

1View User Guide

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Overview

1View Technical Publications User Guide

The 1View application allows you to view the manufacturer-authorized Illustrated Parts Catalogs, Wiring Manuals, Maintenance Manuals, Structural Inspection Manuals, Airworthiness Limitations Manuals, Printed Circuit Board Manuals, Maintenance Schedules, Flight Manuals, Service Documents, and other technical publications for all three Textron Aviation aircraft brands: Beechcraft, Cessna, and Hawker. The 1View application also allows you to view the manufacturer-authorized Overhaul Manuals, Service/Parts Manuals, Owner/Operator Information Manuals, and Standard Practices Manuals for the McCauley Propeller brand. To access the 1View manuals, you must be an active subscriber and registered on the website.

The 1View website is located at <http://pubs.txtav.com>. To view technical data (including technical manuals) users need to create a web account. This is a one-time, no charge set-up. For more information on how to register on the site, refer to the Web Site Registration user guide.

Online manuals can be accessed by clicking the 1View link on the Technical Publications website (Refer to Figure 1).

This user guide uses various manuals across brands to illustrate how to use the 1View manuals.

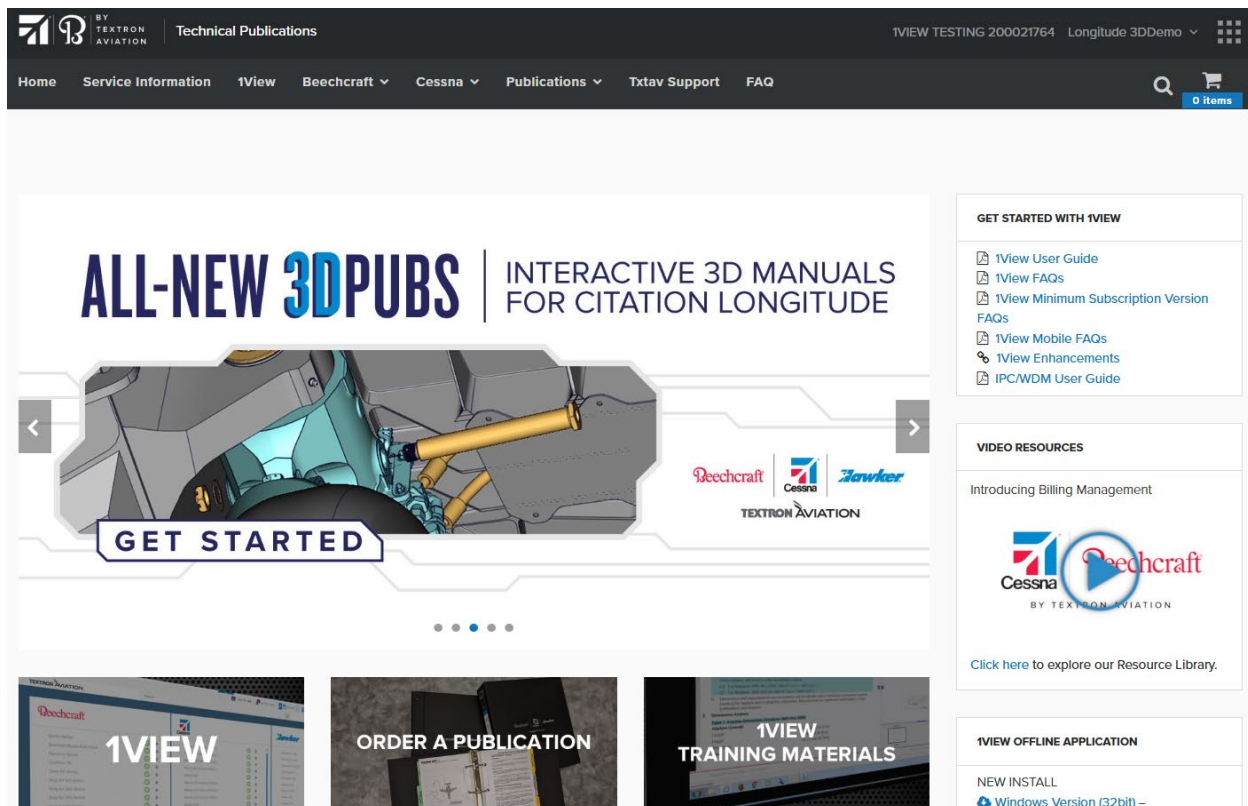


Figure 1 - Technical Publications Website



Glossary of Terms

1View – Web-based application which allows you to view all manufacturer-authorized flight and maintenance information for all Textron Aviation brands: Beechcraft, Cessna, and Hawker, and manufacturer-authorized overhaul/service information for the McCauley Propeller brand. 1View is the electronic equivalent of operations manuals, maintenance manuals, and service information issued in print.

Annotation - A note added to text or drawing as a comment or explanation. This feature is available in 1View in both the text and graphic panels.

Change Request – Customer request to change information in a publication (by manual). When a discrepancy is noted in a published technical manual, users may submit an online change request form to identify and report the discrepancy to the factory.

Intranet – A private network accessible to an organization and its employees that may consist of many interlinked systems and applications. 1View offline application installed on an intranet network may be accessed at multiple user workstations from within that network.

Library Manager – An administrative screen used to download and install libraries for viewing in the offline application.

Single Sign-on (SSO) – A session and user authentication service that permits a user to use one set of login credentials (e.g. username and password) to access multiple Beechcraft, Cessna, and Textron Aviation websites.

Standalone – A version of the 1View offline application that is installed on a local system and only accessible on this specific machine.

Technical Manual Deviation Approval (TMDA) – Engineering/FAA approved deviations to the published manual. TMDA's will be incorporated in the manual at a future revision.

Tool Tip – While hovering the cursor over an item, without clicking it, a small box appears containing descriptive information about the item being hovered over

Homepage

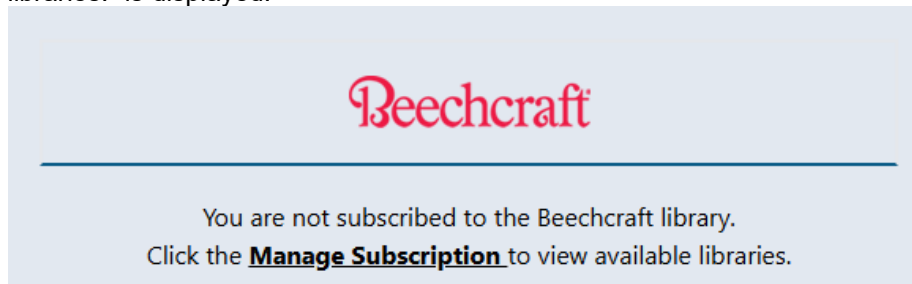
General Information

After you log into the Technical Publication website and select the 1View link, the user will be directed to the 1View application homepage. From the homepage the user can view the Model libraries to which they are subscribed, including the McCauley Publication library. When a user selects the *Manage Subscription* button located on the left toolbar, above Account Settings, they will be directed to the appropriate web location to renew current subscriptions and/or purchase additional subscriptions.

The 1View homepage offers several features, which includes but is not limited to: Notifications, Notices, Order List, Contact Us, Account Settings, Bookmarks, Terms and Conditions, and subscription status information.

Homepage Navigation

1. The 1View Homepage is displayed upon login to the 1View application (Refer to Figure 2).
2. The aircraft models to which you currently subscribe are listed in columns by make.
 - a. If you are not subscribed to any libraries for a particular make, the phrase “You are not subscribed to the Beechcraft library. Click the Manage Subscription to view available libraries.” is displayed.



- b. Select the *Manage Subscriptions* button to manage your aircraft model subscriptions (Refer to [Subscription Management](#) in this document).
3. The McCauley Propeller button will appear on the left-hand toolbar if you subscribe to any McCauley publication.
 - a. If you are not subscribed to McCauley publications, the McCauley propeller button will not appear on the toolbar.
 - b. Select the *Manage Subscriptions* button to manage your McCauley propeller subscriptions (Refer to [Subscription Management](#) in this document).
4. To open a library, select the Model name (ex: Model 162) from the available Make list.
 - a.  The clock icon represents the subscription status of a particular library
 - i. Green: Current
 - ii. Yellow: Expires within 60 days
 - iii. Red: Expired.
 - b.  The star icon allows a user to select if they would like to add a specific library to their bookmark list, for quick access.
 - i. A star outline indicates the library is not bookmarked.
 - ii. A blue star indicates the library is bookmarked and listed under the bookmark list.

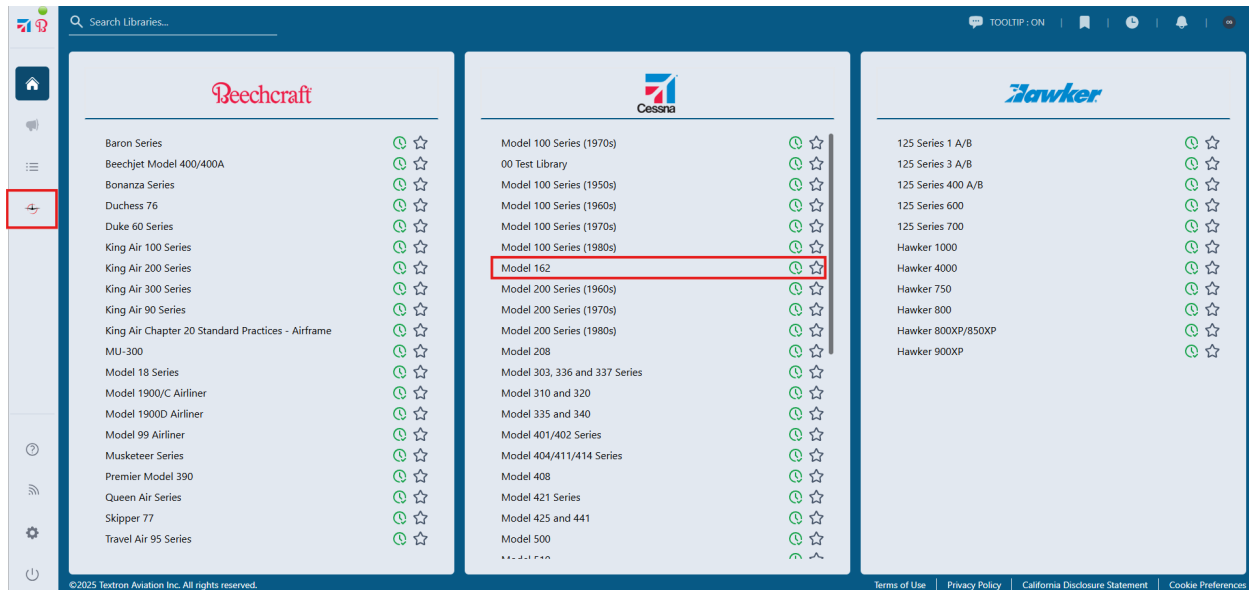


Figure 2 - 1View Homepage with aircraft and McCauley libraries highlighted.

Subscription Management

General Information

Model libraries to which a user is subscribed will appear in their respective columns located on the 1View homepage. The clock icon located to the right of the Model library name will change color based on the subscription status. To manage your current subscriptions, renew a subscription, and/or purchase additional libraries, use the *Manage Subscriptions* button located at the bottom of the left-hand toolbar. When you select *Manage Subscriptions*, you will be directed to the Technical Publications Subscriptions webpage.

Subscription Management

1. Click the *Manage Subscriptions* button to launch the Technical Publications Subscriptions website.

NOTE: The Subscriptions website is also available from the Technical Publications website main page, under the Publications>Subscriptions menu.
2. From the Technical Publications Subscription website, you can:
 - a. View your current library subscriptions.
 - b. Renew your existing subscriptions.
 - c. Sign-up for renewal email notifications.
3. To sign up for new technical manual subscriptions, from the Subscriptions website or Technical Publications website, select the Publications>Tech Manual Search. From the Tech Manual Search, you can:
 - a. Search for a specific manual via part number, brand, model, or manual type.
 - b. Subscribe to new 1View Model libraries.
4.  The clock icon represents the subscription status of a particular library (Refer to Figure 3).
 - a. Green: Current – Your subscription is current and you are able to access the library.
 - b. Yellow: Expires within 60 days – Your subscription renewal is due soon for this library.
 - c. Red: Expired – The library cannot be accessed until the subscription is renewed.

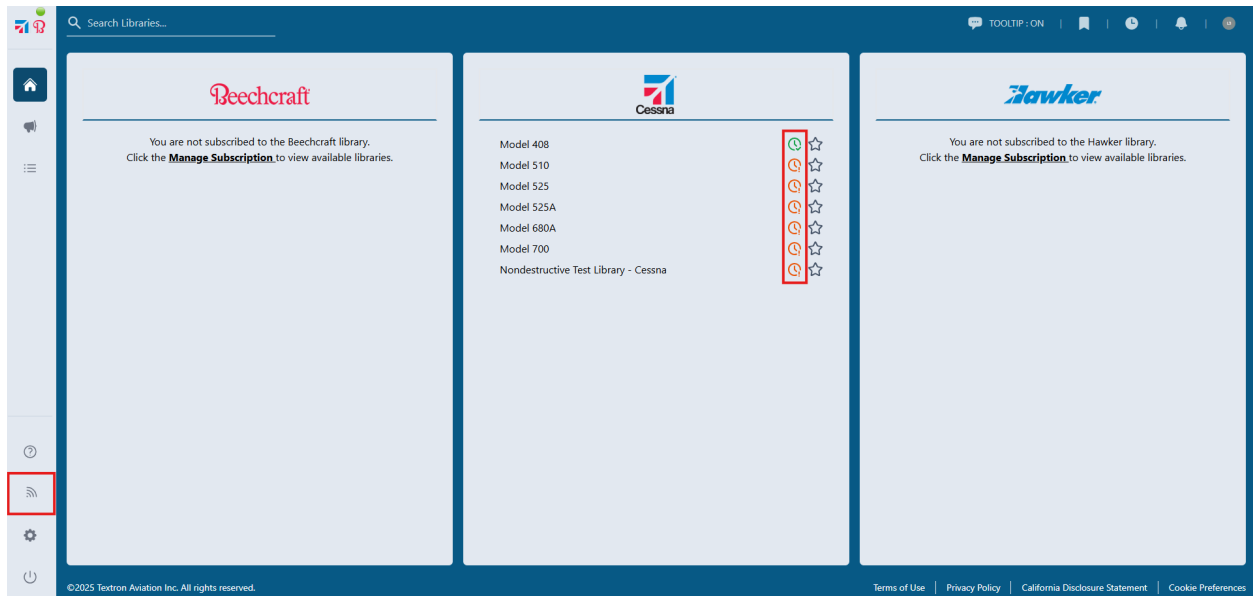


Figure 3 – Common example of 1View homepage with Subscriptions to manage.

Table of Contents

General Information

The user will be directed to the Table of Contents (TOC) page for the Model library that they selected from the homepage. The library TOC contains a list of manual types and names located to the left of your screen. The selected manual will display chapters and documents in the right panel. Also located on the TOC, the user will find revision information and the ability to filter by Operations and Maintenance manuals.

If a Search is conducted from a Model library's TOC, the results will contain only information located within the selected library.

Table of Contents (TOC) Navigation

1. The TOC contains all manuals and chapters for the selected model (Refer to Figure 4).
2. It is divided into two panels:
 - a. Manual types
 - b. Main panel
3. At the top of the left panel, you have the option to filter by category of manual you wish to view.
 - a. By default, both Operations and Maintenance manuals are displayed.
 - b. To filter, select the preferred category from the drop-down *Manual Types* menu.
4. On the left panel, click the dropdown arrow to display the available manuals for that manual type.
5. Once a manual is selected from the dropdown, its contents will display in the right main panel.
6. Select the desired chapter and/or document to open.

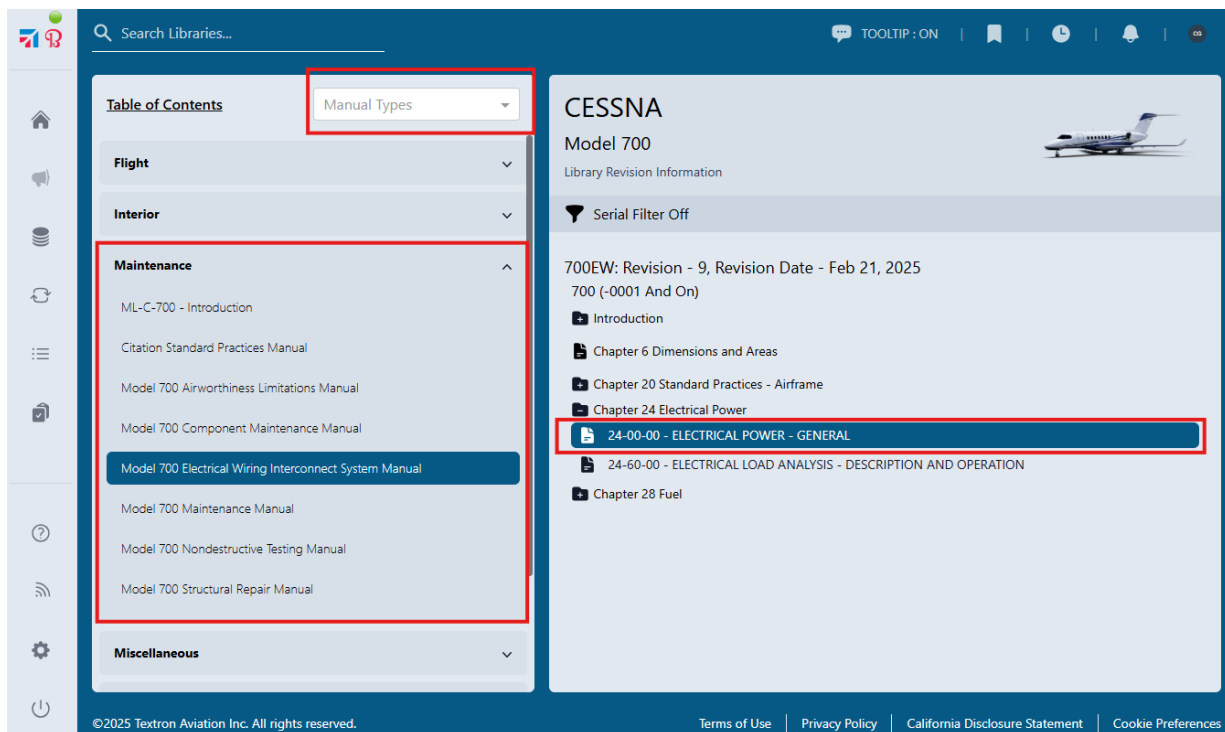


Figure 4 - 1View Table of Contents with manuals types and documents displayed.

