

Additional helpful information

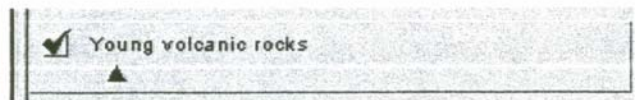
Q. How does "activate" differ from "turn on"?

A. When a theme is activated, it appears "raised" in the Table of Contents (see example below).

Not activated:



Activated:



To activate a theme, single left click anywhere on the theme name. For example, to activate the theme "Young volcanic rocks," you could single left click on the word "Young." When a theme is "active" you can zoom in to the theme, and you can also calculate statistics for the theme.

When a theme is turned on, the box to the left of the theme name is checked and the theme is visible on the screen. Both the "not activated" and "activated" examples shown above are "turned on" because their boxes are checked. To turn a theme on or off (make it visible or invisible on the screen), single left click on the box to the left of the theme name. **NOTE THAT A THEME MAY BE "TURNED ON" (AND VISIBLE) EVEN THOUGH IT IS NOT "ACTIVE" (NOT "RAISED" IN THE TABLE OF CONTENTS AND NOT AVAILABLE FOR QUANTITATIVE ANALYSIS).**

Q. What is the *summarize* button (middle of p. 9)

A. Summarize button:

