

WINDOWS HELP AND SUPPORT

If you do not know how to perform a task in Windows, you can use the Help feature to find information about the task. Here's how:

1. Click start to display the Start menu.
2. Click Help and Support.

The Help and Support window appears. Common help topics, ways that you can ask for assistance and the tasks for which you can receive help are displayed.

3. To search for specific help information type a word or phrase that describes the topic of interest into the SEARCH box.
4. Press the Enter key to start the search.

Help topics that match the information you entered are displayed.

Example: Type into the search box `spoolsv.exe` and press ENTER or click the search icon. It will tell you what `spoolsv.exe` does.

5. Click the help topic of interest.

The help topic you selected is displayed. Windows highlights each occurrence of the word or phrase you searched for.

6. When you finish reviewing help information, close the Help and Support Center window.

This tip applies to Windows XP, Vista and Win 7 as well.

Note: Most Windows Help and Support Index also has a Tutorial which will give you a tour of the OS you're using

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