About

The **Quick & Easy** course titled ***Learn Internet Explorer Quick & Easy*** was developed by Paragon Consultants, Inc.

Credits:

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Back Button
Clicking this button takes you to the beginning of the previous subtopic.

Contents for   Help on Learn Internet Explorer *Quick & Easy*

Learn Internet Explorer Quick & Easy provides the best and fastest way to learn Internet Explorer.
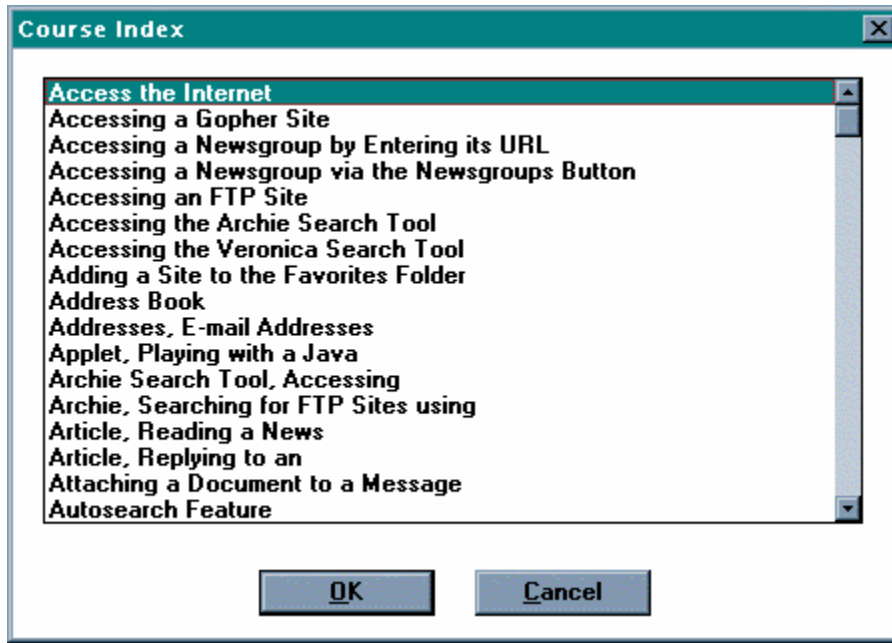
The following are the topics covered in ***Learn Internet Explorer Quick & Easy*** Help:

Course Index

The Course Index allows you to go directly to the place in the course that discusses a specific topic.

Below is the dialog box that is displayed when you click the Index Button on the Main Menu. Click any component of this dialog box to see what its purpose is.

```
Course Index                                                    [X]

  Access the Internet                                          [▲]
  Accessing a Gopher Site                                      [ ]
  Accessing a Newsgroup by Entering its URL                    [ ]
  Accessing a Newsgroup via the Newsgroups Button              [ ]
  Accessing an FTP Site                                        [ ]
  Accessing the Archie Search Tool                             [ ]
  Accessing the Veronica Search Tool                           [ ]
  Adding a Site to the Favorites Folder                        [ ]
  Address Book                                                 [ ]
  Addresses, E-mail Addresses                                  [ ]
  Applet, Playing with a Java                                  [ ]
  Archie Search Tool, Accessing                               [ ]
  Archie, Searching for FTP Sites using                        [ ]
  Article, Reading a News                                      [ ]
  Article, Replying to an                                      [ ]
  Attaching a Document to a Message                            [ ]
  Autosearch Feature                                          [▼]

              [    OK    ]        [   Cancel   ]
```

Course Index Cancel Button
Clicking this button returns you to the Main Menu.

Course Index OK Button
Clicking this button jumps to the highlighted topic.

Course Index Scroll Bar
Use this Scroll bar to display other topics in the list.

Course Index Title Bar
The Title Bar identifies this window as the Course Index.

Help Button
Clicking this button invokes the Help File.

Individual Software Group

This is what your Individual Software Group might look like:

Lesson Review

The Lesson Review appears near the end of all ***Learn Internet Explorer Quick & Easy*** lessons. It quickly reviews the important material covered within the lesson.

During the review, you will not be prompted to perform any tasks. Simply click the mouse to view the next screen in the Review.

Lesson Topics
This section lists all the topics covered in this lesson. The initially highlighted topic is the one you were in when you clicked the Topics Button.You can go directly to any listed topic by either double-clicking the topic, or clicking the topic and then clicking the OK Button.

