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Overview

This part is about finding information about a program using embedded help.

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3. Embedded Help What is help?

Explanations of what an icon is as well as directions for using it to give commands to the computer are built into the Windows operating system and application programs. These explanations and directions are called help.

There are two kinds of help: embedded help and HTML help.

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3. Embedded Help **Embedded help: tool tip**

Embedded help is help that is available on the screen while you are in a program. One kind of embedded help is called a tool tip.

If you point to an item on the Windows desktop, a box will appear that explains the item.



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3. Embedded Help Embedded help: What's This?

Another kind of embedded help is called What's This?

If you open the Help menu on the menu bar, you may see What's This? as a menu option.



When you click this option, your pointer will change to a Help Select pointer that looks like this:



If you point to an item on the screen with the Help Select pointer and click the mouse, you will get a brief explanation of what the item is. Here is an example:

Scroll bar

The shaded bars along the right side and bottom of a document window. To scroll to another part of the document, drag the box or click the arrows in the scroll bar.

END