

Roboexpl.doc

This document contains the Welcome topic with the alpha list of topics in RoboExpl.hlp for quick reference.

It also contains the popup topics from RoboHELP.hlp attached to SHD files.

2/8/99

Welcome

Welcome to RoboHELP® Classic, the answer to all of your Help authoring needs! This version of RoboHELP combines all of the established Help authoring functionality users have come to expect from RoboHELP with many exciting new advances specifically designed to complement Windows 3.x, 95, 98, NT 4.0, and 2000.

Action: Jump

A jump is an action used to link text or images to a topic inside a Help system. When users click on the hotspot text or image, the Help system "jumps" to the destination topic. Using a **Jump** hotspot, you can display any topic – new or existing – in any main or secondary window currently defined in your Help system.

Topic

Type or select the destination topic or Mid-Topic ID. Topics and Mid-Topic IDs display based on the selection in **Document**. To preview a topic before selecting it, click **View**.

Document

Lists the currently selected Help document. (Affects which topics display in **Topic**.) To see the topics in a specific document, select it from the drop-down list.

Window

Select the window you want to display the destination topic. You can choose from any existing window in your Help project. If a window is specified as part of this topic's properties (WinHelp 4 topics only), this field automatically defaults to that window.

New button

Opens the **New Topic dialog** so you can create a new topic and define this jump at the same time. The new Help topic is created in the currently selected Help document.

Find button

Opens the **Find Topics dialog** so you can quickly locate a topic.

View button

Allows you to preview the topic before you select it.

Action: New Popup

A popup is both a topic type and an action. Popup topics are typically very brief explanations – often glossary definitions or contextual information. Popup links display the destination topic in a small window that "pops up" on the screen. By selecting **New Popup** as the **Action Type**, you create both a new popup topic and create a popup link to that new topic.

New Popup

Type the informative text for the new popup topic in this field:

- **type popup caption here.** If you want a title for your popup, type it here. If you don't want a title, highlight this line and press **Delete**.
- **type popup definition text here.** Type the popup body text here.

Action: Popup

Popup links display the destination topic in a small window that "pops up" on the screen. Using a **Popup** hotspot, you can display any topic – new or existing – in a popup window.

Topic

Type or select the destination topic. Topics display based on the selection in **Document**. To preview a topic before selecting it, click **View**.

Important! Do NOT select an HTML topic or PC HelpDesk as the destination topic for a popup link. These topic types don't display correctly in a popup window and may cause an error in the compiled Help file.

Document

Lists the currently selected Help document. (Affects which topics display in **Topic**.) To see the topics in a specific document, select it from the drop-down list.

New button

Opens the **New Topic dialog** so you can create a new popup topic and define this popup link at the same time. The new Help popup topic is created in the currently selected Help document.

Find button

Opens the **Find Topics dialog** so you can quickly locate a topic.

View button

Allows you to preview the topic before you select it.

Action: Macro

Macros allow you to control and customize your Help system's functionality. Using a **Macro** hotspot, you can run special macro scripts. For example, you could create a hotspot that started a tutorial by specifying the ExecFile macro.

Macro

Type the macro script to execute when users click the macro link. (If you manually enter multiple macros, make sure to separate each macro with a colon or semi-colon.)

Wizard button

Opens the **Macro Wizard dialog** so you can select a WinHelp macro and set the macro's parameters. RoboHELP takes care of the macro syntax for you.

Edit button

Opens the **Macro Editor dialog** so you can edit or enter a WinHelp macro and its parameters. If you've specified more than one macro for this link, you can select the macro from the **Macro Editor dialog** and click **Wizard** to go to the **Macro Wizard dialog**.

Action: External Topic

External topics are WinHelp or HTML Help topics in other Help systems – compiled WinHelp (HLP) and compiled HTML Help systems (CHM files). Using an **External Topic** link, you can select an external topic as the destination of a jump link.

Topic

Type or select the destination external topic. Topics might not display for the following reasons: the Help file can't be located; the WinHelp's HPT file can't be located or doesn't exist; or the WinHelp project was created with another Help authoring tool or with RoboHELP version 4.0 or earlier (no HPT file).

To preview a topic before selecting it, click **View**.

Help Project

Lists the currently selected external Help project. To browse to an external Help project, click .

Window

(WinHelp external topics only) Select the window you want to display the destination topic. You can choose from any existing window in the external WinHelp project. If a window is specified as part of this topic's properties (WinHelp 4 topics only), this field automatically defaults to that window.

Tip:

To display the external topic in your Help system, you must include either the external topic's .HPJ file or the .HPT file in your project folder.

Action: HTML Jump

HTML jumps are links to HTML topics or Web site pages. By using an **HTML Jump** hotspot, you can create a link between your Help system and any HTML page on the Internet/intranet. (You can also link to an HTML topic in a CHM file, although this jump is more easily accomplished using the [External Topic link](#).)

URL or HTML File

Type or select the destination URL or HTML file. Make sure to type the entire statement – including the http://. (For example, <http://www.blue-sky.com>)

Display options



Win 95 WinHelp

Select this option if you want to display the HTML file within your WinHelp 4 Help file. Users don't realize they've accessed a topic outside your current Help project – the HTML file is "framed" inside a regular Help window. This option uses the JumpHtml WinHelp macro and requires Internet Explorer 4.0 or higher on the end-user's system.

Browser

Select this option (your only choice for WinHelp 3 Help systems) if you want to launch the user's browser to display the HTML file. Users know they're "outside" the Help file because the browser displays separately from the Help file. This option uses the Inet WinHelp macro and doesn't require a specific Internet browser for viewing.

View button

Allows you to preview the topic before you select it.

Action: See Also

See Also links allow you to group related topics together. Your user generally selects hotspot text or a button to access the See Also references (sometimes called related topics). Using a **See Also** hotspot, you can create a dynamic link to an existing See Also Group.

A-Keywords

Select one or more A-Keyword Groups to associate with this **See Also** hotspot. When the user clicks on this hotspot, a list of all topics in the A-Keyword Groups displays in a **Topics Found dialog**.

RoboHELP Explorer icon

This icon means the menus and commands listed here are found in RoboHELP Explorer.

RoboHELP inside Microsoft Word

This icon represents RoboHELP inside Microsoft Word. When you see this icon, it means you access the features and functions described using the Word menus.

Map file

Represents a Map file in RoboHELP.

Map ID

Represents a Map ID connected to a help topic in this Help project.

Unused Map ID

Represents a Map ID that is part of a Map file included in this Help project, but the Map ID is not connected to any help topic in the Help project.

Extra language Map file

Represents a Map file generated by RoboHELP to support context-sensitive Help in one of three development environments: Delphi, Visual Basic, or Turbo Pascal.

Locate item

Clicking this icon allows you to navigate to an item you want to select.

WinHelp 3 only

This icon means this information pertains only to WinHelp 3 Help systems (those designed for Windows 3.1).

WinHelp 4 only

This icon means this information pertains only to WinHelp 4 Help systems (those designed for Windows 95/NT).

Help document

Represents a help document in RoboHELP.

Map ID example

A Map ID consists two parts: a Map string (ICH_Address1) and a Map number (3).

What's This? Help Composer

This is the icon used for the What's This? Help Composer -- the quick and easy way to create What's This-style context-sensitive Help.

Alias icon

Represents an Alias in RoboHELP.

Alias reference

Represents an Alias in the Topic References dialogs.

Show detail

This icon means there is detail under this item that can be expanded. To expand the item and see the detail, click on this icon once.

Hide detail

This icon means the current item is expanded and displays all its details. To collapse the item and hide the details, click on this icon once.

Help Window

Represents a defined Help window -- either the main window or a secondary window -- in the current RoboHELP project.

Parts of a Help window

This image shows the parts of a Help window: the title bar, the menu bar, the button bar, the non-scrolling region, and the client region.

The main window usually has all of these elements, while secondary windows may not have the menu bar or the button bar. Popup windows do not have any of these elements, since topics display in popup windows as a result of creating either a popup topic or a using a hyperlink popup macro.

You can customize your Help windows by selecting background colors for the non-scrolling and client regions or by selecting buttons for the button bar.

Macro button

Allows you to setup a WinHelp macro.

Next Browse button

This button allows users to go to the next topic (or the topic after the currently displayed topic) in the browse sequence. Browse sequences are set by the Help author and accessed in the compiled Help file by the **Previous** and **Next** Browse buttons.

Previous Browse button

This button allows users to go to the previous topic (or the topic before the currently displayed topic) in the browse sequence. Browse sequences are set by the Help author and accessed in the compiled Help file by the **Previous** and **Next** Browse buttons.

Baggage

Represents a file stored in the Baggage folder. Baggage items are usually images, multimedia files, and files required by DLLs.

New Page

Click this button when you want to create a new page for the table of contents.

New Book

Click this button when you want to create a new book for the table of contents. To display in a compiled Help file, a book must have at least one topic beneath it.

Open Book

Represents a book in the table of contents that is currently open, displaying all the books and pages organized beneath it.

Closed Book

Represents a book in the table of contents that is closed. To open a closed book, double-click on it. A book may also be closed because it doesn't have any books or topics organized beneath it. To display in a compiled Help file, a book must have at least one topic beneath it.

Topic Added indicator

In the Topic List, this icon appears on topics as a visual cue that the topics have been added to the table of contents (if the TOC tab is currently selected) or to the index (if the Index tab is currently selected).

Topic

Represents a topic in RoboHELP. In the Topic List, this is also a visual cue that these topics have not been added to the table of contents (if the TOC tab is open) or to the index (if the Index tab is open).

Left arrow button

Moves the selected book or page out one level in the hierarchy – such as from level 2 to level 1.

Right arrow button

Moves the selected book or page in one level – such as from level 2 to level 3.

Up arrow button

Moves the selected book or page up so it appears before the item currently above it. This action keeps the item at the same level in the hierarchy unless it is the first one, in which case it is moved out and into the group above it.

Down arrow button

Moves the selected book or page down so it appears after the item currently below it. This action keeps the item at the same level in the hierarchy unless it is the last one, in which case it is move out and into the group below it.

Example of TOC hierarchy

This image shows the hierarchy of books and pages within a Help system's table of contents. The TOC Composer allows you to visually design the table of contents, so you can see just what your user will see in the compiled Help file.

Page icon

Represents a page in the table of contents. Pages are the way users access topics from the Contents tab. The topics can be local (part of the current Help system) or external (part of another Help system). Pages can also execute macros – such as opening demonstration software or providing access to Internet Web sites.

Create a new topic and new page button

Click this button when you want to create a new topic and make it a new page in the TOC.

Auto Create TOC example

This image represents a table of contents created using RoboHELP's Auto Create TOC option. Each top-level book is created from an existing Help document. The topics in each Help document appear within its corresponding top-level book. Notice the books are arranged alphabetically. You can rearrange the books and pages to suit your needs.

Unused.doc

Only Used in Monterey

Unused

See Also

Window Watermarks

10/9/98

Only Used in Monterey

Unused

See Also

The **See Also dialog** allows you to add or remove the Smart See Also button to the selected window. This "smart" button automatically lists all related topics for any See Also keyword associated with the topic currently displaying in the selected window – what a time-saver!

Add Smart See Also button to the "*selected window name*" window

Select this option to add the **Smart See Also** button to the window indicated. Clear this option to remove the **Smart See Also** button from the window indicated.

Button Label

Displays the text that appears on the button face of the **Smart See Also** button on the selected window. The default is **See Also**, but you can change this to suit your design needs.

Window Watermarks

 The **Window Watermarks dialog** is a quick and easy way to add a global watermark to your Help windows. A watermark is an image that appears in the background of the window beneath the information. You can add a watermark to a window for the non-scrolling region, background region (client region), or both using this tab.

Note: You can also display a watermark just for a specific topic on the **Topic Properties: Watermark tab**.

Background region

Select the image and the placement of the watermark in the background (client region) of this window.

Watermark

Enter the name of the image or navigate to it.

Alignment

Select an alignment option to determine the placement of the watermark in the client region.

Note: If the height and width of the image exceeds the height and/or width of the client region, the image may appear cut-off.

Non-scrolling region

Select the image and the placement of the watermark in the non-scrolling region of this window.

Watermark

Enter the name of the image or navigate to it.

Alignment

Select an alignment option to determine the placement of the watermark in the non-scrolling region.

Note: If the height and width of the image exceeds the height and/or width of the non-scrolling region, the image may appear cut-off when displayed in the Help window.

Multilevel Keyword

 Allows you to add a multilevel keyword to your Help index. Keywords are intended to direct your users to specific topics based on the user's ways of thinking. A multilevel keyword consists of two-levels: a top-level (primary) keyword and a second-level (secondary) keyword. Second-level keywords indent beneath their associated top-level keyword.

For example:

Adding (top-level)

Books (second-level)

Documents (second-level)

Pages (second-level)

Topics (second-level)

Primary

Enter or select the top-level keyword.

Secondary

Enter the second-level keyword.

Index Macro Properties: General

Allows you to add and index macro or change the properties associated with an index macro. Index macros can be used to launch other programs – like tutorials – from the Help index. The macro is initiated when users select the associated keyword. If more than one topic or macro is associated with the same keyword, the Topics Found dialog appears and users select the macro based on a title you give to the macro.

Keywords

Displays the keyword associated with the macro entered in **Macro**. You can enter or change the keyword. If the associated keyword is a multilevel keyword, a colon (:) separates the top-level (primary) and second-level (secondary) keywords. For example: Adding:Topics

Multilevel button

Opens the **Multilevel Keyword dialog** so you can enter a multilevel keyword.

Macro

Lists the macro command (syntax and selected parameters) associated with this keyword.



Allows you to select or change the macro for this keyword. (Opens the **Macro Editor dialog**.)

Title

Lists the title that displays in the Topics Found dialog when users select this index macro. It's a good idea to make this title as descriptive as possible – especially if the macro launches another program. For example, if the index macro launches a tutorial, a good title would be Tutorial. That way, users have a good idea what happens when they select this index item.

Secondary Keyword Properties

 Allows you to add, edit, remove, and view the topics associated with the selected secondary (second-level) keyword.

Keyword

Displays the selected secondary keyword or allows you to enter a new secondary keyword.

Available Topics

Lists all topics in your Help project that are not currently associated with this secondary keyword. You can associate this secondary keyword with one or more topics by selecting them from this list and using the arrow buttons to add them into the **Included in Topics** list.

Included in Topics

Displays all topics associated with the selected secondary keyword.

Tip: Click **View** to look at the topic before selecting it. Or click **Properties** to look at the topic's properties.

ExternalComponent.doc

Options: Tool Locations

Text Editor

Word Version

10/22/98

Options: Tool Locations

 Options allow you to set your preferences for RoboHELP. The **Options: Tool Locations tab** allows you to select your preferred editor and viewer to "register" the programs you want to use by file extension:

Select or Enter an Extension

Select the file extension (or program) you wish to edit from the list or enter an extension to add in the box next to **Add**.

Replace button

Replaces the selected extension with the extension entered in the box next to **Add**.

Remove button

Removes the selected extension (or program association) from the tool editing and viewing list.

Add button

Adds the extension entered in the box next to **Add** to the list of extensions.

Program for Editing

Displays the application used when you are editing the selected file extension. For example, Paintbrush is often the editor used for bitmap (BMP) files. (Usually, the program used to edit and view are the same.)

Program for Viewing

Displays the application used when you are viewing the selected file extension. For example, Paintbrush is often the viewer used for bitmap (BMP) files. (Usually, the program used to edit and view are the same.)

Note: Usually the program used for editing and viewing is the same. However, with HTML, for example, the program for editing is usually the Help authoring tool and the program for viewing is usually the Internet browser.

Text Editor

Displays or allows you to locate the executable (EXE) for the Text Editor. Microsoft Window's Notepad is usually the Text Editor.

Use  to select and locate your preferred text editor executable file.

Word Version

 Displays the version of Microsoft Word currently being used for RoboHELP. This is the version of Word selected at the time RoboHELP was installed. If you have more than one version of Word installed on your PC, you may have more than one selection available.

Note: If you change the version of Microsoft Word, you must re-install RoboHELP and select the new version of Word, so the correct Templates directory is updated with RoboHELP templates. If you don't, RoboHELP continues to display the version of Word selected when you installed RoboHELP.

GraphicalLink.doc

Options: Link View

Link View Overview

Link Properties

Link

10/22/98

Options: Link View

 Options allow you to set your preferences for Help projects. The **Options: Link View tab** allows you to set preferences for the appearance of Link View.

Icon Size

Select the icon size you prefer: **Large Icons** or **Mini Icons**.

Center Topic Placement

The selected topic always appears in the center of Link View. Select your preference for how the scroll bars affect the selected topic:

- **Move Center Topic with View.** Selecting this option means the selected topic may disappear from view if you scroll up or down.
- **Keep Center Topic Centered.** Selecting this option means the selected topic always displays in the center, regardless of whether you scroll up or down.

Only Display the First 50 Links

Limits the links displayed to the first 50 links. This option can be useful for extremely large projects – it can speed up the display time and take less memory to display links.

Link View Overview

 **Link View** visually displays your topics and their associated links and browse sequences. Its handy graphical format allows you to see links to and from each selected topic, navigate through browse sequences, and even identify the types of hotspots and topics used so you get the whole picture. You can look at the properties of a hotspot or topic – and even edit them.

To change the topic displayed in the center of Link View:

- Double-click on another topic in the current Link View display. RoboHELP Explorer automatically updates the topic and hotspot view.
- Drag a topic into Link View from the Project Manager (**Project** tab), the TOC Composer (**TOC** tab), or the Index Designer (**Index** tab). RoboHELP Explorer automatically updates the topic and hotspot view.
- If you have browse sequences set, you can click on the browse sequence buttons >> or << to view topics in the browse sequence. RoboHELP Explorer automatically updates the topic and hotspot view.

Link types:

Red = Broken Links

Links that are no longer valid. Use **Resolve Broken Links** from the **Tools** menu to make short work of fixing these broken links.

