The Best of Fine Homebuilding

How to Get the Most from This CD

The Best of Fine Homebuilding CD is a collection of more than 600 articles selected by the editors of *Fine Homebuilding* magazine and 22 years of our most popular department, Tips & Techniques. This CD has been created with a number of features to provide quick and easy access to the wealth of information it contains.

We have designed this CD to be easy to start and use. Read this document to learn about the features of this CD. If you experience any problems, see **TROUBLESHOOTING** or the **More Help** section of this document. (You can jump to sections of this document by clicking on the Bookmarks to the left.)

Additional information is on our Web site at www.finehomebuilding.com/cdhelp, or contact our Customer Service Center via email at CustomerService@taunton.com or by phone at 1-800-477-8727
(9 AM to 5 PM Monday through Friday, Eastern time); international customers call 203-426-8171.

Registration and Online Archives

Included with *The Best of Fine Homebuilding* CD is one year of unlimited access to the online version of this archive. This option allows you to access the feature articles from the CD over the Internet without requiring the CD. Go to www.finehomebuilding.com/registercd and follow the instructions. You will be asked for the registration code that is on the card packaged inside the jewel case with your CD. Once you have entered that code, you can use the TauntonPlus login and password you choose to access the online archives.

By registering your CD, you ensure that you have access to the feature articles from *The Best of Fine Homebuilding* from anywhere you have an Internet connection. Your registration also ensures that you can be notified of new features, enhancements, or updates as they become available.

Getting Started with Windows®

Windows® System Requirements

Pentium® Processor

Microsoft® Windows® 95 OSR 2.0, Windows® 98, Windows® Millennium Edition, Windows® NT 4.0 with Service Pack 5 or 6, Windows® 2000, or Windows® XP

64 MB RAM or greater

24 MB of available hard-disk space

CD-ROM drive

A few moments after loading *The Best of Fine Homebuilding* CD into your CD-ROM drive, you will see an initial screen that provides options for loading Acrobat Reader software. If this screen is not displayed automatically:

1. Select **My Computer.**
2. Select your CD drive.
3. Open the file **autorun.exe.**

Adobe® Acrobat® Reader® 5.0.5 with Search (or later) is required. For Windows users, the CD includes both the Installer for loading Acrobat Reader onto your computer and a runtime version of Acrobat Reader, which runs directly from the CD and avoids loading software onto your computer.

> *We recommend that you install Acrobat Reader onto your computer if it is not already installed.* This will ensure the best performance and user experience. However, you may choose to run Acrobat Reader from the CD and avoid installing any software.

The initial startup screen offers three options: Load the Acrobat Reader software onto your computer, run the software directly from the CD, or use Acrobat software that you already have on your computer.
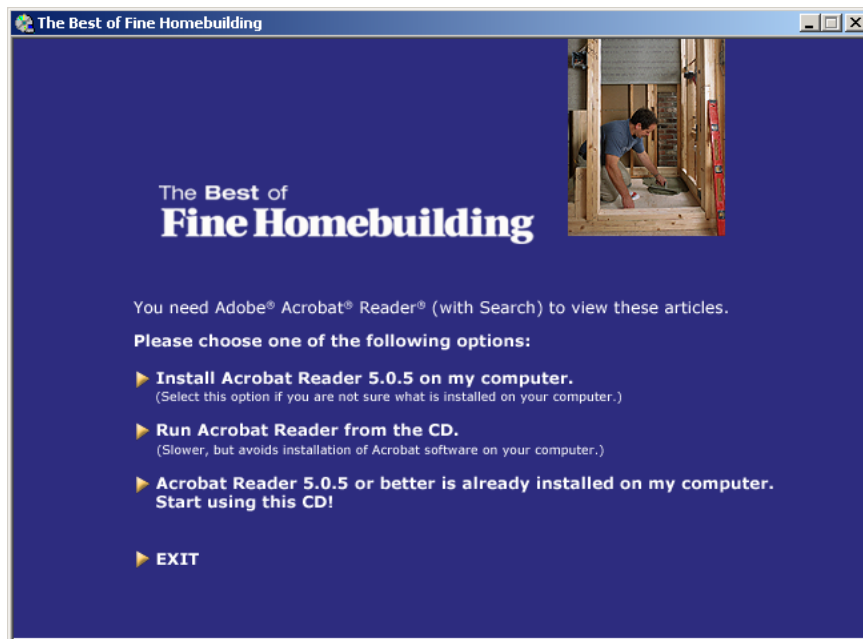
➢ **Install Acrobat Reader 5.0.5 on my computer.**
Select this option to load Acrobat Reader onto your computer if you do not have Acrobat Reader with Search Version 5.0.5 or later installed, or if you are uncertain what version and options are installed. This option takes you through the installation of the software. Acrobat Reader must be installed in the default location (C:\Program Files\Adobe\Acrobat 5.0\Reader) for this CD to find it. After installation, you may need to restart your computer. Be sure to remove the CD after the software has been loaded and before you restart.

