SDS Inventory Manager in use Troubleshooting PDF Import Failures: Steps to Take

The most frequent reason SDS Manager is failing to import your PDF file is that the PDF is a scan of a printed copy of a Safety Data Sheet. Below is an example of such a SCAN of an SDS:

1.	Identification Product Identity: R.S.B		1/1/2020
	Recommended Use: Water-borne floor polish Producer / Distributor Multi-Clean 600 Cardigan Road Shoreview, MN 55126		Multi-Clean®
_	Telephone Number for Information: 651-481-1900 Emergency Telephone Number: 800-255-3924		
2.	Hazard Identification Classification: Health Class Mild Skin Irritation Category 3	Physical Class	Environment Class
	Eye Irritant Category 2 Specific Target Organ Toxicity - Single Exposure Category 2 Specific Target Organ Toxicity - Repeated Exposure Category 2		
	Signal Word Warning Ises where the PDF only contain the image has not found any text in the pdf file, you		-
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You can try to click the "Try using OCR" option (CCR=Optical Character Recognition). SDS Manager will then convert the image to text and retry the import of the SDS.

If the OCR option fails, you will get the below dialog. This dialog is also shown when the PDF file do contain text, but have a format that is not recognized as a <u>valid Safety Data Sheet</u>.

Upload Status

Uploading	and	Analyzing
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FAIL
FILE

Open import status page Close

If the file you imported was a scan of a Safety Data Sheet, we recommend that you try to get a better-quality file from your supplier or by searching our database or the internet for it.

Other reasons why SDS Manager fail to import the file can be that the file is protected, that the file does not follow the official GHS guidelines of a safety data sheet or the formatting of the SDS is very unusual – e.g., with formatted with two columns on each page in landscape format.

For the case where it is impossible to get a better version of the Safety Data Sheet, you can still add the Safety Data Sheet to your SDS library by selecting the option "Add SDS to library with manually entered product information".

The minimum information you must enter for "Manually enter product information" is Product name, Supplier name and Revision date of the SDS

	Manually enter product information	>
Product Name*		
Supplier Name*		
Revision date*		Ð
	SAVE	
	CANCEL	

If you need to add Signal Word, Hazard statements, pictograms or any other information, you can open the SDS Detail window and do these edits to the Safety Data Sheet.

		TEST77 SUP77	
			Health risk rating:1Safety risk rating:1Environmental risk rating:1
Show rows where SDS has n	o information		Review Data
General Information			
Product name:	TEST77		
Company Information			
company name:	SUP77		
GHS Information			
Signal word:	1		8
Hazard statements 🕂 🛛 Add	2		
Code	Statements		
Precautionary statements			
Code	Statements		
EUH-statements			

If you are importing a zip file with multiple PDF files inside, you will get the below message when there is a problem with any of the files:

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URL: https://faq.sdsmanager.com/content/26/211/en/troubleshooting-pdf-import-failures-steps-to-take.html

:5		Include sub-	
	Add substance to Factory Himalava	×	Gen
5	Upload Status	×	
Search		Actio	ns
	Uploading and Analyzing		
newer version (s with missing S	example invalid sds file.pdf FAILED	FAILED	2 3
substances i library	① One or more files had issues with import. See details on Import status page		
sment	Open import status page Close		
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In this case you need to open our <u>Import status page</u> (require login) that list all files that failed.

Import status				Select SDS resolutio	in		atus ort failed s with IGNOF	E stat	₹ tus
Location	File	No. of SDS	Uploaded date	Status	Actions	Resolution			
Demo site Eng	sds_15.PDF	2	2022-11-15	Import Failed	1234) ⊛∕∎分		- I	Ð	Z
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You have the following options to handle the files that failed to import:

- 1. Retry using OCR if the file is a scan of a SDS (i.e., file is a picture of the SDS and does not contain the actual text)
- 2. Manually enter product information and enter key information from the SDS if you still need to add the file to your SDS library
- 3. Delete the file and try to import again
- 4. Use the Replace SDS option where you can search our database or google for the SDS and replace the imported file with another file or SDS. If you get a new SDS from your supplier, you can use this function to upload the file you received.

If you do not know how to handle the situation yet, you can set a status on the file and save it for later handling.

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	led 🗲 🖍 🔂	۰ E
	Successfully Imported Force Inserted By User	Unknown reason - need more investigations Need to find newer version Need to contact supplier for new SDS Waiting for supplier for new SDS Ignore - imported new SDS covering this product Ignore - Product no longer in use Ignore - File is not an SDS Need more information on how to resolve this Waiting for XXX to find solution
	Successfully Imported	SDS has outdated format Other

You can also reach the Import Status page from the menu "Manage SDS Library"

	SDS MANAGER
A	Dashboard
sDS	All my SDSs
. ⊙	My locations
عر	Manage SDS Library 🗸 🗸
c	Factory Equator (98)
	Add location
Đ	Add location
0	31 SDS requests

Unique solution ID: #1035 Author: n/a Last update: 2024-04-06 09:21