

Using the MLL QuestionBank

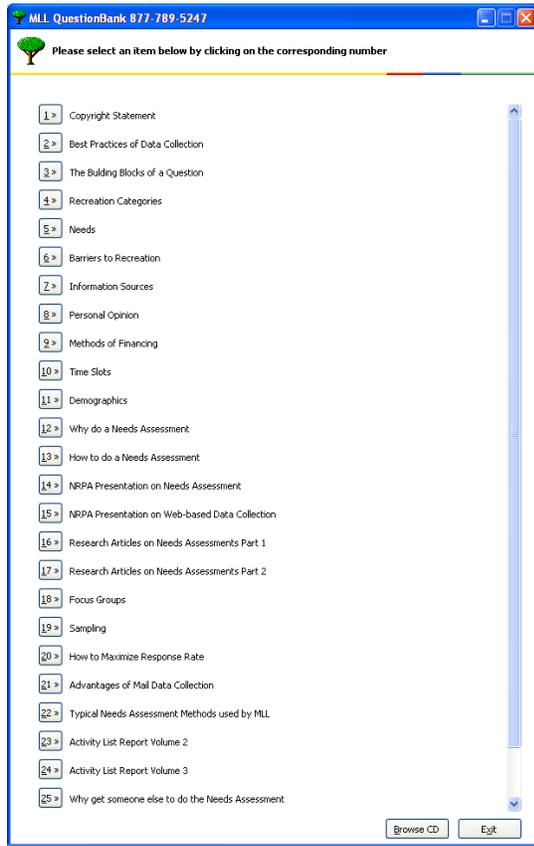
(This document is not included in the CD)

The MLL QuestionBank CD contains many different files. These files are in three main formats, Word Documents (*.doc), Excel Documents (*.xls) and Acrobat Documents (*.pdf).

The CD should automatically open a menu when inserted in your CD Drive. If the menu does not open (this would happen if you have disabled “Autorun” for your CD drive) then please open the CD contents and then click on the following file:

IstAutorunExpressMenuLauncher

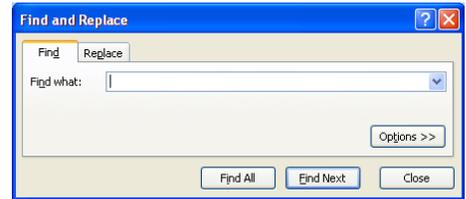
This will open the MLL QB Menu and you can select any of the options by clicking on the number next to your selection. This would open the corresponding document and you would then follow the instructions on the document to go to the next step.



Once within the Excel Files that contain the QB items, you can do a search for an item using the standard Excel search function that is opened by pressing the “Ctrl” and “F” keys together.

This will open a small box:

Typing in a term like “golf” would open all the items that relate to golf.



Also, some of the Excel files have multiple worksheets, and these are indicated in the bottom of the screen. Select the worksheet that corresponds to the items you are interested in.

The system will always return you to the QB CD Menu, and you can exit from the QB by clicking on the “Exit” button.