

FP2 - TIP O' THE WEEK #67

SEARCHING IN THE MANUAL



Searching the Manual

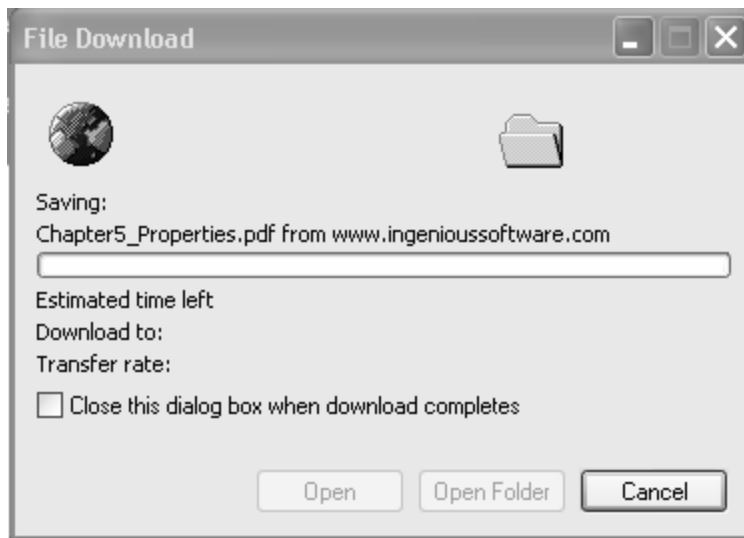
Just as **FirePro 2** is a large and comprehensive program, so is the manual that goes with it. So, just how do you go about finding information in the manual?

If you go to <http://www.ingenioussoftware.com/downloadman.htm>, you can download the manual chapters to your computer. To do this, right click on the chapter and select "Save Target As".

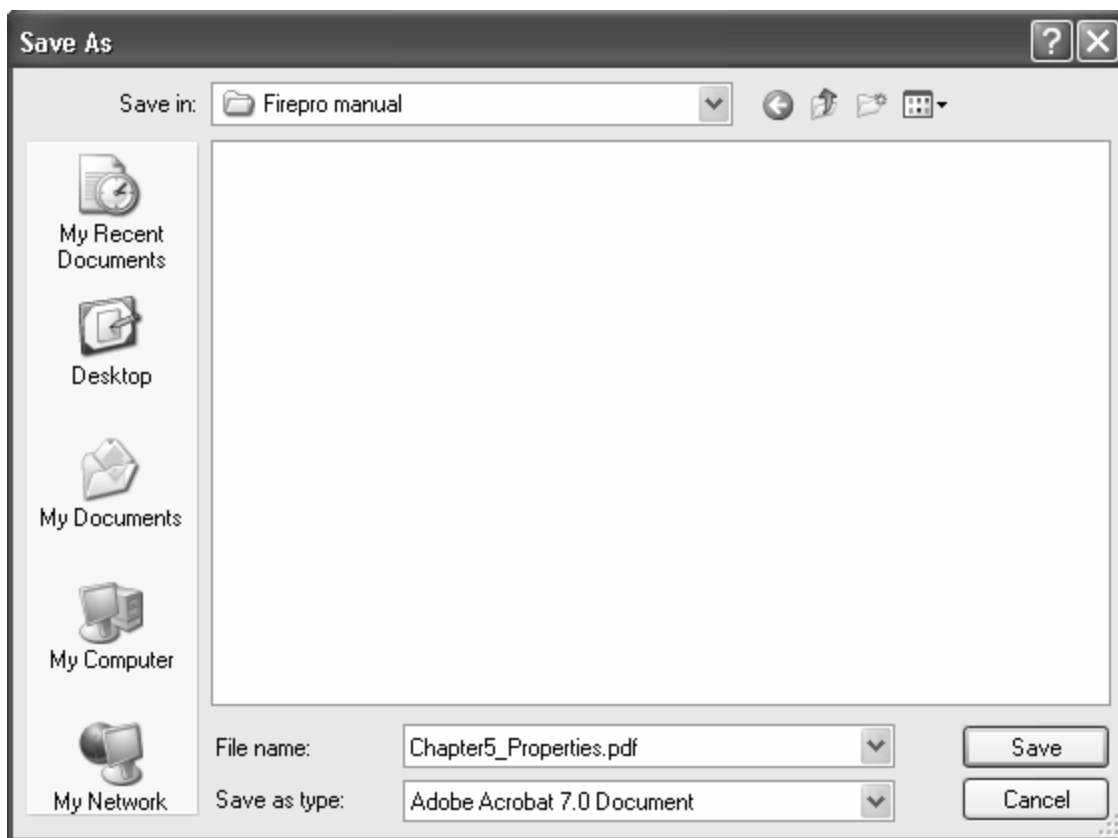
The screenshot shows the 'Download Manual' page for FirePro 2. The page includes a navigation menu on the left with links like 'About FP2', 'Download FP2 Demo', 'Download Manual', 'Testimonials', 'More Info on FP2', and 'Inquiries'. The main content area has a heading 'Download Manual' and text explaining that chapters are available in PDF format. A table lists the chapters with columns for 'Title', 'Modified', and 'Size'. A context menu is open over the table, with 'Save Target As...' highlighted. The right sidebar contains links for 'home', 'email', 'site map', and 'print'.