7. Once a document is opened, the full-page TOC is hidden and replaced with an *Open TOC* button.
 - a. To show the TOC while viewing a document, click the OPEN TOC in the upper left hand corner of the screen (Refer to Figure 5).

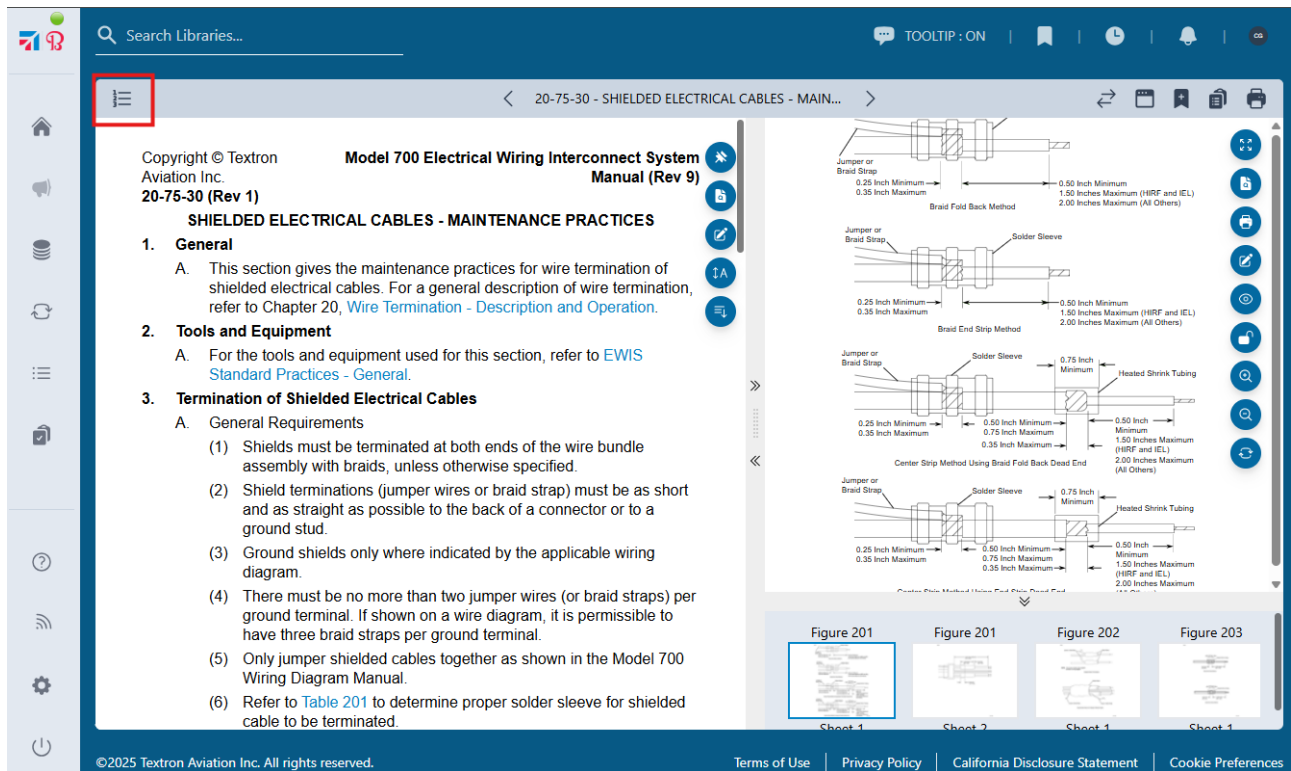


Figure 5 - Open Table of Content Button

- b. Once clicked, the TOC will open in a new window over the document view.
- c. The Table of Contents offers two separate return options (Refer to Figure 6).
 - i. To return to the open document, click the Red X button in the upper right corner of the TOC window. The TOC window will close and reveal the open document.
 - ii. To return to the primary TOC and close the open document, click on the *Table of Contents* hyperlink in the upper left corner of the TOC window. The TOC window will close and return to the primary TOC page.

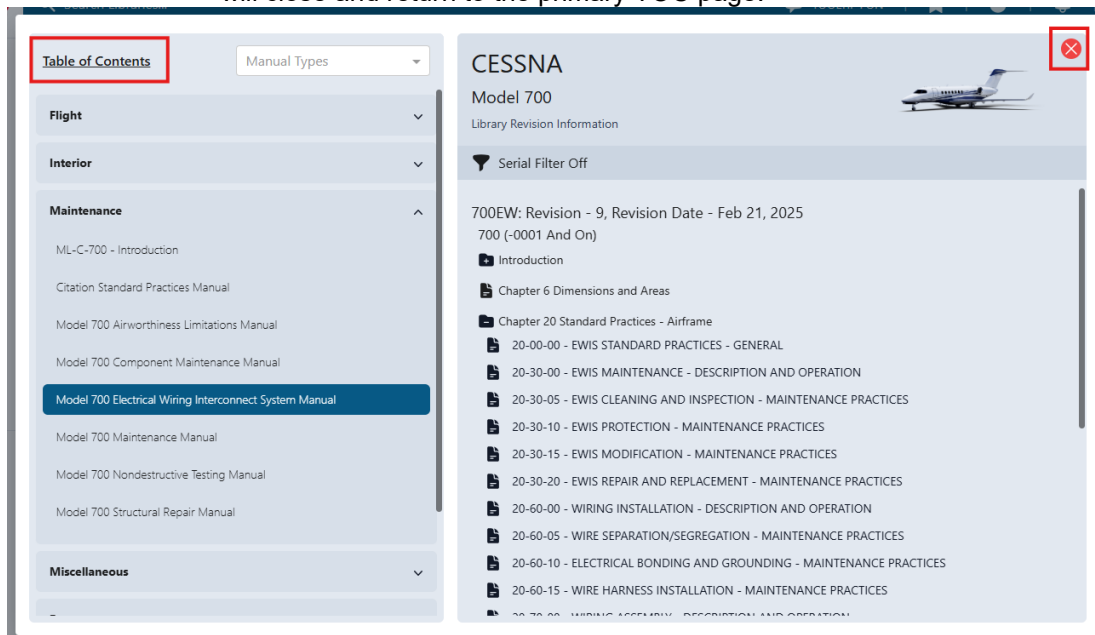


Figure 6 - Table of Contents Window and Close Options.

Navigation

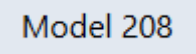
General Information

1View provides the user with multiple options for navigating to your desired information and tools to enhance the user experience. The navigation features include search functionality, library and document bookmarks, previous and next arrows, history, find, and inter/intra manual linking.

1View tools provide the user with multiple options for customizing the viewing experience. The tools provided allow the user the ability to resize the graphic or text panels, adjust the text size, and/or swap the graphic and text panel locations, Text and Graphic Annotations, Order List, Notifications, Tasks, and Print.

Navigation Tools

Homepage Library Menu

	Model Library Name: Name of aircraft model library to which you are subscribed. Appears in the column under the applicable Make. Click on the name to access the technical manuals for that aircraft.
	Subscription Status Icon: Located next to each library available <i>Green:</i> Current – Your subscription is current and you are able to access the library <i>Yellow:</i> Expires within 60 days – Your subscription renewal is due soon for this library <i>Red:</i> Expired – The library cannot be accessed until the subscription is renewed
	Add Bookmark Icon: Located on the homepage adjacent to the Subscription Status icons. Select this icon to bookmark an entire library.

Left-Hand Toolbar Menu

	Home/Brand Icons: Directs you back to the 1View homepage
	Notice Icon: Displays messages from the Technical Manual Distribution Center (TMDC) about your model libraries, for example, Library Release Notes.
	TMDA Icon: Directs you to the appropriate website location to view TMDAs. Icon is only visible when a model library is selected. A red dot will appear on this icon when a TMDA is available for the document you are in.
	Change Request Icon: Directs you to the appropriate website location to submit a technical publications change request. Icon is only visible when a model library is selected.
	Order List Icon: Select this icon to view and manage order lists. Refer to the Order List section for additional details. A red dot will appear on this icon when you have a saved order list for your library or publication.

	McCauley Propeller Icon: Select this icon to access your McCauley Propeller brand technical publications. Icon is only visible on the 1View homepage AND if an active McCauley publication subscription.
	Tasks Icon: View list of phase inspections and task intervals and print PDF packages of tasks. Icon is only visible when a model library is selected AND if the selected model has available task data.
	Help Icon: Directs you to the online help documents where you can get 1View help by topic.
	Manage Subscriptions Icon: Directs you to the Technical Publications Subscriptions website to view or renew your current subscriptions.
	Account Settings Icon: Select this icon to manage your account and contact information.
	Sign-Out Icon: Signs you out of the 1View application.

Header Toolbar

	TOOLTIP : ON	Tool Tip Icon: Toggles the tool tip information on/off. Refer to the Glossary of Terms for more information.
		Bookmark Icon: This button shows a list of all your bookmarked documents. Bookmarks are sorted by model, library, and manual.
		History Icon: Select the history icon to view a list of documents you have visited during this browser session, either by library or by date. Refer to the History section for more information.
		Notifications Icon: Select this icon to view a list of messages generated by the 1View application, such as print tasks.

Document Navigation Tools

	Table of Contents Icon: Use this icon to open the Table of Contents once a manual and document have been selected. Refer to the Table Of Contents section for more information.
	Page Forward/Backward Icons: Use these icons to page between documents available next to one another in the selected publication's Table of Contents (TOC).
	Page Forward/Backward Icons (History View): Use these icons to page between recently browsed documents in your 1View history. Icons are only available in History View. Refer to the History section for more information.
	Open in Document Viewer Icon: Use this icon to return to the non-history version of the document and the regular Table of Contents. Icon is only available in History View. Refer to the History section for more information.
	Swap Icon: Within a document, this icon swaps the graphic panel view to the left and the text panel view to the right. To bring the two panels back to the default view, click the swap icon again.

	Save View Icon: Within a document, use this icon to save the current text panel and graphic panel sizes.
	Category: Create and manage annotation categories
	Bookmark: This button adds the current document you have opened to your Bookmark List
	Print: Print documents with options to select text and/or graphics

Text Panel Tools

	Text Panel Tools Icon: The text panel tools are collapsible. Hover over this icon to reveal and utilize the full text panel toolbar menu. This icon is only visible if tools are not pinned open. A red dot will appear on this icon if there are annotations on the document.
	Open 3D View Icon: Located in line with REF DES and PART NUMBER in Wiring Diagram Manuals only. Opens Interactive 3D for affected REF DES Zone in 1View's 3D Viewer tool. Icon is only visible if Interactive 3D is available for that aircraft model, publication, and section.
	Pin Icon: Use this icon to pin the collapsible text panel toolbar open so all tools are visible.
	Unpin Icon: Use this icon to collapse the text panel tools into the hover-over menu.
	Find Icon: Search the document or graphic for the desired text. Feature now points you to utilize your browser's CTRL+F functionality.
	Add Annotation Icon: Allows users to create an annotation within the text panel.
	View/Edit Annotation Icon: Allows user to view a list of annotations related to the open document and options to edit or delete the annotation. Icon is only visible if there is an annotation against the document.
	Text Size Modification: Adjust the text size on the document you have open in the viewer. Use the + icon to increase the font size, use the – icon to decrease the font size, and use the center reset arrow icon to reset the font size to the default setting. 
	Move Tools Icon: Allows you to move the tools from the top of the text panel to the bottom, or from the bottom of the text panel to the top.

Graphic Panel Tools

	View/Close Graphic Full Screen Icons: Allows user to view the graphic in the full window of document viewer and then return to the dual text-and-graphic panel view.
	Open 3D View Icon: Opens Interactive 3D for applicable Maintenance Manuals procedures and Illustrated Parts Catalog sections in 1View's 3D Viewer tool. Icon is only visible if Interactive 3D is available for that aircraft model, publication, and section.
	Find Icon: Search the document or graphic for the desired text. Feature now points you to utilize your browser's CTRL+F functionality.

	Print Image Icon: Select this option to print the image currently in view in the Graphic Frame in its current state as adjusted by the other graphic panel tools. For example, if it is zoomed in, it will print as a zoomed image. This includes active wire highlights.
	Add Graphic Annotation Icon: Allows user to create and edit an annotation within the graphics panel.
	View/Edit Annotation Icon: Allows user to view a list of annotations related to the open graphic and options to edit or delete the annotation. Icon is only visible if there is an annotation against the document.
	Toggle Graphic Annotation On/Off Icons: Allows user to toggle whether annotations within the graphics panel are visible or not visible.
	Lock/Unlock Graphic Zoom Icons: Allows user to set the graphic zoom to desired level and lock it to prevent the zoom from changing when you page between graphics or documents.
	Zoom Icons: Click the magnifier with the plus sign (+) to zoom in to the center of the image. Click the minus sign (-) to zoom out. <i>Scrolling Mouse:</i> Use the mouse's scrolling wheel to zoom in/out on the image where the cursor is located. <i>Double Click:</i> Double click to zoom in on the image where clicked.
	Reset Graphic Icons: Returns graphic image to the original size and location within the graphics panel.
	Clear Wire Highlights Icon: Allows a user to clear all selected wires on a wiring diagram of their highlight colors. Icon is only visible in wiring diagram manuals.
	Wire Highlighting Icon: Select this icon to change the color of the highlighter. Click a wire on the diagram to highlight and click it again to remove the highlight. Icon is only available in wiring diagram manuals. 
	Window Sizing Bar: This divider is used to resize the views of the text and graphics panels in the document view. Grab the divider with your mouse and drag to the right to expand the panel view on the left, and drag to the left to expand the panel view on the right.
	Arrows: These arrows enable the user to show or hide either of the two panels in the document in full view. - To close the panel view on the right, click the right arrow. Clicking the remaining left arrow will reopen the document to the default view. - To close the panel view on the left, click the left arrow. Clicking the remaining right arrow will reopen the document to the default view.
	Image Carousel Arrows: These arrows enable the user to show or hide the image carousel in the graphic panel. - To hide the image carousel, select the down arrows. - To show the image carousel, select the up arrows.

Offline Library Manager

	Download: Download the selected library
	Pause: Allows the user to pause the library download

	Resume: Allows the user to resume the library download
	Stop: Allows the user to stop the library download
	Reset: Allows the user to reset the library download
	Install: Upon library download completion, the install button appears and allows the user to install the library

Document Navigation

Previous/Next Document

- Navigate between documents with the left and right arrows highlighted here (Refer to Figure 7).
 - The left arrow takes you to the previous document in the manual.
 - The right arrow takes you to the next document in the manual.
- The swap  icon is used to swap the panel views.
 - Click the swap button once and the graphic will be moved to the left panel, and the text will be moved to the right panel. Click the button again to return it to the default setting.

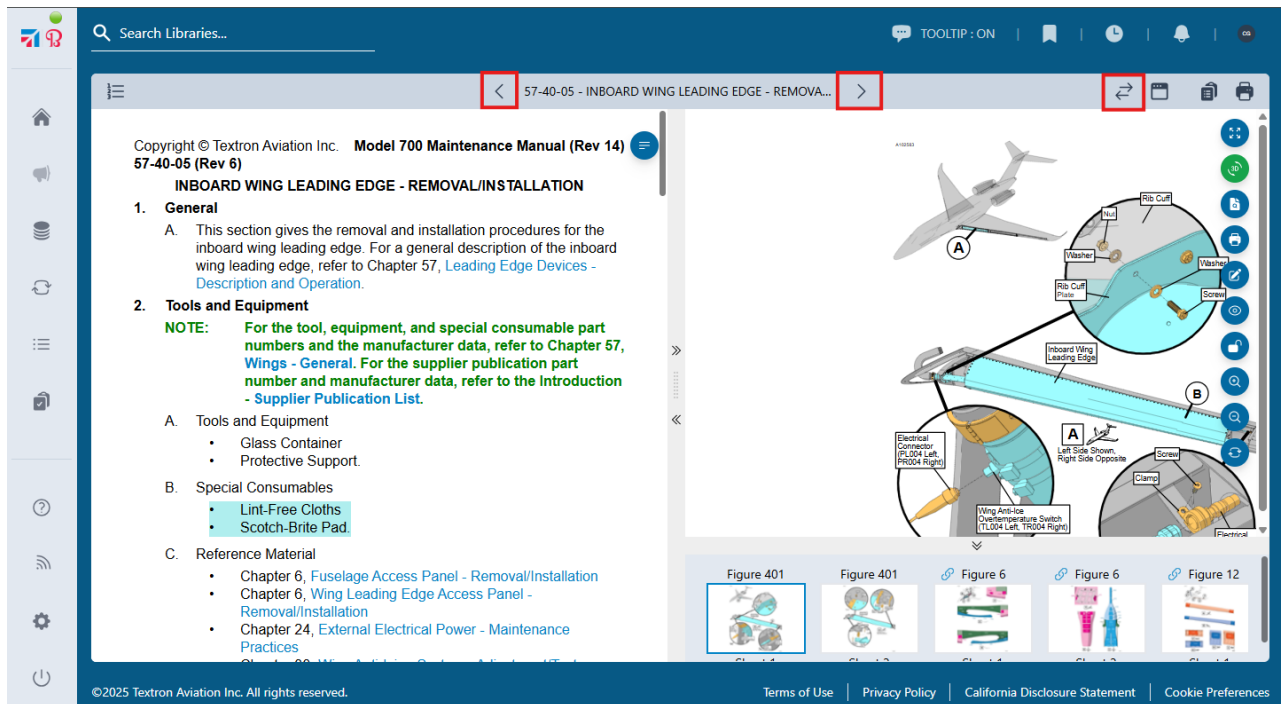


Figure 7 - Previous and Next Document Arrows, and Swap Panels Icon.