After your computer has restarted, insert the CD. It will automatically start and display the standard startup screen:
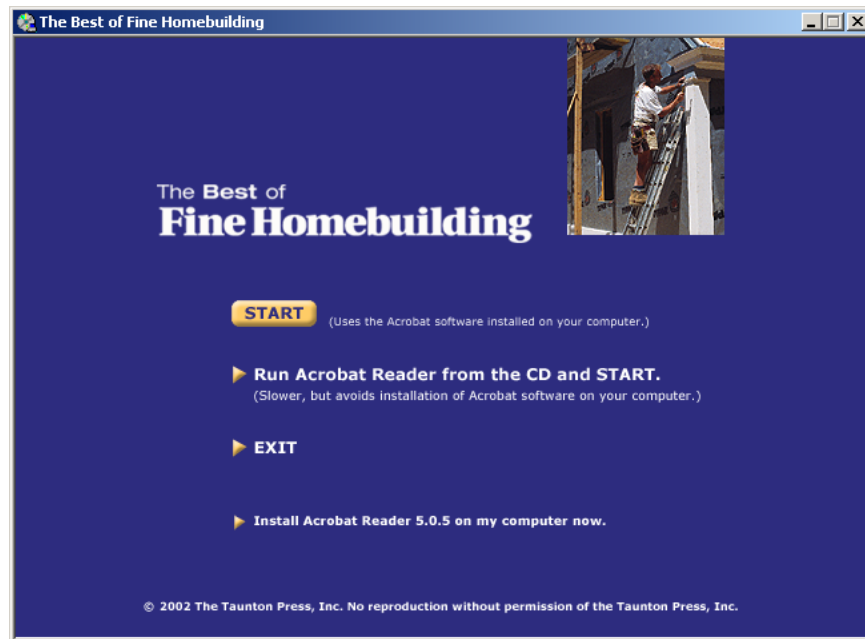
Click on the **START** button to use the CD with the installed Acrobat Reader software.

➢ **Run Acrobat Reader from the CD.**
Select this option if you do not have the Acrobat Reader software on your computer and you do not want to install it. However, browsing and opening articles will take longer with this option.

➢ **Acrobat Reader 5.0.5 or better is already installed on my computer. Start using this CD!**
Select this option only if you know that you have the correct software and options already installed on your computer.

To use Acrobat Reader software that is already installed on your computer, be sure you have version 5.0.5 with Search option installed

To check the version:
1. Start Acrobat Reader.
2. Open the **Help** menu.
3. Select **About Acrobat Reader…**

The version number in small type in the upper left should be Acrobat 5.0.5 or later.
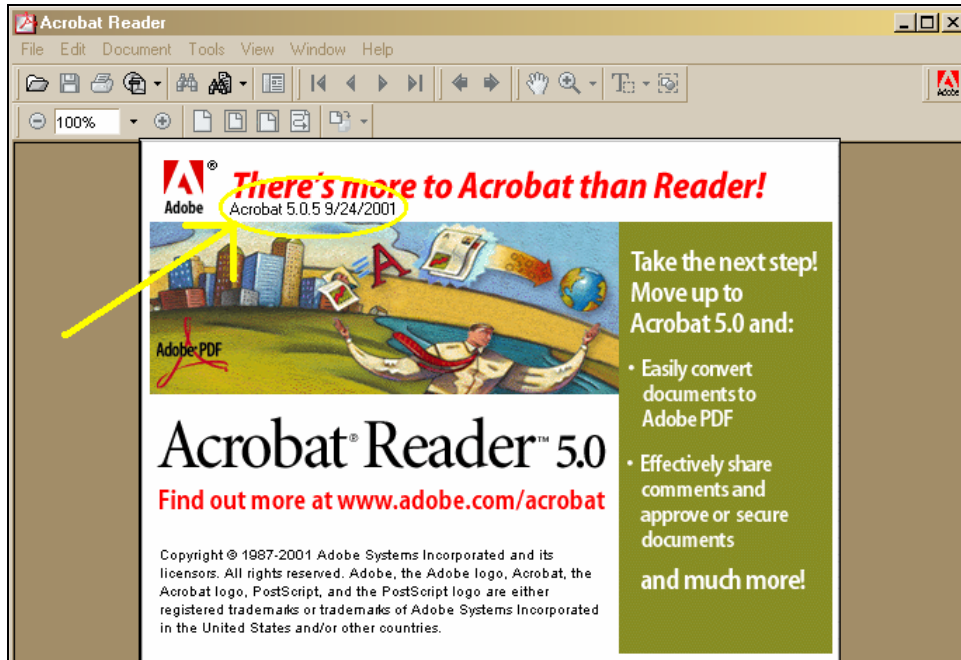
To check that the **Search** option is installed:

1. Start Acrobat Reader.
2. Open the **Edit** menu.

If the **Search** option can be selected, Search is available. If it is grayed out and cannot be selected, the **Search** option has not been installed.

Getting Started with Macintosh®

Macintosh System Requirements

Mac® OS software version 8.6, 9.0.4, or Mac® OS X

64 MB RAM or greater

Adobe® Acrobat® Reader® 5.0.5 or later with Search

CD-ROM drive

The Best of Fine Homebuilding CD requires Adobe® Acrobat® Reader® 5.0.5 with Search (or later). You must have both the correct version of Acrobat Reader and the Search option installed for the CD to work correctly. If you do not have the correct version of Acrobat Reader on your Mac, you will need to download it from the Adobe Web site (www.adobe.com).

