

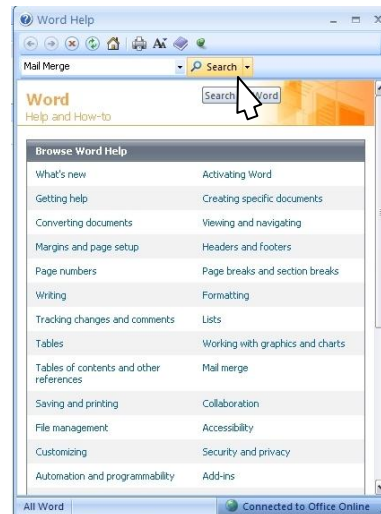


Office 2007 Online Help System

One of the least talked about features of Office 2007 is the improved Online Help System

To use the Help System:

- Start by clicking on the help icon in the Office 2007 toolbar, this opens the Help search
- You can type in the function you are looking for and then click **Search**
- Or you can **Browse Word Help** by category. Browsing is often helpful if you do not know the name of the function you are looking for



- In this case I searched for Mail Merge, the search returned Training documents, Videos, and items related to a Mail Merge

