

# Using the Built-in Help content

 [support.visualsp.com/knowledge-base/using-the-built-in-help-content/](https://support.visualsp.com/knowledge-base/using-the-built-in-help-content/)

December 26, 2017

Applies to: **VisualSP Classic**

## Overview

The VisualSP Help System comes with a wide assortment of professional Help and training content.

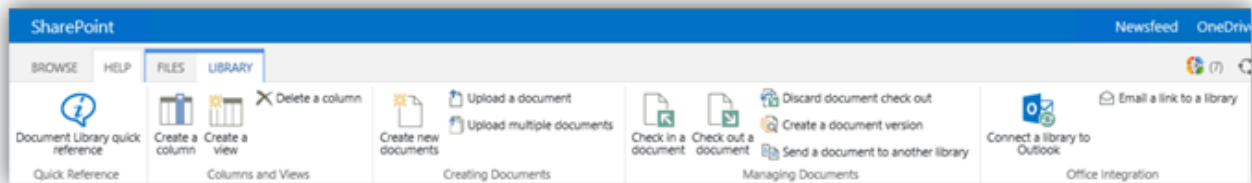
This built-in Help content is presented to end users in three ways:

1. Help tab ribbon
2. Inline help through informational icons
3. On-page via the VisualSP Web Part

## Using the Help tab

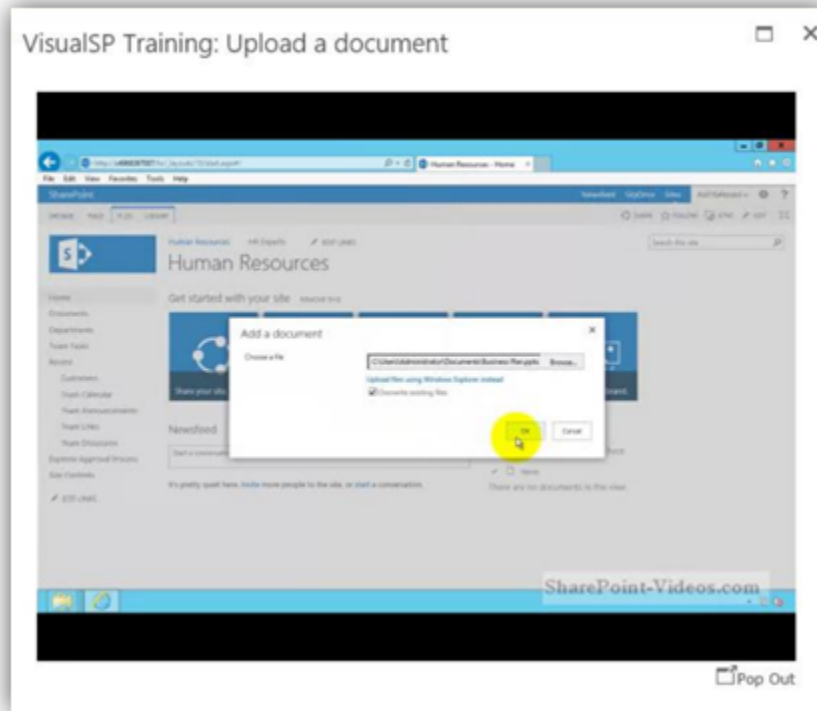
VisualSP is incorporated into the SharePoint ribbon interface through the Help tab.

Click the Help tab to expose the help items that are available for the current context in which you are working. Click on an item to view it.



**Note:** *Relevant icons make it easy to find the help you need. Related items are grouped together.*

A dialog box will open displaying the help item you selected. In some cases, a new window may open. When you are finished, close the dialog box or window to return to the page.



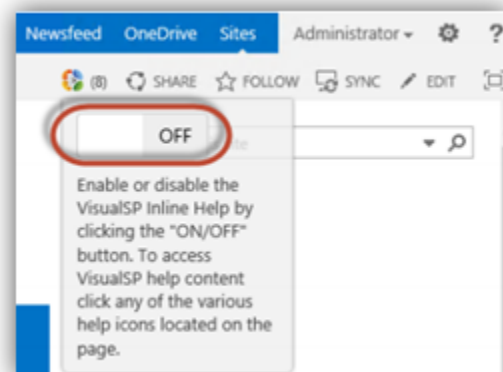
You can click on the **Pop Out** link in the lower right-hand corner to open the dialog in a new window. This is helpful if you want to make things bigger or move it to the side so you can refer back to it as you work.

