

Contents

List of Figures	viii	How to Create a Help System	14
Unit 1: Course Introduction	1	About HTML Help	15
Audience and Prerequisites	1	About WebHelp	16
Course Objectives	1	Unit Summary	17
Course Structure	1	Unit 4: Creating Help Projects	18
About the Hands-on Labs	1	Unit Overview	18
Course Materials	2	What Is a Help Project?	18
Daily Agenda	2	RoboHelp Components in this Unit	18
About the Instructor	3	Lab 4.1: Set Up Windows Explorer	19
Typographic Conventions	4	Lab 4.2: Create a Directory for Your Course Work	19
Unit 2: The User's Perspective	5	Lab 4.3: Create a New Help Project	20
Unit Overview	5	Unit Summary	23
Online Help Formats	5	Unit 5: Creating Help Topics	24
What Is HTML Help?	5	Unit Overview	24
The HTML Help Viewer	6	What Is a Help Topic?	24
WebHelp Displayed in a Browser	7	RoboHelp Components in this Unit	25
How Users Access Help	8	Lab 5.1: Create Help Topics	27
Components of a Help Topic	8	Lab 5.2: Create a TOC Book and Add Pages for Existing Topics	29
Types of Help Topics	9	Lab 5.3: Generate Your Help System and View the Results	30
Navigating in HTML Help	9	Lab 5.4: Create Topics and TOC Pages Simultaneously	31
What Users Really Do	9	Lab 5.5: Create Topics by Importing a Word Document	32
Unit Summary	10	Unit Summary	33
Unit 3: Introduction to RoboHelp	11	Unit 6: Using the Project Manager	34
Unit Overview	11	Unit Overview	34
What Is RoboHelp?	11	RoboHelp Components in this Unit	34
What Can You Create with RoboHelp?	12	Lab 6.1: Create Folders and Organize Topic Files	36
RoboHelp Strengths and Weaknesses	12	Lab 6.2: Change Topic Properties and Generate a Report	37
The RoboHelp User Interface	13	Lab 6.3: Change Properties for a Group of Topics All At Once	38
Understanding Help Systems and Help Projects	14	Unit Summary	38

Unit 7: Creating Hyperlinks	39
Unit Overview	39
What Is a Hyperlink?	39
RoboHelp Components in this Unit	40
Lab 7.1: Create Hyperlinks to Existing Topics	41
Lab 7.2: Create Hyperlinks and Target Topics Simultaneously ..	42
Lab 7.3: Create Popup Hyperlinks	44
Lab 7.4: Create a Master Glossary Topic	45
Lab 7.5: Organize New Topic Files	46
Lab 7.6: Create a Hyperlink to a Web Site	47
Lab 7.7: Update the TOC to Include New Topics	48
Unit Summary	50
Unit 8: Testing and Debugging	51
Unit Overview	51
How Do You Test a Help Project?	51
RoboHelp Components in this Unit	52
Lab 8.1: Resolve Errors in a Sample Project	53
Unit Summary	57
Unit 9: Editing and Deleting	58
Unit Overview	58
Editing Topics in RoboHelp	58
A Few Notes About the TrueCode Editor	58
RoboHelp Components in this Unit	59
Lab 9.1: Edit Topics and Preview Changes	60
Lab 9.2: Add and Format a Table	61
Lab 9.3: Edit and Delete Hyperlinks	65
Lab 9.4: Change a Topic Title	66
Lab 9.5: Delete a Topic	67
Lab 9.6: Rename a Topic File	68
Lab 9.7: Update Topic Properties	68
Unit Summary	69

Unit 10: Working with Style Sheets	70
Unit Overview	70
What Is a Style Sheet?	70
Creating Style Sheets in RoboHelp	71
Style Sheets Provided with RoboHelp	71
Linking Topics to Style Sheets	71
Applying Styles in a Topic	72
RoboHelp Components in this Unit	73
Lab 10.1: Link Topics to Standard Style Sheets	74
Lab 10.2: Create a Style Sheet and Define Paragraph Styles	75
Lab 10.3: Link Topics to the New Style Sheet	77
Lab 10.4: Create and Apply Paragraph Styles	78
Lab 10.5: Modify Document Styles	80
Lab 10.6: Define a Style for Notes and Tips	81
Lab 10.7: Define a Style for Result Statements	83
Unit Summary	84
Unit 11: Defining and Using Custom Windows	85
Unit Overview	85
Defining a Custom Window	85
Using a Custom Window as the Default Window	86
RoboHelp Components in this Unit	87
Lab 11.1: Define and Use a Custom HTML Help Window	88
Lab 11.2: Set the Default Window for Your Project	89
Lab 11.3: Customize the TOC Pane	89
Unit Summary	91
Unit 12: Working with Images	92
Unit Overview	92
Image File Formats	92
Adding Images to Help Topics	93
Scaling and Resizing Images	93
Creating Imagemaps	93

