FINDING THINGS FAST

THREE WAYS INTO THE BOOK. WHICH IS QUICKEST?

You have three ways in, and they are not equally good under time pressure.

1

The main contents page

Right at the front. The first port of call for almost every question. Big headings, and it gets you to the right

part

in seconds.

2

Each part's own contents page

Every part has one.

Chapter 41 has its own contents page too

— that's how big it is. This is how you pinpoint a section without flicking.

3 **The index**

At the very back, and enormous. It works, but it's slow, and near-identical entries ("cable" vs "cables") sit in different places. Best used as a fallback, though some prefer it as a first move. **Try both and use whichever your brain likes.**

Highlight your contents page.

One trick: highlight each part heading, and write nothing — just learn that "Part 5 starts around here". You then land in the right 70 pages instantly and search from there.

A worked example of the technique: a question about an **external influence** code. Part 3 mentions external influences but only to point you onward. The rule: *"if I see external influences, I'm going straight to Appendix 5. If it's not there, Chapter 52."* Recognising the keyword and knowing where it lives beats reading.

Contents · front of book, and one per part

Index · back of book

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