



User Guide for GBK-Internetplattform



User Guide for GBK-Internetplattform

Index

Login.....	3
SDS/MSDS upload procedure	6
SDS/MSDS overview	7
To find a data record.....	10
Processing of data.....	11
Logout	12
Contact.....	13

User Guide for GBK-Internetplattform

Login

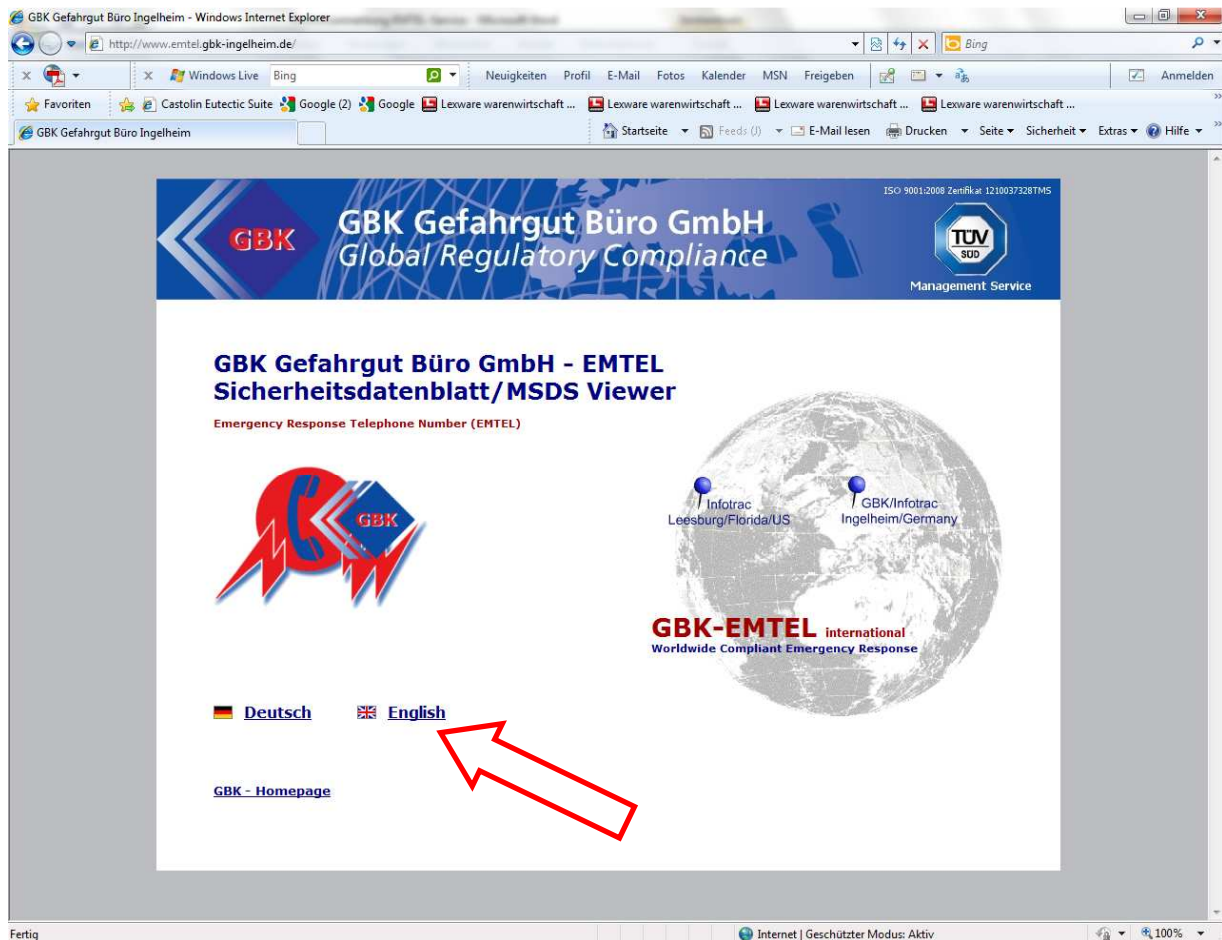
The address <http://gbk-ingelheim.de> gets you to the GBK – homepage.



Please use the link „Sicherheitsdatenblätter / MSDS Viewer“.

