

To take an approximately 2 ½ minute **tour** of the **Fact Book**, click on [Help Movie](#). This movie is best viewed at **1024x768** screen resolution.

To view the [Help Movie](#), please obtain the latest version of **QuickTime** from **Apple: Mac** (version 7.0), **PC** (version 6.5), or higher.



The following is a hyperlink to [Adobe Reader](#) (7.0.1) or higher.

Help Notes:

- Click on the [Screen Shot](#) to view Adobe Acrobat tools for Fact Book usage.

- The Fact Book is in seven sections:

	<u>Number of pages</u>
○ Content	2
○ Student	22
○ Faculty / Staff	6
○ Financial	7
○ Facilities	6
○ Outcomes	20
○ Research and Public Service	5

- To go to any of the sections, click/double click on the main topics in the **left pane**.
- Each title within a section of the **left pane** is linked to a specific page.
- Please notice that the **page numbers** in the **next and previous navigation tool** display **the number of pages within a section**.
- The **find tool** is only operative within the current section.
- Use the **zoom in** and **zoom out tool** to change the document magnification.
- Use the **select text tool** to copy and paste text onto a text editor.
- To **print** the entire Fact Book, each section must be printed separately.