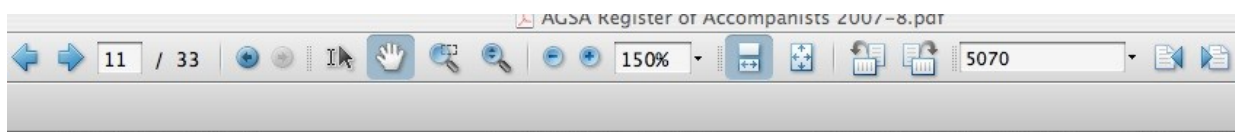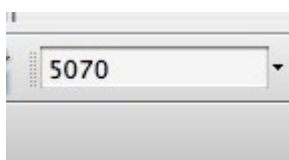# How to search the Register of Accompanists

1. The Register is created as an Adobe PDF file and is opened in Adobe Reader in your browser, or you may download it to your computer and open it up separately. The screens look slightly different depending whether you have Windows, Macintosh or Linux, but the controls are the same for each operating system.

2. Adobe Reader has an inbuilt search facility. It operates in 2 modes - simple or advanced.

3. Simple mode involves clicking in the find box in the menu bar and typing the text you want. Press the Enter key on you keyboard to execute the search. If found the text will be highlighted. To find subsequent occurances, keep pressing the enter key.
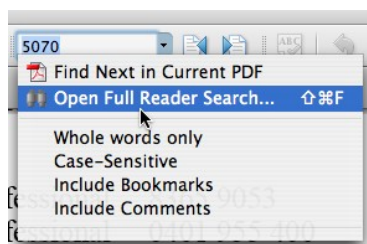
The Toolbar

The Find box

Type what you want to find here, then press enter. Keep pressing the enter key to find subsequent occurrences of the text. Alternatively you could click on the "Find Previous" or "Find Next" buttons.
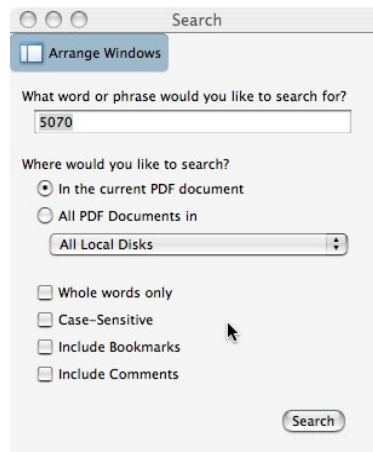
Clicking on the small arrow to the right of the find box drops down a menu to select items such as advanced mode.

4. Advanced mode is activated by clicking on the "downarrow" mark adjacent to the find box and picking "Open Full Reader search.
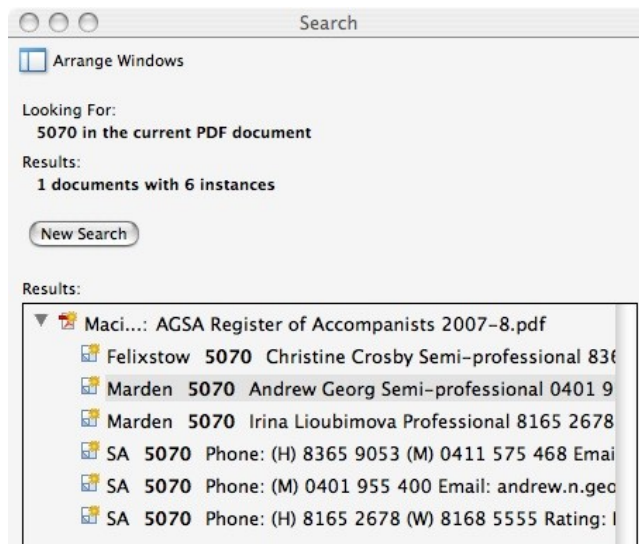
Open "Full Reader Search" by selecting the item from the menu

A new window opens to the left of the document window.

Advanced Search Window

5. Type the search text in and click "Search". A list of matching text is then displayed:

Advanced Find: Found Matching Text

Clicking on a line will display the relevant text in the main document.

6. By using either method you can search for Accompanists by any criteria you want: Name, Suburb, Postcode, Area etc.