History

General Information

History is a feature that allows you to revisit previously opened content in your current or previous 1View browser sessions. You can use the *History* drop-down from the Header toolbar to navigate to previous content, or you can open previously visited content in 1View's History View.

History View allows you to page through the documents and manuals you have visited in your current or previous 1View browser sessions. You can identify when you are in history view by the red *History View* banner in the upper left-hand corner of the document viewer.

History Navigation

History Menu

1. To access your 1View history, select the *History* drop-down from the Header toolbar. This will open a list of all recently visited documents organized either by Library or by Date visited (Refer to Figure 8).
2. Choose either Library or Date and select the arrow on your chosen library/date to open all documents viewed.
3. Select a document to open and open in either the standard document viewer or in History View.
 - a. To open in the standard 1View document viewer, left-click on the blue hyperlink that includes the ATA and document title. Navigate to other documents per normal 1View navigation procedures.
 - b. To open a document in History View, click on the clock icon in the right upper corner of the document box. This will open the document in History View.
 - c. Alternatively, you can access history view with your browser's standard "Back" button. Click the "Back" button until you return to a previously viewed document and the red *History View* banner displays.

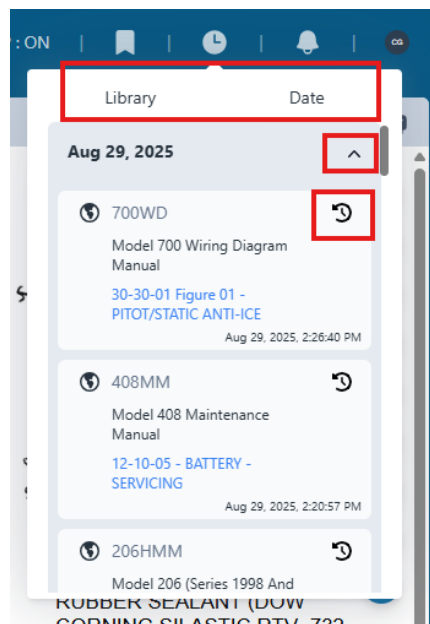


Figure 8 - History Drop-Down Options from the Header Toolbar

History View

1. When you open a document in History View, the left and right curved arrows will navigate you through the pages you've visited.
 - a. Use the left arrow to view previously visited documents. If this is the first history document in your history queue, the left arrow will have no functionality.
 - b. Use the right arrow to view subsequently visited documents. If this is the last history document in your history queue, the right arrow will have no functionality.
2. To view the document in the regular 1View document viewer, left-click the *Open in Document Viewer* button located next to the red *History View* banner.
 - a. The *Open in Document Viewer* button replaces the *Open Table of Contents* button in History View.

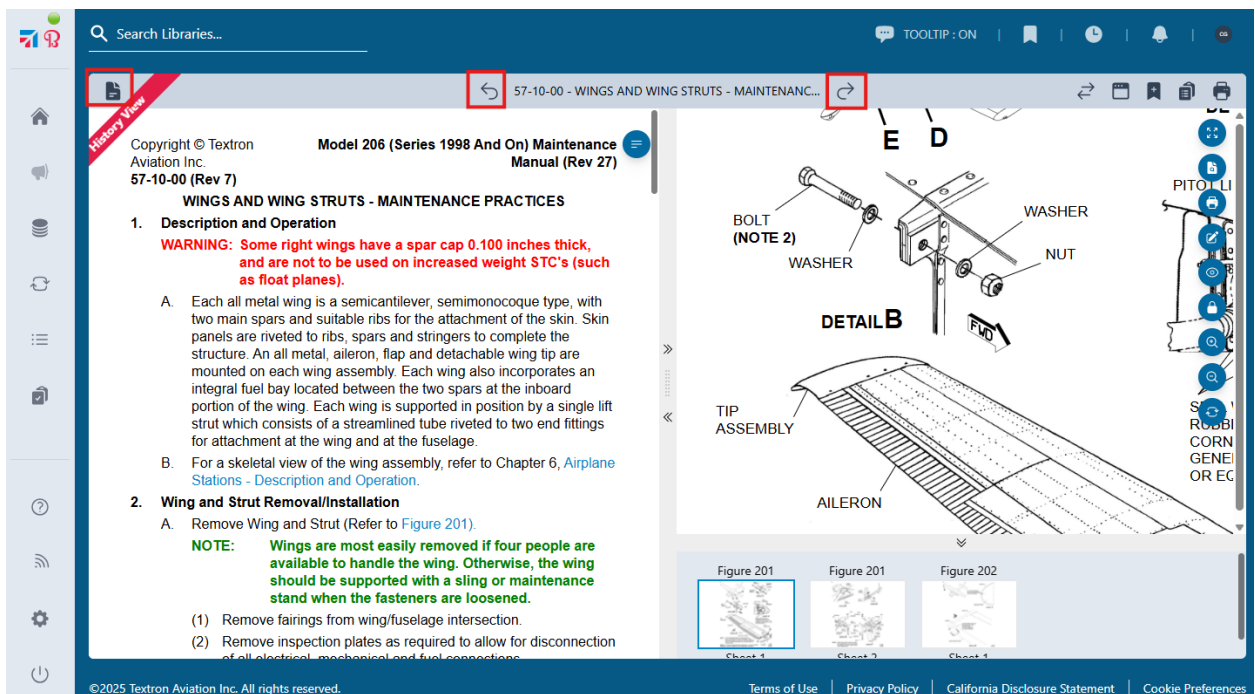


Figure 9 - History View and Navigation Buttons.

Search

General Information:

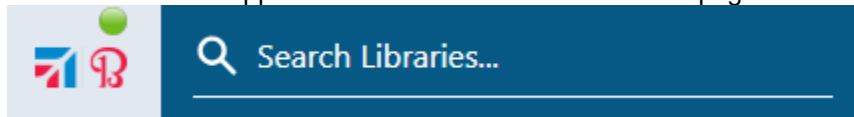
1View offers robust search functionality which allows the user to easily locate a document through a search for a specific term or phrase. When you use the search box from the homepage, the user will be prompted to select a brand and the results will return from all the libraries to which a user is subscribed. If the user runs the same search from within the TOC or a document, the search will return results only for that library. Search also provides the user the option to search by “Any Words,” “All Words,” or “Exact Words” and the ability to filter your search by Make, Library, and Manual. PDF manuals, terms with fewer than three characters, and noise words (conjunctions, prepositions, etc.) will not return results.

1View Homepage vs. Subscribed Library:

1. All searches performed from the homepage will prompt the user to select a brand and will then search within all of your subscribed libraries for the selected brand.
 - a. The search text must be less than 100 characters long.
2. If you use the same search bar from the Table of Contents or within a document, it will only search within that library.

Search Function

1. A search box is featured in the upper-left corner of the header on each page of the viewer.



2. When you click in *Search Libraries*, the Search Window Overlay will automatically open over the homepage or the document viewer (Refer to Figure 10).
 - a. From the homepage, select a Make in the upper selection box in order to search for a term.
 - i. Once a make is selected, the Library and Manual selections will default to *All*.
 - ii. To further filter your results, you may select up-to five model libraries in the middle selection box, and up-to five publications in the lower selection box.
 - b. If you are in a library, the Make and Library will automatically be set in the applicable selection boxes.

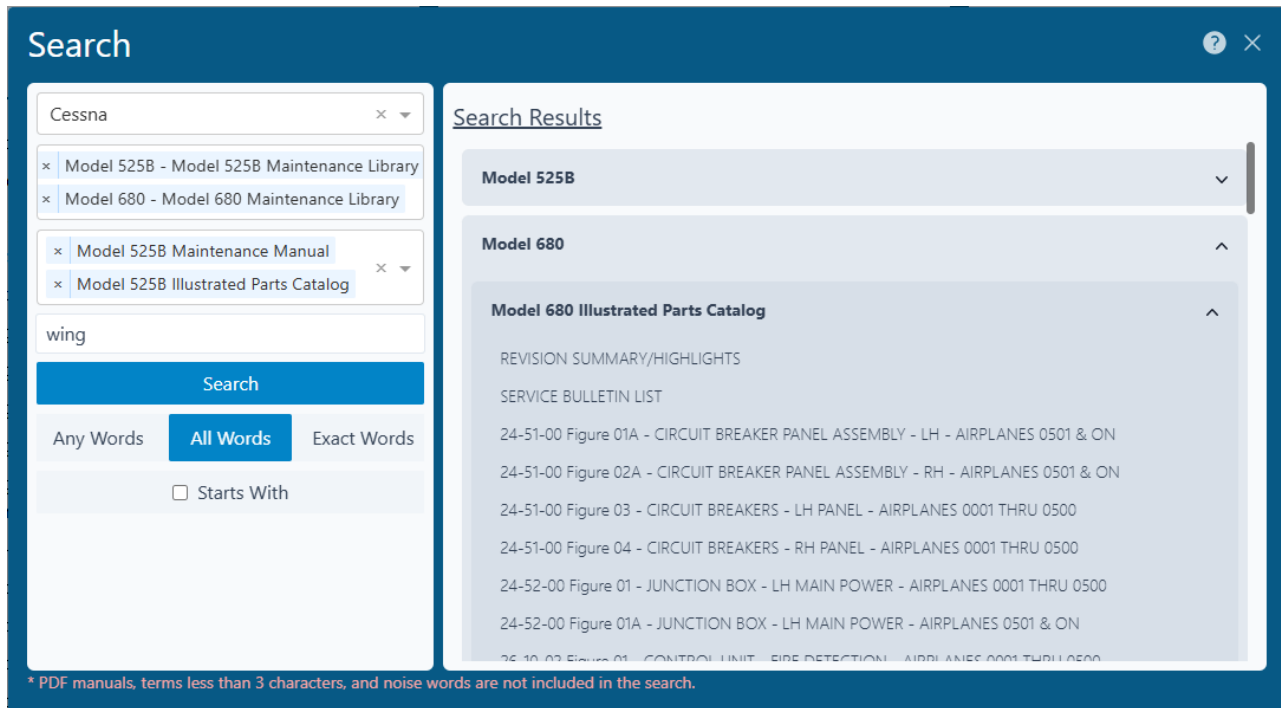


Figure 10 - 1View Search Window

3. By default, the Any Words Filter is selected, but you can change this at the bottom of the search options column.
 - a. **Any Words:** If the search text is a series of words, search will return any document containing ANY of the search words.
 - b. **All Words:** If the search text is a series of words, search will return any document containing ALL of the search words.
 - c. **Exact Words:** Searches the exact text entered in the search box.
 - d. **Starts With:** Checkbox that allows the search to return whole-word results for a partial word search. For example a search of *ail* will return results for *aileron*.
4. Expand the libraries to view their documents, similar to the Table of Contents functionality.
5. Once a document is selected, click the name to open it.
6. A new tab will open and display the document with the search text highlighted
 - a. Searched words highlight in the following order, with a repeating pattern:
 - i. Yellow: first word
 - ii. Green: second word
 - iii. Blue: third word
 - b. For example: searching “Left Aft Pressure” would highlight as follows.
7. Close the search window with the blue X in the upper right corner.

MS3474L22-41P	CONNECTOR -	V96906	5501 - 5796
	LEFT AFT		
	PRESSURE		
	BULKHEAD		
	DISCONNECT		
	(ZONE 261)		
S3744-22-45	BACKSHELL		
5000-070-120	CONTACT	V54427	
5000-070-220	CONTACT	V54427	

Hyperlinks

General Information:

1View data includes several types of hyperlinks. Hyperlinks to external sources will open a new browser tab and will direct you to the appropriate location. A click on an intra-manual link will scroll the data to the appropriate destination within the document, while a click on an inter-manual link will direct you to the appropriate section of a new document.

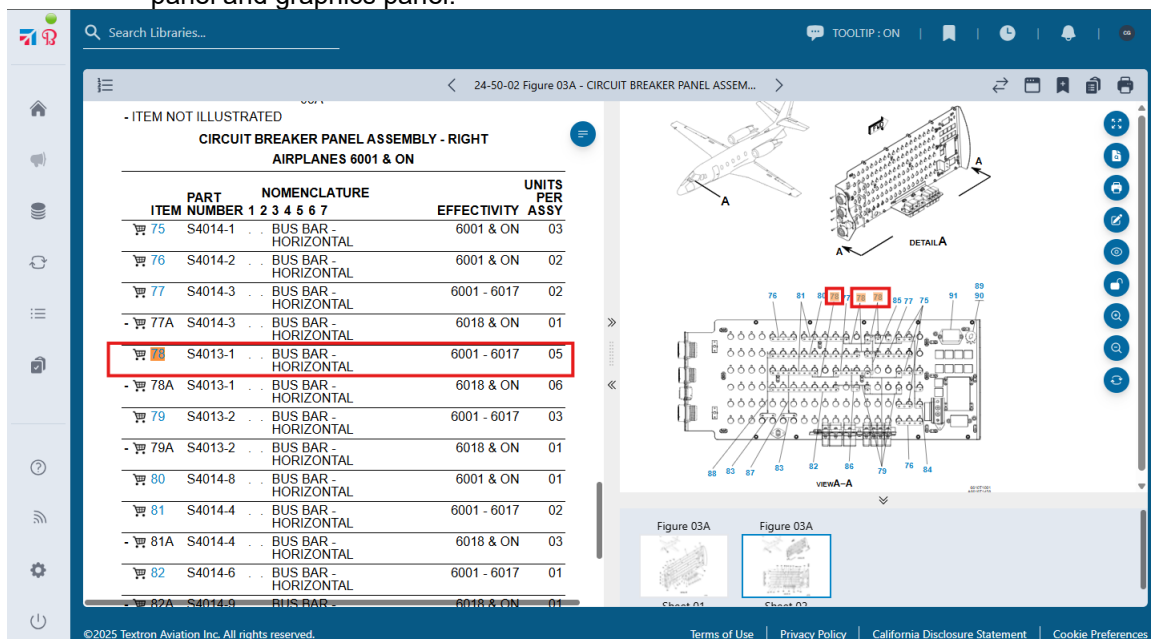
1View also provides graphic to text and text to graphic links. When you select a reference number from the text or graphic panel, all instances of that reference number will be highlighted in the panels that corresponds to the link.

Internal and External Links

1. When you click a link that refers to another section in the same manual, it will open the section in the text panel and graphics panel.
2. When you click a link that refers to a different manual, it will redirect you to the other manual.
3. When you click a link that refers to a graphic, it will open in the graphic panel and keep the same document text in the text panel.
4. When you click an external link (such as the Change Request or TMDA), it will open the link in a new browser tab.

Reference Number Links

1. Select a part number or reference descriptor within the text panel (Refer to Figure 11).
 - a. This highlights all instances of that part number or reference descriptor in both the text panel and graphics panel.
2. Select a part number or reference descriptor within the graphics panel.
 - a. This scrolls the document in the text panel to the first instance of the part number or reference descriptor.
 - b. All instances of the part number or reference descriptor will be highlighted in both the text panel and graphics panel.



Order List

General Information:

The 1View order list is accessed by selecting the Order List icon from the left-hand toolbar. The Order List is a tool that can be used to compile a list of part numbers and prepare the information needed to order parts through Textron Aviation's eCommerce website. Parts can be added to the order list manually or automatically when you select the part from an Illustrated Parts Catalog or Wiring Diagram.

The user is provided several options to print, email, save, and export the part information. If the user has proper permissions, the order list can be sent directly to the eCommerce website for checkout.

Order List Function:

1. Add parts to an order list by clicking on the shopping cart icon next to the ITEM or REF DES. This will open the Order List window.

FUEL DISTRIBUTION SYSTEM - TAILCONE AIRPLANES 0001 & ON

ITEM	PART NUMBER	NOMENCLATURE							EFFECTIVITY	UNITS PER ASSY
		1	2	3	4	5	6	7		
	1	6916120-51	.	TUBE - LEFT					0001 & ON	01
	2	6916120-52	.	TUBE - RIGHT					0001 & ON	01
	3	6916120-53	.	TUBE - LEFT					0001 & ON	01
	4	6916120-54	.	TUBE ASSEMBLY - RIGHT					0001 & ON	01
	5	S3559-16	.	UNION - DEUTSCHLITE -LEFT AND RIGHT					0001 & ON	04

76-11-01 Figure 01 (Rev A1)

LEFT FADEC INTERFACE AIRPLANES 0501 THRU 0576

REF DES	PART NUMBER	NOMENCLATURE							EFFECTIVITY	UNITS PER ASSY
		1	2	3	4	5	6	7		
	DZ143	S3106-7		TRANSZORB ASSEMBLY (ZONE 311)					V00779 0501 - 0576	01
	GT106	S3521-7		GROUND STUD KIT (ZONE 311)					0501 - 0576	01
		S2800-39	.	CONNECTOR KIT					V28198 AR	

2. Select the *Add to Order* button adjacent to the auto-populated parts field to add the selected part to your Order List (Refer to Figure 12).
 - a. Quantity defaults to the amount shown in the "Units Per Assy" column.
 - b. Quantity can be changed on this window or from the Order List.
3. The Order List window will show all parts entered or selected and the desired quantities. From here you can:
 - a. Change the quantity.
 - b. Delete individual parts.
 - c. Delete the entire list.

