

Accomplish MORE with your Airgas.com toolbar!

If you have an account on Airgas.com, you've got access to your Account Toolbar—the menu bar at the top of the screen that's full of helpful shortcuts.

What does 'Switch Account' mean?

If you have more than one account associated with your login, selecting 'Switch Account' allows you to quickly access whichever account you need to use.

What are the choices under 'My Lists'?

Your five most recently created lists will be displayed, as well as options to view all your lists or go to 'My Items'.

What are 'My Items'? This will show all items from your previous orders and any contracted items.

What are the choices under 'Orders'?

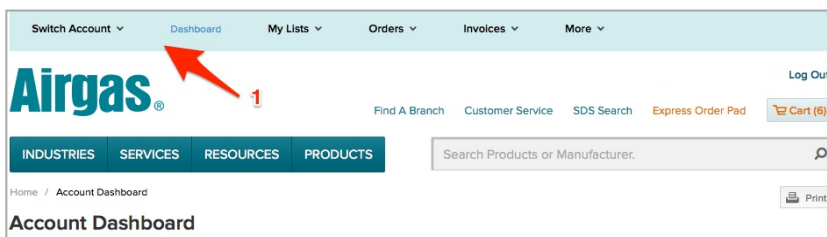
This dropdown menu can take you to information about your previous orders, quotes and requisitions that have been submitted or the Express Order Pad.

What are the choices under 'Invoices'?

All your invoices can be found here and you can choose to pay an invoice.

What are the choices under 'More'?

Here you can request documentation such as SDS sheets, or you can manage your user profile and account preferences.



How to get to your toolbar:

- Login to Airgas.com
- The toolbar is at the top of the screen
- Selecting 'Dashboard' will show the Account dashboard
- Selecting any of the other shortcuts triggers a dropdown with choices specific to the title of the shortcut

