PS1 Instructor Station v 1.5.0 alpha (IOS) – Restricted Release

Instructions for using the editor to create information and checklist files

Enabling the editor

On first starting this version, go to the Options window. Click the button for the "allow editing" function.

When you next select a malfunction the info button will display the information window as before. It will now show extra buttons. Click the Edit button to enable editing. The surrounding parts of the IOS will disappear, leaving just the information window.

The IOS is designed to be compatible with touch screens for normal use, but functions as a normal Windows application when editing. You can use the mouse to move the window around and to select text while editing.

Follow the same process as described below when creating checklists from the failure summary window.

Entering text and graphics

There are two methods for entering data:

1. You can enter text by typing directly into the editing window. It will appear in gold text in 10 point Arial font. You can *right click* the mouse to reveal a shortcut menu allowing you to use bold and italic, green and red highlight colours, as well as two larger font sizes.

2. You can also paste text and graphics from other applications, such as Word. You can do this by selecting the text and/or graphics in the other application then dragging the selection to the IOS editor with the mouse, or you can use the standard Windows cut and paste procedure.

When you paste text into the editor it will be changed automatically in these ways:
- The font will be changed to Arial;
- If the font size is less than 10 points it will be changed to 10 points;
- If the font colour is black it will be changed to gold.

Any other text features, such as larger font sizes or different colours will not be changed. This means that you are not restricted to the size and colour options available directly through the editor.

You can select a pasted graphic in the editor and then use its handles to resize it. The cursor changes to a four-way arrow cursor when you select a graphic but it does not change to a specific directional arrow cursor (such as left-right) when you move the mouse over a sizing handle. You can still grab the handle with the mouse and resize the graphic.

There is a limit of 30 lines per page including graphics. If you exceed this, such as by pasting extra lines in the middle of the text, you will not be able to save the file until you have reduced the number of lines.

You can have multiple pages of up to 30 lines each. Click the Next Page button until you reach a blank page. The page indicator will show that you are editing a new page by showing the page number as more than the total number of pages. For instance it will show 2/1 for page 2 until you have saved it, then it will show 2/2.

Saving information and checklist files

Click the Save button when done and the file will be saved to a special folder and given a coded name. The folder is the \DOC folder under your application folder.

Click the Revert button instead to reload the previous text, if any.

A separate file in the DOC folder records an encrypted signature for each page file. Do not change any file in the DOC folder except through the editor or the signature will be invalid and you will not be able to reload the file into the IOS.

Disabling the editor

When you have entered all the information pages and checklists, disable editing at the Options window. The information and checklist windows will then not show the editing buttons.

Garry Richards
7 March 2005