTAKING

Product Identifier	
Product name	METHANOL
Chemical Name	methanol
Synonyms	67257, 70580, APSC Methanol Anhyd AR 00000723, Ashland Methanol ECD, CH3OH, CH4-O, CRC Gas Line Anti-Freeze, Columbian spirit, Hewlett-Packard Protein Sequencing Reagent L2, Merck Article Number 115089, Merck Methanol GR ACS, ISO 106009, Merck Methanol HPLC Grade, Methanol HiPerSolv, Penray Air Brake Antifreeze 5601, Selby Methanol, Pronalys BSPML868, Sigma 270474 CSR Methanol, Walsco FLO DCF-1 Prod. Code 6408 9 & 10, Willett CU MA Solvent, carbinol, colonial spirit, hydroxymethane, methanol 205 HPLC, methyl alcohol, methyl hydrate, methylol, monohyroxymethane, pyroxylic spirit, wood alcohol, wood naphtha, wood spirit
Proper shipping name	METHANOL
Chemical formula	CH4O
Other means of identification	Not Available
CAS number	67-56-1

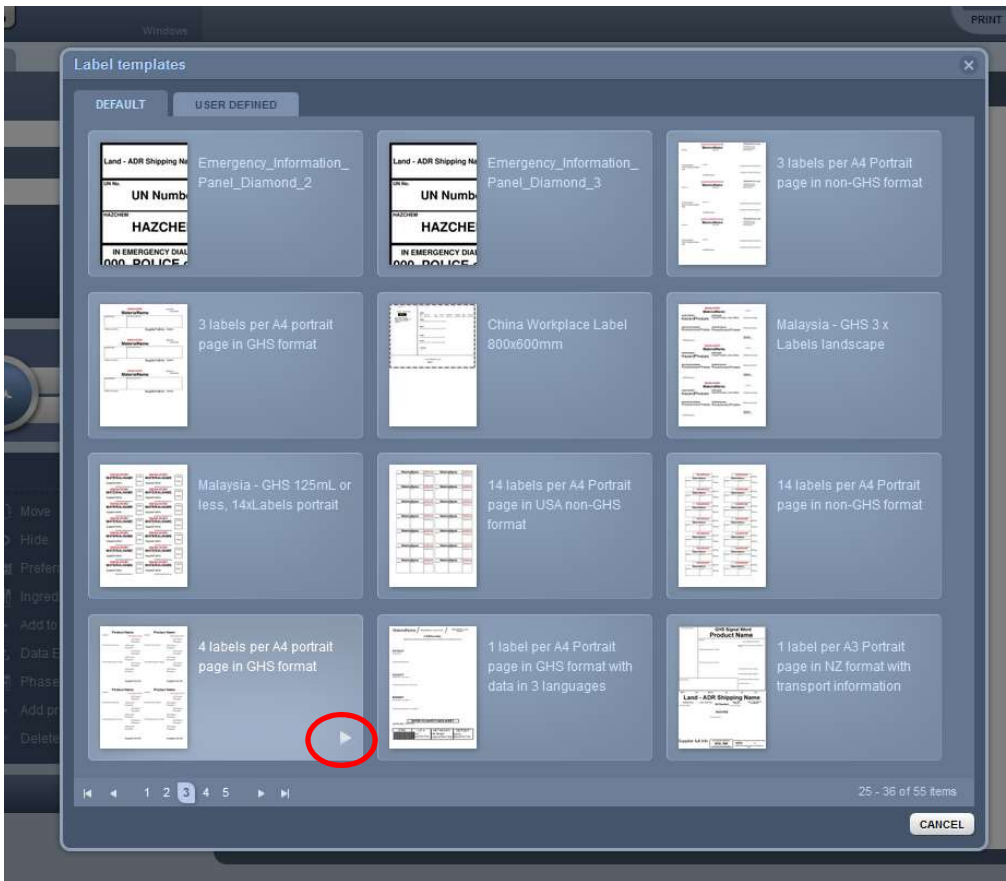
Relevant identified uses of the substance or mixture and uses advised against

2. Select the desired label from the default label templates by placing your mouse over the template and then clicking the triangle button which will appear in the bottom right hand corner.

Hint: GHS format will be compulsory for new labels starting in 2017.

Hint: You can preview a larger image of the template by placing the mouse over the small preview image and clicking on the magnifying glass button which will appear.

