






# ACCESSING THE HQN

## TIPS AND TRICKS TO ACCESS THE NATIONAL HEADQUARTERS NEWS VIA TCATRAINS.ORG

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-  Goto First Page
-  Goto Last Page
-  Turn on/off Sound


The *National Headquarters News (HQN)* is best viewed on a larger screen—a computer monitor or laptop—as this helps it look similar to the old paper version. Clicking to the right or left has a simulated animation that looks like you're flipping a physical page—it even includes a page-flipping sound effect (if your sound is on).


If you view the *HQN* on a phone or tablet, check out the toolbar below the displayed pages that helps you adjust your viewing experience (see screenshot to the left). Below, you see a key explaining these symbols, including the menu that pops up when you click the three dots on the right of the toolbar.

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1/72 ← This shows the current page out of total pages


 ← This toggles thumbnails on & off—mini versions of each page on the left you click to jump to that page


 ← This zooms in on the page (helps with small text)


 ← This zooms back out

 ← This blows the *HQN* up to full-screen size—it can increase the size significantly

 ← This helps you share the *HQN* with someone else

 ← This lets you search for text found in the *HQN*

 ← This opens up your default print dialog to print the *HQN* from your computer or mobile device

 ← Clicking these dots opens up several additional options, the most important being “Download PDF File.” Downloading the PDF allows to open the *HQN* in the PDF-reading program of your choice (often Adobe Reader, but it would open in whatever PDF-viewing program you have on your computer or mobile device).

The *HQN* going digital also allows us to increase some of the smaller font sizes, since increasing the page count no longer lead to significant cost increases.