

ToolMan

User's Manual

This manual is written in English only except for Button Help which is available in the following languages in the end of this document:

[Button Help – English](#)

[Knapp Hjälp – Svenska](#)

[Knopf Hilfe – Deutsch](#)

[Ayuda Botón – Español](#)

[Aide Bouton – Français](#)

[Aiuto Bottone – Italiano](#)

[Button Hjelp – Norsk](#)



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ToolMan User's Manual – How to use ToolMan

ToolMan is an electronic manual that includes all the manuals of a Sandvik machine. It also includes Sandvik rock drilling tools recommendations. The build-in links and navigation buttons make navigation easy between and inside the manuals. All the standard functions of Acrobat Reader are also available. In addition, ToolMan has an Item list management application that you can use for handling of the spare parts.



1. Startpage

On the startpage (homepage) there are navigation buttons. When you click on a button an action will take place. The page layout is slightly different with different machines. The top row buttons open the manuals:

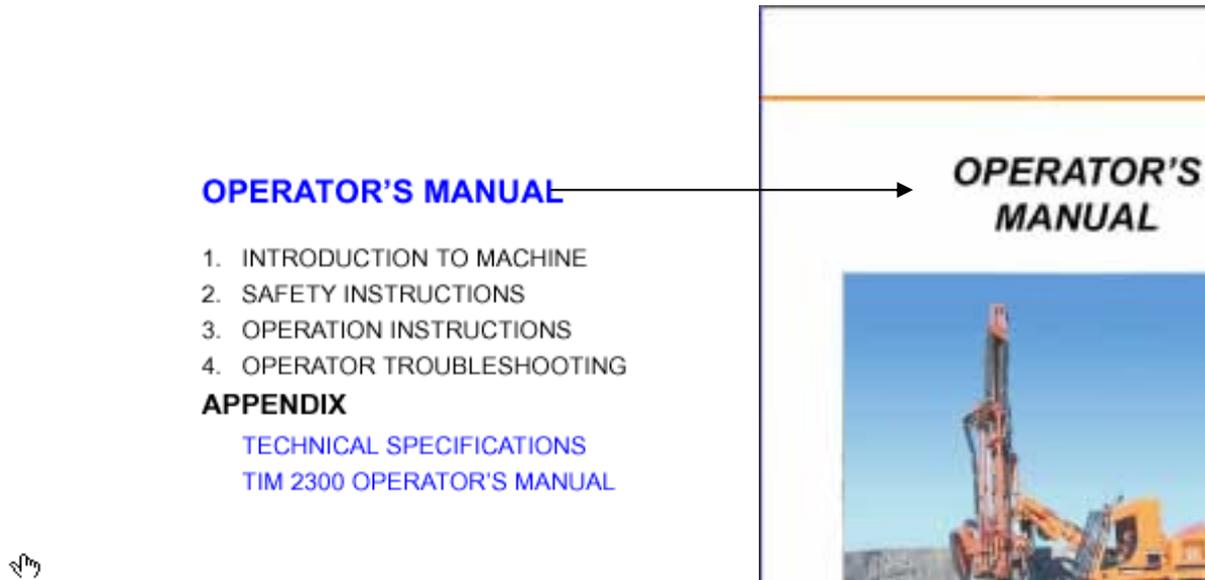
- Operator's Manual
- Maintenance Manual
- Technical Manual
- Spare Parts Manual

In the bottom row there are six buttons for content and actions:

- Safety: Opens the Content page of the General safety
- Start up of a new rig: Opens the Content page of the Startup Information **(Read these two manuals above first!)**
- Rock Drilling Tools: Opens Sandvik Rock Tools catalogue.
- Caterpillar/Mercedes/Deutz: Opens the Engine Manual
- Help: Opens this ToolMan Users Manual
- Exit: Closes the application

In the left of the home page you can see the name and the serial number of the machine.

2. Links



Links provide the ability to jump to other locations in the same document or to another document. Links are made for an immediate access to related information. In the picture you see a link from the content page to the operators manual.