- d. Add parts manually – Enter the Part Number, Nomenclature (name of part), and Quantity in the applicable fields and select the *Add to Order* button.
4. The Order List Window also allows you to manage and share your Order Lists with a few different methods.
 - a. Saved Order Lists
 - i. To save a new Order List, populate the list with the desired parts and quantities and click the *Save As* button.
 1. You will be prompted to name a new Order List.
 - ii. To save a modified or existing Order List, finish your updates to the list and click the *Save* button.
 1. The system will notify you of a successful save.
 - iii. To open a saved Order List, select a saved order list from the *Select Orderlist to Open* drop-down box.
 1. This will open the order list in the window so you can edit the list.
 - iv. To delete a saved Order List, make sure the Order List you wish to delete is selected from the drop-down box.
 1. Click the red trashcan icon next to the drop-down. Select *OK* to confirm the delete.
 - b. Import and Export Order Lists
 - i. To export an Order List from the window, select *Export*.
 1. This will automatically download a Comma Separated Values (.CSV) file to your computer's file system to save for later.
 - ii. To Import an Order List from a local .CSV file on your computer, select *Import* and browse to select the file from your computer's file system.
 1. This will upload the .CSV file into the Order List window. You can then edit the order list.
 - c. Email and Print Order Lists
 - i. To email the Order List, click the *email* button in the upper-right of the Order List Window.
 1. This will open an email with a link back to the order list for you to share.
 - ii. To print the Order List, click the *print* button in the upper-right of the Order List Window.
 1. This will open a new browser window with a PDF of the Order list. You can then select your options and print.

Order List

Select orderlist to open

MS35206-228

GROUND STUD

01

+

↺

Ref No	Part No	Nomenclature	ATA Location	Quantity
DZ143	S3106-7	TRANSZORB ASSEMBLY	76-11-01-01	1

Save

Save As

Import

Export

Figure 12 - Order List Window

Order List Tools

	Add to Order Icon: Add the entered part to the order list.
	Clear Icon: Clear the typed information from the current part entry.
	Delete Entry Icon: Erase the added entry from the order list.
	Delete Order Icon: Delete the entire order list.
	Save Button: Allows the user to save updates to an existing order list to the application database.
	Save As Button: Allows the user to name and save a new order list to the application database.
	Import Button: Allows the user to import a .CSV file of an order list.
	Export Button: Allows the user to export a .CSV file of an order list.
	Email: Used to send an order list via email.
	Print: Print the current order list.
	Help: Redirects you to the online help system.

   	Close: Exits from the order list window.
---	---

Graphic Panel

General Information:

1View offers users multiple options to customize the view of the graphics panel. By default, graphics are displayed in the right panel with the option to swap the text and graphics panels. The graphics panel contains additional features, which includes multiple zoom options, annotations, wire highlights, panel resize capability, and graphic print options. All images associated with the open document can be viewed in the thumbnail carousel. Refer to the [Graphic Panel Tools](#) in the Navigation section for details on how to navigate the Graphic Panel.

Image Carousel

1. All images associated with the open document are displayed as thumbnails in the carousel located at the bottom of the graphics panel. Refer to Figure 13.
 - a. Images that are part of the current document are displayed without a link icon next to the figure number **Figure 401**.
 - b. Images that are in a different document, but are hyperlinked in the text of your current document, are displayed with a link icon next to the figure number  **Figure 10**.
2. To scroll through all available images for your document, click and drag the scroll bar on the bottom of the image carousel.
3. Select an image from the carousel to display the image in the graphics panel.
4. Arrows are available to show or hide the image carousel based on your graphics panel view preferences.
 - a. To hide the image carousel, select the  down arrow on top of the image carousel.
 - b. To open (unhide) the image carousel, select the  up arrow at the bottom of the image.

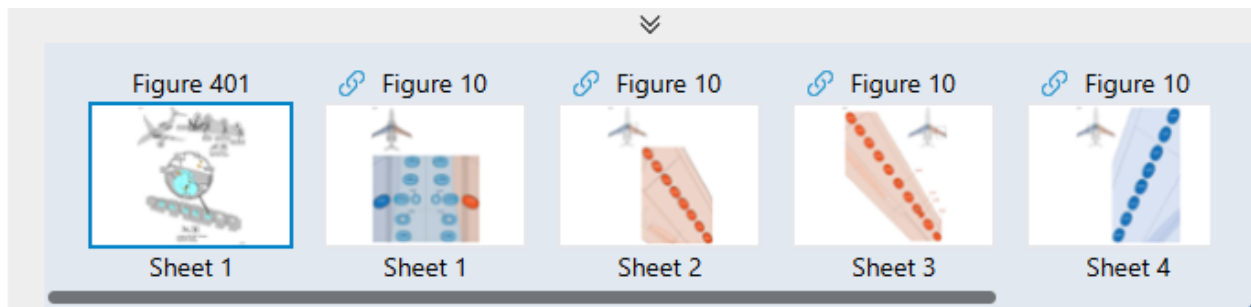


Figure 13 - Image Carousel with native and linked images.

Print

General Information:

1View offers a variety of document and graphic print options. The user has the ability to email, or PDF then print an entire document, with the additional options to include or exclude the graphics. The user also has the ability to decide whether or not to print the annotations associated with the text and/or graphics.

Document Navigation Tools Print Function

Aircraft and Manual Info Options

1. **Include Manual Title Page** – Select this option to include the publication title page that displays the manual name in your print package. This option is not available for all publications.
2. **Include Aircraft Details** – Select this option to include the Serial Number, Tail Number, and/or Service Order fields on the headers of your print package. Manually enter your aircraft information before you select your print function.

Panel Preference Options

1. **Document** – Select this option to print the text document in view.
2. **Graphics** – Select this option to print some or all of the images in view.
3. **Chapter** – Select this option to print the text and graphics for an entire chapter.

Document Panel Options

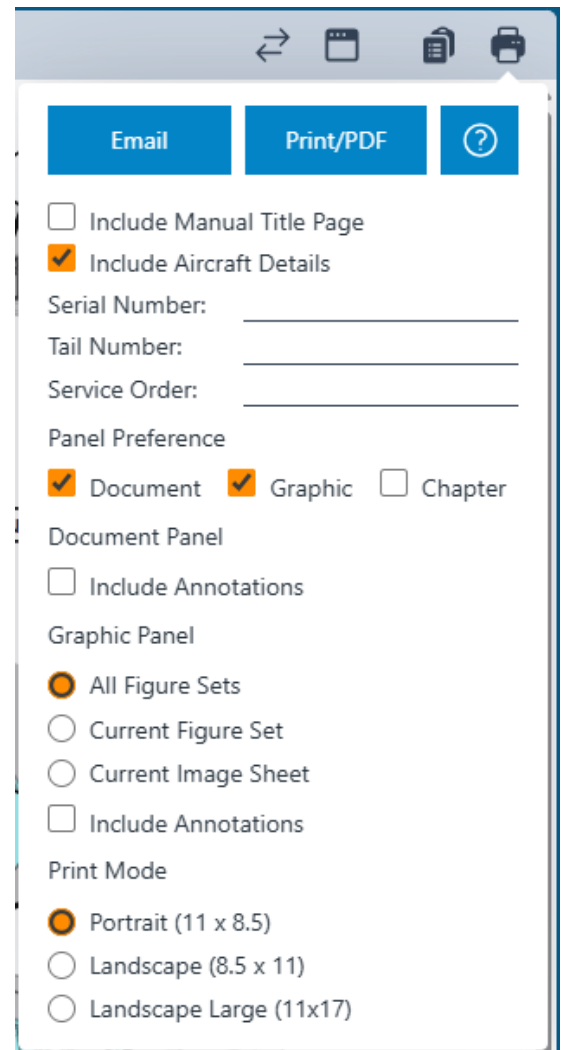
1. **Document** – Select this option to print the entire document currently in view.
2. **Include Annotations** – Select this option to also print the public annotations in the document currently in view.

Graphic Panel Options

1. **All Figure Sets** – Select this option to print all the hyperlinked images and images included in the document currently in view.
2. **Current Figure Set** – Select this option to print all sheets of the figure in view in the Graphic Frame.
3. **Current Image Sheet** – Select this option to print the image currently in view in the Graphic Frame in its native size.
4. **Include Annotations** – Select this option to also print the annotation in the images currently in view.

Print Mode Options

1. **Portrait** – Select this option to print the associated graphics in portrait orientation on 8.5"x11" sheets.
2. **Landscape** – Select this option to print the associated graphics in landscape orientation on 8.5"x11" sheets.
3. **Landscape Large** – Select this option to print the associated graphics in landscape orientation on 11"x17" sheets.



The screenshot shows the 'Print/PDF' dialog box in the 1View software. It features a top bar with navigation icons and three main buttons: 'Email', 'Print/PDF', and a help icon. Below these are several sections of options:

- Include Manual Title Page**: ☐
- Include Aircraft Details**: ☒
 - Serial Number: _____
 - Tail Number: _____
 - Service Order: _____
- Panel Preference**:
 - ☒ Document ☒ Graphic ☐ Chapter
- Document Panel**:
 - ☐ Include Annotations
- Graphic Panel**:
 - ☒ All Figure Sets
 - ☐ Current Figure Set
 - ☐ Current Image Sheet
 - ☐ Include Annotations
- Print Mode**:
 - ☒ Portrait (11 x 8.5)
 - ☐ Landscape (8.5 x 11)
 - ☐ Landscape Large (11x17)

Print Function Options

1. **Email** – Use the Email button open your default mail client and attach the document in PDF form. The attached document will also be saved in the local temporary folder in your computer.
2. **Print/PDF** – Use the Print/PDF button to open a new browser tab with the selected document and graphics options as a PDF in your browser's print dialog. Use your browser's print dialog to adjust your printer settings and print OR save the PDF locally to your computer.

Current Image Zoom/Wire Highlight Print Function

1. To print the image currently in view in the Graphic Frame in its current state (for example, if it is zoomed in, it will print as a zoomed image), do the steps that follow (Refer to Figure 14):
 - a. Use the [Graphic Panel Tools](#) to adjust the image to the desired zoom/view.
 - b. Select the *Print Current Image* icon on the Graphic Panel Toolbar. This will open the image and browser's print dialog in a new browser tab.
 - c. Use your browser's print dialog to select your printer options and print the image.
2. To print wiring diagrams with wires highlighted, do the steps that follow (Refer to Figure 14):
 - a. Use the [Graphic Panel Tools](#) to highlight the desired wires in the desired colors.
 - b. Select the *Print Current Image* icon on the Graphic Panel Toolbar. This will open the image and browser's print dialog in a new browser tab.
 - c. Use your browser's print dialog to select your color printer options and print the image.

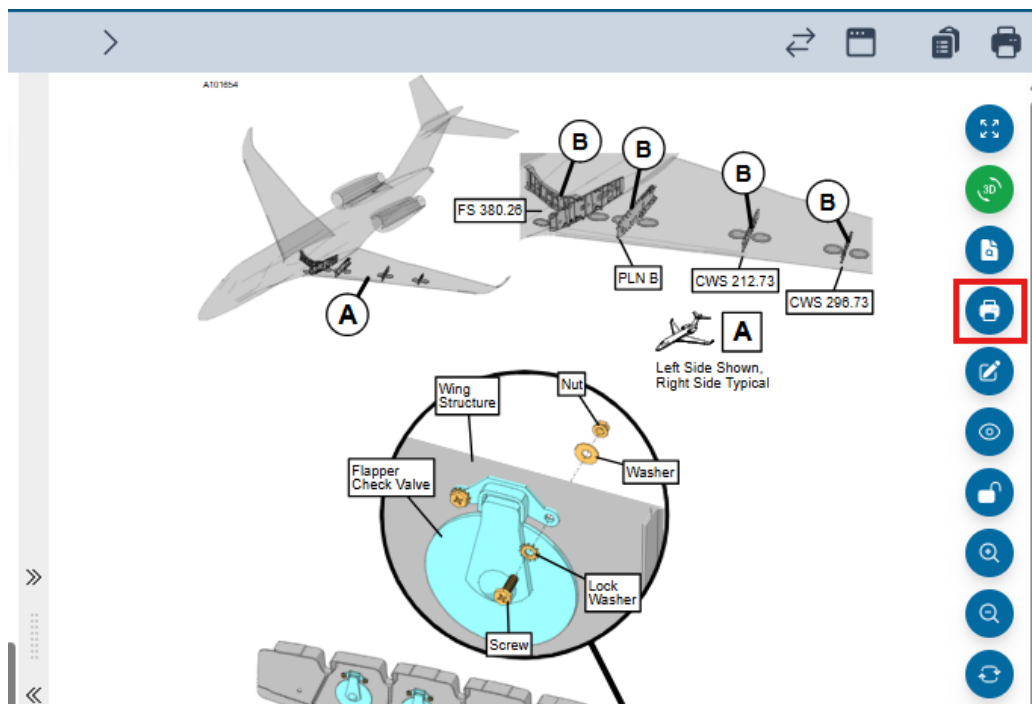


Figure 14 - Print Current Image Zoom/Wire Highlight Option

Tasks

General Information:

Tasks is an option to read and print tasks for different airplane phased, detailed, or document inspections. The tasks button is on the left toolbar for aircraft that have this option available. Not all aircraft inspection programs support this option.

Tasks Function

Individual Tasks in Inspection/Check Documents

1. This refers to the individual task procedures and their task numbers available in the Inspection/Check documents throughout the maintenance manual.
 - a. If you click on the task number in the inspection/check document, a new browser tab will open with your browser's print dialog to print the task content.
 - b. A hover-over tool tip helps to identify this print option.

Tasks Window

NOTE: Not all aircraft will have the Tasks feature available.

1. Select a document in a manual from your subscribed library.
2. Click the  Tasks Icon located on the left-hand toolbar.
3. This will open the Tasks Window that allows a user to easily navigate inspections and print task packages for your subscribed library (Refer to Figure 15).
 - a. The left window panel displays each Task Program available for your subscribed library.
 - i. Select your desired Task Program drop-down to reveal the Task Groups associated with that program. Each Task Group is associated with an inspection program document in the applicable maintenance or airworthiness limitations manual.
 - ii. Select the Task Group number from the Task Program list to display the names of each task in the right window panel.
 - iii. To open the associated inspection program document in a new browser tab, click the  launch icon next to the task group.
 - b. The right window panel displays the list of Inspection Tasks for currently selected Task Group in a list format.
 - i. The tool tip hover-over will identify the task number for that procedure.
 - ii. Select a task from the list to highlight the task title from the task-list. Each Inspection Task has an associated inspection procedure and task number available in an Inspection/Check document throughout the applicable manual.
 - iii. To open the associated Inspection/Check document and task procedure in a new browser tab, click the  launch icon next to the Inspection Task.

Print Tasks Options

1. There are several print options available for users to generate print task packages to print or save to their computers. Select these options as desired to customize your print task packages.
 - a. Checkboxes
 - i. **Include Images** – Will include all images associated with the inspection tasks in the print tasks package. This includes inspection documents when they are included in the print tasks package.

- ii. **Include Inspection Documents** – Will include the associated inspection document in the print tasks package.
- b. **Select Task Options**
 - i. **All Tasks** – Will print all tasks associated with the selected Task Group.
 - ii. **Current Task** – Will only print the selected (blue highlighted) inspection task procedure from the right window panel.
- c. **Print Options**
 - i. **Email** – Opens the default mail client and attaches the documents in PDF form. The attached document will also be saved in the local temporary folder in your computer.
 - ii. **Print/PDF** – Use the Print/PDF button to open a new browser tab with the selected document and graphics options as a PDF in your browser's print dialog. Use your browser's print dialog to adjust your printer settings and print OR save the PDF locally to your computer

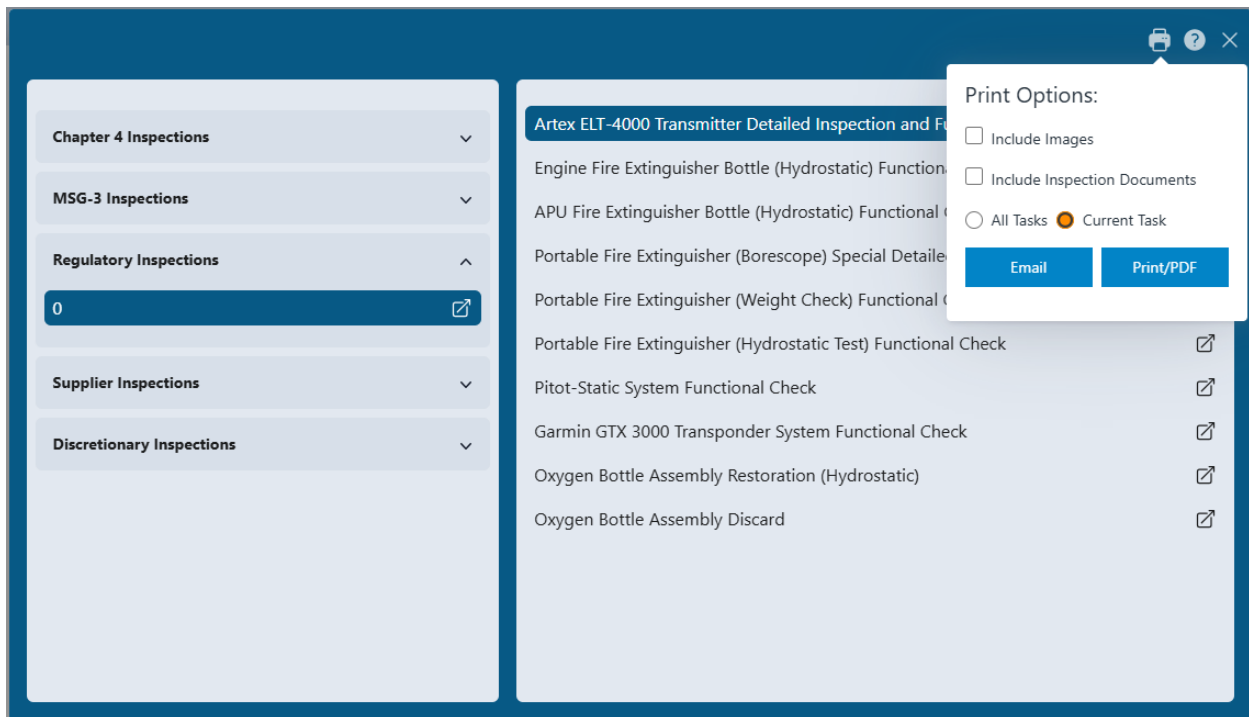


Figure 15 - Tasks Window and Available Print Task Functions.

