



Information & Expertise  
In Partnership

# The Construction Information Service (CIS)

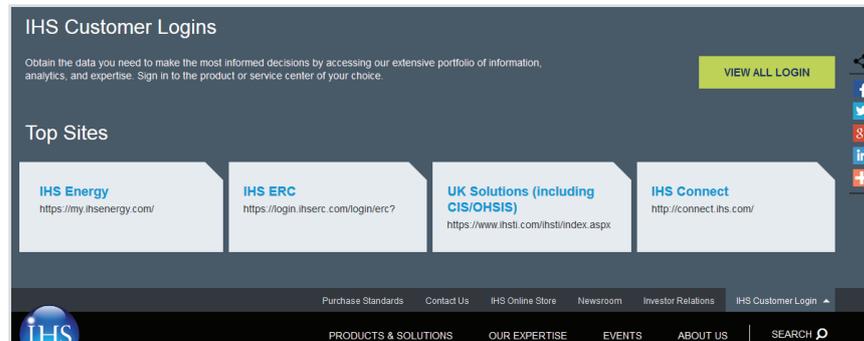
## What's New, What's Different?

The Construction Information Service (CIS) is your primary source for current construction standards, regulations, technical advice and related news, and has now been completely redesigned based on customer feedback and input. Developed in partnership with NBS - National Building Specification, the user interface and functionality have been considerably enhanced to support the need for ease of use, and quick, intuitive access to critical information for the construction industry.

The CIS content is relevant to all construction professionals involved in construction design, planning and development, sustainability, environmental requirements, the application of regulations, construction management, civil and structural engineering, and associated mechanical and electrical engineering.

## Getting Started

The standard login to your CIS subscription continues to be easily accessible from the IHS.com website, by going to <https://www.ihsti.com/logon/logon.aspx>, or by using your organization's specific login procedures. Your product menu remains the same as well.



## CIS Home Page

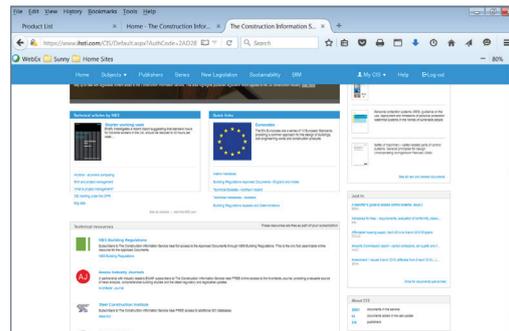
Your CIS home page layout has been redesigned based on tiles and panels that present page components for quick viewing and access to construction industry News, CIS Briefing, New Legislation, BIM, Sustainability, Project Folders, Recently Viewed documents, Saved Searches, Advanced Search filters, Just In and New and Revised documents, Articles by NBS, Quick Links, and Technical Resources.



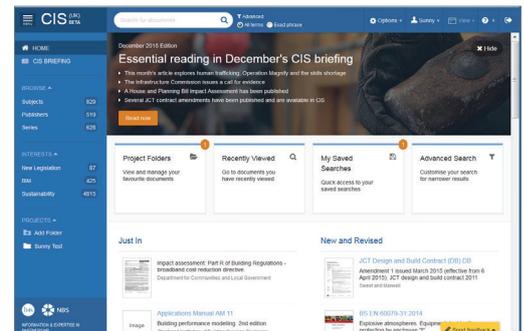
The left-hand navigation panel includes a toggle option to hide or display the panel by clicking on the MENU icon:



The Home button can be accessed at any time as long as the left navigation panel is displayed.