The Lesson Topics Menu

Clicking the Topics button on the Status Bar brings up the Lesson Topics Menu. The following is a sample Lesson Topics Menu. Click any part of the menu to learn what it does, or what its purpose is.
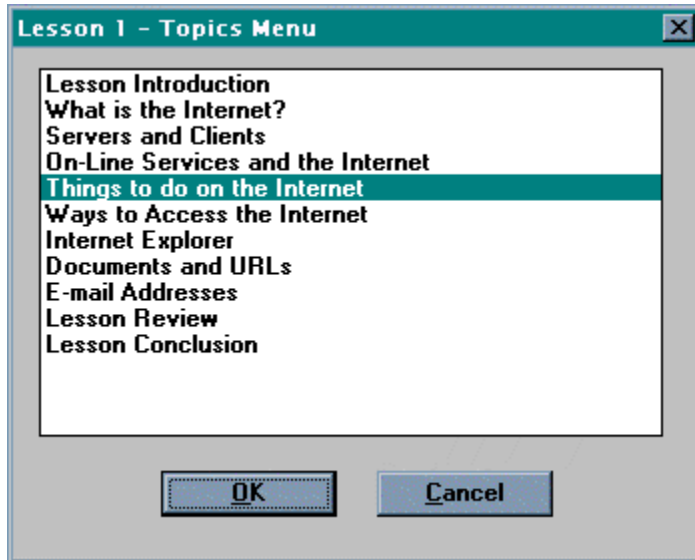
Lesson Topics Menu Cancel Button
Clicking this button returns you to the lesson, at the place you were when you clicked the Topics Button.

Lesson Topics Menu OK Button
Clicking this button takes you to the beginning of the highlighted topic.

Lesson Topics Menu Title Bar
This Title Bar indicates that this is the Lesson Topics Menu.

Main Button
Clicking this button exits the current lesson and displays the Main Menu.

Main Menu

To choose a lesson from the Main Menu, click the desired lesson's title. You can click a lesson at any time; you don't have to wait for the audio to finish before clicking.

In addition, you can click any of the buttons on the lower right part of the Main Menu. Here are these buttons:

Click any of these buttons to see what its purpose is.

Main Menu Exit Button
Clicking this button allows you to exit *Learn Internet Explorer Quick & Easy*
.

Main Menu Help Button
Clicking this button gives you help on how to use the Course.

Navigating within a Lesson

Often during a lesson, you will see and hear video, or hear audio, and the lesson will initially run by itself. All you need to do is watch the screen and listen to the audio. The ***Learn Internet Explorer Quick & Easy*** Status Bar, which is located at the bottom of the screen, will look like this.

Notice that there are eight buttons, and the area to the right of the buttons is blank. Click any of the buttons to see what its purpose is.

Eventually, the lesson will ask you for input, either via the keyboard or mouse, and the lesson will stop and wait for your input. When this happens, the Status Bar will tell you what you are supposed to do. For example, the Status Bar might look like this:

 Notice that the area to the right of the buttons contains instructions on what you are supposed to do. After you perform the task, in this case click the Start button, the lesson will continue and the Status Bar will return to its previous state, which is displayed above. If you desire, you can click any part ot the Status Bar to see what it does, or what its purpose is.

Next Button
Clicking this button takes you to the beginning of the next subtopic.

Parts of a Lesson

A typical **_Learn Internet Explorer Quick & Easy_** lesson consists of the following components:

<u>Simulations</u>

<u>Lesson Review</u>

Pause Button
Clicking this button suspends the execution of the lesson. The Pause Button changes to a Resume Button. Clicking the Resume Button causes the lesson to continue. This button is useful to temporarily suspend a lesson, for example to answer your phone.

Performance Issues

Learn Internet Explorer Quick & Easy employs multimedia techniques, such as audio, full motion video, and animation. These techniques place significantly more load on your computer system. Thus, you need a more powerful system to run multimedia applications than you do to run most other types of applications.

In general, to run ***Learn Internet Explorer Quick & Easy*** most effectively, we recommend that you use a system containing a 486DX66 or faster CPU, at least 8MB of RAM, at least 10 MB free disk space, a double-speed or better CDROM drive, and an 8 bit or better audio card.

***Learn Internet Explorer Quick & Easy* Audio**

Learn Internet Explorer Quick & Easy uses standard Windows audio. This means that you must have an audio board installed, and the correct Windows audio drivers installed on your system. If you have speakers connected to your audio board, and you hear "TA-DA" when you first run Windows, then your audio board is properly installed.

***Learn Internet Explorer Quick & Easy* Motion Video**

Learn Internet Explorer Quick & Easy employs video clips throughout the CD. To get the full benefits from these video clips, your system's video must be configured to support at least 256 colors, and you must have Video for Windows version 1.1 or greater installed. This means you need a Super VGA video card and a Super VGA monitor. In addition, you must have the correct video drivers installed, and your system must be running in a video mode that supports at least 256 colors.

