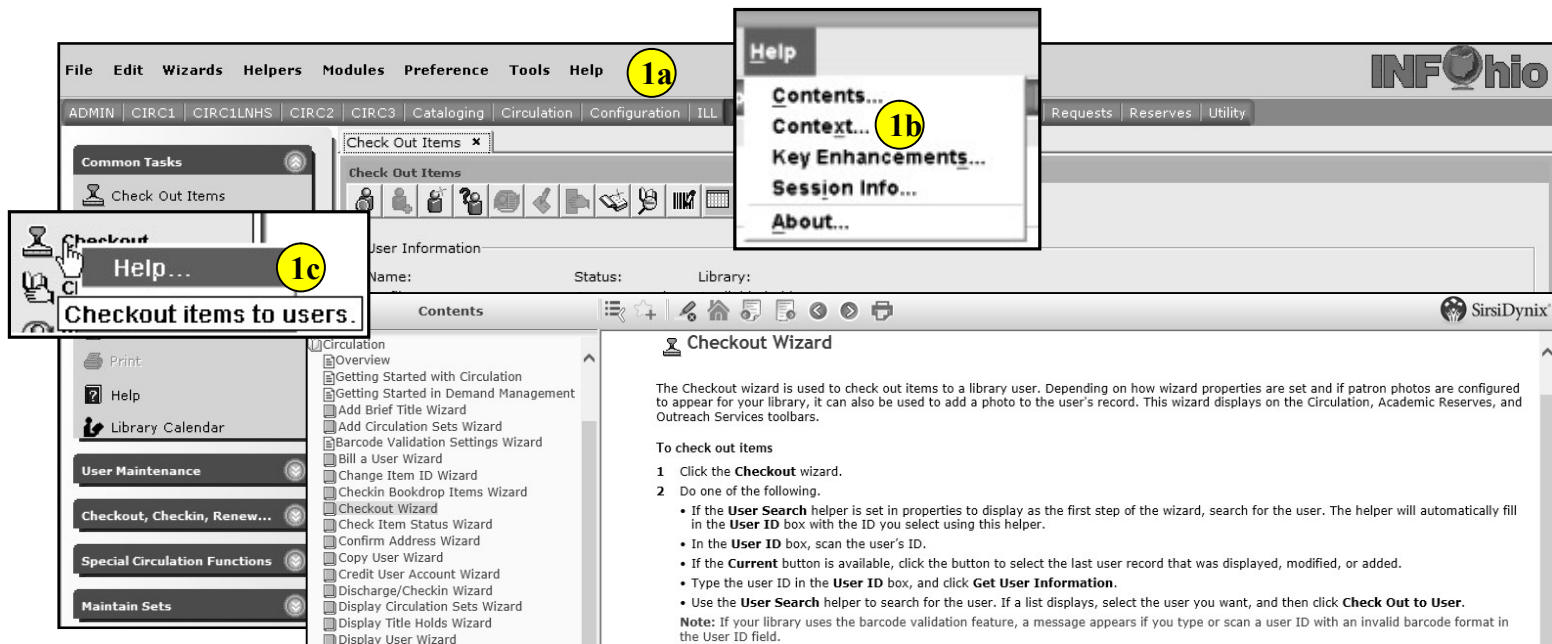


Online Help

The Workflows Client uses Java Help technology for presenting and indexing help topics. There are four methods of accessing WorkFlows Help topics:

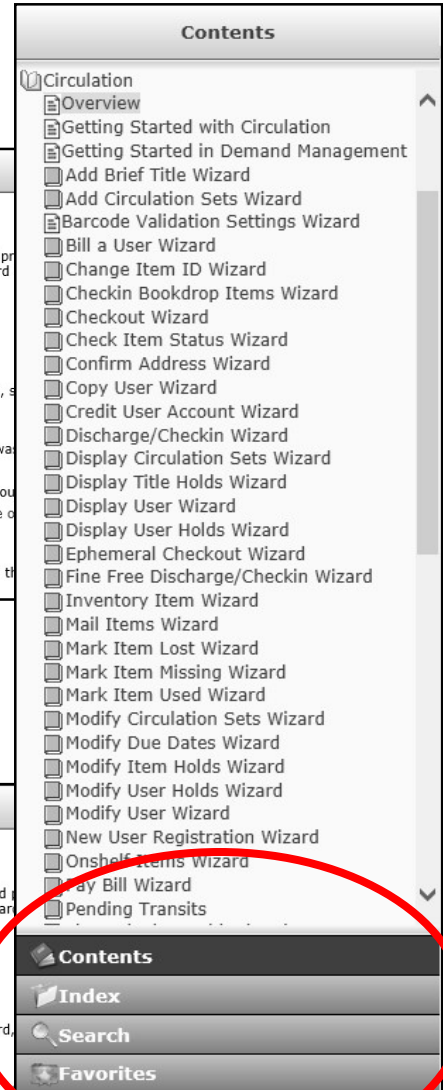
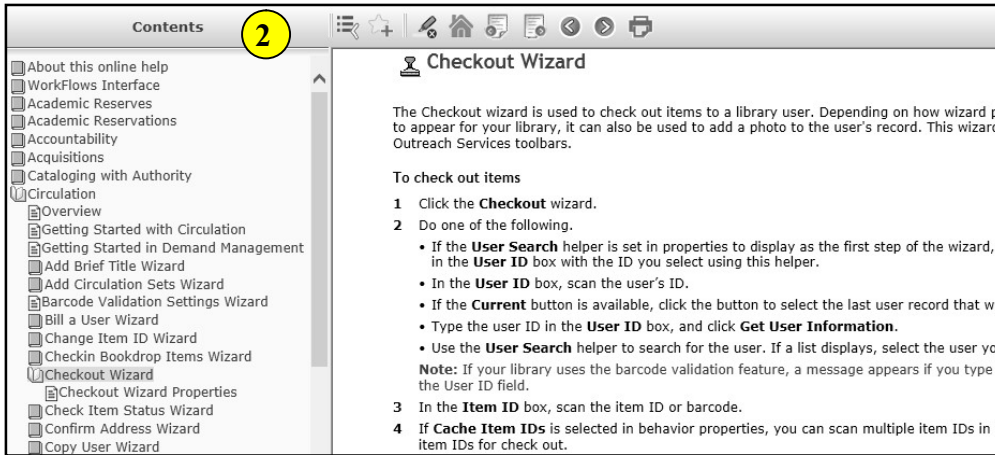
1. Context-sensitivity
2. Table of Contents
3. Index
4. Search

1. Context-sensitivity Find a help topic for current wizard.
 - a. **Click** the Help button on the current toolbar and context help will appear.
 - b. **Select** "Context" from the Help menu, and context help will appear.
 - c. **Right-click** the mouse over a wizard icon, select Help.