Annotations

General Information:

The Annotations tool is used to create a note on a specific document or image. Annotations are available on both the text and graphic panels. Users have the ability to view all annotations created under your company ID, unless a specific annotation is marked as “Private” which makes that annotation available only to the user who created that annotation. The *View/Edit Annotations* paperclip will appear in the graphic or document panel toolbar if there are annotations associated with the open document. Refer to [Navigation Tools](#) for more information on annotation icons.

Annotation Functions

Text Panel Annotations

1. The  annotation icon in the Text Panel Tools will open the window that follows (Refer to Figure 16):
 - a. **Description** – Enter an annotation description or title.
 - b. **Category** – Select a category for the annotation from the dropdown list provided. This is not a required field.
 - i. Categories can be added with the *Add Category* button OR managed with the  Category icon located with the Document Navigation Tools.
 - c. **Enter Annotation Field** – Enter the annotation content in the text box provided.
 - d. **Private Checkbox** – Select the checkbox to make the annotation private. Private means only you can view the annotations. Public means all users in your company can view the annotation.
 - e. **Attach Documents** – Click the *Attach* button and select the desired file from your computer to attach to the annotation.
 - f. **Save Button** – Select the Save button to save the annotation
 - g. **Help** – Located in the upper right corner of the Annotations window, next to the close-out button.

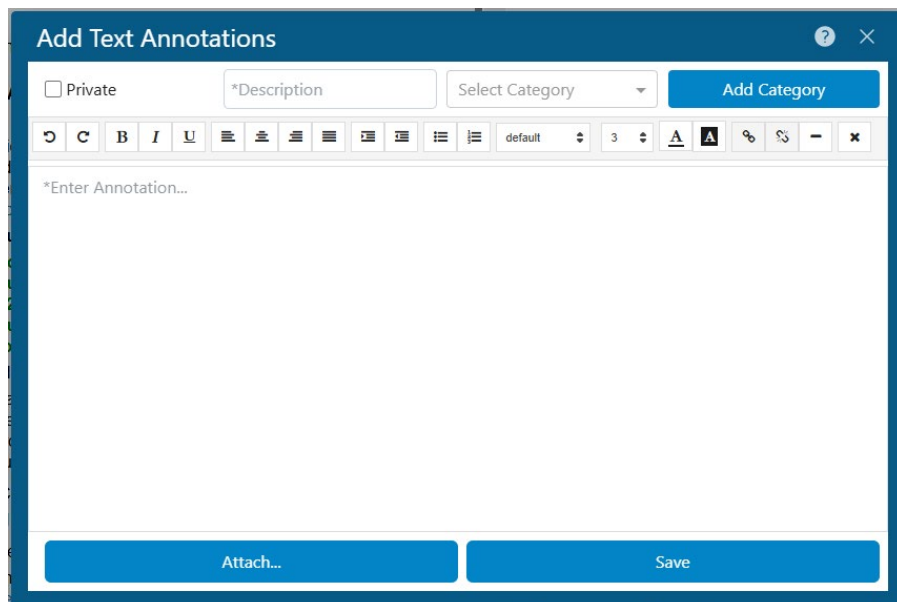


Figure 16 - Text Panel Annotations Window

2. Select the  view/edit annotations icon to view previously saved annotations for the current document (Refer to Figure 17).



Figure 17 - View/Edit Annotations Window

Graphic Panel Annotations

1. Graphic annotations are available for 2D images in the graphic panel.
 - a. Graphic annotations are NOT available for PDFs or Interactive 3D content.
2. Select the  annotation icon in the Graphic Panel Tools to open the graphics annotation window (Refer to Figure 18).
 - a. **Description** - Enter an annotation description.
 - b. **Category** - Select a category for the annotation from the dropdown list. This is not a required field.
 - i. Categories can be added with the *Add Category* button OR managed with the  Category icon located with the Document Navigation Tools.
 - c. **Enter Annotation Field** - Enter the annotation content on the displayed image in the provided box with the Graphics Annotation Tools.
 - i. Tools include the edit pen, pen/font thickness adjustments, right-click to erase, line tool, draw rectangle, draw ellipse, text box, and select color tools. Refer to Graphic Annotation Tools for more information.
 - d. **Save Button** - Select the Save button to save the annotation.
 - e. **Delete All Button** - Delete all annotations added to the graphic in the box.
3. The graphic annotation can be toggled on/off using the  toggle button in the Graphics Navigation Tools.
4. Select the  view/edit annotations icon to view previously saved annotations for the current graphic (Refer to Figure 19).

NOTE: If a manual containing an annotation has been revised, the user will be prompted to review the annotation. If you have edit rights for the annotation, you can approve or remove the annotation for the current version.

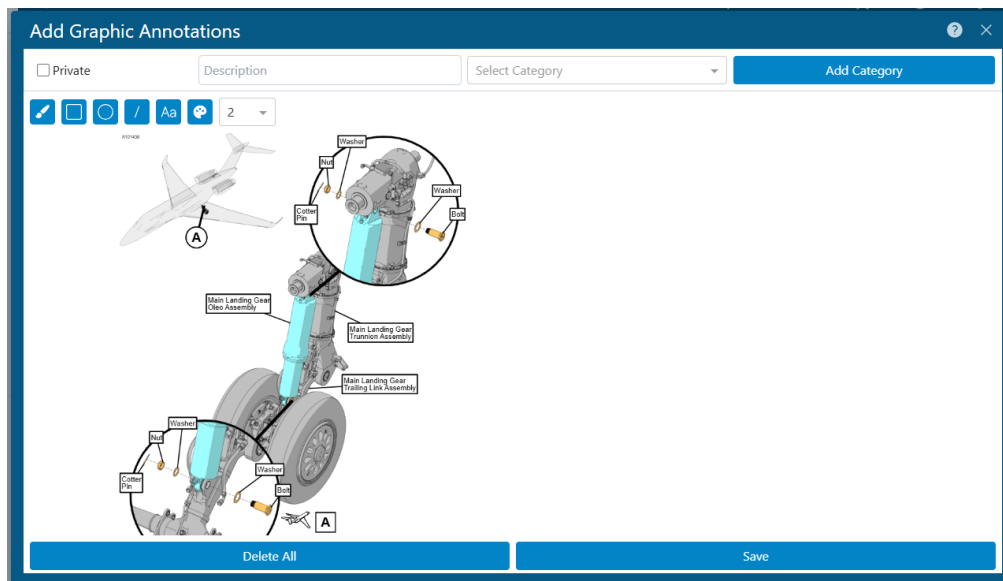


Figure 18 - Graphic Panel Annotation Window

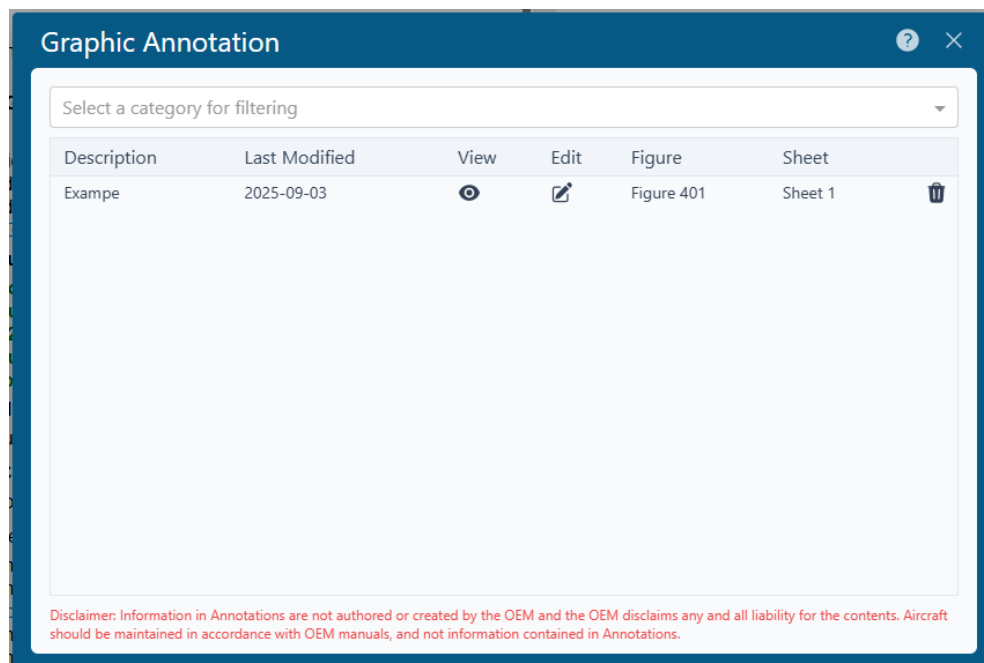
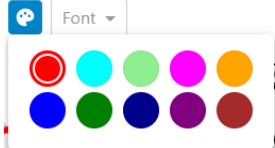


Figure 19 - Graphic Panel Annotation View/Edit

Graphic Annotation Tools

	Brush Icon: Brush to free draw annotations on the graphic.
	Rectangle Icon: Tool to draw squares and rectangles on the graphic annotation.
	Circle Icon: Tool to draw circles and ellipses on the graphic annotation.
	Line Icon: Tool to draw a straight line on the graphic annotation.

	Text Box Icon: Tool to add typed-text in a box to the graphic annotation.
	Color Palette Icon: Allows the user to select a color for the drawings and text added to the graphic annotation. 
	Font Drop-Down Box: Allows the user to select a font for the text box tool and outline/drawing size for the drawing tools.
Mouse Navigation Inputs	Similar to Graphic Panel navigation, a user may navigate the annotated graphic with the mouse controls that follow: • Mouse Scroll-Wheel: Use the mouse's scroll wheel to zoom in/out on the image where the curser is located. • Double Click: Double click to zoom in on the image where clicked. • Left-Click-and-Drag: Adjust the image left or right within the annotation box. • Left-Click-and-Drag Text or Drawing: Adjust the annotation Location on the image. • Right-Click on Text or Drawing: Delete the selected annotation.

Interactive 3DPUBS

General Information

Interactive 3DPUBS are illustrations for maintenance manuals, wiring diagram manuals, and illustrated parts catalogs designed to help technicians work more efficiently. These graphics provide additional visual aid in the form of animations, additional reference structure, color-coded parts, and step-by-step instructions. 3DPUBS can be accessed via the green, 3D Button in publications for which 3DPUBS are available. **NOTE:** 3DPUBS are not available for all models.

3DPUBS Navigation

1. 3DPUBS are available for maintenance manuals, wiring diagram manuals, and illustrated parts catalogs. To access the interactive 3D content, select the interactive 3D button that follows:
 - a. For maintenance manuals and parts catalogs, select the  3D icon in the Graphics Panel Tools section.
 - b. For wiring diagram manuals, select the  3D icon adjacent to the REF DES in the parts list in the Text Panel.
2. Once selected, the interactive 3D plugin will open a new browser tab and display the interactive content for the document you have open in 1View (Refer to Figure 20).
3. The left panel will display available 3D Views unique to the open publication as follows. Click on a 3D view to interact with it.
 - a. For maintenance manuals, the panel will display 3D views which correspond to the steps within the text of the maintenance manual.
 - i. The user can go step by step, forward or backward, or select any individual step they wish.
 - ii. Only what is described in the maintenance step is animated within the 3D view.
 - b. For illustrated parts catalogs, the panel will display 3D views which correspond to the details in the 2D IPC figure in the open 1View document.
 - c. For wiring diagram manuals, the panel will display 3D views which correspond to the locator and REF DES selected.
 - i. Every REF DES View contains the REF DES as well as the access defined in green.
4. The right panel will display the fully interactive 3D graphic. To adjust the image, use the mouse tools that follow:
 - a. To Zoom, use the mouse scroll wheel or click and hold the right mouse button while you move the mouse forward or backward.
 - b. To Pan, click and hold the mouse scroll wheel or center mouse button while you move the mouse.
 - c. To Rotate, click and hold the left mouse button while you move the mouse.
 - d. To select any part to center rotation around, move the cursor over the desired part and click the scroll wheel or center mouse button.
 - e. The locator in the bottom right of the image shows you the orientation of the whole airplane when you have a specific 3D view selected and can no longer see the whole airplane.

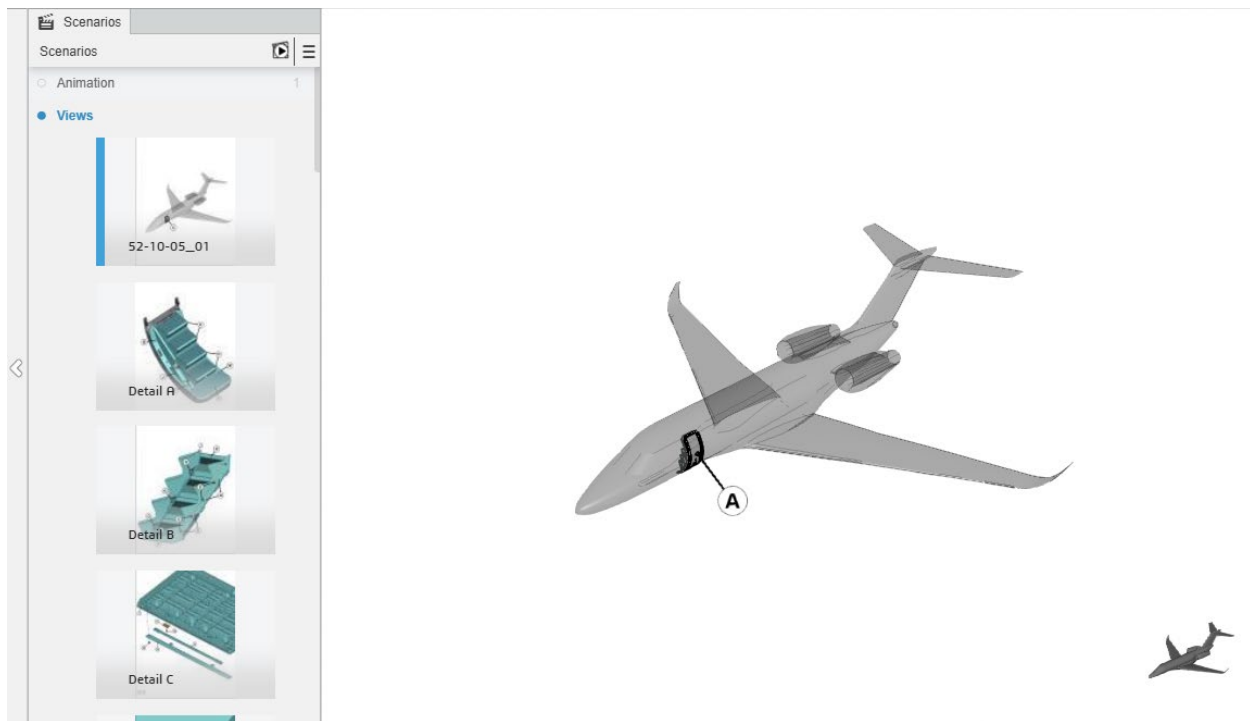


Figure 20 - Interactive 3DPlayer plugin displays the interactive content.

PCRs & TMDAs

General Information

A Publications Change Request (PCR) is a request to the Technical Publications team to update a manual for content, spelling errors, illustrations corrections, or other technical requests. These requests can be made by a user on a publication where the change request option is available. Changes Requests are subject to Textron Aviation Engineering review and will be incorporated based on conformity to OEM Type Design Engineering.

A Technical Manual Deviation Approval (TMDA) is an Engineering approved deviation to an existing manual that will be incorporated into the publication at a future revision. These have a TMDA Number assigned and are viewable as a PDF attachment to the affected section of the publication.

Publications Change Request Function:

1. The  Publications Change Request icon on the left-hand toolbar redirects the user to an external webpage in a new browser tab.
2. If you are in a specific publication or document, the applicable content fields will be autofilled on the Change Request Form.
3. Fill out the remaining fields on the Change Request Form, attach applicable support documentation from your local file system, and click *Submit PCR* on the bottom of the page.

Guidelines for Helpful Change Requests

1. The *Suggestion for Change* field outlines the user's request to the Technical Publications team for a change to the publications. Some PCRs are more helpful than others. To best help the team, use the guidelines that follow:
 - a. *Let Us Know Where in the Publication*– Include as much information about the location of your suggestion for change as possible.
 1. Some of this data will auto-populate if you submit the change from the affected document in 1View.
 2. This includes specific step numbers, each model number (for multiple affect models), publication type, item numbers, chapter-section-subject (if more than one is affected), procedure title, figure & sheet numbers, Ref Deses, or part numbers.
 3. Examples:
 - a. The V-Type Couplings Removal/Installation Procedure (Step 3.A) in 36-10-00 of the 525A Maintenance Manual.
 - b. Item 13A P/N on Figure 01-Sheet 1 in 34-23-00 of the 525A Parts Catalog.
 - b. *Be Specific on Your Suggestion for Change*– Include as much information about your suggestion for the requested change as possible.
 - i. This includes new steps, removal of steps, references to existing procedures, need for new procedures, typo corrections, clarifications, and/or questions for the technical publications. **NOTE: All suggestions for change will be verified against the type design engineering and may be subject to rejection if technical publications cannot conform the suggestion to the engineering.**
 - ii. Examples:
 1. Step 3.B.(1) states the CAS message should display and it does not if you perform the procedure as written. Please clarify where the CAS message should display in the procedure.
 2. 525C SRM rudder balance procedure calls out to

- c. *Provide Supportive Documentation* – You may include attachments as part of your suggestion for a change.
 - i. Attachments could include mark-up, PDFs of sections with comments, photos, screenshots, engineering drawings/reports, or other types of documentation that support engineering conformity or request for change.
 - ii. For Example, refer to Figure 21.

