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Using the UniVerse Online Library

This online library contains complete documents that you can either navigate online or print.

Note: To print hard copy, use the Acrobat page numbers in the status bar at the bottom of the screen, not the page numbers in the document footer.

Keeping Documents Open

To keep the Welcome screen and other documents open, that is, available on the Window menu, set your Acrobat Reader preferences as follows:

1. Choose **File** **ä** **Preferences** **ä** **General**.

2. Clear Open Cross-Document Links in Same Window.

Navigating Documents

Blue text indicates links. Click the blue to reach your destination. Also, there are Acrobat bookmarks, navigation icons, and a full-text search. To economize on file size, we do not include thumbnails.

To use...	Click...
Bookmark topics	The rectangle of the selected topic.
Bookmark subtopics	The triangle next to the rectangle of the selected topic.
Navigation icons	The appropriate icon on the toolbar to move around a document. ToolTip text appears.
Full-text search	The fourth button from the right on the toolbar.

Using the Full-Text Search Utility

The full-text search utility is a searchable database of all text in the entire UniClient APIs Online Library. To use the full-text search, enter one or more words in the Adobe Acrobat Search dialog box, then click **Search**.

Note: The following words are excluded from the searchable database: A, a, An, an, The, the. They are stopwords that you should not use in your search.

For more details about using the Adobe Acrobat Reader with Search, see the online help for Adobe Acrobat.