Check for the Acrobat Reader Software

To determine whether you have the correct version of Acrobat Reader installed:

1. Find the Acrobat Reader application on your computer.
2. Click once to select the application (do not launch it).
3. From the **File** menu, select **Get Info**. The full version number is partway down the panel.
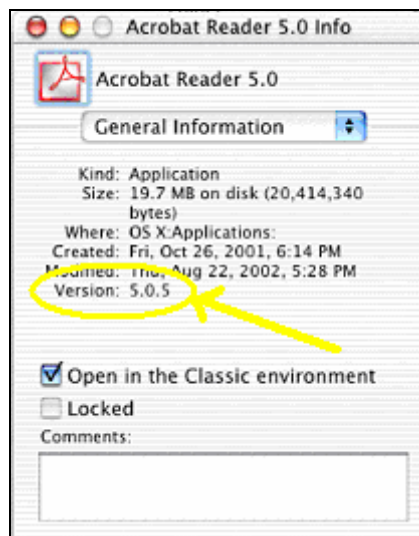
To check for the **Search** option:

1. Start Acrobat Reader.
2. Open the **Edit** menu.

   If the **Search** option can be selected, Search is available. If it is grayed out and cannot be selected, the **Search** option has not been installed.

If you have the correct version and options available, you can skip the next section on downloading and installing Acrobat Reader software and start using the CD.

### Download and Install the Acrobat Reader Software

If you do not have Acrobat Reader version 5.0.5 installed on your computer, you may download it from Adobe's Web site (www.adobe.com). This URL links directly to the Acrobat Reader download page:

www.adobe.com/products/acrobat/readstep2.html

Be sure to select the Mac OS version appropriate for your computer, and click on the box to include the option for searching Adobe PDF files and accessibility support (longer download). The Acrobat installer will download to your computer and will be named *rdrweb.sit*. This is a compressed file and, depending on the configuration of your computer, may automatically "unstuff" to Acrobat Reader Installer. Otherwise, double click on *rdrweb.sit* or drag it to your Stuffit Expander™ to unstuff it. (For more information on Stuffit Expander, visit www.stuffit.com.)

You must have an active connection to the Internet to install Acrobat Reader. Once you have an Internet connection established, install Acrobat Reader:

1. Double click on the Acrobat Reader Installer on your computer.
2. Select **Custom Install.**
3. Select *both* **Acrobat Reader 5.0** and **Search.**
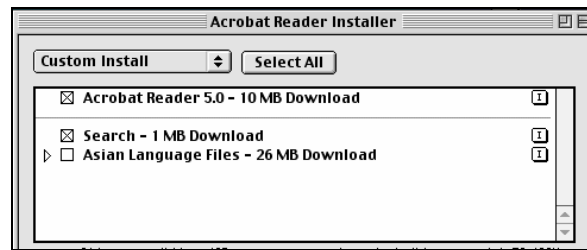
Installation will begin. This is an 11MB installation, and the time needed to complete the install will depend on the speed of your connection to the Internet.

Important note for OS X users:

As of this writing, to use the **Search** capabilities needed for *The Best of Fine Homebuilding* CD, Acrobat Reader must run in Classic mode. To enable this:

1. Quit out of Acrobat Reader if it is running.
2. Double-click on your hard-drive icon, find the Acrobat Reader application inside your Applications folder, then click on it once to select it (do not launch Reader).
3. While the file is still selected, go into the File menu on the Menu Bar, and select **Show Info**.
4. Click on **Open in the Classic environment.**
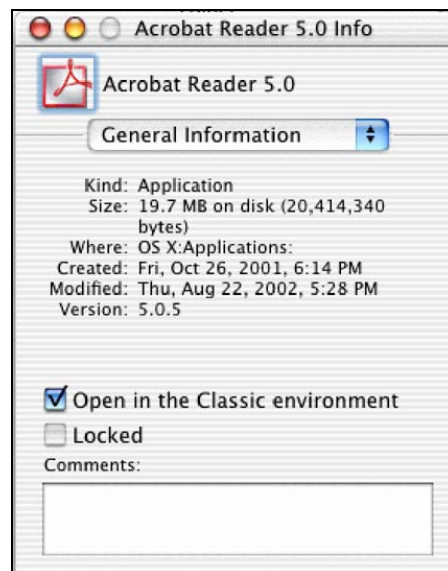
The next time Acrobat Reader starts, it will run under Classic mode, and the **Search** function will be available.

Begin Using This CD

Once Acrobat Reader 5.0.5 with Search is installed, you are ready to begin using this CD:

    1.   Open the CD icon on your desktop.

Best of Fine Homebuilding

    2.   Click on the file named **start.pdf.**

start.pdf

The Main Menu screen will display, and you are ready to start browsing and searching.

About the Articles

This CD contains articles and the Tips & Techniques department published between 1981 and 2002. Because these articles and columns appear as originally published in *Fine Homebuilding* magazine, references to supplies, suppliers, addresses and phone numbers may no longer be valid. Also, there may be references to other articles not included in this collection. Back issues of the magazine are available through our Web site (www.finehomebuilding.com) or by phone at 1-800-477-8727 (9 AM to 5 PM Monday through Friday, Eastern time); international customers call 203-426-8171.

Advertising that appeared in the original publication has been removed, and articles have been separated into individual files. As a result, there are blank spots on some pages. Please be sure to scroll through all of the pages in a file or print it to see the entire contents.

Corrections published in the magazine are appended to the end of the original articles, and a reference to the correction has been added on the page with the error.

The articles on this CD have been converted from printed magazine pages to electronic files that are fully searchable, which means you can easily find information across the entire collection. While every effort has been made to ensure the accuracy of the files, the conversion process may have introduced some differences between the original pages and the electronic files, including typographic errors.

