

**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