Links are always marked **with blue font color**. For more information see the Acrobat Reader User's Guide.

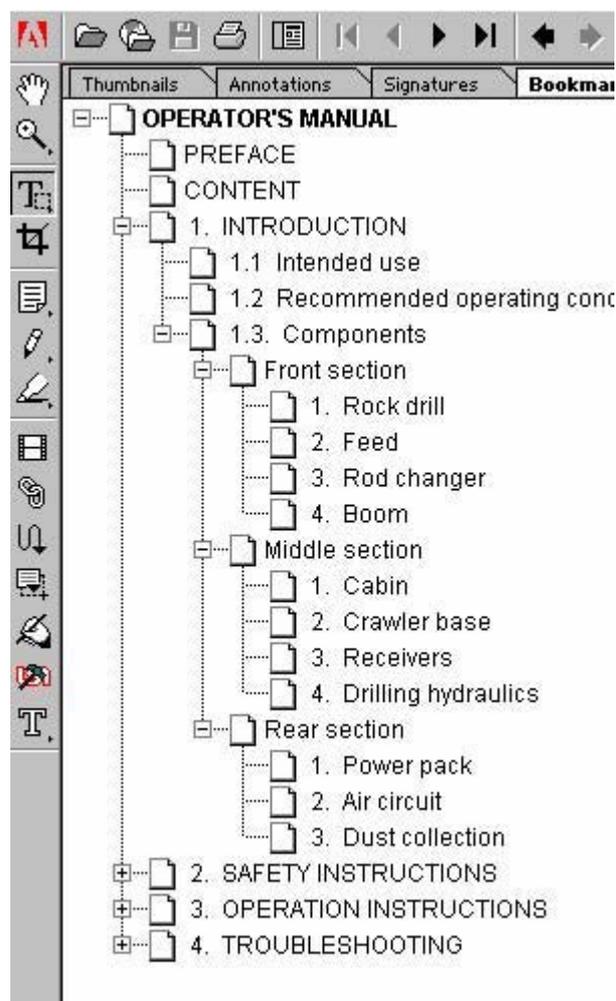
2.1. To follow a link:

1. Select the hand tool. 
2. Position the pointer over the linked area on the page until the pointer changes to a hand with a pointing finger. 
3. Click the link.

3. Browsing with bookmarks

Bookmarks are marked parts of a document for quick access link to a different page To jump to a topic using its bookmark, click the bookmark's icon or text in the palette.

The bookmark for the part of the document displayed on the screen is bold. The hierarchy of the bookmarks is based on the structure of the book. A higher-level bookmark in this relationship is the parent, and a lower-level bookmark is the child. You can collapse a parent bookmark in the palette to hide all its children. When a parent bookmark is collapsed, it has a plus sign next to it. If the bookmark you want to click is hidden in a collapsed parent, click the plus sign next to the parent to show it. For more information see the Acrobat Reader User's Guide.



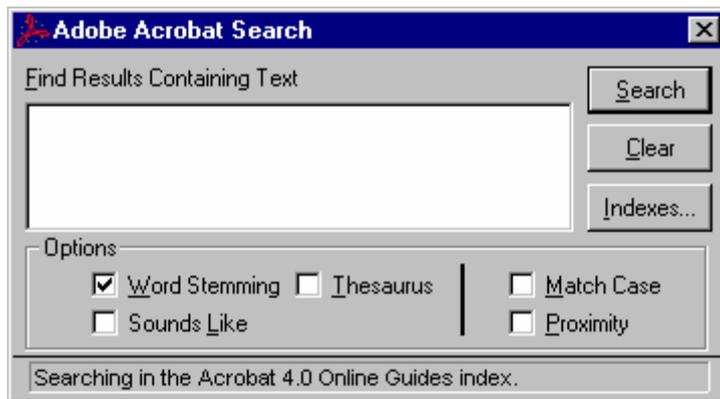
4. The Search command

The Search command allows you to perform a search on PDF documents. You can search for a simple word, phrase or for example a spare part or item number. You can expand your search query by using wild-card characters and operators. Use an asterisk (*) to match zero, one or more characters; use a question mark (?) to match one character. You can use the search options to further refine your search. For more information see the Acrobat Reader User's Guide.

