

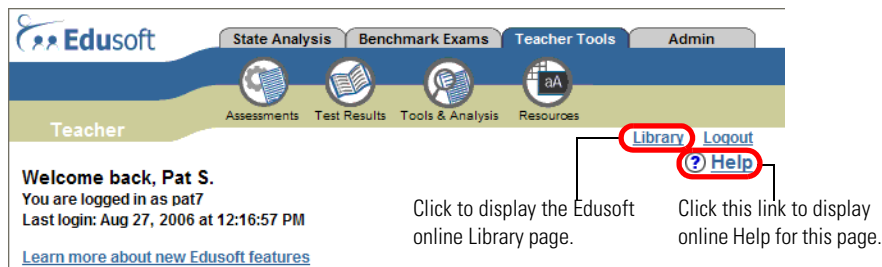
quick guide Getting Help about Edusoft

Using Edusoft online Help

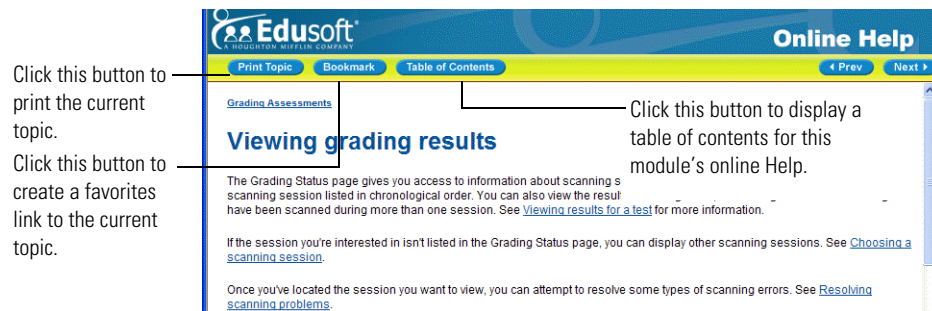
Edusoft provides several ways to get information when you need help—online, via a support form that goes directly to the Help Desk, and over the phone. The fastest way to get information is by using the online Help for each Edusoft page.

To use Edusoft online Help:

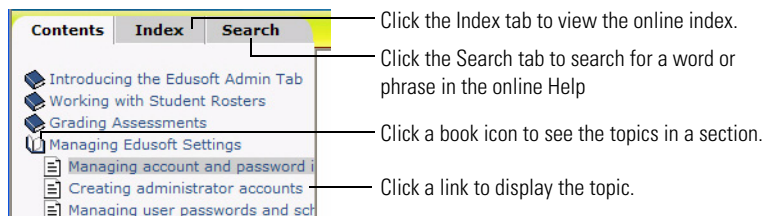
- 1 To view online Help, click the **Help** link on a page.



The online Help page opens to the topic for your current page.



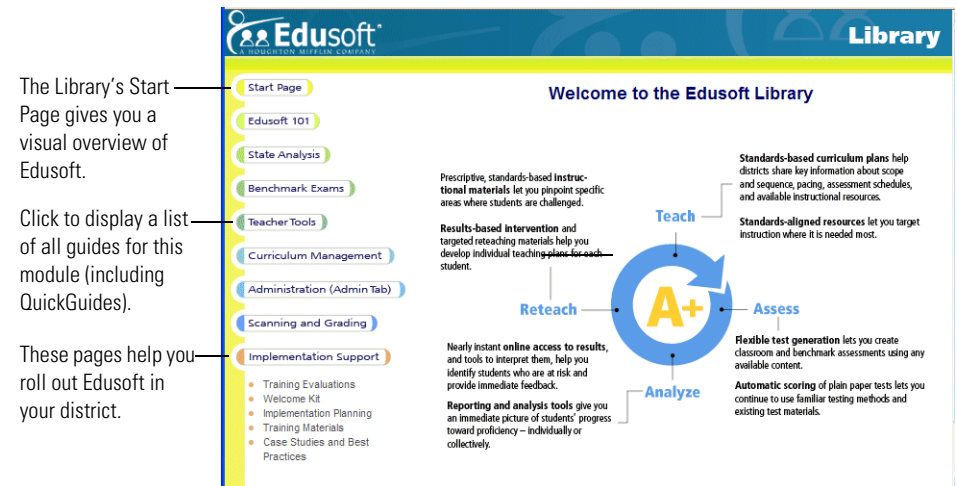
- 2 Click **Table of Contents** to display the navigation panel. Click a topic to display it.



In addition, Edusoft has an online Library that gives you links to the entire suite of Edusoft Guides and training videos.

To open the Library page:

- 1 Click the **Library** link on any page.



- 2 Click module on the left to go to its Library page, and click a link on a Library page to open an Edusoft Guide.

Contacting the Edusoft Help Desk

There may be times when the online Help and Library can't answer your question. If that's the case, you can contact your local Edusoft administrator or the Edusoft Help Desk. There are two ways to contact the Edusoft Help Desk: by using our handy contact form or by phone.

To contact the Edusoft Help Desk:

- 1 From the Edusoft Log-in page, click the **Contact Support** link.

A link to the contact form is also available at the bottom of each Help page.

- 2 Fill out the Support form with your contact information and a description of your problem, and click **Submit**.

Tip: You can also call the Edusoft Help Desk at 866.4.EDUSOFT (866.433.8763).