**Help**

**Definitions**

**Keyboard Help:** a tool for learning what various keystrokes do. When keyboard help is active, NVDA will speak the keys you press and what they do without actually doing anything. You can toggle keyboard help with NVDA key + 1.

**Tree View:** a method of displaying data—usually files and folders or help topics—that uses a system of groups and sub-groups to organize its entries. The keystrokes for using a tree view are written below.

**Pane:** just as with a window pane in the physical world, a pane in computer terminology refers to a section of a window in a computer program. Panes are used to separate different types of information. For example, a help manual on the computer might have one pane containing all of the available help topics while a different pane contains the text of a chosen topic. You can switch between panes in various programs using the F6 key.

**Forum:** an online community of individuals where they discuss a specific topic or set of topics. While internet forums can cover an infinite variety of subjects, they are presented here as a useful means of obtaining assistance with various computer-related questions. In fact, many computer-related answers found on forums have arisen as a result of other users having asked those same questions previously.

**Knowledge Base:** a database of information about a given subject. Like forums, knowledge bases may contain user-edited content. Unlike forums, however, most knowledge bases do not generate their content as a result of user-submitted questions.

**Keystrokes**

Move up one item in a tree view: up arrow

Move down one item in a tree view: down arrow

Open a sub-menu in a tree view: right arrow

Close a sub-menu in a tree view: left arrow

Switch panes in a program: F6

Toggle Keyboard Help: NVDA key + 1

Start NVDA: Control + Alt + N

Turn off NVDA: NVDA + Q

To get to NVDA menu: NVDA + N

Toggle between focus and browse modes: NVDA + spacebar

Escape focus mode: escape

Reads current focused item: NVDA + Tab

Reads foreground window like dialogs: NVDA + B