

**Franklin<sup>®</sup>**

**BOOKMAN<sup>®</sup>**

**EXPANDABLE ELECTRONIC BOOK**

The PDR<sup>®</sup>  
Family Guide to  
Prescription Drugs<sup>®</sup>

**USER'S GUIDE**

**CDR-440**

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# Contents

Welcome to the world of BOOK-MAN®! Using your new *PDR® Family Guide to Prescription Drugs®* book card, you can find important information about more than 850 brand name and generic drugs.

You can also read 23 informative health overviews, plus useful medical safety tips. To learn how to use this electronic book, simply follow the steps in this User's Guide.

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# Key Guide

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## Color Keys

**DRUG** **(red)** Displays the Drugs menu.

**HEALTH** **(green)** Displays the Health Overviews menu.

**TIPS** **(yellow)** Displays the Medical Safety Tips menu.

**SEARCH** **(blue)** Displays and clears the word search screen.

## Function Keys

**BACK** Backs up to the previous screen.

**CAP** Shifts keys to type capitals and punctuation.

**CARD** Exits the selected book.

**CLEAR** Clears a word search and highlights the Contents menu.

**ENTER** Selects a menu item, starts a word search, or highlights a word in the text.

**HELP** Displays help messages.

**MENU** Toggles between the main menus and text.

<sup>1</sup> Hold **☆** while pressing the other key

**ON/OFF** Turns your BOOKMAN on or off.

**?\*** At a menu, displays the full title of an item. At text, displays the Outline Location. Shifted, types an asterisk to stand for a series of letters in a word.

## Direction Keys

**↑ ↓** Scroll line by line.

**↓↑** Scroll screen by screen.

**SPACE** Page down.

## Key Combinations<sup>1</sup>

**☆** + **↓↑** or **↑↓** At text, go the next or previous section.

**CAP** + **↑** or **↓** At a menu, go to the top or bottom item. At text, go the next or previous section.

**☆** + **BACK** From a submenu, go back to the main menus.

**☆** + **CARD** Send a highlighted word between books.

**☆** + **ENTER** From a highlighted drug name on the Drugs menu, go directly to its drug profile.

### Quick Keys<sup>2</sup>

- (D) Go to the *Dosage* section.
- (E) Go to the *Side Effects* section.
- (F) Go to the *Most Important Fact* section.
- (G) Go to the *General* section.
- (I) Go to the *Food and Drug Interactions* section.
- (N) Go to the *Do Not Take If* section.
- (O) Go to the *Overdosage* section.
- (P) Go to the *Prescribed For* section.
- (S) Go to the *Use in Pregnancy or Breastfeeding* section.
- (T) Go to the *How to Take* section.
- (W) Go to the *Special Warnings* section.

<sup>2</sup>The Quick keys perform these functions only when you're reading a drug profile.

Your BOOKMAN 440 model requires two CR2032, 3-volt batteries. Here is how to install or replace them.

**Warning:** When the batteries lose power or are removed from your BOOKMAN, information that you entered in its built-in book and in an installed book card will be erased.

- 1. Turn your BOOKMAN over.**
- 2. Slide off its battery cover in the direction of the triangle.**
- 3. Install the batteries with their plus signs facing you.**
- 4. Replace the battery cover.**

### ► About Screen Illustrations

Some screen illustrations in this User's Guide may differ from what you see on screen. This doesn't mean that your BOOKMAN is malfunctioning.

## Installing a Book Card

**Warning:** Never install or remove a book card when your BOOKMAN is turned on. If you do, information that you've entered in its built-in book, as well as in any other installed book cards, will be erased.

1. Turn your BOOKMAN off.
2. Turn your BOOKMAN over.
3. Align the tabs of the book card with the notches in the slot.



4. Press the book card down until it snaps into place.

### ► Removing a Book Card

**Warning:** When you remove a book card to install another, information that you entered in the removed book card will be erased.

## Selecting a Book

If you've installed a book card in your BOOKMAN, you can select which book you want to use. Follow these steps.

1. Turn your BOOKMAN on.
2. Press **CARD**.



3. Press **→** or **←** to highlight a book symbol.



4. Press **ENTER** to select it.

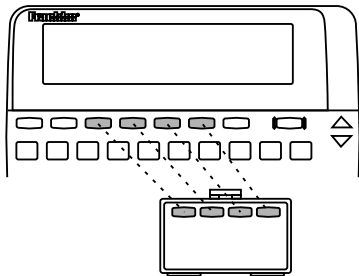
### ► Resuming Where You Left Off

You can turn off your BOOKMAN at any time. When you turn on your BOOKMAN again, the screen that you last viewed appears.