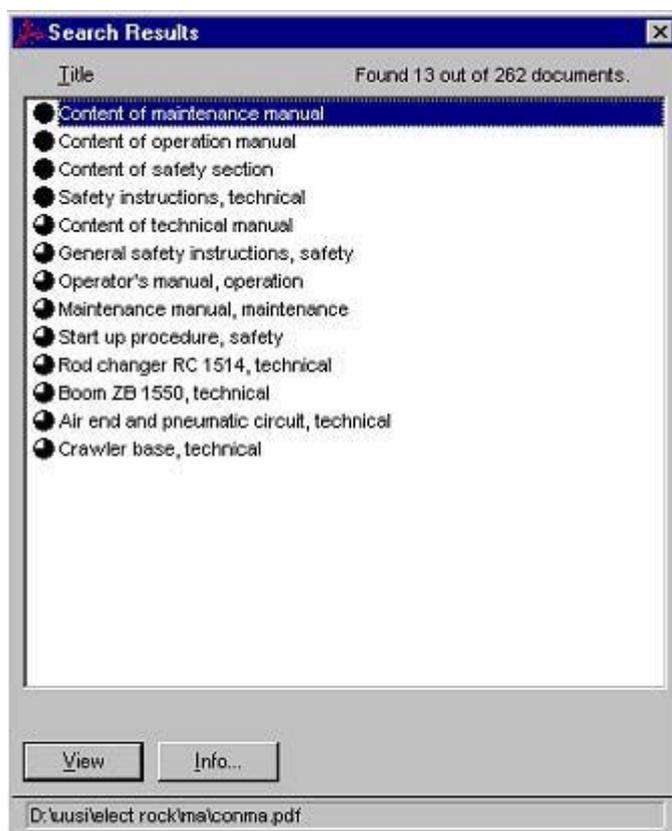
4.1. Using the search command



1. Click the Search button on the right sidebar.
2. Type the text you want to search for in the Find Results Containing Text box: The text that you type in can be a single word, a number, a term, or a phrase. It can be a word, with or without wild-card characters (*, ?), or any combination of letters, numbers, and symbols.



3. Select Search. The Search dialog box is hidden, and documents that match your search query are listed in the Search Results window in order of relevancy.



4. Double-click a document that seems likely to contain the relevant information, probably the first document in the list. The document opens the first match for the text you typed.

5. Click the Search Next  button or Search Previous button  to go to other matches in the document. Or choose another document to view. These standard buttons are located on the toolbar.

6. To view any other document listed, select Search Results to  redisplay the list, and then double-click the document name.

5. Useful Acrobat Reader functions

5.1. To rotate the displayed page:

Click the Rotate View 90° CW button  or Rotate View 90° CCW  button on the command bar to rotate the displayed page clockwise or counterclockwise, respectively.

The page is rotated in 90-degree increments.

5.2. To increase magnification

Do one of the following:

Select the zoom-in tool, and click the page.

5.3. To decrease magnification

Select the zoom-out tool, and click the page.

NOTE! To change between zoom-in and zoom-out tools, hold down the left button of your mouse on the zoom-button.

5.4. To resize a page to fit the window

Do one of the following:

To resize the page to fit entirely in the window, click the Fit in Window button  or choose View > Fit in Window.

To resize the page to fit the width of the window, click the Fit Width button  or choose View > Fit Width. Part of the page may be out of view.

To resize the page so that its text and graphics fit the width of the window, choose View > Fit Visible. Part of the page may be out of view

NOTE! ToolMan is made so that the default view is Fit in window

6. Moving between two documents

You can move between two different open documents from the window menu. At the bottom of the Window menu you can see all open documents. Click on the documents name that you want to open.

You can also tile the document horizontally or vertically so that you can see more than one page on the screen.



