



THE UNIVERSITY OF  
NEWCASTLE  
AUSTRALIA

# AUSTRALIAN STANDARDS

## A GUIDE FOR USERS

### What you need to know

Standards are licensed and have restrictions. Our access via the i2i platform is limited to **6 concurrent users**, and users must **register** for an individual account. Standards files include updated digital rights management (DRM) features from October 2023. This means that the 'FileOpen' plugin is no longer needed to access Standards.

### Accessing Australian Standards

#### Step 1

A-Z Databases  
Find the best library databases for your research.  
64 Databases found  
All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z #  
A  
Australian Standards  
Full-text Australian Standards only. Searching is by standard title, number, keyword or phrase.  
6 concurrent users - Please LOGOUT at the end of your session  
Registration required to view, print, and download. Registration instructions are available here [User Guide](#)  
IMPORTANT!: From 7/10/23, new digital rights management software will be enabled for this platform. If you are having trouble opening PDFs from there, please see this [short video](#) for how to resolve

Access Australian Standards Online via a [link you have been provided](#) or under 'A' in the [Library's A-Z Databases](#).

Note the **6 concurrent user limit** – when you are finished with your session please remember to log out.

#### Step 2

Log into i2i  
New Registration  
Email\*  
e.g. john.smith@saiglobal.com  
Next  
Password\*  
Enter your password  
Keep me logged in  
Forgot password?  
Log In

New users will need to create an account via **New Registration** [A]. Use your University email address to do this.

**Note:** You will need to access the confirmation email from i2i to complete your registration.

Once you have an account, enter your **Email** [B] and click **Next**. At the new screen enter your password and **Log In**.

You can also reset your password at this screen if needed [C].

#### Step 3

THE UNIVERSITY OF  
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ORDERS  
Standards Collections Categories Latest  
1698 Enter document title or keyword (e.g. quality management systems)  
Recently Viewed:  
HIDE FILTERS -  
Publisher Status Country  
Data Set Search within cross references (e.g. 'APU 650')  
CLEAR FILTERS SEARCH

Enter the number of the standard in the **Document number** box. It's not necessary to include the 'AS/NZS'.

You can also search by title or keyword in the box on the right.

There are limited **Filters** including **Status** (current, superseded, etc.).

Click **Search** to see what is available.

#### Step 4

AS 1698 Superseded  
Doc Title: Protective helmets for vehicle users  
Language: English  
Historic Versions: AS 1698-1980 AS 1698-1974  
AS/NZS 1698 Current  
Doc Title: Protective helmets for vehicle users  
Language: English  
Historic Versions: AS/NZS 1698:2006 Amd 4:2014 AS/NZS 1698:2006 AMDT 3 AS/NZS 1698:2006 AMDT 2 AS/NZS 1698:2006 AMDT 1

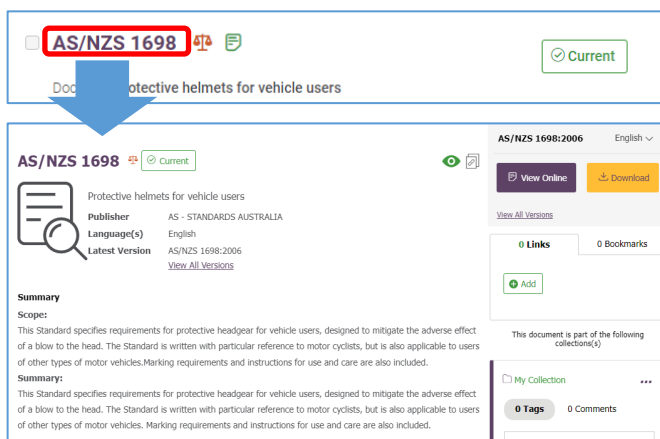
Scrolling down, you will see the results.

Depending on how you've searched and filtered, you may see multiple files, including current and superseded.

Historical versions / amendments are individually linked under each entry.

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## Step 5

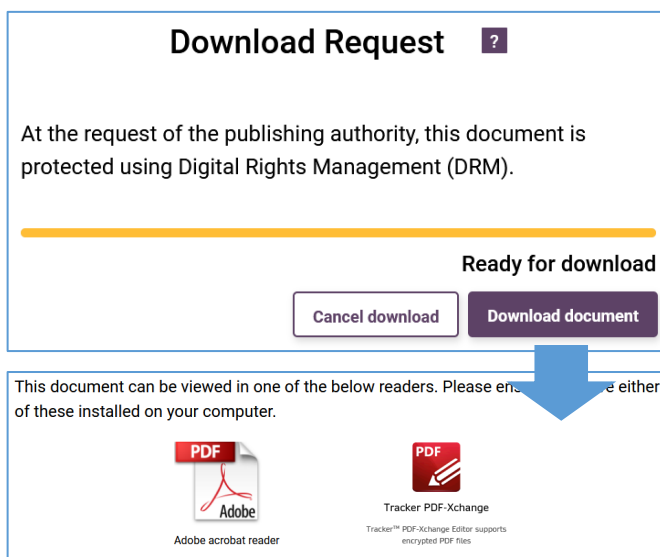


Access the Standard via the **title link**.

You can **Download** the Standard from this page or access it via **View Online**.

This page includes additional useful information and links, including versions and cross-references.

## Step 6



When you download a Standard, you will be prompted to install a compatible PDF reader if you haven't already done so.

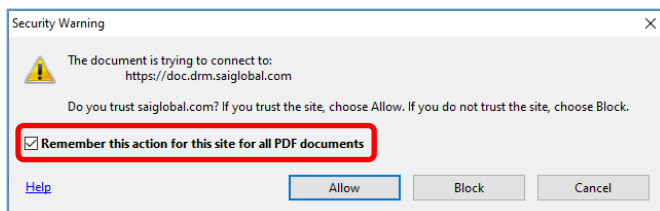
**Note that the new DRM from October 2023 means that internet browsers and some PDF readers will not be able to open downloaded Standards to read.**

You will need to ensure that you have one of the following PDF readers installed that are compatible with the DRM in the files:

- Adobe Acrobat Reader DC (Windows or Mac)
- Adobe Acrobat Pro (Windows or Mac)
- PDF-Xchange Editor (Windows)

As part of the DRM, your PDF reader will ask for security confirmation when you open your first Standard (see Step 7).

## Step 7 (First time access)



Opening your Standard in an approved PDF reader, you will be prompted to allow security access for the DRM in the file. You should only need to do this once per device.

In the pop-up window, ensure that the box to 'Remember this action ...' is ticked and click **Allow**. The Standard will open to read.

File not working? You may need to tweak your PDF reader settings. [Watch the video from SAI Global for more.](#)

As the DRM server 'checks in' when you open a Standard, an error message may appear if you are accessing a file later offline (i.e., without an Internet connection). This should not stop you from reading the Standard.

## Step 8

→ **Don't forget to log out of your session when you are done so that others can access our subscription. The 'Logout' option can be found under the account menu at top right of screen.**

Opening Standards PDF files, you will see that they are secured:

- Your usage licence and account details will be included as part of the PDF.
- The DRM in the files will limit certain uses, such as sharing with others.
- You can print a copy for **your own** later use.

***Australian Standards files are licensed for your own use only and are not shareable with others.***

Are you a Course Coordinator or Lecturer? See our [Copyright guide to using Australian Standards in courses](#).

## Need help? Ask the Library

[newcastle.edu.au/library/help-and-information](http://newcastle.edu.au/library/help-and-information)

Academic Division | Library Services

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Ask the Library