## Using the Color Keys

The red, green, yellow, and blue keys on the top row of the BOOKMAN keyboard change their functions according to which book you're currently using.

If you're using the built-in book, the color keys function as labeled on the BOOKMAN keyboard. If you're using an installed book card, the color keys function as labeled on that card.

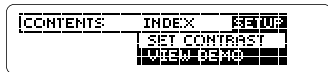


Remember, when you're using a book card, the color keys function as labeled on that card, not as on the keyboard.

## Viewing a Demonstration

You may want to see a brief demonstration of how to use this book. Simply install the book card and then follow these steps.

1. Press **CLEAR**.
2. Use the arrow keys to highlight the Setup menu.
3. Press **↓** to highlight *View Demo*.



4. Press **ENTER**.
5. To stop the demonstration, press **CLEAR**.

### ► Help is Always at Hand

You can see an appropriate help message at virtually any screen by pressing **HELP**. Press **↓** or **▽** to read the message. Press **BACK** to exit it.

To read a tutorial about how to use this book, select *Tutorial* from the Setup menu.

## Changing the Settings

Using the Setup menu, you can adjust the type size, shutoff time, and screen contrast.

The type size sets how large the characters appear on screen. The shutoff time sets how long your BOOKMAN stays on if you forget to turn it off. The screen contrast sets how light or dark the screen appears.

1. Press **(CLEAR)**.
2. Use the arrow keys to highlight **Set Type Size, Set Shutoff, or Set Contrast on the Setup menu.**



A slanted arrow indicates a submenu.

3. Press **(ENTER)**.
4. Press **↑** or **↓** to highlight a new setting.

To leave the setting unchanged, press **(BACK)**.

5. Press **(ENTER)** to select it.

## Looking up a Drug

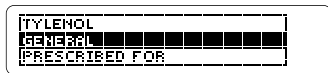
If you know the brand or generic name of a drug, here's how to find its drug profile.

1. Press **(DRUG)** (the red key).  
Or highlight *Drugs* on the Contents menu and then press **(ENTER)**.
2. Type a brand or generic drug name. For example, type *Tylenol*.

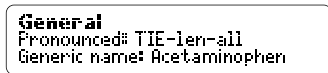


To undo a letter, press **(BACK)**.

3. When the drug is highlighted, press **(ENTER)**.



4. Highlight a section and then press **(ENTER)**.



This is the drug profile for *Tylenol*.



## Looking up a Drug

**What Is Arthritis?**  
"Arthritis" literally means  
"inflamed joints." It is an

- Use **↓** or **▼** to scroll down.
- Hold **☆** and press **▼** or **▲** to go to the next or previous section.

**How Do We Treat Arthritis?**  
**Introduction**

- Press **CLEAR** when done.

### ▶ Viewing Complete Menu Items

Some topic and section titles on the Health Overviews and Med. Safety Tips menus, as well as some Index entries, are too long to fit on the menus. To see a complete menu item title, highlight the item and then press **?\***.

## Reading a Drug Profile

You can also read medical safety tips about Poison Control Centers, safe medication use, alcohol- or sugar-free drugs, drugs that cause a reaction to sunlight, and recommended vaccinations.

- Press **TIPS** (the yellow key). Or highlight *Med. Safety Tips* on the Contents menu and then press **ENTER**.



```
MED. SAFETY TIPS
POISON CONTROL CENTERS
SAFE MEDICATION USE
```

- Highlight a topic (for example, *Poison Control Centers*) and then press **ENTER**.

To highlight a menu item, press **↓** or **▼**, or type its first few letters.

- Highlight a subtopic (for example, *Middle Atlantic*) and then press **ENTER**.
- Highlight an item (for example, *National Capital Poison Center*) and then press **ENTER**.

## Reading a Drug Profile

### 5. Use these Quick keys to go a section of the profile:

To go to...	Press...
<i>General</i>	(G)
<i>Prescribed For</i>	(P)
<i>Most Important Fact</i>	(F)
<i>How to Take</i>	(T)
<i>Side Effects</i>	(E)
<i>Do Not Take If</i>	(N)
<i>Special Warnings</i>	(W)
<i>Food and Drug Interactions</i>	(I)
<i>Use in Pregnancy or Breastfeeding</i>	(S)
<i>Dosage</i>	(D)
<i>Overdosage</i>	(O)

### 6. Press (CLEAR) when done.

#### ► Follow the Arrows

The flashing arrows at the right of the screen show which arrow keys you can press to scroll through the menus or text.