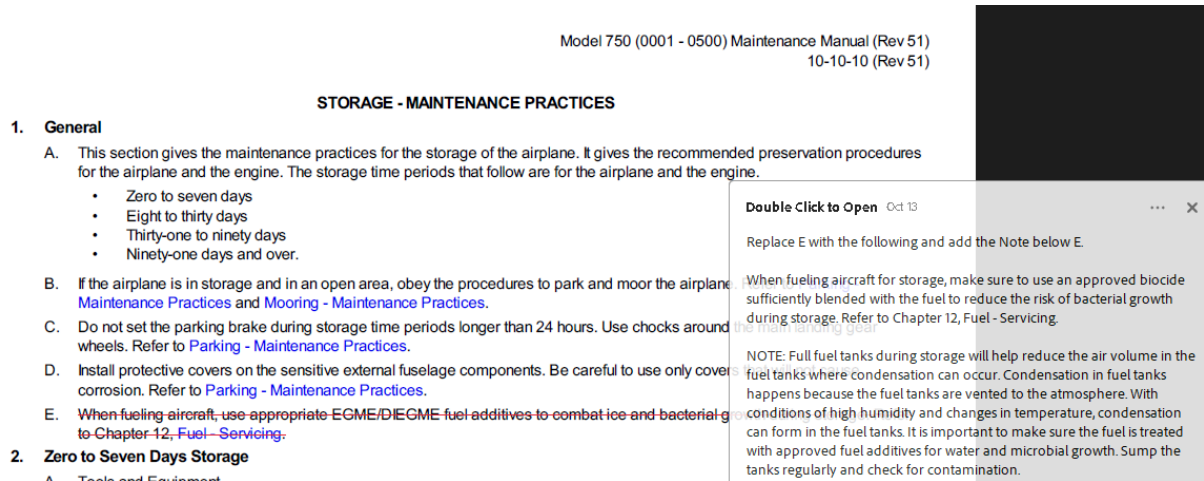


Figure 21 - Example PCR Attachment

Technical Manual Deviation Approval Functions:

1. The Technical Manual Deviation Approval (TMDA) button  in the 1View left-hand toolbar will have a red badge if there is a TMDA against the open document in 1View.
 - a. Click the TMDA button to open the TMDA website in a new browser tab (Refer to Figure 22).
 - i. The *Manual* and *Chapter* information will automatically populate in the filters if you have a publication and document open.
 - ii. If you do not have a document selected, the *Manual* filter will populate and all TMDAs will be visible.
 - iii. If you have neither a document or a publication selected, all open TMDAs will be visible.
 - b. The TMDA field will have the TMDA ID number, the Date the TMDA was published to 1View, the affected publication and chapter, and then a linked PDF.
 - c. To open the TMDA, click on the linked PDF.

Technical Manual Deviation Approvals

The information provided is approved based on current Company/FAA approved engineering, as of the date specified thereon.

Business Unit	Model	Manual Group	Manual Type
Select One...	Select One...	Select One...	Select One...

Manual (2051)	Chapter
525PCC - Illustrated Parts Catalog (M2)	11-Placards/Markings

ID #	Date	Publication	Chapter	View
TMDA20250025	8/26/2025	525PCC Illustrated Parts Catalog (M2)	11	

Figure 22 - TMDA Homepage

Offline Application

General Information:

1View offline application offers the ability to view Textron Aviation technical publications from an installed version of the application vs. the online application which is used connected to the internet. The 1View offline application offers many of the same features and functionality as the online application. **NOTE:** McCauley Publications are NOT available in the 1View Offline environment.

Offline Installation

Application Installation

1. Go to pubs.txtav.com.
2. Select the appropriate Windows or MAC installer link under the 1View offline application menu on the right-hand side of the webpage.
3. Select the destination location for where the 1View application will be installed, click Next (Refer to Figure 23).

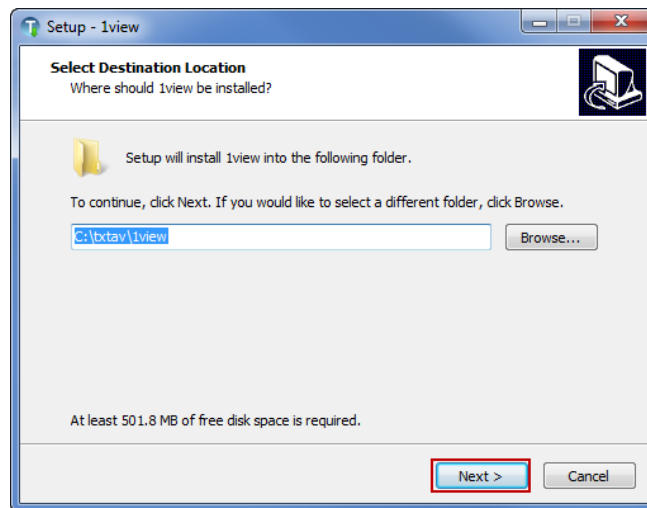


Figure 2323 – Select 1View Offline File Destination

- a. **NOTE:** This field is pre-populated with a default location.
4. Select your user settings and click Next (Refer to Figure 24).
 - a. Select either the Standalone or Intranet radio button.
 - i. Standalone – Use this option if the library information will be accessed from this machine only.
 - ii. Intranet – Use this option if this is a network setup and libraries will be accessed from multiple machines. See Intranet Access for more information on how to access from different machines.
 - b. Select or Unselect the *Require login to access Administration tool* option. Click Next.
 - i. This option controls who has access to the Library Manager and is unselected by default.
 - ii. Can be selected if multiple users access the application and the admin rights need to be secured to a specific user.

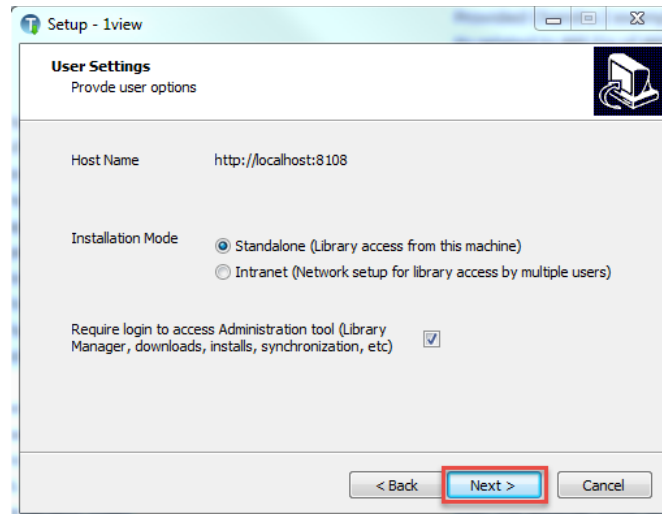


Figure 2424 - 1View Offline User Settings

5. Select the destination for your 1View Offline Subscribed libraries, click Next (Refer to Figure 25).
 - a. **NOTE:** This field is pre-populated with a default location on your computer.

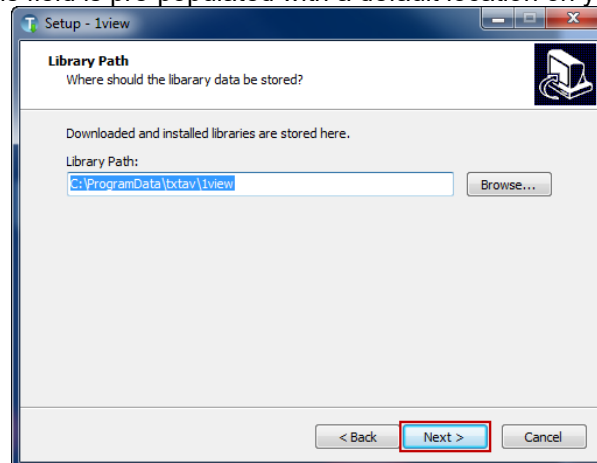


Figure 2525 - Library Path

6. If you want to create a desktop shortcut for 1View offline, select the box next to *Create a desktop shortcut*. This is Optional. Click Next (Refer to Figure 26).

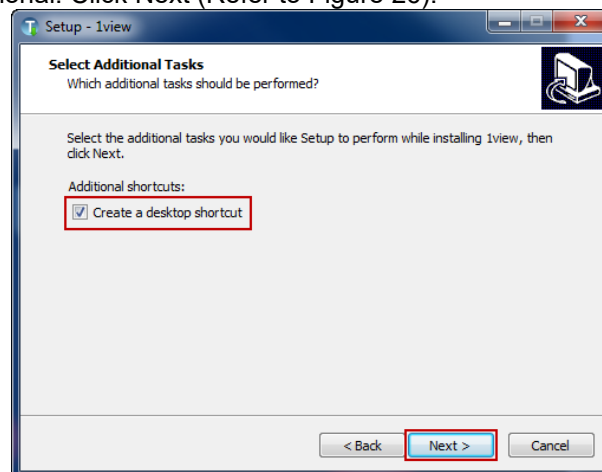


Figure 2626 - Create Desktop Shortcut.

7. Review your selected settings and click Install (Refer to Figure 27).

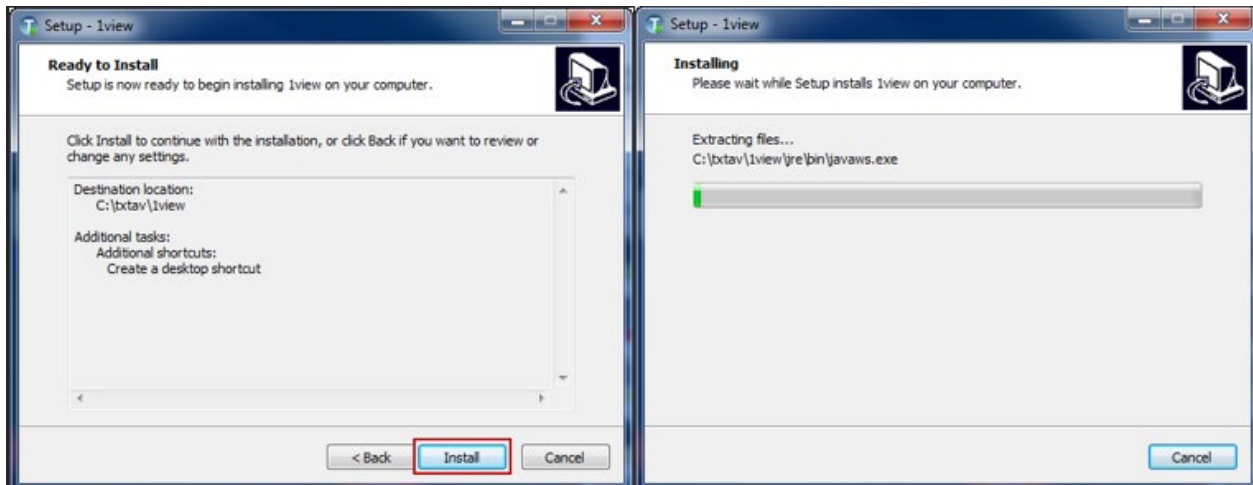


Figure 2727 - Install 1View Offline.

8. Once the “Completing the 1View Setup Wizard” window appears, click Finish (Refer to Figure 28).
 - a. “Launch My Program” is checked by default and will open the application after you click the Finish button. **NOTE:** Initial launch of the application may take several minutes (Refer to Figure 29).

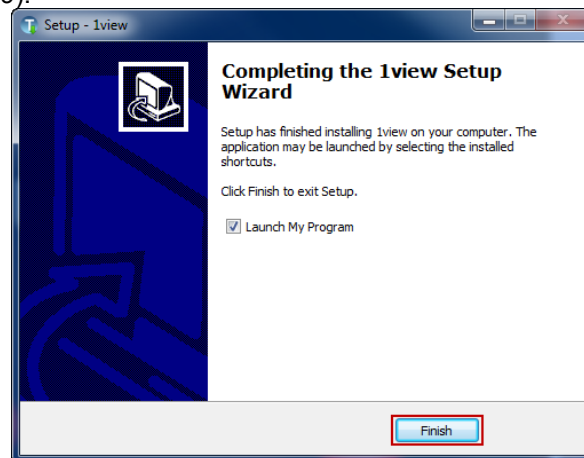


Figure 2828 - Complete the Install.

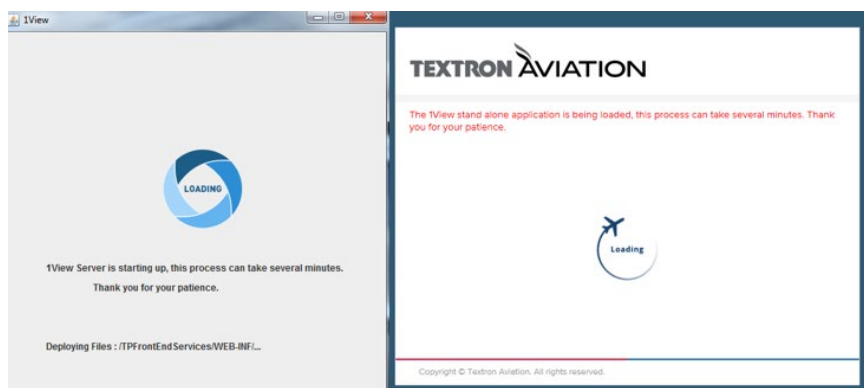
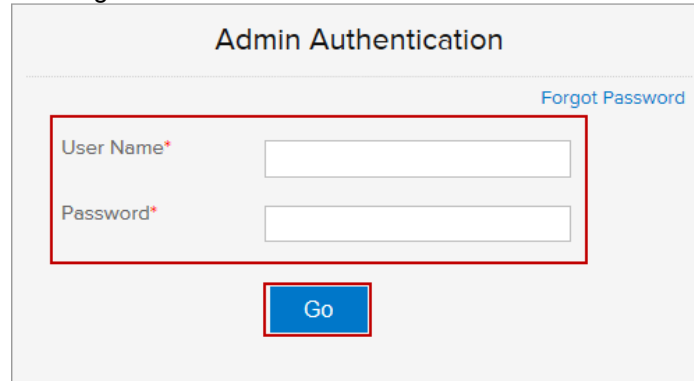


Figure 2929 - 1View Application Launch

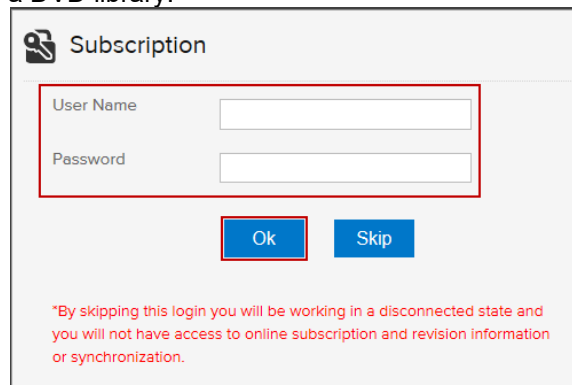
9. Enter the Admin Authentication Credentials (if required) and click Go (Refer to Figure 30).
 - a. User will be prompted to create this login information if the “Require Login” option was checked during installation.



The dialog box is titled "Admin Authentication". It contains a "Forgot Password" link in the top right corner. Below the title bar, there are two input fields: "User Name*" and "Password*", both with red asterisks indicating they are required. A red rectangular box highlights these two fields. Below the input fields is a blue button labeled "Go".

Figure 30 - Admin Authentication

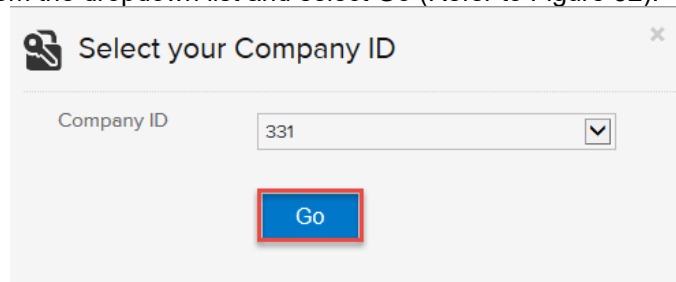
10. Login with your 1View Subscription Credentials or select Skip. Your subscription credentials should match your 1View online credentials. Contact the Technical Manual Distribution Center for assistance as needed (Refer to Figure 31).
 - a. Username: your username (email address)
 - b. Password: your password
 - c. **NOTE:** Select “Skip” ONLY if you are working in an offline state and will be installing libraries via a DVD library.



The dialog box is titled "Subscription" with a small icon to the left. It contains two input fields: "User Name" and "Password". A red rectangular box highlights these two fields. Below the input fields are two buttons: "Ok" and "Skip". At the bottom of the dialog box, there is a red text warning: "By skipping this login you will be working in a disconnected state and you will not have access to online subscription and revision information or synchronization."

Figure 31 - Login to Your Subscription

11. If the credentials you entered are associated with multiple company IDs, select the desired Company ID from the dropdown list and select Go (Refer to Figure 32).



The dialog box is titled "Select your Company ID" with a small icon to the left and a close button (X) in the top right corner. It contains a dropdown menu labeled "Company ID" with the value "331" selected. Below the dropdown menu is a blue button labeled "Go".

Figure 32 - Select Company ID

1View Offline Navigation

Navigation

1. Open 1View Offline 1View.
 - a. If you left the Launch the Program box checked on final installation of 1View offline, the offline application will automatically open.
 - b. Otherwise, navigate to the program with your computers' program search function OR launch from the desktop shortcut.
2. To Navigate to 1View, click the 1View icon in the upper left corner of the Library Manager.

1VIEW

 - a. **NOTE:** If this link does not appear to work, please turn off your browsers' pop-up blocker.
3. To Navigate back to the Library Manger, click the Admin Home icon in the upper left corner of 1View.
 - a. You will be prompted to enter the Admin Authentication Credentials if there are no libraries installed to view on the Homepage.

