# The Marks Standard Handbook for Mechanical Engineers' CD-ROM

- 1. Program Version and Installation Information
- 2. Getting Started with the CD-ROM
- 3. Tips on Searching
- 4. Using the Links to Move Around

### Program Version and Installation Information

This CD-ROM contains Version 3.0.1 of Adobe Acrobat Reader™ with SEARCH software. If you are already using Adobe Acrobat Reader without the SEARCH plug-in, and did not perform an install of this disc, you will be able to read the PDF files, but will be missing the powerful search features. You may install this software over another version of Reader without harm.

This software version is expected to be the current release through 1998. The latest version of Adobe Acrobat Reader with SEARCH software, including versions for UNIX platforms, is always available for download directly from Adobe at their web site, http://www.adobe.com.

# Getting Started with the CD-ROM

Full help for Reader and Search is available on-line. On MacOS, select the? in the Apple menu bar. In Windows, select Help from the menu bar for Reader help, and Plug-In Help from the menu selection for Search help.

In the toolbar, are the buttons used to page forward and back within a document



Gets to the first page and to the last one.





Used for a FIND within a SINGLE document.



Will allow a SEARCH of the entire CD-ROM



The hand is the standard viewing mode.



Will allow you to select text for copy and paste

### Tips on Searching

We suggest that you read the Search help document for full information on how to do advanced searches.

Full text searching permits the use of the Boolean operators AND, OR, NOT. Simply insert the operator in ALL CAPS between the desired words.

You may also use word-stemming and proximity searches. The search preferences in your menu bar may be used to customize the behavior or your searches.

Note that in order to use Search, you must be "attached" to a search index. This is done automatically in the Marks CD-ROM if you have accessed the Cover PDF. You may also manually attach an index using the Tools, Search Indexes menu items.

Users of many Acrobat CD-ROMs and documents may find it useful to use the Tools, Search Indexes to manually select and de-select indexes in order to limit the range of searches.

# Using the Links to Move Around

The Mark's Handbook is highly bookmarked and linked. Clicking on the Bookmarks in the left-hand column of your screen will take you to the Table of Contents or the Index. Both the TOC and the Index contain links to sections and subject material. Clicking on a link transports you to the indicated section.

You may use the FILE → Preferences → General dialog box to set whether or not you wish to have a new window open when you invoke a link.

Each section has been THREADED, allowing you to move through the section by clicking the mouse. SHIFT-Click will reverse the direction. You can detect the threading by the arrow that appears in the hand cursor. Tables and figures are EXCLUDED from the threading if they are too big for one column. All of these are available by clicking on the red callout links.

The beginning of each section has its own Table of Contents. You may use the red links after each topic to immediately go to that topic.