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## Navigating this Website

### Frequently Asked Questions

#### **How do I view separate parts of the document in separate screens?**

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Open the section of interest using the navigation menu on the left-hand side of the webpage or links embedded in the webpage. Right click on the link for the second section of interest. Select “Open link in a new window with navigation”. This approach works for any link you wish to view in a separate window.

#### **What is the suggested citation for this document?**

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#### **Linked sections are opening in new windows and not new tabs. How do I change the behavior?**

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In your browser, find the settings for Open pages in tabs instead of windows. In Internet Explorer, go to Tools>Internet Options>Tabs>Settings and select “Always open pop-ups in a new tab”. For Safari, there are three choices for opening pages in tabs: Automatically, Never, Always. In Firefox or Google Chrome, all links automatically open in a new tab.

#### **Can I bookmark parts of this guidance?**

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You can bookmark sections of this guidance. Each section has a unique URL, so it can be shared, emailed, or saved in the browser bookmarks (as you would save a normal browser favorite or bookmark).

#### **How do I print from this document?**

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Use the [Print this page](#) link at the bottom of each page .

#### **How do I view glossary terms? How do I close a popup? What do the Internal links look like?**

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Glossary terms: Mouse over glossary terms to open a pop-up box with the definition. Mouse away from the popup box to close the definition. Glossary terms are shown in the document as bold, orange text that is underlined. The entire glossary can be accessed using a link in the footer and in the left-hand navigation menu under Additional Information.

Using popups: The references are linked as popups in this document. When you click a reference, the popup material will appear in front of the text that you were reading, and the text will be grayed out in the background. To return to the text, click anywhere in the gray area surrounding the popup.

Internal links: Internal links to different places in the document are shown as bold, blue text that is underlined.

#### **Can I keep a Read more open when I navigate to a new page?**

▼ *Read more*

If you have a “Read more” section open, and then click a link to another section and then click the “back” arrow, the “Read more” section that was previously open will close as the page reloads. It may be helpful to you to review the answer to How do I view separate parts of the document in separate screens?