ADMIN HOME
4. The 1View Offline Homepage will open in your default web browser. Navigation of the 1View Offline environment is the same as the previous User Interface (Refer to Figure 33).
 - a. **NOTE:** 1View offline will identify if the version of your library available offline is current or not (Red  or Green  Book Icons) or if you have a current subscription to that library. Refer to the [Subscription Management](#) section in the online application for more information about the subscription clock icons.

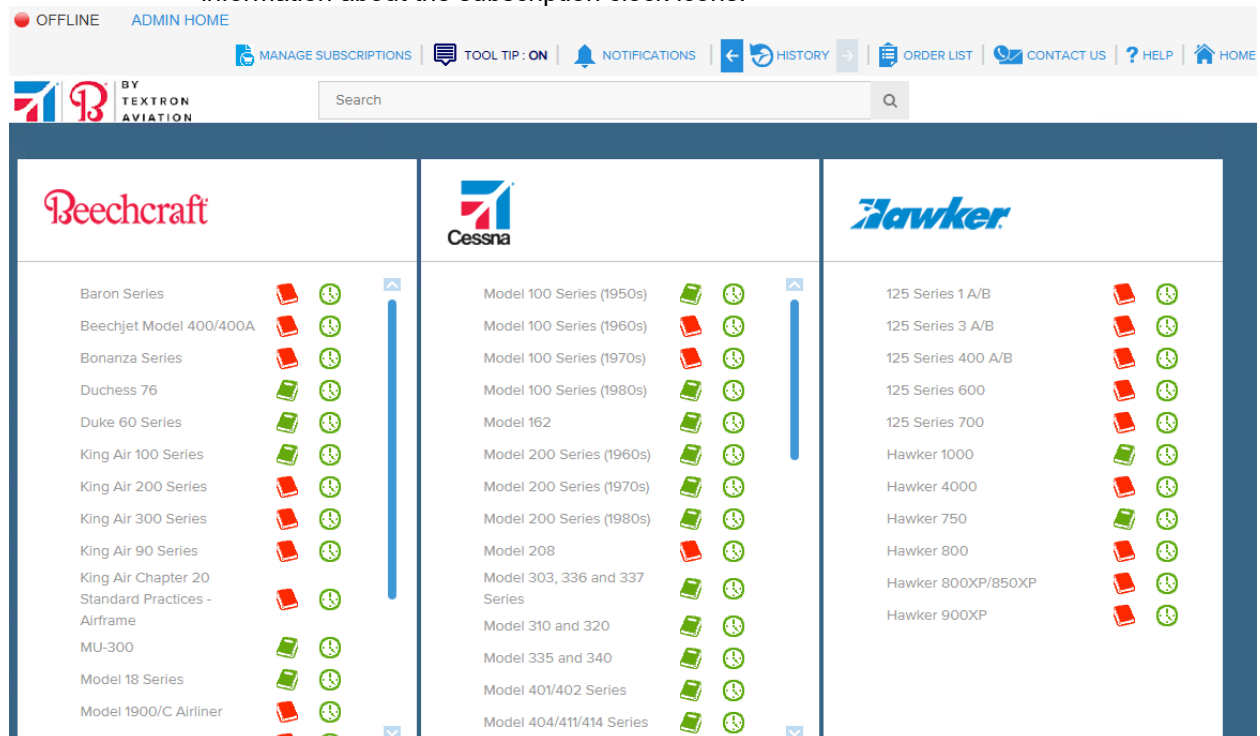


Figure 33 - 1View Offline Homepage

5. To manage the available libraries, click the

ADMIN HOME

 next to the Offline indicator in the upper left corner of the application. This will open the Library Administration Homepage (Refer to Figure 34).
 - a. The 1View Admin Homepage lists the libraries you have installed (Installed Libraries tab), new libraries you have available to download to your instance of 1View offline (New Libraries for Download tab), and Settings for your 1View offline application (Settings tab).

6. To filter the available libraries on the Library Administration Homepage, use the Make, Aircraft Model and Library type drop downs to filter as follows:
 - a. **Make** – Sort by Cessna, Beechcraft, or Hawker publications.
 - b. **Aircraft Model** – Sort by libraries by your model of airplane.
 - c. **Library** – Sort by publication type: interiors, maintenance, or operations.
7. To sort by Library Status or Library Details, click on the applicable column header and the *Installed Libraries* table will automatically sort by the selected field.

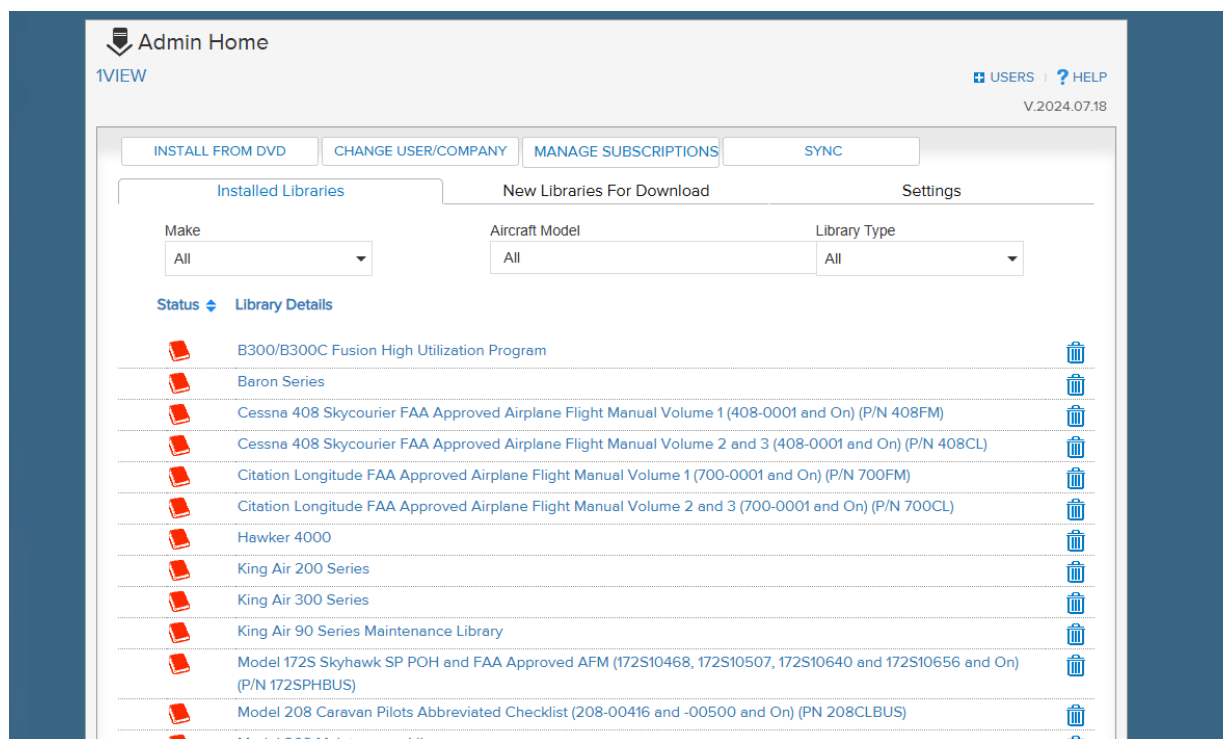


Figure 34 - 1View Offline Admin Homepage

Offline Library Manager Tools and Status Icons

	Out of Date Status Icon (Installed Libraries Tab): Indicates an installed library has a newer version available. Click to Download.
	Download (New Libraries for Download Tab): Indicates there is a new library to download. Download the selected library.
	Download Queued Status Icon: Indicates a library is queued for download. Will automatically download to your computer when connected to the internet.
	Downloading Status Icon: Indicates a library is in process of downloading to your computer.
	Ready to Install Status Icon: Indicates a library has been downloaded and is ready to install in 1View offline. Click to install the library. NOTE: Appears only if "Install Once Download is Completed" setting is Unchecked in the <i>Settings</i> tab.
	Install Queued Status Icon: Indicates a library is queue for installation. Will show while the library installs on the computer.
	Installing Status Icon: Indicated the library is in the process of installing on your computer.

	Cancel/Uninstall Icon: Allows you to cancel a download or installation process. Also allows you to uninstall a previously installed library.
INSTALL FROM DVD	Install from DVD Button: Allows the user to install a library from a DVD. Refer to the DVD Library Installation in this document.
CHANGE USER/COMPANY	Change User/Company Button: Allows the user to change their subscription login and/or company ID information. Refer to Change User/Company (For users with multiple company IDs) for additional information.
MANAGE SUBSCRIPTIONS	Manage Subscriptions Button: Takes the user to the Technical Publications Manage Subscriptions Page. Refer to the online Subscription Management for more information.
SYNC	Sync Button: When connected to the internet, allows a user to sync their annotations, history, and custom settings with their online 1View version. Refer to Sync Online and Offline for more information.
1VIEW	1VIEW Button: Takes you the offline 1View application from the Admin Homepage.
ADMIN HOME	ADMIN HOME Button: Takes you to the 1View offline Admin Homepage to manage library installations and download settings.
 USERS	Users Button: Opens a menu to add, remove, or manage users of your offline instance of 1View. Refer to Offline Users for additional information.

Online Library Installation

1. Open the 1View Offline instance. Go to the Admin Home
2. Select the *New Libraries for Download* tab at the top of the Admin Home. a library from the New Libraries for Download section (Refer to Figure 35).

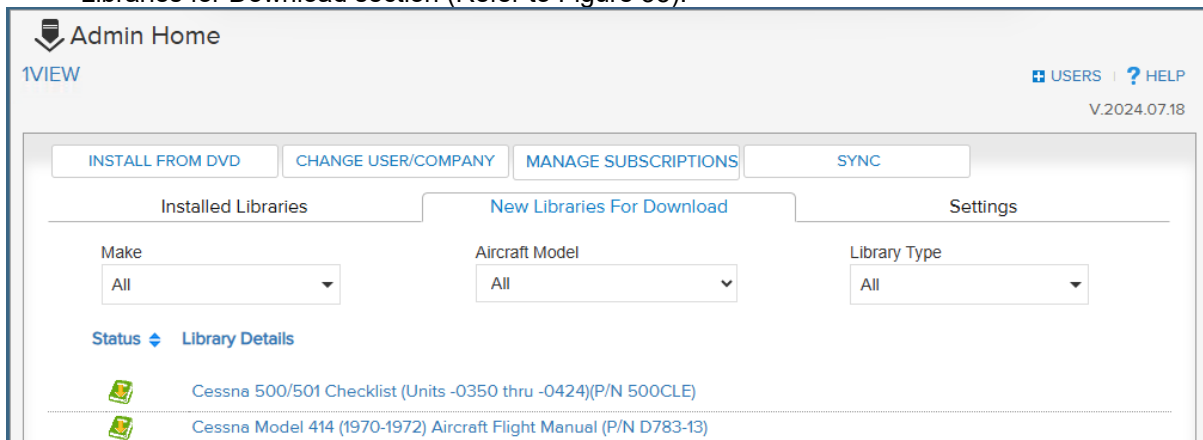


Figure 35 - New Libraries for Download

- a. Click the Download icon.
 - i. The progression bar will say "Download Queued..." and once it has begun, it will give a completion percentage (Refer to Figure 36).
 - ii. **NOTE:** Select the *Install Once download is Complete* check box under your settings tab to automatically begin the installation process once the download is complete. Refer to [Configure Settings](#) in this document.



Figure 36 - Library Download Progress Bar

- Upon download completion, click the Install button that appears to the left of the Library Details side of the progression bar to initiate the installation process (Refer to Figure 37).

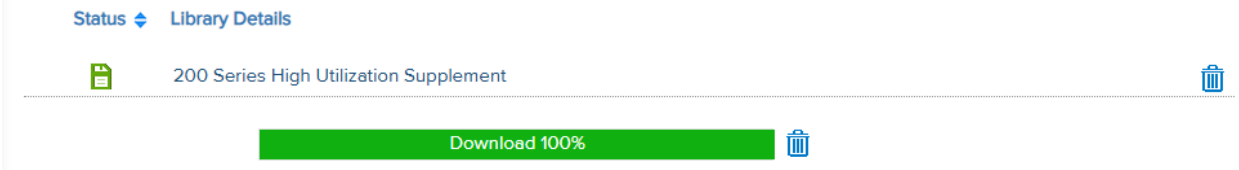


Figure 37 - Installation Progress

- Once the Install is complete, the library will appear in the Installed Libraries section (Refer to Figure 38).
 - Libraries that have previously been installed have the option to download updates directly from the *Installed Libraries* tab.

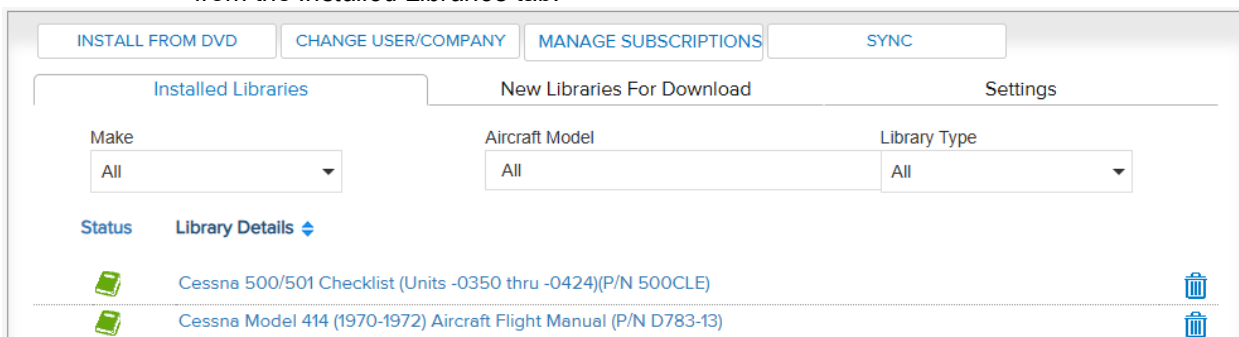
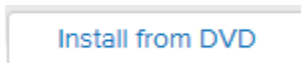


Figure 38 - Installed Libraries

DVD Library Installation

- Insert DVD into the CD or DVD drive of your machine and select the "Install from DVD" button



- You will be prompted to confirm the DVD install. Click OK (Refer to Figure 39).

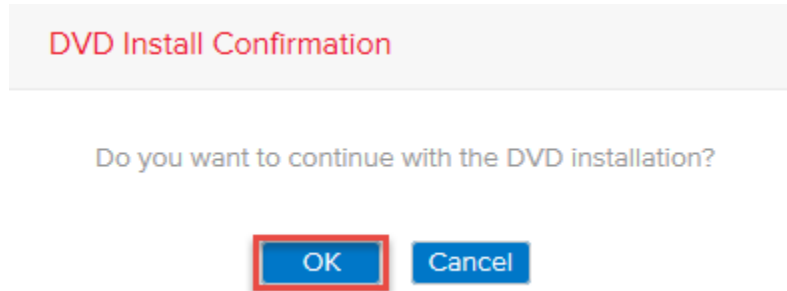


Figure 39 - Confirm DVD Installation

- An Install progress bar will appear.
 - NOTE:** Some libraries may take longer to install based on the file size.
 - You will receive confirmation upon successful installation.
 - Upon successful completion the libraries will appear in the Installed Libraries section of the Library Manager.

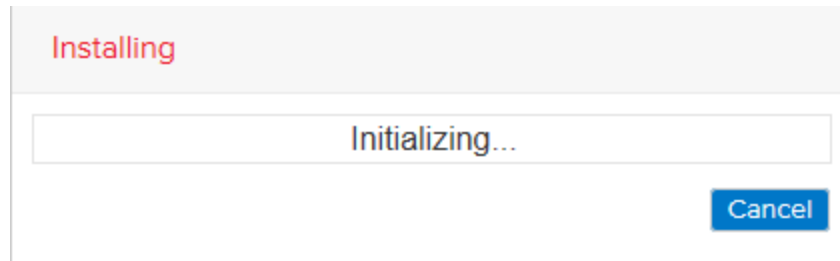
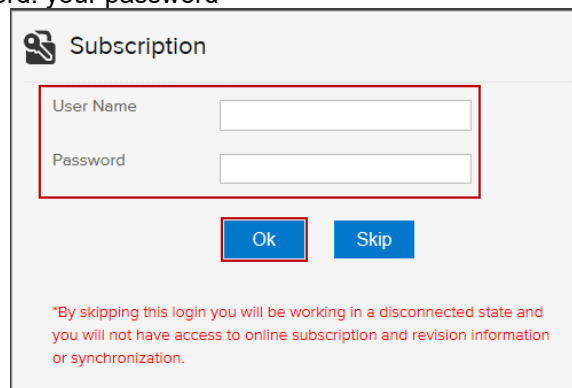


Figure 40 - DVD Installation Progress Bar

Change User/Company

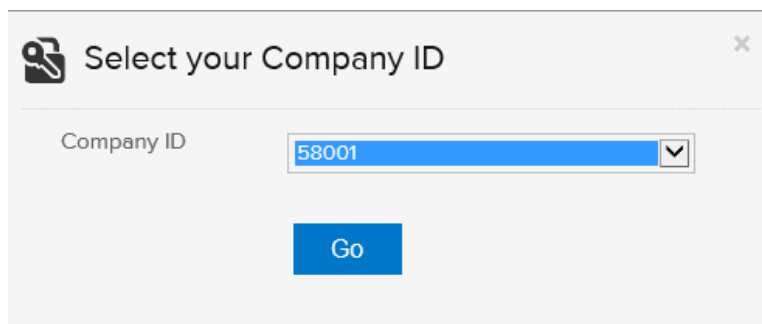
1. Select *Change User/Company* button. This function is for users with Multiple Company IDs.
2. Enter your 1View Subscription Credentials. Your subscription credentials should match your 1View online credentials. Contact the Technical Manual Distribution Center for assistance as needed (Refer to Figure 41).
 - a. Username: your username (email address)
 - b. Password: your password



The image shows a 'Subscription' login dialog box. It has a title bar with a logo and the word 'Subscription'. Inside, there are two input fields: 'User Name' and 'Password'. Below the fields are two buttons: 'Ok' and 'Skip'. At the bottom, there is a red warning message: '*By skipping this login you will be working in a disconnected state and you will not have access to online subscription and revision information or synchronization.'

