



How to use APIC's new online publication viewer

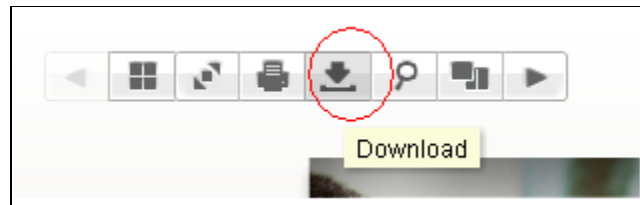
To access the online publications, click "Sign In" and insert your APIC username and password into the appropriate fields.

Troubleshooting:

- Make sure you're connected to the Internet and that the connection is stable.
- Make sure you have the latest Flash Player. Go here to update:
<http://get.adobe.com/flashplayer/>
 - The minimum Flash Player version required for to view the online publications is 9.0.0. You might get a better experience with 9.0.28 and above, but anything above version 9 is supported.
 - If you can't install Flash on your computer, the document should automatically show up in a PDF-like viewer.
- Check that your browser's privacy/security settings are not restricting use of Issuu. (Issuu is the name of the publication viewer program.) If you are on an office network this is often controlled by a system administrator; ask him/her for assistance.
- Make sure cookies are enabled, or you will not be able to log in to Issuu.
- Make sure you do not have browser plugins or other software installed that may interfere with Issuu. This includes ad/Flash blockers or similar censoring filters. Note that these kinds of software may also be controlled by a system administrator if you are on an office network.

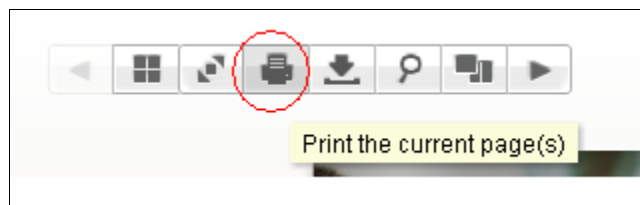
Downloading and printing the entire document:

Once you are logged in, click the download tab (as shown below) in order to download and print the *entire* publication. This tab also allows you to save the publication to your computer.

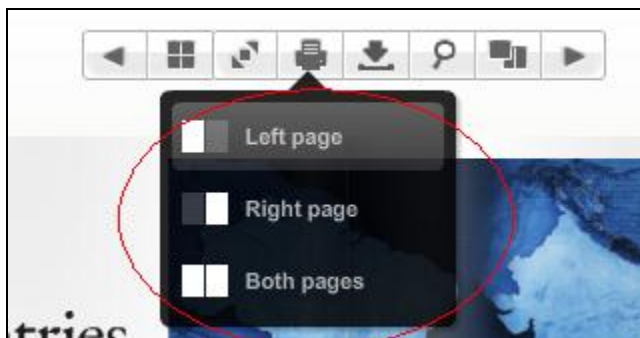


Printing an individual page:

Click on the print tab (as shown below) to print the page you are viewing. Note: In order to print the entire document at once, you must first click the download tab (shown above) and then print.

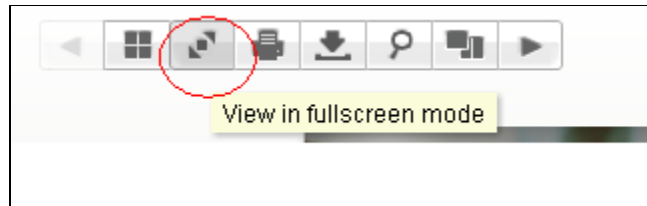


You have the option to print the left page, right page, or both pages.



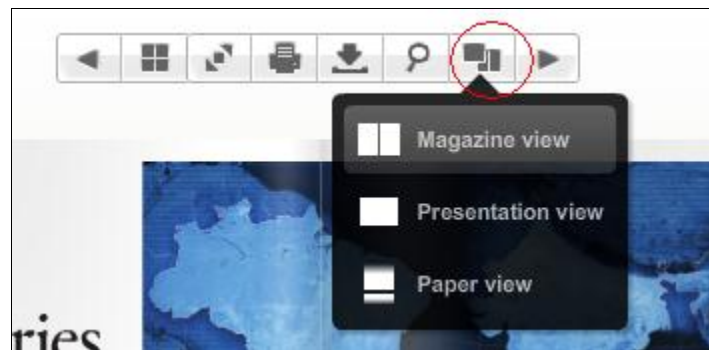
Viewing the document in full screen mode:

Click the view "fullscreen" icon (as shown below) in order to enlarge the document to fit your computer screen's width and height.



