The heart of the CD is a collection of 12 books.

It also contains an hour’s worth of video, a series of other books and articles, spreadsheets, PowerPoint presentations and some powerful tools to help you. All of the text, text within graphics and equations are indexed and can be searched for. Clicking the Regulation number or the cross-referenced number in the Right Hand margin of the books, you are presented with a cross-referencing document allowing users to jump effortlessly between the books (including hints to the most appropriate place!).

See www.iee.org/technical for an order form.

These Hint & Tips are designed to help users save time and get the most from their investment.

To open IEE documents from anywhere
You can open IEE documents simply by clicking the ‘Which Document’ tool – the white circle. So, just open Adobe Reader and then click the tool – it will work from any document (it works even if there are no documents loaded at all!)

Two clicks and you’re Home
The first click on the ‘Which Document’ tool, which takes you to the Contents page of whichever document you are in; the second click takes you to the Main Menu.

So you can easily get back to the main menu to select a new book, it’s just two clicks away.

Which document are you in?
To help you know which document you are viewing, the ‘Which Document’ tool changes its colour and the alpha/number inside it, depending on the document.
White for any non IEE documents
Brown for ‘to the latest (Brown) Regs’
Blue, Yellow and Green for ‘to previous Regs’
16 for the Regs themselves, P for the Electricians Guide and 7 for Guidance note 7, etc.

PowerPoint lectures
If you look at the CD itself you will find a directory called PowerPoint. It contains a number of presentations that you can use including a 10 week C&G 2381 course! These files are not copied to your PC – so you must get them from the original CD.

Locating ‘known’ places
The ‘Locate’ tool – the two green footprints – can be used to locate places you know; try going to the 16th, click the ‘Locate’ tool and:
type 4d3a > Click Find, goes straight to the Table, or
type P > Click Find, goes straight to the index letter P, or
type 511 > Click Find, goes straight to the Section, or
type 543-02-06 > Click Find, goes straight to the Reg, or
even type rcd > and Click Find!

Help
If you ever need HELP regarding how to use the CD’s features, just click ‘Help’ in the Reader menu bar at the top of the page, and select ‘IEE Help’.

Tutorials
The CD has two 15 minute tutorials designed to help you get the best from your CD. To use them just click ‘Help’ in the Reader menu bar at the top of the page, and select ‘IEE Tutorials’.