

**Introduction to Adobe RoboHelp 2022**

**Course Number:** RBH-120
**Duration:** 3 days

**Overview**

Accelebrate's private, online or onsite, RoboHelp 2022 training course teaches attendees how to create and deliver attractive and functional online user assistance projects, including how-to manuals, policy documents, procedure guides, help desk content, and more.

**Prerequisites**

No prior experience is presumed.

**Materials**

All attendees receive comprehensive courseware covering all topics in the course.

**Software Needed on Each Student PC**

* A recent version of Windows or macOS, with at least 8 GB RAM
* Web browsers: a recent version of Chrome, Firefox, Microsoft Edge, or Safari
* Microsoft Word
* Adobe RoboHelp 2022 or later
* Optionally, we can also cover interaction with Adobe Acrobat, Adobe Captivate, or Microsoft SharePoint

**Objectives**

* Create new RoboHelp projects and topics from scratch
* Import content from Microsoft Word and HTML files
* Enhance topics with graphics, and interactive multimedia (using e-learning content created in Adobe Captivate)
* Improve the navigation of your content by adding hyperlinks, indexes, and glossaries
* Increase your production efficiency by learning about cascading style sheets, variables, snippets, and master pages
* Control the look of final output via Skins and presets
* Deliver content that can be consumed on any kind of device including desktops, laptop, smartphones, and tablets using output such as Responsive HTML5, WebHelp, HTMLHelp, and even eBooks

**Outline**

* Introduction to Adobe RoboHelp
	+ Open an Existing Project
	+ Set the RoboHelp Application Theme
	+ Explore Project Content
	+ Create, Edit, and Delete a Topic
	+ Explore a TOC and an Index
	+ Browse the Outputs
	+ Output Frameless Output
	+ Output Responsive HTML5 Output
	+ Output an eBook
	+ Output Microsoft HTML Help (PC only)
* Creating Projects
	+ Create a New Project
	+ Create a New Topic
	+ Rename and Delete Topics
	+ Import HTML Files as Topics
	+ Import Word Documents as Topics
	+ Edit Text Formatting in Source View
* Project Structure, TOCs, and Styles
	+ Create Project Folders
	+ Create a TOC Section
	+ Auto-Create a TOC
	+ Edit Book Names and Reorder Pages in a TOC
	+ Attach a Style Sheet to a Topic
	+ Apply Paragraph Styles
	+ Create a Style Sheet
	+ Remove and Apply a Style Sheet
	+ Create and Apply a Character Style
	+ Format a Bulleted List
* Links
	+ Link to a Word Document
	+ Insert Hyperlinks
	+ Insert Bookmarks
	+ Insert Auto-Sizing Popups
* Images and Multimedia
	+ Insert an Image
	+ Add Alternate Text and an Image Title
	+ Add Hotspots to a Graphic
	+ Import Captivate Demos into a Project
	+ Insert Captivate Demos into Topics
	+ Create Drop-Down Text
* Tags, Expressions, and Variables
	+ Create a Condition Tag
	+ Apply a Condition Tag
	+ Create a Condition Expression
	+ Apply Topic-Level Tags
	+ Create Dynamic Content Filters
	+ Create, Insert, and Edit a Variable
	+ Insert and Edit Snippets
* Tables, Indexes, Search, and Glossaries
	+ Insert a Table
	+ Apply Table Templates
	+ Add Index Keywords from Within a Topic
	+ Add Index Keywords on the Index Panel
	+ Add Index Entries to Multiple Topics at Once
	+ Create a See Also Keyword
	+ Insert a See Also Placeholder into a Topic
	+ Add Custom Search Terms
	+ Add a Search Synonym
	+ Add Glossary Terms
	+ Use the Glossary Term Converter Script
* Templates, Layouts, and Word/PDF Output
	+ Add a Favicon and Select a Default Topic
	+ Modify a Home Page Tile Image
	+ Change the Logo Used on the Home Page
	+ Create a Topic Layout
	+ Edit a Topic Layout
	+ Create a Book TOC
	+ Add TOC Front and Back Matter
	+ Create a MS Word Template
* Windows, Browsing, and Context Sensitive Help (CSH)
	+ Create an HTML Help Custom Window
	+ Create a Browse Sequence
	+ Test an API Call for Help
	+ Publish an Output
	+ Review CSH Source Code
	+ Create a Map File and Assign Map IDs to Topics
* Conclusion