Welcome to the online Help system!

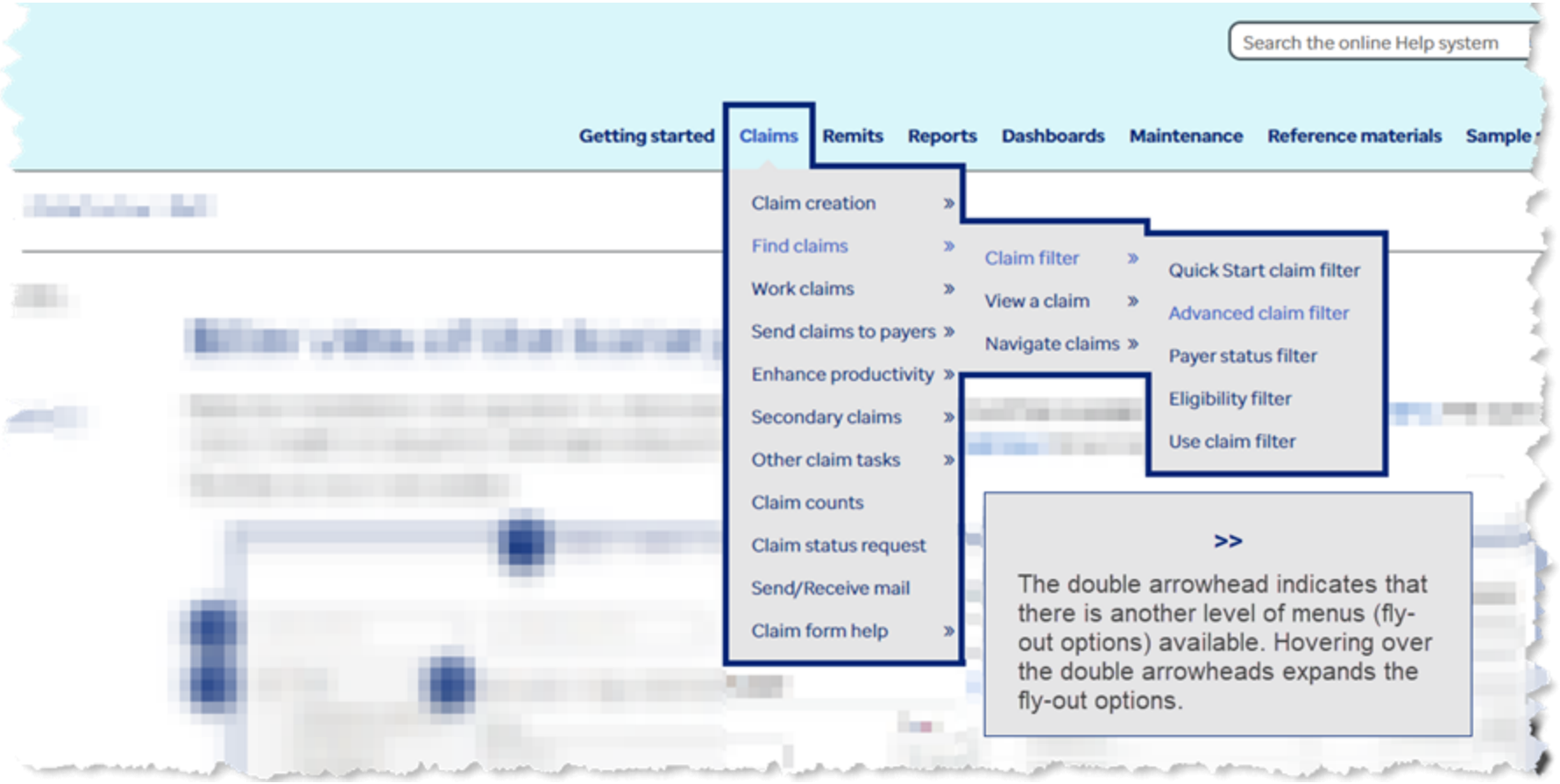
Scroll through to see how the online Help system works.

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Menu navigation

The **Help menus** are located at the top of the page. Clicking the name of a menu (e.g., Claims) expands the menu. Most menus have one level of drop-down options. Many menus have two and three levels of drop-down options.

Menus with no drop-down options go directly to a page with links to the related Help topics.

