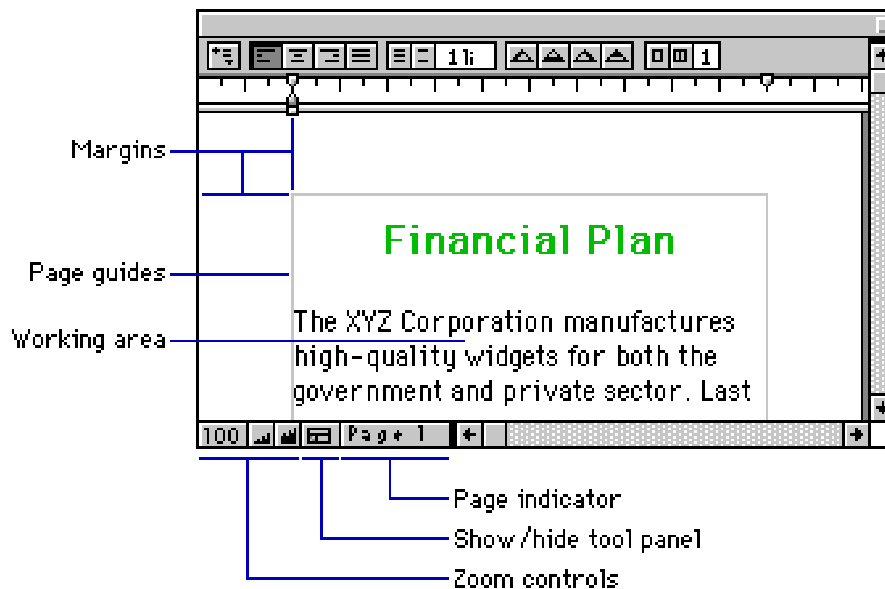


About the Word Processing Window in AppleWorks

When you open a word processing document, you see the word processing menu bar, text ruler, page guides, and the insertion point. Unless you have hidden it, you also see the button bar.



About the tool panel

The AppleWorks tool panel provides you with tools that you can use to accomplish tasks such as drawing a line, applying color to an object, or creating a spreadsheet frame. The tools you see depend on the type of document or frame you're working with. You can hide the tool panel if you need more room for your document.