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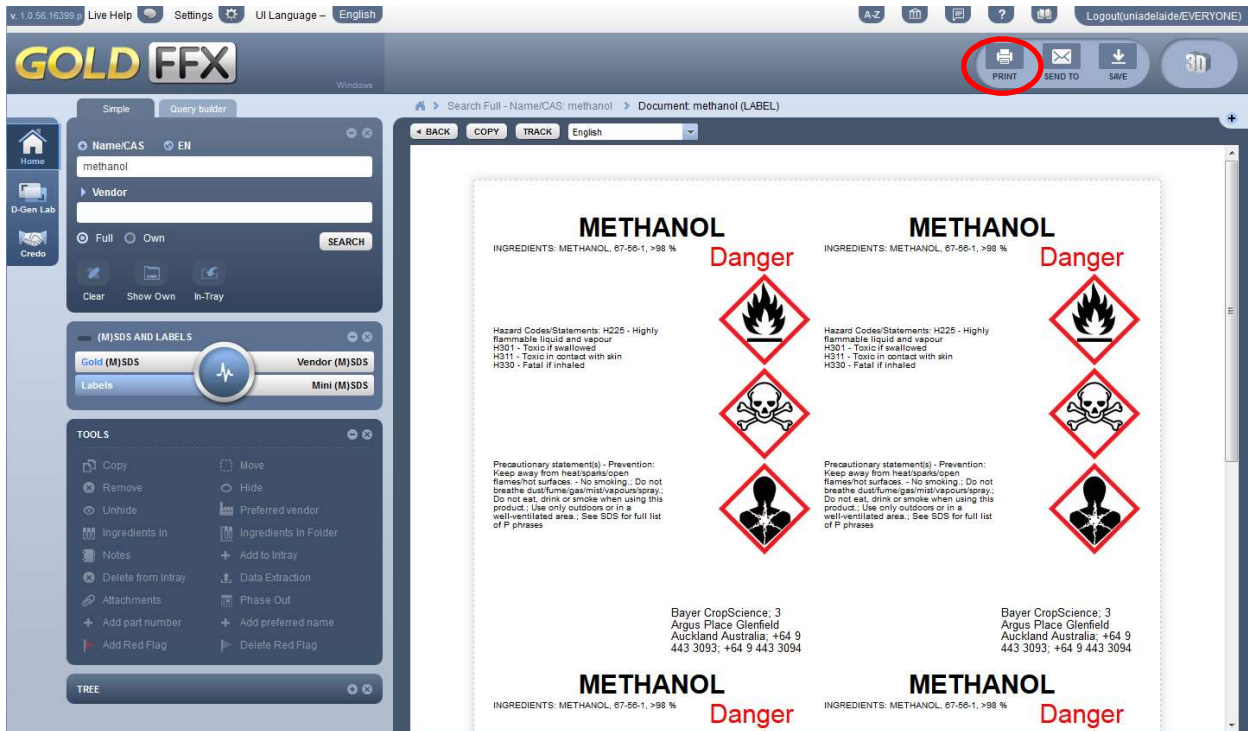


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3. The label sheet will be previewed in the screen. Click on the print icon at the top right of the screen.

Hint: In some web browsers this will open or download the labels in a pdf format. Opening this file should start the pdf print function. If it does not, you will need to use the menu or the **ctrl+p** shortcut to print.

Hint: Print your labels on sticky label sheets. The easiest way is to use a full A4 sticky label sheet and cut labels to size.



The screenshot shows the GOLD FFX web application interface. At the top, there is a navigation bar with 'GOLD FFX' logo, 'Live Help', 'Settings', 'UI Language - English', and a 'Logout' button. Below this is a search bar containing 'methanol' and a 'SEARCH' button. The main content area displays a preview of four identical label sheets for 'METHANOL'. Each label includes the following information:

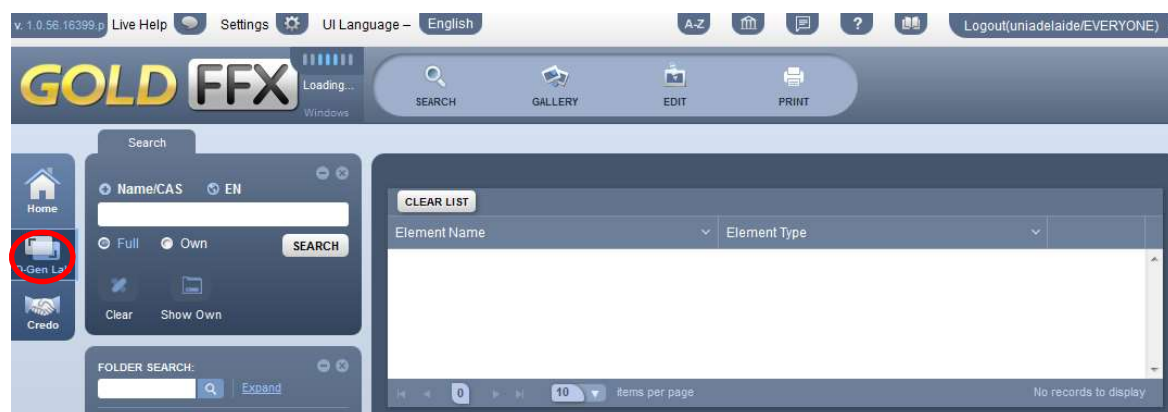
- Product Name:** METHANOL
- Ingredients:** METHANOL, 67-56-1, >98 %
- Hazard:** Danger
- Hazard Codes/Statements:** H225 - Highly flammable liquid and vapour; H301 - Toxic if swallowed; H311 - Toxic in contact with skin; H330 - Fatal if inhaled.
- Precautionary statements - Prevention:** Keep away from heat/sparks/open flames/hot surfaces. - No smoking. Do not breathe dust/fume/gas/mist/vapours/spray.; Do not eat, drink or smoke when using this product. Use only outdoors or in a well-ventilated area. See SDS for full list of P phrases.
- Supplier:** Bayer CropScience, 3 Argus Place Glenfield, Auckland Australia, +64 9 443 3093, +64 9 443 3094.

A red circle highlights the 'PRINT' icon in the top right corner of the application window.

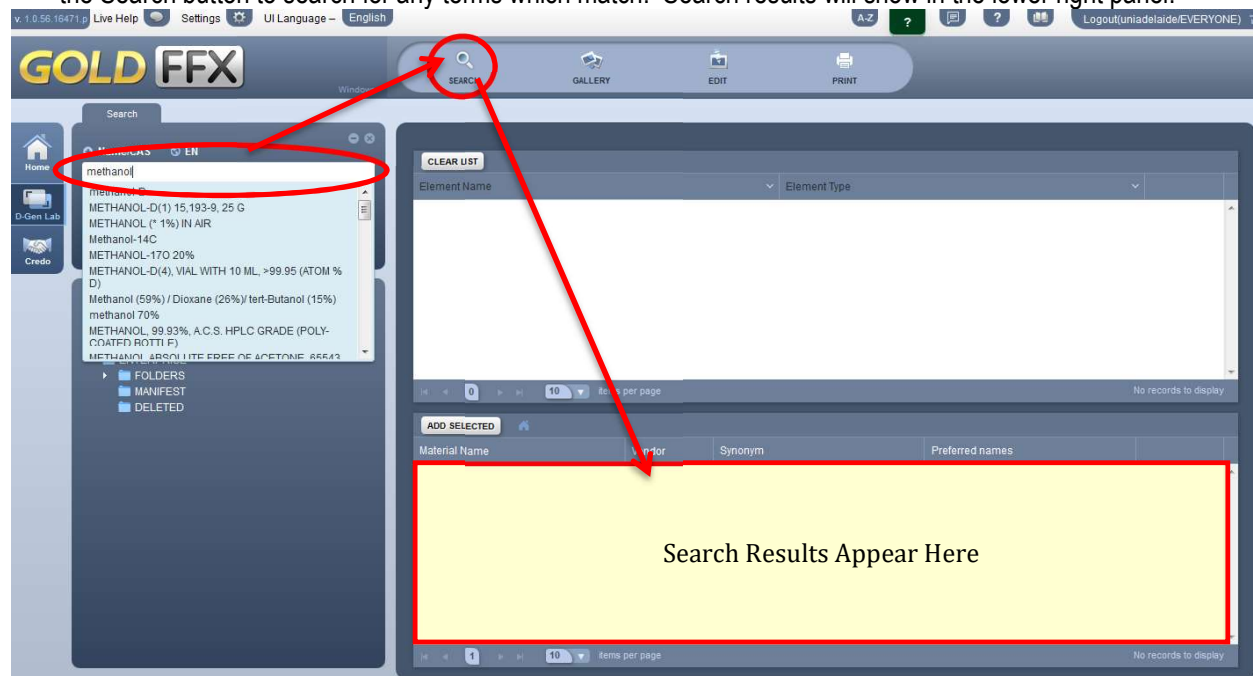
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Accessing Chemwatch Labels (multiple chemical labels on a single page)