Legacy Home Page



New Home Page

The new CIS version top menu options are dedicated to:

- **Main & Advanced Search** boxes and main Search Filters ( All Items, Exact Phrase)
- **Options** – Toggle options for searching within your subscription or the CIS supplements, with the option to search for British Standards references if they are not available via CIS)
- **Preferences** – The pull-down menu from your name links to your Subscription list, preferences (how often you want to receive Email Alerts, and your preferred default for the Number of results to display), Project Folders you have created, or your Saved Searches.
- **View** – Toggle between a Table View and Document View
- **Help menu includes:**
  - **Guided Tour** that takes you through a series of screen shots with pop-up explanations of the sections.
  - **Help Index** is a convenient embedded Help document with a Table of Contents that lists CIS options with explanations and description of the options.
  - **Request a Document** – If a document is not in your subscription, use the short form to submit a request for the document and the Editorial Team will review the request and a member of the IHS Customer Services Team will contact you.
  - **Contact Us** link includes CIS email and phone contact information.
- **Logout** – Just as it was in the previous interface, Logout allows you to logout of CIS, or go to other IHS products from your product menu page.

## Searching

The CIS search options continue to provide filtering options for Advanced Search criteria, searching All Items that apply your search term, or searching by an Exact Phrase.



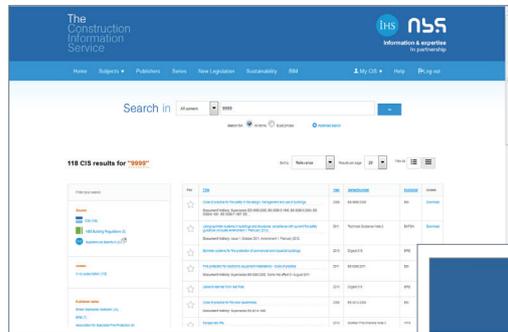
The nomenclature for your list viewing options is slightly different. Viewing lists in Classic View is now an option from the View menu labeled as results by Document; and results in List View is now labeled as results by Table.

Note: The new View menu is only available when viewing results.

When viewing document details from a list, there is a convenient option to jump to specific sections using the links as opposed to scrolling to a specific section:



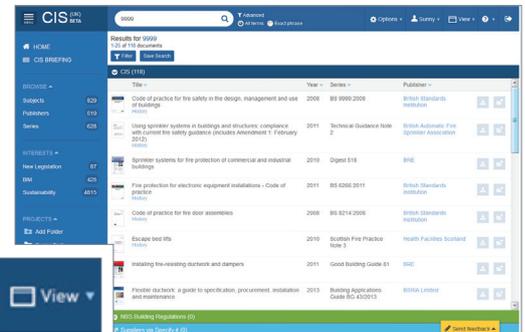
## Legacy Search Results



View Results in the Classic View

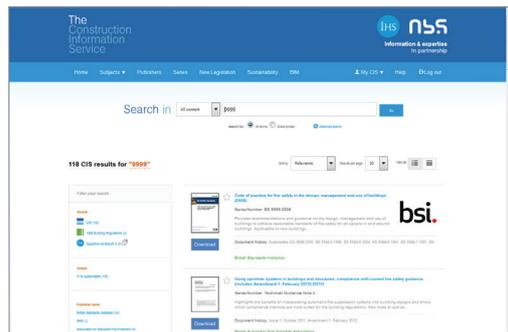
OR

## New Search Results

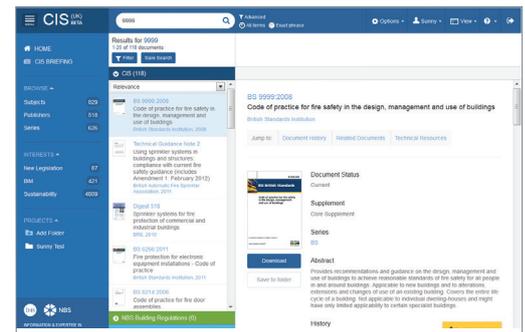


View Results by Table

OR



View Results in the List View

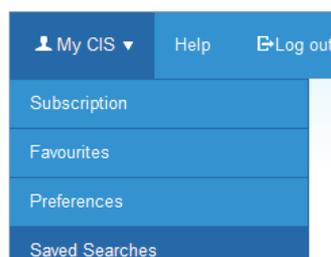


View Results by Document

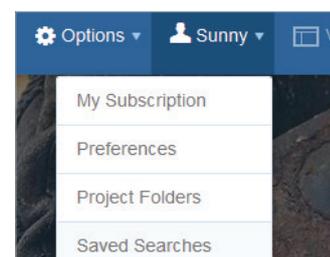
## Saved Searches

Search results lists can be saved as before, but accessing Saved Searches on the new CIS is found under the Name/Preferences menu, which formerly were available under MyCIS.

