



introduction to Adobe RoboHelp 7 training course

Course objective

Introduction to Adobe RoboHelp training provides a thorough grounding in Adobe RoboHelp. On completing the course you will be able to develop online help in a variety of formats including Webhelp, HTML Help (.chm format) and FlashHelp, as well as produce high quality hard copy documentation in Word format from your project.

The course teaches shortcuts and techniques to ensure that you use RoboHelp efficiently. Hands-on exercises familiarise you with the concepts and operations involved.

General information

- ▶ As an Adobe Authorised Training Centre (AATC), Armada meets the demanding standards specified by Adobe, ensuring a high standard of training.
- ▶ Hands-on exercises familiarise delegates with the concepts and operations.

Who should attend?

Introduction to Adobe RoboHelp training is aimed at:

- ▶ New and novice users, and users with a small amount of RoboHelp experience.
- ▶ Anyone who has previously developed online help using another tool.

You should be familiar with Windows and editing techniques. No other knowledge is necessary.

Duration

Two days.

Courseware and certification

Delegates receive comprehensive courseware to refer to throughout the course, and to use as a refresher following the course. Delegates are issued with a certificate confirming they have attended and successfully completed the course.

What version of RoboHelp is covered?

Our scheduled *Introduction to Adobe RoboHelp* training course (attended by individuals) is currently based on RoboHelp 7.

On-demand *Introduction to Adobe RoboHelp* courses (for groups) can be based on RoboHelp versions X5, 6 or 7.

Course outline - day 1

- ▶ **Module 1: Setting the scene**
 - Introduction and course objectives
 - RoboHelp technology overview
 - Why good online help is important
- ▶ **Module 2: Getting started with RoboHelp**
 - RoboHelp files and formats
 - RoboHelp resources
 - Starting a new project
 - Opening an existing RoboHelp project
- ▶ **Module 3: Understanding the interface**
 - Menus
 - Toolbars
 - Pods and panes
 - Rearranging pods and panes
 - Using environments
 - Using the multi-tab editing pane
- ▶ **Module 4: Working with topics**
 - Opening and editing a topic
 - Saving a project and its topics
 - Adding topics
 - Deleting topics
 - Using custom folders
 - Using headers and footers
 - Using the tag list
- ▶ **Module 5: Adding media**
 - Inserting images
 - Inserting multimedia
 - Inserting a Captivate Demo
- ▶ **Module 6: Navigation**
 - Features of help navigation
 - Navigation strategies
 - Creating a table of contents
 - Creating an index
 - Creating a glossary
 - Using related topics links
- ▶ **Module 7: Generating help output**
 - Understanding the output options
 - Generating a WebHelp system
 - Generating an HTML Help system

Course outline - day 2

▶ **Module 8: Hyperlinks**

- Types of RoboHelp hypertext links
- Creating text links
- Creating pop-up links
- Creating drop-down and expanding links

▶ **Module 9: Developing topics**

- Importing files (HTML, Word and FrameMaker)
- Using bookmarks
- Using image maps
- Working with tables
- Using snippets
- Multiple topic search and replace
- Spell checking your topics

▶ **Module 10: Settings and properties**

- Advanced project and RoboHelp settings
- Adjusting topic properties
- Controlling HTML Help window properties
- Using WebHelp skins

▶ **Module 11: Templates and style sheets**

- Comparing templates and style sheets
- Using templates
- Introduction to cascading style sheets

▶ **Module 12: Conditional build tags and user-defined variables**

- Creating a conditional build tag
- Defining a conditional build expression
- Applying a build tag
- Creating a user defined variable
- Inserting a user defined variable
- Updating a user defined variable

▶ **Module 13: Generating printed documentation**

- Understanding single source approaches
- Generating a Word guide
- Creating a PDF file

▶ **Module 14: Special effects**

- Introduction to 'special effects'
- Adding a DHTML special effect
- Editing a DHTML special effect
- Removing a DHTML special effect

▶ **Module 15: Methods of working in RoboHelp**

- Order of working
- Using RoboHelp to manage your project