HELP FOR VIEWING AND NAVIGATING

THROUGH THE E-PERMIT

TOPICS

GETTING STARTED

- System Requirements

VIEWING PANES

- The Main Page
- The Navigation Pane
- Adjust Size of Panes
- Viewing Multiple Windows
- Customizing the Toolbar
- Opening E-Permit Files in Adobe Acrobat or Reader
- For Complete Help

NAVIGATION

- General
  - Navigating Between Chapters
  - Large Files
- Narrative
  - The Bookmarks Pane
  - Adjust the Size of the Bookmark Pane
  - In Text Links
  - Jump Between Pages
  - The Find Tool
- Figures
  - Figure Bookmarks
  - Zooming In and Out
  - Pan Tool
  - Multiple Sheet Figures
  - Sheet Inset
  - Overview Figures
  - Layer Tool
  - The Find Tool

GETTING STARTED

System Requirements: In order to view the E-Permit, the user will need to have the following system:
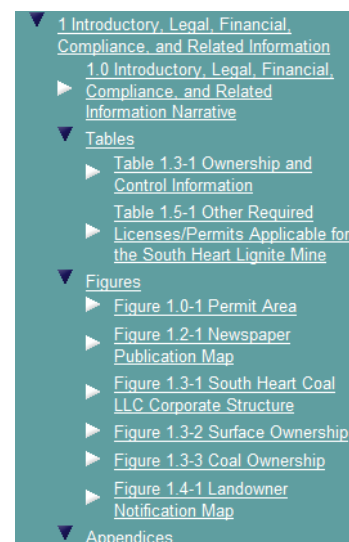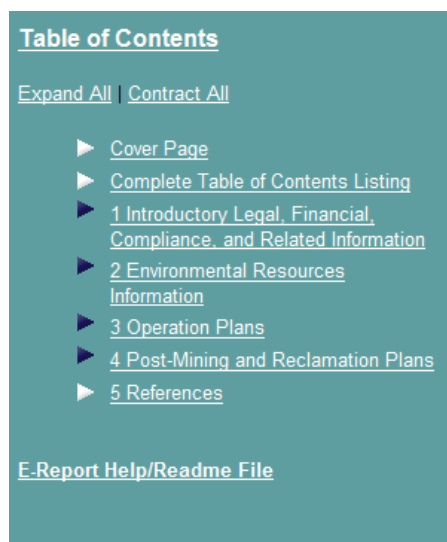
- o Intel® Pentium®-based PC

- o 64MB RAM recommended, 32MB RAM minimum

- o DVD-drive (DVD-ROM minimum)

