Technical Publications App for iPad
User’s Guide

This User’s Guide provides instructions on the Tech Pubs App for iPad available in the Apple App Store or iTunes. To install the Technical Publications App on any iPad, perform steps 1, 2 and 3 below.

1. Tap App Store icon

2. Search for Beechcraft

3. Tap the Technical Publications icon

   Tap  FREE

   Tap  INSTALL APP

The App is installed when the icon appears on one of the iPad Home screen pages. Relocating the App icon to the iPad multi-tasking bar at the bottom allows access from any Home screen page. Tap on the icon to open the App.
Logging Into the App

An internet connection is required the first time a user signs in or to update manuals. An internet connection is not required after initial log-in and when manuals have been downloaded. Enter the same username and password used to log into the Beechcraft website (flight manuals, Online IML Manuals, Supplement Packs, etc.).

Tap the Auto Sign-in to ON to skip entering your username and password each time the App is opened. To retrieve your password, tap “Forgot username or password”. If a new account or subscription is required, tap “Need to Sign Up?”

Once logged in, access to the App is immediate but only manuals with active subscriptions will be available. For more information or questions on subscriptions, contact the Technical Manual Distribution Center at 800.796.2665 (within US) or +1.316.676.8238 (outside US) or e-mail tmdc@beechcraft.com.
Icon View of Models

The Main Menu houses the Airplane Flight Manuals, Pilot's Operating Handbooks, Pilot's Operating Manuals and Pilot Checklists. Tap the Flight tab to access these types of manuals. Manuals within the Interactive Maintenance Libraries (IML) are accessed by tapping the IML tab. The main menu advises when and how many updates are available.
List View of Models

The same information is available in a list view rather than an icon view.

Note: Active subscribers to IML DVD’s receive Online Manuals and iPad access at no additional charge. Subscribers to flight manuals on CD and paid paper subscriptions also receive Online Flight Manuals and iPad access at no additional charge.
Settings - Help

Tap on the Settings icon to customize how often the App checks for updates, using cellular data, auto-lock, etc. The Settings feature also informs the user of the size of books that have downloaded. Tap the Help button for additional help topics.
On-Screen Help

Additional information and support contact information is available in the Online Help section.
Settings - Delete All

To delete all books, simply tap the Delete All button. This will remove all the books that are installed on the device. The user is cautioned that this cannot be undone once the second Delete All button is tapped.

NOTE: Deleting All Books and re-downloading an extensive library of books could take a significant amount of time and battery power.
Downloading/Updating Manuals

- An internet connection is required to download books.
- Tap on the Refresh icon to get a complete list of manuals available for download.
- The download will pause if you send the App to the background and activate another App. Remember to restart the Download by tapping the Pause button when you return to the Tech Pubs App.

**NOTE:** The Beechcraft Tech Pubs App is ‘Subscription-Smart’. You will only see the books covered by your subscriptions available for download.

- Once a book or collection of books is downloaded, the corresponding aircraft model will then appear in the Model List.
- Download the entire library or one book at a time as needed.
**Bookmarking**

Most manuals have PDF bookmarking for ease in navigation.

**NOTE:** Bookmarks are accessible from anywhere within the Book.

From anywhere within the book, tap the middle of the document screen to view the Options Bar.

Tap View ALL Bookmarks icon.

**HINT:** To get back to the last location before using a bookmark, tap the middle of the document screen and tap the Back icon.
**Bookmarking - Continued**

All bookmarks created in the book are listed in the Bookmarks window. Tap on the desired bookmark to navigate or tap on the Edit button to remove the bookmark.

**Printing Options**

Individual sections or the entire book can be printed. An appropriate Air Printer App must be installed.
Searching a Document

Tap the Magnifier to activate Search

- Enter a key word or phrase (NOTE: If the device wants to 'help you' by autocorrecting what you type - press the x on the bubble to keep what you entered).
- Press the Search Key on the keypad.
- Pick the best result and tap it.
- IMPORTANT! The back button takes you back to the book TOC and not to where you were when you started the search.
- Search Function Future App Updates.
  - Highlight or otherwise indicate on the page the words/phrase searched.
  - Find Next and Find Previous Search Results.
- The search word or phrase is retained by the Search program and is available anywhere in the App until you close the App or delete/change search parameters.

HINT: When searching, start with one or two key words. If results are too extensive, add another key word to narrow the findings.
Annotating a Book

To add notes or annotate a book, tap the pencil icon at the bottom right-hand corner of the page. If the pencil icon is vertical, there are no current annotations in that section. When the pencil icon is at an angle, it denotes an existing note with the section and can be edited.

1. Tap the pencil icon.

2. Tap in the Annotation window to enter the note.

3. When note is finished, tap outside of the Annotation window. Tap Clear to clear the text or tap on the trash can to delete the note.

**NOTE:** Notes are made for each section, not page, so when deleting, it will be removed for the ENTIRE section.

A vertical pencil icon indicates there are no current notes. Tap the icon to create an annotation.