Blue = Standard (Jump) Links

Links to topics in this Help project (local) or links to topics in other Help projects (external). Jumps are considered "standard" Help links.

Green = Popup Links

Popup links to topics in this Help project (local) or popup links to topics in other Help projects (external).

Yellow = Hotspot Links

Links to topics based on hotspot images (SHED).

Pink = Macro/Other Links

Links to topics based on WinHelp macros – including External Topic links, HTML Jump links, and See Also links.

Topic types:



Represents topics in Help documents that are part of this Help project. These topics are considered "local."



Represents topics found in other Help systems – external topics.



Represents topics with broken links (missing or changed Topic IDs). These topics display under the Broken Links folder.

Tip: Since "a picture is worth a thousand words," consider using Link View to demonstrate your Help system's organization to project managers, programmers, and users.

Link Properties



Displays the properties of the currently selected link.

From topic

This is the topic that contains the link.

To topic

This is the destination topic of the link. (The link goes to this topic.)

Window

Displays the window specified in this link. (This is the window the destination topic displays in when selected.)

Link text

Displays the text associated with this link.

Macro

If this is a macro link, displays the syntax of the associated macro.

Tip: If you want more information, click  to display properties for a field.

Link



Links connect a topic to another Help topic, an image (hotspot SHED image), or a WinHelp macro. In WinHelp, the most frequently used links are referred to as hotspots, because the user usually initiates the link by clicking on text or images formatted in a special way. When the cursor is over a "clickable" area, it changes to a pointing hand. These "clickable" areas became known as "hot" text, thus the name hotspot. For more information about this link, right-click on it and select **Properties**.

MontereyApp.doc

About RoboHELP Classic

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About RoboHELP Classic

Welcome to RoboHELP® Classic -- the Industry Standard in Help Authoring from Blue Sky® Software. RoboHELP Classic offers the fastest, easiest way to produce professional Windows-based Help systems for Windows 3.1, 95, 98, NT 4.0, and 2000. This power-packed version combines exciting new features with the established functionality Help authors have come to rely on.

 Use **RoboHELP Explorer** to manage your WinHelp project. RoboHELP Explorer uses the familiar Windows Explorer metaphor to make it easy for you to see the overall project view. Because you constantly have the big picture, you can quickly make the necessary decisions about individual elements. You can resolve broken links, manage Map IDs, create aliases, establish windows and colors settings, design a table of contents and Help index, and so much more.

 Use **Word** to perform your WinHelp authoring tasks. RoboHELP integrates power-packed Help authoring features with the familiar Microsoft Word environment so you can design and develop professional Help systems that suit your needs.

Options: General

 Options allow you to set your preferences for RoboHELP. The **Options: General tab** allows you to set preferences for the way you view and work in RoboHELP Explorer and RoboHELP.

Options

Auto Start Word

- Select this option if you prefer to launch Microsoft Word whenever you open RoboHELP from your desktop.
- Clear this option if you want to work in RoboHELP without RoboHELP Explorer – in standalone mode or if you prefer to start Microsoft Word on-demand from RoboHELP Explorer. If cleared, only RoboHELP Explorer opens when you double-click RoboHELP from your desktop.

Auto Close Word

- Select this option if you prefer to close Microsoft Word whenever you close RoboHELP Explorer.
- Clear this option if you prefer to close Microsoft Word on-demand. If cleared, when you close RoboHELP Explorer, Word remains open until you close it.

Auto Start RoboHELP Explorer

- Select this option if you prefer to launch RoboHELP Explorer whenever you open a Help document (.DOC) from Microsoft Word or the Windows Explorer. (If this option is selected, whenever you close RoboHELP Explorer, Microsoft Word automatically closes as well.)
- Clear this option if you want to work in RoboHELP inside Microsoft Word without RoboHELP Explorer – in standalone mode. (For example, you might want to do quick edits to content or final compiles in Word.) When this option is cleared, you can open the .DOC file from the Windows Explorer or from within Microsoft Word and retain RoboHELP functionality but by-pass RoboHELP Explorer.

Auto Place Word 2000 Documents (Word 2000 users only)

- Select this option if you want RoboHELP to automatically place any new or opened Word 2000 Help document on top of other Help documents. (This option mimics Word 97 behavior, so Word documents always appear on top of one another. Helpful when you want to tile Word next to RoboHELP Explorer.)
- Clear this option if you want to use Word 2000's default document placement. (This usually causes Help documents to obscure RoboHELP Explorer or other Help documents currently open on your desktop.)

Show Tip Wizard at startup

- Select this option if you want to display the **RoboHELP Tip Wizard** when you start RoboHELP Explorer.
- Clear this option if you don't want the **RoboHELP Tip Wizard** to display when you start RoboHELP Explorer.

Restore Project Manager

- Select this option if you prefer to return your project to the state in which it last appeared. This affects the way the **Project Manager (Project tab)** appears in RoboHELP Explorer.
- Clear this option if you prefer RoboHELP Explorer to open displaying the main level folders (**Topics, Project, Images and Multimedia, Dependencies, and Single Source**) closed.

Warn when disk space falls below

Note: Disk space required to install an application is different from the available disk space used as virtual – or temporary – memory space. This setting pertains to the amount of disk space available for temporary memory.

- Select this option to allow RoboHELP to identify potential performance problems before they happen. By selecting this option, RoboHELP displays a warning if available disk space on your system falls below the Megabyte threshold for total available disk space indicated. Most systems configure virtual memory to take a certain percentage of available disk space. Too little available disk space can dramatically reduce the total memory available to run applications and impact the speed and performance of all programs on your system, including RoboHELP. (Microsoft Word can create large temporary files.)
- Clear this option if you prefer not to receive warnings from RoboHELP about available disk space. If the available disk space dips below the recommended setting (10% total disk space or at least 64 MB), you will probably notice slower speed and performance from your applications – including RoboHELP.

__ Megabytes (MB)

Displays the Megabytes threshold number. If the available disk space on your system dips below the number

selected, RoboHELP displays a warning message. You can set the Megabytes threshold for total available disk space to a number of your choosing. A setting of approximately 10% total disk space or at least 64 MB is recommended for optimal performance from all applications.

Note: Disk space required to install an application is different from the available disk space used as virtual – or temporary – memory space. This setting pertains to the amount of disk space available for temporary memory.

MRU Help Project List (Most Recently Used Help Project List)

Lists the most recently used Help projects up to the number set in the **Max** field.

Max

Allows you to select how many Help project (HPJ) files display in the **MRU Help Project List**. You can enter the number or increment the number displayed by using the arrow keys to the right.

Delete button

Removes the selected HPJ file from the **MRU Help Project List**.

Open a Help Project

When you begin RoboHELP, you choose from creating a new Help project or opening an existing Help project. Existing Help projects can be Help projects created using this or a previous version of RoboHELP. They can also be Help projects created using another Help authoring tool that you want to convert into a RoboHELP Help project.

- **If you want to create a new Help project**, select **Create a new Help project** and follow the **New Project dialogs** to create your new Help project.
- **If you want to open an existing Help project**, the most recently used Help projects appear so you can quickly select your Help project. Once you find the Help project you want to open, double-click to open it. If you don't see the Help file you are looking for, double-click the **More Files** option and navigate to the folder the Help project is in to open it.

You can choose how many files appear in the **MRU Help Project List** (most recently used) from the **Options: General tab**.

Note: Before you convert an existing Help project created with another Help authoring tool into a RoboHELP project, it's a good idea to make a backup copy of the project in another directory. Once RoboHELP opens the Help project, it is 100% converted into a RoboHELP project.

Disk Space Warning

Most systems configure virtual (temporary) memory to take a certain percentage of the available disk space. An industry rule-of-thumb is that a PC running with less than approximately 10% total available disk space free dramatically reduces the total memory available to run applications. As a result, applications "freeze" or speed and performance are noticeably slow. (Microsoft Word can create large temporary files.)

Note: Disk space required to install an application is different from the available disk space used as virtual – or temporary – memory space. This warning pertains to the amount of disk space available for temporary memory.

This warning indicates RoboHELP detects the available disk space on the drive indicated is below the Megabyte threshold number set on the **General tab** under RoboHELP Explorer's **Tools** menu, **Options**. If you continue to run RoboHELP (or any application) without freeing more available temporary disk space, you will probably notice slower performance.

To proceed:

- 1 Click **OK** to exit the warning message.
- 2 Save the current Help project and exit RoboHELP.
- 3 Free some available disk space on your system. (Refer to your operating system's Help or documentation for assistance.)

Note: You can view or change the Megabyte threshold of free disk space set for this warning on the Options: General tab.

RoboHELP Explorer

 Use this dialog to select RoboHELP Explorer display options from inside Word:

- Project Manager (**Project tab**)
- TOC Composer (**TOC tab**)
- Index Designer (**Index tab**)
- **Tools tab**
- Image Workshop (**Image Workshop tab**)
- Link View (**Link View tab**)
- Topic List (**Topics tab**)
- Tile RoboHELP Explorer (arrange RoboHELP Explorer on the left side of your screen and Microsoft Word on the right side)

Select the option you want and click **OK**.

NewOpen.doc

[New Project: New](#)

[New Project: Import](#)

[New Project](#)

[Application Help project templates](#)

[Custom Help project templates](#)

[Online Book project templates](#)

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New Project: New

You can create a new RoboHELP Help project when you first open RoboHELP (**Create a new Help project** option on the **Open a Help project dialog**), from RoboHELP Explorer (**File, New >Project**), or from Microsoft Word (**File, New RoboHELP Project**).

The **New Project: New tab** is where you select the type of new RoboHELP Help project you want to create. These project types allow RoboHELP to automate some of the project settings for you:

- **Application Help.** Select this Help project type when you are documenting a software application that includes context-sensitive help. Then you select the development environment for the software application, so RoboHELP knows whether or not to turn on automatic Map ID generation project setting for you.
- **Standalone Help.** Select this Help project type to create a basic new Help file. (Also a good choice if you don't know which project type to select. RoboHELP doesn't automatically turn on any project settings. You select the project settings you want as you develop.



- **Win 95 Online Book.** Select this Help project type to create an online book – a WinHelp file that has the Contents, Index, and Search tabs as part of the Help window. This type of Help project is great for employee guides, policies and procedures, operations manuals, standards and practices, and even sales and marketing materials.



- **Win 95 What's This? Help.** Select this Help project type to create a new What's This? Help project using What's This? Help Composer. RoboHELP automatically creates a WinHelp 4 Help project and launches What's This? Help Composer – one of the quickest, easiest ways to create What's This-style context-sensitive help.
- **Master CNT.** Select this Help project type to create a Help project that links several Help files through the Contents (CNT) file. You might choose to only use the Contents (CNT) file in this project to combine several Help file tables of contents, indexes, and even See Also keyword links.
- **Custom.** Select this Help project type to base your new Help project on a custom project template that you've already created. RoboHELP automatically selects any project settings on the custom project template. For example, setting up a custom project template allows you to create a "standard" look and feel for all your company's Help projects. If you create Help systems for several different clients, you can customize a Help project template for each client.

To proceed:

- 1 Select a Help project type on which to base your new Help project.
- 2 Click **OK**.

New Project: Import

The **New Project: Import tab** allows you to convert a Help project created using another Help authoring tool into a new RoboHELP Help project. If you have RoboHELP Office, you can also create a new RoboHELP Help project from any compiled WinHelp HLP file – useful if you need to update an existing Help file, but don't have the project source files.

Note: If you intend to return to the other Help authoring tool, make a backup copy of the original before you import the project into RoboHELP. Once imported, the Help project is converted to RoboHELP and contains unique RoboHELP commands and functionality that may not translate back into the other Help authoring tool.

To proceed:

- 1 Select the Help authoring tool used to create the existing Help project. (Or select **Other Help Projects** if the tool isn't listed.)
–or–
Select **WinHelp (*.hlp)**.
- 2 Click **OK**.

New Project

This **New Project dialog** allows you to select a template on which to base your new Help project. The templates that display depend upon the type of project you selected:

- [Application Help project](#)
- [Custom Help project](#)
- [Online Book project](#)

To proceed:

- 1 Select a Help project type on which to base your new Help project.
- 2 Click **Next**.

Application Help project templates

These templates allow you to create your Help project specific to an application development environment and context-sensitive help in that environment. Each RoboHELP application template is pre-set with the most common settings for that environment – including whether the Help author or Programmer usually supplies the Map files for context-sensitive help in this environment.

Select the project template representing the development environment for the application. If you aren't certain which project template to choose, check with your programming team or follow these guidelines:

- **Standard Map File Help.** Select this option if you are creating context-sensitive Help and you are providing Map IDs to your programming team. This option creates a new Help project and turns on the **Automatic Map ID Generation** option for each Help document in this Help project. (RoboHELP generates a Map file for each Help document containing one Map ID for each topic.)
- **Standalone Help.** (On the previous screen – click **Back**.) If your programming team is providing you with Map (HH) files or Map IDs, return to the previous screen and select this option. (You can always turn on the **Automatic Map ID Generation** option later.)

Custom Help project templates

Select the custom project template you want to use as the model for the new Help project.

RoboHELP's custom project templates allow you to create a Help project based on your own project templates. You customize the templates by defining the standards and content you need for your Help files – based on company or client needs. Instead of painstakingly re-creating previous Help systems with each new project, save time by using one of your own customized project templates with built-in design and content.

Online Book project templates

Select the Online Book template you want to use as a model for your new Online Book. You can modify the project settings, sample topics, and default tables of contents once your new project is created.

These templates give you a head-start in common types of Online Book Help systems. Each template contains common features and sample topic outlines specific to a purpose and use.

New Project

This **New Project dialog** allows you to select the primary target operating system for your new Help project. The primary target determines which WinHelp compiler you use to compile the project and which WinHelp viewer your users will use to view the final Help file.

Select your primary target

Choose the primary Windows target for which you are developing your Help project. RoboHELP uses this setting to determine the options available to you while developing your Help project, because WinHelp 4 allows some features WinHelp 3 cannot support. This way, you allow RoboHELP to remember what the differences are so you don't have to!

- **WinHelp 4 (Win 95, 98, & NT)**. Select this option if your final compiled Help (HLP) file is targeted primarily for users with a Windows 95, Windows 98, or Windows NT operating system or a 32-bit application. This option automatically selects the WinHelp 4 Compiler as the default compiler. RoboHELP makes all features (including [WinHelp 2000 extensions](#)) supported by the WinHelp 4 compiler and viewer available to you during Help development. (If you need to create a Help file for both WinHelp 4 and WinHelp 3, select the **Only allow WinHelp 3 supported features** checkbox as well as the WinHelp 4 primary target.)
- **WinHelp 3 (Windows 3.x)**. Select this option if your final compiled Help (HLP) file is targeted for users with a Windows 3.1, Windows 95, Windows 98, or Windows NT operating system or a 16-bit application. This option automatically selects the WinHelp 3 HCP Compiler (protected mode) as the default compiler. RoboHELP makes only those features supported by the WinHelp 3 compilers available to you during Help development. (Although you can use [WinHelp 3 extensions](#) to expand the WinHelp 3 compiler's capabilities.)

You can change the primary target at any time during Help development, if you need to. If you switch from WinHelp 4 to WinHelp 3 or add the Only allow WinHelp 3 supported features, however, RoboHELP will not automatically notify you of existing features not supported by WinHelp 3. RoboHELP will alert you to any future features you choose to put in.

Only allow WinHelp 3 supported features

(Formerly WinHelp 3 Compatible) Select this option if you are developing primarily for Windows 95, 98, or NT but you also need to generate a Help file for Windows 3.1. This option uses the WinHelp 4 compiler as the default compiler, but signals RoboHELP to make only those features supported by the WinHelp 3 compiler available to you during development. That means RoboHELP tracks the differences between the two compilers for you, so regardless of which compiler you use to generate your final compiled Help file, your Help file works as designed.

However, during development you might notice some features seem to be "missing" from dialogs and menus – some window options, certain WinHelp macros, See Also (A-keyword) options, and so on. These "missing" options are features that aren't supported by the WinHelp 3 compiler.

To proceed:

- 1 Choose a Primary Target.
- 2 (Optional) Select the **Only allow WinHelp 3 supported features option**, if necessary.
- 3 Click **Next**.

New Project

This **New Project dialog** allows you to enter the basic information required to create your new Help project.

What is the title of this Help project?

Enter the title you want to give to your Help project. This is the title that displays on the title bar in your compiled Help file. Your users see this title, so make it descriptive.

What is the name of the project file?

Enter the name you want to give your Help project (HPJ) file. This is the title you open each time you work on your Help project.

Note: If you are using the WinHelp 3 compiler or selected the **Only allow WinHelp 3 supported features** option, the filename cannot be longer than 8 characters.

Where should the new project be stored?

Enter the path name of the folder you want to store the Help project in or select **Browse** to navigate to or create the appropriate folder.

Create WinHelp 2000 Explorer View

Select this option to generate a Help file with the look and feel of Windows 98-style HTML Help. Clear this option to generate a standard WinHelp 4 Help file.

Note: If your Primary Target is set to WinHelp 3 compiler, this option is not available.

Include eHelp support

Select this option to create an easy way for users interested in more information about a help topic to find it on the Web quickly. eHelp also enables users to connect with other users in Internet communities, which provides a way to ask questions, read or leave tips and tricks, have a live conversation with other eHelp users, and search through online knowledge bases.

Note: If your Primary Target is set to WinHelp 3 compiler, this option is not available.

To proceed:

- 1 Enter the title.
- 2 Enter the name of the Help project.
- 3 Enter or navigate to the folder you want to store your Help project in (location of the Help project).
- 4 (Optional) Select the **Create WinHelp 2000 Explorer View** option.
- 5 **Include eHelp support** is selected by default. If you choose not to include eHelp support, click this option to deselect it.
- 6 Click **Finish** to create the new Help project based on your selections in the **New Project dialogs**.

Conflicting WinHelp Versions

 This message appears if your Help project (HPJ) file appears to have both compilers selected as the Primary Target. This confusion occurs rarely but can happen as a result of changing the Primary Target in the middle of developing your Help project.