## Using *The Best of Fine Homebuilding* CD

This CD contains more than 600 feature articles from *Fine Homebuilding* magazine, plus all of the *Tips & Techniques* ever published. You can find information in a variety of ways:

- Browse for feature articles on a particular topic from lists organized by category and subcategory.
- Select feature articles from lists of articles indexed by article title.
- Select feature articles from lists of articles indexed by author.
- Select *Tips & Techniques* from lists of items indexed by item title.
- Select *Tips & Techniques* from lists organized by the issue they were published in.
- Search feature articles and *Tips & Techniques* from a word or phrase.

The **Main Menu** screen provides all of these options. You can click on the **MAIN MENU** button from anywhere on the CD and return to this menu.

Once you find an article that interests you, click on the name to open the article for viewing. You can also scroll from page to page, search for text within the article, jump directly to a specific page, and print the article.

If you are already familiar with the Adobe Acrobat Reader, you may already know how to use many of these functions. In addition to this document, you can use the **Reader Help** under the **Help** menu in Acrobat Reader to learn more, or the **HELP** button from any menu screen.
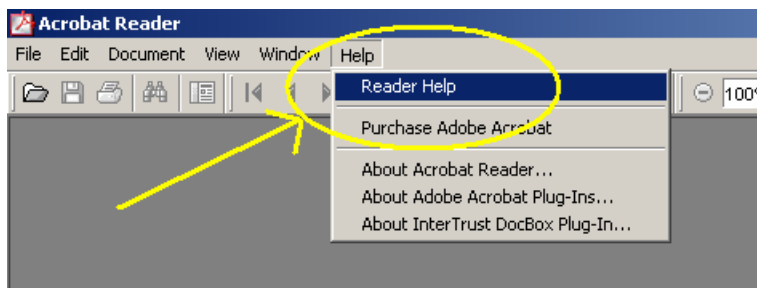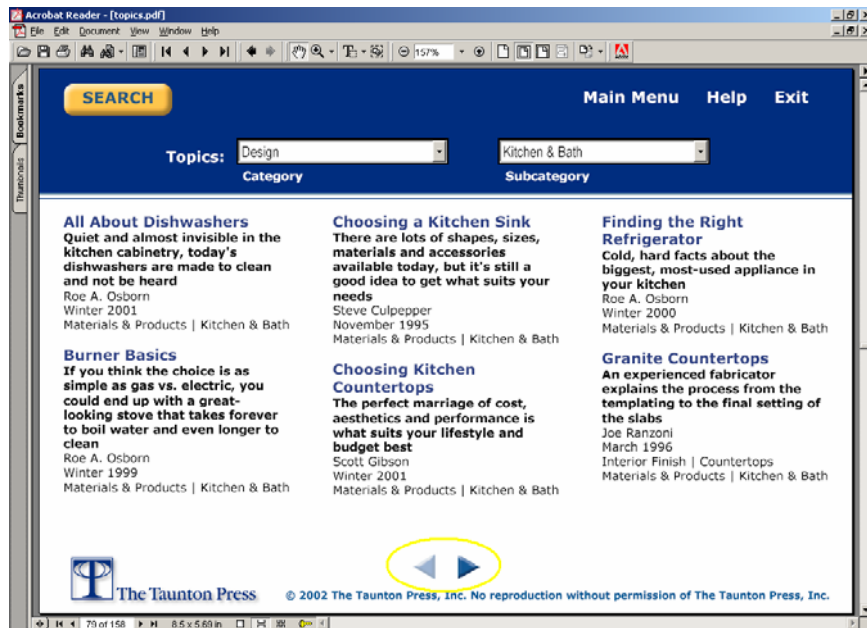
Browse Articles by Category and Subcategory

Feature articles on the CD can be browsed by category and subcategory. On the **Main Menu** screen, use the drop-down fields to choose a category and subcategory (if appropriate) to see a list of the articles that match those topics.
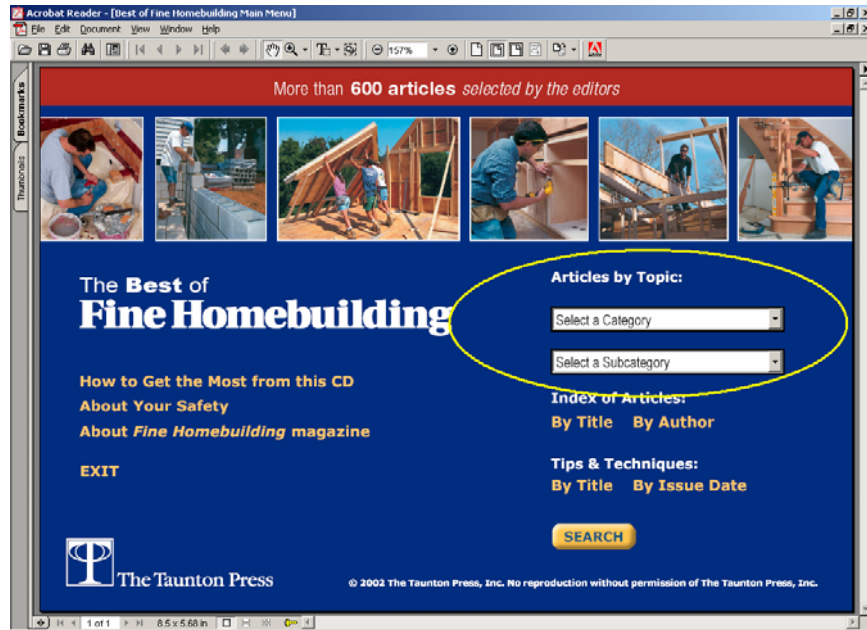
The articles in a particular category and subcategory are listed alphabetically by title. Each entry also shows the article subtitle, the author(s), the issue it appeared in, and all of the categories and subcategories the article is listed in.
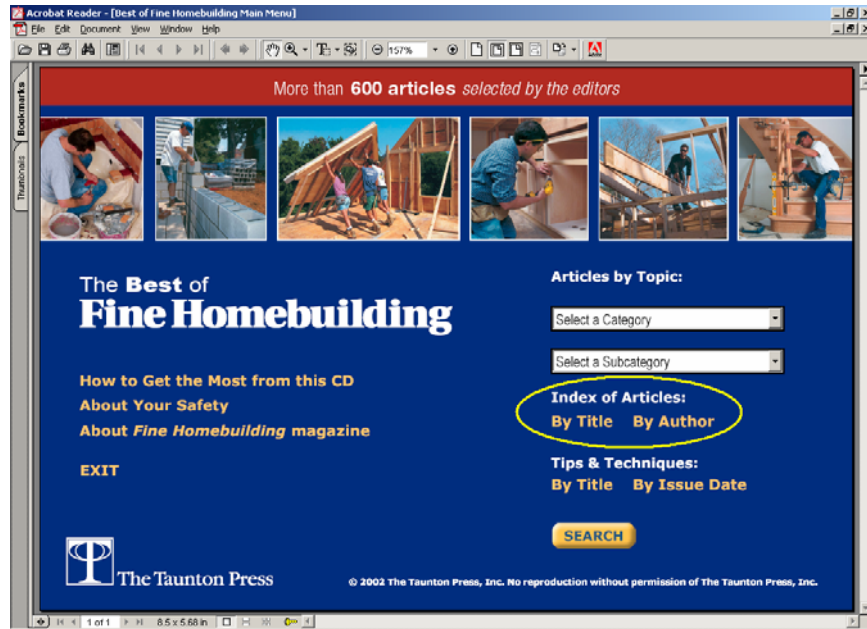

Use the arrows at the bottom of the screen to see all of the articles related to your selection. To see a different topic, select another category and subcategory from the drop-down lists at the top of the page.
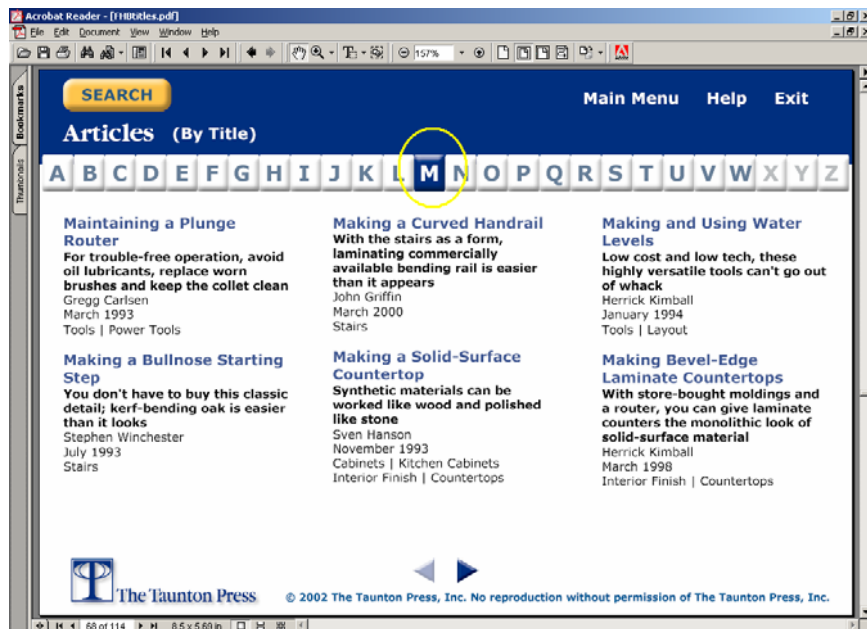
To select an article to view, click on the title of the article. When you are done with the article, you can return to the category listing by using the **BACK** button displayed with the article, or you can return to the Main Menu by using the **MAIN MENU** button displayed with the article.

Browse Articles by Title or by Author

Feature articles can be browsed alphabetically by title or by author. On the Main Menu screen, click on **By Title** or **By Author** under **Index of Articles** to see these listings.