## Reading Health Overviews

You can read health overviews covering topics such as “Coping with Arthritis” and “Handling Familiar Childhood Infections.”

### 1. Press (HEALTH) (the green key).

Or highlight *Health Overviews* on the Contents menu and then press (ENTER).

### 2. Highlight a topic (for example, *Coping with Arthritis*).

To highlight a topic, press ↓ or ▾, or type its first few letters.



### 3. Press (ENTER).

### 4. Highlight a section (for example, *What is Arthritis?*).



### 5. Press (ENTER) to go to the health overview.

## Reading Health Overviews


### 5. Use or to scroll down.

To learn more ways to read a drug profile, see “Reading a Drug Profile.”

### 6. Press when done.


#### ► If You Misspell a Drug Name

If you misspell a drug name while typing at the Drugs menu, the spelling correction mode appears.



Type the remainder of the name to the best of your knowledge. Then press  to see the corrections.



CORRECTIONS FOR **TILENOL**  
WORDS STARTING WITH TI...  
TILENOL

Then highlight a correction and press  to see its drug profile.

#### ► Try This Shortcut

To go directly from a drug name on the Drugs menu to its drug profile, hold  and press .

## Reading Medical Safety Tips

Drug profiles provide detailed information about prescriptions, dosage, side effects, drug interactions, and more. Follow this example to learn how to read a drug profile.

### 1. Go to the start of the drug profile for *Tylenol*.

To learn how, read “Looking up a Drug.”



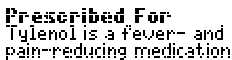
**General**  
Pronounced: TIE-len-all  
Generic name: Acetaminophen

### 2. Use or to scroll line by line.



Generic name: Acetaminophen  
Other brand names: Panadol,  
Aspirin Free Anacin

### 3. Use or to scroll screen by screen.



**Prescribed For**  
Tylenol is a fever- and  
pain-reducing medication

### 4. Hold and press or to go to the next or previous section.

## Reading Medical Safety Tips

National Capital Poison  
Center  
3201 New Mexico Ave., N.W.

5. Use **↓** or **▽** to scroll down.
6. Use **(BACK)** to back up through the menu.
7. Press **(CLEAR)** when done.

### ► Where in the Book Are You?

When you're reading a drug profile, health overview, or medical safety tip, you can view the Outline Location of the current text by pressing **(?\*)**.

```
OUTLINE LOCATION:
TYLENOL
GENERIC
```

The Outline Location shows the menu and submenu items for the text you were reading.

To see the higher levels of the Outline, press **↑**. To select an Outline item, press **(ENTER)**. To go back to the text, press **(BACK)**.

## Using the Index

Using the Index, you can look up drugs, symptoms, diseases, treatments, and other medical terms and topics, listed from A to Z.

1. Press **(CLEAR)**.
2. Use the arrow keys to highlight **Index**.
3. Start typing an index entry. For example, type **warts**.

```
CONTENTS  INDEX  SETUP
WARTS
WEIGHT GAIN,
```

4. When the entry is highlighted, press **(ENTER)**.

If there are subentries or a reference to another drug, highlight one and then press **(ENTER)**.

```
Other infection-related skin
diseases include herpes and
warts—both of which are
```

5. Use **↓** or **▽** to scroll down.
6. Press **(BACK)** to go back to the Index.
7. Press **(CLEAR)** when done.

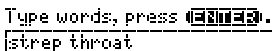
## Searching for Words

Word searches let you look up almost any word or phrase occurring in this book.

You can search for up to six words at a time. But you cannot search for short, common words such as *the* and *is*, or for certain common medical words such as *drug* or *doctor*.

After a word search, only items with matches appear on the menus.

1. Press **SEARCH** (the blue key).
2. Type your search words (e.g., *strep throat*).



Type words, press **ENTER**.  
strep throat

You don't need to type capitals or punctuation. To erase a letter, press **BACK**. To move the cursor, press **←** or **→**.

3. Press **ENTER** to search.



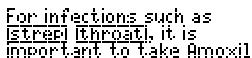
OUTLINE LOCATION:  
AMOXIL  
SPECIAL WARNINGS

This is the Outline Location of the

## Searching for Words

first match (i.e., occurrence).