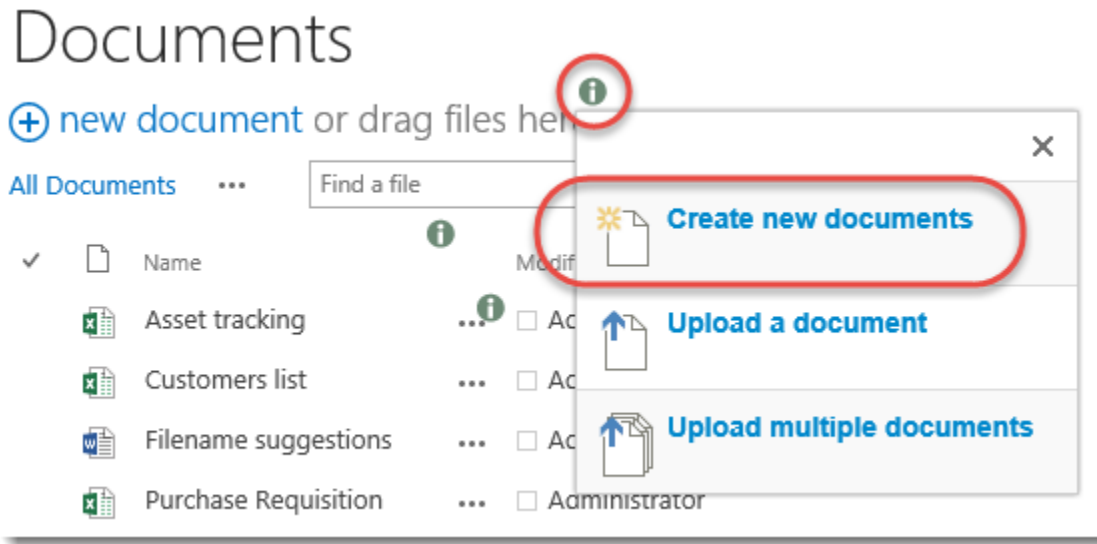
## Using Inline help

VisualSP Inline Help provides help related to various links and controls that appear on the page.

If VisualSP inline help is turned off, click on the **VisualSP icon** beside the **Share** and **Follow** buttons, then click the **On/Off** toggle button to turn it on.

Click on any of the many help icons on the page to display a menu of help items related to the section of the page the help icon is on. To view a particular help item, click its link or icon.



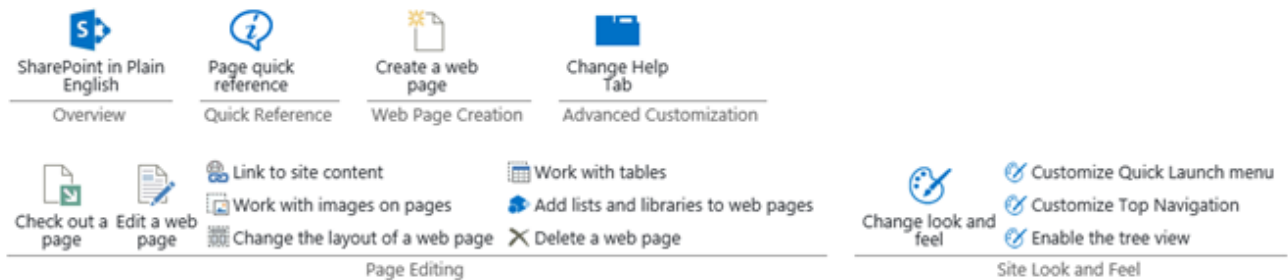


A dialog box will open displaying the help item you selected. When you are finished, close the dialog box to return to the page.

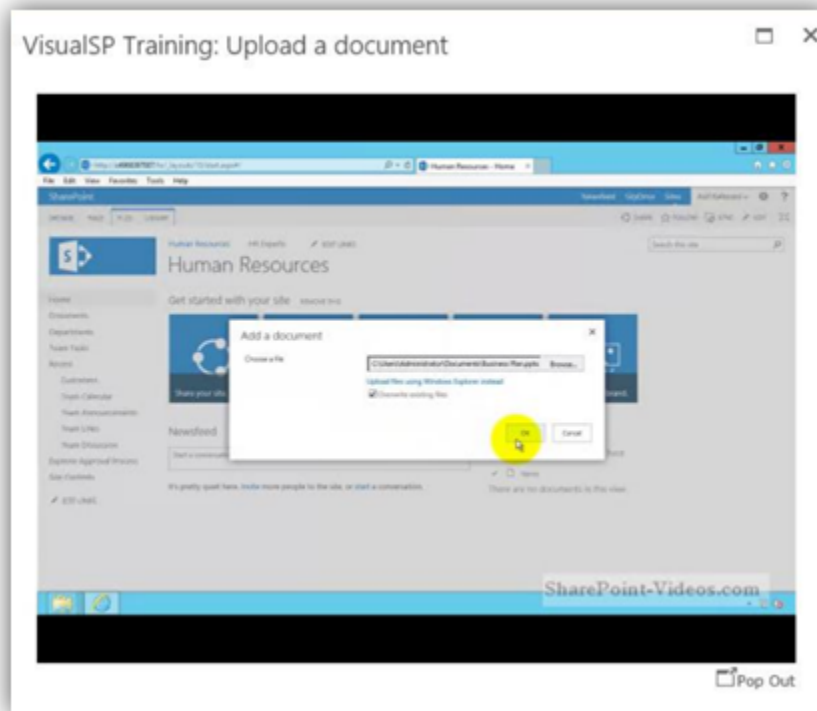
## Viewing On-Page Help Content

When help items appear on a page via the VisualSP Web Part, simply click on the item you want to view.

### VisualSP Web Part



A dialog box will open displaying the help item you selected. In some cases, a new window may open. When you are finished, close the dialog box or window to return to the page.



You can click on the **Pop Out** link in the lower right-hand corner to open the dialog in a new window. This is helpful if you want to make things bigger or move it to the side so you can refer back to it as you work.

Updated on February 9, 2018

Tagged: VisualSP Classic