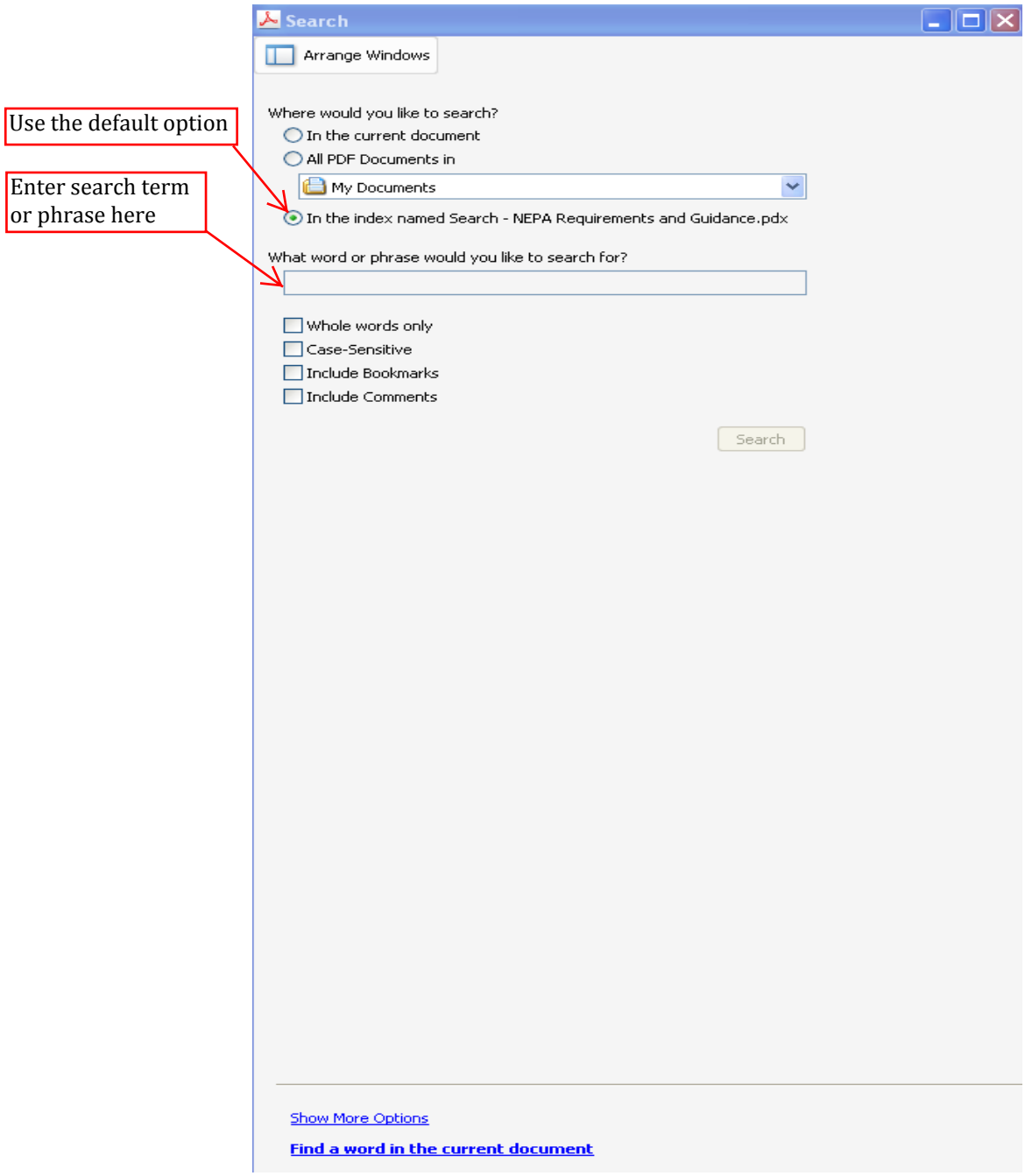
Using the NEPA Requirements and Guidance - Search Index

