About the online help

The online help covers all features. You can access the online help in two ways:

- **From the Help menu in any WinFax program**

－ The Help Topics dialog is the main entry into the online help, and it contains links to both feature overviews and instructions on how to use WinFax and its related programs. You can display the Help Topics dialog by clicking Help Topics on the Help menu.

The Help Topics dialog is similar to the WinFax User's Guide－complete with a table of contents, an index, and a full-text search engine.

To return to the Help Topics dialog now, click the Help Topics button at the top of this window. For more information about using the Contents, Index, or Find tabs, press F1 now.

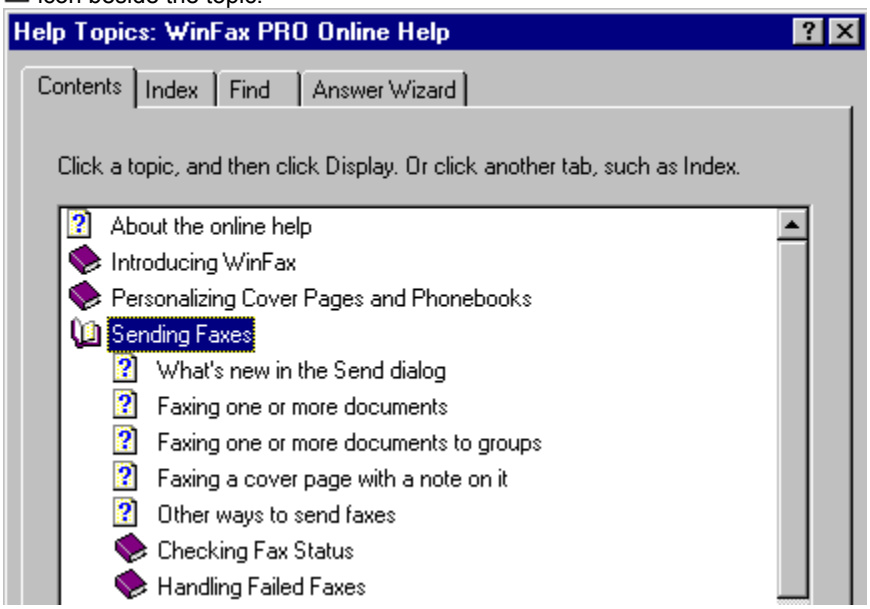
- **In most WinFax dialogs**

－ Many WinFax dialogs contain a What's This? help button in the upper right corner or a What's This pointer on the toolbar that you can use to display information about on-screen components such as individual fields in dialogs and menu commands.

Contents tab

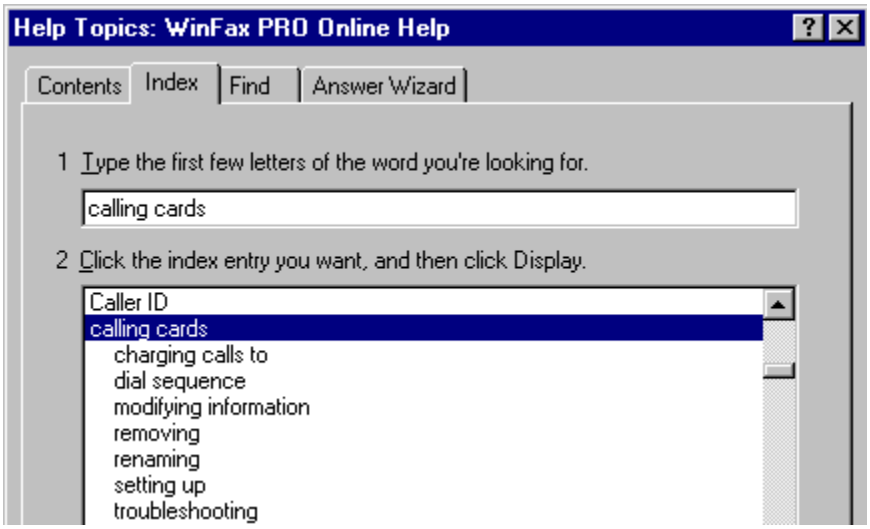
The Contents tab on the Help Topics dialog (shown below) displays a hierarchical representation of the information in the online help. To view the information in a chapter, double click the icon. To display the information in an individual topic, click the

icon beside the topic.



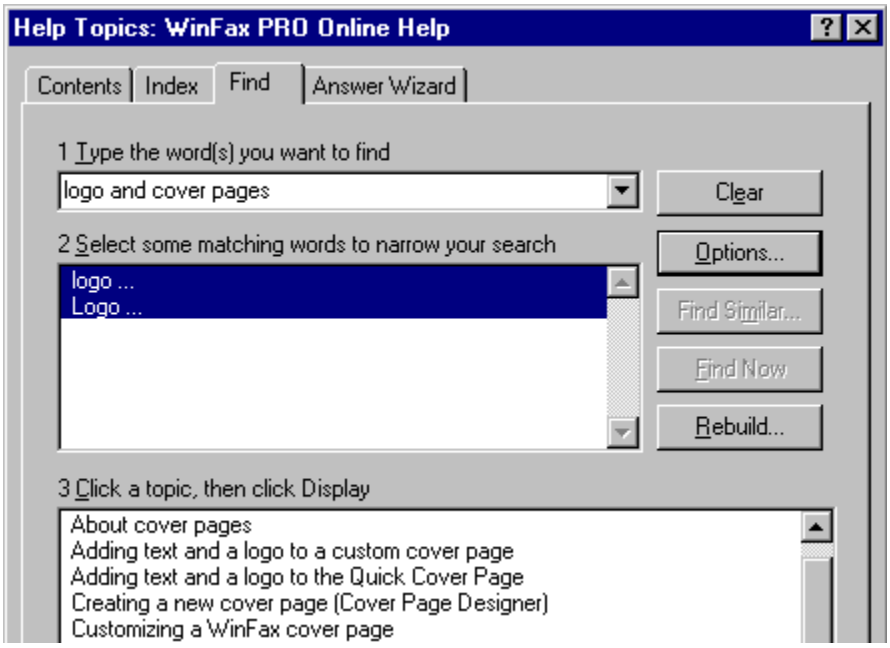
Index tab

The Index tab on the Help Topics dialog (shown below) displays an alphabetical list of all subjects covered in the online help. To look up information in the index, type the word or phrase in the field at the top of the Index tab. The index scrolls ahead and displays all entries matching the text you entered.



Find tab

The Find tab on the Help Topics dialog (shown below) allows you to search the online help for specific words or combinations of words (for example, “logo” and “cover pages”). To search for text, type the text in the field at the top of the Find tab and click Find.



What’s This Help button

What’s This Help pointer