If you are running Windows 95 or Windows NT, then you don't have to worry about Video for Windows - it comes with the system. If you are running Windows 3.1, then you need to install Video for Windows 1.1.

This CD contains the runtime version of Video for Windows 1.1. If you don't already have Video for Windows version 1.1 or greater installed, you should have let us install it when you installed this CD.   If you did not, re-install this CD and let us install Video for Windows for you!

There is a wide range of video cards and monitors in the marketplace. Standard VGA supports a maximum of 640X480 resolution using 16 colors. Other video systems can support as high as 1024X768 resolution using 16 million colors.   You can also use different resolutions. Popular choices are:

    640X480 16 colors (Standard VGA)
    640X480 256 colors
    800X600 256 colors
    640X480 64,000 colors
    800X600 64,000 colors
    640X480 16 million colors
    800X600 16 million colors
    1024X768 256 colors

Video cards that contain 1M RAM typically support the first four modes.   Video cards with more RAM can support the other modes as well.

So, which mode should you choose?   This depends on your video card and monitor.

If you have a card and/or monitor that supports VGA only, then choose 640X480X16 colors.   Our courses will be able to effectively teach you, but the videos, and a lot of the graphics won't look very good!

If you have a 512K or 1M RAM video card, choose 640X480X256 colors.   If you have a 1M card and a

fast computer, such as a 486DX66, you may want to try 640X480X64,000 colors.   The video clips will look better in this mode. However, on some systems they may appear jerky, and the audio may not be quite in sync with the video.

If you have a 2M or better video card, choose 640X480X64,000 colors.   This course will run in higher screen resolutions, but it looks best at this video mode.

To change video modes in Windows 95, open the Display icon in the Control Panel. You can access the Control Panel from the My Computer icon. To change video modes in Windows 3.1 or Windows NT, use the Windows Setup program, which is located in your Windows Main Group.   Consult your video card manual to install the correct video drivers on your system.

There may be a few systems where the video just won't work. If this happens to you, you can replace all the video with audio only. The course will be just as effective in teaching you, but not just as "flashy". To replace the video with audio only:

1. Use a text editor to open the file **default.qd**, which is located in the directory where you installed this course.
2. Change the line that contains **_video 1** to read: **_video 0**.

Program Manager Group

The following is what your Program Manager Group window might look like. Notice that the Individual Software Group Icon is in the lower right corner of the Program Manager Group window.
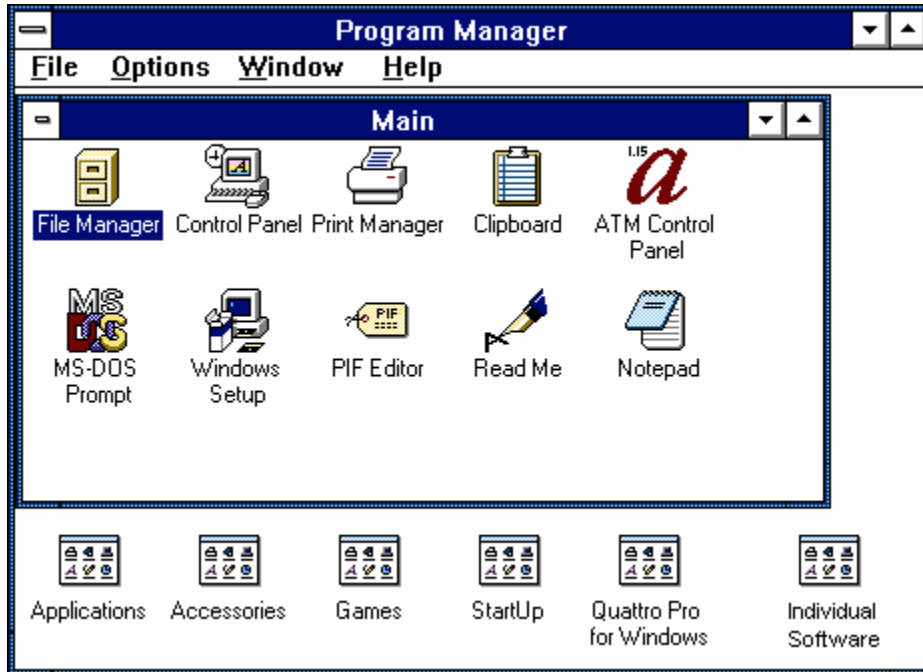
Repeat Button
Clicking this button takes you to the beginning of the current subtopic.