1. Use your web browser either on your computer/laptop or smart device to navigate to:
<https://www.adelaide.edu.au/hr/hsw/hsw-staff-intranet#chemwatch> and login using your University login credentials.
Hint: save this as a bookmark on in your browser for quick access.
2. Click the [To connect to Chemwatch click here](#) button.
3. Click on the “D-Gen Lab” icon.



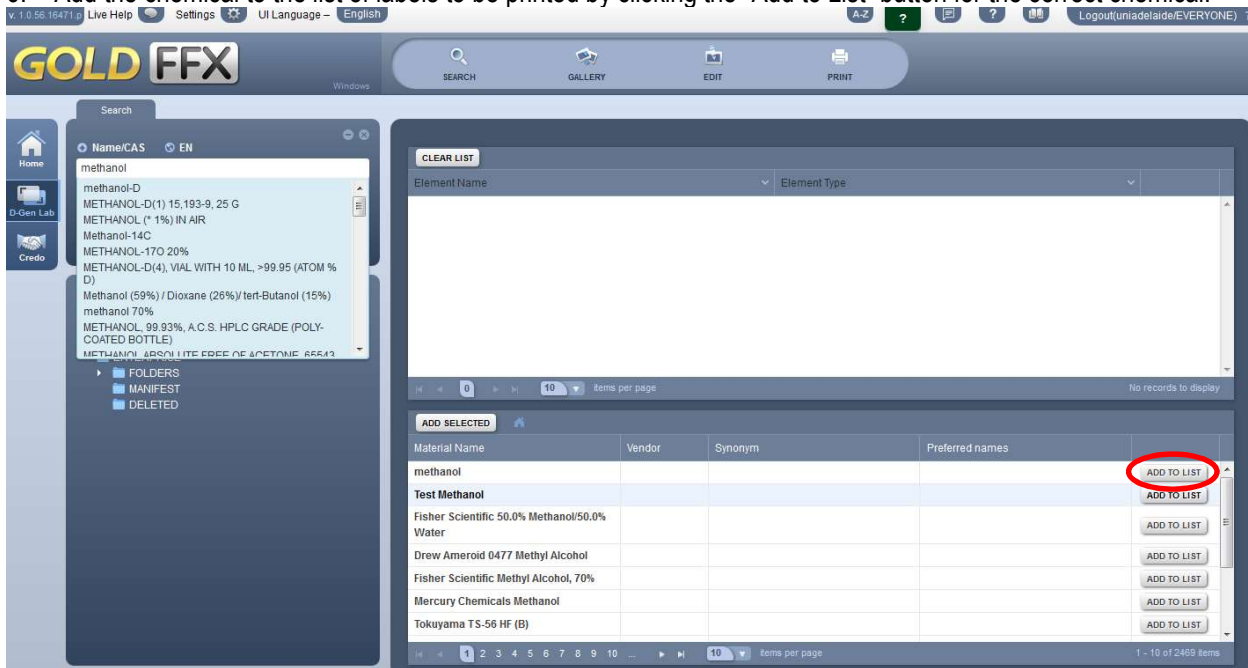
4. In the search box, type in the name of the chemical (or part of the name if you are unsure of the spelling).
Hint: If you know the chemical name is spelt correctly, you don't have to wait for the auto suggest list.
5. Wait for the auto suggest list to offer possible chemical names. If the correct chemical appears, click on it. If not, click on the Search button to search for any terms which match. Search results will show in the lower right panel.