## Legacy Saved Searches



## New Search Results

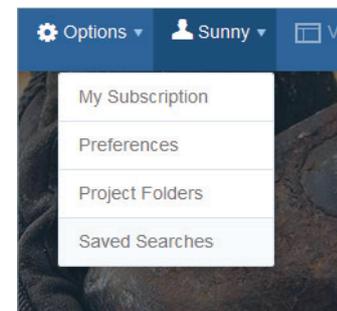


You can save your results as a Saved Search or save individual documents to a Project Folder. You also have the option to filter your search results by Publisher Name, Publisher date, Series, or when the document was added to CIS, just as you did before. In the previous version, these filters were found in a left panel. With the new CIS, filters are in a convenient pop-up menu with options from pull-down sub-menus.

### Legacy Saved Search Filtering



### New Saved Search Filtering



### Project Folders

One of the most significant changes with the new design of CIS involves Project Folders. Document links can now be added to a Project Folder for easy retrieval of important key information and to receive an email alert when documents referenced in your folders are changed by the publisher. After selecting Add Folder, click on the checkmark if you want add the folder, or X if you want to delete it.

Once a Project Folder is created, you can use easily modify it:

- **Copy** – When you copy a folder, it automatically adds a second version of the folder and the content links. This is useful, for example, if you need the majority of the documents in one Project Folder, but not all, for a different yet similar project.
- **Rename** – Allows you to rename the Project Folder.
- **Watch** – When you select Watch, you will receive email notifications if any of the documents in your folder update. If you no longer want to receive alerts, click on the folder menu icon, and select Stop Watching.
- **Delete** – Select Delete to remove the folder and its contents. If you have copied the folder, the documents remain in the copied folder.

**A word of caution:**

Project folders only contain links to the documents you have referenced. If a linked document is replaced or removed you will then be taken to the bibliographic record of the replaced or removed document and not the replacing document. If you need continuing full text access to the replaced or removed document you need to refer to the publisher's Terms & conditions for saving the replaced or removed document locally. This action needs to be completed before the following CIS weekly update

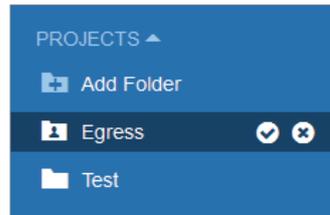
**Legacy**

Project Folders is unavailable in Legacy CIS, though Favourites performed a similar function as a single folder on Legacy CIS.

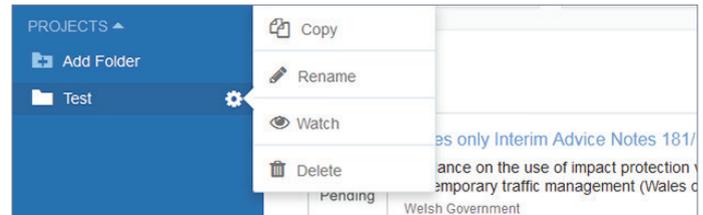
(You can create a folder labeled Favourites, for use on new CIS and just add your favourite documents into this. Note you cannot copy your favourites folder over to new CIS).