- o Operating System: Microsoft® Windows® 2000, Windows XP, Windows Vista

- o Web Browser: Microsoft Internet Explorer® 6.0 or later

- o Adobe Acrobat Reader® 8.0 or later

- o JavaScript® enabled

VIEWING PANES

The Main Page is located on the right side of the window and is used to view documents, tables, figures and appendices. Left-click on the chapter title to view the Table of Contents for the chapter selected.
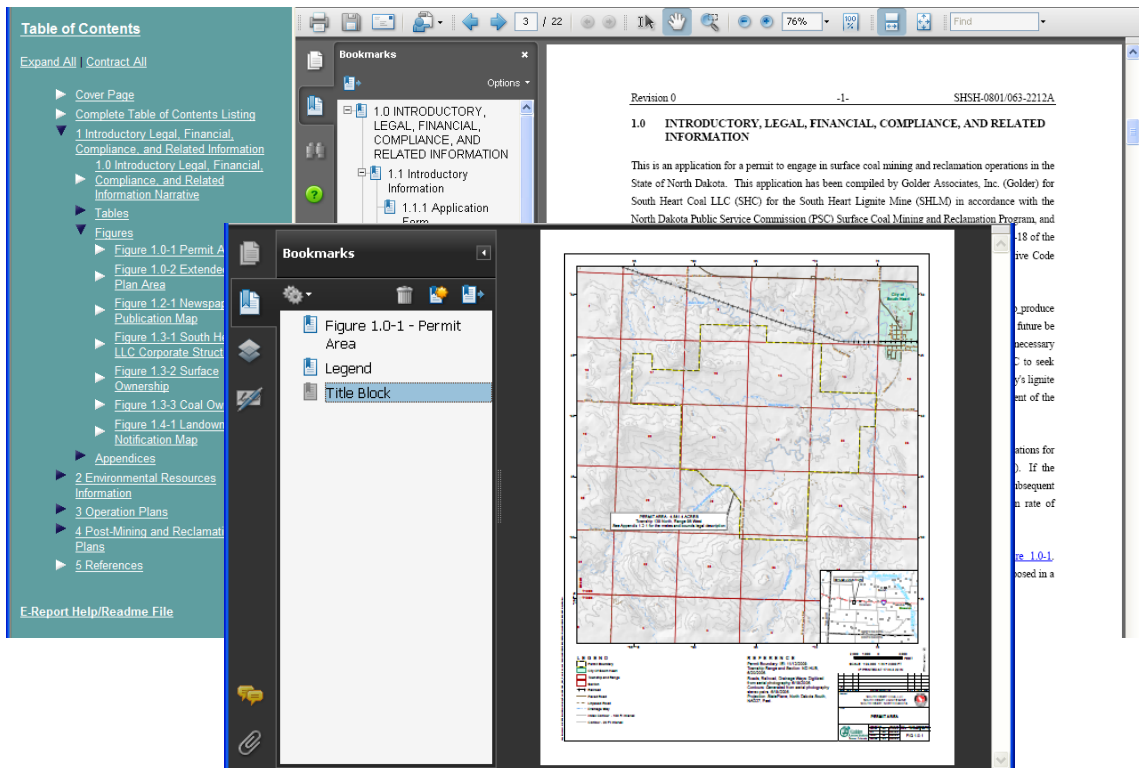

