

User Guide

This application works under all versions of the Windows operating system.

WELCOME PAGE



(Pic. 00)

As shown above, the welcome page consists of six function buttons.

1. 'Go to Database' links to the **China Manufacturing Directory 2010**;
2. 'User Guide' links to this document;
3. 'CER Website' links;
4. 'CER Online Store' links;
5. 'Entry/Update Form' links to this document in Word format;
6. 'Other Product's links to information on other CER products;

MAIN FRAME

China Manufacturing Directory 2010

File Print PrintView Search

Print Preview Search Memo Email Export

China Manufacturing Directory 2010

sinomedia

Industry Country Alphabetical Location

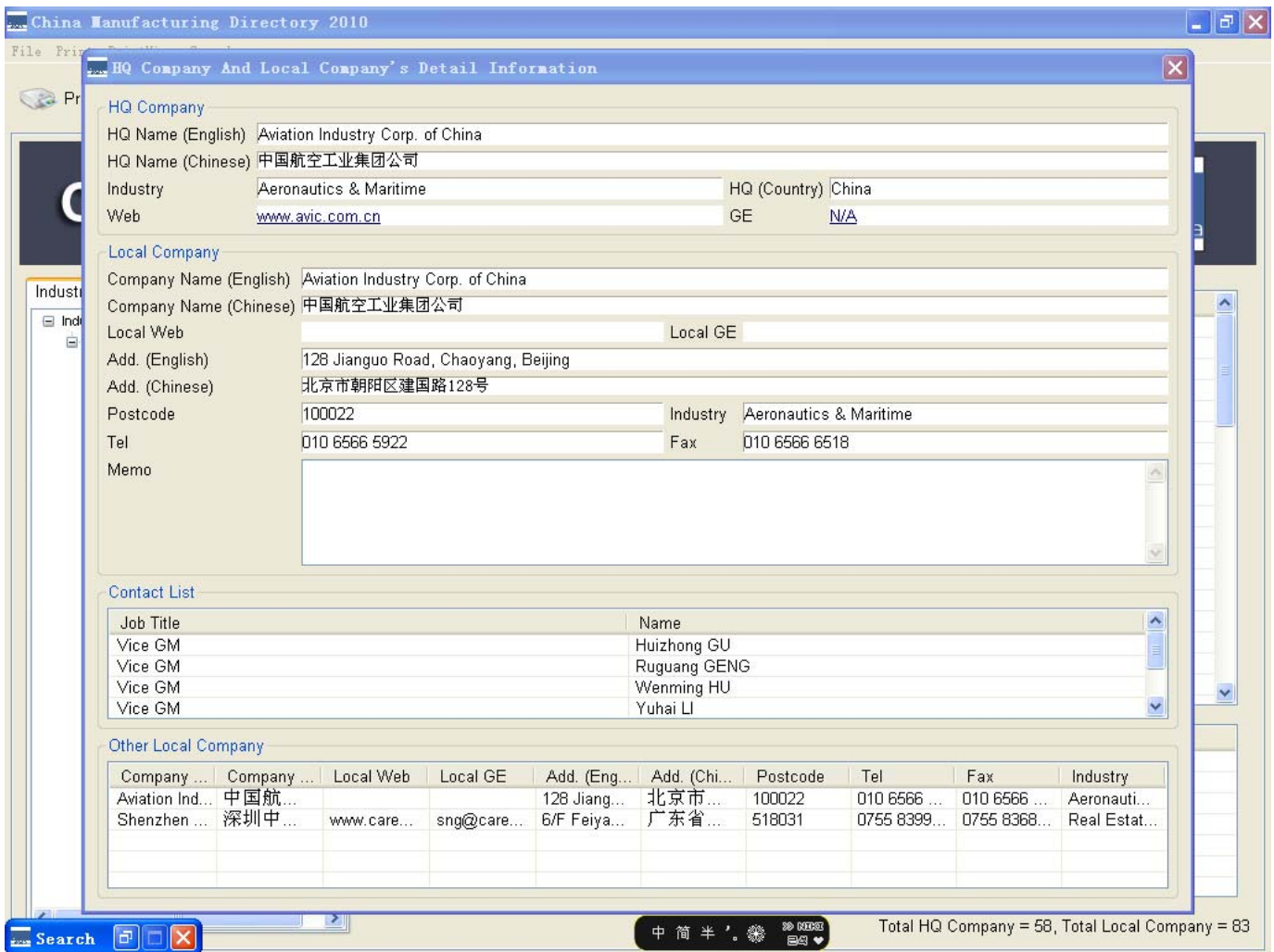
- Industry
 - MANUFACTURING
 - Aeronautics & Maritime
 - Automotive
 - Consumer Goods
 - Electrical Goods, Equipment & Components
 - General Manufacturing
 - Industrial Machinery
 - Materials
 - Paper, Packaging & Printing
 - Textiles & Apparel

HQ Name (English)	HQ Name (Chinese)	Industry	HQ (Country)	Web	GE
Aerosun Corporation	航天晨光股份有限...	Aeronautics ...	China	www.aerosun...	N/A
Airbus S.A.S	空中客车公司	Aeronautics ...	France	www.airbus.c...	N/A
Ameco Beijing	北京飞机维修工程...	Aeronautics ...	China	www.ameco....	N/A
Argosy International Inc.	美国雅奇国际有限...	Aeronautics ...	United States	www.argosyc...	N/A
ATR	ATR	Aeronautics ...	France	www.atraircra...	N/A
Aviation Industry Corp...	中国航空工业集团...	Aeronautics ...	China	www.avic.co...	N/A
Avion Pacific Ltd.	亚飞太平洋有限公...	Aeronautics ...	Hong Kong S...	www.avionpa...	N/A
Berg Propulsion	Berg Propulsion	Aeronautics ...	Sweden	www.bergpro...	info-eu@berg...
Boeing	波音	Aeronautics ...	United States	www.boeing...	N/A
Bogerd Martin Charts ...	博格德马丁公司	Aeronautics ...	Belgium	www.martin.be	sales@marti...
Cedervall Marine Shaft ...	塞德瓦船用轴封和...	Aeronautics ...	Sweden	www.cederval...	info@cederva...
Chapman Freeborn Air...	Chapman Freeborn Air...	Aeronautics ...	United Kingd...	www.chapma...	lon@chapma...
China Aerospace Scie...	中国航天科工集团...	Aeronautics ...	China	www.casic.c...	bgt@casic.c...
China Shipbuilding Ind...	中国船舶重工集团...	Aeronautics ...	China	www.csic.co...	csic@csic.c...
Conan Wu & Associat...	伍克能船舶设计有...	Aeronautics ...	Singapore	www.cwa.co...	mail@cwa.co...
Converteam Group SAS	科孚德有限公司	Aeronautics ...	France	www.converte...	N/A
Dalian Shipbuilding Ind...	大连船舶工业公司	Aeronautics ...	China	www.dsic.co...	dlsz@dsic...

Compan...	Compan...	Local W...	Local GE	Add. (E...	Add. (C...	Postcode	Tel	Fax	Industry
Aviation I...	中国航...			128 Jian...	北京市...	100022	010 656...	010 656...	Aerona...
Shenzhe...	深圳中...	www.car...	sng@ca...	6/F Feiy...	广东省...	518031	0755 83...	0755 83...	Real Es...

Total HQ Company = 58, Total Local Company = 83

(Pic. 01)



The main frame of the **China Manufacturing Directory** application consists of four parts:

1. At the top of the main page (indicated with a red frame) is the menu area, with 'Print', 'Preview', 'Search', 'Memo' and 'E-mail export' buttons and selection menus linked to related functions.
2. On the left of the main page (marked with a green frame) is the search area, which includes four main search function menus, four different to search the database. If you left-click the different tabs at the top of the search area, different keywords appear for you to select from.
3. In the middle of the main page (marked with a blue frame) is the main window for information output, occupying the biggest area of the whole page.
4. At the bottom of the main page (marked with a black frame) is a window with detailed information.

Other windows can be activated as needed, including a Detailed Info window, search window and print preview window.

