



Click this button to
return to the Main Menu

Acrobat Reader Tips

Click this button to
see page 2 of Tips



Use these buttons to view, search, or print the online manual. From within a manual, choose Help | Acrobat Reader Help for more information



Shows or hides subtopics when clicked
(when bookmarks are showing).



Jumps to a topic when double-clicked (when
bookmarks are showing).



Closes the thumbnail/bookmark area and
displays only the page view.



Displays bookmark area and page view.



Displays thumbnails and page view.



Drags the page in any direction.



Magnifies or reduces the page view. Click the
button, then click within the document, or
drag out an area to enlarge.



Selects text so you can copy it to the
Clipboard.



Displays the first page of the document.



Displays the previous page.



Displays the next page.



Displays the last page of the document.



Displays the previous page viewed.



Steps forward from previous pages viewed.



Sets the page view to 100%.



Displays the entire page within the window.



Displays the full width of the page within the
window.



Searches for a word or partial word.



Prints a page or multiple pages from the
online manual. Specify the page range in the
dialog box that appears. The default, All,
prints the entire manual.



Click this button to return to the Main Menu

Acrobat Reader Tips

Page 2 of 3

Click this button to see page 3 of Tips



Opening multiple online manuals

You can have more than one online manual open at a time. From the Main Menu, choose the book you want to open by clicking the blue button.

Use the Window menu or *Ctrl-Tab* to switch between the manuals you have open.

Changing the bookmark area

Borland online manuals open in Acrobat Reader with the bookmark (Table of Contents) area displayed. You can resize the bookmark area by dragging the double-headed arrow that appears as you pass over the area's border.

To close the bookmark area and display the page by itself, click the Page Only button or choose View|Page Only.

Collapsing and expanding topics

Borland manuals open with main topics showing. To view subtopics, click the triangle icons to the left of the topics. You can collapse or expand subtopics by clicking these triangle icons. A downward-facing triangle indicates a topic is expanded; a right-facing triangle indicates a topic is collapsed.

Selecting text and graphics

To select text in the online manuals for copying and pasting, click the Select Text icon. Click and drag the mouse over the area you wish to select. To select graphics and text, choose Tools|Select Graphics and

click and drag the cross hairs around the area you'd like to select. A bitmap image of the screen is captured at the screen's resolution and copied to the Clipboard as a Windows Metafile.

Searching for text

To search for a text string, choose Tools|Find. In the Find dialog box, type the text to search for. Acrobat begins searching at the current page location.

Changing page magnification

You can set an initial magnification preference so that each time you open a manual, it displays at the magnification you specified.

Choose Edit|Preferences|General to specify the percentage of magnification you want in the dialog box that appears. This initial setting is not affected by any magnification changes you make once the book is open.

Once you open a manual, you can change the magnification at any time. The new magnification remains in effect until you change it again, or close the book.

To magnify or reduce the page view, choose the Zoom In or Zoom Out button, or click the magnification box at the bottom of the screen. If you click the magnification box, a menu appears that lets you select a preset percentage, or you can specify your own.



Click this button to
return to the Main Menu

Acrobat Reader Tips

Page 3 of 3

Going to a page

To jump to a specific page number, click the page number box at the bottom of the window. Type the number of the page in the Go To Page dialog box, then click OK.

You can also use the vertical scroll bar to find the page number you want. As you move the scroll box, page numbers appear just to the left of the scroll bar.

Index entries are not hypertext linked. In the Index, use one of the above methods to navigate to the pages listed under the index entries.

Printing a book

To print an entire book, choose File|Print and select All as the Page Range in the print dialog box or you can type in a range. If you only want a printed Table of Contents, print the pages that follow the Index.

Configuring screen resolution

The online books can be viewed using standard VGA resolution (640x480). However for more optimal viewing, a higher resolution driver, such as super VGA (800x600), is recommended.

Navigating back to the Main Menu and tips pages

Each book's first bookmark is labeled *Main Menu*. Clicking this bookmark brings up the Main Menu (the screen from which you open the manuals). The next bookmark *Reader Tips* takes you back to these tips pages.