The Navigation Pane is located on the left side of the window and is used to quickly steer through all chapters of the E-Permit. Left-click on the blue arrows to expand or contract the individual sections. Click on **Expand All** to view the detailed Table of Contents for all chapters. Click on the **Contract All** to view only the Chapter headings.
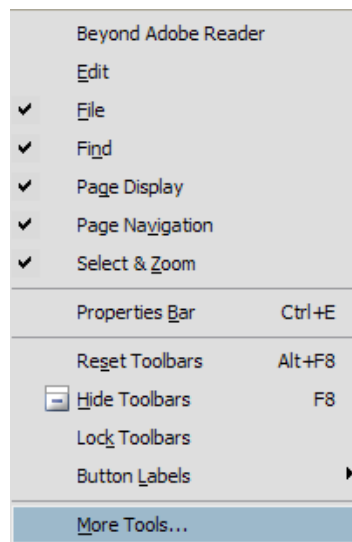
Adjust Size of Panes: To adjust the size of the Main and Navigation panes drag the bar between them to either side using your mouse.
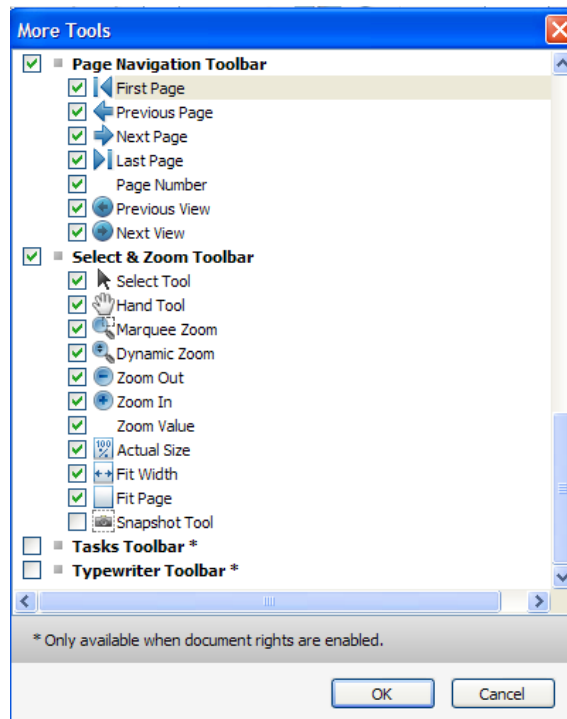
Viewing Multiple Windows: Click on a table, figure or appendix in the Navigation pane or Main page to open this document in a new window. This allows the reader to examine multiple documents at one time. Drag the new window to a second screen by clicking on the top, blue bar using your mouse.
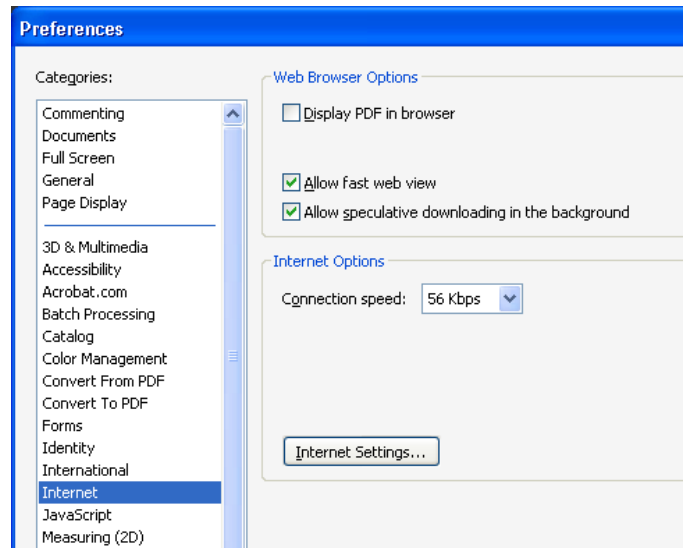
Customizing the Toolbar: The default Adobe Plug-in toolbar does not contain some of the zoom and pan tools that make it easier to view this e-permit. It is recommended that you customize the toolbar and add these tools. To do this, right click on the Adobe toolbar and select "More tools".
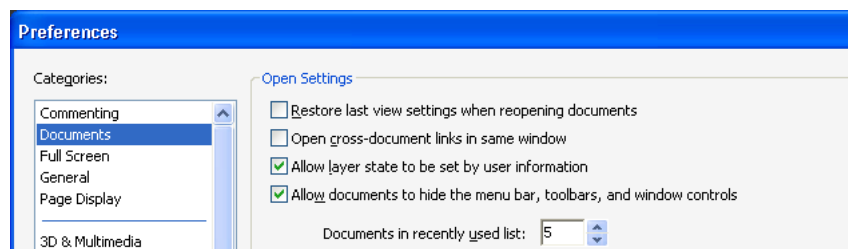
Click on the check box to the left of the tool name to add it to your toolbar. The tools checked on here are recommended. Click Ok when you are finished and these tools will appear in your toolbar.
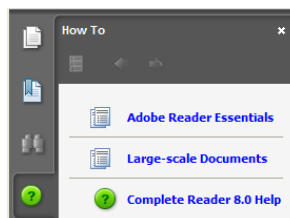
Opening E-Permit files in Adobe Acrobat or Reader: For E-Permit readers that are accustomed to working in Adobe Acrobat or Reader it can be more convenient to have the files open in their Adobe software rather than the Adobe Internet Explorer plug-in that opens the E-Permit pdf files by default. To make this change open Adobe Acrobat or Reader, click Edit then select Preferences. In the left bar select Internet then uncheck the box next to Display in PDF browser. Click OK to apply these changes.

By default, the in-document links will open in the same window as the document they are linked from but once you have changed your preferences so the E-Permit files open in Adobe Reader or Acrobat you can make another change to your Preferences in order to have in-document links open in a different window. Click Edit then select Preferences. Click on Documents on the left side then un-click Open cross-document links in same window (If you are running Acrobat 7.0 you will need to click on General then uncheck Include open cross document in same window).