Step 1: Download and Set Up

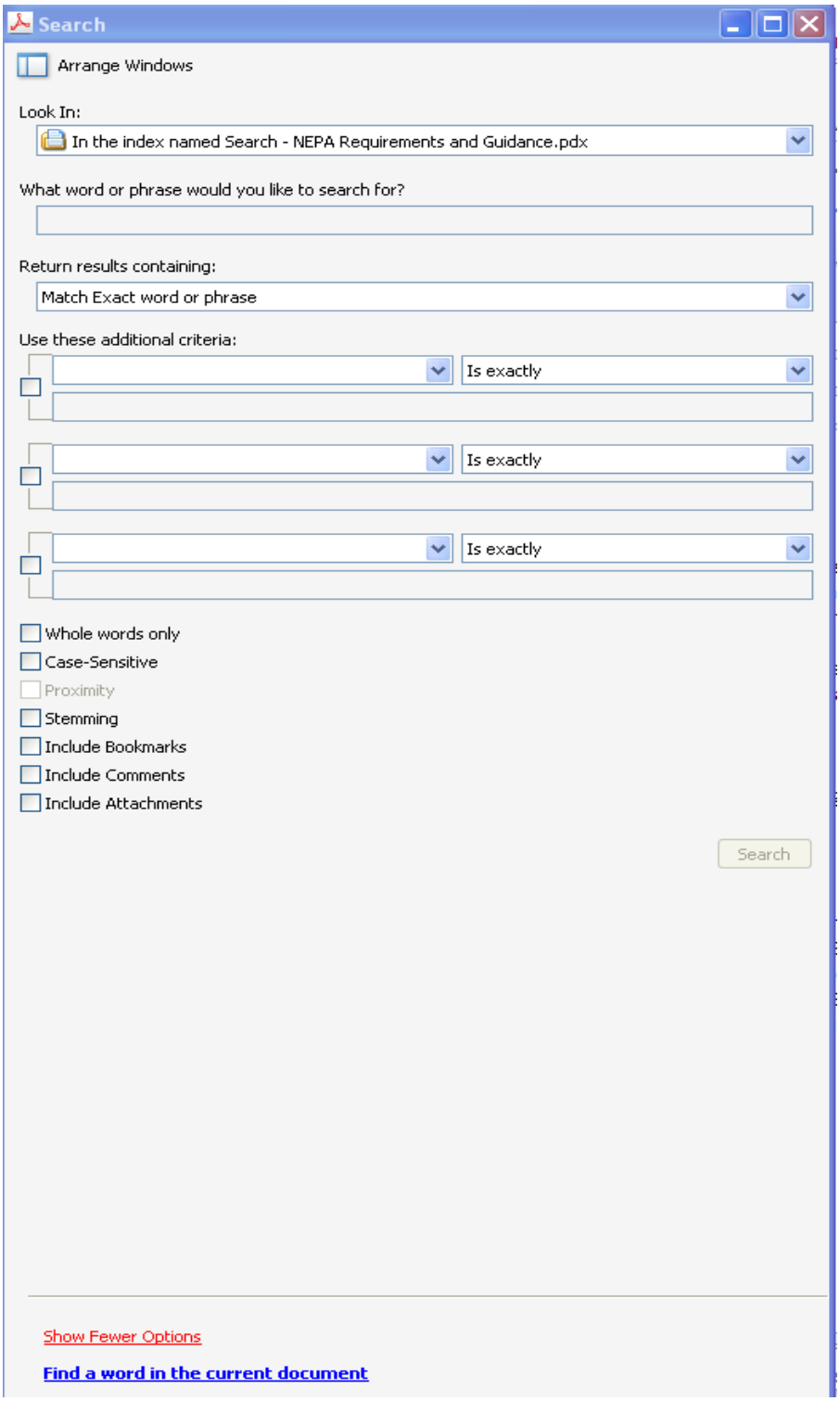
1. **Locate the downloaded file, right click on it, select "Extract all", extract it to any location on your computer or USB drive.**
2. **Locate and Open the extracted folder "NEPA Requirements and Guidance – Search Index".**
3. **Locate and Open the .PDX file titled "Search – NEPA Requirements and Guidance" to open search form.**

