





# Column Designer

The default search results display only a limited amount of data on the search results screen.

MSDS	Product Name ↑ 1	Manufacturer	Revision Date	MSDS Number
	<a href="#">1,4-BUTANEDIOL</a>	ISP TECHNOLOGIES [GAF]		MSDS-003775
	<a href="#">76 Cable Lube</a>	ConocoPhillips Co. (76 Lubricants) (66)	2/2/1998	MSDS-000600
	<a href="#">76 Multi-Purpose ATF</a>	ConocoPhillips Co. (76 Lubricants) (66)	3/4/2005	MSDS-000606
	<a href="#">76 Super Motor Oil (All Grades)</a>	ConocoPhillips Co. (76 Lubricants) (66)	6/17/2005	MSDS-000611

Column designer can be used to add/remove the fields that are displayed on the search results page. This can be used to create a custom report that can be exported to Excel. Below are two examples of ways column designer can be used:

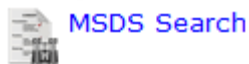
[EXAMPLE 1:](#) Add fields to search results field.

[EXAMPLE 2:](#) Search for MSDSs a part of a chemical regulation and see their related facilities

[EXPORT TO EXCEL](#)

## Example 1: Add Fields to Search Results Field

1. On the admin main menu, click **MSDS Search**.



2. In the results view, click the **Customize Results with Customer Designer** link.

**Results View**

[➔ Customize Results with Column Designer](#)

3. In the Column Designer, there is a collection of fields that can be added to the results page. Check the fields that need to be displayed.

<input type="checkbox"/>	MSDS Document/PDF Quick Link
<input type="checkbox"/>	Add Inventory Quick Link
<input type="checkbox"/>	Product Name and Document/PDF Quick Link
<input checked="" type="checkbox"/>	Product Name and MSDS Detail Quick Link
<input checked="" type="checkbox"/>	Common Names
<input checked="" type="checkbox"/>	Facility
<input checked="" type="checkbox"/>	Manufacturer

For this example, *Product Name and MSDS Detail Quick Link*, *Common Names*, *Facility*, and *Manufacturer* were selected.

4. The search results will display the selected fields.

Product Name ↑ 1	Common Names	Manufacturer	Archived	MSDS Number	Revision Date
<a href="#">1,4-BUTANEDIOL</a>		ISP TECHNOLOGIES [GAF]	<input type="checkbox"/>	MSDS-003775	
<a href="#">76 Cable Lube</a>		ConocoPhillips Co. (76 Lubricants) (66)	<input type="checkbox"/>	MSDS-000600	2/2/1998
<a href="#">76 Multi-Purpose ATF</a>	brock123	ConocoPhillips Co. (76 Lubricants) (66)	<input type="checkbox"/>	MSDS-000606	3/4/2005
<a href="#">76 Super Motor Oil (All Grades)</a>		ConocoPhillips Co. (76 Lubricants) (66)	<input type="checkbox"/>	MSDS-000611	6/17/2005

## Example 2: Search for MSDSs a part of a chemical regulation and see their related facilities

Custom Columns can be combined with the search fields on the MSDS Search page to create custom results, which can be exported to Excel.

In this example, the search results will display the *Product Name*, *Manufacturer*, *MSDS Number*, and *Facility* for products that are reportable for EPCRA Section 302 EHS.

1. On the admin main menu click **MSDS Search**.



2. On the MSDS Search page, select *EPCRA Section 302 EHS* from the *Chemical Regulation* drop down menu.

**Chemical Name**

**Ingredient CAS Number**

**Chemical Regulation**

3. In the results view, click the **Customize Results with Customer Designer** link.



4. In Column Designer, select the following:
  - *Product Name and MSDS Detail Quick Link*
  - *Manufacturer*
  - *MSDS Number*
  - *Facility*

5. The results of the search will display all of the products that are a part of EPCRA Section 302 EHS, and display the columns selected.

<a href="#">Product Name</a> ↑ 1	<a href="#">Facility</a>	<a href="#">Manufacturer</a>	<a href="#">MSDS Number</a>
<a href="#">A16--405</a>	Facility A	Ajax Adhesives Industries	MSDS-001312
<a href="#">AC-946-2 Eva Copolymer</a>	Facility A	Ajax Adhesives Industries	MSDS-001313
<a href="#">Acetonitrile</a>	Facility A	Covidien	MSDS-001314
<a href="#">Acetonitrile</a>	Facility D	Covidien	MSDS-001314
<a href="#">A/C Foil Primer PRJ-19991</a>	Facility A	CZ Inks	MSDS-001315

## Export to Excel

1. On the search results page, click the **Export to Excel** button to export the results as they appear into Excel.