To continue, simply select a compiler version. RoboHELP Explorer makes the appropriate modification to the Help project (HPJ) file to clearly establish the selection as the Primary Target. There is no other effect – no other element of the Help project is modified in any way.

Update Document Location

 This dialog appears if one or more files in your Help project are located somewhere other than the path listed in the Help project (HPJ) file. This could be because the project has been recently moved. Select **Yes** or **Yes to All** to update the path listed in the HPJ file. Select **No** or **No to All** to leave the path as listed.

Open File From Project

Use the **Open File From Project dialog** to quickly open any source file in your Help project. If you are working only in Microsoft Word, this dialog is the way you can open other files from the Help project.

File Name

Displays the files in the drive or folder selected in **Look in**. Select a file from the list to open.

Name

Lists the name of each file and its 3-character extension.

Type

Lists the file type associated with each file.

Image Preview

If you've selected an image file, a preview of the selected image displays here.

Files of type

Displays the types of files in RoboHELP Help projects. The default is **All Files**, but you can select a particular type of file – such as **All Image Files** or **Documents (.doc)** – to narrow down the list that appears under **File Name**.

Look in

Click the drive or folder that contains the file you want. The contents of the drive or folder you select appear in **File Name** based on the selection in **Files of type**.

Maximize

Select this option to open the selected file in its viewer and maximize the window of the viewer to full screen.

Report.doc

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Broken Links Report



The **Broken Links Report** lists all topics missing from your Help project that either have link references or table of contents references. This report is especially useful for multi-document Help projects or very large Help projects. You'll find the following information on the Broken Links Report:

- **Total Missing Topics.** Displays the total number of missing Topic IDs. (Broken links are caused when one or more Topic IDs are missing, causing references to those Topic IDs to be "broken.")
- **Missing Topics.** Missing topics display alphabetically. Each missing topic is followed by a list of the references to the missing topic – links (jumps), TOC references, SHED references, and Aliases.

Available report options:

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Project Status Report

✓ The **Project Status Report** provides you with an at-a-glance summary of Help project status and status by assigned Help author. Use this report as a daily or weekly snapshot of project status and progress. It's a quick way for Help authors, Help project managers, and other managers to stay informed.

On this report:

- Total number of topics in your Help project
- Estimated development time to author all topics
- Total number of topics that are in progress
- Total number of topics that are ready for review
- Total number of topics that are complete

Note: This report relies on the topic status information on the **Topic Properties: Status tab**.

Available report options:

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Topic References Report

 The **Topic References Report** lists all topics (alphabetically) with any references to your Help table of contents or any links to other topics.

This report includes:

- Total number of topics
- Links to the topic from other topics
- Pages in the table of contents that use the topic
- Index keywords (K-keywords) associated with the topic
- Aliases that reference the topic

Available report options:

Author

Select a particular Help author or All Help authors. The **Author** field defaults to <All Authors> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Document

Select a particular Help document or all Help documents. The **Document** field defaults to <All Documents> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Duplicate Map IDs Report

hh The **Duplicate Map IDs Report** provides a list of any Map IDs found in more than one file – either a Map (HH) file or the Help project (HPJ) file. Map IDs list in numeric/alphabetic order.

Use this report to resolve Map ID discrepancies. If duplicate Map IDs exist, the WinHelp compiler compiles only the first occurrence and ignores the second. Since Map IDs connect topics to applications, duplicate Map IDs mean errors in the application.

Available report options:

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Duplicate Topics Report

 The **Duplicate Topics Report** provides a list of any duplicate topics in your Help project. Duplicate topics are topics that have the same Topic ID. Duplicate topics may be the result of copying a topic or moving a topic from one Help document to another. Since Topic IDs are unique topic identifiers, WinHelp ignores the duplicate. That means at least one topic is not accessible to your users. RoboHELP provides the **Remove Duplicate Topics** feature to help you edit and change duplicate Topics IDs, but you can use the Duplicate Topic ID Report to get more information before making any changes.

Available report options:

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Index (K-Keywords) or See Also (A-Keywords) Report

 Keywords are important elements to your Help system – they help users of your Help system to locate information. In the past, tracking and managing keywords has been a manual process. Now, RoboHELP provides two keywords reports:

- **Index (K-Keywords) Report.** This report lists Index K-keywords found in your Help system's Index.
-  **See Also (A-Keywords) Report.** This report lists See Also A-keywords that allow users access to topics using the ALink macro. This macro acts as a "See Also" mechanism, so these keywords are referred to as See Also keywords. (A-Keywords are only available for Help systems developed using the WinHelp 4 compiler. If the Primary Target for your Help system is WinHelp 3 or WinHelp 4 with WinHelp 3 Compatibility, A-Keywords aren't available to you.)

You can customize the reports, based on the report options you choose, to help you track and manage the keywords in your Help system. These reports are great when you need to "clean-up" the index or even when you just want to know ALL the keywords in the Help project.

Tip: If you need an Index (K-Keywords) Report in a hurry, go to RoboHELP Explorer's **Index tab** and select **Print Index** from the **File** menu. When the **Print dialog** appears, you can select the printer, type of report (Index Only, Index and topics, or Topics and Index), and click **OK**. RoboHELP sends the report directly to the selected printer.

Available report options:

Author

Select a particular Help author or All Help authors. The **Author** field defaults to <All Authors> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Document

Select a particular Help document or all Help documents. The **Document** field defaults to <All Documents> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Report

Select a particular type of keywords report. The last type of report selected remains the report automatically generated until you select another type.

Index K-Keywords Reports

- **Keywords Only.** (Default) Displays both Index keywords in alphabetical order.
- **Keywords and topics.** Displays K-keywords in alphabetical order and lists the Help topics associated with each keyword.
- **Topics and keywords.** Displays Help topics in alphabetical order and lists their associated K-keywords.

See Also A-Keywords Reports

- **Keywords Only.** (Default) Displays A-keywords in alphabetical order.
- **Keywords and topics.** Displays A-keywords in alphabetical order and lists the Help topics associated with each A-keyword.
- **Topics and keywords.** Displays Help topics in alphabetical order and lists their associated A-keywords.

Tip: Help topics appear by either Topic ID or Topic Title, depending upon the current View option. To change the way topics display, from RoboHELP Explorer's **View** menu, select the option you prefer. A checkmark appears next to the selected option.

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Map IDs Report

?h Map IDs connect your Help system to a software application and are used to create context-sensitive Help. The **Map IDs Report** lists the properties of each Map ID (alphabetically) in the Help project:

- Map ID
- Map ID number
- Map file
- Aliased to (if applicable)
- Topic (corresponding to the Map ID, if applicable)
- Document (corresponding to the Map ID, if applicable)

Available report options:

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Ship List Report

 The **Ship List Report** lists the items from the **Dependencies** folder (**Project tab**) and other files needed to make your Help project work as designed. Use it as reminder list before distributing your Help file or provide a copy to your installation experts before they create the application build.

This report includes:

- **Help File.** Lists the file names of the Help file (HLP) and Contents file (CNT) for this Help project.
- **DLLs.** Lists the file names of any DLLs directly associated with this Help project needed to operate the Help system as designed. (DLLs are specialized Windows programs that allow you to extend the capabilities of your Help system. For example, if you enable WinHelp 2000 features in your Help project, RoboHELP automatically attaches the RoboEx32.DLL to provide the necessary support for WinHelp 2000 features.)
- **External Help Files.** Lists the file names of any external Help files referenced in this Help file. This list includes any included external CNT files and their associated HLP file. If the Help file links to an HTML topic inside a compiled HTML Help (CHM) file, the name of the CHM file is also listed here.
- **HTML Files.** Lists the names of any local HTML files necessary to distribute with your Help project. (For example, if you created a new HTML topic or page and linked that topic or page to your WinHelp system, the name of that file appears under this heading.)
- **Multimedia files not stored in Baggage.** Lists sound (.WAV) and animation or video clip files (.AVI) included in your Help file that aren't stored in Baggage. (For example, multimedia files list here if you didn't select the Store in HLP option or if you used RoboHELP Office's RHMMPLAY multimedia extensions.)

Note: The Ship List Report only lists files directly associated with the Help project and Help file. If your Help system requires another DLL or file – such as a system file or system DLL on the end-user's system – the Ship List Report won't report these supporting files. (RoboHELP doesn't have this information.)

Available report options:

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Table of Contents Report

 The **Table of Contents Report** displays your Help system's table of contents just as it appears on the TOC Composer in RoboHELP Explorer. Books and pages display in their hierarchical order, identified with either book icons or page icons. Pages list under the TOC book in which they appear. You can customize the report to suit your needs by changing the report options.

Tip: If you need a Table of Contents Report in a hurry, go to RoboHELP Explorer's **TOC** tab and select **Print TOC** from the **File** menu. When the **Print dialog** appears, you can select the printer, type of report (**Overview** or **Complete**), and click **OK**. RoboHELP sends the report directly to the selected printer.

Available report options:

Author

Select a particular Help author or All Help authors. The **Author** field defaults to <All Authors> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Document

Select a particular Help document or all Help documents. The **Document** field defaults to <All Documents> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Report

Select either an **Overview** or **Detailed**. The last report type selected remains the report automatically generated until you select another type. (Overview is the default option.)

- **Overview.** Displays books and pages in hierarchical order. Pages list the Topic title or Topic ID of the associated Help topics, depending upon which option is currently selected on your RoboHELP Explorer **View** menu.
- **Detailed.** In addition to the information contained on the Overview Report, the Detailed Report also lists the Help document for each Help topic listed.

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Topics by Priority Report

 The **Topics by Priority Report** allows you to view and manage the priority of Help topics. You can use the report to view topics within a certain priority range or to see topic progress for a particular Help author. The key, then, to making this report work for you is to assign priorities to topics as you author them (and update them often).

Available report options:

Author

Select a particular Help author or All Help authors. The **Author** field defaults to <All Authors> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Document

Select a particular Help document or all Help documents. The **Document** field defaults to <All Documents> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Options button

Opens the **Topics by Priority Options dialog** so you can select the priorities you want to report on. Select a range of priorities, all priorities, or a specific priority.

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Unreferenced Topics Report

 The **Unreferenced Topics Report** takes the guesswork out of which topics exist but aren't being referenced in the Help file. If a topic isn't referenced, chances are it's not accessible to your users – which means the topic won't be seen at all.

Use it to identify:

- Topics that aren't linked to other topics
- Topics that aren't included in the table of contents
- Topics that aren't included in the index (lack Index keywords)
- Topics that aren't part of any See Also references (A-keywords)
- Topics that aren't aliased to other topics
- Topics that don't have associated Map IDs

Customize the report to select which individual reference types or groups of references you want to check on. For example, by selecting the Jumps to, TOC, and Index options, you can see which task-oriented topics aren't accessible to your user.

Available report options:

Author

Select a particular Help author or All Help authors. The **Author** field defaults to <All Authors> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Document

Select a particular Help document or all Help documents. The **Document** field defaults to <All Documents> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Options button

Opens the **Unreferenced Topics Options dialog** so you can select the reference or references you want to report on. **When you select more than one type of reference, the report only displays all topics that do not contain references to any of the selected items.** (For example, if you selected TOC and Index, only topics not referenced by either the TOC or the Index display. But topics with no references to the TOC, but included in the Index would not display.)

Suggested combinations:

- Steps, task-oriented, or standalone help – Jumps, TOC, Index
- Context-sensitive Help – Map IDs

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Unused Index and See Also Keywords

 This report lists all keywords contained in the Help project that are not currently associated with at least one Help topic. These keywords are unused and appear in bold type in the Index Designer. The WinHelp compiler ignores unused keywords – they won't appear in the Help index or as See Also links. The **Unused Index and See Also Keywords Report** displays unused keywords, so you can either delete them or associate them with at least one topic.

Available report options:

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Unreferenced Topics Options

Displays types of references for the **Unreferenced Topics Report**.

Select the reference or references you want to report on. **When you select more than one type of reference, the report only displays all topics that do not contain references to ANY SELECTED OPTION on this dialog.** (For example, if you selected TOC and Index, only topics not referenced by either the TOC or the Index display. But topics with no references to the TOC, but included in the Index would not display.)

Suggested combinations:

- Steps, task-oriented, or standalone help – Jumps, TOC, Index
- Context-sensitive Help – Map IDs

Topic Priorities Options

Displays the options available for the **Topics by Priority Report**. Select the priority or range of priorities to report on:

All priorities

Select this option to report on all priorities – from 0 to 100.

Priorities ranging from __ to __

Select this option to report on one priority or a range of priorities.

- To report on one priority: Enter the number of the priority in both the **from** and **to** fields.
- To report on a range of priorities: Enter the beginning (lowest) priority number in the **from** field and the ending (highest) priority number in the **to** field.

Customize Topics Report

Displays the options available for the **Topic Properties Report**. Select each option you want to display on the report. (Remember that information displayed on the report also depends upon the selections in the Author and Document fields.)

General

Document

Select this option if you want each topic on the report to display the name of its associated Help document.

Mid-topic IDs

Select this option if you want to display all mid-topic IDs for topics on the report.

Topic Status – from the Topic Status tab

Author

Select this option if you want the Author assigned to each topic to appear on the report.

Status

Select this option if you want the current status assigned to each topic to appear on the report.

Priority

Select this option if you want the currently assigned priority for each topic to appear on the report.

Time

Select this option if you want the hours per topic estimate for each topic to appear on the report.

Completed To Do's

Select this option if you want all completed To Do items (tasks in the Topic Properties, Status, To Do Checklist area) for each topic to display on the report.

Comment

Select this option if you want to display all comments for each topic on the report.

References

Jumps to the topic

Select this option to see other topics that contain links to the topics on the report. (Listed as **Links to this topic**: below each topic that appears on the report.)

Jumps from the topic

Select this option to display links that go from topics on the report to other topics. (Listed as **Links from this topic**: below each topic that appears on the report.)

Table of Contents

Select this option to display any page references to the Help system's TOC. (Listed as **TOC references**: below each topic that appears on the report.)

Index (K-keywords)

Select this option to display any index entries (K-keywords) in the Help system's index. (Listed as **Index keyword references**: below each topic that appears on the report.)

See Also (A-keywords)

Select this option to display any See Also entries (A-keywords) in the Help system. (Listed as **See Also keyword references**: below each topic that appears on the report.)

Aliases

Select this option to display Aliases associated with Map IDs assigned to topics, if any, on the report. (Listed as **Aliases**: below each topic that appears on the report.)

Advanced – from the Advanced tab

Browse Sequence

Select this option to see any Browse Sequences associated with the topics on the report.

Window

Select this option to list the associated default window.

Map ID number

Select this option to list any Map ID numbers associated with the topics on the report.

Entry Macro

Select this option to list any entry macros associated with the topics on the report.

Build Tags

Select this option to list any build tags associated with the topics on the report.

Topic Properties Report

 The **Topic Properties Report** allows you to customize a report on topics in your Help system. You select the information about each topic that you want to report on. Choose from information contained in the **Topic Properties dialog** and types of topic references.

The Topic Properties Report is fully customizable – you can select any combination of the following:

- Topic title and Topic ID
- Name of Help document where topic is located
- Alphabetized list of Mid-Topic IDs used in topic
- Help author assigned to topic
- Status of topic (Complete, In Progress, Ready for Review)
- Topic priority (assigned by Help author)
- Total number of estimated or spent hours (defined by Help author)
- "To Do" task items that are completed (checked) for the topic
- Help author's comments about the topic
- Alphabetized list of links to and from the topic
- Titles of TOC pages referencing the topic
- List of keywords (Index and See Also keywords) associated with the topic
- Alphabetized list of Aliases assigned to the topic
- Name of browse sequence for the topic (assigned by Help author)
- Default topic window (assigned by Help author)
- Map ID number for topic
- Topic entry macro for this topic (assigned by Help author)
- Build tags for this topic (assigned by Help author)

Available report options:

Author

Select a particular Help author or All Help authors. The **Author** field defaults to <All Authors> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Document

Select a particular Help document or all Help documents. The **Document** field defaults to <All Documents> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Options button

Opens the **Topic Report Properties dialog** so you can select the topic properties you want to report on. Select from general topic information, topic status, references, and advanced properties.

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

External Topic References Report

 The **External Topics Report** provides a list of all external topics referenced in your Help project's TOC, index, or topics. When you select the External Topics Report, RoboHELP automatically generates the report and allows you to view it.

You'll find the following information on the External Topics Report:

- **Total number of external topics.** This number represents the total number of external topics referenced in the current Help project. (The Help project name and project location displays in the Heading at the top of the report.)
- **External topics.** External topics referenced in the current Help project list alphabetically and include both the topic name and the name of the External Help file in which this topic originates. Beneath each external topic appears a list of all references including this external topic – links (jumps) or TOC references.

Available report options:

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Generating Status message

Because the TOC and Index reports can take some time to generate, this message displays the status of the report. If you need to cancel the report generation, press **Esc**.

Diagnostics Report

 The **Diagnostics Report** helps you identify possible problems with your Help project before you compile. Use it to help you track those "mystifying" problems that can plague Help authors and waste a lot of time.

You can select any combination of the following to check for:

- Unused Map IDs
- Topics without Map IDs
- Duplicate Map IDs
- Missing documents
- Missing Map files
- Missing images
- Missing baggage files
- Missing image folders – listed under Image Folders (BMROOT)
- Missing DLLs
- Missing HTML files
- Full path HTML files
- Images that appear in more than one Image Folder
- Topics that appear in more than one window
- Contents topic

Available report options:

Options button

Opens the **Diagnostics Report Options dialog** so you can select the problems you want to report on. Select from potential problems in context-sensitive Help, missing files, and miscellaneous problems.

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Diagnostics Report Options

Displays the options available for the **Diagnostics Report**. Select each option you want to display on the report. (Remember that information displayed on the report also depends upon the selections in the Author and Document fields.) Select as many options as you want to report on.