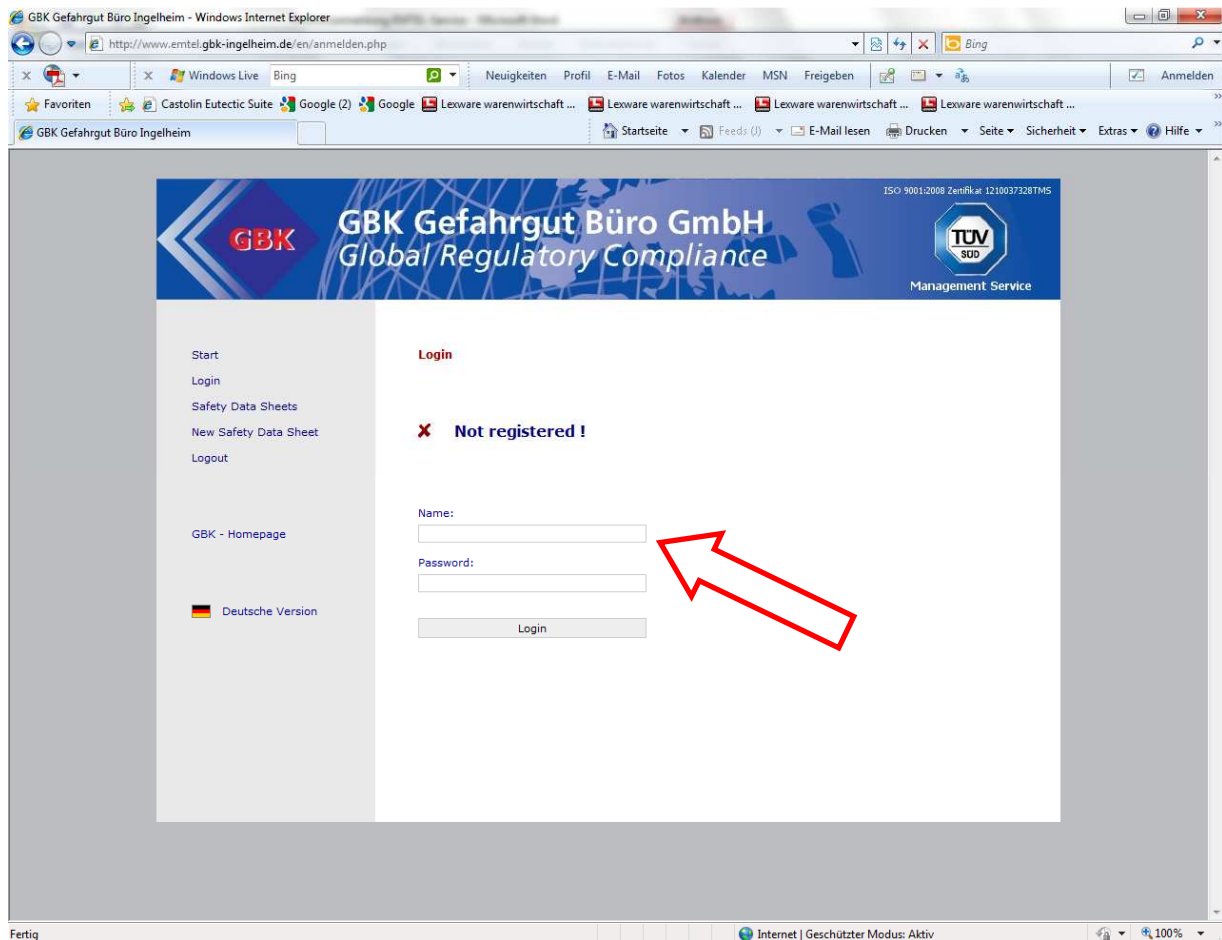


User Guide for GBK-Internetplattform



Please choose your language.