4. Press **ENTER** to see the first match.



For infections such as (strep) throat, it is important to take Amoxil

5. Hold **☆** and press repeatedly to see the Outline Locations of the next matches.
6. Press **ENTER** to see a match.

If a cross-reference symbol (**WREF**) appears, press **ENTER** and then the arrow keys to highlight it. Then press **ENTER** to see its cross-reference.

7. Press **MENU**.

Note: If *Remaining Matches in Index* appears, you must press **MENU** to see the matches in the Index.



18 CONTENTS 2 INDEX SETUP  
DRUGS  
HEALTH OVERVIEWS

After a word search, only items with matches are shown on the menus.

8. Use the arrow keys to highlight a menu item and then

## Searching for Words

press **(ENTER)**.

### 9. To clear your search, press

**(SEARCH)** or **(CLEAR)**.

#### ► If You Misspell a Search Word

If you enter a misspelled search word, a list of corrections appears.



CORRECTIONS FOR RHOPIA...  
RHEUMATISM  
RHEUMATIC

Use **↓** to highlight a correction and then press **(ENTER)**.

#### ► Searching for Parts of Words

If you want to find prefixes, suffixes, or other parts of words, type an asterisk in place of the missing letters. For example, *meta\** and then press **(ENTER)**. To type an asterisk, hold **(CAP)** and press **(\*)**.



MATCHES FOR META\*  
METAMORPH  
METAMUCIL

Then highlight a match and press **(ENTER)** to search for it.

## Highlighting Search Words

You can also search for words by highlighting a word in a drug profile, health overview, or medical safety tip. Try this example.

1. Press **(TIPS)** (the yellow key).
2. Select **Alcohol-free Products** and then select **Analgesics**.

To learn how, read “Reading Medical Safety Tips.”



ANALGESICS  
Demerol Syrup  
Halenuol Children's Liquid

3. Press **(ENTER)** to start the highlight.

You can turn off the highlight by pressing **(BACK)**.

4. Use the arrows keys to highlight **Demerol**.



Analgesics  
**Demerol** Syrup  
Halenuol Children's Liquid

5. Press **(ENTER)** to search for it.
6. Press **(ENTER)** again to see the first match.
7. Hold **(☆)** and press **▽** repeat-

## Highlighting Search Words

**edly to see the Outline Locations of the next matches.**

8. Press **MENU** to see the matches on the menus.
9. Press **CLEAR** when done.

### ► Highlighting Cross-references

When you search for a drug name (either by entering it at the word search screen or by highlighting it in text), your matches may contain cross-references. Cross-references are indicated by an **REF**.

To read the cross-reference, first press **ENTER** to start the highlight. Then use the arrow keys to highlight the **REF**.



See TIElen-ALL

Then press **ENTER** to go to the cross-reference.



**General**  
Pronounced: TIE-len-ALL  
Generic name: Acetaminophen

## Looking Up Words in Other Books

This BOOKMAN book can look up words in and from certain other BOOKMAN books.

To look up words in or from other books, you must first install at least one book card in your BOOKMAN. In addition, the installed book card(s) must themselves be able to look up words in or from other books. To learn if a book card do this, read its User's Guide.

### 1. Highlight a word in this book.

To highlight a word in the text, press **ENTER** and then press the arrow keys. (Read "Highlighting Search Words.")

### 2. Hold **☆** and press **CARD**.

### 3. Highlight the symbol of another book.

### 4. Press **ENTER**.

The word that you highlighted appears in the other book.

### 5. Press **ENTER** to look up the word in the other book.

# Resetting Your BOOKMAN

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If the BOOKMAN keyboard fails to respond, or if its screen performs erratically, first press **(CLEAR)** and then press **(ON/OFF)** twice. If nothing happens, follow the steps below.

**Warning:** Pressing the reset button with more than very light pressure may permanently disable your BOOKMAN. In addition, resetting BOOKMAN erases settings and information entered into its built-in book and in any installed book cards.

**1. Hold **(CLEAR)** and press **(ON/OFF)**.**

If nothing happens, try Step 2.

**2. Use a paper clip to gently press reset button on BOOKMAN.**

This unit may change operating modes due to Electro-static Discharge. Normal operation of this unit can be re-established by pressing the reset key, **(ON/OFF)**, or by removing/replacing batteries.

## ► Troubleshooting Tips

Check that your book cards are installed correctly. Also check that the metal contacts on the book cards are dirt-and dust-free.

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## **BOOKMAN Model CDR-440**

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