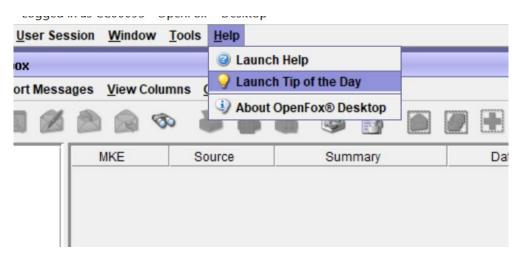
## **LEADS Daily Bulletin**

November 03, 2021

## Messenger Tip of the Day

The TIP OF THE DAY feature provides users with useful TIPS in the use and navigation of Messenger. The TIP OF THE DAY can be viewed manually by going to the HELP tab at the top of the Messenger screen and clicking on the "Launch Tip of the Day", see screenshot below.



Users can navigate through the tips by clicking Previous, Next or Random. See the screenshot below.

You can also have the TIP OF THE DAY show automatically each time you log in to the OpenFox. To do so, check the box "Show Tips". To turn this feature off, unclick the box. See the red arrow in the screenshot below.



If you have any questions or need help, please contact the ISP Help Desk <u>ISP.HelpDesk@illinois.gov</u> or at 866/LEADS-00 (866/532-3700).

Operator's Initials	Date								