**New Project Folders**

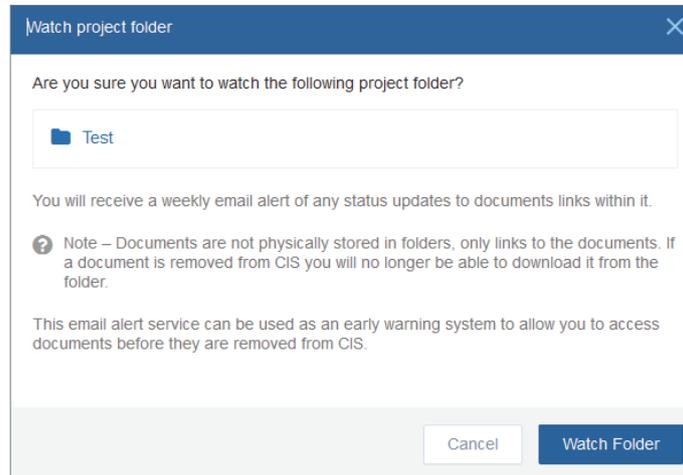
Add:



Modify:



Watch:



## Viewing and Downloading Documents

When you select a document, an abstract and applicable details about the document are normally available that include Status, Supplement, Series, Abstract, History, ISBN, links to related Subjects, Publisher contact information (website address, phone, and company address), Publisher History, and Copyright Agreement.

Documents are still viewable as PDF, and require acceptance of the publishers terms and conditions to access. All downloaded documents are intended for the individual user, and include a copyright watermark identifying the user that downloaded the document.

## Legacy Viewing/Downloading Documents

The screenshot shows a legacy document viewing page. The top navigation bar includes links for Home, Subjects, Publishers, Series, New Legislation, Sustainability, and BIM. The main content area is titled "Document Information" and features a "View to your needs" dropdown. The document title is "Safeguarding aerodromes, technical sites and military explosives storage areas: the town and country planning (safeguarded aerodromes, technical sites and military explosives storage areas) direction 2002". The page includes sections for Series/Issue, Year, Abstract, History, ISBN, Subject(s), Supplement, Publisher Address, and Publisher History. A "Download now" button is prominently displayed. On the right, there is a "Featured Resources" section with various logos and links.

## New Viewing/Downloading Documents

The screenshot shows a new document viewing page. The top navigation bar includes links for Home, CIS BREFING, Subjects, Publishers, Series, INTERESTS, and PROJECTS. The main content area is titled "Favourites" and features a "Watch" button and an "Added Date" dropdown. The document title is "Circular 01/2003 Safeguarding aerodromes, technical sites and military explosives storage areas: the town and country planning (safeguarded aerodromes, technical sites and military explosives storage areas) direction 2002". The page includes sections for Document Status, Supplement, Series, Abstract, and History. A "Download" button is prominently displayed. On the right, there is a "Technical Resources" section with various logos and links.

## Browse Options

Browse options are now found in the left navigation panel as opposed to the top navigation ribbon. The options are still by Subject, Publication, or Series, but in the new CIS, you have the option of refining your Browse options by:

- Relevance
- Newest First
- Oldest First
- Title A – Z
- Title Z – A
- Publisher A – Z
- Publisher Z – A
- Series A – Z
- Series Z – A

