

# Phrases and their Conditions

# Introduction

- ▶ ChemGes contains more than 3000 default phrases.
- ▶ These are output automatically by means of Conditions.
- ▶ Conditions are the rules for the output of phrases:
  - The program will do *exactly* what the rule indicates – therefore, be aware of how rules impact one another
  - ChemGes has default rules assigned to phrases, it is highly recommended not to remove these as that will reduce the automatism of the software.
  - The currently applied conditions were carefully selected and assigned by our team of experts.
  - Rules can also lead to the removal of phrases, even if these were manually chosen
- ▶ Translations of default phrases exist for all languages in which they are used.
- ▶ You can generate additional phrases. ChemGes does not translate these, as no software can do this reliably. Translations can be entered easily.

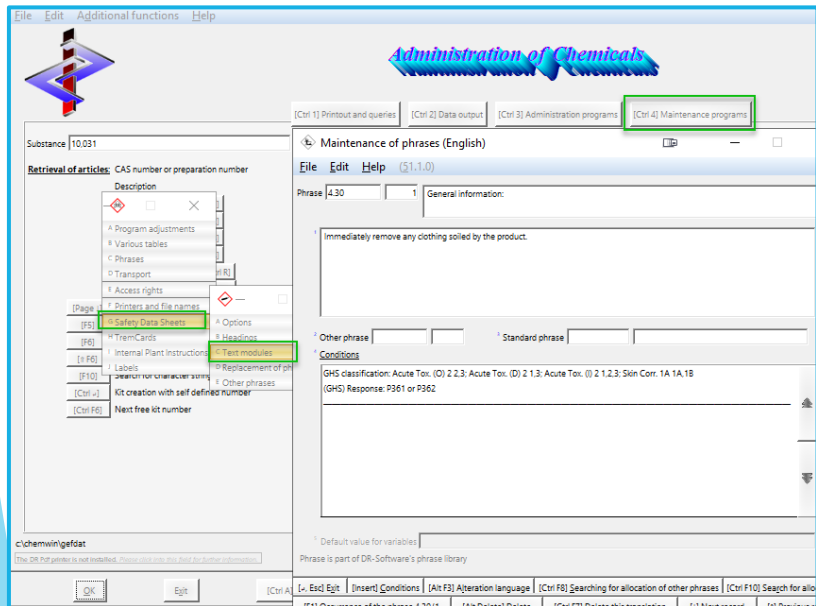
**Please direct additional questions to our hotline**  
**Via telephone at +1 (902) 832-3425 or +43 2628 619 00**  
**Via email to [info@dr-software.com](mailto:info@dr-software.com)**

# Accessing Phrases

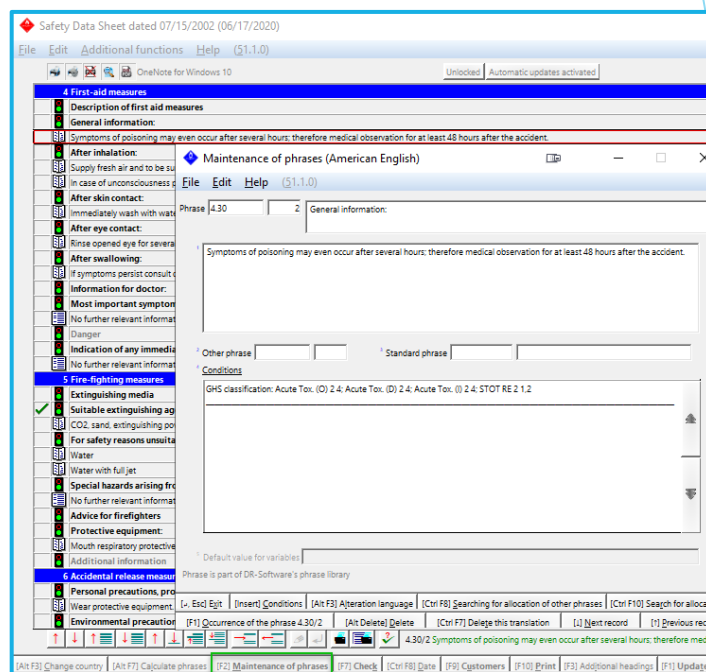
Phrases can be accessed either from the *Maintenance programs* ( **Ctrl** **4** *Maintenance programs* – *Safety Data Sheets* – *Text Modules*) or directly from the SDS (by clicking on the phrase and pressing **F2** *Maintenance of Phrases*).

