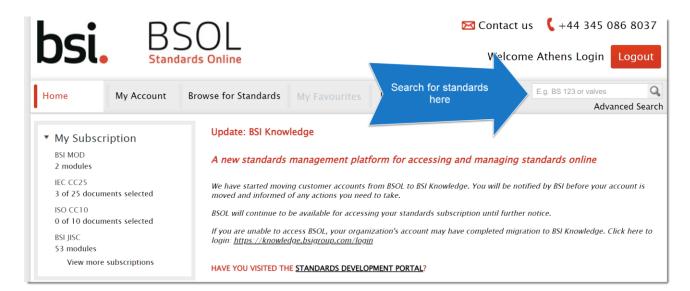
# **British Standards Quick Start Guide**

# **University of London Online Library**

British Standards Online is a specialist database which contains thousands of technical standards from the British Standards Institute. The database is updated daily.

### **Searching**

This is the British Standards Online homepage, which you'll see once you have logged in.

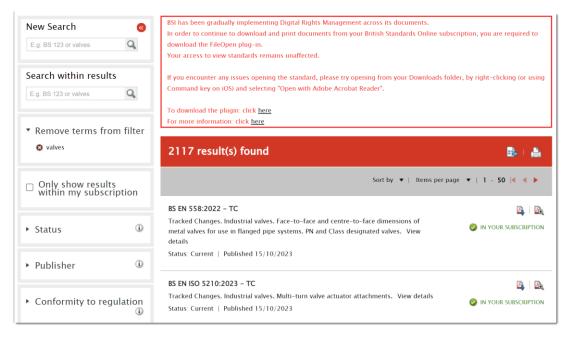


You can search for standards by entering a standard's ID or subject into the search box on the right side of the page. If you want to conduct a more precise search, click on 'Advanced search' underneath the search box.

Using advanced search, you can filter your search results in many different ways, as you can see below.

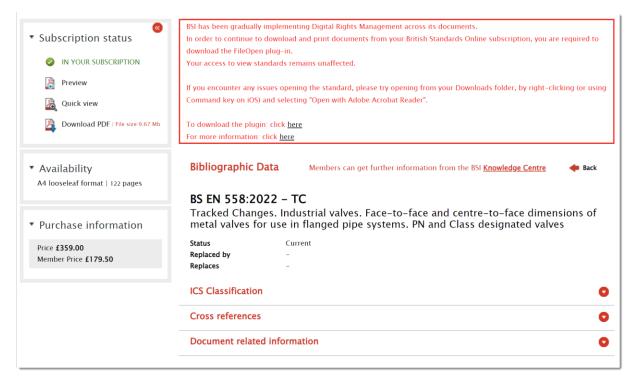
| Search for <b>standard numbers</b> and <b>keywords</b> . | Clear Search E.g. BS 123 or valves |                    |                          |    |
|--|------------------------------------|--------------------|--------------------------|----|
|  | O Results in my subscription       | All results        |                          |    |
| î) Status  | Confirmed                          |                    | Draft for public comment |    |
|  | Obsolescent                        | Partially replaced | Project underway         |    |
|  | Proposed for withdrawal            | Revised            | Superseded               |    |
|  | Under review                       | Withdrawn          | Work in hand             |    |
| Supporting documents                                     | Tracked changes                    | Expert commentary  |                          |    |
| 1 Publisher  | ASME                               | ASTM               | BSI                      |    |
|  | CENELEC                            | IEC IEC            | ISO                      |    |
| Conformity to regulation                                 | Designated                         |                    |                          |    |
| Publication date   | From dd/mm/yyyyy                   | dd/mm/yyyy         | Ċ                        |    |
| Update type  | Please select                      | From dd/mm/yyyy    | dd/mm/yyyy               | 12 |
| ) ISBN   | E.g. 978 0 580 68738 9             |                    |                          |    |

In the search results, you can see that you have access to a standard if it says 'In Your Subscription' in green next to it. You can filter the results further using the options on the left side of the page.



#### **Reading and downloading standards**

On a standard's page, you will see information on the standard, including whether it is current.



To read it in your browser, click the 'Quick view' link on the left side of the page.

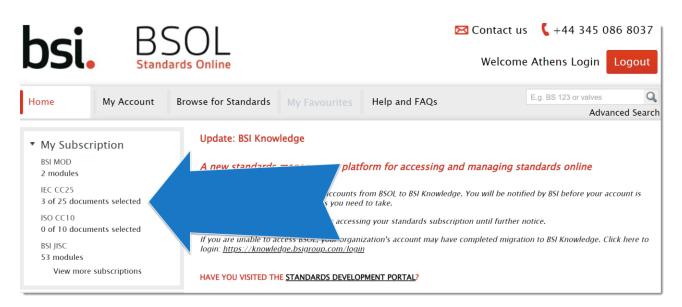
To download the standard, click 'Download PDF'. To read downloaded standards, you need to have installed a plugin called FileOpen. There is a link to install FileOpen in the red box at the top of the page. Alternatively, you can <u>download FileOpen here</u>.

FileOpen is supported by Adobe Acrobat and Adobe Reader. The PDFs cannot be opened in a browser, so make sure that you download the PDF onto your device and then open it in Adobe.

#### Browsing

Standards are organised into collections called modules. For example, our subscription includes 'GBM24 Information Technology - Software & Networking' and 'GBM25 Information Technology - Hardware & Office Machines'.

To browse the standards covered by our subscription, go to the British Standards homepage and click on one of the modules on the left side of the page.



## <u>Help</u>

Click 'Help and FAQs' at the top of any page in British Standards. Or email the Online Library enquiry service at <u>onlinelibrary@london.ac.uk</u>