Each entry shows the article title, subtitle, the author(s), the issue it appeared in, and all of the categories and subcategories the article is listed in.
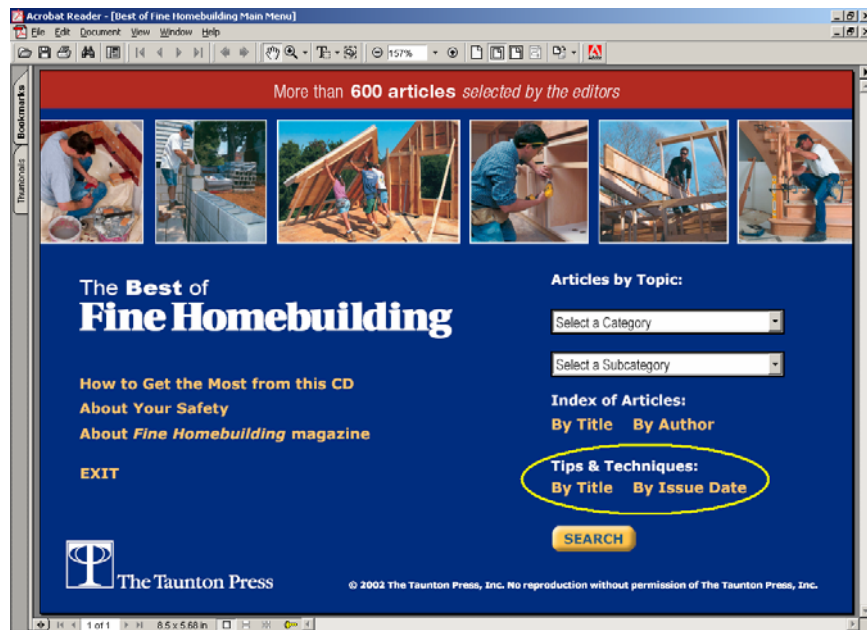
Use the letter tabs at the top of the screen to move to the first page of article titles or article authors beginning with that letter. Use the arrows at the bottom of the screen to see all of the pages listing articles related to your selection.

To select an article to view, click on the title of the article. When you are done with the article, you can return to the listing by using the **BACK** button displayed with the article, or you can return to the Main Menu by using the **MAIN MENU** button displayed with the article.

Browse *Tips & Techniques* by Title or by Issue Date

Tips & Techniques items can be listed by title or by issue date. On the Main Menu screen, click on **By Title** or **By Issue Date** under **Tips & Techniques** to see these listings.

Each entry shows the title of the item, the author(s), and the issue the item appeared in. Use the letter tabs at the top of the listing screen to move to the first page of item titles beginning with that letter. Use the arrows at the bottom of the listing screen to see all of the pages listing items related to your selection.

All of the *Tips & Techniques* items in an issue are included in a single column file. When you select an item to view by clicking on the title, you will see the first page of all of the items in the *Tips & Techniques* column from that issue. When you are done with the column, you can return to the listing by using the **BACK** button displayed with the article, or you can return to the Main Menu by using the **MAIN MENU** button displayed with the article.

NOTE: The advertising that originally appeared in the magazine has been removed, leaving blank spaces on some article pages. Be sure to scroll through the entire article to see all of the contents.
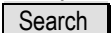
Exiting and Restarting the CD

Clicking on the **EXIT** button will close Acrobat Reader and exit the CD. To restart the CD without removing and re-inserting it, click on the CD-ROM drive under "My Computer." If the CD does not start, open the file on the CD named "autorun.exe."

Using Search

Use **Search** to find feature articles and *Tips & Techniques* items that contain a word or phrase. The Search function is on all of the menu pages and is also available from the Bookmarks and Acrobat icons displayed when viewing articles.

Start searching all files by using:

- The **SEARCH entire CD** bookmark on the left side when viewing an article or column.

- The icon near the top of the screen when viewing an article or column.

- button from any menu page.

Selecting any of these options will open the Acrobat Search window. Type the word or phrase to search for in the window, and click on Search .
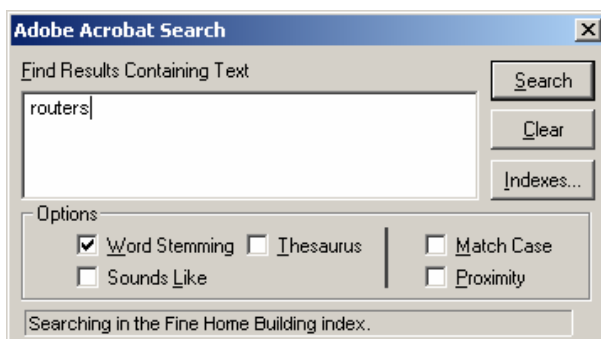

Feature articles and *Tips & Techniques* columns that contain the word or phrase will be displayed in a Search Results window, with the file containing the most matches listed first. Click on the name of a file in the Search Results window to open that file. The file will open to the page with the first occurrence of the word or phrase, and all occurrences will be highlighted. If only one file contains a match, instead of seeing a Search Results window, the file will open and the cursor will be on the first highlighted match.

To find a word or phrase *within* a file that is open, click on:

- The **SEARCH this article** bookmark on the left side of the screen when viewing an article or column.

- The icon near the top of the screen when viewing an article or column.

In the Acrobat Find window that opens, enter the word or phrase to be searched for, and click on Find .
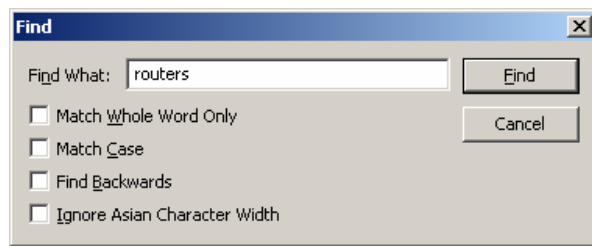

The cursor will jump to the first occurrence of the word or phrase, which will be highlighted.

More information on using the Acrobat Search function and options is available by selecting **Reader Help** under the **Help** menu in Acrobat Reader.