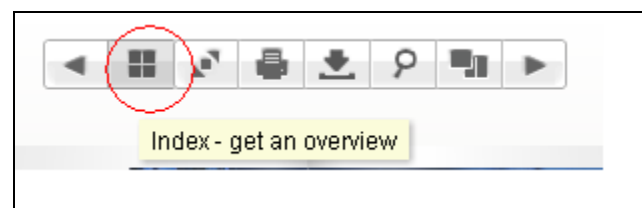
Changing the viewing style of the document:

Scroll over the tab (shown below) to change the viewing styles of the publication. You may view the documents in “magazine view” (full spread, two-pages at a time), “presentation view” (one page at a time), or “paper view” (similar to a PDF in Adobe Reader).



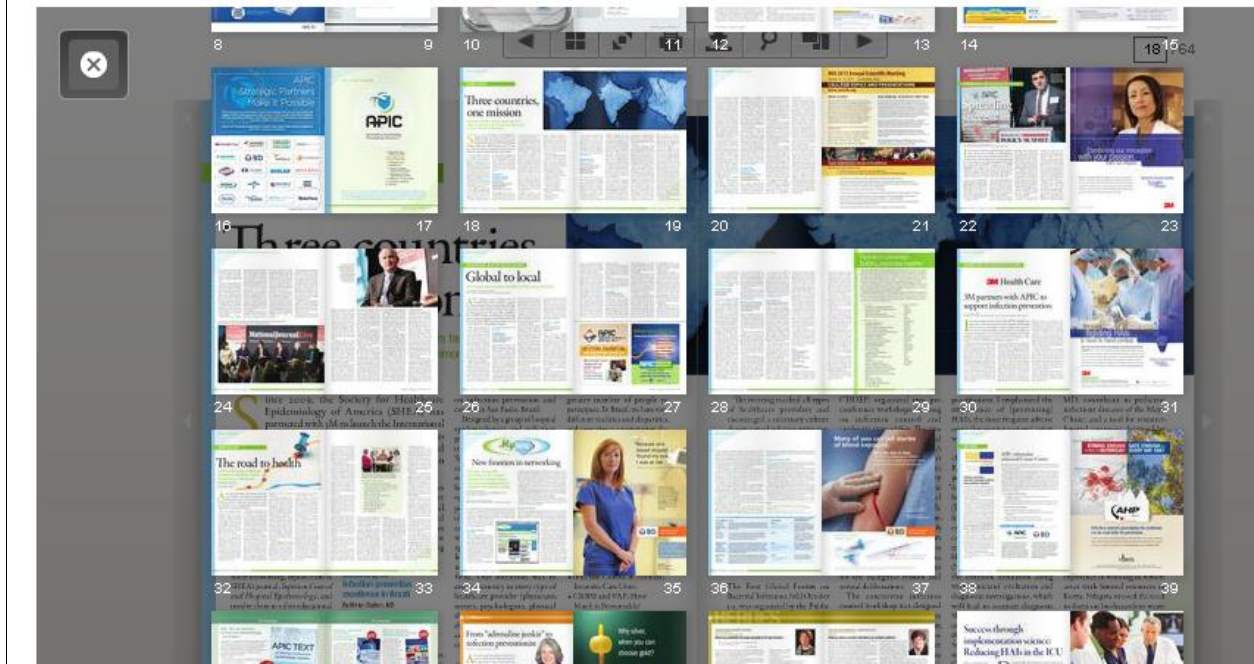
Getting an index of each page of the publication:

Clicking on the index tab (as shown below) allows you to easily see each page in the publication.



When you click the index tab, you'll get a screen that looks like this:

Prevention Strategist - Winter 2011 issue

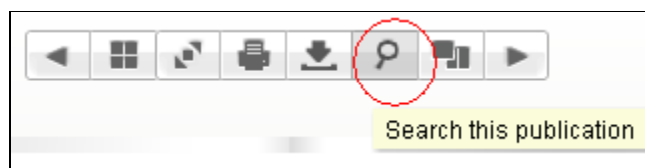


The index also appears at the bottom on the page as you read.



Searching for keywords in the publication:

Use the search tab (as shown below) to search for keywords or phrases within the publication.



After you click on this tab, a field will pop up where you can type in the words/information you want to find in the publication. You will be able to tell how many times that particular word or phrase appears on each page and where it is located:



Turning the pages of the publication:

Use the arrow tabs (as shown below) on the far right or far left sides to turn the pages of the publication.