For Complete Help on using Acrobat and/or the use of the different tools click the How To button.
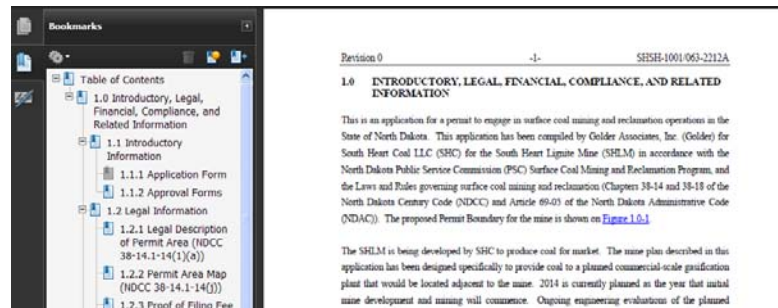

Golder Associates

NAVIGATION

General

o **Navigating Between Chapters**: Use the navigation pane to move back and forth between chapters and to access individual tables, figures and appendices.

o **Large Files**: Some figures and appendices are very large and may take a few minutes to display.
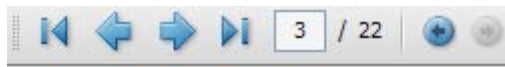
Narrative

o **The Bookmarks Pane** will automatically open to the left of the main window when documents are opened that contain bookmarks such as tables, figures or appendices. These bookmarks can be used to jump to different sections and sub-sections of the text.
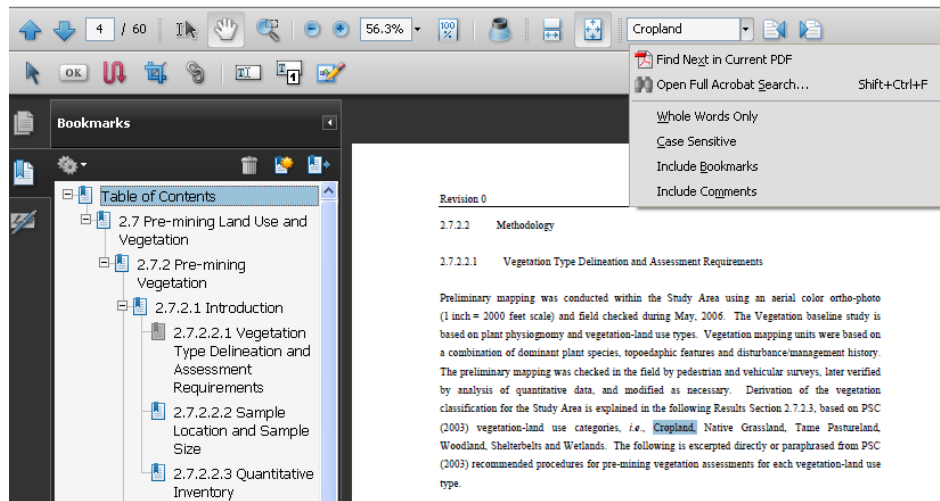

o **Adjust the Size of the Bookmark Pane** by dragging the bar between the panes to the left or right using your mouse

o **In Text Links** are underlined in blue and are used for easy access to tables, figures and appendices that are referenced in the text. Clicking on these in-text links will open the specified file in the main window. **Use the back button to return to where you were in the text.** In order to have the linked documents open in separate windows see the section above titled Opening E-Permit files in Adobe Acrobat or Reader.

The proposed Permit Boundary for the mine is shown on Figure 1.0-1.

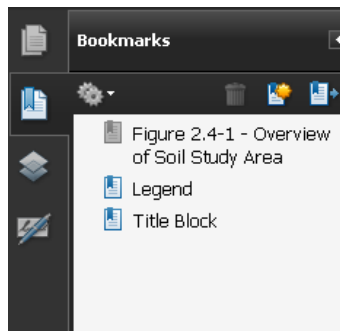o **Jump Between Pages** in the text by using the arrow tools located in the Adobe toolbar.

o **The Find Tool,** located in the tool bar, can be used to locate key words in the text.
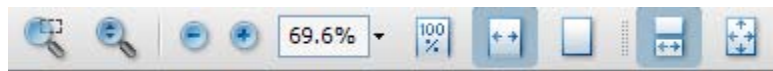