7. Copying and pasting text and graphics to another application

You can select text or a graphic in a PDF document, copy it to the Clipboard, and paste it into a document in another application such as a word processor. Once the selected text or graphic is on the clipboard, you can switch to another application and paste it into another document.

NOTE! To change between text select and graphic select tools, hold down the left button of your mouse on the text select or graphics select tool.

7.1. To select text and copy it to the clipboard:

1. Select “the text select tool”. 
2. Select the first letter of the sentence or phrase and drag to the last letter.
3. Choose Edit > Copy to copy the selected text to the Clipboard.
4. Switch to the other application and paste it.

7.2. To copy images and graphics to the Clipboard:

1. Select “the image select tool” 
2. Drag a rectangle around the graphic you want to copy
3. Choose Edit > Copy to copy the graphic to the Clipboard.
4. Switch to the other application and paste it.

7.3. To select all text in a document

1. Select the text select tool. 
 2. Select Continuous from the View window
 3. Select “Select all” from the Edit menu
 4. Select Copy from the Edit menu
 5. Switch to the other application and paste it.
- For more information see the Acrobat User’s Guide

8. Item list management application

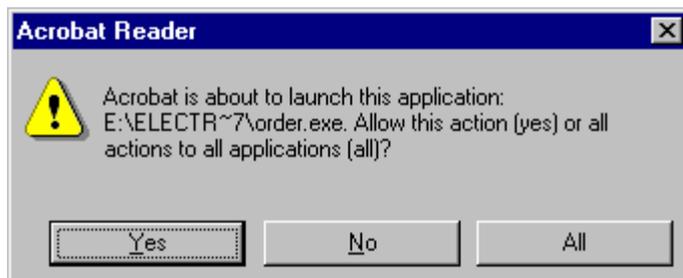
Item list management application is an additional application which allows you to collect, print, transfer and save your own item lists. The application includes also pre-saved item lists for periodical maintenance.



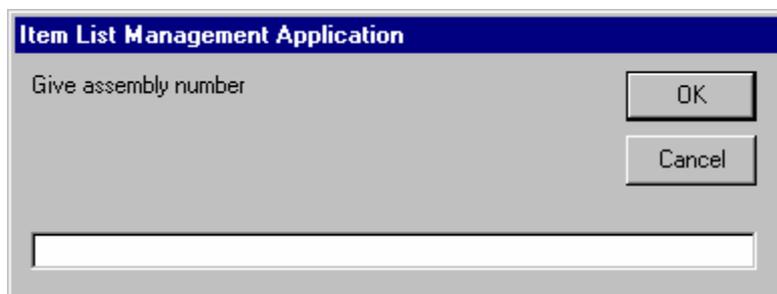
8.1. Starting Item List Management Application

Click the Item List button in the Spare Part manual.

On the first time you start Item List Management Application it asks if you want to open this application. Answer yes. (This is an Acrobat Reader security option.)



Next Item List Management Application asks for the assembly number. Write or copy the assembly number into the textbox. (You can copy the assembly number from the document by selecting the assembly number, right-click on the selection and select copy. Then right click in the textbox and select paste).



8.2. The main window of the Item List Management Application

Adding parts to selection

Add items to your selection by clicking the parts "Select Qty" cell and writing the number of items you wish to add into your selection and press enter.