Figure 41 - Subscription Login Box

3. Select a Company ID from the dropdown in the Select your Company ID pop-up and click Go (Refer to Figure 42).



The image shows a 'Select your Company ID' dialog box. It has a title bar with a logo and the text 'Select your Company ID'. Inside, there is a dropdown menu labeled 'Company ID' with the value '58001' selected. Below the dropdown is a blue 'Go' button.

Figure 42 - Select Company ID Box

Configure Settings

1. Select the *Settings* tab.
2. From the *Settings* tab, you can configure the settings that follow (Refer to Figure 43). Click the *Save Settings* button after making updates to save your preferences.
 - a. **Change Library Location** – Update the location where your offline libraries are stored on your computer.

- i. Use the *Change Location* button to update the file path to match the new desired location.
 - ii. Use the *Reset to Default* button to restore the file path to the default installation location for the application.
- b. **Automatic Library Management** – Run a daily check of 1View online for updates to your subscribed libraries to automatically download and install.
 - i. Check the box for *Automatic Library Download* and select a timeframe from the drop-down to automatically download library updates to your computer.
 - ii. Check the box for *Automatic Library Install* and select a timeframe from the drop-down to automatically install a downloaded library to your computer.
- c. **Manual Library Management** – Check the box for *Install Once Download is Completed* to enable automatic installation of a downloaded library when you manually initiate a library download.
- d. **Require Admin Login** – Check the box to password protect the 1View offline Admin Home and library management.
- e. **Automatic Sync Management** – Automatically sync your information between online and offline 1View versions.
 - i. Check the box for *Scheduled Synchronization for Annotations and History* and select a timeframe from the box to automatically Sync all Annotation and History information.
 - ii. Check the box for *Auto-update History When New Documents Load* to automatically update history when you load a new document.

Installed Libraries

New Libraries For Download

Settings

Change Library Location

Current Path

D:\ProgramData\1xtav

1View\libraries

Change Location

Reset To Default

Automatic Library Management

☐ Automatic Library Download

Timeframe

Select

☐ Automatic Library Install

Timeframe

Select

Automatic Download

☐ All Libraries
 ☐ Selected Libraries

Manual Library Management

☐ Install Once Download is Completed

Admin Login

☐ Require Admin Login

Automatic Sync Management

☒ Scheduled Synchronization for Annotations and History

Timeframe

Hourly

(20-29)

☐ Auto-update History When New Documents Load

Save Settings

Figure 43 - Configure Settings

Manage Subscriptions

1. Select Manage Subscriptions button to take you to the online Technical Publications Subscription Management webpage. Refer to [Subscription Management](#) in Online user guide for additional information.

Sync Online and Offline

1. Select the Sync button to sync a user's annotations in the online and offline applications.
 - a. Annotations created in the online or offline application will save in the corresponding application
 - b. **NOTE:** Private annotations will NOT be synched as these are specific to a user ID

Delete Installed Library

1. Navigate to the Installed Libraries tab.
 - a. Select the trashcan icon to delete the desired installed library
 - b. To confirm the library removal, click Yes on the pop-up alert message (Refer to Figure 44).

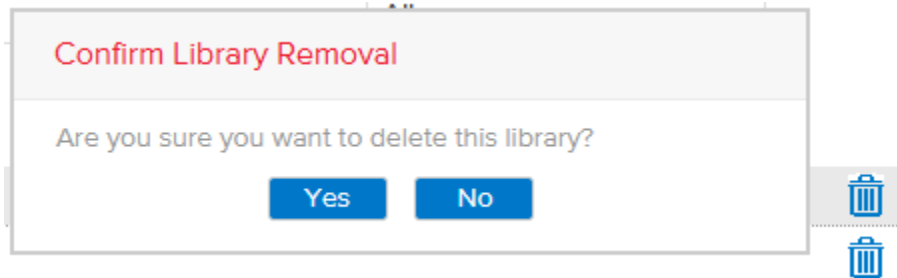


Figure 44 - Confirm Library Deletion

Offline Users

1. Click the Users button in the upper right corner.
2. On the Add tab, complete all required fields identified with a red asterisk (Refer to Figure 45).
 - a. Select Add to add a user.

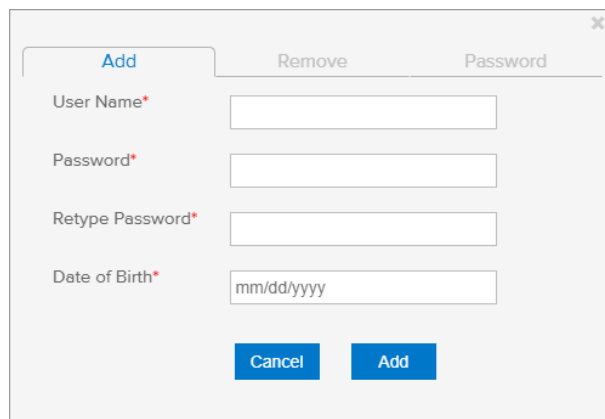
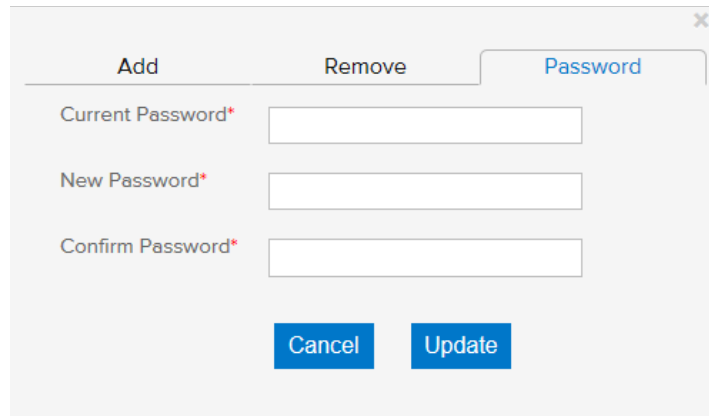


Figure 45 - Add a User Required Fields

3. To reset a user password: navigate to the Password tab (Refer to Figure 46).
 - a. Complete all required fields and select Update.



A dialog box titled 'Password Reset' with three tabs: 'Add', 'Remove', and 'Password'. The 'Password' tab is selected. It contains three input fields: 'Current Password*', 'New Password*', and 'Confirm Password*'. At the bottom are 'Cancel' and 'Update' buttons.

Figure 46 - Password Reset

4. To remove a user (Refer to Figure 47).
 - a. Select the Users button.
 - b. Navigate to the Remove tab.
 - c. Select the red "X" to delete the associated user.

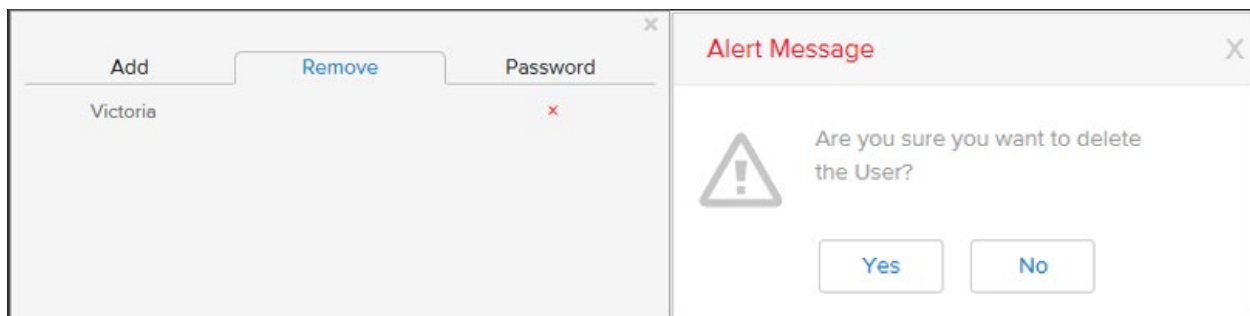


Figure 47 - Remove a User

Uninstall Offline Application

1. Navigate to C:\txtav\1view.
2. Double click unins000.exe and select Yes (Refer to Figure 48).

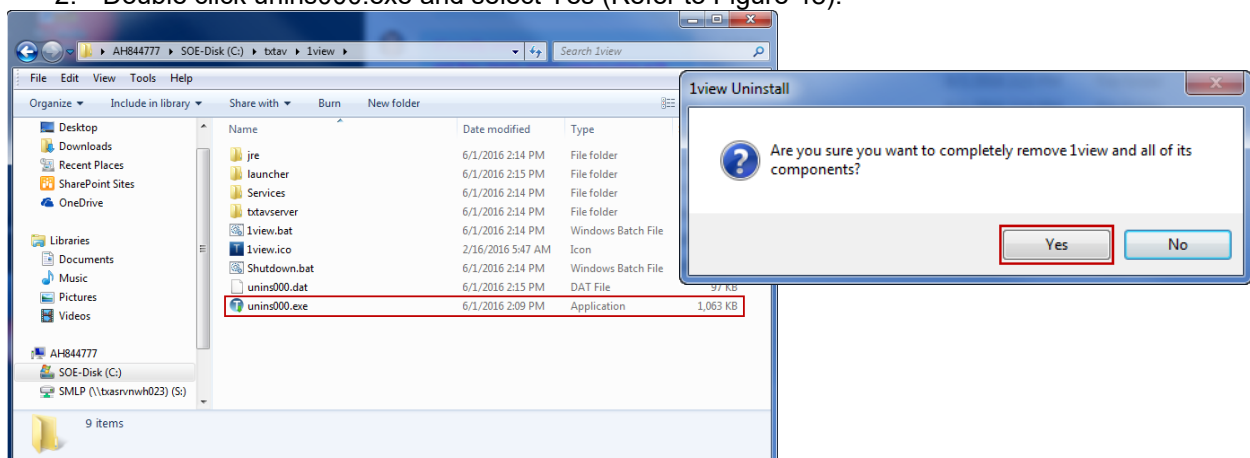
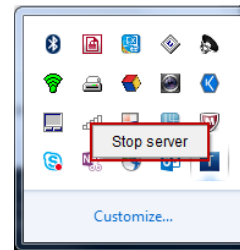
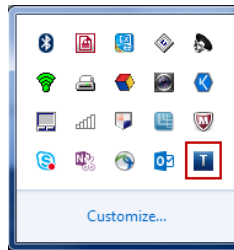


Figure 48 - Uninstall the Offline Application

- a. Verify C:\txtav and C:\ProgramData\txtav folders are deleted, otherwise delete them from the C drive.
- b. **NOTE:** If you receive the error "Application is still running. Please stop and retry!":
 - i. Double click the 1View icon on your desktop, opening the offline application .
 - ii. Proceed with uninstall process.
- c. **NOTE:** If at any time you are asked to restart the server, navigate to your Toolbar and locate the arrow to Show Hidden Icons.
 - i. Select the arrow.
 - ii. Right click on the 1View icon.
 - iii. Select Stop Server.



Web Registration

General Information:

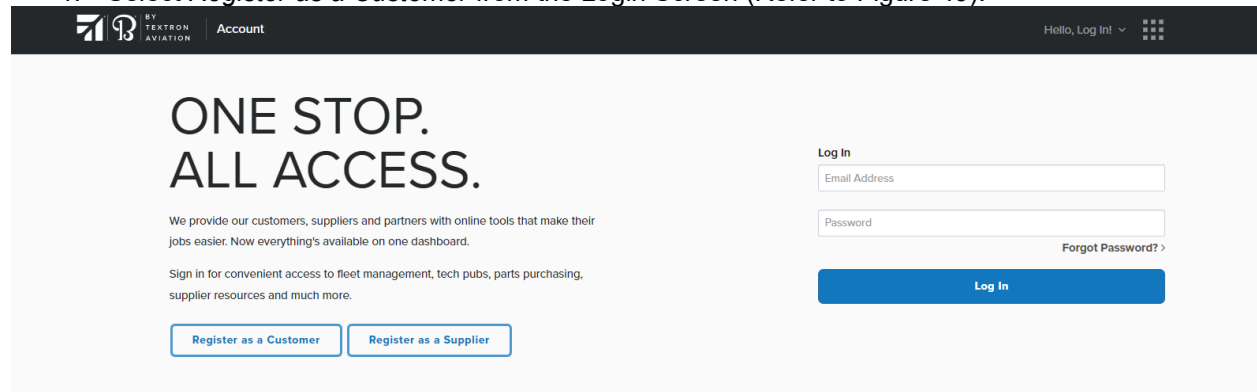
This section provides detailed instructions on how to register on the Textron Aviation Technical Publications website. The log-in screen for the Technical Publications website and Customer Portal is located at <https://ww2.txtav.com>.

Existing Web Account Login

1. Login with an existing web account:
 - a. Enter the email address and password for your customer account.
 - b. Click Sign-In.

New Web Account Creation

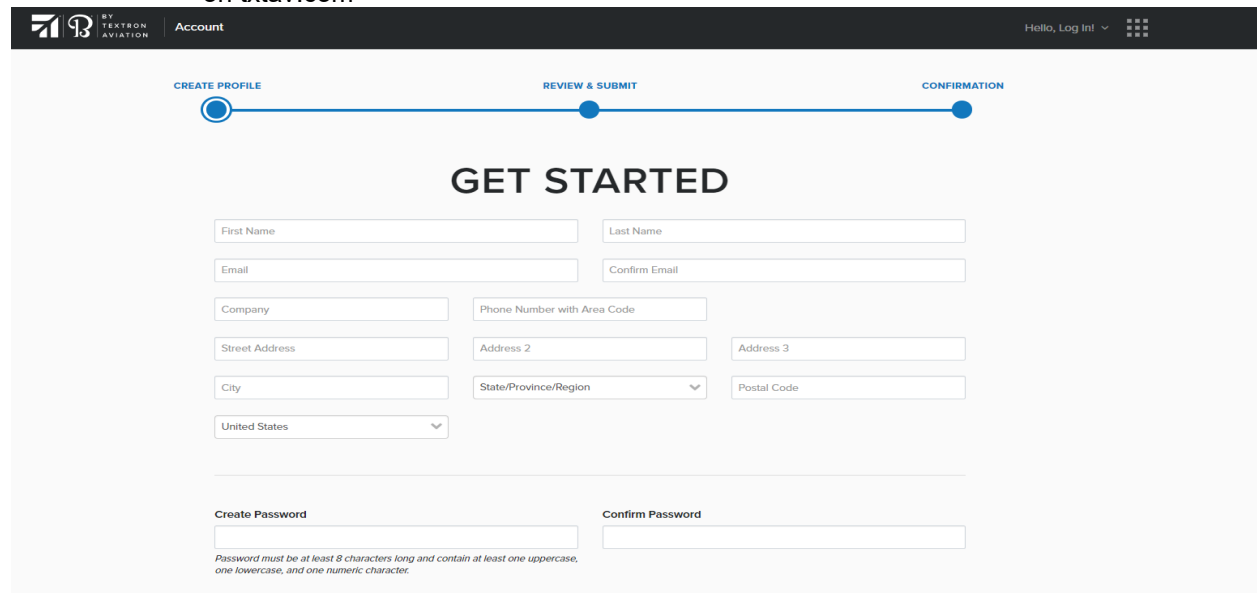
1. Select *Register as a Customer* from the Login Screen (Refer to Figure 49).



The login page features a dark header with the Textron Aviation logo and 'Account' text. The main content area has the heading 'ONE STOP. ALL ACCESS.' and a subheading 'We provide our customers, suppliers and partners with online tools that make their jobs easier. Now everything's available on one dashboard.' Below this is a 'Log In' section with fields for 'Email Address' and 'Password', a 'Forgot Password?' link, and a blue 'Log In' button. At the bottom, there are two buttons: 'Register as a Customer' and 'Register as a Supplier'.

Figure 49 - Login Page

2. Fill out the registration form with each of the required fields (Refer to Figure 50).
 - a. **NOTE:** Pay attention to the additional password requirements.
 - b. **NOTE:** The email address entered on the registration form will be used as the username on txtav.com



The registration page features a dark header with the Textron Aviation logo and 'Account' text. A progress bar at the top shows three steps: 'CREATE PROFILE' (active), 'REVIEW & SUBMIT', and 'CONFIRMATION'. The main heading is 'GET STARTED'. The form includes fields for 'First Name', 'Last Name', 'Email', 'Confirm Email', 'Company', 'Phone Number with Area Code', 'Street Address', 'Address 2', 'Address 3', 'City', 'State/Province/Region' (dropdown), 'Postal Code', and 'United States' (dropdown). Below these are 'Create Password' and 'Confirm Password' fields. A note at the bottom states: 'Password must be at least 8 characters long and contain at least one uppercase, one lowercase, and one numeric character.'

Figure 50 - Registration Fields

3. Review your account information for correctness. Check the “I Am Not A Robot” statement and select *Confirm* to finalize your registration (Refer to Figure 51).
 - a. You will receive a text or email message that confirms the “Two-Factor” authentication.
 - b. Contact the Technical Manual Distribution Center (TMDC) at TMDC@txtav.com or 316-517-6215 for assistance in attaching your customer account number to your profile and to view paid subscriptions.

REVIEW YOUR ACCOUNT INFORMATION

PROFILE	
FIRST NAME John	COMPANY My Company
LAST NAME Doe	AIRCRAFT MODEL/SERIAL NUMBER(S)
ADDRESS 1 Textron Aviation Way Wichita, KS 67212 United States	AIRCRAFT REGISTRATION NUMBER(S)
EMAIL abc123@gmail.com	
PHONE NUMBER 1234567890	
☐ I'm not a robot  reCAPTCHA Privacy - Terms	
Back	Confirm

Figure 51 - Review Your Account Information