Viewing Articles

To open an article, click on the article title in either the menus or the search results. The window will display the first page of the article with a list of options to the left. These options are Acrobat Bookmarks. You can change the width of the bookmark window by dragging its right-hand edge to the left or right, or you can hide these options by clicking on the **Bookmarks** tab on the far left. Clicking the tab again will display the options.
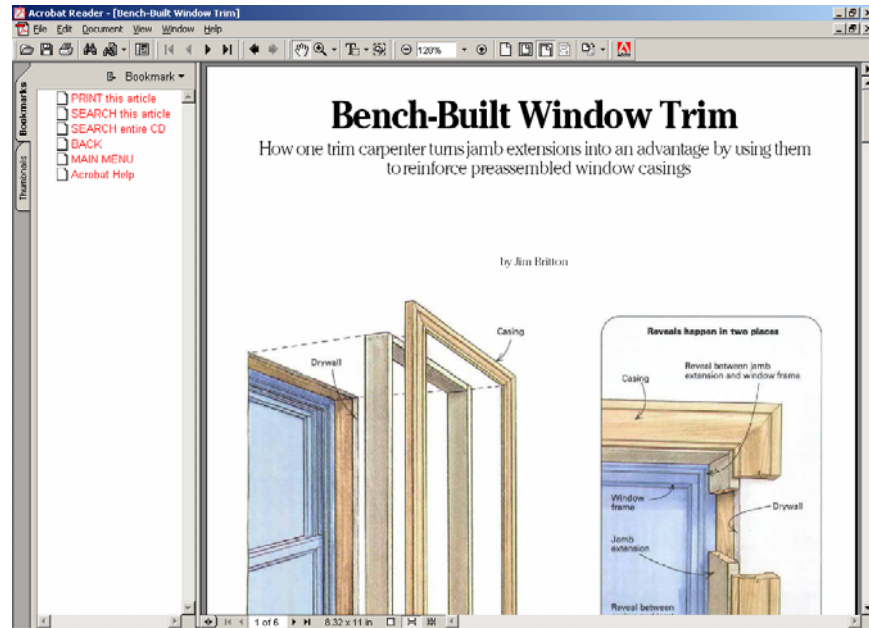
To zoom in or out on the page, or to increase or decrease its view to a smaller size, you can use any of these methods:

- Click on the + or – symbols on either side of the window (near the top of the page) that shows the zoom percentage.
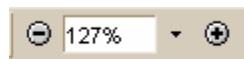
- Type a number in the zoom percentage window and press **Enter**.
- Click on the ▼ next to the zoom percentage and select a new value.
- Click on the **View** menu and select a zoom option.

To select a section of text and zoom in, click on the tool in the toolbar. The cursor now looks like this magnifying glass. Select the area on the page that you wish to see larger. To zoom out, use the zoom percentage window and + or – symbols.

To move from one page to another, you can use any of these methods:

- Use the cursor down and up arrows on your keyboard.
- Grab the slide bar on the right side of the screen and move down or up.
- Click on the ◀ and ▶ to the left and right of the page number window at the bottom of the page, or the larger arrow symbols at the top of the page, to step to the next or previous page.
- Click on the ◀| and |▶ to go directly to the first page or last page of the article.

- Type a page number in the page number window and press **Enter**.
- Click on the **Document** menu and select a page to move to.

The article displays in **Continuous** view: as you scroll through the document, you can see the bottom of one page as you scroll to the next. You can also display the article pages as **Single Page** (only one page displays at a time) or **Continuous – Facing** (you can see pages that "face" each other side by side). You can use any of these methods to use these display options:

- Click on the single rectangle (left in the picture above) at the bottom of the screen to display the article one page at a time.
- Click on the two half-rectangles (middle in the picture above) at the bottom of the screen to display the pages of the article in a continuous flow.
- Click on the four half-rectangles (right in the picture above) at the bottom of the screen to display the pages of the article as facing pages in a continuous flow.
- Click on the **View** menu and select the display you wish.

NOTE: Articles that spread across two pages are best viewed by printing and laying the pages side by side. Many articles begin on a left-facing page, and Acrobat Reader does not provide an option for beginning side-by-side display on a left-facing page.

Printing Articles

Articles can be printed by selecting either the icon at the top of the page or by opening the **File** menu and selecting **Print**.

To ensure that the entire contents of the article page fits on your printer's paper, be sure that the "Shrink oversized pages to paper size" option is checked. (Your printer's menu may look different than the one below. Look for the "Shrink oversized pages to paper size" near the "Number of copies" option.)
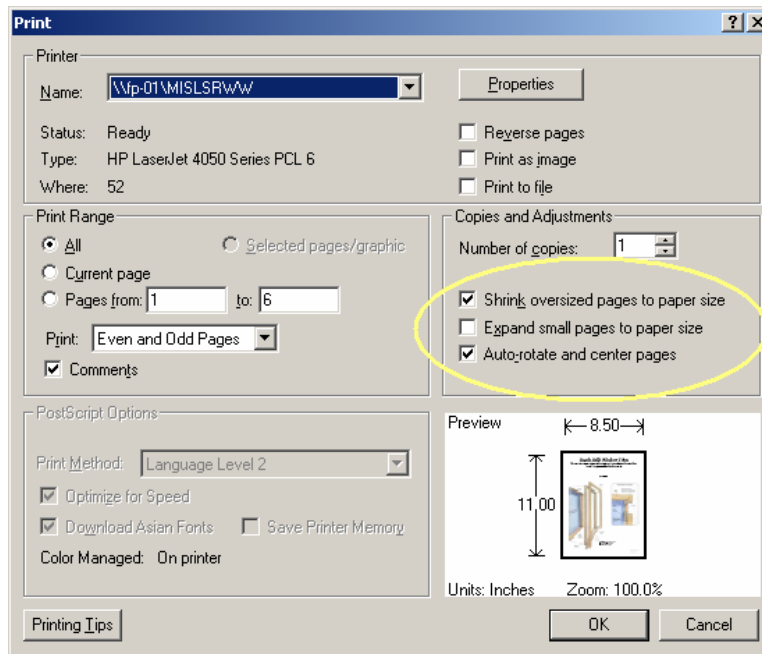
TROUBLESHOOTING