**Note:**  
Any changes to a phrase from either form of access, will have a global effect, for all SDSs.

## Option 1: Text Modules




## Option 2: SDS

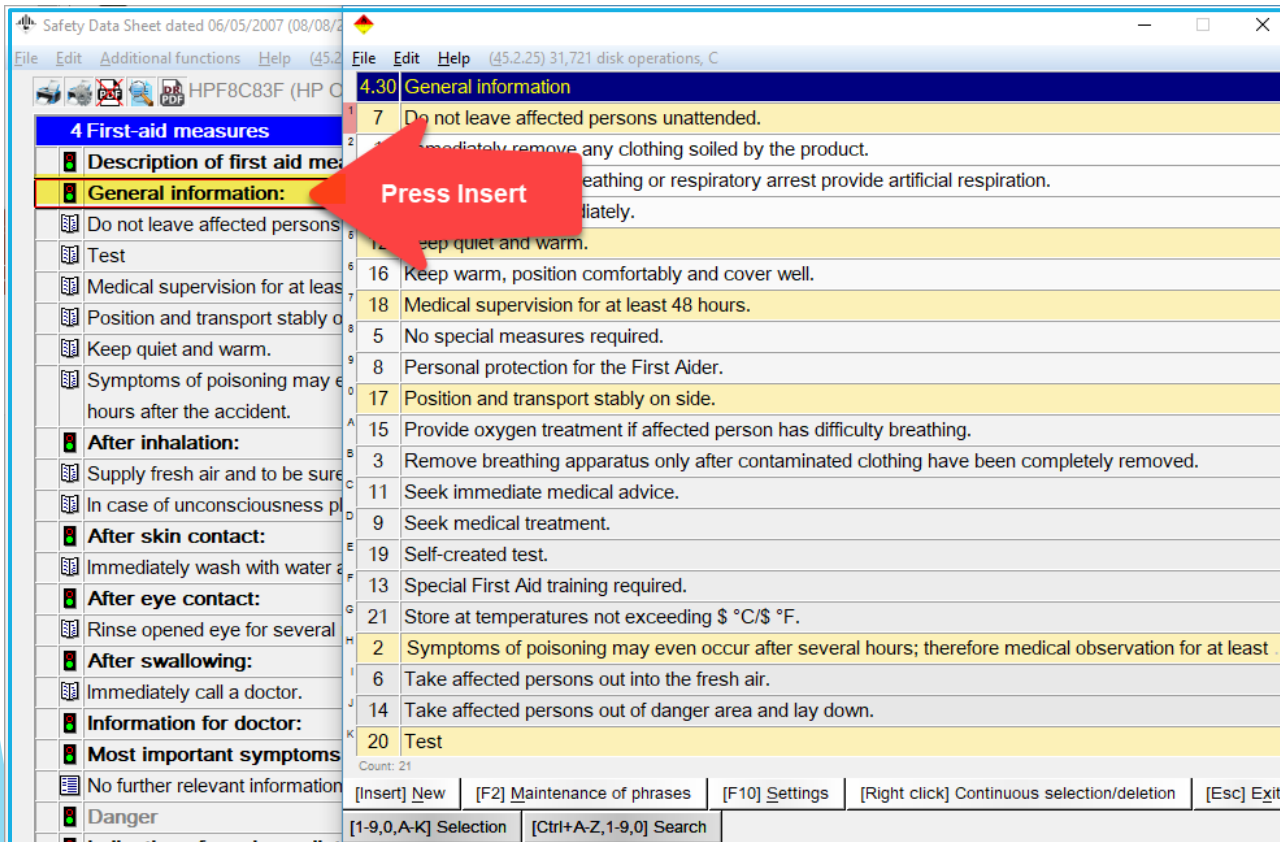


# Outputting Phrases

Phrases can be output either by *manual selection* or *automatically via conditions*.

## Option 1: Manual selection

Click on the heading under which you wish to output an additional phrase. Then press **Insert** on your keyboard or the corresponding button  **Insert** at the bottom of the screen.



