

Java-based Reader Quick Start Guide



One e-content platform.
Many ways to use it.

Welcome to ebrary's Java-based Reader with QuickView™!

SYSTEMS REQUIREMENTS*

- 512MB RAM minimum; 1GB RAM or more recommended.
- Minimum Java Standard Edition Runtime Environment 1.6 (JRE version 6).
- Linux, Windows XP, Windows Vista.
- Mozilla Firefox version 2.0 or higher, or Windows Internet Explorer version 6 or higher.

* Not required for QuickView

GETTING STARTED

1. **Create a personal bookshelf** in order to create and save highlights, notes, and hyperlinks.
2. **Search** using simple or advanced, by keyword, full-text, publisher, or author. Use Boolean or proximity operators.
3. **Instantly open and explore documents with QuickView** by clicking on the title name or image. No downloads or installations are required.
4. **Launch the ebrary Reader** for added functionality including printing, copying text, and InfoTools™, by clicking on the ebrary Reader™ button.

The screenshot displays the ebrary interface. On the left, a search sidebar (1) allows filtering by 'business plans', 'Text', 'Subject', 'mcgraw-hill', and 'Books'. The main search results area (2) shows 'Search results: 151 documents' with a list of results including 'Excel 2002: The Complete Reference' (3) and 'Business Plans That Work' (4). A red circle (5) points to the 'ebrary Reader' button for 'Business Plans That Work'. An inset window shows the document viewer for 'Business Plans That Work: A Guide for Small Business', featuring a cover image and a detailed Table of Contents (TOC) on the right side.

Instantly open and explore documents with QuickView by clicking on the title name or image. No downloads or installations are required!

5. **Navigate** through the book with the table of contents, which provides chapter-level search results. Go to each occurrence of your search term, flip through pages, and go to specific page numbers. Navigate to highlights, notes, and hyperlinks using the Notes tab. Also note that in tables of contents, search results are indicated by a magnifying glass.
6. **Use InfoTools** to link to other online resources, which may have been customized by your institution. Many InfoTools menu items can be activated by selecting words of interest in a document.

7. **Copy/paste and print with automatic citations.** Use Preferences on the InfoTools menu to select among four different styles. Citations include URLs back to the source.
8. **Highlight, take notes, and transform text into hyperlinks to other online resources.** Create multiple highlights and notes per page, resize and move notes, highlight with or without notes attached, and color code notes and highlights. All highlights, notes, and hyperlinks are automatically stored on your personal bookshelf if you are signed in.

ADDITIONAL RESOURCES

Sign up for ebrary's live web-based training program at www.ebrary.com/corp/trainingSessions.jsp.

For additional training and support tools please visit www.ebrary.com/corp/training.jsp.

For Customer Support, please email support@ebrary.com.

Launch the ebrary Reader for added functionality including printing, copying text, and InfoTools, by clicking on the ebrary Reader button from the search results or QuickView.

The screenshot shows the ebrary Reader interface with several callouts:

- 6**: Points to the InfoTools menu.
- 7**: Points to the navigation and search icons in the toolbar.
- 5**: Points to the search results in the Table of Contents.
- 8**: Points to the highlighting and note-taking tools in the toolbar.

InfoTools Menu:

- Define
- Explain
- Locate
- Translate
- Who
- Search Document...
- Search All Documents
- Search Web
 - All the Web
 - Alta Vista
 - Excite
 - Google
 - MSN
 - Polymeta
 - Yahoo
- Search Video
- Search Audio
- In The News
- Highlight
- Add To Bookshelf
- Copy Text...
- Copy Bookmark
- Print Pages
- Print Again
- Toggle Automenu
- Preferences...
- Help...
- About ebrary Reader...

Navigation and Search Icons: Home, Back, Forward, Search, Find, Print, Copy, Paste, Highlight, Note.

Table of Contents:

- Terms of Use
- Want to learn more?
- Contents
- Preface
- Chapter 1 - Entrepreneurs Create the FL
- Chapter 2 - Before You Start Writing You
- Chapter 3 - Getting Started
 - The Story Model: A Plan for Who
 - Cover Page
 - Table of Contents
 - Executive Summary
 - Summary
- Chapter 4 - Industry: Zoom Lens on Opp
- Chapter 5 - Company and Product Descri
- Chapter 6 - Marketing Plan: Reaching the
- Chapter 7 - Operations and Development
- Chapter 8 - Team: The Key to Success
- Chapter 9 - The Critical Risks and Offerin
- Chapter 10 - Financial Plan: Telling Your S
- Chapter 11 - Conclusion
- Appendix 1. Quick Screen Exercise
- Appendix 2. Business Plan Guide Exercise

Notes Window:

Page	Type	Content
55		The key to the story...
55		Now let's look at the...
55		basic elements to rem...
55		Keep in mind that alth...
55	WWW	http://www.vfinance....

Document Content:

3.1 Taglines

Just do it!
Absolutely, positively has to be there over...
We love to see you smile
Discover all that's possible on the Internet
Where do you want to go today?

that you can see as you type. As you are... build on, explain, or directly relate to the...
st likely isn't a necessary component of the **business plan**.
reference to the tagline facilitates writing a concise **business**

to the story model is capturing the reader's attention. The...
foundation, but in writing the plan you want to create a...
ual catch points. Too many **business plans** are text-laden,
tos. Only the most diligent reader will wade through all...
nd the valuable nuggets. Help the reader by highlighting...
points throughout the plan. How do you c...
effective techniques include extensive use...
strategically placed bullet point lists, diagr...
point is to make the document not only

visually attractive.

Now let's look at the major sections of the plan (Exhibit 3...
Keep in mind that although there are variations, most **plans** have these compon...
nts. It is important to keep your plan as close to this format as possi...
ble because many stakeholders are used to the format and it facilitates...
spot reading. If you are seeking venture capital, for instance, you want...
to **facilitate quick perusal** because it has been found that venture capi...
talists often spend as little as five minutes on a plan before rejecting it...
or putting it aside for further attention. If a **venture capitalist** be...
comes frustrated with an unfamiliar format, it is more likely that she will

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Document Type: book
Publisher: McGraw-Hill Companies, The
Classification: Business planning. | Small business. | Entrepreneurship.
Language: en
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LC Call No.: HD30.28.T5766 2004eb
Date Published: 2004

¹A running sidebar is a visual device positioned down the right-hand side of the page that periodically highlights some of the key points in the plan. Don't overload the sidebar, but one or two items per page can draw attention to highlights that maintain reader interest.