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(Continued)

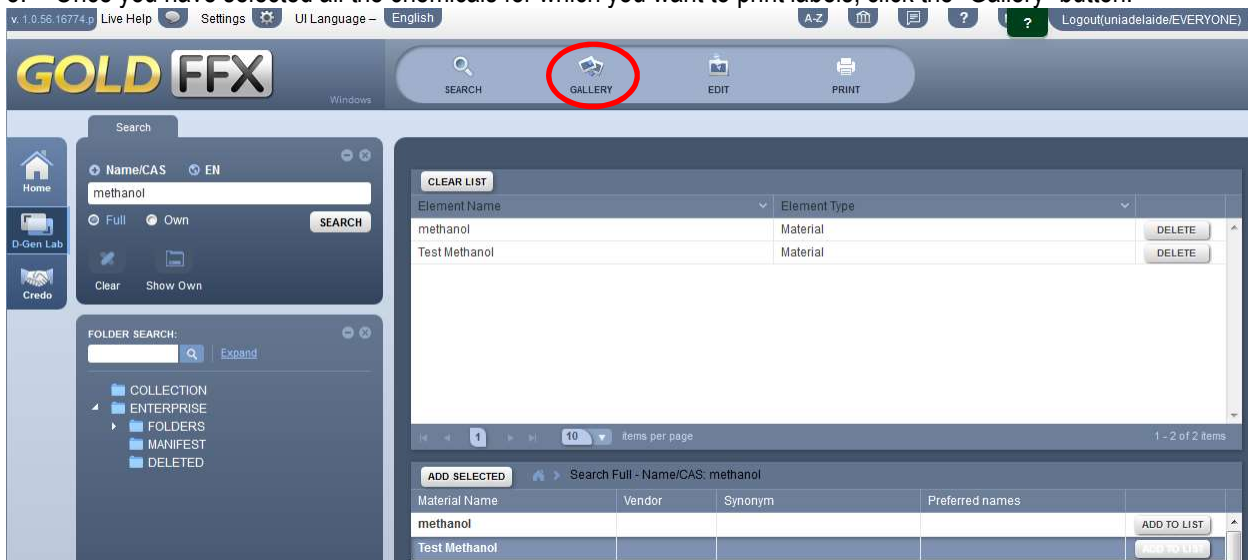
6. Add the chemical to the list of labels to be printed by clicking the “Add to List” button for the correct chemical.



The screenshot shows the GOLD FFX software interface. At the top, there are navigation buttons for SEARCH, GALLERY, EDIT, and PRINT. A search bar on the left contains the text 'methanol'. Below the search bar, a list of search results is displayed, including 'methanol-D', 'METHANOL-D(1) 15, 193-9, 25 G', 'METHANOL (* 1%) IN AIR', 'Methanol-14C', 'METHANOL-170 20%', 'METHANOL-D(4), VAL WITH 10 ML, >99.95 (ATOM % D)', 'Methanol (59%) / Dioxane (26%) / tert-Butanol (15%)', 'methanol 70%', 'METHANOL, 99.93%, A.C.S. HPLC GRADE (POLY-COATED BOTTLE)', and 'METHANOL, 99.93% LITE FREE OF ACETONE, 65613'. Below the search results, there is a table with columns for Material Name, Vendor, Synonym, and Preferred names. The table contains several entries, including 'methanol', 'Test Methanol', 'Fisher Scientific 50.0% Methanol/50.0% Water', 'Drew Ameroid 0477 Methyl Alcohol', 'Fisher Scientific Methyl Alcohol, 70%', 'Mercury Chemicals Methanol', and 'Tokuyama TS-56 HF (B)'. Each row in the table has an 'ADD TO LIST' button on the right side, which is highlighted with a red circle.