Showing another assembly

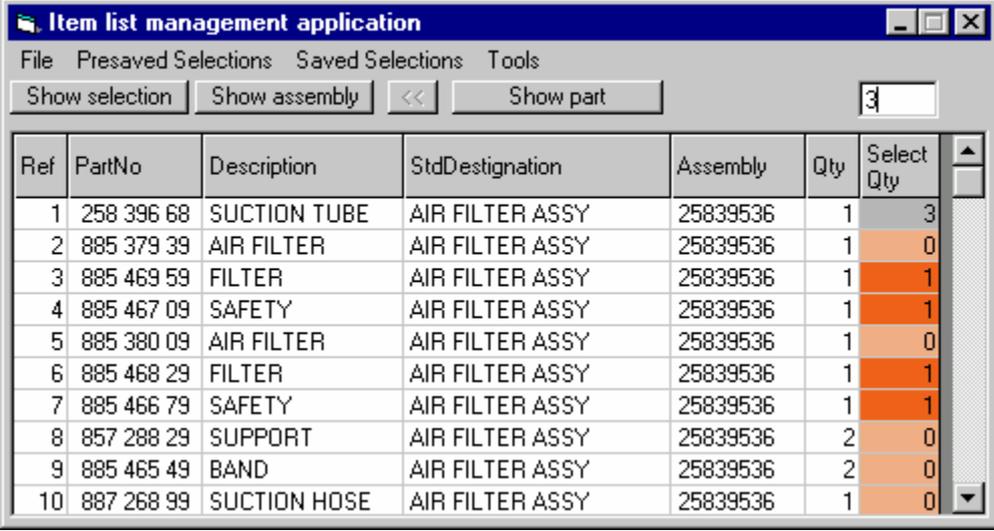
Change the assembly by clicking the Show assembly-button or clicking on an assembly number in the table and write the assembly number in the opening window.

Showing by part number

The function shows the assemblies where the part number exists. Click on a part number in the table and all assemblies where the part number exists will be listed, or click the Show part button and write the part number in the input box. Return to the assembly of which you came from, by clicking <<

Showing current selection

The function shows the current selection. Click the Show selection button to show the current selection. Return to the assembly of which you came from, by clicking <<



Ref	PartNo	Description	StdDestignation	Assembly	Qty	Select Qty
1	258 396 68	SUCTION TUBE	AIR FILTER ASSY	25839536	1	3
2	885 379 39	AIR FILTER	AIR FILTER ASSY	25839536	1	0
3	885 469 59	FILTER	AIR FILTER ASSY	25839536	1	1
4	885 467 09	SAFETY	AIR FILTER ASSY	25839536	1	1
5	885 380 09	AIR FILTER	AIR FILTER ASSY	25839536	1	0
6	885 468 29	FILTER	AIR FILTER ASSY	25839536	1	1
7	885 466 79	SAFETY	AIR FILTER ASSY	25839536	1	1
8	857 288 29	SUPPORT	AIR FILTER ASSY	25839536	2	0
9	885 465 49	BAND	AIR FILTER ASSY	25839536	2	0
10	887 268 99	SUCTION HOSE	AIR FILTER ASSY	25839536	1	0

8.3. Menus

File-menu

New Selection

Resets the application and starts a new selection. Use this when you want to start a new selection.

Save Selection

Saves the current selection. The saved selections appear in the Saved selections menu.

Export Item List to txt

Saves the current Item List in txt-format. Txt-format is supported by many word processing- and database applications.

Export Options

Options for export. You can export Item List with headers and part no with no spaces or vice versa.

Print Preview

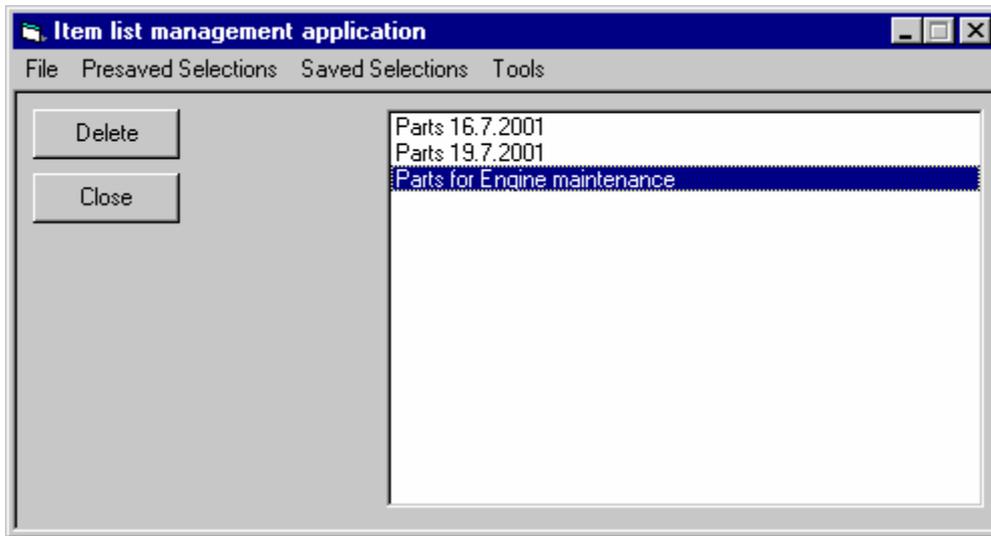
Opens a new window where you can print and view selections.