FUNCTIONS

1. Basic functions in the menu area (marked with a red frame). The basic functions are all inside the function areas which you can easily use by left- clicking the mouse.

The basic functions include:

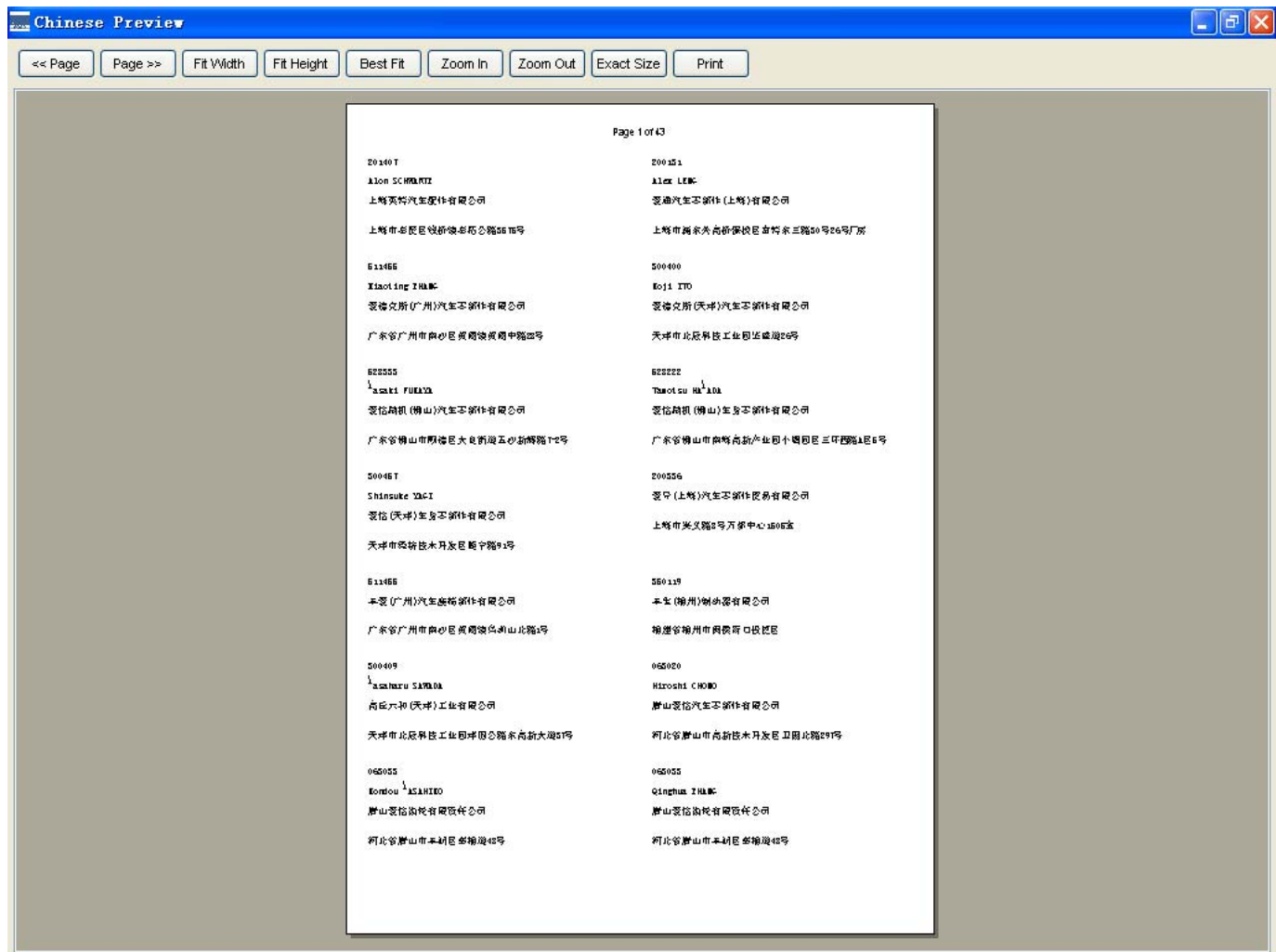
1.1 Print

This menu will call up the printer dialog; click it to link to the preview window. It includes three different print functions:

Print Listing: print the content of 'Listing Preview'

Print Labels (Chinese): print the content of 'Label Preview' (Chinese)

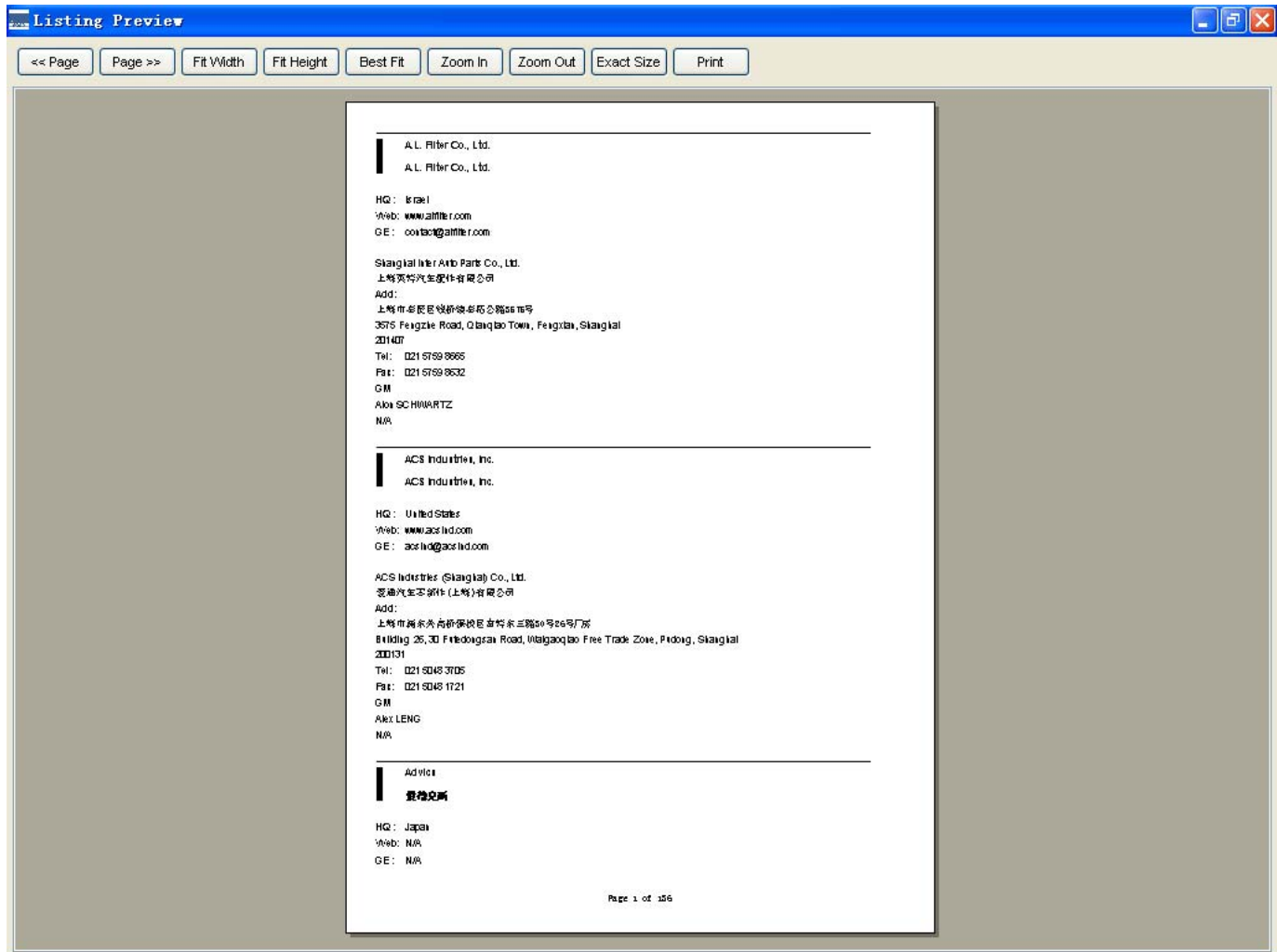
Print Labels (English): print the content of 'Label Preview' (English)