7. Repeat steps 4-6 for each chemical you wish to add to the label list.

8. Once you have selected all the chemicals for which you want to print labels, click the “Gallery” button.

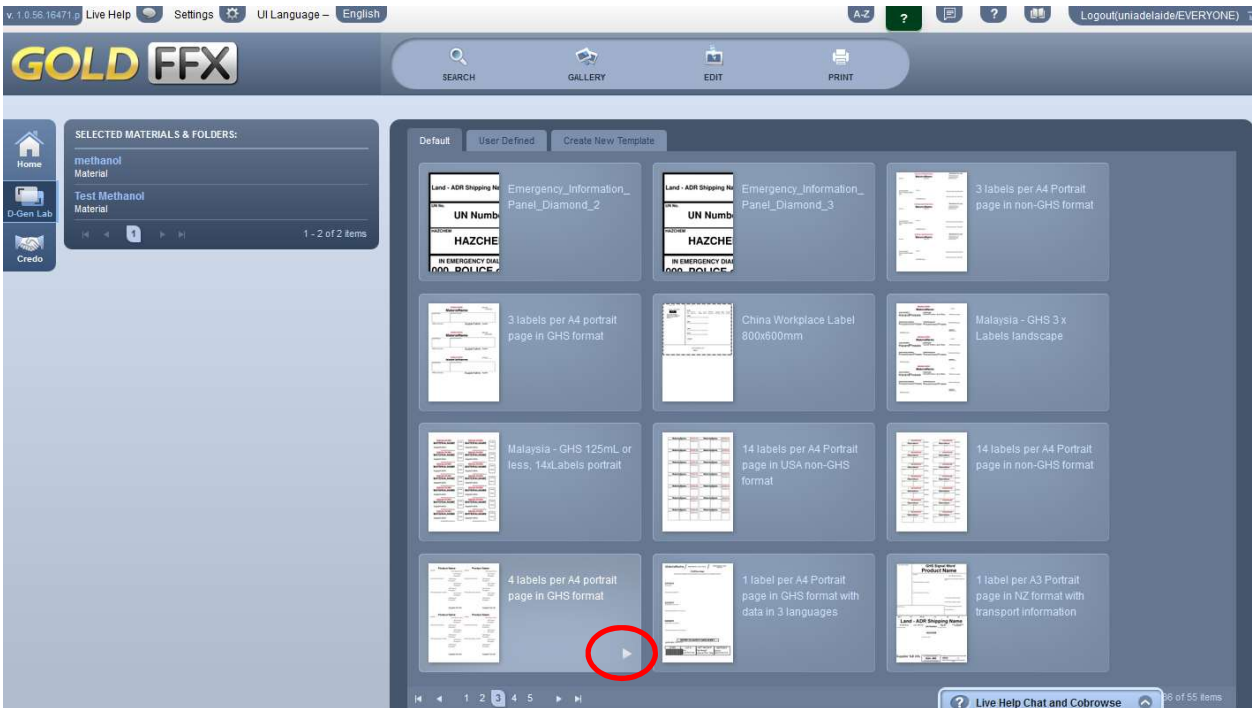


The screenshot shows the GOLD FFX software interface. At the top, there are navigation buttons for SEARCH, GALLERY, EDIT, and PRINT. The GALLERY button is highlighted with a red circle. Below the navigation bar, there is a search bar with the text 'methanol' and a 'SEARCH' button. Below the search bar, there is a 'FOLDER SEARCH' section with a search bar and an 'Expand' button. Below the folder search, there is a list of folders: COLLECTION, ENTERPRISE, FOLDERS, MANIFEST, and DELETED. Below the folders, there is a table with columns for Element Name and Element Type. The table contains two entries: 'methanol' (Material) and 'Test Methanol' (Material). Each row in the table has a 'DELETE' button on the right side. Below the table, there is a table with columns for Material Name, Vendor, Synonym, and Preferred names. The table contains two entries: 'methanol' and 'Test Methanol'. Each row in the table has an 'ADD TO LIST' button on the right side.

- Select the desired label from the default label templates by placing your mouse over the template and then clicking the triangle button which will appear.

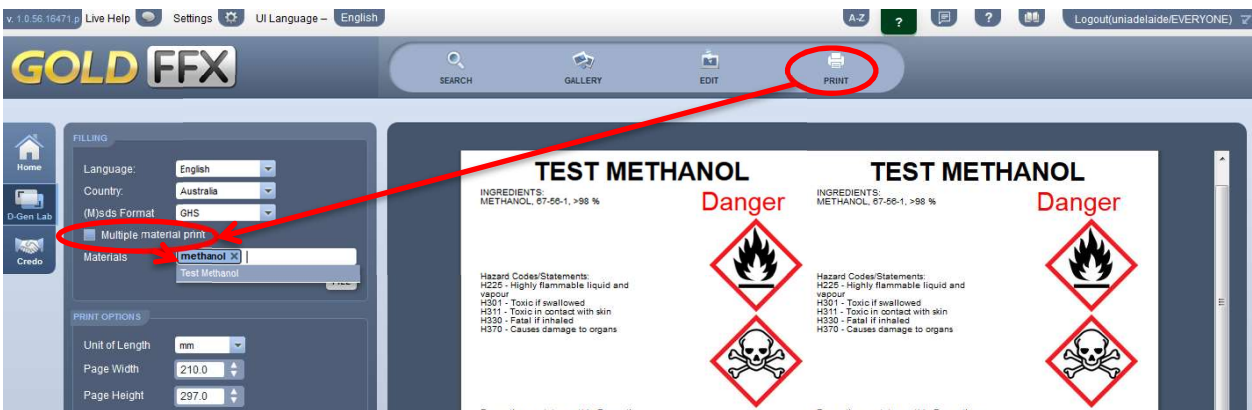
Hint: GHS format will be compulsory for new labels starting in 2017.