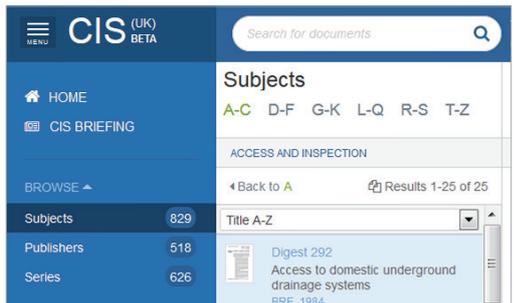


## Legacy Saved Searches



Browse by Subjects

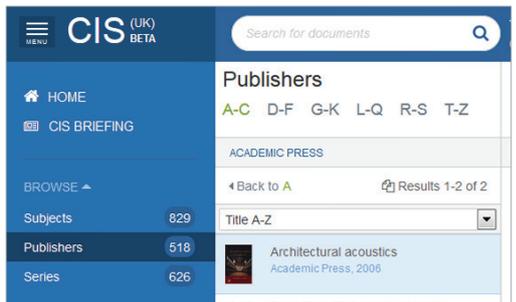
## New Browse Options



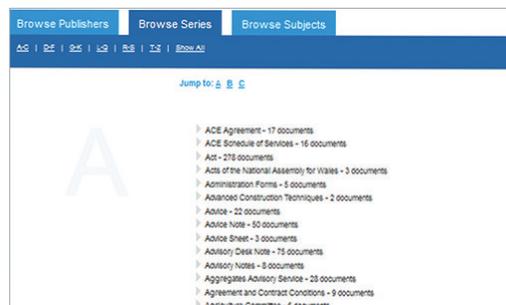
Browse by Subjects



Browse by Publishers



Browse by Publishers



Browse by Series



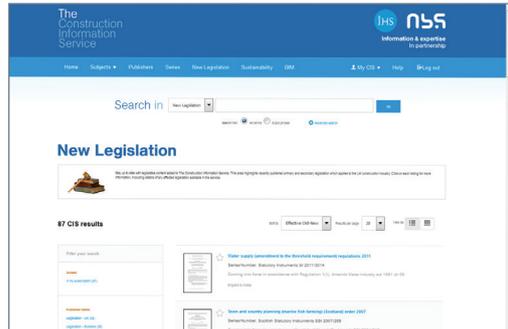
Browse by Series

## Interests

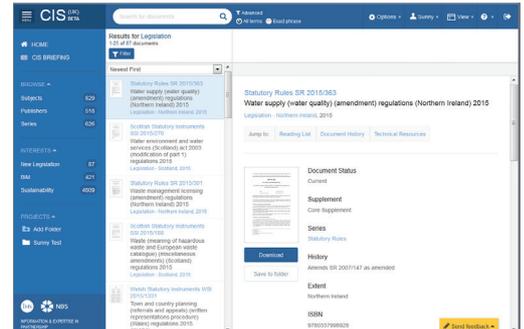
The new Interests menu provides a quick view to the number of documents relevant to New Legislation, BIM, and Sustainability as well as links to listings for these categories. In the previous CIS version, the links to this information was found under the top navigation bar.

## New Legislation:

### Legacy Legislation Page



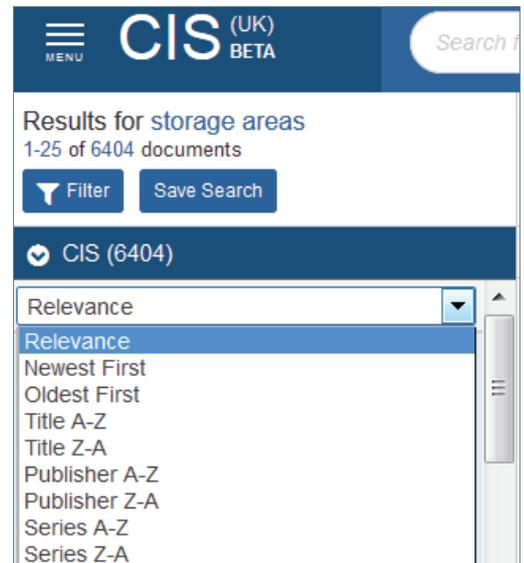
### New Legislation Page



### Legacy Legislation filters:



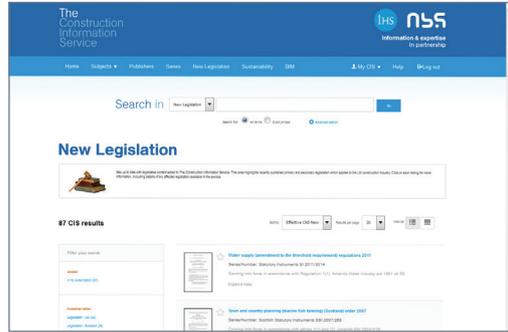
### New Legislation filters:



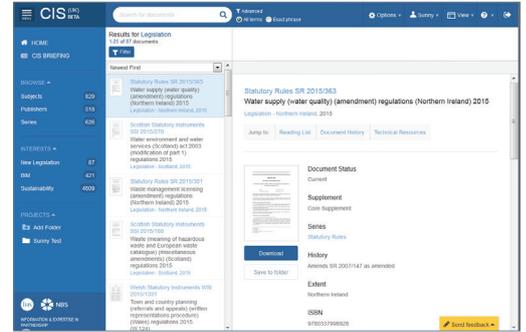
## BIM

Your new BIM page includes more options that include CIS Editor's Picks, Level-2 BIM Standards, and NBS BIM Resources in addition to the Latest BIM Documents and NBD Technical Articles.