Title	Modified	Size
Table of Contents	Oct 17, 2006	271KB
Chapter 1 - User Interface	Jan 31, 2006	225KB
Chapter 2 - Introduction	Oct 17, 2006	52KB
Chapter 3 - Requirements	Oct 17, 2006	1875KB
Chapter 4 - (Requirements)		
<u>Chapter 5 - Properties</u>	Oct 17, 2006	6614KB
Chapter 6 - Incidents	Oct 17, 2006	9966KB

Depending on your Internet browser, a download box may appear. You don't need to do anything at this point.



Next, you will be prompted to save the file. I suggest that you set up a separate folder for your Firepro 2 Manual, inside the FirePro folder.



Click "Save". Repeat this process for each chapter.

You can open the "Table of Contents" to find the information or chapters you are looking for. However, since many of the chapters are large, and some subjects are referenced from different chapters, you may discover that performing a search is a quick way to find what you are looking for.

To search through the manual, open your "Adobe Reader" program.

If you do not have this program, it is free! To download a copy, visit their website at <http://www.adobe.com> and follow the links.

Click on the "Search" button near the top of the screen.



This will open a window on the right hand side of the screen.

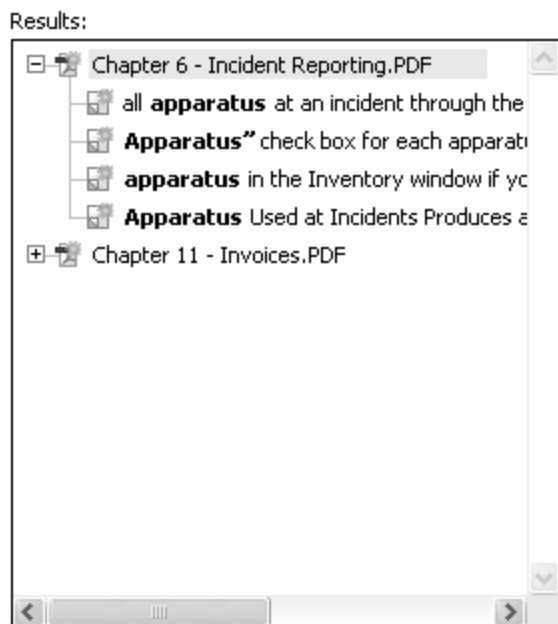
Enter the word or phrase you wish to search for, **select "All PDF Documents in"** and then select the location where you downloaded the manual. The program will search all documents in that folder – in other words, if you have the manual downloaded to that folder, it will look through the manual and give you results for the

entire manual. This is typically a lot quicker than looking through the manual yourself.