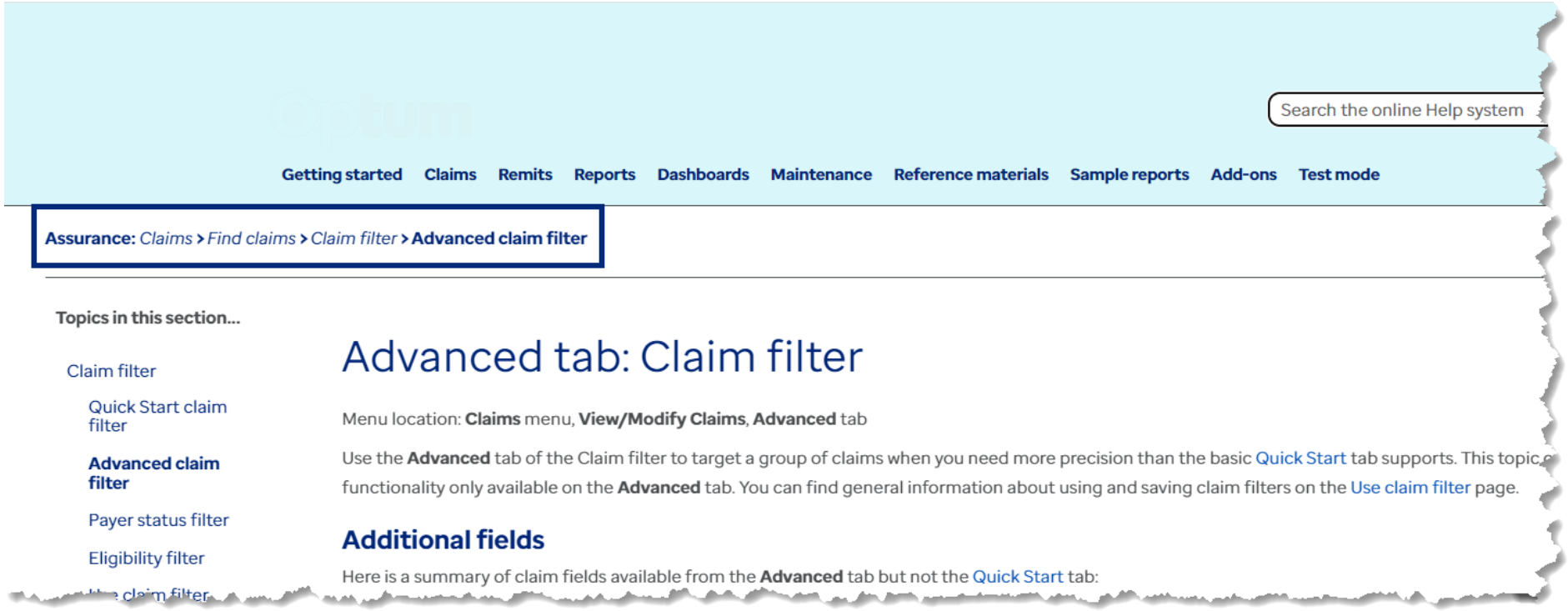


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Breadcrumb and keyboard navigation

The **breadcrumb trail** shows you where you are in the Help system and shows you how to navigate back in the hierarchy.

For example, from the *Advanced claim filter* page, clicking *Claim filter*, *Find claims*, or *Claims* will take you back to that level.

