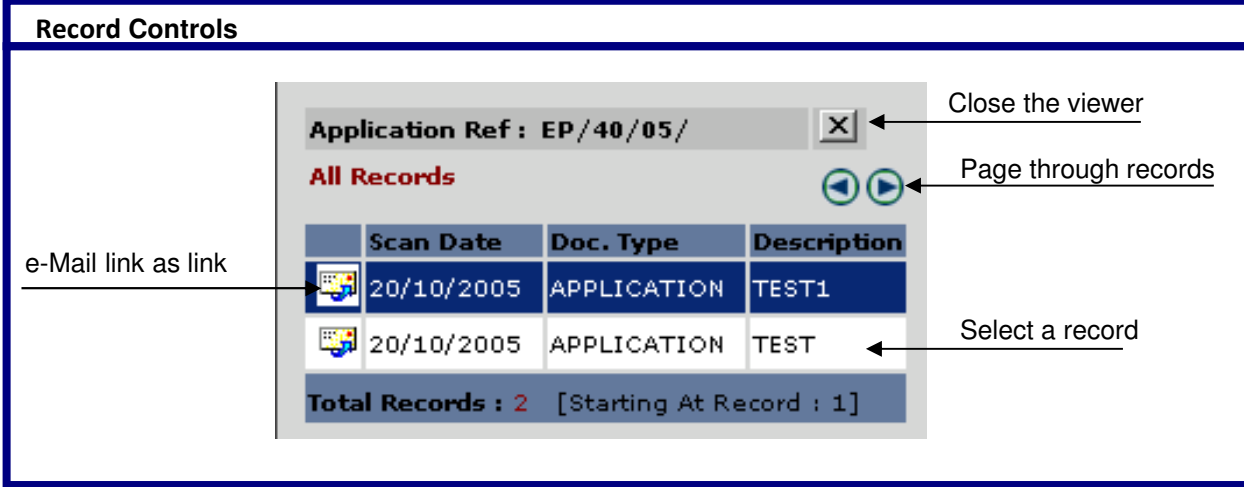


Planning On-Line Document Viewer – Quick Reference Card

Record Controls



Application Ref : EP/40/05/ [Close]

All Records [Page Left] [Page Right]

	Scan Date	Doc. Type	Description
[e-Mail link as link]	20/10/2005	APPLICATION	TEST1
	20/10/2005	APPLICATION	TEST

Total Records : 2 [Starting At Record : 1]

Annotations: Close the viewer, Page through records, Select a record

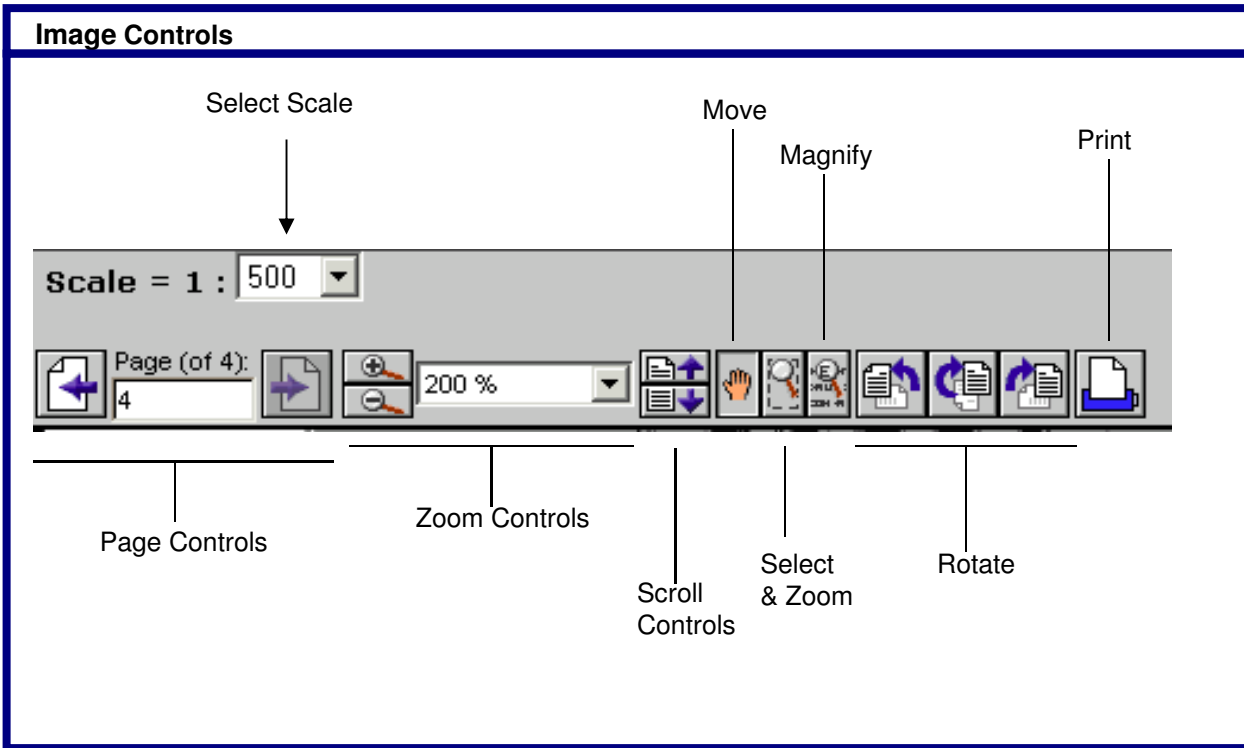
Measuring Tool Function

Place the mouse over on the image where the line is to be measured, **hold down the right mouse button**, drag the mouse to the end of the measure point and let go of the right mouse button.

If a measure line does not appear, please check the image has a scale, if not select the scale.

Note : some plans have more than one scale and so you may need to select a different scale from that shown.

Image Controls



Scale = 1 : 500 [Select Scale]

Page (of 4): 4 [Page Left] [Page Right]

200% [Zoom In] [Zoom Out]

[Move] [Magnify] [Print]

[Scroll Controls] [Select & Zoom] [Rotate]

Annotations: Select Scale, Move, Magnify, Print, Page Controls, Zoom Controls, Scroll Controls, Select & Zoom, Rotate

Move Function

Click on the “move” button, place the mouse over image and **hold down the left mouse button** down, drag the mouse to move the image, then let go of the mouse button when finished.

Select & Zoom Function

Click the “select & zoom” button, place the mouse over the image then **hold down the left mouse button** down, drag the mouse over the area to zoom in on and then let go of mouse button.

Magnify Function

Click the “magnify” button, place the mouse over the image, **hold down the left mouse button** and move the magnifier box around.