1.2 Preview

This menu will call an independent text window with preview options in which you can see the real print effect. Correspondingly, it also has three different previews:

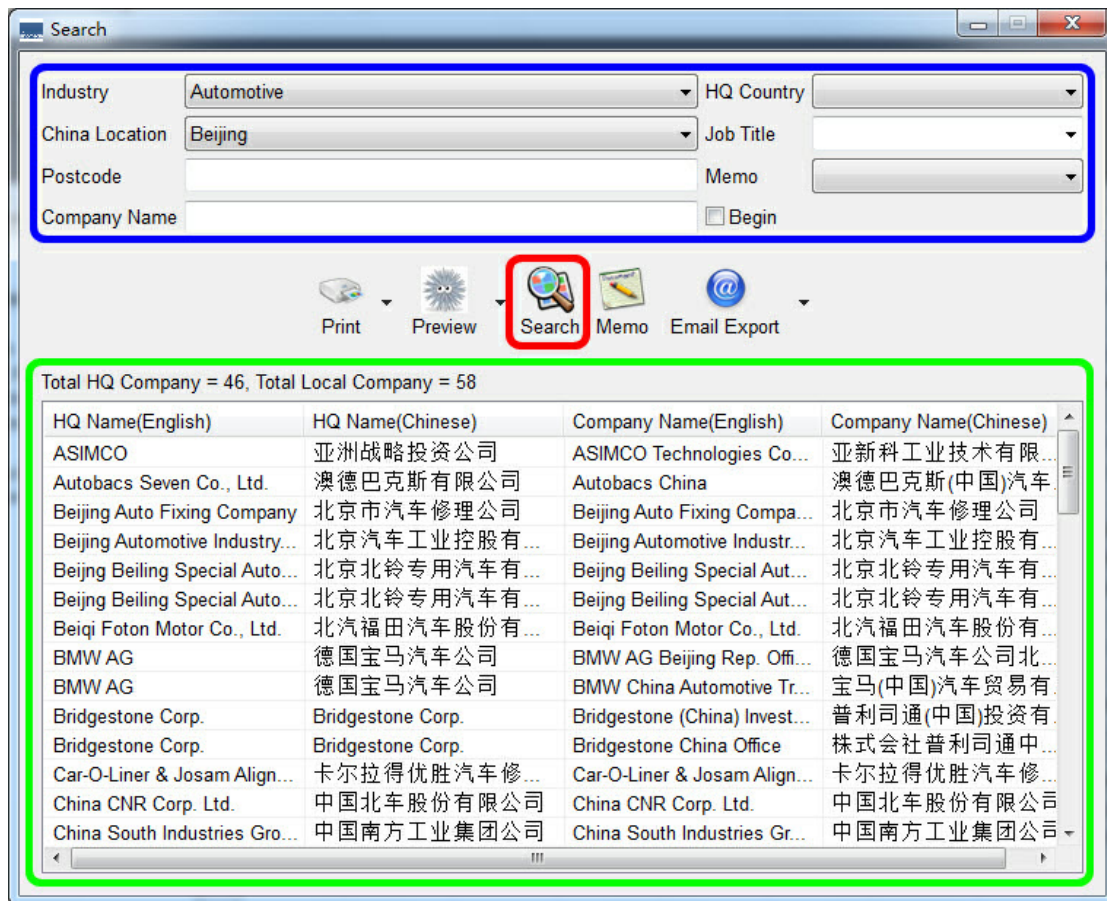
Listing Preview: List detailed information of chosen subjects consisting of the company's information from the headquarter name to the contact person in its subsidiaries.



Label Preview (Chinese): list the contact information of particular companies in Chinese.

Label Preview (English): list the contact information of particular companies in English.

1.3 Search



(Pic. 02)

Invoke an independent page (shown above) to search particular information with related key words on the top of the page (marked with a blue frame) and press the search button (marked with a red frame). The searching result will then be shown in the window below (marked with a green frame).

