

Tips for Using Online Documents for Preliminary Information Package – Volumes 1 and 2

Changing Display Settings

For best results, maximize Acrobat (or Reader). The documents will be difficult to read and navigate if you run Acrobat (or Reader) in a small window.

Each section opens to show bookmarks and text. If you need more room for text display, you can toggle the bookmark list by clicking the *Show/Hide Navigation Pane* icon on the toolbar.

The default zoom setting is 125%, which provides sufficient space for bookmarks and the full width of a portrait page at a size that is legible for most users.

If you like, you can change the zoom setting, but doing so might affect the result when you click a bookmark or link. Bookmarks and links were created at a zoom setting of 125%. If your zoom setting is significantly higher than that, your screen might not show text that was visible when the bookmark or link was created. In that case, you can press [Page Down] to move to the next screen.

Using Bookmarks and Links

Bookmarks, which appear in the navigation pane, provide direct access to:

- sections and subjects in Volume 1
- alphabetic groups in the Volume 1 glossary
- this page of tips
- another volume, e.g., Volume 2 if you are reading Volume 1

Links, which appear as blue text in the document's body, provide direct access to most cross-referenced items. In Volume 1, though, links to Volume 2 maps display the list of maps. From there, you can choose which maps to view.

Preventing Link Problems

To limit file size, each section has its own file. Therefore, clicking a link to another section opens a different file. Be careful if you run Acrobat (or Reader) inside Internet Explorer. With some software versions, you might find that you can link to text in another file, but can't return to the page where you clicked the link.

In that case, you can use Internet Explorer's [Back] button to return to Page 1 in the original file, but you'll have to find your location again. To make that easier, make a note of the page number you are viewing **before** you click a link to another section.

Viewing Maps

When you click links to Volume 2 maps, please be patient. Maps are stored in separate files, some of which are extremely large (several megabytes for a single page), so they might take a long time to display.