Context-Sensitive Help

These options notify you of possible problems pertaining to context-sensitive Help. (You probably want to turn these options off if your project doesn't contain context-sensitive Help topics.) For example, if your programming team supplies you with Map IDs, they sometimes move the Map ID from one Map file into another without remembering to tell you. If that Map file isn't included in your Help system, your topic no longer has a connection to the application. The **Check for topics without Map IDs** option allows you to quickly identify this situation, so you can fix it before shipping the Help file.

Missing Files

These options notify you if important files are missing from the Help project. If the WinHelp compiler can't locate one or more of the file types listed here, it usually can't complete the compile process. For example, if the WinHelp compiler can't find an image file, it may stop the compile process with an error or it may compile the Help project with the "missing image" bitmap instead of the image you've selected. The **Check for missing images** option helps you make sure that before you compile, the image is part of the Help project.

Miscellaneous Problems

These options notify you of those "mystifying" problems that can cause Help authors to spend a lot of time and energy troubleshooting. For example, you may want all your topics to display in the same window each time. If so, you'll want to select the **Check for topics that appear in more than one window** option, in case a topic displays in one window from the TOC and another window from a hotspot. (Usually this is because the window wasn't specified on the hotspot.)

Images Report

The **Images Report** provides information about the images used in your project's Help topics.

You can view information on the this report one of two ways:

- **By image name.** Lists images alphabetically by file name and file type. Grouped under each image is a list of topics that contain that image. (Images not included in topics aren't included on the report.)
- **By topic.** Lists topics containing images alphabetically by title. Grouped under each topic is a list of images that topic includes. (Topics that don't include images aren't included on the report.)

Available report options:

Author

Select a particular Help author or All Help authors. The **Author** field defaults to <All Authors> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Document

Select a particular Help document or all Help documents. The **Document** field defaults to <All Documents> and remains the same until you make another selection. (Then that selection remains until you make a different selection.)

Sort By

Select the sort option for this report. **Topic** lists image names by topic title. **Image** lists topic titles by image name.

Save As button

Opens the **Save As dialog** so you can save the report in either RTF (rich text format) or TXT (text file) format to use in other Microsoft applications such as Excel or Word.

Print button

Prints the report using the default Windows printer and printer settings.

Copy button

Copies the report to the Windows Clipboard so you can paste it into other Microsoft applications such as Excel.

Mail To button

Opens your message application so you can mail a copy of the report to a mail recipient.

Compile.doc

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Project Settings: Advanced

 Project Settings allow you to select and set properties for your Help project. The **Project Settings: Advanced tab** allows you to set compile options.

Build Expression

(Optional) Enter the conditional build expression. A build expression specifies which topics are included or excluded from a build (compile). Topics without build tags are always included in the compile. A topic contains a build tag if it contains an asterisk (*) build-tag footnote statement. This option usually defaults to WINDOWS.

Help Compiler

Displays the selected Help compiler. If your project's Primary Target is set to WinHelp 3, you can select either the HCP (WinHelp 3 compiler with protected mode) or HC31 (WinHelp 3 compiler without protected mode).

Batch Files

(Optional) Enter the name of batch files you want to execute before (**Pre-compile**) or after (**Post-compile**) your Help file is compiled. If you type a filename, it can be fully-qualified, if you wish. (These options are often unused and are generally left blank.)

Temp Directory

(Optional) Select the folder you want the Microsoft Help compiler to store its temporary files created during the compilation process. If you do not specify a folder here, the compiler uses the TMP folder specified in your Windows or MS-DOS environment.

Options: Compile

 Options allow you to set your preferences for RoboHELP. The **Options: Compile tab** allows you to select preferences for compiling your Help projects.

WinHelp Mode

Choose your preferred mode:

Normal Mode. (Default) Usual Help authoring development mode.



Win 95 Help Author Mode. (WinHelp 4 feature) Allows you to run your Help system in a mode that provides additional Help authoring information:

- The Topic ID displays in the Help file title bar rather than the topic title
- Provides debug access to your Help system – such as being able to display the jump dialog of a hotspot.
- Allows you to move through the Help project in a unique way.

Tip: To get the most out of Help Author Mode, you should also select **ActiveEdit** as the **Make** option on the **Project Settings: Compile tab**.

WinHelp 3 HCP Compiler

Lists the full path and name of the WinHelp 3 HCP compiler.

WinHelp 3 HC31 Compiler

Lists the full path and name of the WinHelp 3 HC31 compiler.

WinHelp 4 Compiler

Lists the full path and name of the WinHelp 4 compiler.

RTF Output

These options fix formatting in RTF file, which affects formatting in the final Help file. By default, both options are selected. These options apply to all your Help projects. Each new Help document created reflects the current selections; existing Help documents need to be saved before the changes are reflected.

If you change whether an option is selected or cleared, RoboHELP prompts you to save all Help documents so the change will be reflected in the Help file the next time you compile.

Show Hidden Paragraph Markers

Reformats hidden paragraph markers as normal in the RTF file to prevent accidental hidden formatting in the compiled Help file. (This option doesn't affect hidden text associated with buttons, images, macros, or links.) To apply the change to existing documents, open the affected documents and save them.

Remove Hotspot Color from Bullets

Removes hotspot formatting from bullets and numbers in the RTF file to prevent a common WinHelp bug – green bullets and numbers in the compiled Help file. To apply the change to existing documents, open the affected documents and save them.

Result

The **Result dialog** displays the results of compiling your Help project:

- Errors or messages
- Compiler and compiler version used
- Name of the Help project (HPJ) file compiled
- Number of topics, jumps, keywords in the Help project

At the bottom of the **Result dialog**, you can see the full path and filename of the Help (HLP) file the compiler created and the number of notes and warnings associated with this compile.

Run button

Opens the newly created Help (HLP) file, so you can view and test the results of the compile.

Error Wizard button

Opens the **Error Wizard**. The Error Wizard provides more information about the WinHelp compiler notes, warnings, and error messages created during the compile. It helps you understand the messages, and locate the source of most errors. The Error Wizard also provides instructions and tips on how you to resolve and eliminate the compiler message.

Project Settings: Project

 Project Settings allow you to select and set properties for your Help project. The **Project Settings: Project tab** allows you to set defaults for your current Help project:

Title

Lists the title that displays in the title bar of the compiled Help (HLP) file. This is the title your users see when they use the Help file. Usually, this is the title you entered when you created the Help project.

Note: The **Project Settings: Content tab** also has a place for Title. WinHelp looks for the Help project title on the Content tab first, then on the Project tab. If a title is specified in both places, WinHelp uses the one on the Contents tab.

Copyright Notice

Allows you to enter text for the copyright notice that appears in your Help file when your users select Version from the Help menu inside your Help file.

Tip: To automatically include the compile date in your copyright notice, enter **%date** in this field.

Citation Notice

Allows you to enter text which appends to the end of any information (except from a context-sensitive pop-up window) users copy from the Help file.

Default Topic

Select or enter the topic to display if there is no Contents CNT file (**Help Topics browser: Contents tab**) or if there is a problem with the CNT file.

Help Project File

Displays the full path and filename of the Help project file (HPJ) for the current project.

Application File

If the current Help project includes context-sensitive topics, you can select the path for the application's executable (EXE) file. If you do, RoboHELP uses it as a shortcut to run the application. (File menu, Run Application)

Output File

Displays the name of the compiled Help (HLP) file.

Set Primary Target

The **Set Primary Target dialog** is where you set the primary target (operating system) your Help system will run on. The Primary Target selection determines which WinHelp compiler processes your project source files into the compiled Help (HLP) file. RoboHELP also uses this setting to inform and guide your development process, because WinHelp 3 and WinHelp 4 support different feature sets. (WinHelp 4 allows some features WinHelp 3 cannot support.)

You can change the primary target at any time during Help development, if you need to. If you switch from WinHelp 4 to WinHelp 3 or add the **Only allow WinHelp 3 supported features**, however, RoboHELP will not automatically notify you of existing features not supported by WinHelp 3. (RoboHELP will alert you to any future features not supported by WinHelp 3.)

Primary Target

- **WinHelp 4 (Win 95, 98, & NT)**. Select WinHelp 4 if you are primarily developing this Help project to run on Windows 95, 98, or NT or for a 32-bit application. This option automatically selects the WinHelp 4 Compiler as the default compiler. If you choose WinHelp 4 as your primary target, all Help features supported by the WinHelp 4 compiler and [eHelp WinHelp 4 extensions](#) are available to you during development.

Note: If you need to create a Help file for both WinHelp 4 and WinHelp 3, select the **Only allow WinHelp 3 supported features** checkbox as well as the WinHelp 4 primary target.

- **WinHelp 3 (Windows 3.1)**. Select WinHelp 3 if you are developing a Help system to run on Windows 3.x or for a 16-bit application. (This Help file can also run on windows 95, Windows 98, or Windows NT.) This option automatically selects the WinHelp 3 HCP (protected mode) compiler. Only features supported by the WinHelp 3 compilers and [Blue Sky WinHelp 3 extensions](#) are available to you during development.

Only allow WinHelp 3 supported features

(Optional) Select this option (formerly called WinHelp 3 Compatible) if you are developing Help primarily for Windows 95, 98, or NT, but you also need to generate a Help file for Windows 3.1. This option uses the WinHelp 4 compiler as the default compiler, but signals RoboHELP to make only those features supported by the WinHelp 3 compiler available to you during development. That means RoboHELP tracks the differences between the two compilers for you, so regardless of which compiler you use to generate your final compiled Help file, your Help file works as designed.

With this option you might notice some features seem to be "missing" from dialogs and menus – some window options, certain WinHelp macros, See Also (A-keyword) options, and so on. These "missing" options are features that aren't supported by the WinHelp 3 compiler.

Project Settings: Compile

 Project Settings allow you to select and set properties for your Help project. The **Project Settings: Compile tab** allows you to select the default compile options.

Options

Choose the default compile option:

Active Edit (for Development)

This option is designed for use during the development of your Help file. It attaches the ActiveEdit button to the button bar of your compiled Help file so you can go directly to the selected topic from your Help file for editing.

Release (for Shipping)

This option is designed for use when you are compiling the final Help file you want to ship to your users.

Compression

Choose the compression level at which the Help file is compressed:

WinHelp 3 Compression Options:

- **None** is the fastest compile speed and is useful when you are authoring and testing your Help project.
- **Medium** uses a moderate compressions level on your Help file.
- **High** uses the maximum compression level on your Help file and is often used for the final version of the Help file – the one you intend to distribute to your users.

WinHelp 4 Compression Options:

- **None (Fastest Compile)** is the fastest compile speed and is useful when you are authoring and testing your Help project.
- **Maximum (Shipping Version)** uses the maximum compression level on your Help file and is recommended for the final version of most Help files – the one you intend to distribute to your users. (This selection uses both Zeck and Hall compression and is the same as that selection.)

Custom options:

- **Phrase** is recommended for smaller Help files (less than 100K). Phrase compression forces the compiler to create a Phrase (.PH) file. You can reuse the .PH file to speed up the compression process if the text has not changed significantly since the last compression. For maximum compression, however create the .PH file each time you compile.
- **Hall** is most effective when used with Zeck compression. However, for larger Help files (greater than 100K), Hall can provide a good compression ratio. It's also a good choice if your Help file will be compressed by another utility before copied to shipping disks or CDs.
- **Zeck** works best when combined with either Phrase or Hall compression. On its own, Zeck provides minimum compression with a fairly quick compile time. (For the fastest, most effective custom compression, combine Hall and Zeck compression.)
- **Zeck and Phrase** provides a good compression ratio for smaller Help files (less than 100K). You can speed up compile time by selecting the **Reuse Phrase File** option with this compression selection.
- **Zeck and Hall** is the same as selecting the **Maximum (Shipping Version)** compression option. It provides the fastest, most effective compression for most Help files – especially those larger than 100K.

Reuse Phrase File (PH file)

This option is only available when you've selected a compression option that includes Phrase compression. Reusing the PH file can speed the compile time if the text has not significantly changed since the last compile.

While compiling, display:

Select the default options for what you want RoboHELP to display during the compile process:

Report displays progress messages during the compile. This option is especially useful when you are compiling a Help file to ship to your users, as the final compile and compression process can take several minutes for large Help projects.

Notes displays help compiler notes during the compile.

Copy Help File to

Set the default on whether or not to copy the compiled Help file to one or more other folders. This option is helpful when you need to provide a copy of your compiled HLP file to your development team – especially programmers

and test engineers. (You can include a shared folder location and automatically copy the compiled HLP and CNT files to this location each time you compile.)

Add button

Adds a folder location to the **Copy Help File to** list.

Remove button

Removes a folder from the **Copy Help File to** list.

Options: Single Source

 Options allow you to set your preferences for Help projects. The **Options: Single Source tab** allows you to select your preferred editor and viewer for each of RoboHELP's single source options.

Targets

Select the Single Source option to edit.

Editor

Displays the application used to edit the output of the selected single source option. For example, Microsoft Word is often the editor for Printed Documentation. If this field is blank, the editor defaults to the application used by your operating system. (This is based on file extensions. You can look at this in either My Computer or Windows Explorer under the View menu, Options, File Extensions.)

Viewer

Displays the application used to view the output of the selected single source option. For example, you might select a specific Internet browser to display a Web page created from RoboHELP using Single Source – WebHelp. If this field is blank, the editor defaults to the application used by your operating system. (This is based on file extensions. You can look at this in either My Computer or Windows Explorer under the View menu, Options, File Extensions.)

WinHelp 3/WinHelp 4 Properties

The **Properties tab** displays properties for WinHelp 3 or WinHelp 4.

Target

Displays the Help compiler currently selected under **Set Primary Target** - WinHelp 3 or WinHelp 4.

Result Help File

Displays the full path and filename of the resulting HLP Help file using this Target.

Last Generated at

Displays the last date and time the Result Help File (HLP) was generated for this Target.

Last Success at

Displays the last date and time the Result Help File was successfully completed for this Target. Usually, this date and time is the same as Last Generated at; however, if a compiler error occurs, this date and time reflects the last date and time the compiled Help (HLP) file was successfully completed.

WinHelp 3/WinHelp 4 Results

The WinHelp 3/WinHelp 4 **Results dialog** displays the last results of compiling your Help project using the selected compiler:

- Errors or messages
- Compiler and compiler version used
- Name of the Help project (HPJ) file compiled
- Number of topics, jumps, keywords in the Help project

At the bottom of the **Results dialog**, you can see the full path and filename of the Help (HLP) file the compiler created and the number of notes and warnings associated with this compile.

Active Test Window Selection

✓ The **Active Test Window Selection dialog** allows you to specify the window in which RoboHELP displays topics when using **ActiveTest**. By default, this window selection is **Main** (the Main window).

Note: If the Help topic to be tested has a default topic window, the topic is displayed in that window rather than the one specified in this dialog. You can see the default window assigned to a topic on the **Topic Properties: Advanced tab**.

Window Name

Select the window you want to use as the default during **ActiveTest**.

Error Wizard



The **Error Wizard** lists any notes, warnings, or errors encountered by the WinHelp compiler the last time you compiled the Help file. It allows you to locate the topic associated with a specific message and get an explanation of what the note, warning, or error means and how to correct it.

Errors and Warnings

Displays the notes, warnings, and errors from the last time you compiled the Help file. Select a specific message and click **Locate** to locate the source of the message or click **Explain** to get an explanation of the message.

Close button

Closes the **Error Wizard**.

Locate button

Locates the topic associated with the note or warning selected in the **Errors and Warnings** list box. If this message doesn't specify a topic, Map file, or other source file, this button isn't available to select.

View button

Opens the Error Log (*.ERR) text file in Notepad. The Error Log contains the WinHelp compiler's full record of the last compile – including notes, warnings, and error messages.

On Top

Determines whether the **Error Wizard dialog** stays on top. If the button is selected (default), the On Top option is selected. (The Error Wizard remains on top of all other windows, regardless of which window is active.) If the button appears like any other button, the On Top option is not selected.

Explain button

Provides an explanation of the message selected in the **Errors and Warnings** list box. The explanation includes tips and instructions to help you resolve the problem and eliminate the note, warning, or error message on the next compile.

ActiveTest

This RoboHELP feature allows you to view a Help topic as it will appear in the compiled Help system – without taking the time to compile.

Repair Content Inconsistencies Message

RoboHELP detected some inconsistencies in the Help project that affect it's ability to generate the Project Target you selected.

Please re-compile the Help project using the WinHelp 4 compiler (from RoboHELP Explorer's **File** menu, select **Generate > WinHelp 4**). The compile will fix the inconsistencies or report the causes to you, so you can fix them. Once you have successfully compiled the project, you can safely generate the Project Target.

Project Settings: WinHelp 2000

 Project Settings allow you to select and set properties for your Help project. The **Project Settings: WinHelp 2000** tab allows you to extend the functionality of your WinHelp 4 Help projects to make the most of your Help project. **Note:** Many of the options on this dialog apply to a WinHelp 4 Help project only. If you have the WinHelp 3 Compatibility option selected on the **Set Primary Target dialog**, you may receive a warning or error if you change the options on this dialog.

Create WinHelp 2000 Explorer View (applies only to Help created using the WinHelp 4 compiler)

Explorer View Help is an eHelp enhancement that emulates the functionality of Windows 98/Microsoft HTML Help. This option is a quick way to give your WinHelp 4 Help system the look and feel of an online book or Windows 98-style HTML Help. The compiled Help system has the Contents, Index, and Search tabs anchored on the left side of the Help window for easy access and navigation – similar to the tri-pane HTML Help window.

Background Watermark

Select the image and the placement of the watermark in the background (client region) of the Explorer View Help window, based on the Main window definition.

Watermark

Enter the name of the image or navigate to it.

Alignment

Select an alignment option to determine the placement of the watermark in the background of the Main Help window.

Note: If the height and width of the image exceeds the height and/or width of the background region, the image may appear cut-off.

Non-scrolling Region Watermark

Select the image and the placement of the watermark in the non-scrolling region of the Explorer View Help window, based on the Main window definition. (For this watermark to display, the topic must have a set non-scrolling region.)

Watermark

Enter the name of the image or navigate to it.