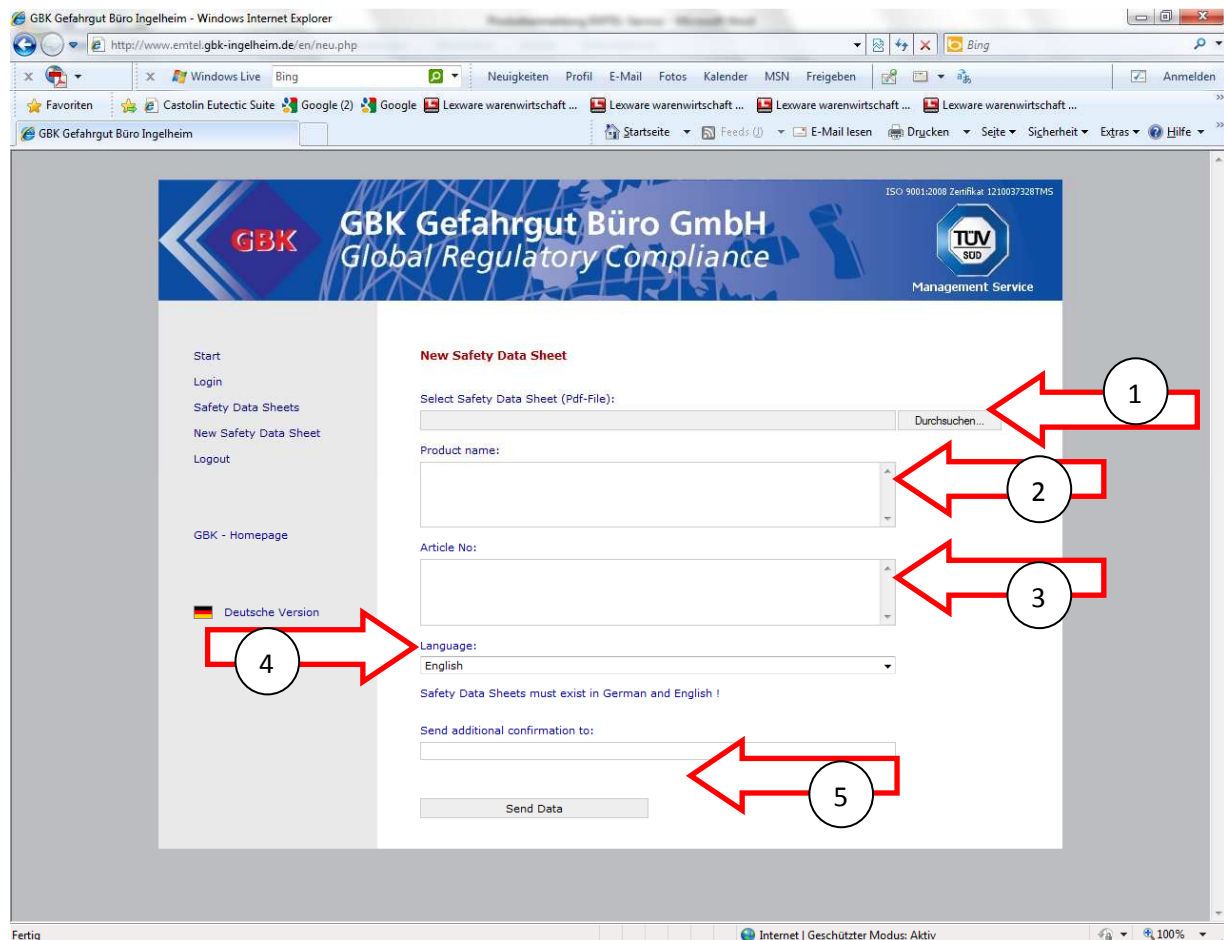
User Guide for GBK-Internetplattform



Please enter your name and password. After this please press the button “Login”