Print Selection

Gives a dialog where you can insert extra information to your print out and prints out the selection.

Delete Selections

Opens a window where you can choose the Saved selection you want to or delete.



Choose the selection which you want to delete and press the delete button.

Exit

Closes the application

Presaved Selections

Shows the selection of the periodic maintenance kits. Choose a kit and add it to the current selection

Saved Selections

Shows your own saved selections. Choose a kit and add it to the current selection.

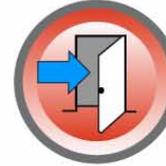
Tools

Opens a window where you can delete old Item List databases

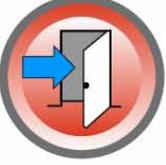
9. Button Help: the navigation buttons explained

When you click any manual button on the home page the manual opens with two sidebars including additional navigation buttons. The Toolman Button Help is available in several languages in the following pages.

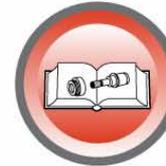
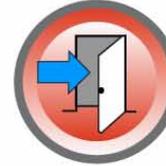
ToolMan Button Help / English

 <p>Operation manual</p>	 <p>Maintenance manual</p>	 <p>Technical manual</p>	 <p>Spare parts manual</p>
 <p>Safety instructions</p>	 <p>Start-up procedures</p>	 <p>Sandvik Rock Tools Catalogue</p>	 <p>Help / ToolMan user manual</p>
 <p>Engine manual Caterpillar</p>	 <p>Engine manual Mercedes-Benz</p>	 <p>Engine manuals</p>	 <p>Exit</p>
 <p>Item list</p>	 <p>Go back</p>	 <p>Previous</p>	 <p>Next</p>
 <p>Search</p>	 <p>Print</p>	 <p>Home</p>	 <p>The selected button is blue</p>

ToolMan Knapp hjälp / Svenska

 <p>Drifts- anvisningar</p>	 <p>Underhålls- manual</p>	 <p>Teknisk manual</p>	 <p>Reservdelar manual</p>
 <p>SÄKERHET</p>	 <p>Ny maskin: startanvisningar</p>	 <p>Sandvik Rock Tools Catalogue</p>	 <p>Hjälp / ToolMan user manual</p>
 <p>Motor manual Caterpillar</p>	 <p>Motor manual Mercedes-Benz</p>	 <p>Motor manual</p>	 <p>Avsluta</p>
 <p>Item list</p>	 <p>Gå Tillbaka</p>	 <p>Föregående</p>	 <p>Nästa</p>
 <p>Sök</p>	 <p>Skriv Ut</p>	 <p>Starta</p>	 <p>Utvald knapp är blå</p>

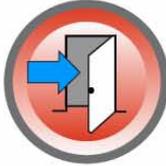
ToolMan Knopf Hilfe / Deutsch

 <p>Betrieb</p>	 <p>Wartung</p>	 <p>Technisch</p>	 <p>Ersatzteil</p>
 <p>SICHERHEIT</p>	 <p>Inbetriebnahme</p>	 <p>Sandvik Rock Tools Catalogue</p>	 <p>Hilfe / ToolMan user manual</p>
 <p>Motor Handbuch Caterpillar</p>	 <p>Motor Handbuch Mercedes-Benz</p>	 <p>Motor Handbücher</p>	 <p>Beenden</p>
 <p>Item list</p>	 <p>Zurück</p>	 <p>Vorherige</p>	 <p>Nächste</p>
 <p>Suche</p>	 <p>Drucker</p>	 <p>Heim</p>	 <p>Farbe für Gewährlt ist blau</p>