The screenshot displays a software window titled "Safety Data Sheet dated 06/05/2007 (08/08/2)". The window is divided into two main panes. The left pane contains a table of contents with sections such as "4 First-aid measures", "Description of first aid measures", "General information:", "After inhalation:", "After skin contact:", "After eye contact:", "After swallowing:", "Information for doctor:", "Most important symptoms", and "Danger". The right pane shows a list of phrases, with the "General information" section selected. A red arrow points to the "General information:" heading in the left pane, with the text "Press Insert" next to it. The bottom of the window features a status bar with various function keys and their corresponding actions, including [Insert] New, [F2] Maintenance of phrases, [F10] Settings, [Right click] Continuous selection/deletion, [Esc] Exit, [1-9,0,A-K] Selection, and [Ctrl+A-Z,1-9,0] Search.

Section	Phrase
4.30 General information	
7	Do not leave affected persons unattended.
	Immediately remove any clothing soiled by the product.
	If breathing or respiratory arrest provide artificial respiration.
	Immediately.
	Keep quiet and warm.
16	Keep warm, position comfortably and cover well.
18	Medical supervision for at least 48 hours.
5	No special measures required.
8	Personal protection for the First Aider.
17	Position and transport stably on side.
15	Provide oxygen treatment if affected person has difficulty breathing.
3	Remove breathing apparatus only after contaminated clothing have been completely removed.
11	Seek immediate medical advice.
9	Seek medical treatment.
19	Self-created test.
13	Special First Aid training required.
21	Store at temperatures not exceeding \$ °C/\$ °F.
2	Symptoms of poisoning may even occur after several hours; therefore medical observation for at least ...
6	Take affected persons out into the fresh air.
14	Take affected persons out of danger area and lay down.
20	Test

# Outputting Phrases

## Option 2: Automatically via conditions

In the *Maintenance of phrases*, accessed as described in Slide 3, you can assign **Conditions** to phrases, to cause their automatic output, as well as link other phrases and symbols, to a phrase.

The screenshot displays the 'Maintenance of phrases (German)' application window. The main window shows a phrase '1.40.10' with the text 'Hersteller/Lieferant:' and a detailed address for Chemix GmbH. Below this, there are fields for 'Other phrase' and 'Standard phrase'. A 'Conditions' section is highlighted with a green border, containing the following text:

- if none of this group is valid
- For all countries but: RUS/BUL
- Symbol: LOGO.TIF
- When translation is missing copy from language: German
- Delete all other phrases of this range after selection

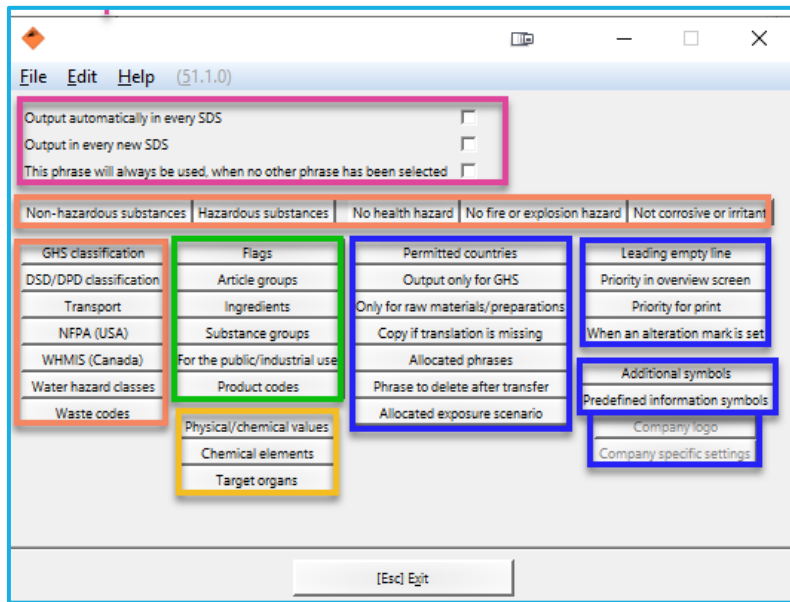
An options dialog box is overlaid on the main window, titled 'Maintenance of phrases (German)'. It contains several checkboxes and a grid of options:

- Output automatically in every SDS:
- Output in every new SDS:
- This phrase will always be used, when no other phrase has been selected:

Non-hazardous substances	Hazardous substances	No health hazard	No fire or explosion hazard	Not corrosive or irritant
GHS classification	Flags	Permitted countries	Leading empty line	
DSD/DPD classification	Article groups	Output only for GHS	Priority in overview screen	
Transport	Ingredients	Only for raw materials/preparations	Priority for print	
NFPA (USA)	Substance groups	Copy if translation is missing	When an alteration mark is set	
WHMIS (Canada)	For the public/industrial use	Allocated phrases	Additional symbols	
Water hazard classes	Product codes	Phrase to delete after transfer	Predefined information symbols	
Waste codes	Physical/chemical values	Allocated exposure scenario	Company logo	
	Chemical elements		Company specific settings	
	Target organs			

At the bottom of the dialog box is an '[Esc] Exit' button. The status bar at the bottom of the main window shows various keyboard shortcuts for navigation and editing.

# Information about conditions



**The conditions are grouped in the following manner:**

- **Pink – ‘Always’ Conditions**
- **Orange - Classifications**
- **Green – Groupings**
- **Yellow – Physical/Chemical Data**
- **Blue – Output Options**

**Note:**

Further details regarding conditions can be found in the **Manual** to ChemGes.

***The output concept is such:***

Phrases are output based on the...

... ‘Always’ Conditions

OR

... the classification of the substance

... the Groupings of the substance

... the physical/chemical data of the substance

The **Output Options** let you fine-tune the output:

- Per country
- With Logo/Symbol
- Phrase allocations,...

The blue conditions will only apply if a condition of another colour also applies.

**By clicking on any condition, you will open a new screen where the details can be entered.**

# Information about conditions

The options *Other phrases* and *Standard phrases* allow you to create a direct link to an already created phrase text, thus reducing the need for repetition regarding text and translations of a phrase, in another location.

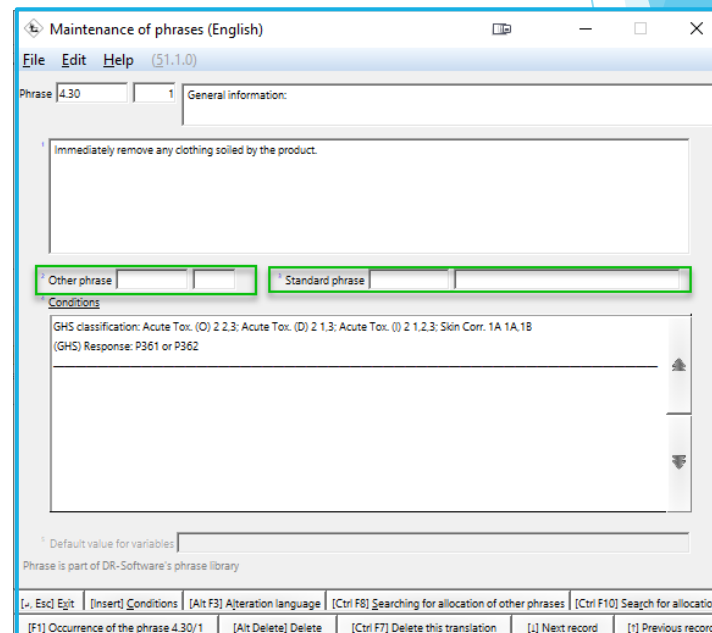
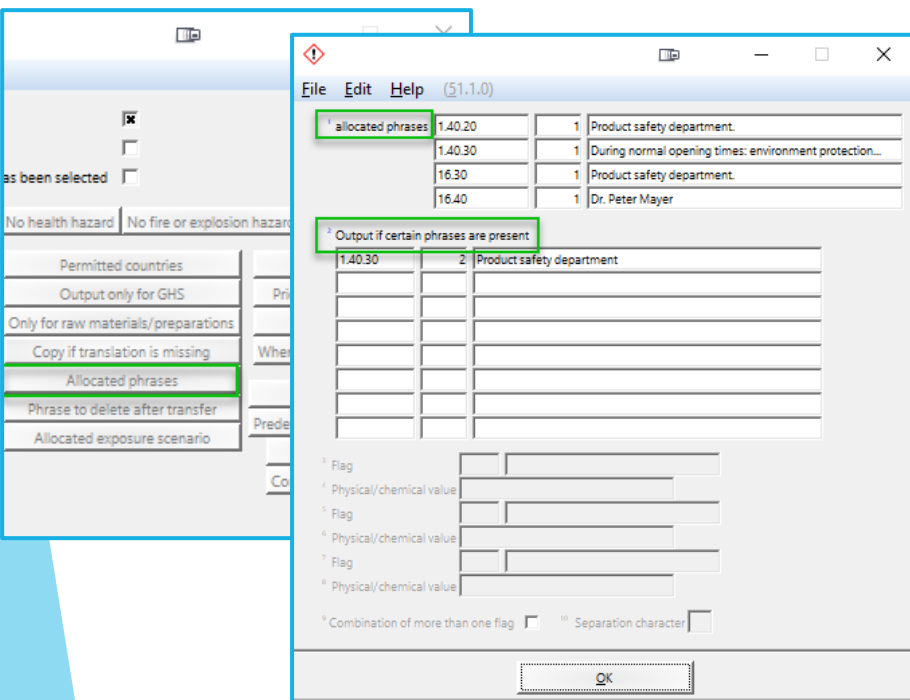
The conditions *Allocation of other phrases* and *Output if certain phrases are present*, created output links between separate phrases, ensuring that if one is output the other linked one (s) are output as well.