User Guide for GBK-Internetplattform

SDS/MSDS upload procedure

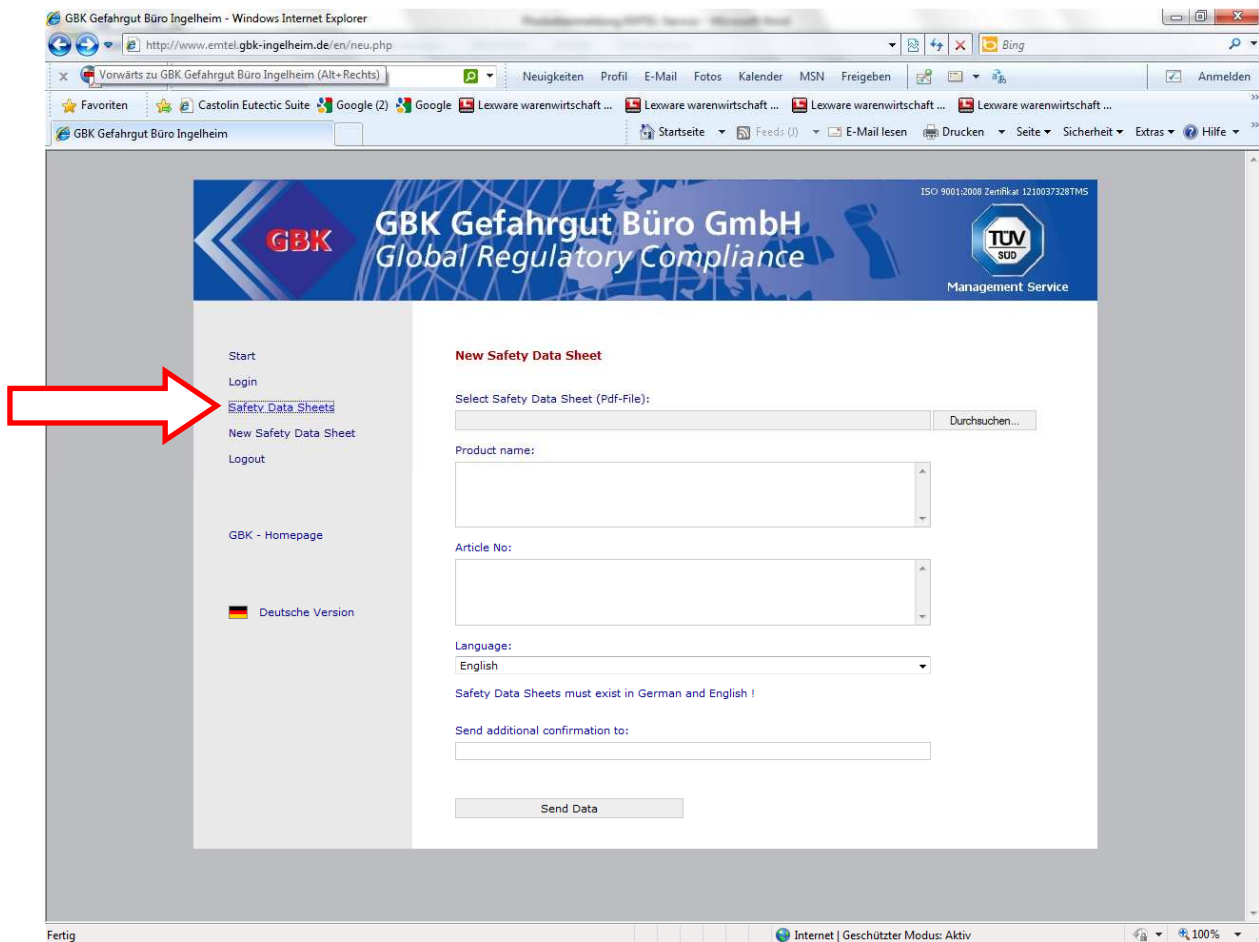


The screenshot shows the 'New Safety Data Sheet' form on the GBK website. The form includes a file search button, a 'Product name' field, an 'Article No.' field, a 'Language' dropdown menu, and a 'Send Data' button. Five numbered red arrows point to these elements: 1 points to the file search button, 2 to the 'Product name' field, 3 to the 'Article No.' field, 4 to the 'Language' dropdown, and 5 to the 'Send Data' button. The website header includes the GBK logo, the company name 'GBK Gefahrgut Büro GmbH', and a TUV SDS Management Service logo. The left sidebar contains navigation links like 'Start', 'Login', and 'New Safety Data Sheet'.

1 Please select the single SDS/MSDS with the button “file searching“. The single SDS/MSDS has to be a PDF data. 2 Please enter in field “Product name“ the product name or product names (separated by comma or semicolon). 3 Please insert in the field “Article No“ available article numbers (separated by comma or semicolon). 4 Please choose the language of the SDS/MSDS and press the button” Send data“. The SDS/MSDS are registered on our platform now and are available for the EMTEL service. 5

