**2016 Title 24 and Title 20 Reference Ace (v3.1)**

Thank you for your interest in the 2016 Title 24, Part 6 Reference Ace tool, sponsored by the California Statewide Codes and Standards Program. You may run the tool online via the Energy Code Ace website or locally, on your computer.

*Note: Always check the CEC website to ensure you have the most current version of the documentation and forms.*

**INSTALLING THE REFERENCE ACE ON YOUR COMPUTER**

1. Create a new folder for the 2016 Reference Ace.

2. Open the "2016 Reference Ace-v31.zip" file and copy (or drag) the "NetHelp" folder and all its contents to the destination folder.

3. Create a shortcut to launch the 2016 Reference Ace

a. Right-click on your desktop and select New/Shortcut from the menu.

b. In the Shortcut Wizard, locate the "NetHelp" folder, and select the "Index.html" file. Click "Next".

c. Type "2016 Reference Ace" (or a name of your choice) in the name field and click "Finish".

You are ready to use the Reference Ace. Simply double-click on the shortcut icon to launch it.

Installation Notes:

•Some Anti-Virus software may interfere with Reference Ace installation. Discuss the implications of temporarily disabling the software with your IT representative.

•If you install the Reference Ace locally, it will not run in Chrome or Opera.  It does display in those browsers in the online version (on the [Energy Code Ace web site](http://www.energycodeace.com/)).

**USING THE REFERENCE ACE TOOL**

*Note: Use the Reference Ace carefully. Topics in the Standards and Manuals are hyperlinked, but the links are not comprehensive. There may be additional information about the subject you are researching in other topics that are not shown in the links. Use caution when searching the documents to ensure you have all relevant information.*

The Reference Ace helps you navigate the Standards and related documentation more easily, including the following features:

* HYPERLINKS: Jump to a referenced section with a single click.
* POP-UPS: Click on key terms to display the definition.
* SEARCH: Search for a word or phrase and all topics containing that term appear in a list. If you select the option, the term is highlighted within each topic.
* FAVORITES: Because the Reference Ace runs in your internet browser, you may use the browser's "Favorites" feature to bookmark your commonly-used topics.

**CURRENT RELEASE**: Version 3.1 of the Reference Ace includes the 2016 Building Energy Efficiency Standards, Reference Appendices, Residential and Nonresidential Compliance Manuals, and the Residential and Nonresidential ACM Reference Manuals.

**UPDATES AND NEW RELEASES**: We continue to update the Reference Ace for the 2016 Standards. Click the envelope icon at the top right of the window to send us an email with your contact information if you would like to be notified of new releases when they are available.

**QUESTIONS AND FEEDBACK**: Send questions, feedback, or any technical issues to the development team using the email button in the application. Or, send an email to: [reference.feedback@energycodeace.com](mailto:reference.feedback@energycodeace.com).

Reference Ace development is funded by California utility customers under the auspices of the California Public Utilities Commission.

Copyright 2017, 2018, 2019 Pacific Gas and Electric Company, SDG&E, SoCalGas, and Southern California Edison. All rights reserved, except that this tool may be used, copied, and distributed without modification.

Neither PG&E, SDG&E, SoCalGas, nor SCE, nor any of their employees makes any warranty, express or implied; or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any data, information, method, product, policy or process disclosed in this tool; or represents that its use will not infringe any privately-owned rights including, but not limited to, patents, trademarks or copyrights.