Alignment

Select an alignment option to determine the placement of the watermark in the non-scrolling region.

Note: If the height and width of the image exceeds the height and/or width of the non-scrolling region, the image may appear cut-off.

Tip: You can also set watermarks for individual topics on the **Topic Properties: Watermark tab**.

Add Smart See Also buttons

The Smart See Also button adds a See Also button to your Explorer View Help project window (the Main window). This gives you the ability to provide users with related topics automatically. When you add this functionality to your Help system, RoboHELP automatically connects all See Also keywords (A-keywords) to appropriate topics. When users click the Smart See Also button, the Found Topics dialog displays with the list of related topics.

Advanced button

Opens the **Add/Remove RoboHELP Extensions dialog**. You can view the DLLs associated with the extended functionality or clear the options to remove the associated DLL and enhancement functionality from your Help project. (RoboHELP automatically selects these options, as needed, to support enhancements you've already chosen for your Help project – like adding Internet accessibility.)

Project Settings: Extensions

 Project Settings allows you to select and set properties for your help project. The **Project Settings: Extensions tab** allows you to select from Blue Sky enhancement options to make the most of your help project.

Advanced button

Opens the **Add/Remove RoboHELP Extensions dialog**. You can view the DLLs associated with the extended functionality or clear the options to remove the associated DLL and enhancement functionality from your help project. (RoboHELP automatically selects these options, as needed, to support enhancements you've already chosen for your help project – like adding Internet accessibility.)

Project Settings: Extensions

 Project Settings allows you to select and set properties for your help project. The **Project Settings: Extensions tab** allows you to select from Blue Sky enhancement options to make the most of your help project.

Compatibility Wizard

Select this option to enhance your WinHelp 3 help file with WinHelp 4 functionality. The Compatibility Wizard displays Contents, Index, and Find tabs similar to WinHelp 4 help and allows you to control what your table of contents looks like.

- You can use the TOC Composer (in RoboHELP Explorer's TOC tab) to design a table of contents for your WinHelp 3 help system. The contents is accessed from the **Help Topics button** in the main button bar and displayed on the Contents tab in the compiled help file.
- The **Find+ tab** generated by the Compatibility Wizard provides full-text search capabilities for your WinHelp 3 system.

See Also

RoboHELP Office online help

HyperViewer

Select this option to quickly enhance your WinHelp 3 help file with WinHelp 4 functionality. HyperViewer automatically generates a table of contents based on the links and structure of your help topics.

- HyperViewer creates an expandable/collapsible table of contents in seconds. The contents is accessed from the HyperViewer button in the main button bar and displayed on the Contents tab in the compiled help file.
- The **Find+ tab** generated by HyperViewer provides full-text search capabilities for your WinHelp 3 system.

See Also

RoboHELP Office online help

None

Select this option to create a standard WinHelp 3 help file, which includes a traditional WinHelp 3 contents and no full-text search capability.

Advanced button

Opens the **Add/Remove RoboHELP Extensions dialog**. You can view the DLLs associated with the extended functionality or clear the options to remove the associated DLL and enhancement functionality from your help project. (RoboHELP automatically selects these options, as needed, to support enhancements you've already chosen for your help project – like adding Internet accessibility.)

Compatibility Wizard

The **Compatibility Wizard dialog** allows you to change the **Help Topics button** text. The Help Topics button appears on the main button bar and accesses the three-tab window with the Contents, Index, and Find+ tabs. The default button text is **Help Topics**, but you can change the button label to suit your design needs.

Button label

Enter the text you want to appear on the button face in the main help window. This button takes users to the Help Topics dialog displaying the Contents, Index, and Find+ tabs.

You can also specify an accelerator (or “mnemonic”) by typing the ampersand (&) sign before the letter you want to use as the accelerator.

HyperView Wizard

The **HyperView Wizard dialog** allows you to see or change the menu or button labels for the HyperView table of contents and/or Find+ tab.

HyperView

Select this option to change the menu or button label to access the HyperView table of contents. This table of contents is automatically generated. The HyperView table of contents is automatically generated for you when the help project is compiled -- based on the jumps contained in your help topics -- and is displayed in its own special window.

- **Menu label.** Enter the text you want to appear on the **File** menu of the compiled help file to access the WinHelp HyperViewer window containing the table of contents.
- **Button label.** Enter the text you want to appear on the button face of the main help window. This button takes users to the WinHelp HyperViewer window containing the table of contents. You can also specify an accelerator by typing the ampersand (&) sign before the letter you want to use as the accelerator.

Find+

Select this option to change the menu or button label to access the Find+ tab. This tab provides full-text search capabilities to your compiled help file.

- **Menu label.** Enter the text you want to appear on the **File** menu of the compiled help file to access the Find+ tab.
- **Button label.** Enter the text you want to appear on the button face of the main help window. This button takes users to the Find+ tab.

Add/Remove RoboHELP Extensions

 The **Add/Remove RoboHELP Extensions dialog** displays the options selected to support the enhancements you've chosen for your help project – like Internet accessibility. When you add these features to your help project, RoboHELP automatically selects the appropriate option and adds the DLL to the **DLLs** folder (RoboHELP Explorer **Project tab** under the **Dependencies** folder).

If you choose, you can clear one or more of these options on this dialog to remove the associated DLL and functionality from your help project.

RoboEx32.dll extensions

Clearing this option removes the DLL and register routines that extend WinHelp 2000 functionality to WinHelp 4 help systems – including Explorer View help, watermarks, and the Smart See Also button.

HtmlWh.dll extensions

Clearing this option removes the DLL and register routines that support the JumpHtml WinHelp macro, which displays Internet/intranet Web pages and HTML topics within your help project window. Any HTML Jump hotspots using the JumpHtml WinHelp macro will not work if you clear this option.

Inetwh32.dll extensions

Clearing this option removes Internet and HTML link ability from your help project. Any HTML Jump hotspots you've used to connect Web sites or HTML Help topics to your help project will not work if you clear this option.

Rhmmplay.dll extensions

Clearing this option removes the enhanced multimedia functionality macros provided by RoboHELP Office's Video Wizard for video and sound macros from your help project.

Add/Remove RoboHELP Extensions

 The **Add/Remove RoboHELP Extensions dialog** displays the options selected to support the enhancements you've chosen for your help project – like Internet accessibility. When you add these features to your help project, RoboHELP automatically selects the appropriate option and adds the DLL to the **DLLs** folder (RoboHELP Explorer **Project tab** under the **Dependencies** folder).

If you choose, you can clear one or more of these options on this dialog to remove the associated DLL and functionality from your help project.

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Clearing this option removes the DLL and register routines that extend WinHelp 2000 functionality to WinHelp 4 help systems – including Explorer View help, watermarks, and the Smart See Also button.

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Clearing this option removes the DLL and register routines that support the JumpHtml WinHelp macro, which displays Internet/intranet Web pages and HTML topics within your help project window. Any HTML Jump hotspots using the JumpHtml WinHelp macro will not work if you clear this option.

Inetwh32.dll extensions

Clearing this option removes Internet and HTML link ability from your help project. Any HTML Jump hotspots you've used to connect Web sites or HTML Help topics to your help project will not work if you clear this option.

Add/Remove RoboHELP Extensions

 The **Add/Remove RoboHELP Extensions dialog** displays the options selected to support the enhancements you've chosen for your help project – like Internet accessibility. When you add these features to your help project, RoboHELP automatically selects the appropriate option and adds the DLL to the **DLLs** folder (RoboHELP Explorer **Project tab** under the **Dependencies** folder).

If you choose, you can clear one or more of these options on this dialog to remove the associated DLL and functionality from your help project.

Inetwh16.dll extensions

Clearing this option removes Internet and HTML link ability from your help project. Any HTML Jump hotspots you've used to connect Web sites or HTML Help topics to your help project will not work if you clear this option.

Rhmmplay.dll extensions

Clearing this option removes the enhanced multimedia functionality for video and sound macros from your help project.

Add/Remove RoboHELP Extensions

 The **Add/Remove RoboHELP Extensions dialog** displays the options selected to support the enhancements you've chosen for your help project – like Internet accessibility. When you add these features to your help project, RoboHELP automatically selects the appropriate option and adds the DLL to the **DLLs** folder (RoboHELP Explorer **Project tab** under the **Dependencies** folder).

If you choose, you can clear one or more of these options on this dialog to remove the associated DLL and functionality from your help project.

Inetwh16.dll extensions

Clearing this option removes Internet and HTML link ability from your help project. Any HTML Jump hotspots you've used to connect Web sites or HTML Help topics to your help project will not work if you clear this option.

More WinHelp 2000 Options

 The **More WinHelp 2000 Options dialog** allows you to customize WinHelp 2000 options for secondary windows in the Explorer View and alternate options for HTML jumps.

Explorer View

- **Show secondary windows.** Displays topics in the specified window – Main or secondary window. (You can specify default topic windows, TOC default windows, TOC page windows, windows for hotspots, and windows in context-sensitive help commands.)
- **Show secondary windows on context-sensitive Help.** (Default) Displays context-sensitive topics in secondary windows, if the secondary window is specified in the context-sensitive command. All other topics display in the Main Explorer View Help tri-pane window, regardless of what window is specified.
- **Suppress all secondary windows.** All topics display in the Main Explorer View Help window, regardless of what window is specified – even in context-sensitive help commands.

HTML in WinHelp

If Internet Explorer is not present, show HTML topics in the default browser

Selecting this option allows users who don't have Internet Explorer 4.0 or higher installed on their systems to view the destination topic of an HTML jump hotspot using the JumpHtml macro:

- Users with Internet Explorer 4.0 or higher see the destination topic "inside" – or embedded – in the WinHelp system.
- Users without Internet Explorer 4.0 or higher see the destination topic in their default browser's window "outside" the WinHelp system. The browser used to display the destination topic is the user's default browser. (Launches the browser in a separate window to display the topic.)

If unable to jump to an HTML topic, show this topic instead:

Allows you to select an alternate topic to display in place of the destination HTML topic, if for any reason the HTML topic can't be displayed. (User doesn't have an Internet browser or the Internet connection can't be detected or established.)

WinHelp 3 only

This icon means this information pertains only to WinHelp 3 help systems (those designed for Windows 3.1).

WinHelp 3

This icon means this feature pertains only to help systems developed for WinHelp 3 (3.x).

ProjectView.doc

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Project Manager Overview



The Project Manager provides you with an overall view of your Help project in an expandable/collapsible hierarchy of folders. The Project Manager consists of five main folders that organize the elements of your Help project:



Topics. From here you can see all your topics, all broken links, all external topics included in this Help project, and topics by Help document.



Project. This folder organizes the elements of your Help project into manageable groups, so you can control the structural parts of your Help project. You'll find windows, map IDs, Aliases, startup macros, baggage, build tags, and other project settings here.



Images and Multimedia. These folders organize the images and multimedia files used in your Help project including hotspot (SHED) images, buttons, and embedded windows. This is also where you establish the BMROOT folders that indicate to the Microsoft Help Compiler where your images are stored.



Dependencies. The Dependencies folder neatly stores all the files necessary to ship with your Help project in one place.



Single Source. Use this powerful RoboHELP feature to create WinHelp 3 or WinHelp 4 from the same source file. Single Source also allows you to use your compiled Help (HLP) file to create printable documentation, WebHelp*, and Microsoft HTML-based Help* quickly and easily. (*Only with RoboHELP Office.)

Expanding and Collapsing Folders

- If the folder contains items, a plus box  appears to the left of the folder icon. To open the folder, click the  to expand the hierarchy so you can see the contents within it.
- When a folder is open or expanded, a minus box  appears to the left of the folder icon. To close the folder, click  to collapse the hierarchy so you do not see the contents within it.

Dependencies Folder

 The **Dependencies** folder stores the additional files necessary to ship with your Help project in three folders: DLLs, External Help Files, and HTML files. As you develop your Help file, RoboHELP automatically places the files necessary to ship with the compiled Help (HLP) file based on the functions and tasks you establish in your Help project. You never have to worry again about what to ship with your file. RoboHELP takes care of it for you. For more information about each folder, right-click on the folder and select **Help**. For information about specific items in each folder, right-click on the item and select **Properties**.

Tip: For a printed copy of what to ship with your Help project, generate the [Ship List Report](#).

Images and Multimedia Folder

 The **Images and Multimedia** folder organizes all the images and multimedia files used in your Help file into eight folders:

 The **Images** folder displays images used in your Help project. (Shortcut buttons created using images other than standard Windows Help file images also appear in this folder.)

 The **Standard Images** folder displays the standard Windows Help file images, such as CHICLET.BMP  used in your Help project. (Shortcut buttons created using standard images also appear in this folder.)

 The **Hotspot Images** folder displays all hotspot images – images with hotspot areas defined on them, otherwise known as SHED or Segmented Hypergraphic images (*.SHG files) – used in your Help project.

 The **Multimedia** folder displays all multimedia (sound and video) used in your Help project.

 The **Graphical Buttons** folder displays any custom graphical buttons you have created and used in your Help project.

 The **Authorable Buttons** folder displays any authorable buttons (authorable buttons or mini buttons) you have created and used in your Help project.

 The **Embedded Windows** folder displays any embedded windows used in your Help project.

 The **Image Folders (BMROOT)** folder contains the folders you establish as the locations of the image files for your Help project.

For more information about each folder, right-click on the folder and select **Help**. For information about specific items in each folder, right-click on the item and select **Properties**.

Project Folder

 The **Project** folder organizes the elements of your Help project into manageable groups, so you can control the structural parts of your Help project. You'll find the project elements used in your Help project stored in the following folders:

- | | |
|---|--|
|  Windows |  Map IDs |
|  Aliases |  Startup Macros |
|  Baggage |  Build Tags |

You can add, edit, or delete items in each folder. For example, you can change the definitions of the Help windows by selecting the window you want to edit from the **Windows** folder. You can resize the selected window, change the colors of the client or non-scrolling regions, select the buttons you want to appear on the window, and more.

You can also double-click  to select project settings to define the characteristics and elements of your Help project. Here you can enter and select items such as copyright and citation notices, compile options, automatic Map file generation, and default TOC window.

For more information about the Project folders, right-click on a folder and select **Help**. For more information about items under the Project folders, right-click on the item and select **Properties**.

Project Settings

 All Help projects have properties associated with them to define the characteristics and pieces that make up the project. Inside RoboHELP Explorer, you set the properties for your Help project using Project Settings.

The **Project Settings dialog** contains the following tabs:

 **Project** provides options for defining the Help file title, copyright and citation notices, default topic, output Help file, and more.

 **Compile** provides options for compiling, such as type of compile (ActiveEdit or Release), compression type, what to display during the compile (compiler notes and compiler report), and the folders to copy the Help (HLP) file to when compiled.

 **Advanced** provides options for build expressions, pre- and post-compile batch files, and the temporary directory used by the compiler during the compile process.

 **Contents** provides options to define the Contents tab title, the default window topics display in when selected from the TOC, setting a Master CNT, including the Help file name with each TOC page reference, including indexes and See Also links from other Help files, and custom tabs (besides TOC, Index, and Find).

 **Index Macros** (WinHelp 4 Help systems only) provides options for adding, editing, and removing keywords with Index Macros.

 **Map Files** provides options to set automatic Map ID generation by Help document, select Extra Language Map ID files, select smart removal of unused Map IDs, and automatically turn on Map ID generation for all new documents created.

 **eHelp** provides options for adding the eHelp button to your Help system, allowing users to quickly search the Internet for more information about the current Help topic. You can narrow search results by entering search concepts and preferred domains, and assigning relevance to parts of your Help system.

 **WinHelp 2000/Extensions** provides options to extend your WinHelp project. For WinHelp 4 projects these include creating Explorer View Help (giving WinHelp 4 Help projects the power and appearance of HTML Help), selecting window watermarks, and adding the Smart See Also button. For WinHelp 3 projects these include adding support for the WinHelp Compatibility Wizard or the WinHelp HyperViewer.

 **Windows** provides options for adding, changing, and deleting windows and window characteristics for your Help project – including window colors (background and non-scrolling regions) and window buttons.

For more information about each of these **Project Settings** tabs, select the tab you want and click **Help**.

Baggage Properties: General

 Displays the path name of the currently selected baggage item. Baggage items are generally multimedia files and images used in graphical buttons. If your project contains multimedia items or graphical buttons, you will notice they list here as well as in the **Multimedia** or **Graphical Button** folder. (This is a WinHelp requirement.)
For more details about this baggage item:

- Select the **File** tab for specific baggage file details: file name, location, size, created, and modified dates.

Build Tag Properties

 Displays the name of the selected build tag set on the **Topic Properties: Advanced tab**. Build tags are conditional build expressions used to exclude specific topics from a build. If a topic does not contain a build tag, the build expression does not apply to that topic. A topic contains a build tag if it contains an asterisk (*) build-tag footnote statement. Build tags are optional and are rarely used.

DLL Properties: Embedded Window

 Displays the properties of the currently selected Embedded Window. Embedded windows display text, pictures, or other objects in a window embedded within a Help topic. RoboHELP automatically displays any embedded windows in your Help project as they are created.

Topic

Lists the topic name in which the embedded window appears.

Window

Lists the name of the embedded window.

Data

Displays the embedded window's syntax.

What's This Help Composer Properties



Displays specific file details about the selected What's This Help file: file name, path location, size, created, and modified dates.

External Help File Properties: General

 Displays information about the selected external Help file. The information displayed depends on whether the external Help files is a WinHelp Help (HLP) file or an HTML Help (CHM) file:

- For WinHelp HLP files, this dialog lists the HLP file name and the path locations of both the Help file (HLP) and Help project file (HPJ), if known. You can also combine the keyword index from the selected external Help file with the current Help file's index by clicking on **Index**.
- For HTML Help CHM files, this dialog lists the CHM file name and the path location of the CHM file, if known.

If the Help File Location or Project File Location fields are blank, you can click **Browse** to locate the files.

To see a list of the topics included in this External Help file, select the **Topics tab**.

