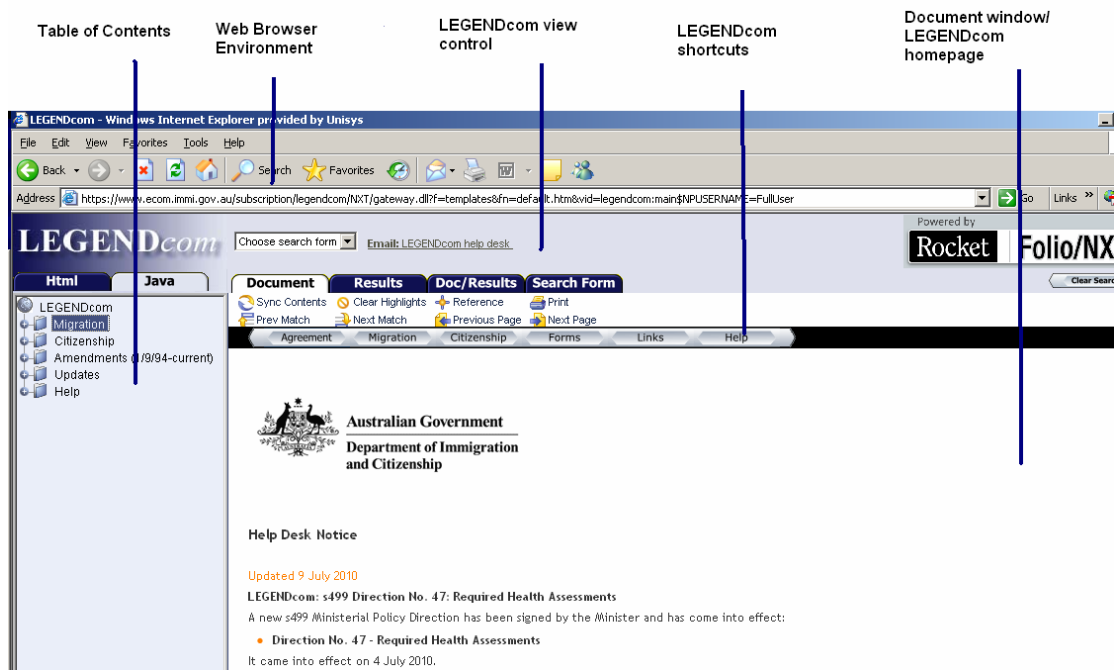


## Overview



### The Web Browser Environment

LEGENDcom exists within a web browser platform. For the purposes of this tipsheet the web browser used is Microsoft Internet Explorer 6.0.

### The Table of Contents Area

In LEGENDcom the Table of Contents is visible from all screens and is one of the main ways to navigate around the information held on the system. (Note that there are two tabs within the Table of Contents titled HTML and JAVA respectively. You can choose to view the Table of Contents in either format).

### The LEGENDcom View Control Area

The LEGENDcom View Control allows you to select the view in the right hand section of the screen (ie. the Document Window). You can move between viewing a document, search results or the Search Form by using the *tabs* provided and the *Choose search form* drop-down menu.

### The Document Window (and LEGENDcom Home Page)

The Document Window is the area that displays the view you choose using the View Control.

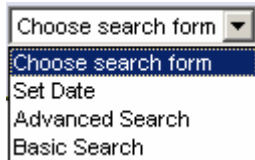
Each time you start up LEGENDcom the Document Window displays the LEGENDcom Home Page. This page provides a summary of recent changes made to LEGENDcom, for example the release of a new stack or updating of a particular MSI. It is therefore important to read the Home Page when you enter LEGENDcom so that you are aware of these changes as they occur. For detailed information regarding updates to legislation and guidelines please refer to the Updates folder (in the Table of Contents).

It is possible to return to the Home Page at any time by clicking on the word 'LEGENDcom' at the top of the Table of Contents.





## *How To Navigate Around LEGENDcom*

### *The Options*

Using the Table of Contents, Hypertext links or by Searching for particular words or phrases using one of LEGENDcom's two search functions you can efficiently jump through the vast amounts of information held on LEGENDcom



### *Using the Table of Contents*

In the JAVA format Table of Contents you open a folder by clicking once on the plus icon  and close it by clicking once on the minus icon . In the HTML format you open a folder by clicking once on the closed folder icon  and close it by clicking once on the open folder icon .

Opening successive folders (or 'drilling down') will display titles that are preceded by a page icon. This indicates that there is text associated with that topic. Clicking once on the text to the right of a page icon will display the relevant text in the Document window.

### *Using Hypertext Links*

Hypertext Links are electronic jumping points between one area of a folder or document and another folder or document. There are two types of hypertext links in LEGENDcom:

- Jump Links – which take you from one position to another within LEGENDcom. Most cross-references are jump linked. In LEGENDcom, jump links are indicated by green underlined text.
- Popup Links – which open a separate popup box containing additional text (they do not directly take you to another point). In LEGENDcom, popup links are indicated by grey underlined text. They are used primarily to provide additional factual information and a menu of related provisions.

To follow a hypertext link to related information, position your cursor anywhere over the underlined text – your cursor will turn into a small hand - then click once.

### *Using the Search Functions*

LEGENDcom has two search functions which allow you to search LEGENDcom (the entire content of the database or a specific selection) for a word or group of words. Either of these searches can be chosen from the *Choose Search Form* drop-down menu in the View Control Area of the screen. There is also a search which allows you to find the Legislation/Policy in effect at a particular data. **For more information on searching, see: "LEGENDcom Tipsheet – Searching".**

### *Contacting The LEGENDcom Help Desk*

The LEGENDcom Help Desk operates weekdays 8.30am – 5.00pm.

Staff on the Help Desk provide assistance to solve any problems encountered in using LEGENDcom.

**E-mail:** [LEGEND\\_com@immi.gov.au](mailto:LEGEND_com@immi.gov.au)

**Telephone:** 1800 008 717 or +61 2 6196 0300 (overseas callers)

In addition, any feedback you may provide will be added to our register and considered in the context of possible future enhancements.