1.4 Memo

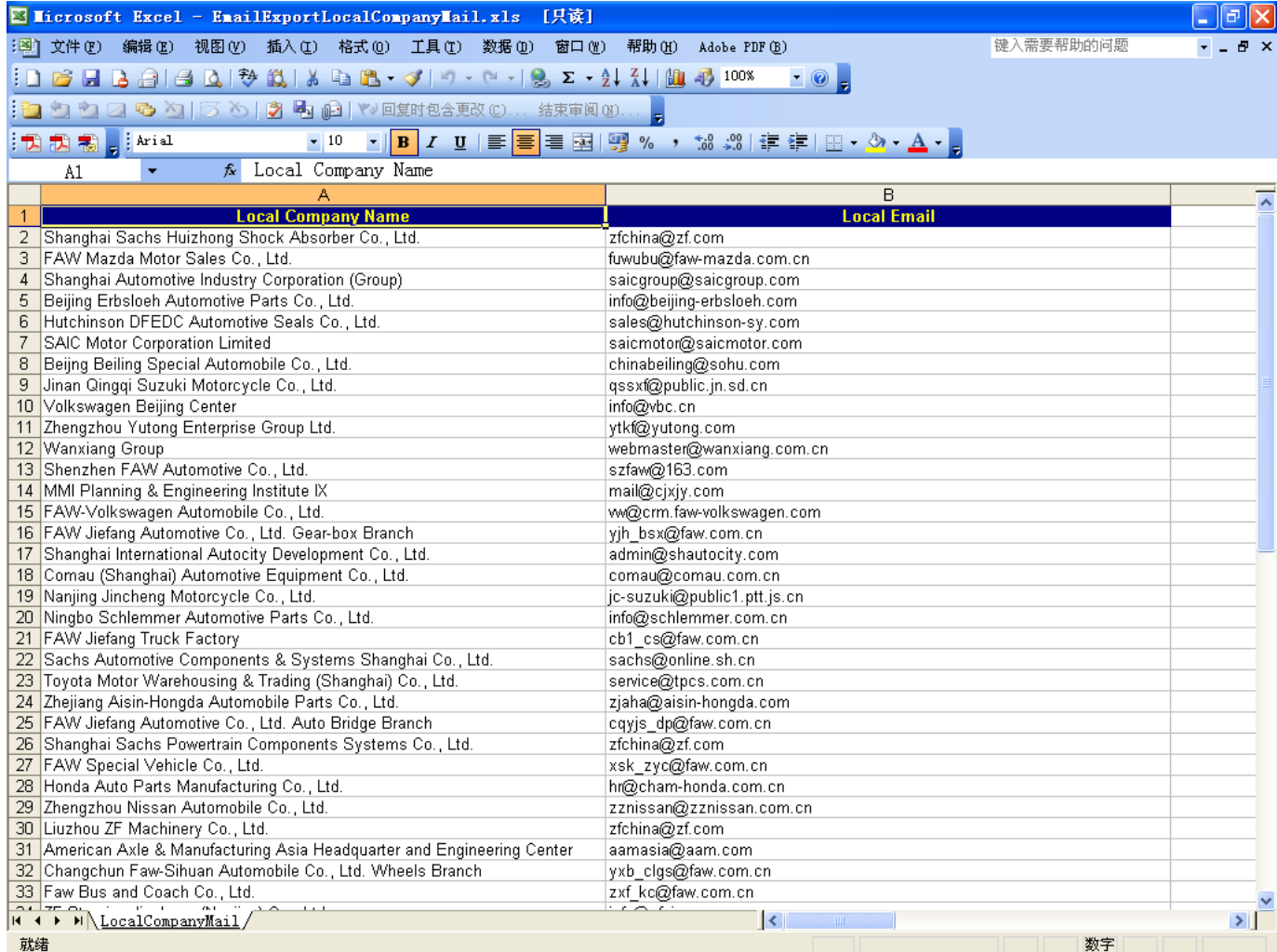


(Pic. 03)

If you want to add a memo to particular information of a Company, select the row in the detailed info window (marked with a black frame in Pic. 01), then press the Memo button in the menu area (marked with a red frame in Pic. 01) and the independent window of the memo will be displayed as shown above (Pic. 03). You can add a memo in the text area.