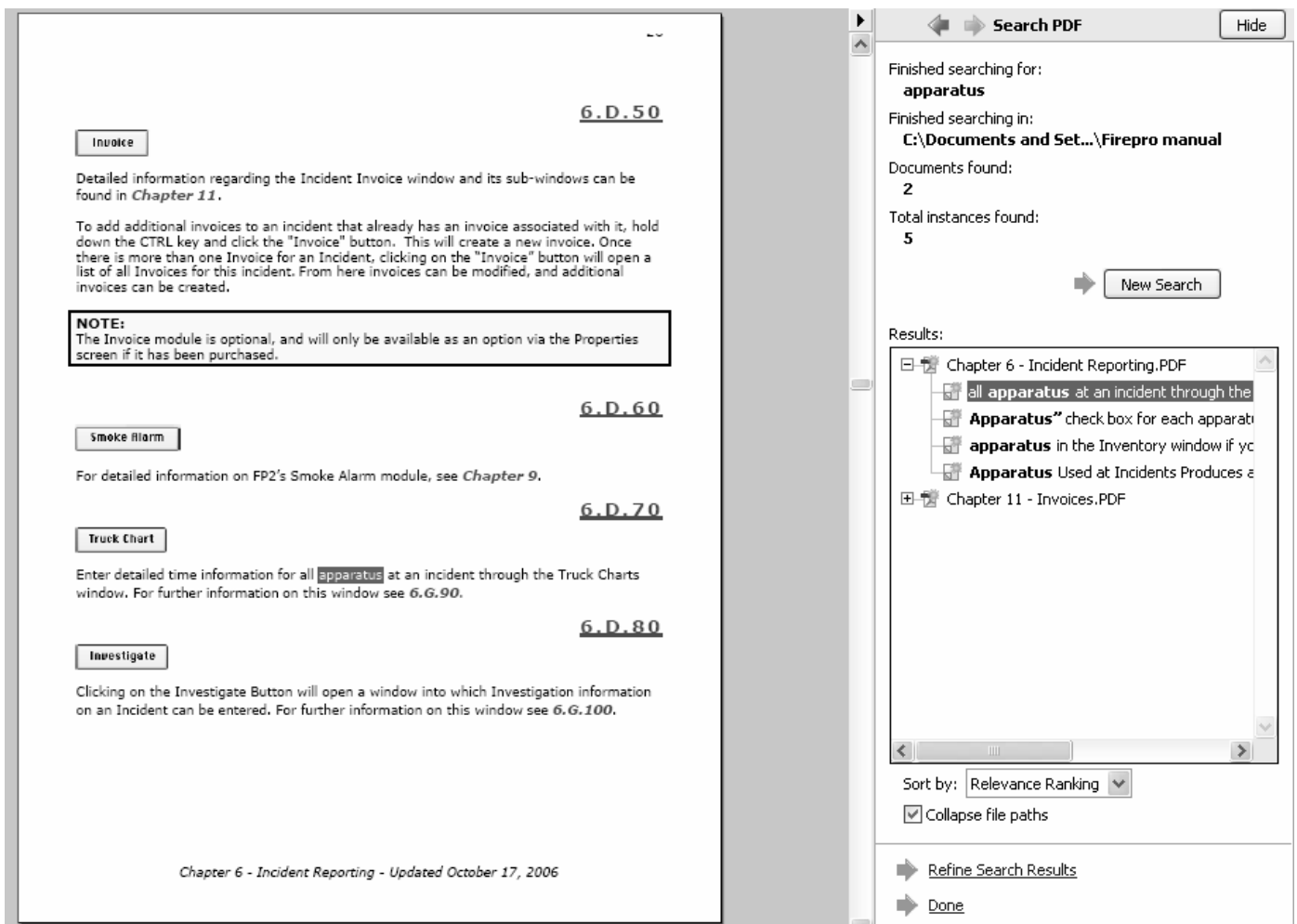
Click the "Search" button.



The results will be displayed as below. To see all results within a document, click the "+" sign.



Select the result you wish to view, and click on it. The relevant document will open to the left and the word or phrase you searched for will be highlighted.



If this isn't what you were looking for, click on another result.

If your search returned too many results, you may wish to refine your search criteria by clicking on "Refine Search Results" to bring up the window below where you can search within the current results.

The "Refine Search Results" dialog box contains the following fields and options:

- A search bar with the placeholder text "Search within the previous results for:"
- A dropdown menu labeled "Return results containing:" with the selected option "Match Exact word or phrase".
- A section titled "Use these additional criteria:" containing three identical rows, each with a checkbox, a text input field, and a dropdown menu set to "Is exactly".
- Four checkboxes at the bottom: "Whole words only", "Case-Sensitive", "Proximity", and "Stemming".
- A "Refine Search Results" button at the bottom right.

Once you have done this a couple of times, you'll find that searching the manual to get the information you are looking for is a breeze! I hope you find the manual helpful and informative and a good first resource for any questions you may have about the program.



Quote of the week:

“We must come to the point where we realize the concept of race is a false one. There is only one race, the human race.”

Dan Aykroyd