Figures

o **Figure Bookmarks** have been created in order to easily navigate to key features in the maps such as the legend, title block and sheet insets (where present).

o **Zooming In and Out:** Use any of the zooming tools located on the Adobe menu bar shown below to zoom in or out of the figures.
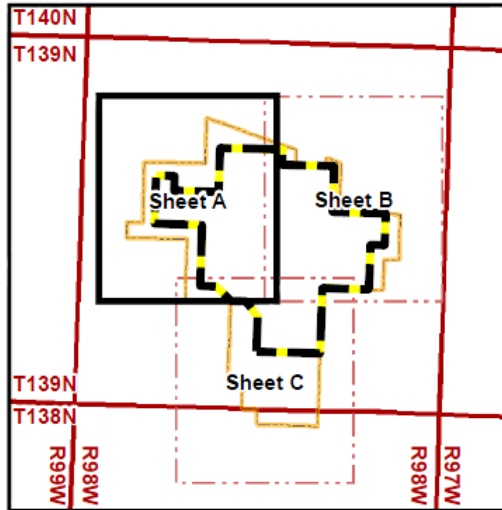

o **Pan Tool:** Use the scroll bars on the side and bottom of the screen to pan around the figure or use the pan tool:
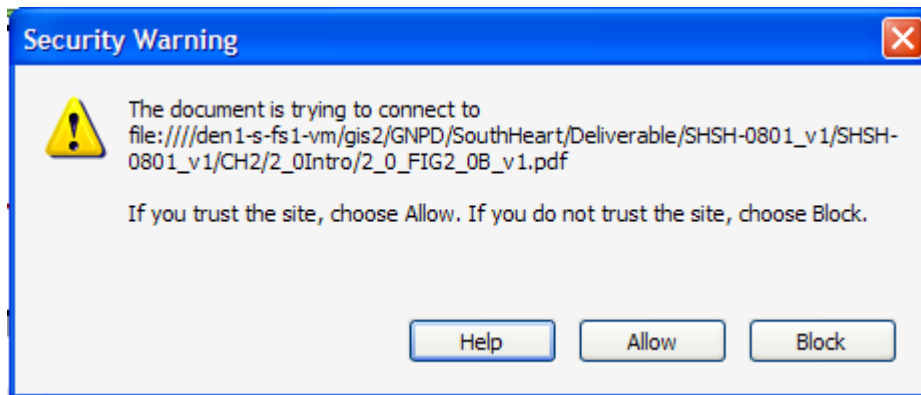