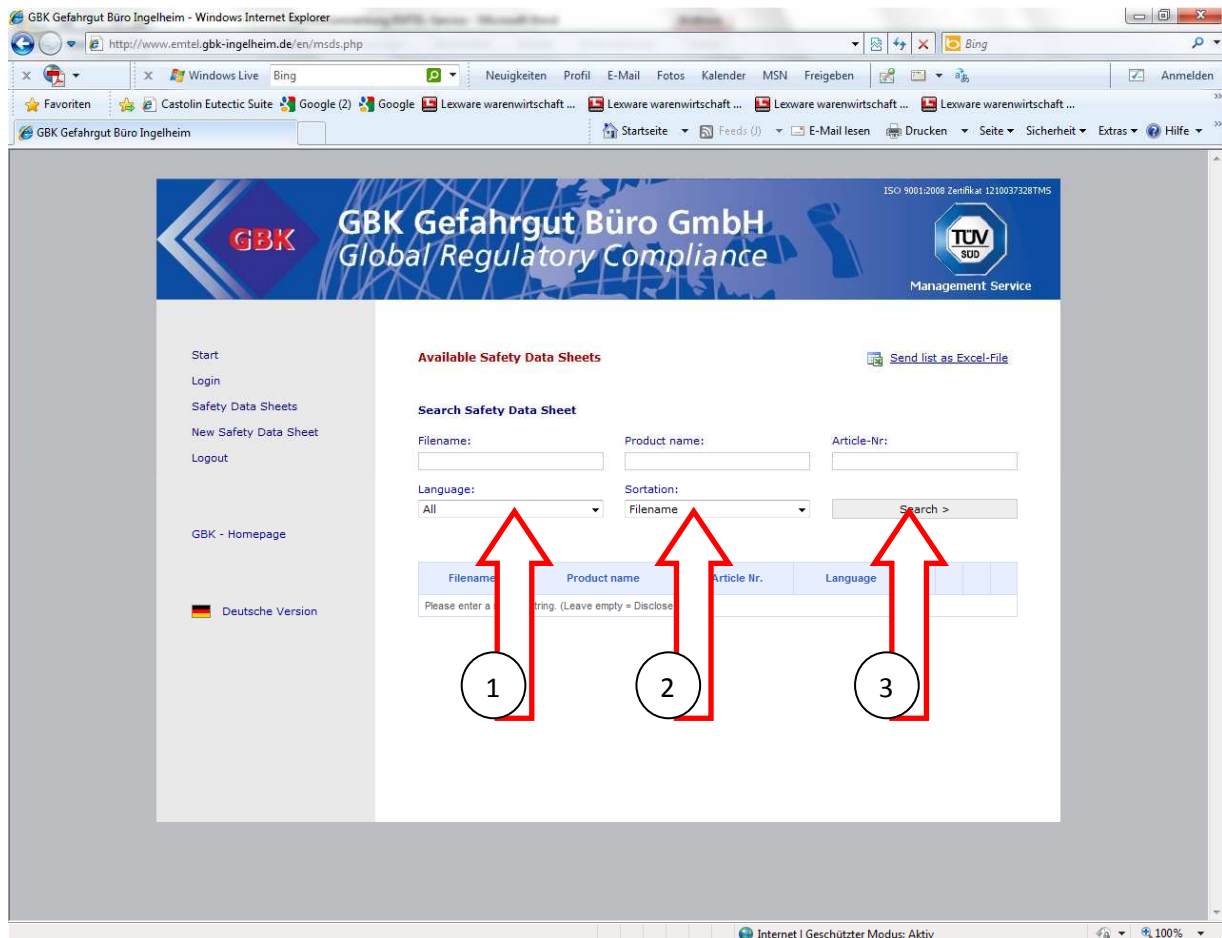
User Guide for GBK-Internetplattform

SDS/MSDS overview



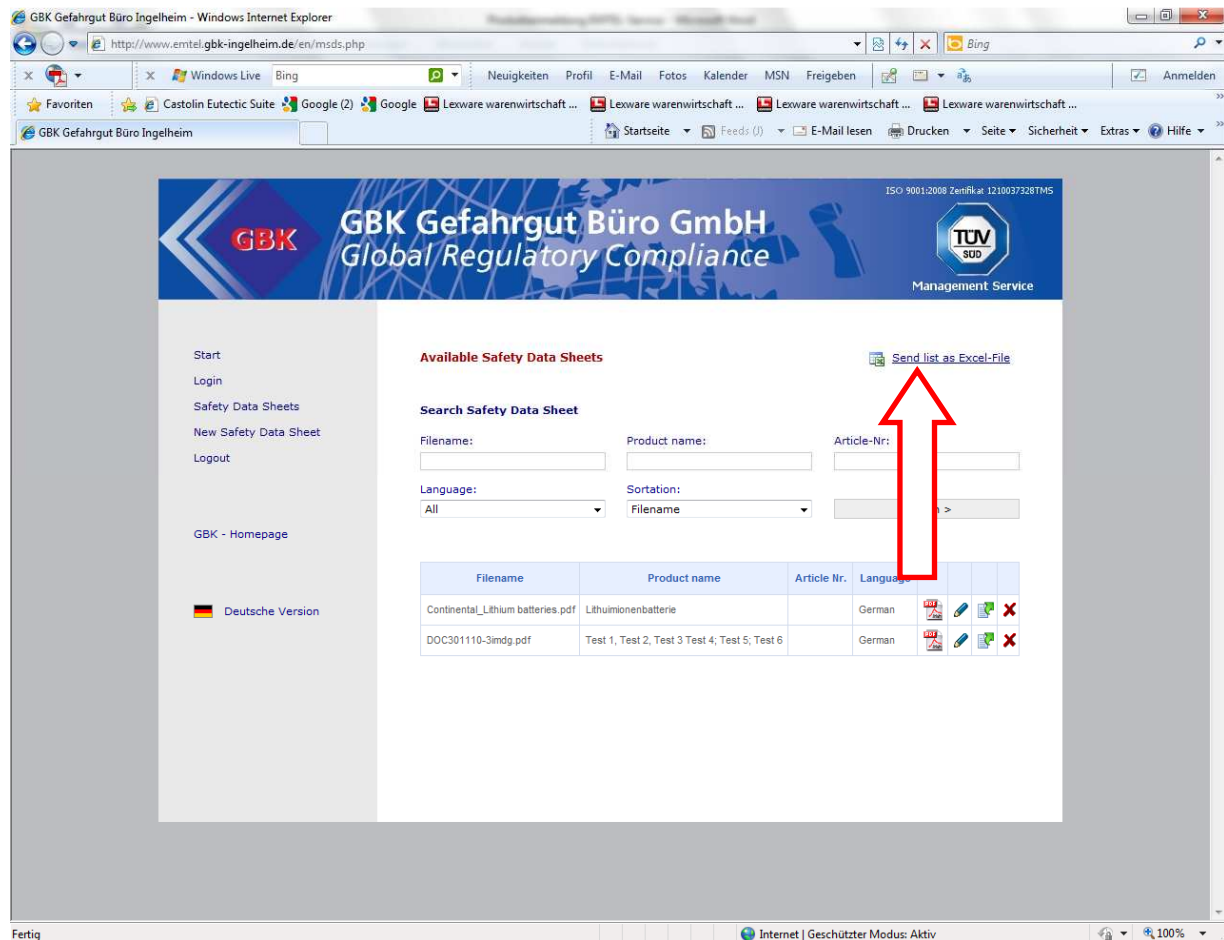
With the link "Safety Data Sheets" you can see all uploaded SDS/MSDS data records.