### Legacy Legislation Page

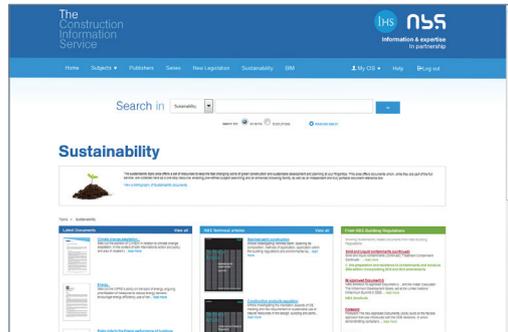


### New Legislation Page

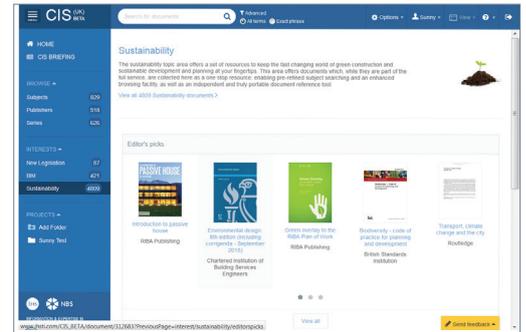


## Sustainability:

### Legacy Sustainability Page



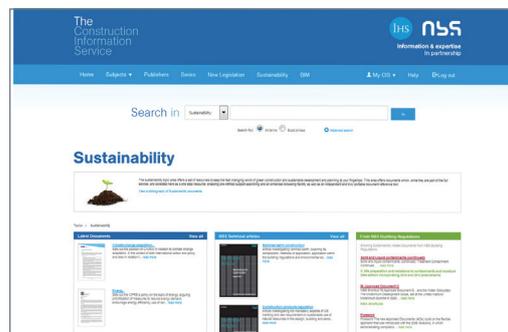
### New Sustainability Page



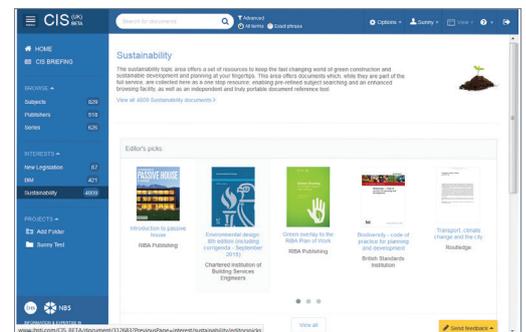
## CIS Briefing

On new CIS the monthly Briefing report can be hidden to allow more of your personalisation features to be displayed on the homepage. To restore the Briefing again, just click "CIS Briefing" icon in the left hand panel.

### Legacy Sustainability Page



### New Sustainability Page



## Access to NBS and Supporting Sites and Construction Information

As with the Legacy CIS version, in new CIS you have quick access on the home page to additional partner sites and information that includes:

- News that is a selection of the most recent news stories posted in industry publications
- Just In documents added between weekly updates
- New and Revised documents that are the latest and most topical documents in CIS
- Articles by NBS covering areas of special, topical, or important interest for the industry
- Quick Links to the British Standards Institute (BSI) index and Eurocode information, and frequently accessed document collections
- Technical Resources links to NBS Building Regulations, Architect's Journals, Steel Construction Institute (SCI), SCI Blue Book, Concrete Society, and CIRIA videos
- About CIS (formerly found in the footer of the CIS home page)
- Let us Help You (formerly found in the footer of the CIS home page that included information on Privacy, Accessibility, and Cookies)

## For more information

[www.ihs.com](http://www.ihs.com)

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### ABOUT IHS

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