A pencil icon at an angle indicates there is an existing note. Tap icon to read/delete/edit note.
**iPad Icons**

- **Tech Pubs App**
  - Choose to view models as icons or as a list
  - Opens the Downloads List
  - Refresh books

- **All Books**
  - Lists downloadable books
  - Updates
  - Displays when in Option Mode

- **Back**
  - Go back to last location

- **Edit**
  - Editing function is specific to button location

- **Main**
  - Returns to Model List
  - Toggle between full landscape view and Bookmarks panel and document window view
  - Print Section or entire book
  - Requires wireless printer

- **Print**
  - Displays when in Option Mode
  - Locks / unlocks screen orientation. Useful in full-screen landscape view.

- **Set Dim/Brightness Levels**
  - Access Settings, Auto-email & Help

- **Slider bar to page through document**
  - Displays Section and Page x of y

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Chapter 4 - Airworthiness Limitations
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Get Ready Checklist

- Familiar with Apple iPad functions
  - ✔ Comprehensive Apple iPad support information online at www.apple.com/support/ipad

- Familiar with Beechcraft Technical Publications App
  - ✔ App Help is accessed from the Main Page in Settings
  - ✔ Email IML@beechcraft.com for issues regarding the Technical Publications App
  - ✔ NOTE: If you have Airplane Technical Issues contact Technical Support. Contact information is in the Hawker Beechcraft Global Customer Support Directory provided in public downloads.

- Battery is fully charged

- Required books are downloaded and up-to-date
iPad Tips

Add iPAD Guide web clip to iPAD Home screen:

In Safari, tap on the status bar
Tap the iPad User Guide bookmark (at the bottom of the bookmark list)
Tap on the status bar
Tap “Add to Home Screen”

Add Tech Pubs webpage web clip to iPad Home screen

Browse to http://www.beechcraft.com/customer_support/technical_publications/

Tap on the status bar
Tap “Add to Home Screen”

To view a PDF in landscape but without the TOC (Full Screen)

Tap the middle of the PDF to show the options view.

Tap to make PDF full screen.

Tap again to return to original view.

Multi-tasking Gestures

• Tap the middle of the screen to show/hide options view
• Swipe anywhere to change pages
• Double tap or pinch to zoom

When to close the App...

• Leaving the App running in the background retains your last location and opens to that location when you re-activate the app.

• If you are updating or downloading books and send the App to the background by opening another App, taking a phone call, etc. the download/update process will pause. Remember to restart the process.

• Closing the App clears all searches, locations, cancels downloads/updates and will open to the login screen.
### FAQs

<table>
<thead>
<tr>
<th>Q:</th>
<th>A:</th>
</tr>
</thead>
<tbody>
<tr>
<td>My screen is greyed out and I can’t turn pages or interact with the book.</td>
<td>When the screen is ‘greyed-out’ you will notice the Option icons become available for printing, searching, etc. Tap the middle of the grey page and you will return to active reading mode.</td>
</tr>
<tr>
<td>How do I get back to the main page when I’m deep into a manual?</td>
<td>Tap the middle of your screen to make the Options available and tap the Main button to go back to the Main Page. Tap Back to return to where you were last.</td>
</tr>
<tr>
<td>How can I increase the battery life while using the App?</td>
<td>When not updating or downloading, putting the iPad in Airplane Mode can increase battery life. Close other Apps running in the background. Battery memory has improved with each new generation of the iPad. For more iPad battery information visit <a href="http://www.apple.com/batteries/ipad.html">www.apple.com/batteries/ipad.html</a></td>
</tr>
<tr>
<td>Is there any way of knowing if I have an active subscription or if it’s expiring?</td>
<td>Yes, since mobile device subscriptions are provided at no charge with regular subscriptions, the My Pubs Account feature on the web can be used to determine when an active subscription expires. For more information, refer to the <a href="#">My Pubs Account User’s Guide</a> located in the FAQ section of the web.</td>
</tr>
<tr>
<td>How can I make suggestions for App enhancements?</td>
<td>Go to settings and tap the Help button and then the email button. Send us your ideas or questions. You can also rate and/or provide feedback about the App in the iTunes App store.</td>
</tr>
<tr>
<td>If I update a book will all my previous Notes &amp; bookmarks be deleted?</td>
<td>No. However, if you delete a book all the notes and bookmarks associated with that book will be deleted.</td>
</tr>
<tr>
<td>I got an iCloud message saying my 5gb of memory is full and do I want to buy additional storage. What does that mean?</td>
<td>iCloud automatically backs up iPad application data and downloads. It is not necessary to use your free iCloud storage to back up your manuals. Go to iPad Settings &gt; iCloud &gt; Storage &amp; Backup &gt; Manage Storage &gt; Find your iPad listed in the Backups Section and Tap. Look for the Tech Pubs App (you may need to Tap Show All Apps if it is not in the short list). Toggle it to OFF. Exit settings.</td>
</tr>
</tbody>
</table>

Additional questions may be e-mailed to [iml@beechcraft.com](mailto:iml@beechcraft.com) or contact the Help Line at 800.240.2959 (U.S.) or +1.316.676.3053.
**Acronyms/Definitions**