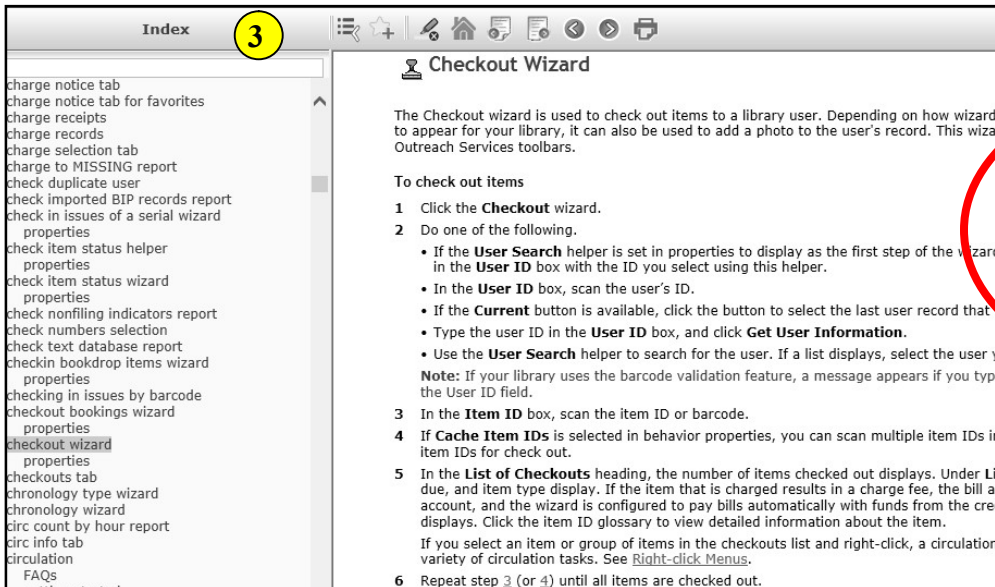


2. Table of Contents – Locate help topics that relate to a specific module.
The Table of Contents folders are arranged as follows:

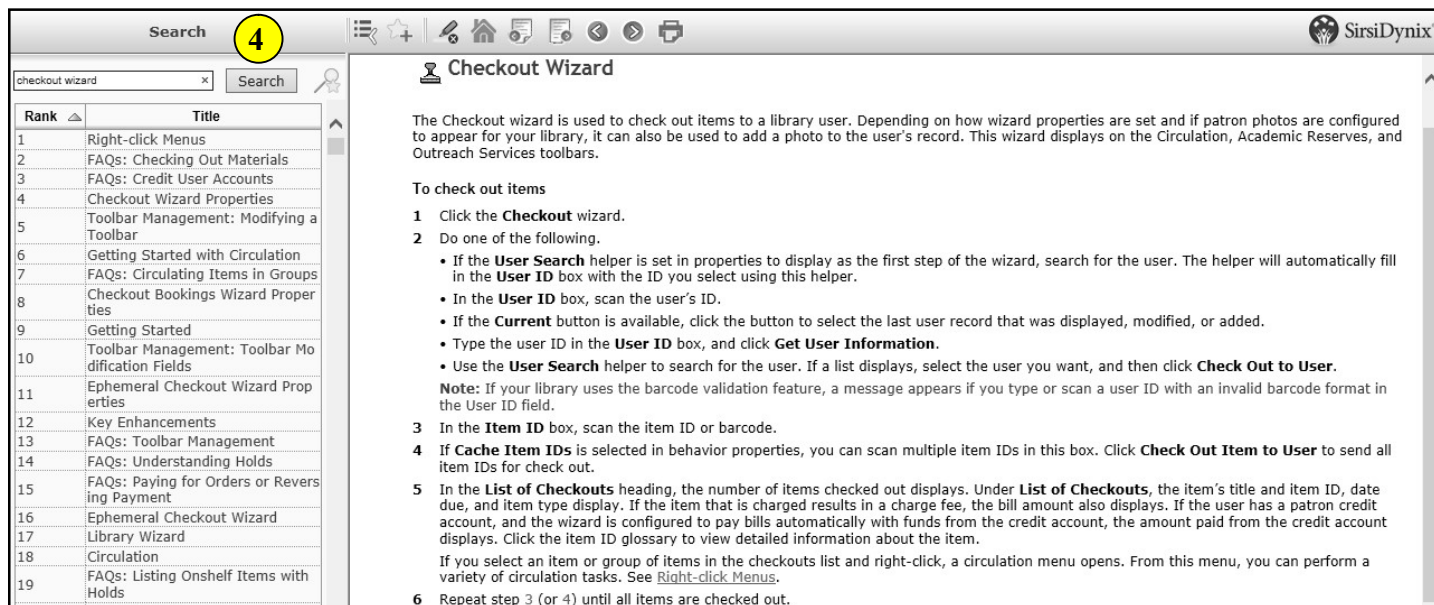
- a. About the Module
- b. Module Toolbar – Wizards
- c. Wizard Properties
- d. Working with the Module
- e. Wizard Tabs
- f. Wizard Fields
- g. FAQs



3. Index – Locate help topic title, subject or keyword.
Topics are organized alphabetically.



4. Search – Locate search questions, phrases, or keywords.
Java Help full-text search uses natural language technology.



5. **Select** Desktop/Setup/Default help topic to set a specific default topic for online Help (such as Circulation).

