Help Manuel

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Button Functions

**Add:**

**Undo Name:**

**Create Group:**

**Clear:**

Menu Tabs

**Help:**

**Open:**

**Save As:**

Demonstrations

Add Button Demonstration

Graphical user interface, text, application

Description automatically generated

**Manual Entry:** If you are manually creating a list of names without Opening a list from a file. Simply type in a name in the name text box.

Graphical user interface, application

Description automatically generated

After typing in a name into the name text box, press the add button and the name should be added into the first display box.

Graphical user interface, application

Description automatically generated

**Non-Manuel Entry:** If you have Opened a list from a file, continue with this demonstration. If you have not Opened a list from a file, follow the Open Tab demonstration located on Page #.

Once you have your list of names opened into the name text box. Simply press the add button to add your names. Your names should appear in the first display box.

Graphical user interface, application, table

Description automatically generated

Undo Name Button Demonstration

Create Group Button Demonstration

Clear Button Demonstration

Open Tab Demonstration

Save As Demonstration