User Guide for GBK-Internetplattform



To list all uploaded SDS/MSDS data records, please ensure that you can see “All” in the drop down menu of the field language and ² “Filename” in the drop down menu of the field sortation. ³ Now please press the button “Search”.

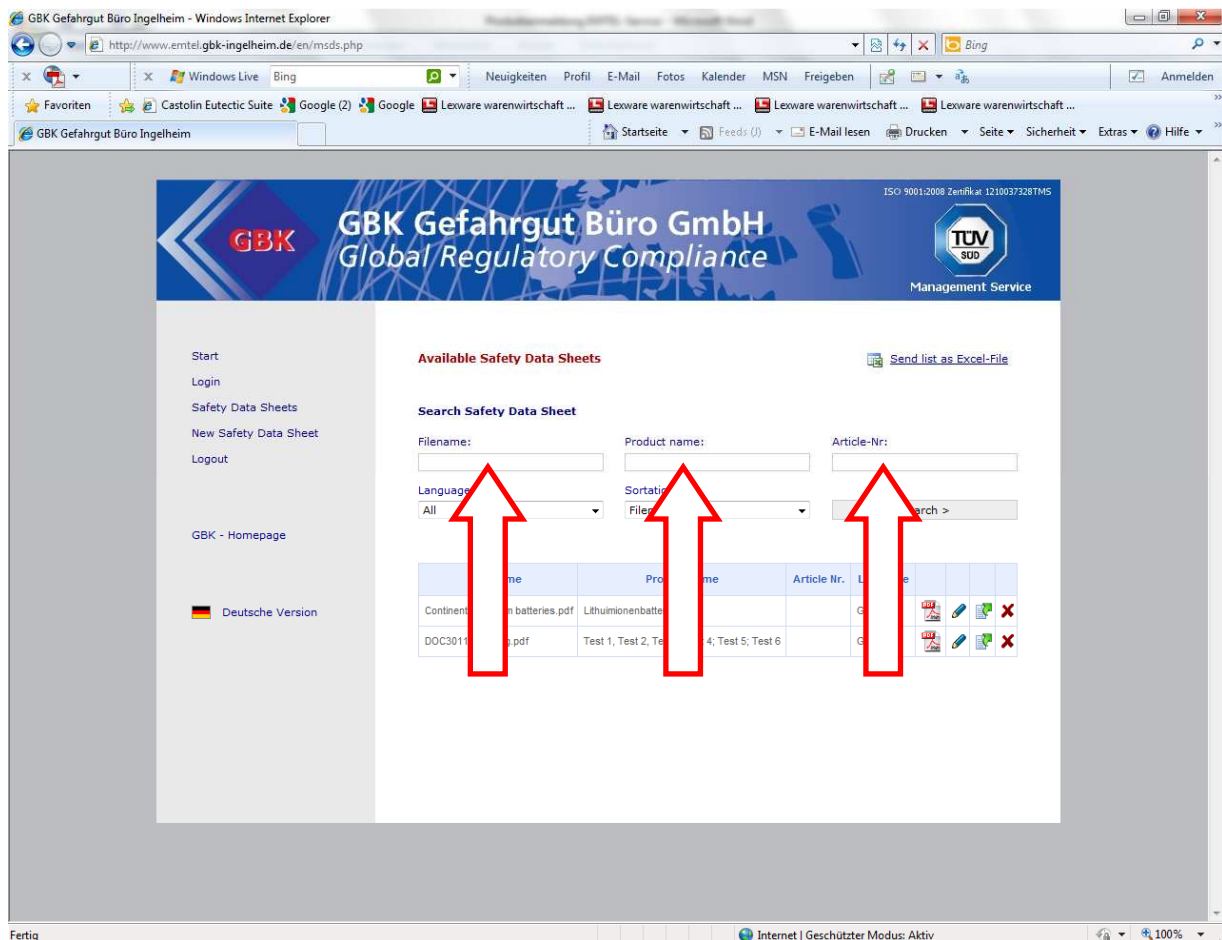
User Guide for GBK-Internetplattform



Now you should see an overview of all the stored information. You can export these data to the program Excel with the button „Send List as Excel - File“.