**Allocation of other phrases** – defined phrases are also output if the output of the current phrase occurs (manually or via condition).

**Output if certain phrases are present** – ensures that the current phrase can only be output if specific other phrases are triggered for output.

**Other Phrases** – text of one phrase assigned to another Heading.

**Standard Phrases** – text from legislative phrase (H -, P-, R- and S- phrases,...) assigned to the desired Heading.



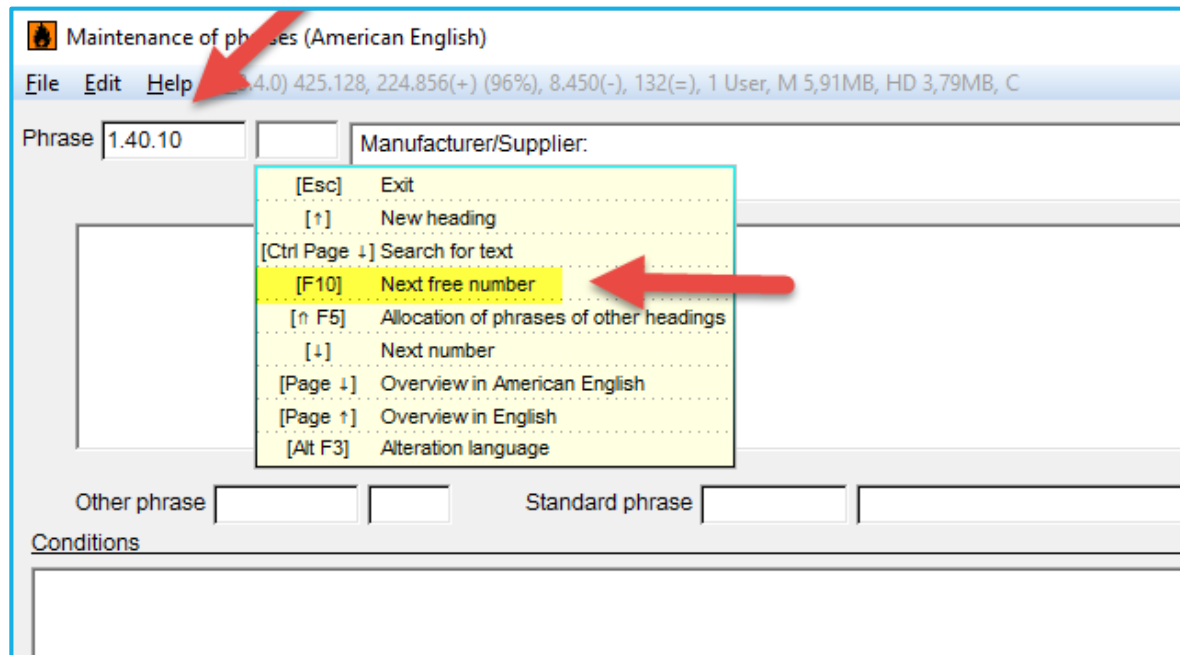
## Information about conditions

- ▶ Conditions take priority:
  - Manual deletions or additions of phrases may be overwritten when the SDS is updated
  - This can lead to the removal of a manually selected phrase or the addition of a contradictory phrase.
  - Check the conditions of all phrases under this heading to ensure that they do not work contrary to your needs.
  