External Help File Properties: Topics

 Displays a list of topics included in the selected external Help file – compiled WinHelp Help (HLP) file or compiled HTML Help (CHM) file.

- Topics in WinHelp HLP files display unless the Help file was created with RoboHELP 4.0 or earlier or if RoboHELP can't locate the HLP file.
- Topics in compiled HTML CHM files display unless RoboHELP can't locate the CHM file.

To see file name and location of the selected External Help file, select the **General tab**.

Baggage

 Baggage items are generally multimedia or image files used inside your Help projects. As a requirement of the WinHelp Compiler, these items are stored in the **Baggage** folder. For more information about a specific baggage item, right-click on it and select **Properties**.

Build Tags

 Build tags are conditional build expressions used to exclude specific topics from a build. You set build tags on the **Topic Properties: Advanced tab**. If a topic does not contain a build tag, the build expression does not apply to that topic. A topic contains a build tag if it contains an asterisk (*) build-tag footnote statement. Build tags are optional and are rarely used.

 The **Build Tags** folder contains a listing of all

 build tags used in the Help project. For information about this build tag, right-click on the item name and select **Properties**.

DLL



DLLs are dynamic link library files – executable modules containing functions that Windows-based programs (like WinHelp) can call to perform useful tasks. For example, embedded windows, graphical buttons, and the RoboHELP What's This? Help Composer all use DLLs. If you use any of these features in your Help project, the corresponding DLL automatically appears under the Dependencies DLL folder and must be included when you ship your final compiled Help (HLP) file.

For more information about this DLL, right-click on the item name and select **Properties**.

Embedded Window

 Embedded windows display text, pictures, or other objects in a window embedded within a Help topic. Whenever you create a graphical button, for example, you create an embedded window. RoboHELP automatically displays any embedded windows in your Help project as they are created.

The JumpHtml WinHelp macro is another example of an embedded window you might use in your Help project. This macro allows your end users to access a specific Internet site – such as your company's web site – from inside your Help file. When displayed, the Internet site is still framed by your Help project, so it continues the look and feel of your Help project.

For more information about a specific embedded window, right-click on it and select **Properties**.

External Help File

 External Help files are other Help files (WinHelp HLP files or compiled HTML Help CHM files) referenced inside your Help project. The most common types of references include External Topic jumps, HTML jumps, popup links, and HTML topics inserted into the current Help project. Any External Help file referenced in this Help project displays here.

For more information about the External Help file, right-click on it and select **Properties**.

File Properties

 Displays specific file details about the selected file: file name, path location, size, created, and modified dates.

Single Source: WinHelp 4

Generate a compiled Help (HLP) file for Windows 95, 98, NT 4.0, and 2000 even if your Help file is primarily for Windows 3.x. Or use the **Quick Generate** option under Single Source: WinHelp 4 Help as a shortcut to compiling your WinHelp 4 Help file.

Single Source: WinHelp 3

Generate a compiled Help (HLP) file for Windows 3.x, even if your Help file is primarily for Windows 95, 98, NT 4.0, and 2000. Or use the **Quick Generate** option under Single Source: WinHelp 3 Help as a shortcut to compiling your WinHelp 3 Help file.

Note: If your Primary Target is set to WinHelp 4 and you haven't selected **Only allow WinHelp 3 options** on the Primary Target dialog, be aware there are differences in the feature sets supported by each compiler. WinHelp 4 features such as long file names, authorable buttons, and See Also A-keywords that are not supported by the WinHelp 3 compiler. If any of these features exist in your Help file, the compiler may error without being able to complete the compile.

Single Source

Single Source is a RoboHELP specialty. Here's the fastest, easiest way to create all your documentation products from one set of project source files.

Using Single Source, you can create:

- WinHelp 3 (Windows 3.x) or WinHelp 4 (Windows 95, 98, NT 4.0, and 2000) Help – create Help for WinHelp 4 but still generate a WinHelp 3 project or vice versa.
- WebHelp* – create cross-platform, browser-independent Help.
- Microsoft HTML Help* -- create Microsoft HTML-based Help converted from your WinHelp source files.
- Printed documentation – generates the basis for professional user manuals with or without a table of contents and index.

*Only available with RoboHELP Office

From RoboHELP Explorer's **Single Source** folder, double-click the selection of your choice, then follow the instructions on your screen. The **Single Source Wizard** allows you to set some preferences, and then generates all the files necessary for your chosen output.

Single Source Folder

 The **Single Source** folder displays RoboHELP's Project Target options. These Project Targets allow you to quickly and easily create a variety of Help files and documentation products from one Help project source file. From RoboHELP Explorer's **Single Source** folder, double-click the selection of your choice, then follow the instructions on your screen. The **Single Source Wizard** allows you to set some preferences, and then generates all the files necessary for your chosen output.

Help Project Extensions

 Lists the extensions for this Help project.

Broken Links



A broken link occurs when the referenced Topic ID is either missing or has changed. Topic IDs uniquely identify Help topics in a Help project and all links – including TOC pages – reference them. RoboHELP helps you resolve broken links quickly and easily. You can resolve individual broken links by right-clicking on them and selecting **Show Topic References**. Or you can use the **Resolve Broken Links** feature from the **Tools** menu to resolve all broken links in the **Broken Links** folder, one at a time.

Duplicate Topics Folder

 The **Duplicate Topics Folder** contains a list of any duplicate Topic IDs in your Help project. Usually, duplicate Topic IDs indicate an error in the Help project. The Topic ID is a unique identifier used to display a topic whenever it is referenced – by a hotspot, macro, button, as a TOC page, and more. Use RoboHELP's **Resolve Duplicate Topics** option to quickly eliminate accidental duplicate topics. Or print the **Duplicate Topics Report** as a hard copy to help you resolve duplicate Topic IDs.

Duplicate Topic

 A duplicate topic means two or more topics in the Help project have the same Topic ID. The Topic ID is a unique identifier used to find and display a topic whenever it's referenced – by a jump, macro, button, as a page in the TOC, and more.

Usually, duplicate topics are accidentally created when you move a topic from one Help document to another. If you save the topic in its new Help document before saving the document it came from, RoboHELP detects a duplicate Topic ID. In this case, you can switch to the "original" Help document and save it. That will eliminate the duplicate topic.

You can also resolve duplicate topics by right-clicking on them and selecting **Resolve Duplicate Topics**.

Advanced Settings: International

 The **Advanced Settings: International Settings** tab displays information about the language version of Microsoft Word currently installed on your system. Unless you're having a specific problem with RoboHELP and Word, you don't need to do anything with this dialog.

If you are experiencing problems due to language incompatibility:

- 1 Make sure the language listed in **Language** is correct for your version of Microsoft Word. If it's not correct, select the correct language from the list.
- 2 If you don't see the correct language version in the list, click **Detect**. RoboHELP checks your system settings and should update **Language** with the correct language version.
- 3 If for some reason the correct language version isn't found or you continue to have problems, please contact Technical Support.

Language

Lists the currently installed language version of Microsoft Word. If RoboHELP detected this based on your systems settings, you'll see that message listed in **Based on**.

Based on

Lists information about what is selected in **Language**.

- **Detected.** If RoboHELP detected the language based on your system settings or because you clicked **Detect**, this field lists "Detected" next to the Microsoft Word language version.
- **Selected.** If you selected a language from the list, this field lists "Selected" next to the Microsoft Word language version.

Detect button

Detects the installed language versions of Microsoft Word installed on your system based on your system settings.

Item/Value

Lists the commonly used Microsoft Word commands and their technical value or symbol. If you aren't able to resolve the language incompatibility through the usual methods, you can (with technical assistance) modify the values of these items.

CAUTION! Please don't attempt to modify these settings unless necessary. It's also advisable to get technical assistance from your International Dealer or Blue Sky Technical Support before making any changes.

Value

Allows you to modify a value from the **Item/Value** list box. Select the item you want to modify and enter the new value here.

CAUTION! Please don't attempt to modify these settings unless necessary. It's also advisable to get technical assistance from your International Dealer or Blue Sky Technical Support before making any changes.

TopicList.doc

Topic List Overview

Set Author

Set Default Window

Set Build Tags

Set Priority

Set Status

Options: Topic List

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Topic List Overview



Topic List allows you to see the topics in your Help project and their associated properties. It's a handy tool for organizing topics and managing your workflow. You can sort topics by column headings – just click on a column heading to sort the list. Or resize the columns to see as much or as little information as you want. (To choose or reorder the columns, right-click and select **Options**.)

Use the Topic List to change topic properties on multiple topics all at once. Just select the topics, right-click and select the property you want to change. Choose from build tags, status, author, priority, or default topic window.

Or use the Topic List to drag and drop topics into the TOC Composer (**TOC tab**) or the Index Designer (**Index tab**).

Set Author

 Allows you to quickly and easily assign the same Help author to multiple topics. Enter or select the Help author and click **OK**.

Set Default Window

 Allows you to quickly and easily set the same default window for multiple topics. The default window for a topic determines what window the topic displays in when selected from the Index or Find tabs.

Set Build Tags

 Allows you to quickly and easily assign the same build tag to multiple topics. Enter or select the build tag and click **OK**. You can even add a new build tag to apply to the selected topics.

Build tags are used with build expressions to include or exclude topics when the Help (HLP) file is compiled. If a topic contains a build tag, it has an asterisk (*) build-tag footnote. Build tags are an advanced option and are infrequently used.

Set Priority

 Allows you to quickly and easily set the same priority for multiple topics. Enter or select the priority number and click **OK**.

Set Status

 Allows you to quickly and easily apply the same status to multiple topics. Enter or select the status and click **OK**.

Options: Topic List

 Options allow you to set your preferences for Help projects. The **Options: Topic List tab** allows you to select and order the columns that appear in the **Topic List**.

Available Columns

Lists the columns not currently selected for display in the Topic List. Select one or more columns and use the arrow keys to move them into the **Display Columns** list so they display in the Topic List.

Display Columns

Lists the columns currently displaying in the Topic List. Select one or more columns and use the arrow keys to move them into the **Available Columns** list, so they no longer show in the Topic List.

Use  and

 to select the order of the columns in the list.

Default button

Click this button to return the **Display Columns** list to the default columns in the following order: Title, Topic ID, File, Comment, Status, and Priority.

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TOC Composer Overview

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Page Properties

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Custom Tab

TOC Book

Included CNT File

TOC Page

Master CNT

New Page

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TOC Composer Overview



The **TOC Composer** enables you to visually design and configure a table of contents (CNT file) for your Help project. To construct a TOC, simply right-click to create books, then create pages by dragging and dropping topics right from the Topic List into the TOC. Quickly re-arrange the order using the directional arrows. You can even use the **Auto Create TOC** feature to automatically create a table of contents based on your Help documents! The resulting table of contents displays each Help document as a TOC book and each Help topic in that document as a page.

Book Properties: General



Type the name of the book as you want it to appear on the Help Topics browser Contents tab. Books can contain pages (topics) or other books.

Tip: Think of the books in your TOC like chapters or sections in a manual – they act as signposts, directing your users to the information (topics) they want inside your Help file.

File Included In Index

This dialog allows you to combine indexes of several Help (HLP) files. This is useful if you are combining several smaller Help (HLP) files into one large Help file.

Help File

Enter or select the other Help file.

Include As

Index. Select this box if you want to combine the Index from the selected Help file with the current Help project's Index.

Title. Enter a title to display on the title bar when an Index keyword is displayed from the external Help file.

A- and K-Link. Select this box if you want both A-Link and K-Link keywords in the combined Index.

Comment

Enter any internal notes or comments for this page. These comments aren't visible to your user, only to you and other Help authors with access to your Help project.

External CNT File

 Displays file location information about the External Contents (CNT) file included in your current Help project's TOC. If you are combining several Help systems into one large Help system, this is one way to combine the table of contents.

For example, let's say you are creating an online cookbook entitled Gourmet Edibles. You've decided to make each chapter of the cookbook a separate Help project – complete with a contents (CNT) file. To put the chapters together to create the full cookbook, you might create a main Help project (entitled Gourmet.HPJ) and include each "chapter's" contents files (such as Appetizer.CNT, Dessert.CNT, and so on) into the Gourmet.CNT.

Page Properties

 Allows you to see and change the properties for a page in your Help system's table of contents (Contents file). The properties for a TOC page depend upon the action type associated with the page.

Title

Displays the title for this TOC page which appears in the Help system's table of contents. This is the title users see and use to determine whether or not to select this topic.

Action Type

Select the action for the TOC page. RoboHELP automatically defaults to **Jump**, but you can select any of the following types of links:

- **Jump**. Select this action type to create a TOC page that displays a new or existing topic when selected from the TOC.
- **Macro**. Select this action type to create a TOC page that executes a macro when displayed from the TOC. (For example, you might include a page that starts an application tutorial when selected from the Help system's table of contents.)
- **External Topic**. Select this action type to create a TOC page that displays an existing topic in another Help project when selected from the TOC.
- **HTML Jump**. Select this action type to create a TOC page that jumps to an HTML page or topic. This allows you to provide users with access to the Internet, intranet, or HTML Help systems from the table of contents.
- **See Also**. Select this action to create a TOC page that links to one or more A-Keyword groups.

Comment

(Optional) Displays any internal notes or comments for this page. These comments aren't visible to your user, only to you and other Help authors with access to your Help project.

Project Settings: Contents

 Project Settings allow you to select and set properties for your Help project. The **Project Settings: Contents tab** provides options to define the Contents tab title, the default window topics display in from the TOC, external Help files to include in the TOC, and custom TOC tabs.

Title

Lists the title that displays in the title bar of the compiled Help (HLP) file if a page from this Contents tab is selected. This is the title your users see when they use the Help file.

Note: The **Project Settings: Project tab** also has a place for **Title**. WinHelp looks for the Help project title on the **Contents tab** first, then on the **Project tab**. If a title is specified in the **Project Settings: Contents tab**, this title overrides any other title.

Default Help File

Enter the file name of the default compiled Help (HLP) file.

Default Window

Select the default window topics should display in when selected from the compiled Help file's table of contents (Contents tab). Often task-oriented step topics display in a secondary window and conceptual or introductory topics display in a main window.

Include Help File Name with Pages

Select this option if you plan to include this Help project's CNT file in another CNT file. The reason for this option is to provide the external Help file name to the WinHelp Engine, so it correctly interprets and displays the topics from the included CNT file in the appropriate windows. Without the Help file name, a limitation in the WinHelp Engine causes it to display the "Topic doesn't exist" error message when a user calls a page specifying a window from the external CNT file.

By selecting this option, you direct RoboHELP to automatically include this statement inside the CNT file, so you don't have to manually edit the CNT file to get around the WinHelp Engine limitation. This option adds the "@helpfilename.hlp" statement to each page when the TOC is saved. (Syntax example: "TopicID@helpfilename.hlp>window") You won't see the statement on the **Page Properties dialog**, since it is part of the CNT file.

Note: The Help file name used is the **Default Help File**.

Master CNT button

Opens the **Master CNT dialog** so you can set or change the name of the Master CNT file for the current Help project.

Files Included in Index

Lists other (external) Help file names whose indexes and/or See Also links are combined with this Help project. This is useful for large projects, where you can combine several small Help (HLP) files into one large Help (HLP) file. That way, when users access the index inside the large Help (HLP) file, they can see all Index keywords in one place. You can add, edit, or remove files listed here.

Custom Tabs

Lists the names of Custom Tabs you have added to display inside the Help window. For example, in Microsoft Word there is an Answer Wizard tab in addition to the traditional Contents, Index, and Find tabs on the Help Topics browser dialog.

Custom Tab

Custom tabs are tabs you create to display in the Help window along with the traditional Contents, Index, and Find tabs. You can add any custom tabs you choose using this dialog.

Tab

Enter the title of the tab as you want it to display in your Help system.

DLL File

Enter or select the DLL file to launch when this tab is selected. (Check with your programming team, if you are unsure.)

Comment

Enter any internal notes or comments for this tab. These comments aren't visible to your user, only to you and other Help authors with access to your Help project.

TOC Book



A TOC book is a category of topics in a Help system table of contents. Books appear on the Contents tab and can contain pages (topics) or other TOC books.

Included CNT File

 Included CNT files are the filenames of any Contents (CNT) files from external Help files you want to appear in this Help file on the Contents tab. This feature allows you to combine two or more Help systems into one compiled Help file.

TOC Page

 A TOC page is an individual topic in a Help system table of contents. Pages appear on the Help Topics dialog Contents tab and display the corresponding topic when selected by the user.

Master CNT

 Allows you to specify the Master Contents (CNT) file the current Help project's CNT file will be included in. Use the Master CNT feature to combine several Help systems into one seamless Help system; you include the other (external) Help file Contents files into one Master Contents file, and then you use the **Master CNT dialog** to "inform" the other Help files where the combined Contents file resides.

Project CNT

Displays the name of the current Help project's Contents (CNT) file. (This is the table of contents listed in the TOC Composer.)

Master CNT

Enter or navigate to the CNT file – the Master Contents file for the Help system. By doing so, you establish the selected Contents file as the Master CNT for the current Help system. (The Master CNT file name appears in the HPJ – Help project file – for the current Help project.)

New Page



Allows you to set the properties for a new page in your Help system's table of contents (Contents file). The properties for a TOC page depend upon the action type associated with the page.

Title

Enter the title that you want to appear on the Help Topics dialog Contents tab. This is the title users see and use to determine whether or not to select this topic.

Action Type

Select the action for the TOC page. RoboHELP automatically defaults to **Jump**, but you can select any of the following types of links:

- **Jump**. Select this action type to create a new TOC page that displays a new or existing topic when selected from the TOC.
- **Macro**. Select this action type to create a new TOC page that executes a macro when displayed from the TOC. (For example, you might include a page that starts an application tutorial when selected from the Help system's table of contents.)
- **External Topic**. Select this action type to create a new TOC page that displays an existing topic in another Help project when selected from the TOC.
- **HTML Jump**. Select this action type to create a new TOC page that jumps to an HTML page or topic. This allows you to provide users with access to the Internet, intranet, or HTML Help systems from the table of contents.

