

Learning HTML Help and RoboHelp Basics

This 20-hour class introduces Microsoft HTML Help and RoboHelp basics. It does not cover all RoboHelp features, but gives a good starting point from which you can begin to do real work, built upon a solid understanding of what's "under the hood" as well as how tasks are accomplished in RoboHelp.

Session	Description	Hours
1	<p>Understanding HTML Help Basics</p> <p>What is HTML Help? A quick look at help systems under Windows. Some common uses for help (discussion and review of existing help systems)</p> <p>Design considerations</p> <ul style="list-style-type: none"> • When do your users want help? What do they need? • Navigation—entry points and getting around • Viewing information on-screen—what's different from paper documentation <p>How HTML Help is created—discussion and demonstration</p>	3.5-4
2	<p>Creating your own help files</p> <ul style="list-style-type: none"> • Deciding what types of information to include. • Outlining your topics and drafting text • Turning text into help topics • Creating a simple table of contents and linking it to topics • Compiling your help • Adding graphics 	3.5-4
3	<p>RoboHelp Basics—Using a HAT (Help Authoring Tool)</p> <p>Questions and Answers—Discussion to address students' experience so far.</p> <p>Why use RoboHelp? What you gain from using a HAT</p> <p>An Overview of the RoboHelp Workspace - RoboHelp Explorer and Toolbar</p> <p>Opening Your Project in RoboHelp</p> <ul style="list-style-type: none"> • Where to find the pieces – topics, graphics, project file elements <p>Basic help authoring with RoboHelp</p> <ul style="list-style-type: none"> • Creating topics • Linking • Compiling 	3.5-4
4	<p>More RoboHelp Basics</p> <p>Questions and Answers—Discussion to address students' experience so far.</p> <p>Tools to make Editing easier—List View, Link View, and Preview</p> <p>Working with graphics</p> <ul style="list-style-type: none"> • Inserting images • Creating image maps – images with pop-ups <p>Creating a Table of Contents and an Index</p>	3.5-4
5	<p>Considering Help for Your Project—Applying what you've been learning</p> <ul style="list-style-type: none"> • Generating Ideas and brainstorming—what would work best for your own help projects • How should topics be chunked? How are they chunked, now? • Navigation and user access - Contents, Index, cross-references and other kinds of links • Context sensitivity <p>Maintaining Your Help Project – Things to Consider</p>	3.5-4