User Guide for GBK-Internetplattform

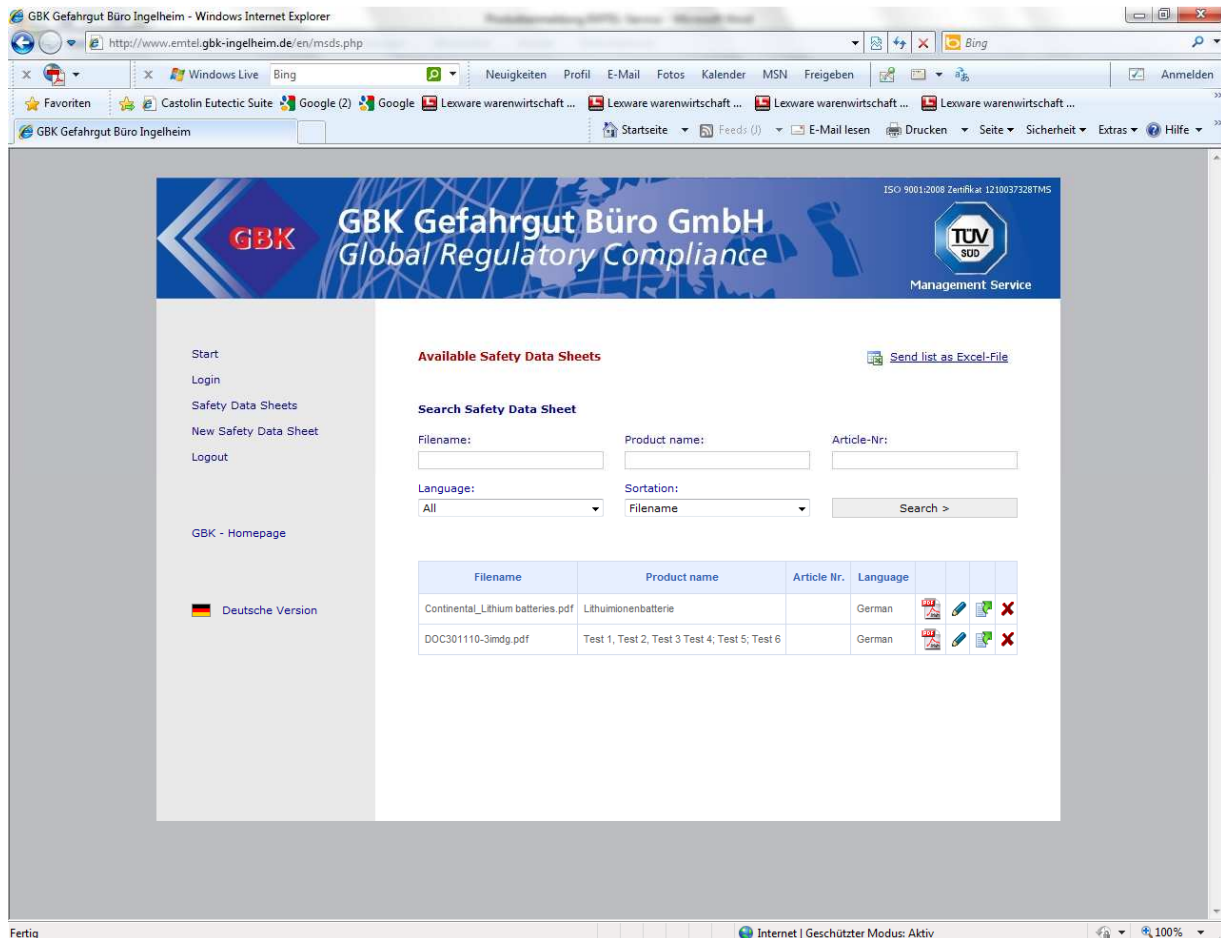
To find a data record



When you are looking for a specific data record. Please insert the Filename, Product name or the Article – Nr and press the button „ Search“.