o **Multiple Sheet Figures:** Some of the figures within this E-Permit are at a detailed scale and cover a large area so multiple sheets are required in order to display them. These figures all include a Sheet Location Inset which can be used to simplify navigation.
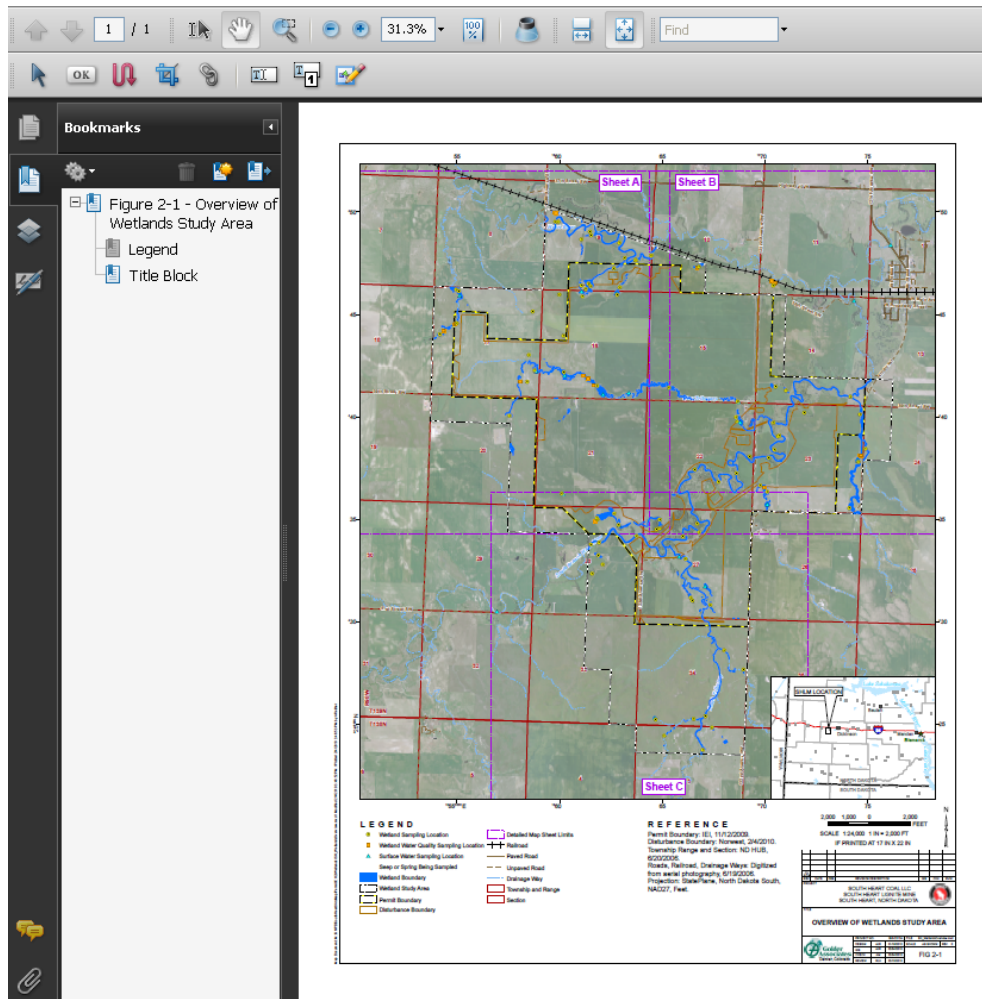
o **Sheet Inset** is located on the upper left-hand corner of figures that have multiple sheets. The heavy black or grey boundary indicates the sheet that is currently being viewed. In order to jump to one of the other sheets click in the area of that sheet's name (for example, Sheet C).
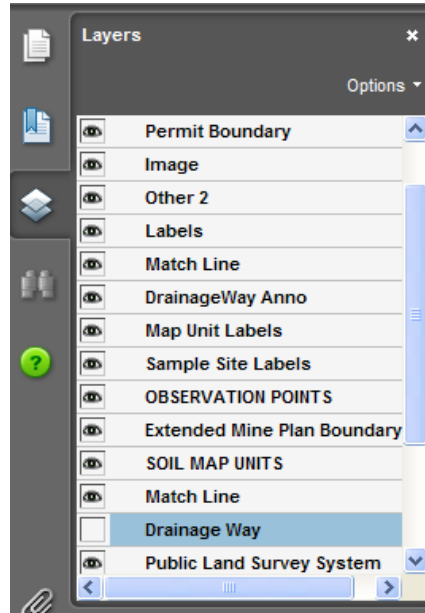

A security warning will pop up. Select "allow" and the new sheet will open.

o **Overview Figures:** An overview of multiple sheet figures is presented on one figure to identify sample or testing distribution, and mapping limits. Multiple sheet figures can be accessed from the Overview figures by clicking inside the sheet limits. These hyperlinks can interfere with using the hand and marquee tools used to pan around and zoom in or out of the Overview figure. Use the scroll bars to pan around and use the zoom in and zoom out buttons to adjust the magnification.

o **Layer Tool:** Layers of data in the maps can be turned on and off separately using the Layer list. To access the layer list click the button directly below the bookmark button in the Adobe left side margin. Click on the box with the eye symbol on the left of the layer name to turn a layer off or back on.

o **The Find Tool,** located in the tool bar, can be used to locate map features that have a text label (i.e.: sampling site location). The text will be highlighted in blue, use one of the zooming tools to get a closer look.

Golder Associates