

# MAPnet User Guide

## Navigating MAPnet

## Table of Contents Side Panel

The many functions of MAPnet are listed and accessed from the Table of Contents side panel. **Select** the desired function from the side panel to navigate through the system.

As you navigate through the system and reach different pages, different options may appear on the side panel. A “Logoff” option is available on every screen that will log the user off of the system and return to the MAPnet logon screen.

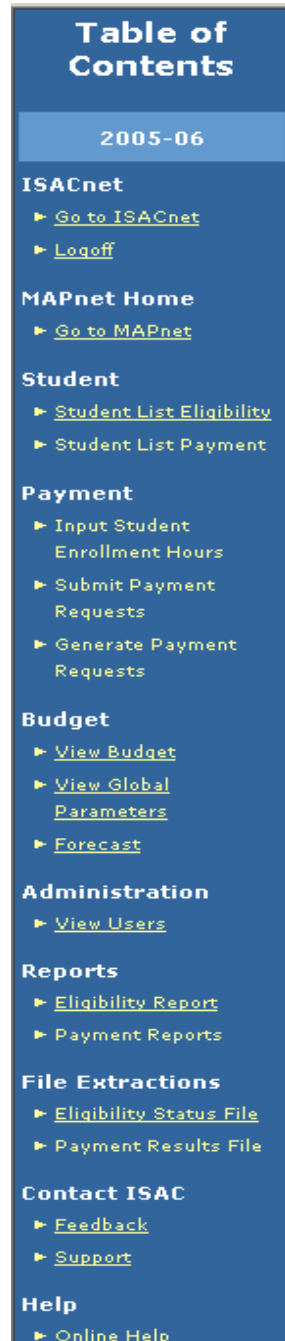


Table of Contents	
2005-06	
<b>ISACnet</b>	
▶ <a href="#">Go to ISACnet</a>	
▶ <a href="#">Logoff</a>	
<b>MAPnet Home</b>	
▶ <a href="#">Go to MAPnet</a>	
<b>Student</b>	
▶ <a href="#">Student List Eligibility</a>	
▶ Student List Payment	
<b>Payment</b>	
▶ Input Student Enrollment Hours	
▶ Submit Payment Requests	
▶ Generate Payment Requests	
<b>Budget</b>	
▶ <a href="#">View Budget</a>	
▶ <a href="#">View Global Parameters</a>	
▶ <a href="#">Forecast</a>	
<b>Administration</b>	
▶ <a href="#">View Users</a>	
<b>Reports</b>	
▶ <a href="#">Eligibility Report</a>	
▶ Payment Reports	
<b>File Extractions</b>	
▶ <a href="#">Eligibility Status File</a>	
▶ Payment Results File	
<b>Contact ISAC</b>	
▶ <a href="#">Feedback</a>	
▶ <a href="#">Support</a>	
<b>Help</b>	
▶ <a href="#">Online Help</a>	

# How To Use Help

The Online Help screen consists of two frames. The first frame will display: a Table of Contents, an Index, or Search functionality. The second frame will display the help text selected. Also within the Help screen is a search function which allows the user to search for a specific word within the help text.

## Table of Contents:

The Table of Contents displays the main topics. Click on the topic you would like to view. It will be displayed in the frame on the right.

## Index:

By typing in a keyword you can access different sections of the index without using the scroll bar. As you begin to type the list will display that portion of the index.

The screenshot shows the online help interface. At the top, there are navigation buttons for 'Contents', 'Index', 'Search', 'Print', and 'Glossary'. A search bar is located on the right side of the top navigation bar. The main content area is divided into two frames. The left frame contains a search bar with the text 'am' and a list of topics. The right frame displays the 'How To Use Help' page. A callout box highlights the search bar in the left frame, and another callout box highlights the search bar in the right frame.

**How To Use Help**

The Online Help screen consists of two frames. The first frame has three sections: a Table of Contents, an Index, and a Search functionality. The second frame will display the help text selected. Also within the Help screen is a search function which allows the user to search for a specific word within the help text.

**TABLE OF CONTENTS:**

Contents Index Search Print Glossary

The Table of Contents displays the main topics. Click on the topic you would like to view. It will be displayed in the frame on the right.

**INDEX:**

Index

Type in the keyword to find:

Enrollment Hours

Enrollment Hours

assigning  
Changes  
entered  
number

The Index allows you to search for all key words that may be contained within a topic. The example below shows that "Enrollment Hours" was entered as a keyword. Press the Enter key and four topics that contain the keyword "Enrollment Hours" are listed, as shown. Click on one of the titles to display the topic. If the topic displayed is not the one that you want, click on the display button again and select another title.

## Search:

This function allows you to search for a specific word in the help text. The example shown below shows that “amount paid” was entered after the search tab was selected. Next, press the Enter key or click the **GO** button. A listing of topics that contain the words "amount paid" will be displayed. Click on the topics that you want to view.



## Help Text

Within help text the second frame (on the right) displays the text for the topic that you selected. Within this text there can be the following:

## Jumps

An arrow is displayed together with text that informs you of another topic that is related to the one that you are viewing. Click on the arrow to display the other topic.

## Popups

Within the topic that you are viewing, there may be text that is underlined and displayed in light blue. By clicking on this text, a popup will be displayed that will provide you with more information concerning the topic that you are viewing. To return to the current topic, click anywhere within the popup box.