User Guide for GBK-Internetplattform

Processing of data







The screenshot shows the GBK website interface. The main content area is titled "Available Safety Data Sheets" and includes a search form. The search form has the following fields and options:

- Filename:
- Product name:
- Article-Nr:
- Language:
- Sortation:
- Search >

Below the search form is a table with the following data:

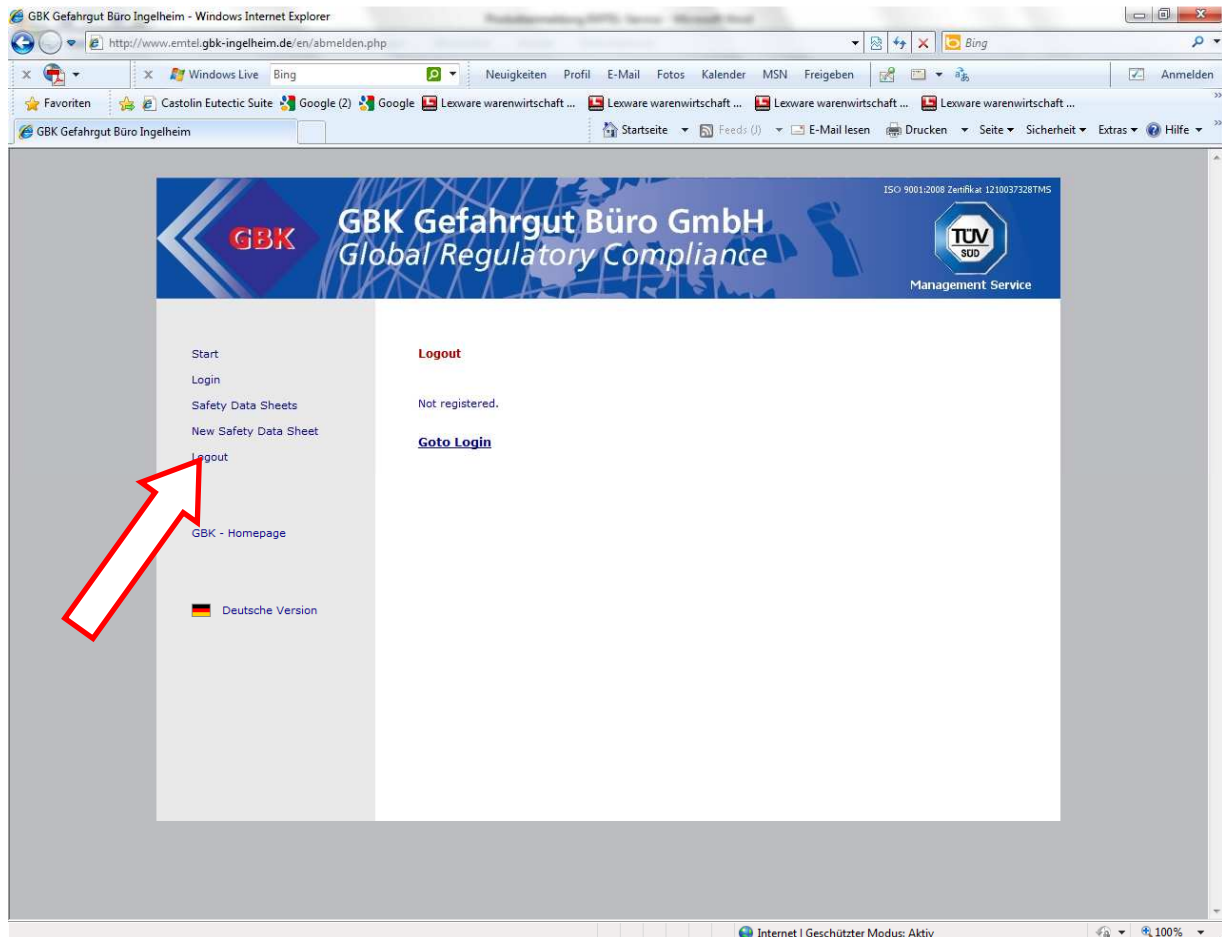
Filename	Product name	Article Nr.	Language			
Continental_Lithium batteries.pdf	Lithiumionenbatterie		German			
DOC301110-3imgd.pdf	Test 1, Test 2, Test 3 Test 4; Test 5, Test 6		German			

You can access the safety data sheet with the icon . When you use , you can change Product name or the Article – Nr. The icon  changes the safety data sheet to another one. When you press the icon , you delete the complete data record.

If you wish, you can receive an e – mail confirmation for all these changes. For this reason, please give us your e – mail.

User Guide for GBK-Internetplattform

Logout



With the button „Logout “you close the session at our platform.



User Guide for GBK-Internetplattform

If you have further questions or ideas to develop our platform, please do not hesitate to contact us:

Contact

GBK Gefahrgut Büro GmbH

Tel.: +49(0)6132 98290-0

Konrad-Adenauer-Str. 30

Email: gbk@gbk-ingelheim.de

55218 Ingelheim

Germany