Step 2: Entering a Search Term or Phrase

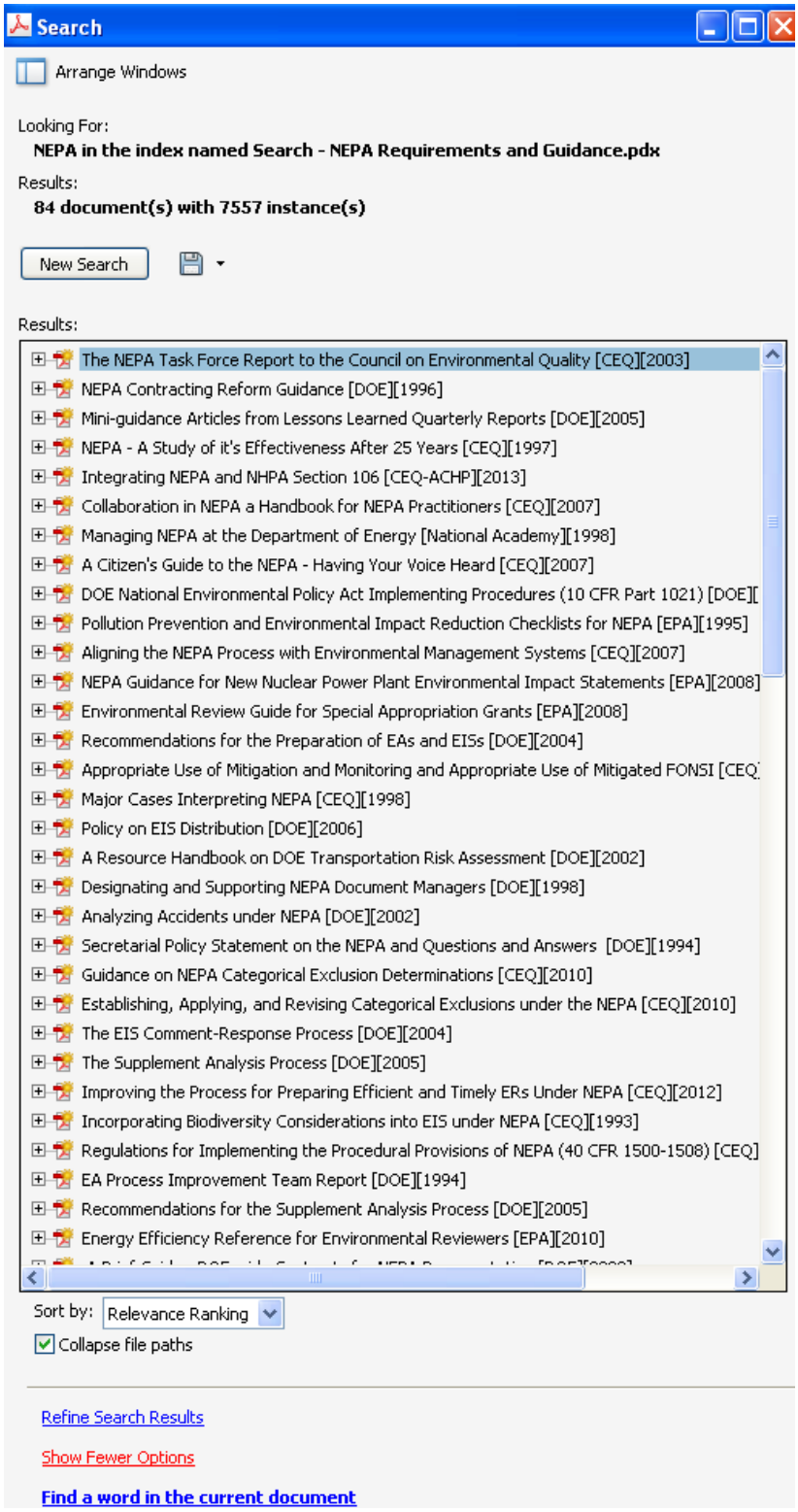
Please Note: *the search form will open as a seperate window in Adobe, it may be first appear hidden. You should be able to locate the form by un-"Maximizing" the window in the top right hand corner and adjusting the window until it appears*



Step 2.2: Refining Search Term or Phrase (Optional)