Comment

(Optional) Enter any internal notes or comments for this page. These comments aren't visible to your user – only to you and other Help authors with access to your Help project.

Utilities.doc

Browse for Folder

Create Folder

Multi File Prompt

10/22/98

Browse for Folder

Allows you to locate the folder you want to select as your Help project folder – the path your Help project will be located in.

Create Folder

Creates a new folder based on the name entered and the location selected from the **Select new Help project folder dialog**.

Multi File Prompt

Prompts you to confirm an action you are applying to multiple files.

Whotools.doc

Tool Properties

Tool Preferences

Tools Overview

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Tool Properties

 The **Tool Properties dialog** allow you to create a shortcut to your favorite tools that you use most often during Help authoring. You can add new tools or edit tool properties here.

Tool Name

Enter or edit the name of the tool as you want it to display on the **Tools tab**.

Short Description

Enter or edit the short description of the tool shortcut. This description is used when displaying the shortcut icons in detail view. The description is especially helpful when the tool is actually a shortcut to a file; you can use the description to indicate the application the file runs in.

Application or Document File

Enter or edit the path and filename to execute the shortcut to this application. Use  to browse to the location, if necessary.

Tool Help File

Enter or edit the path location of the Help file for the tool. This is so you also have access to the tool's Help file when using this tool. Use  to browse to the location, if necessary.

Tip: An even quicker way to add a tool to the **Tools tab** is to drag and drop the tool from either the Window's Explorer or your desktop.

Options: Tools

 Options allow you to set your preferences for RoboHELP. The **Options: Tool Preferences tab** allows you to change the appearance of the tools in the **Options: Tools tab**.

Tool Appearance

Select **Large Icons**, **Small Icons**, **List**, or **Details**. You can experiment to find the view you prefer.

Tool Appearance Preview

The Preview window shows how the tools will look in the selected view when you click **Apply** or **OK**.

Tools Overview



The **Tools tab** provides a convenient storage space for all the tools you use most often to do your Help authoring. When you need to use one of your favorite tools, just launch it from here. You can store shortcuts to your favorite applications, folders, or files quickly and easily.

To add a new tool, select **New > Tool** from the **File** menu, and fill-in the blanks. Or drag and drop your favorite tool from the Windows Explorer or your desktop into the **Tools tab**.

For more information on the tools displayed, right-click on any tool in the **Tools tab** and select **Help**.

Find.doc

[Find Topics: Advanced](#)

[Find Topics: Search](#)

[Find Topics: By Document](#)

[Find Topics: See Also](#)

[RoboHELP Find & Link](#)

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Find Topics: Advanced

 The **Find Topics dialog** allows you to quickly and easily locate topics in your Help project. The **Find Topic: Advanced tab** provides options to find topics based on the topic title or topic properties.

Topic Title Includes

If you want to search based on all or part of the topic title, enter as much of the title as you want here. If you leave the field blank, RoboHELP looks for all topics. When you find the topic you are looking for, just double-click. RoboHELP takes you directly to the selected topic.

Topic Properties

Author

Select a specific Help author listed for this Help project or **<All Authors>**. (Author information reflects current Help author listed in **Author** on the **Topic Properties: Status tab**.)

Status

Select a specific topic status (Complete, In Progress, or Ready for Review) or **<Any Status>**. (Topic status information reflects current status listed in **Status** on the **Topic Properties: Status tab**.)

File Modified

Select the file modified date range. If you select **before** or **after**, RoboHELP provides a place for you to type the date.

Priority

Select a topic priority range or **<Any Priority>**. If you select **higher than** or **lower than**, RoboHELP provides a place for you to type the priority number. (Topic priority information reflects the current numbered priority assigned to the topic in **Priority** on the **Topic Properties: Status tab**.)

Found Topics

Displays the results of the topic search based on the criteria you selected.

By Title

Select this checkbox to list topics in the **Found Topics** list box by topic title. Clear this checkbox to list topics by Topic ID.

Tip: Use  if you want to look at the topic before selecting it.

Find Topics: Search

 The **Find Topics dialog** allows you to quickly and easily locate topics in your Help project. The **Find Topics: Search tab** allows you to find topics by typing all or part of the topic title. When you find the topic you are looking for, just double-click. RoboHELP takes you directly to the selected topic.

Topic Title Includes

Enter all or part of the title name. With each letter you type, RoboHELP searches through all Help documents to match potential topics.

Text Found in Topics " "

Lists all topics matching what you entered in **Topic Title Includes**.

By Title

Select this checkbox to list topics in the **Found Topics** list box by topic title. Clear this checkbox to list topics by Topic ID.

Tip: Use  if you want to look at the topic before selecting it.

Find Topics: By Document

 The **Find Topics dialog** allows you to quickly and easily locate topics in your Help project. The **Find Topics: By Document tab** allows you to find topics by Help document. When you find the topic you are looking for, just double-click. RoboHELP takes you directly to the selected topic.

Select a Document

Enter a Help document or select one from the list.

Topics contained in the "*name*" document

Lists all topics in alphabetical order for the selected Help document.

By Title

Select this checkbox to list topics in the **Found Topics** list box by topic title. Clear this checkbox to list topics by Topic ID.

Tip: Use  if you want to look at the topic before selecting it.

Find Topics: See Also

 The **Find Topics dialog** allows you to quickly and easily locate topics in your Help project. The **Find Topics: See Also tab** is a quick way to locate WinHelp 4 topics linked to the selected topic by See Also keywords (also known as A-keywords). You can use the **See Also tab** not only to locate See Also linked topics, but also to view the topics or see each topic's properties.

When you find the topic you're looking for, select it. RoboHELP locates the topic for you. Just double-click to open the topic for editing.

RoboHELP Find & Link

 The **RoboHELP Find & Link dialog** allows you to quickly link a list of frequently used words or phrases to a topic, a popup topic, a macro, an external topic in another Help system, an HTML topic, or even a See Also keyword. Simply specify the word or phrase you're searching for and which action to link to the word or phrase. RoboHELP can search through a single Help document or all documents in your project to link the specified phrase.

Find What

Text

Type the word or phrase you want to search for to link to the selected action in **Action Type**.

In Document

Select the documents in the Help project you want to RoboHELP to search through. The default is all documents (**All**), but you can select a specific document.

Match Case

If you want RoboHELP to distinguish between uppercase and lowercase characters, select **Match Case**. RoboHELP finds only those instances in which the capitalization matches the text you typed in **Find What**.

Appearance

Select the way you want the hotspot text to appear:

- **Normal**. This option creates a hotspot with the standard appearance: bold, green, and underlined text. Jump text displays with a double underline; popup text displays with a dotted underline.
- **Hidden**. This creates an invisible hotspot. Use this option when you want to create hotspots without a special color or underlining. The hotspot text appears as normal text but still has a visual cue – when the cursor is over the hotspot, it changes to a hand.
- **No Color**. This creates a standard hotspot, but uses the normal text color instead of changing the text to green. Use this option if you're using a different color scheme for your hotspots. (To select the desired color, use Word's **Font dialog**.)

Find Next button

Finds and selects the next occurrence of the text specified in **Find What**.

Link button

Creates the link specified in **Action Type**.

Action Type

Select the action for the link:

- **Jump**. Select this action type to create a jump to a new or existing topic.
- **New Popup**. Select this action type to create a new popup topic and to popup that topic.
- **Popup**. Select this action type to create a popup link to an existing popup topic.
- **Macro**. Select this action type to create a new macro link.
- **External Topic**. Select this action type to create a jump to an existing topic in another Help project.
- **HTML Jump**. Select this action type to create a link to an HTML page.
- **See Also**. Select this action to create a link to one or more A-Keyword groups.

RoboHELP Find & Replace

 The **RoboHELP Find & Replace dialog** allows you to quickly find and replace words or phrases, Topic IDs, windows specified in hotspot statements, and more in your Help documents. You can search one Help document or all Help documents in your project.

This dialog automatically appears to help you resolve broken links in two instances:

- You selected the **Find and Replace all occurrences of the old Topic ID in the Help project** option from the **Changed Topic ID dialog**.
- You deleted a topic that was referenced in your Help project.

Find What

Type the text or command you want to search for – you can even find hidden text.

Match Case

If you want RoboHELP to distinguish between uppercase and lowercase characters, select **Match Case**. RoboHELP finds only those instances in which the capitalization matches the text you typed in **Find What**.

Replace with

Type the text that you want to use as replacement text. If you want to delete the text, leave this field empty.

Less/More button

Displays the **Documents** list box and document selection buttons. This button changes to **Less** while these selections are displayed. Click **Less** to dismiss them. This button changes to **More** when these selections aren't displayed. Click **More** to display the document selections.

Replace button

Replaces the selected instance of the search criteria, find the next occurrence, and then stop. If you want RoboHELP to automatically replace all occurrences of the search criteria in your document, click **Replace All**.

Replace All button

Automatically replaces all occurrences of the text in **Find What** – both hidden and regular text. If you want to review and selectively replace each occurrence, click **Replace** instead.

Find Next button

Finds and selects the next occurrence of the text specified in **Find What**.

Cancel button

Closes the dialog and cancels the search.

Documents

Lists all Help documents in the Help project so you can select which documents you want RoboHELP to search. By default, RoboHELP automatically selects all documents in the Help project.

- To search one or more documents, select the checkbox next to the document's name.
- To search all documents in the Help project, click **Select All**.
- To quickly clear all selections, click **Select None**.
- To reverse the documents you've selected, click **Invert**.

Select All button

Selects all documents in the Help project. (A checkmark appears in the box next to each Help document.)

Select None button

Clears all document selections. (All check boxes are empty.) This is a quick way to clear the selected documents and start again.

Invert button

Clears all the currently selected documents and selects all documents currently not selected. If all documents are selected, clicking this button is the same as clicking **Select None**.

Topic.doc

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Topic References

External Topic References

New What's This? Topic

Insert Special Help Topics

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Resolve Duplicate Topics

 Displays duplicate topics based on duplicate Topic IDs and allows you to quickly resolve the duplicates. Topic IDs uniquely identify Help topics in a Help project and all hypertext links reference them – including TOC pages. Sometimes duplicate topics occur in large Help projects or when several smaller Help topics are combined to form one large project.

Topic ID

Lists the duplicate Topic IDs.

Document

Lists the Help document in which this duplicate Topic ID appears.

Change button

Allows you to quickly edit the selected Topic ID. Changing the ID even one character resolves the duplicate.

Tip: Duplicate Topic IDs often happen as a result of moving topics from one Help document to another. If you accidentally save the destination document with the "new" Topic IDs before saving the original document, the Duplicate Topics message appears. If this is the reason for the duplicate topics, simply edit the original document, making sure the topic no longer exists here (you may need to delete or cut) and save the original document.

Changed Topic ID

 Topic IDs uniquely identify Help topics in a Help project and all hypertext links – including TOC pages – reference them. If you change the Topic ID, any existing hypertext links referring to the topic become invalid or broken. This dialog signals you the Topic ID not only has changed but also is referenced more than once in your Help file. You can use the options provided here to resolve the broken links immediately.

Options:

- **Update the Topic ID only.** By choosing this option, RoboHELP updates the Topic ID from the old Topic ID to the new Topic ID without resolving any resulting broken links for you. Links referencing the old Topic ID (which no longer exists) now appear in Project Manager tab in the Broken Links folder. You can use RoboHELP Explorer's **Resolve Broken Links** option under the **Tools** menu or resolve the links manually.
- **Create an Alias from the old Topic ID to the new Topic ID.** By choosing this option, RoboHELP creates an alias to automatically resolve all broken links for you. The alias points all references to the old Topic ID anywhere in your Help file (even across Help documents) to the new Topic ID. You can view the alias on the Project Manager (**Project tab**) in the **Alias** folder under the **Project** folder.
- **Find and Replace all occurrences of the old Topic ID in this Help project.** By choosing this option, the **Find & Replace dialog** appears so you can update individual links that reference the old Topic ID. This allows you to choose which links to update and in which Help documents.

Note:

Topic IDs in the table of contents are NOT updated using this dialog. When you change a Topic ID you will see a broken link in your TOC until you fix it there.

To change the Topic ID in the TOC:

- 1 Click on the **TOC tab** in RoboHELP Explorer.
- 2 Right-click on the topic you want to change and select **Properties**.
- 3 Select the Topic ID from the **Topic** list or type the Topic ID in **Topic**.
- 4 Click **OK**.

Select Unused Topic ID

Allows you to create a new topic based on an unused Map ID or a missing Topic ID. Unused Map IDs can be the result of a new item in the application the Help author has not yet documented. When RoboHELP Explorer reads the Map (HH) files, if it finds a Map ID not used yet, the Map ID is "marked" as unused.

Topic ID

Lists any unused Map IDs or missing Topic IDs in your Help project. (Missing Topic IDs are listed in the **Broken Links** folder.)

Look in

Allows you to select or locate all missing Topic IDs and unused Map IDs, only missing Topic IDs, or missing Map IDs from a particular Map (HH) file. Use this when you want to narrow the list that appears in the **Unused Topic IDs** window.

Delete Topic

 Allows you to delete an entire topic or change the topic into regular text by removing its topic properties. The **Delete Topic dialog** also notifies you if the topic you want to delete is referenced (linked) elsewhere in your Help project, so you can use the **Resolve Broken Links dialog** to quickly resolve links broken when the topic is deleted.

Removal Method

Select whether you want to delete the entire topic (topic and body of the topic) or just remove the topic properties and leave the body of the topic.

- **Remove Entire Topic.** Selecting this option removes the topic heading, topic properties, and all text and images in the body of the topic.
- **Remove Topic Heading Only.** Selecting this option removes the leading page break, the topic heading, and all topic footnotes (like Index keywords and status information) but leaves the body of the topic (text, images, and so on). In effect, you merge the topic body with the topic preceding this topic.

Remove Topics from TOC

Select this option to remove any reference in the TOC (on the **Contents tab**) to this topic.

HTML Properties: General

 Displays the file properties of the currently selected HTML page or topic.

- If the selected item is an HTML page, this dialog lists the URL (Uniform Resource Locator) address.
- If the selected item is an HTML topic in a compiled HTML Help CHM file, this dialog lists the CHM file name and topic name.

Mid-Topic ID Properties

 Displays the properties of the currently selected Mid-Topic ID. Mid-Topic IDs are inter-topic links that act as "bookmarks" to allow users to jump to a specific place inside a topic. This feature is useful for long topics.

Mid-Topic ID

Displays the name of the selected Mid-Topic ID.

Parent Topic

Displays the topic title or Topic ID for the topic in which this Mid-Topic ID appears, depending on your selection on RoboHELP Explorer's **View** menu.

Tip: Use the  to view properties for the Parent Topic.

Options: Topic Defaults

 Options allow you to set your preferences for RoboHELP. The **Options: Topic Defaults tab** allows you to select defaults for every new topic created:

Topic ID Prefix

Enter a default Topic ID prefix to add to all new Topic IDs. This feature is useful in large Help projects and can be used to quickly identify topics.

Prefix Topic ID with File Name

Selecting this box means every Topic ID for every new topic is prefixed with the name of the Help document. When you add another Help document, simply return to the Topic Defaults tab and type the new prefix. For example, if you selected this box and created new topics for the current Help document LINK.DOC, every new Topic ID begins with LINK_ followed by the topic name. This feature is very useful in multi-file Help projects.

Author

Enter or select the default name of the Help author for every new topic.

Priority

Enter or select the default priority of new topics.

Time (hours)

Enter or select the default hours per topic.

Color hotspots green on insertion

- Select this option to insert hotspots with the green font color format.
- Clear this option to insert hotspots in the default font text color. (Use this option to avoid extending the green color and formatting to bulleted or numbered hotspot lists.)

Tip: When you create a new Help document, you can use the **Topic Defaults tab** to establish the default topic properties for all new topics. When you create another Help document, simply return to this tab and establish the new defaults for the new Help document.

Topic Properties: General



All Help topics have properties associated with them to define their characteristics and behavior. The **Topic Properties: General tab** allows you to see or change the topic title, Topic ID, and more.

Topic Title

Displays the title for the topic. (This is the title the user sees when looking at the topic.) You can change the topic title simply by typing over the current title. If you do, RoboHELP prompts you to confirm that you want to change the topic title.

Add to Index

Select this box if you want to add the topic title to the Help Index as a keyword. If the title is already a keyword in the index and you select this option, RoboHELP won't duplicate the keyword.

Topic ID

Displays the Topic ID for this topic. Topic IDs uniquely identify each Help topic to the Help project and are used in every reference – including TOC references. You can change the Topic ID, but if the topic is referenced RoboHELP displays the **Changed Topic ID dialog** to allow you to resolve the broken links that will result.



Opens the **Select Unused Topic ID dialog** so you can select a Topic ID based on a missing Topic ID or unused Map ID. (Great shortcut for replacing old Map IDs with new ones for context-sensitive help topics.)

Document

Displays the Help document containing this topic.

Comment

Displays internal comments about this topic. You can enter, edit, or delete comments listed here. These comments are not seen by your users and only display on this tab and in the Topic List (if you have the Comments column selected to display).

Topic Properties: Index

 All Help topics have properties associated with them to define their characteristics and behavior. The **Topic Properties: Index tab** allows you to see, change, or add Index keywords (also known as K-keywords) for the currently selected topic. Index keywords appear in the Help system's index – these are the words or phrases your users will use to locate topics.

K-Keywords

Lists all existing Index K-keywords for this topic. Select a keyword from this box to rename it or to remove it from this topic.

New button

Allows you to add a new keyword to this topic.

Subkeyword button

(Optional) Adds a new subkeyword to the keyword selected in the **K-Keywords** list box. Subkeywords display in the index indented under the keywords

Add Existing button

Opens the **Add Existing Keyword dialog** so you can add existing keyword (from the index or other topics) to this topic.

Rename button

Renames the keyword you selected in **K-Keywords**.

Remove button

Deletes the keyword you selected in **K-Keywords** from the current topic. This action doesn't remove the keyword from the Help index or from any other topics associated with this keyword. To remove a keyword from the Help index and all topics, delete the keyword from RoboHELP Explorer's Index Designer (**Index tab**).