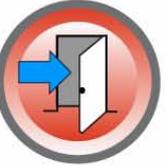
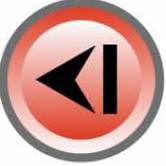
ToolMan Ayuda Botón / Español

 <p>Manual Operación</p>	 <p>Manual Mantenimiento</p>	 <p>Manual Técnico</p>	 <p>De repuesto partes</p>
 <p>SEGURIDAD</p>	 <p>Puesta en marcha de un nuevo equipo</p>	 <p>Sandvik Rock Tools Catalogue</p>	 <p>Ayuda / ToolMan user manual</p>
 <p>Manual de motor Caterpillar</p>	 <p>Manual de motor Mercedes-Benz</p>	 <p>Manual de motor</p>	 <p>Salir</p>
 <p>Item list</p>	 <p>Volver</p>	 <p>Anterior</p>	 <p>Siguiente</p>
 <p>Búsqueda</p>	 <p>Imprimir</p>	 <p>Casero</p>	 <p>Color para selecto</p>

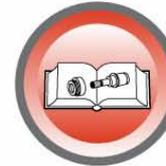
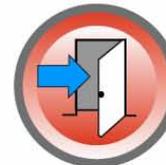
ToolMan Aide Bouton / Français

 <p>Manuel fonctionnement</p>	 <p>Manuel entretien</p>	 <p>Manuel technique</p>	 <p>Pièce de rechange</p>
 <p>SÛRETÉ</p>	 <p>Demarrage d'un appareil de forage neuf</p>	 <p>Sandvik Rock Tools Catalogue</p>	 <p>Aide / ToolMan user manual</p>
 <p>Manuel moteur Caterpillar</p>	 <p>Manuel moteur Mercedes-Benz</p>	 <p>Manuel moteur</p>	 <p>Quitter</p>
 <p>Item list</p>	 <p>Reculer</p>	 <p>Précédente</p>	 <p>Suivante</p>
 <p>Recherche</p>	 <p>Imprimer</p>	 <p>Accueil</p>	 <p>Couleur de sélectionné</p>

ToolMan Aiuto Bottone / Italiano

 <p>Manuale funzionamento</p>	 <p>Manuale manutenzione</p>	 <p>Manuale tecnico</p>	 <p>Pezzi di ricambio</p>
 <p>SICUREZZA</p>	 <p>Avvio di un nuovo macchinario</p>	 <p>Sandvik Rock Tools Catalogue</p>	 <p>Aiuto / ToolMan user manual</p>
 <p>Manuale motore Caterpillar</p>	 <p>Manuale motore Mercedes-Benz</p>	 <p>Manuale motore</p>	 <p>Esci</p>
 <p>Item list</p>	 <p>Torna indietro</p>	 <p>Precedente</p>	 <p>Seguente</p>
 <p>Ricerca</p>	 <p>Stampa</p>	 <p>Ospizio</p>	 <p>Colore per scelto</p>

ToolMan Button Hjelp / Norsk

 <p>Drifts- instruksjoner</p>	 <p>Vedlikeholds- instruksjoner</p>	 <p>Teknisk manual</p>	 <p>Reservedeler</p>
 <p>SIKKERHET</p>	 <p>Ny maskin: startinstruksjoner</p>	 <p>Sandvik Rock Tools Catalogue</p>	 <p>Hjelp / ToolMan user manual</p>
 <p>Motor manual Caterpillar</p>	 <p>Motor manual Mercedes-Benz</p>	 <p>Motor manual</p>	 <p>Avslutt</p>
 <p>Item list</p>	 <p>Gå tilbake</p>	 <p>Forrige</p>	 <p>Neste</p>
 <p>Søk</p>	 <p>Skriv Ut</p>	 <p>Hjem</p>	 <p>Utvalgt farge</p>