

INSTRUCTIONS FOR ACCESSING AND USING THE NEW U & T GUIDELINES WEBSITE: FIREFOX

Getting Started:

To visit the NEW Montana Utilization & Treatment Guidelines website, navigate to www.MTGuidelines.com and select the title of Chapter you wish to review, i.e. Lower Back Pain.

The Chapter for Lower Back Pain expands to display the link to the actual guidelines. Select the link to launch the guidelines. At this point, you have three options to easily search the guideline chapter.

Steps:

Table of Contents

1. Navigate to the Table of Contents within the document.
2. Find the sub-section you wish to review.
3. Select your desired section name or page number. You automatically navigate directly to the page you selected.

Toggle Sidebar

1. Select the **Toggle Sidebar** icon. The page thumbnails are displayed.
2. You can navigate through the document by selecting on any thumbnail.



Figure 1. Toggle Sidebar

Show Document Outline

1. You may change your view by selecting the **Show Document Outline** icon. The Table of Contents is displayed in written format.
2. Select any Chapter or subsection title to navigate directly to that page in the document.

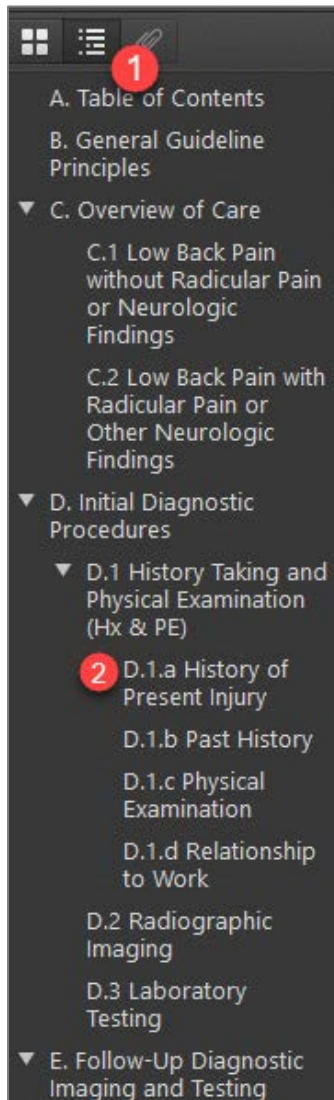


Figure 2. Show Document Outline view feature

3. At any time, if you need to go to the first or last page, you can select the **Tools** icon.

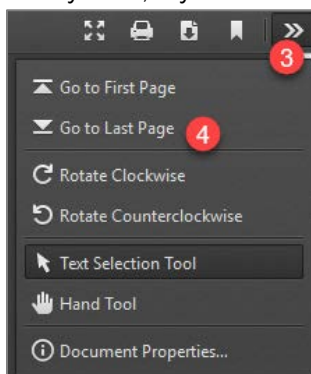


Figure 3. Tools view feature

Keyword(s) Search

1. Using your keyboard, enter the **Ctrl + F** keys. A search box displays that can search the entire document.

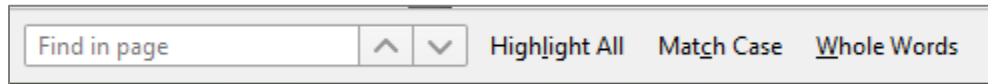


Figure 4 Find in Page search

2. Enter your keyword(s) and wait for the word to appear highlighted in the document.