RoboHelp Components in this Unit	94
Lab 12.1: Insert an Image	95
Lab 12.2: Use a Custom Bullet Image	96
Lab 12.3: Create Hyperlinked Images	98
Lab 12.4: Create and Use Screen Captures	99
Lab 12.5: Scale Images	101
Lab 12.6: Resize Images	102
Lab 12.7: Create Imagemaps	103
Lab 12.8: Organize Image Files	104
Unit Summary	105
Unit 13: Creating an Index	106
Unit Overview	106
What is a Help Index?	106
Components of a Help Index	107
Creating a Help Index	107
The Importance of Help Indexes	108
RoboHelp Components in this Unit	108
Lab 13.1: Generate an Index Using the Smart Index Wizard ...	110
Lab 13.2: Create a Real Index	113
Unit Summary	117
Unit 14: Adding Related Topics Controls	118
Unit Overview	118
What Is a Related Topics Control?	118
RoboHelp Components in this Unit	119
Lab 14.1: Create Related Topics Controls	120
Unit Summary	122
Unit 15: Working with Topic Templates	123
Unit Overview	123
What Are Topic Templates?	123
RoboHelp Components in this Unit	124
Lab 15.1: Create a Topic Template for the Solitaire Project ...	125
Lab 15.2: Define Running Headers and Footers	126

Lab 15.3: Apply the Topic Template to Existing Topics	127
Lab 15.4: Remove the Template from Glossary Term Topics ...	128
Lab 15.5: Create a New Topic Based on the Topic Template ...	128
Lab 15.6: Modify the Topic Template	129
Lab 15.7: Create a Topic Template with Body Text	129
Unit Summary	131
Unit 16: Adding a Glossary Tab	132
Unit Overview	132
What Is a Glossary Tab?	132
Benefits of RoboHelp's Glossary Tab	133
Limitations of RoboHelp's Glossary Tab	133
RoboHelp Components in this Unit	134
Lab 16.1: Add Glossary Terms and Definitions	136
Lab 16.2: Enable the Glossary Tab in Your Project	137
Lab 16.3: Add Expanding Hotspots for Glossary Terms	138
Unit Summary	139
Unit 17: Adding Browse Sequences	140
Unit Overview	140
What Are Browse Sequences?	140
RoboHelp Components in this Unit	141
Lab 17.1: Add Browse Sequences	142
Unit Summary	143
Unit 18: Using DHTML Effects	144
Unit Overview	144
What Are DHTML Effects?	144
How DHTML Effects Work	145
When to Use DHTML Effects	145
RoboHelp Components in this Unit	145
Lab 18.1: Create Animation with DHTML Effects	147
Lab 18.2: Remove DHTML Effects	148
Lab 18.3: Create Drop-down Hotspots	148
Unit Summary	149

Unit 19: Including Multimedia	150
Unit Overview	150
Which Multimedia Formats Are Supported?	150
RoboHelp Components in this Unit	151
Lab 19.1: Add Video to a Topic	152
Lab 19.2: Add Sound to a Topic	153
Unit Summary	153
Unit 20: Independent Review	154
Unit Overview	154
Instructions	154
Lab 20.1: Review What You've Learned So Far	155
Unit Summary	157
Unit 21: Creating Context-sensitive Help	158
Unit Overview	158
What Is Context-sensitive Help?	158
Working with Map IDs and Map Files	160
Context-sensitive Help Workflow	160
RoboHelp Components in this Unit	161
Lab 21.1: Use a Developer-supplied Map File	163
Lab 21.2: Define a Window for Context-sensitive Help Topics	164
Lab 21.3: Display a Help Topic in the Custom Window	164
Lab 21.4: Monitor an Application's Help Calls Using BugHunter	165
Unit Summary	166
Unit 22: Importing FrameMaker Documents	167
Unit Overview	167
Importing from FrameMaker	167
Limitations When Importing from FrameMaker	167
Before Importing FrameMaker Documents	168
Sample FrameMaker Documents	169
RoboHelp Components in this Unit	170
Lab 22.1: Import FrameMaker .mif Files into a New Help Project	171
Unit Summary	173

Unit 23: Creating Conditional Content	174
Unit Overview	174
What Is Conditional Content?	174
What Are Conditional Build Tags?	174
What Are Conditional Build Tag Expressions?	175
RoboHelp Components in this Unit	176
Lab 23.1: Use Conditional Build Tags within a Topic	177
Lab 23.2: Apply Conditional Build Tags at the Topic Level	178
Lab 23.3: Generate Using a Conditional Build Tag Expression	179
Unit Summary	180
Unit 24: Creating WebHelp Output	181
Unit Overview	181
What Are Single Source Layouts?	181
Selecting a Primary Layout	182
Setting Up the WebHelp Layout	182
Lab 24.1: Set the Primary Layout	188
Lab 24.2: Generate the WebHelp Layout	188
Lab 24.3: Create a Custom Layout	190
Unit Summary	191
Unit 25: Creating Printed Output	192
Unit Overview	192
Creating Printed Output with RoboHelp	192
How RoboHelp Converts Help Elements	193
Preparing to Generate Printed Output	193
Setting Security Options in Microsoft Word	194
Setting Up the Printed Documentation Layout	194
Lab 25.1: Generate Printed Output	199
Unit Summary	202
Unit 26: Distributing Your Help System	203
Unit Overview	203
Which Files Do You Need to Distribute?	203
Final Build Checklist	204

Lab 26.1: Generate Multiple Layouts as a Batch	205
Unit Summary	205
Appendix A: Additional Resources	206
Books	206
Conferences	206
Online Forums	206
Other Useful Web Resources	207
Index	208