Simulations

Most ***Learn Internet Explorer Quick & Easy*** lessons consist primarily of simulations of sessions with Internet Explorer.

You interact with a simulation of Internet Explorer in almost the same way that you interact with the "real" Internet Explorer. The main difference is that, during the simulation, we make sure that you don't go wrong. We monitor your keystrokes and mouse clicks, and let you know when you do the wrong thing.

Start the *Learn Internet Explorer Quick & Easy* program

The procedure for starting *Learn Internet Explorer Quick & Easy* is different for Windows 95 users than it is for Windows 3.1 and Windows NT users. The following is the prodcedure for Windows 95 users:

The first step is to click the **Start** button, which is located on the lower left portion of your screen. A menu should appear. Next, click the **Programs** entry in the menu. The lower left part of your screen should now look something like this:
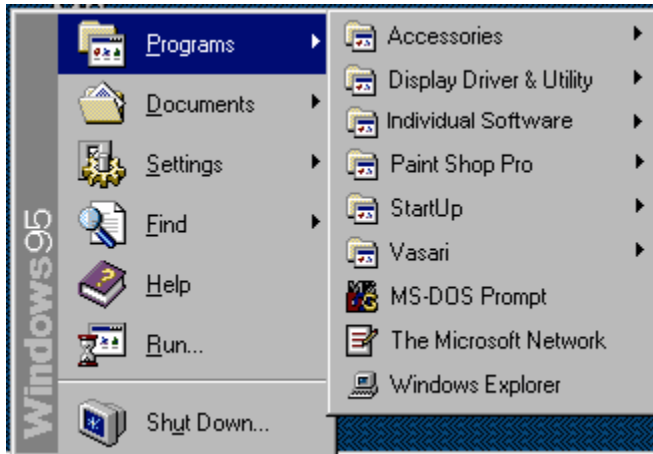
Next, click the Individual Software Program Group. Then, click the *Learn Internet Explorer Quick & Easy* entry. The *Learn Internet Explorer Quick & Easy* Main Menu should now appear.

Here is the procedure for starting *Learn Internet Explorer Quick & Easy* for Windows 3.1 and Windows NT users:

The first step required to take a lesson is to open the Individual Software group. This is done by double-clicking the Individual Software group icon, which is found in the Program Manager Group Window.

Click here to see what your Program Manager might look like.
The next step is to execute *Learn Internet Explorer Quick & Easy* by double-clicking its course icon in the Individual Software group.

Click here to see what the Individual Software Group might look like.

The *Learn Internet Explorer Quick & Easy* Main Menu should now appear.

Choosing a Lesson

The procedure for choosing a lesson is described in detail in the lesson titled **How to Use This Course**. Here is a brief description of the procedure:

The following are the steps that are required to choose a **Learn Internet Explorer Quick & Easy** lesson:

Start the **Learn Internet Explorer Quick & Easy** program.

Choose the desired lesson from the Main Menu.

Help Button
Clicking this button gives you help on how to navigate within a lesson.

Status Bar Instruction Area
This area displays instructions for actions that you are now supposed to take, such as entering characters from the keyboard, or clicking an object on the screen with your mouse. If this area is blank, then there is no action for you to perform at this time.

Tips on taking the *Learn Internet Explorer Quick & Easy* Course

Take lessons in order when using the course for the first time.

The best way to learn how to use ***Learn Internet Explorer Quick & Easy*** is to take the lesson titled ***How To Use This Course.***

Use the <u>Course Index</u> to go to a specific topic anywhere within the course.

If you don't understand what the lesson has just covered, click the Repeat Button on the Status bar to repeat the current subtopic. If you want to go back to the previous subtopic, click the Back Button. If you want to skip the current subtopic and immediately go to the next subtopic, click the Next Button.
Use the <u>Topics Button</u> to go to a specific topic anywhere within the current lesson.

When taking a lesson, if the currently displayed <u>Status Bar Instruction Area</u> contains instructions, then perform the requested instructions. Completing the requested instructions properly causes the lesson to continue. If there are no instructions within the Status Bar Instruction Area, then just watch the screen and listen to the audio, until the next time you are instructed to enter input.

Topic List
This area contains a list of all the topics that you can access. You can use the Scroll Bar to display the other topics in the list. To jump to a particular topic, you can either highlight the desired topic by clicking it, and then clicking the OK Button, or you can double-click the desired topic.

The Volume Control Button

Clicking this button allows you to raise or lower the volume of the audio. A volume control slider appears when you click this button. To raise the volume, drag the slider up. To lower the volume, drag the slider down.