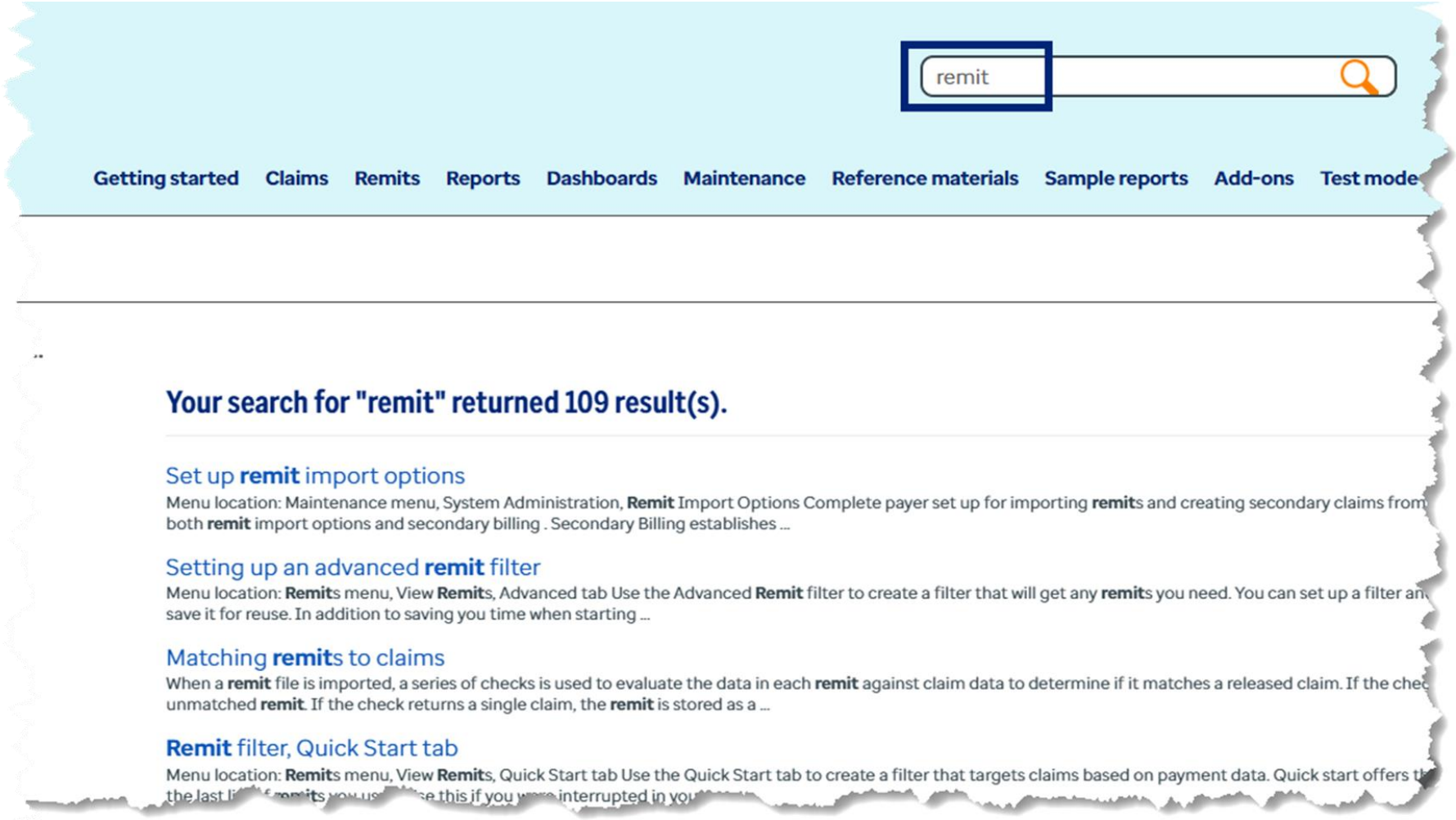


If you've been moving around in the Help system, you can use the **ALT+left arrow keyboard combination** to move to the Help page you just came from. If you've used **ALT+left arrow** to move backward through pages, you can use **ALT+right arrow** to move forward through pages.

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Search

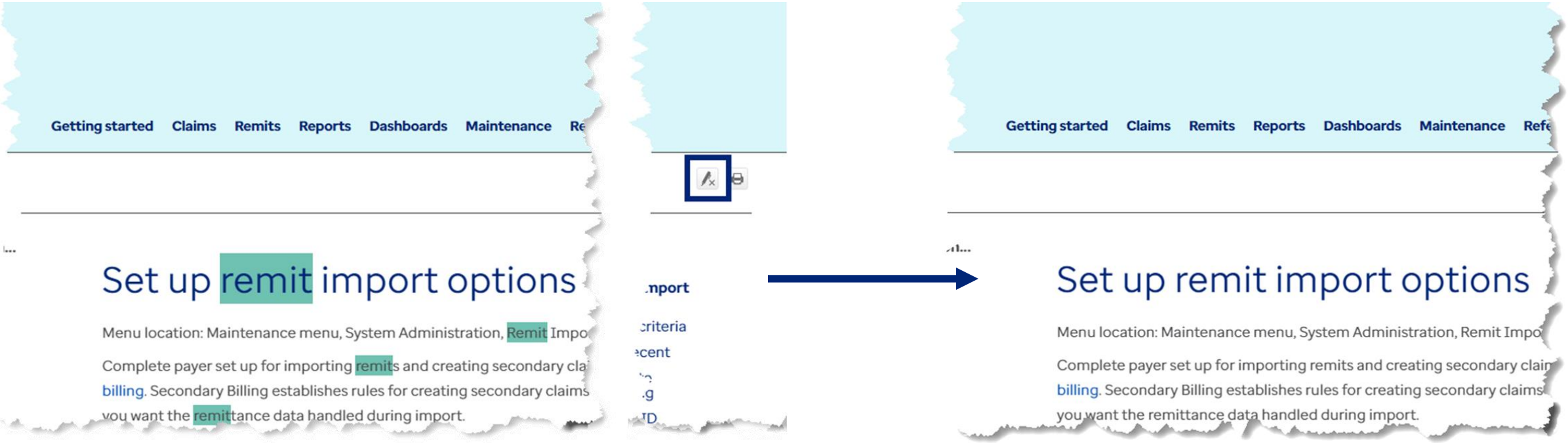
Type a word or phrase into the **Search field and click the orange magnifying glass** to look for related help topics across categories.