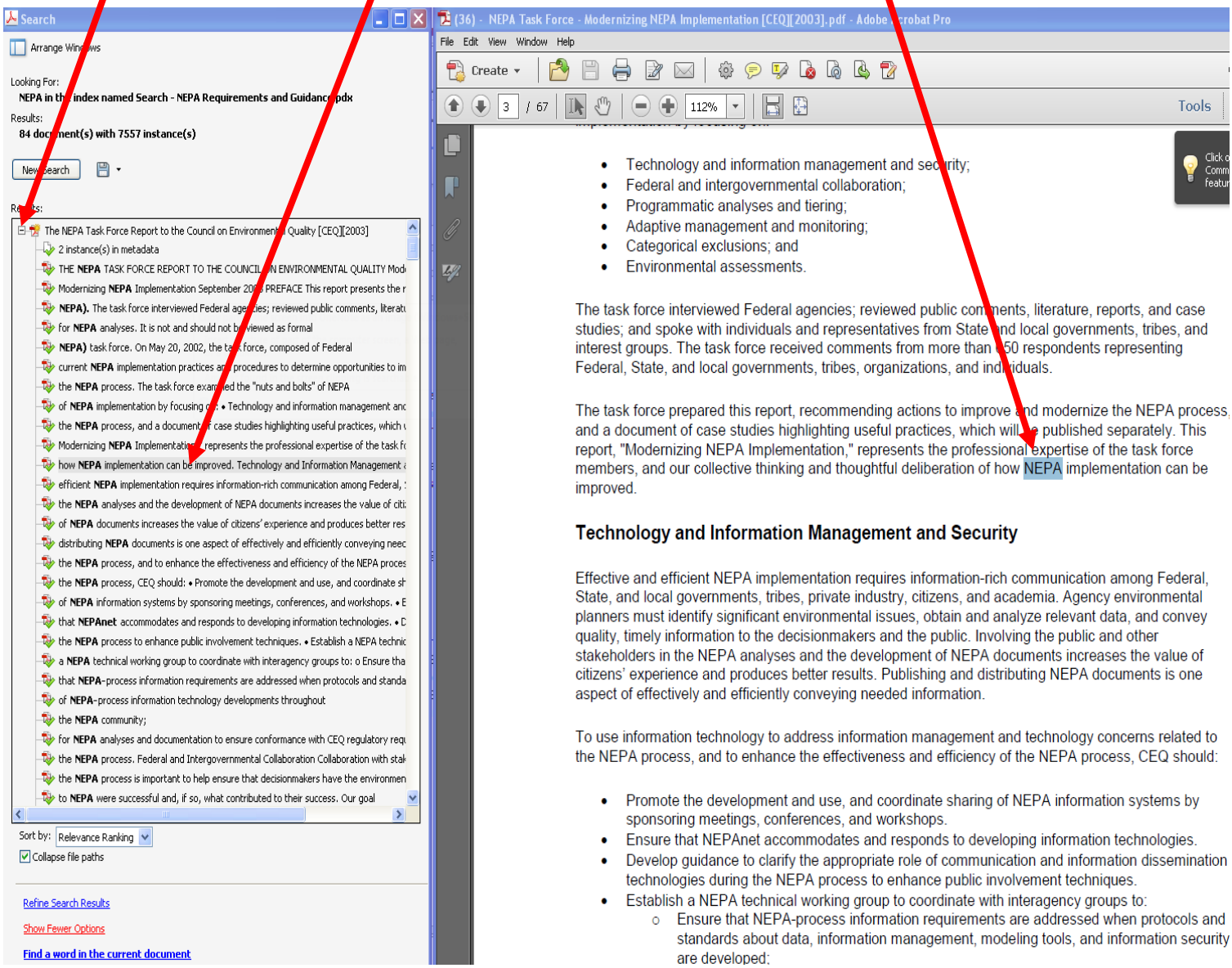


Step 3: Preview the Results



Step 4: Reviewing the Results

Click "Expand" Button	Click on any result	It will automatically open the document and bring you to and highlight that result



Step 5: Continue Reviewing the Results

You can repeat the previous step for multiple results and multiple documents at the same time