- ▶ Changes in the *Maintenance of Phrases* are automatically saved and have a global effect.
  
- ▶ Effect of Deletions or Additions in one country SDS:
  - Affect (in translation) other country SDSs of this specific substance.
  - Appear only if the different country has an identical Heading (based on Heading number)



# Creating new phrases

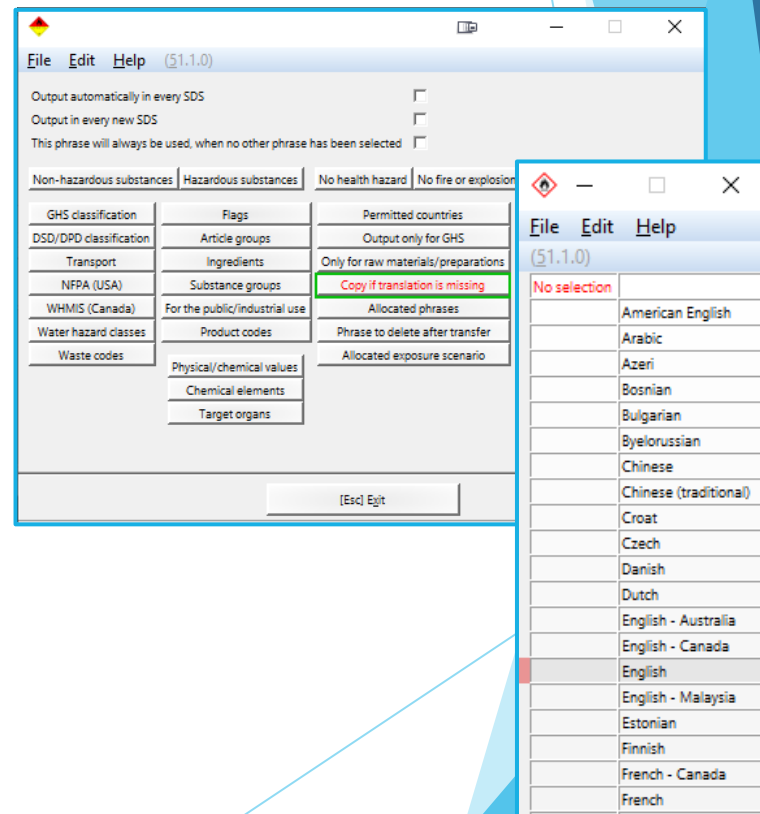
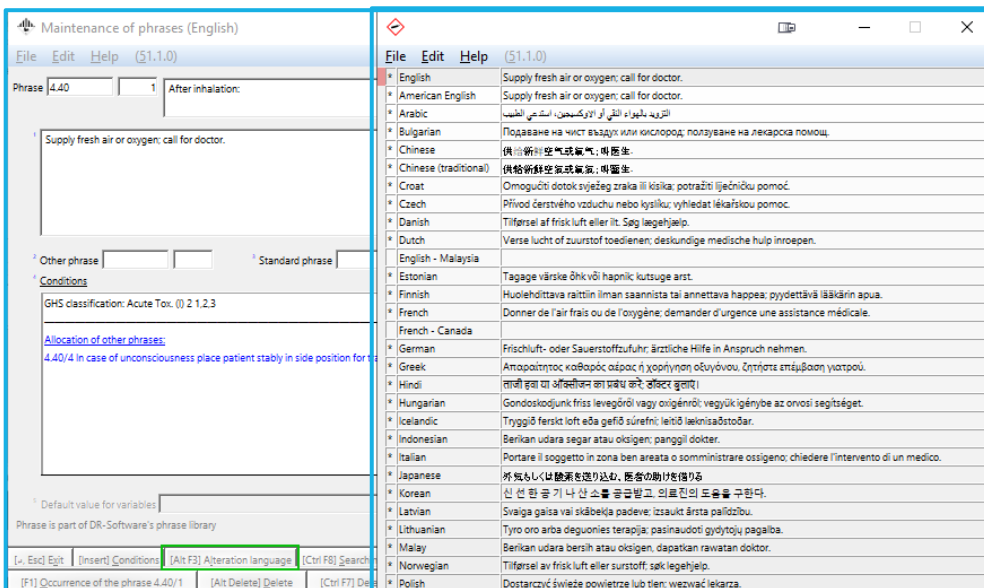
1. Enter the *Maintenance of Phrases* ( **Ctrl** **4** **Maintenance Programs –Safety Data Sheets - Text Modules** )
2. Choose a language from the overview.
3. Choose the desired Heading.
4. Press **F10** **Next free number** or the corresponding line, in order to retrieve the next available (empty) Phrase number.
5. Enter the phrase text and the conditions, as desired.



