

The Help Facility

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Help Facility Overview

Each Menu/Screen in the BOOMS system is accompanied by one or more “context-sensitive” Help screens. These screens contain descriptive information about the screen that is currently being displayed and, in many cases, general information about the system and/or tips on effectively using the system. The information contained on Help screens is generally contained in this Guide.

The Help Facility can also be viewed as a tutorial. Once the Facility is entered, Help for the various aspects of the system are available for viewing. This “structured” approach to “Help”, used in conjunction with the Users Guide, allows the new user to quickly become an experienced user and gives the experienced user on-line assistance that allows him/her to avoid time-consuming reference to the Users Guide.

The Help Facility is selected from any Menu/Screen by pressing the Help Function Key (F1). Selecting this Option results in:

- The saving of the current screen so it can be re-displayed after Help processing
- Replacing of the current screen with a Help screen.

Help Paging

There may be more than 1 Help screen associated with the Current Menu/Window. Whether there is or not can be determined by the STATUS Message in the upper right-hand corner of the screen, as follows:

- **(1st in Group)** indicates that there is at least one additional related Help screen after this one.
- **(1st/Last in Group)** indicates that this is the only Help screen related to the current process.
- **“blank”** (No message) indicates that there is related Help information both before and after this one.
- **(Last in Group)** indicates that there is at least one related Help screen prior to this one, but none after this one.

The following “keys” are used to display additional help screens:

- **PgUp** - If the current Help screen does not indicate “(1st in Group)” or “(1st/Last in Group)” pressing “PgUp” (on numeric keypad) results in the display of the prior Help screen in a related group.
- **PgDn** - If the current Help screen does not indicate “(Last in Group)” or “(1st/Last in Group)” pressing “PgDn” (on numeric keypad) results in the display of the next Help screen in a related group. If the current Help screen is the last in a related group, pressing “PgDn” results in the display of the 1st Help screen in the next group.
- **Home** - If the current Help screen does not indicate “(1st in Group)” or “(1st/Last in Group)” pressing “Home” (on numeric keypad) results in the display of the 1st screen of the current group. If the 1st screen of the group is currently being displayed, pressing “Home” results in the display of the 1st screen of the prior group.
- **Esc** - Return to the Menu/Screen that was being displayed prior to the request for Help.
- **F9** - Same as “ESC”