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Adobe RoboHelp level 1 beginner course outline (2-day)

Lesson 1: Introduction to RoboHelp 9 HTML

- Create an HTML Help Project
- Explore the Pods
- Explore the Toolbars
- Load the Default Environment
- Save an Environment
- Retitle and Rename the Project
- Edit a Topic
- Edit a Topic Headline
- Rename and Delete Topics
- Create a TOC Book
- Add, Delete and Rename TOC Books
- Move TOC Books
- Add Pages to TOC Books
- Generate a Project

Lesson 2: Topic Formatting

- Create a WebHelp Project
- Import an HTML File
- Import a Word Document

- Import a FrameMaker Document
- Rename Topic Titles
- Create Project Folders
- Auto-create a TOC
- Apply a Style Sheet to a Topic
- Apply Styles to Selected Paragraphs
- Create a New Style Sheet
- Create a Font Set
- Use Inline Styles
- Use Spell Check
- Use the Multi-File Find and Replace Utility
- Generate 508 and W3C Compliant WebHelp

Lesson 3: FlashHelp, Links, PDFs and Pop-Ups

- Generate FlashHelp Output
- Create a New Toolbar
- Add Commands to a Toolbar
- Insert Hyperlinks
- Change Hyperlink Colors
- Insert Bookmarks
- Import a PDF Document
- Insert Auto-Sizing Popups
- Insert Custom-Sized Popups
- Insert a Text-Only Popup
- Use Link View
- Resolve Broken Links

Lesson 4: Graphics and Multimedia

- Add Graphics to a Help Project
- Change Image Margins

- Rename an Image
- Add a Background Image
- Add Hotspots to a Graphic
- Add Sound to a Topic
- Import and Format Topics
- Insert an Adobe Captivate Demo
- Create a Screen Capture using RoboScreenCapture

Lesson 5: Build Tags, Variables and Snippets

- Create Conditional Build Tags
- Define a Build Tag Expression
- Create a New Table of Contents
- Create a Variable
- Insert and Edit a Variable
- Create a Snippet
- Add a Snippet to a Topic

Lesson 6: Tables and DHTML

- Insert a Table
- Format a Table
- Add a Horizontal Line
- Insert a Symbol
- Add a Bulleted List
- Format a Heading with a Fade in DHTML Effect
- Apply Fly in DHTML Effects
- Work with Positioned Text Boxes
- Create a Trigger

Lesson 7: Indexes, Glossaries, Printed Docs and PDFs

- Run the Smart Index Wizard

- Remove and Add Index Entries
- Add Keywords Via Topic Properties
- Add Subkeywords to the Index
- Create a See Also Keyword
- Insert a Link Control
- Add Glossary Terms
- Generate a Report
- Generate Printed Documentation
- Generate a PDF

Lesson 8: Forms and Frames

- Insert a Form
- Add Form Radio Buttons
- Add HTML Code to a Topic
- Add a Form Check Box
- Insert a Drop-Down Menu into a Form
- Add a Multi-line Text Field to a Form
- Add Form Submit and Reset Buttons
- Name a Form and Set an Action
- Import HTML Files Create a Frameset
- Modify Frameset Attributes
- Link Topics into Frameset Regions

Lesson 9: Skins and Templates

- Use a Skin
- Create a Custom Skin
- Publish a Project
- Create a Topic Template
- Edit a Template

Lesson 10: Windows, Browsing and Help

- Create a Custom Window
- Create a Browse Sequence
- Review a Web Application's Source Code
- Publish a WebHelp Project
- Review CSH Source Code
- Create a Custom WebHelp Window
- Create a Map File and Assign Map IDs

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