# Information about self-created phrases

- ▶ ChemGes does not translate self-created phrases.
- ▶ Translations need to be entered manually via Alt F3 **Alteration language**

If a translation is not needed (i.e. telephone number), you can avoid entering the same text in each language by activating the **Copy if translation is missing** condition and choosing the language in which the phrase was originally created.



## Note:

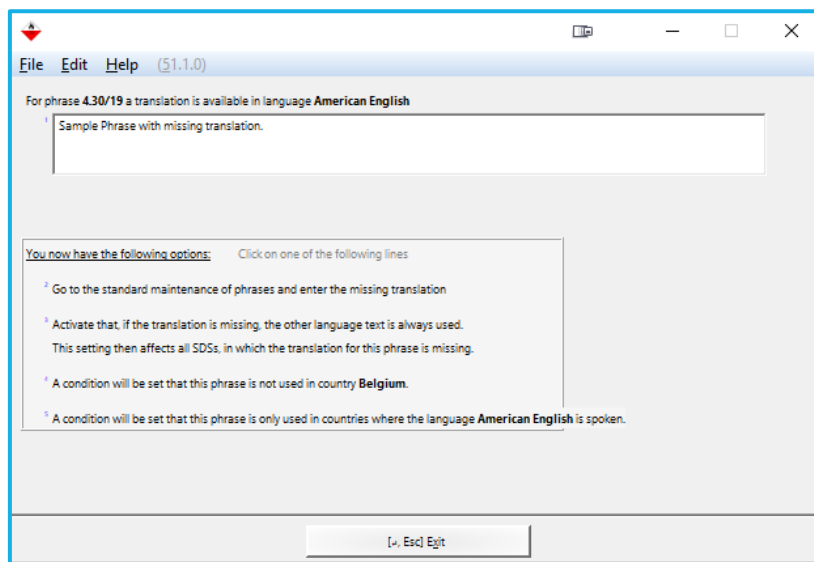
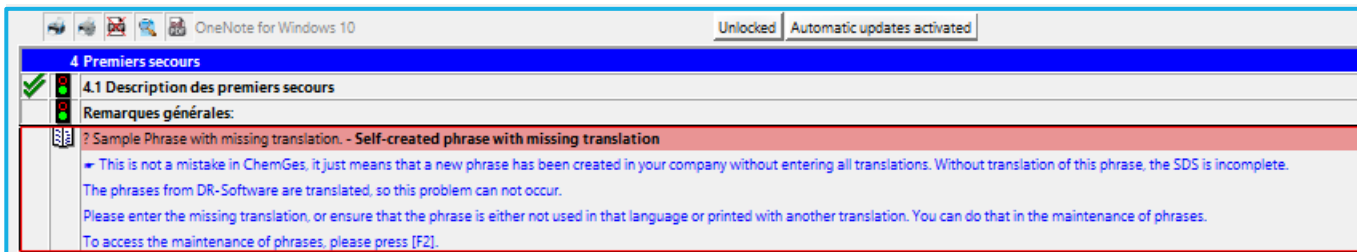
ChemGes treats English and American English as separate languages.

## Information about self-created phrases (continued)

If the translation of a phrase is missing, ChemGes will not let you print that particular language SDS, as it is incomplete.

These simple steps will help you manage such a phrase directly from the SDS:

1. Click on the phrase, thus positioning the red frame around it.
2. Press [F2] **Maintenance of Phrases**.
3. Choose the desired option in the screen that is opened.



**More detailed Information can be found in the Manual to ChemGes**

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