This section includes some tips that can help you resolve problems with starting the CD, navigating the menus, viewing the articles, and printing. Be sure to review the entire contents of this document for details on how to start and use this CD. Additional information is also posted on our Web site at www.finehomebuilding.com/cdhelp.

> ➢ **System Configurations and Requirements**

The configuration of your computer will affect how the contents of this CD appear and behave. Review the system requirements for this product before loading the CD. The requirements are listed on the package, as well as in the **Getting Started with Windows** and **Getting Started with Macintosh** sections of this document.

Acrobat Reader 5.0.5 (or a later release of Version 5) is required to view this CD. See the **Getting Started with Windows** and **Getting Started with Macintosh** sections of this document for complete information on loading and running Acrobat Reader.

Windows users: In order to use Acrobat Reader from your computer, Version 5 must be installed in the default location (C:\Program Files\Adobe\Acrobat 5.0\Reader) for the CD to start. If you have Acrobat Reader 5.0.5 with Search installed in another location, you will need to open the CD through **My Computer** and select the **start.pdf** file.

> ➢ **Speed and Performance**

A number of factors affect speed and performance. The speed of your CD-ROM drive, the amount of memory in the machine, and the speed of the CPU will all affect how quickly the menus, drop-down boxes, and selected articles appear. If the CD does not appear to be responding, listen for the sound of the CD drive and/or look for a light that indicates activity on the drive. If these sounds and/or lights are active, wait.

Windows users: Running Acrobat Reader from the CD is slower than running Acrobat Reader loaded on your computer. If performance is an issue, we recommend that you load Acrobat Reader 5.0.5 to your computer's hard drive. It must be found in the default location (C:\Program Files\Adobe\Acrobat 5.0\Reader) for the CD to start automatically.

> ➢ **Screen Display**

This CD looks best when viewed at a minimum screen resolution of 1024x768 pixels. Refer to your computer and operating system manuals for information on how to change the resolution of your screen.

If the screen display looks fuzzy, change the Preferences settings in Acrobat Reader. Open Acrobat Reader, click on the **Edit** menu. Select **Preferences**, then select **Display** from the column on the left. Check (or uncheck) the options under "Smoothing".

Expand the Acrobat Reader window to fill the screen if the window that the CD displays in appears small. Use the icons in the upper right corner of the screen display to expand the window to its maximum size.

If the icon look like this: *, click the center icon to make it look like this:*

If articles are difficult to read on the screen, use the zoom tools to make the type larger or print the article.

> ➢ **Acrobat Reader**

Acrobat Reader preferences can affect how this CD works. Be sure that the "Open Cross-Document Links in Same Window" option is *not* checked:

With Acrobat Reader open, click on the **Edit** menu. Select **Preferences,** then select **Options** from the column on the left. The option "Open Cross Document Links in Same Window" option should *not* be checked.

➢ **Printing**

The specifications and configuration of your printer will affect the speed of printing and may affect whether a file will print successfully. Printers with limited memory or driver limitations may have difficulties with the amount of image data and font data in these files. If you are having difficulties printing an article, try printing one page at a time.

Windows XP users: If you cannot print successfully, be sure that you are using the latest version of Acrobat Reader, and at least Version 5.0.5. Earlier versions of Release 5 are known to have problems printing the embedded fonts in these files.

Copyright Information

This CD and the files on it are protected by copyright. You may not duplicate articles electronically, duplicate articles from printouts, or otherwise replicate this CD in whole or in part for distribution or any type of sharing without written permission from The Taunton Press.

For your personal use only, you may copy files from this CD to your computer, print the files, and make a duplicate copy of the CD for backup purposes only. Any other use of the information is considered an infringement of copyright. We consider copyright violations to be a serious matter and will vigorously protect our rights under the law.

More Help

If you need additional help, please check the following sources:
- For help downloading or installing Adobe Acrobat Reader, visit www.adobe.com.
- For help using Adobe Acrobat Reader when viewing articles, use the **Reader Help** option under the **Help** menu when Acrobat Reader is open.
- For the latest information and FAQs on using this CD, visit www.finehomebuilding.com/cdhelp.
- Email Taunton Customer Service at customerservice@taunton.com.
- Call Taunton Customer Service between 9 AM and 5 PM Monday through Friday, Eastern time, at 1-800-477-8727 (international customers please call 203-426-8171).

The Taunton Guarantee: At The Taunton Press, your satisfaction is of utmost importance to us. If at any time you are not completely satisfied with your CD, you may return it (with the registration card), and we will immediately refund your payment in full. No questions asked.