1.5 Email Export

Export email in two ways. One is 'General Email' which includes the headquarter name and the related email; the second is 'Local Company Email' which includes the local company's name and email address.



The screenshot shows a Microsoft Excel spreadsheet titled "EmailExportLocalCompanyMail.xls". The spreadsheet has two columns: "Local Company Name" in column A and "Local Email" in column B. The data is as follows:

	A	B
1	Local Company Name	Local Email
2	Shanghai Sachs Huizhong Shock Absorber Co., Ltd.	zfchina@zf.com
3	FAW Mazda Motor Sales Co., Ltd.	fuwubu@faw-mazda.com.cn
4	Shanghai Automotive Industry Corporation (Group)	saicgroup@saicgroup.com
5	Beijing Erbsloeh Automotive Parts Co., Ltd.	info@beijing-erbsloeh.com
6	Hutchinson DFEDC Automotive Seals Co., Ltd.	sales@hutchinson-sy.com
7	SAIC Motor Corporation Limited	saicmotor@saicmotor.com
8	Beijing Beiling Special Automobile Co., Ltd.	chinabeiling@sohu.com
9	Jinan Qingqi Suzuki Motorcycle Co., Ltd.	qssxf@public.jn.sd.cn
10	Volkswagen Beijing Center	info@vbc.cn
11	Zhengzhou Yutong Enterprise Group Ltd.	ytkf@yutong.com
12	Wanxiang Group	webmaster@wanxiang.com.cn
13	Shenzhen FAW Automotive Co., Ltd.	szfaw@163.com
14	MMI Planning & Engineering Institute IX	mail@cxjy.com
15	FAW-Volkswagen Automobile Co., Ltd.	ww@crm.faw-volkswagen.com
16	FAW Jiefang Automotive Co., Ltd. Gear-box Branch	yjh_bsx@faw.com.cn
17	Shanghai International Autocity Development Co., Ltd.	admin@shautocity.com
18	Comau (Shanghai) Automotive Equipment Co., Ltd.	comau@comau.com.cn
19	Nanjing Jincheng Motorcycle Co., Ltd.	jc-suzuki@public1.ptt.js.cn
20	Ningbo Schlemmer Automotive Parts Co., Ltd.	info@schlemmer.com.cn
21	FAW Jiefang Truck Factory	cb1_cs@faw.com.cn
22	Sachs Automotive Components & Systems Shanghai Co., Ltd.	sachs@online.sh.cn
23	Toyota Motor Warehousing & Trading (Shanghai) Co., Ltd.	service@tpcs.com.cn
24	Zhejiang Aisin-Hongda Automobile Parts Co., Ltd.	zjaha@aisin-hongda.com
25	FAW Jiefang Automotive Co., Ltd. Auto Bridge Branch	cqjys_dp@faw.com.cn
26	Shanghai Sachs Powertrain Components Systems Co., Ltd.	zfchina@zf.com
27	FAW Special Vehicle Co., Ltd.	xsk_zyc@faw.com.cn
28	Honda Auto Parts Manufacturing Co., Ltd.	hr@cham-honda.com.cn
29	Zhengzhou Nissan Automobile Co., Ltd.	zznissan@zznissan.com.cn
30	Liuzhou ZF Machinery Co., Ltd.	zfchina@zf.com
31	American Axle & Manufacturing Asia Headquarter and Engineering Center	aamasia@aam.com
32	Changchun Faw-Sihuan Automobile Co., Ltd. Wheels Branch	yx_b_clgs@faw.com.cn
33	Faw Bus and Coach Co., Ltd.	zxf_kc@faw.com.cn

2. Other detailed functions

Searching function in main frame

Choose key words for searching a function in the search area and the output will be shown in the main output window. The key words are classified by 'Industry', 'Alphabetical' and 'Country'; left-click any subject and the detailed key words will be shown in the area. If you select any detailed key words the result will be listed in the main output window.

Get detailed information

Left-click the rows of information shown in the main output window and the detailed relative information will be shown in the smaller output window below. If you double-click the rows of information in the smaller output window, a new independent window with detailed information will be invoked.