Playing a Show Me Movie

Show Me movies describe what you can do with 1-2-3 and explain how to do it. Conceptual movies introduce and discuss 1-2-3 features. Procedural movies give step-by-step instructions for performing tasks.

These movies are part of the 1-2-3 for Windows Help system. You can access movies from Help topics that contain movie icons. You can also access a movie by selecting the Movie icon from the SmartIcon bar or by choosing Help from the 1-2-3 for Windows main menu and then choosing Movie Guide. If you are already in Help, select Movie Guide from 1-2-3 for Windows Contents.

You can control a movie while it's playing. You can turn sound off and captions on. You can stop a movie at any point and replay all or part of it. And you can stop a movie, go to a 1-2-3 worksheet, graph, or other window to perform a task, and then return to the movie.

Selecting a Movie

To play a Show Me movie, select the movie from a Help topic that contains the movie icon or select the movie from the Movie Guide. You can select the movie icon or the movie title.

When you select the movie, the Show Me Player opens and begins playing the movie.

Viewing a Movie

You can skip to another part of a movie, replay a section as many times as you like, and view captions instead of listening to the narration.

To go to another part of the movie, click Go To in the Player control panel and, from the list of movie sections, select a section to play. Or use the Slider, Skip, and other Player controls to move around the movie, turn sound off and captions on, and close the movie.

You can also use HOME, END, and other keyboard keys to move around in a movie.

Stopping a Movie to Work in a 1-2-3 Window

When you want to stop playing a movie and work in a worksheet, graph, or other 1-2-3 window select the Toggle, which is displayed on the screen near the Player, or press T on the keyboard. To return to the movie, select the Toggle again.

See also:

Show Me Player Controls
Show Me Player Keys
Toggling Between a Movie and a 1-2-3 Window

Toggling Between a Movie and a 1-2-3 Window

You can stop playing a Show Me movie to do some work in a 1-2-3 window, and then continue playing the movie, in one of two ways:

*   Click the Toggle or press T to go to the active 1-2-3 window; click the Toggle again to return to the movie.

*   Click the 1-2-3 window you want to work in; click the Player to return to the movie.

You can also stop playing a movie and go to another Windows application by clicking the application window. To return to the movie, click the Player.

Controlling the Toggle

By default, the Toggle is active when you play a movie. To deactivate the Toggle, choose Hide Toggle in the Player Control menu.

To reactivate the Toggle, choose Show Toggle.

See also:

Show Me Player Controls

The following controls are available in the Show Me Player.

Slider
　　The slider indicates the current position in a movie. You can use the slider to move to another point in the movie while the movie is playing or paused.

　　To move to another point in the movie, click the slider or drag the slider thumb.

Play/Pause
　　Click Play/Pause to play or stop playing a movie.

Skip
　　Click the Skip backward button to move backward to the last concept or step in a movie.

　　Click the Skip forward button to move forward to the next concept or step in a movie.

Begin/End
　　When you hold down SHIFT, Begin replaces the Skip backward button in the control panel, and End replaces the Skip forward button. Click Begin to go to the beginning of a movie; click End to go to the end of a movie.

Go To
　　Click Go To to display a list of movie sections and select a section to play.

Sound
　　Click Sound to turn sound on and off. When sound is off, captions display at the bottom of the movie.

Close
　　Click Close to close the movie and exit the Show Me Player.

See also:

Playing a Movie
Show Me Player Keys

Show Me Player Keys

You can use the following keys to play and pause a movie, turn sound on and off, move forward and backward in a movie, and close a movie.

Space bar
    Plays or pauses the movie.

T
    Toggles from the Show Me Player to the 1-2-3 window.

HOME or SHIFT+LEFT
    Moves to the beginning of a movie.

END or SHIFT+RIGHT
    Moves to the end of a movie.

LEFT
    Skips backward to the last concept or step in a movie.

RIGHT
    Skips forward to the next concept or step in a movie.

PG UP
    Moves to the beginning of the current section of a movie.

PG DN
    Moves to the next section of a movie.

G
    Displays a list of movie sections.

S
    Turns sound off and on.

UP
    When the list of movie sections is displayed, moves up through items in the list.

DOWN
    When the list of movie sections is displayed, moves down through items in the list.

ENTER
    When the list of movie sections is displayed, plays the selected section of a movie.

ESC
    Closes the Show Me Player or, when the list of movie sections is displayed, closes the list.

See also:

Playing a Movie
Show Me Player Controls