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Definition</th>
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<tbody>
<tr>
<td>IML</td>
<td>Interactive Maintenance Library</td>
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<tr>
<td>OSI</td>
<td>Online Service Information</td>
</tr>
<tr>
<td>App</td>
<td>iPad Application</td>
</tr>
<tr>
<td>TMDC</td>
<td>Technical Manual Distribution Center (Subscriptions)</td>
</tr>
<tr>
<td>FAQ</td>
<td>Frequently Asked Questions</td>
</tr>
<tr>
<td>PDF</td>
<td>Portable Document Format (viewing format used for iPad manuals)</td>
</tr>
<tr>
<td>Annotation</td>
<td>Note or a Comment made against a book or section</td>
</tr>
<tr>
<td>Tap</td>
<td>Lightly press a link, button or icon with the ball of your finger or iPad stylus</td>
</tr>
<tr>
<td>Home Screen</td>
<td>iPad calls the Multi-touch display Screen where the App icons appear the Home Screen and it can have multi-pages</td>
</tr>
<tr>
<td>Web clip</td>
<td>Saving a web clip to the iPad home screen is similar to sending a webpage link to the desktop of your computer from a browser.</td>
</tr>
<tr>
<td>Multi-gesture</td>
<td>Multiple finger swipes, pinches, gestures that cause something to happen in the App. Example: Two finger pinch shrinks a page.</td>
</tr>
</tbody>
</table>

**On-Screen Help**

*For best performance, please close as many background Apps as possible before using this App.*

Welcome to the Beechcraft Technical Publications App! You may access this help menu from and then tap ‘Help’.

To begin, press the 🔄 to download books. An internet connection is required to download books. Once a collection is downloaded, the appropriate aircraft image will appear on the main screen. Simply touch the collection to view all the books associated with it.

The App will check for book updates three different ways: 1. When a notification is received. 2. Every 3 Days, Weekly, or Monthly depending upon settings. 3. Manually pushing the refresh button in the download menu. You can adjust the settings to ask before checking for updates, ask before using a cellular data connection with a Wi-Fi connection is not available, and how often updates are checked.

An internet connection is required for the first time a user signs in. After a successful sign in, then an internet connection is not required to sign in. You are also given the option to Auto-Sign In. If you no longer want to be signed in automatically, simply tap the 🔄 icon and tap ‘Sign Out’.

Document Support: Email: iml@beechcraft.com

Phone: USA: 800.240.2959; Global: +1.316.676.3053
### Collections

To delete a collection, press and hold on it. Simply tap the red ‘x’ to delete. This will remove all books in that collection, except for books that are also included in other collections.

To delete a specific book, simply open up a collection. Tap ‘Edit’ and then ‘Delete’.

When a book within a collection has an update available, the icon will appear on the collection. Simply touch the collection to be prompted to update the book.

If your subscription has expired or another account has been signed into that does not have permission to view the books, then the will appear behind all collections. Books may still be viewed, but updates will not be available until the subscription is renewed.

### Books

To view your books, simply tap a collection on the main screen. If the iPad is in Portrait, then tap the ‘Books’ button in the top left to view the list of books. Otherwise the list will appear on the left. Simply select a book, and then a Section. Once a section is selected, the Table of Contents will be shown in place of the Sections.

### PDF Navigation

After selecting a section from a book, the PDF will appear. Touching in the middle of the PDF will show and hide the options view (see next page for more information on Options View).

Swipe anywhere on the screen to change pages. Tap far left or right sides of the PDF to change pages, or tap the middle to show the options view and use the slider to change multiple pages. To slowly turn a page, press and hold on either side and swipe.

Pinch or double tap the middle of the pdf to zoom. Repeat to quickly zoom back out. NOTE: The PDF must be zoomed out before turning pages.

To view a PDF in landscape but without the Table of Contents list on the left, simply tap the middle of the PDF to show the options view. Then tap the icon to make the PDF full screen. Simply tap the icon to go back.
On-Screen Help (Continued)

<table>
<thead>
<tr>
<th>Bookmarks</th>
<th>Pull down or up to create or delete a bookmark. Bookmarks may also be deleted when being viewed from the options view.</th>
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</table>

<table>
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<tr>
<th>Annotations</th>
<th>Tap the pencil to write an annotation. Annotations are made for each section, not page, so when deleting, it will be removed for the entire section. A slanted pencil indicates an existing annotation.</th>
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</thead>
</table>

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<tr>
<th>Options View</th>
<th>Search for a word or phrase in the entire book.</th>
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<tbody>
<tr>
<td></td>
<td>Lock or unlock the iPad orientation.</td>
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<td></td>
<td>Change the brightness.</td>
</tr>
<tr>
<td></td>
<td>Print a section or the entire book.</td>
</tr>
<tr>
<td></td>
<td>View all bookmarks available for the book.</td>
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</table>

Third-party Products

Mention of third-party products is for informational purposes only and constitutes neither an endorsement nor a recommendation. Beechcraft Corporation assumes no responsibility with regard to the performance or use of these products.

All understandings, agreements, or warranties, if any, take place directly between the vendors and the prospective users.

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