



Accessing Safety Data Sheets in MAXCOM

NOTE: This is only one of several existing routes for accessing MAXCOM.

- Go to ONE PORTAL*
- In the Search Site box, type “SDS” or “MSDS;” press enter
- Click on the listing, “LLUSS Environmental Health and Safety – Safety Data Sheets (SDS) Information

Choose either:

- (1) [Common MSDS](#) – *you don’t need a username.*

Click on “Submit”

All SDS for LLUAHSC are listed; they are not grouped by location.

- (2) [Specific Site Login](#) - *you will need a username.*

Choose either:

- a. **User Login** – enter the username for your location.

- Choose SELECT LOCATION (*upper right-hand corner*).

- Click on the “+” next to Common_EH&S to get your laboratory’s listing.

- b. **SuperUser** – enter your regular, every-day computer sign-on user name & password if you are a SuperUser. (Contact Susan Davey if you want to become a SuperUser, ext 58162)

For Maxcom user names, contact Susan Davey at extension 58162.

*If the ONE PORTAL page is *not* your default page for the intranet, use: <https://one.lluh.org> from any campus computer, to get to the ONE PORTAL page, and then follow the instructions listed above.