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Search *(continued)*

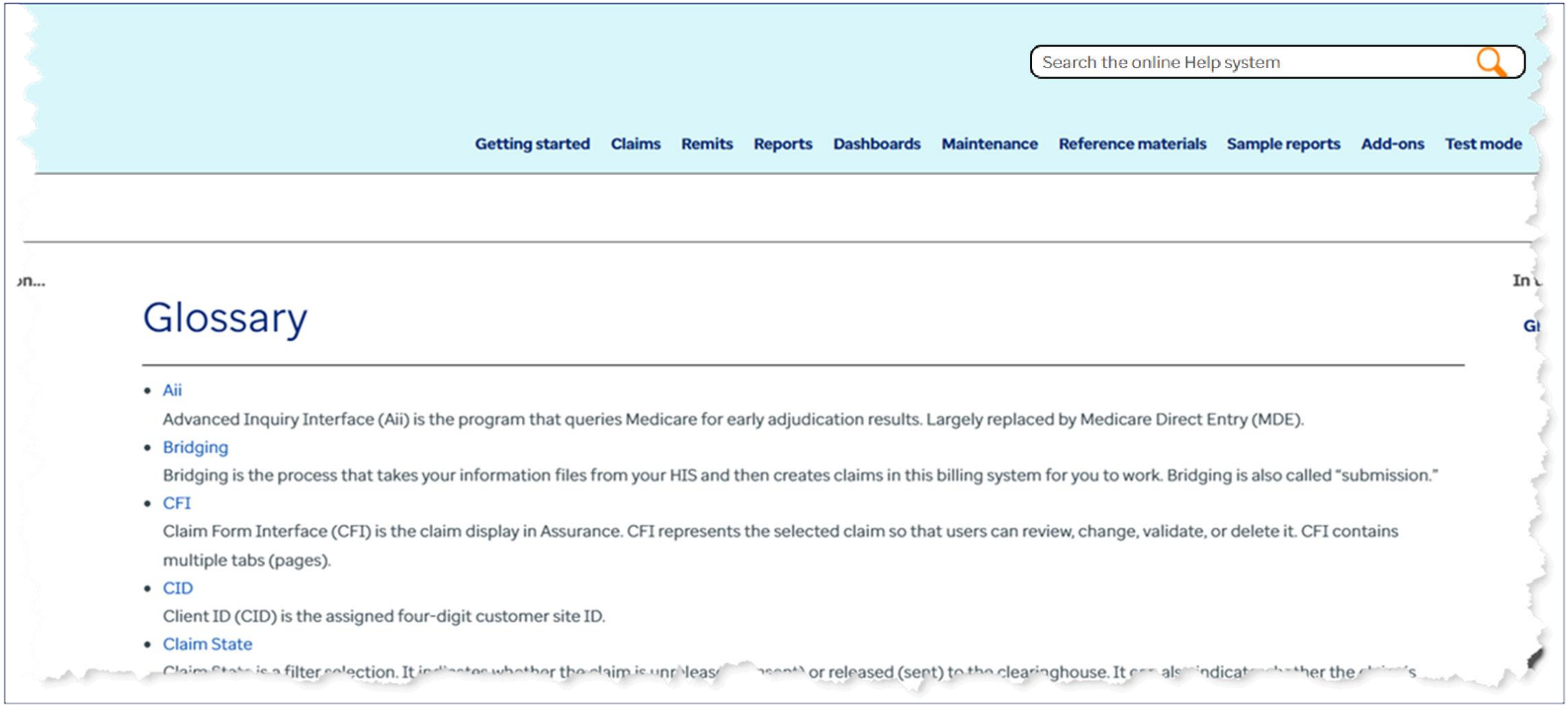
When you click a hyperlink from the search results, the search word is highlighted on the resulting page. Click the pen icon at the right to remove the highlighting.



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Glossary

Refer to the **glossary** for terms that are specific to the product.



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