Hint: You can preview a larger image of the template by placing the mouse over the small preview image and clicking on the magnifying glass button which will appear.

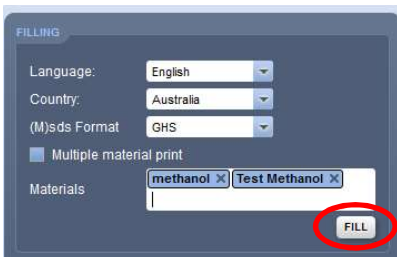


- A page will appear giving you options to customise the layout. Ignore this and click the "Print" button.
- Select the 'Multiple material print' check box.
- Select the chemicals you wish to add by selecting them from the materials box. Repeat for all chemicals you wish to include in the labels sheet.

Hint: click in the blank section to see a drop down list.



- Click the "fill" button and wait for the label sheet to populate with the selected chemicals.

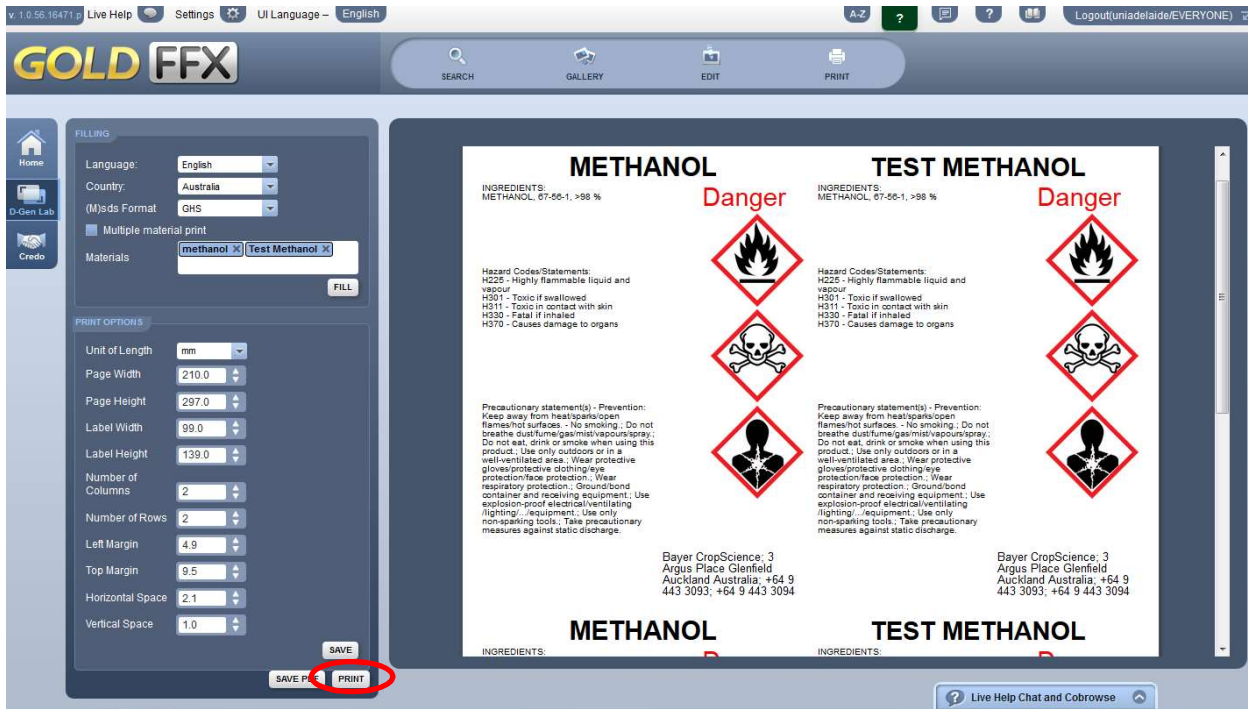


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14. Click the print button at the bottom left of the page.

Hint: In some web browsers this will open or download the labels in a pdf format. Opening this file should start the pdf print function. If it does not, you will need to use the menu or the **ctrl+p** shortcut to print.

Hint: Print your labels on sticky label sheets. The easiest way is to use a full A4 sticky label sheet and cut labels to size.



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