Smart Index button

Activates the **Smart Index Wizard**.

Options button

View Topic

Use this option to see a "quick view" of the Help topic as it appears in the compiled Help (HLP) file.

Verbs...

Use this option to create and use the list of subkeywords (gerunds, verb phrases, or other words or phrases) you commonly use in your Help index. (Examples of commonly used subkeywords in verb form: Adding, Creating, Deleting, and so on.)

Topic Properties: See Also

 All Help topics have properties associated with them to define their characteristics and behavior. The **Topic Properties: See Also tab** allows you to associate this topic with existing See Also Groups (also known as A-keywords) or add new See Also Groups. See Also Groups use an A-keyword to group related topics. Users generally access See Also Groups from a See Also or Related Topics hotspot or button.

A-Keywords

Displays a list of existing See Also keywords. If a See Also keyword is selected that means it is currently associated with this topic. Click in the box next to the See Also keyword to select it or click on a selected See Also keyword to clear it.

You can also add a new See Also keyword and by clicking **Add** and entering the See Also keyword or phrase.

Add button

Adds the See Also keyword you entered in **See Also (A-keyword)**. By doing so, you automatically select the new See Also keyword to be associated with the current topic.

View List button

Displays the topics included in selected See Also keywords.

Topic Properties: Status

 All Help topics have properties associated with them to define their characteristics and behavior. The **Topic Properties: Status tab** allows you to track and report status on the current Help topic. The **Project Status Report** automatically summarizes Help project status from this tab for each topic in the Help project.

Status

Displays the currently selected status for this topic. Since topic status is iterative, feel free to move topics in and out of each status; make the status meaningful for you and your Help project.

In Progress. (Default) Choosing this status means the topic is still in progress – work is still being done.

Ready for Review. Choosing this status means the topic is ready for review. This could mean an interim review, a peer review, a customer/client review, or a final team review.

Complete. Choosing this status means all work on this topic is complete.

Estimates

Displays the currently set priority and time estimates for this topic. You may find yourself inputting the estimates at the beginning, then entering the refined estimates to track actual time. Again, make these numbers meaningful to you and your Help project.

Priority. Displays the default priority for this topic selected on **Options: Topic Defaults**. You can enter or select a new priority, if you wish.

Time (hours). Displays the default time estimated to complete this topic selected **on Options: Topic Defaults**. You can enter or select a new estimate, if you wish.

To Do List

Provides a handy "to do" list for topic authoring. Selected boxes indicate a task is complete. (You may also choose to select boxes that do not apply. The **Project Status Report** also reports on what is "checked off" in the Checklist.) Select or clear boxes to suit your needs.

Author

Displays the default Help author selected on **Options: Topic Defaults**. You can enter or select a new Help author for this topic, if you wish. This feature is useful to manage multiple Help authors. You can sort the Topic List and many reports based on the assigned Help author.

Topic Properties: Advanced

 All Help topics have properties associated with them to define their characteristics and behavior. The **Topic Properties: Advanced tab** allows you to set the topic defaults for build tags, browse strings, and other advanced topic features.

Build Tag

Lists build tags defined for the Help project and indicates if any build tags are applied to this topic. Select a box to apply that build tag to this topic. Clear a box if the build tag does not apply. There is also a space to add new build tags, if you desire. (Build tags are used to include or exclude topics from a build.)

Add button

You can add new build tags by entering the build tag name in the text box to the right of this button. Then click **Add**.

Browse Sequence

Browse sequences allow Help authors to suggest a reading order for users to browse topics in the compiled Help (HLP) file. Users access them using the >> and << browse buttons on the Help window.

Name. Displays the name of the browse sequence that applies to this topic, if any. This name is often based on the name of the Help document containing this topic.

Number. Displays the number of the browse sequence that applies to this topic. If you're using a numbered browse sequence, you can assign the number yourself, using any numbered order that fits your needs. Or RoboHELP can assign this number and increment the numbers based on the default of 25 or a number you select. (For more information about the properties of a browse sequence, refer to the [Document Properties: General tab](#).)

Tip: The easiest way to organize and manage your browse sequences is through the **Browse Sequence Editor**.

Options

Map #. If a Map ID is associated with this topic, its Map number displays here.

View as Hex. If the Map ID is in hexadecimal format, this option is selected. You can select or clear the option, as needed.

 **Window.** Indicates the window this topic displays in when selected by the user from the Help index (Index tab) or full-text search (Find tab). If you specify a window in this field, RoboHELP uses that window as the default window for hotspots, TOC pages, buttons, and more. If the **(default)** option is selected, this topic displays in the Main window. (This option is not supported for WinHelp 3 Help topics and won't appear.)

Entry Macro

Lists the macro command (syntax and selected parameters) of any associated topic entry macro. You can access the [Macro Editor dialog](#) by clicking .

HTML Folder

 The **HTML** folder contains a list of all the HTML pages referenced in your Help file. For example, if you use an HTML link or a macro command (Inet or JumpHTML) to allow your users access to a specific Internet or intranet Web site, the name of the Web site appears here. For more information about each specific HTML file, right-click on it and select **Properties**.

Topic

 Topics are the heart of your Help system. They are the basic units of information your users seek. Help topics display in windows and are linked together using links – or references – often referred to as hotspots. Users click on the hotspots and move from topic to topic, at will. Regardless of where or how a topic appears, it is always a topic. In fact, the same topic may appear in more than one type of window and may appear more than once. For more information about the selected topic, right-click on the topic and select **Properties**.

HTML Page



You can provide access to HTML pages or topics from your WinHelp Help file using one of the following methods:

- By linking to an HTML page using an HTML Jump, Inet macro link, or JumpHtml macro link.
- By linking to an HTML topic in a compiled HTML Help CHM file using the External Topics link.
- By inserting an HTML page into your Help project.

For information about this HTML page or topic, right-click on the item and select **Properties**.

Broken Links Folder

 The **Broken Links** folder contains a list of any links that are currently "broken." A broken link occurs when the referenced Topic ID is either missing or has changed. Topic IDs uniquely identify Help topics. Links (including hotspots and TOC pages) reference Topic IDs to determine the destination topic of the link. RoboHELP Explorer helps you resolve broken links quickly and easily. You can resolve individual broken links by right-clicking on them from this folder. Or you can use the **Resolve Broken Links** feature from the **Tools** menu to resolve all broken links in this folder, one at a time.

Topics Folder

 The **Topics** folder organizes all the Help topics and Help documents in your project. Topics are the heart of your Help project – they are the individual pieces of information your users seek inside your Help system. The **Topics** folder gives you a birds-eye view, so you can see and manage your topics:

 The **All Topics** folder displays all Help topics in your project numerically and alphabetically.

 The **Broken Links** folder displays any Topic IDs referenced in the TOC or by hyperlinks (jumps, popups, or macros) that are causing broken links in your Help project. (Broken links occur when a referenced Topic ID is changed or when the Topic ID is missing.)

 The **External Topics** folder contains a list of any referenced Help topics that are part of another Help project.

 The **Duplicate Topics** folder contains a list of any duplicate Help topics in your Help project. Duplicate topics share the same Topic ID and may require Help author intervention.

 All the Help documents part of your Help project display in alphabetical order. Topics in each Help document display in the order in which they appear in the document.

Expanding and Collapsing Folders

- If the folder contains items, a plus box  appears to the left of the folder icon. To open the folder, click the  so you can see the contents within it.
- When a folder is open or expanded, a minus box  appears to the left of the folder icon. To close the folder, click .

For more information on a specific folder, right-click on the folder and select **Help**.

External Topic

 External topics are topics in other Help projects referenced in the current Help project. The references can be in the current Help project's table of contents or hyperlinks (jumps, popups, or macros) between a Help topic in the current project and a topic in another project. Sometimes, smaller Help (HLP) files are combined into a larger Help file, like the RoboHELP Help file, for example. External topics act just like "local" topics, except you cannot edit or change the external topic in any way from the current Help project. To edit an external topic, you must open the Help project the external topic is in.

To display the external topic in your Help system, you must include either the external topic's .HPJ file or the .HPT file in your project folder.

You can edit the reference to an external topic by right-clicking on it and selecting **Properties**.

All Topics Folder

 The **All Topics** folder displays all Help topics in your project in alphanumeric order. For more information about a specific topic, right-click on it and select **Properties**.

External Topic Folder

 The **External Topics** folder contains a list of any Help topics referenced that are part of another Help project. Any type of reference – TOC, Index, or hotspot link to any external topic displays here. You can view the external topic and edit the link connecting the external topic to this Help project.

Mid-Topic ID

 Mid-Topic IDs are Topic IDs inside a topic that allow users to jump within the topic – like bookmarks or inter-topic jumps. In RoboHELP Explorer's Project Manager (**Project tab**), Mid-Topic IDs display under the Help topic in which they appear. (This Help topic is referred to as the Parent Topic.)
For more information about a specific Mid-Topic ID, right-click on it and select **Properties**.

File Found Message

This message appears when you have found a missing file using the **Locate** option. RoboHELP prompts you to see if you want to copy the located file to the Help project folder (directory).

- Click **OK** to make a copy of the selected file and place the copy in the Help project folder listed.
- Click **Cancel** to return to the **Locate File dialog**.

New Popup Topic

Standard popup topics display in a small window that "pops up" on the screen. These topics are traditionally used for definitions, examples, and short remarks. They contain information that isn't absolutely necessary but helps the user understand what's going on. Standard popup topics have a heading title and body text.

Topic Type

The **Popup** Topic Type should already be selected. This option creates a new standard popup topic – with heading title and text. But you can change this topic into a What's This? Help topic (field level context-sensitive help without heading title) by selecting **What's This? Help**.

Text

Type Topic Heading Here (Popup Topic Type only)

Enter the title of the popup topic.

Type topic text here

Enter the informative text about the popup topic here.

Topic ID

Enter the Topic ID for this popup topic. If you typed the topic heading in **Text**, RoboHELP fills in the Topic ID based on that topic heading title.

Document

Select the Help document to which you want to add the new popup topic. By default, the currently selected Help document appears, but you can select another Help document.

Insert at End of Document

Select this option to insert the new popup topic at the end of the document selected in **Document**. Clear this selection if you want to insert the popup topic at the cursor insertion point in the document selected in **Document**.

New Mid-Topic ID

 Mid-Topic IDs allow users to jump to different sections within the same topic – sort of like a bookmark or an inter-topic jump. The destination of where to jump is defined by creating a Mid-Topic ID. The Help topic containing the Mid-Topic ID is called the Parent Topic. Mid-Topic IDs are identified inside the Parent Topic by the # footnote. You can also see Mid-Topic IDs on RoboHELP Explorer's Project Manager (**Project tab**) in the **Topics** folder listed underneath their Parent Topic.

Mid-Topic ID

Enter the Topic ID to identify the destination of the Mid-Topic ID (the # footnote). The syntax for a Mid-Topic ID follows the same rules as a Topic ID – spaces and most symbols are converted to underscore characters.

New Topic: Advanced

 All Help topics have properties associated with them to define their characteristics and behavior. The **New Topic: Advanced tab** allows you to set the topic defaults for build tags, browse strings, and other advanced topic features.

Build Tag

Lists build tags defined for the Help project and indicates if any build tags are applied to this topic. Select a box to apply that build tag to this topic. Clear a box if the build tag does not apply. There is also a space to add new build tags, if you desire. (Build tags are used to include or exclude topics from a build.)

Add button

You can add new build tags by entering the build tag name in the text box to the right of this button. Then click **Add**.

Browse Sequence

Browse sequences allow Help authors to suggest a reading order for users to browse topics in the compiled Help (HLP) file. Users access them using the >> and << browse buttons on the Help window.

Name. Displays the name of the browse sequence that applies to this topic, if any. This name is often based on the name of the Help document containing this topic.

Number. Displays the number of the browse sequence that applies to this topic. If you're using a numbered browse sequence, you can assign the number yourself, using any numbered order that fits your needs. Or RoboHELP can assign this number and increment the numbers based on the default of 25 or a number you select. (For more information about the properties of a browse sequence, refer to the [Document Properties: General tab](#).)

Tip: The easiest way to organize and manage your browse sequences is through the Browse Sequence Editor.

Options

Map #. If a Map ID is associated with this topic, its Map number displays here.

View as Hex. If the Map ID is in hexadecimal format, this option is selected. You can select or clear the option, as needed.

 **Window.** Indicates the window this topic displays in when selected by the user from the index (Index tab) or full-text search (Find tab). If the **(default)** option is selected, this topic displays in the Main window. (This option is not supported for WinHelp 3 Help topics and won't appear.)

Note: This window selection DOES NOT affect the window the topic displays in from the table of contents (Contents tab).

Entry Macro

Lists the macro command (syntax and selected parameters) of any associated topic entry macro. You can access the [Macro Editor dialog](#) by clicking .

New Topic: General

 All Help topics have properties associated with them to define their characteristics and behavior. The **New Topic: General** tab allows you to set the topic title, Topic ID, and more.

Topic Title

Enter the title for the topic. (This is the title the user sees when looking at the topic.)

Add to Index

Select this box if you want to add the topic title to the Help index as a keyword. If the title is already part of the index, RoboHELP won't duplicate the entry.

Topic ID

Topic IDs uniquely identify each Help topic to the Help project. They are used in every reference to the topic – including context-sensitive Help.

As you type the topic title, RoboHELP enters a "suggested" Topic ID, based on the title. (Characters that aren't "allowed" are automatically changed into an underscore _ character.) You can change the Topic ID to suit your needs.



Opens the [Select Unused Topic ID dialog](#) so you can create a new topic based on an unused Map ID or missing Topic ID.

Document

Select the Help document to place this topic in. RoboHELP defaults this selection to the currently active Help

document, but you can select any Help document in the project. You can even click  to create a new Help document for this topic.

Insert at End of Document

If selected, RoboHELP inserts the new topic at the end of the selected Help document. If cleared, RoboHELP inserts the new topic at the cursor position.

Comment

(Optional) Enter an internal comment about this topic. These comments are not seen by your users and only display on this tab and in the [Topic List](#) (if you have the Comments column selected).

New Topic: Index

 All Help topics have properties associated with them to define their characteristics and behavior. The **New Topic: Index tab** allows you to define Index keywords (also known as K-keywords) for the currently selected topic. Index keywords appear in the Help system's index – these are the words or phrases your users will look for to locate topics.

K-Keywords

Lists all existing Index K-keywords for this topic. Select a keyword from this box to rename it or to remove it from this topic.

New button

Allows you to add a new keyword to this topic.

Subkeyword button

Adds a new subkeyword to the keyword selected in the **K-Keywords** list box. Subkeywords display in the Help index indented under the keywords

Add Existing button

Opens the Add Existing Keyword dialog so you can add existing keyword (from the index or other topics) to this topic.

Rename button

Renames the keyword you selected in **K-Keywords**.

Remove button

Deletes the keyword you selected in **K-Keywords** from the current topic. This action doesn't remove the keyword from the index or from any other topics associated with this keyword. To remove a keyword from the Help index and all topics, delete the keyword from RoboHELP Explorer's Index Designer (**Index tab**).

Smart Index button

Activates the **Smart Index Wizard**.

Options button

View Topic

Use this option to see a "quick view" of the Help topic as it appears in the compiled Help (HLP) file.

Verbs...

Use this option to create and use the list of subkeywords (gerunds, verb phrases, or other words or phrases) you commonly use in your Help index. (For example: Adding, Creating, and Deleting are commonly used subkeywords.)

New Topic: See Also

 All Help topics have properties associated with them to define their characteristics and behavior. The **New Topic: See Also tab** allows you to associate this topic with See Also keywords (also known as A-keywords) or add new See Also keywords. See Also keywords are hidden keywords that allow you to group related topics together. Users never see the See Also keyword or phrase; they generally access these keywords from a See Also or Related Topics hotspot or button.

A-Keywords

Displays a list of existing See Also keywords (A-keywords). If a See Also keyword is selected that means it is currently associated with this topic. Click in the box next to the See Also keyword to select it or click on a selected See Also keyword to clear it.

You can also add a new See Also keyword and by clicking **Add** and entering the See Also keyword or phrase.

Add button

Adds the See Also keyword you entered in **See Also (A-keyword)**. By doing so, you automatically select the new See Also keyword to be associated with the current topic.

View button

Displays the topics included in selected See Also keywords.

New Topic: Status

 All Help topics have properties associated with them to define their characteristics and behavior. The **New Topic: Status tab** allows you to track and report status on the current Help topic. The [Project Status Report](#) automatically summarizes Help project status from this tab for each topic in the Help project.

Status

Select the status for this topic. Since topic status is iterative, feel free to move topics in and out of each status; make the status meaningful for you and your Help project.

In Progress. (Default) Choosing this status means the topic is still in progress – work is still being done.

Ready for Review. Choosing this status means the topic is ready for review. This could mean an interim review, a peer review, a customer/client review, or a final team review.

Complete. Choosing this status means all work on this topic is complete.

Estimates

Enter the priority and time estimates for this topic. The defaults for these options are based on your selections on [Options: Topic Defaults](#). You may find yourself inputting the estimates at the beginning, then entering the refined estimates to track actual time. Again, make these numbers meaningful to you and your Help project.

Priority. Displays the default priority for this topic selected on [Options: Topic Defaults](#). You can enter or select a new priority, if you wish.

Time (hours). Displays the default time estimated to complete this topic selected [Options: Topic Defaults](#). You can enter or select a new estimate, if you wish.

To Do List

Provides a handy "to do" list for topic authoring. Selected boxes indicate a task is complete. (You may also choose to select boxes that do not apply. The [Project Status Report](#) also reports on what is "checked off" in the Checklist.) Select or clear boxes to suit your needs.

Author

Displays the default Help author selected on [Options: Topic Defaults](#). You can enter or select a new Help author for this topic, if you wish. This feature is useful to manage multiple Help authors. You can sort the Topic List and many reports based on the assigned Help author.

New Topic: Watermark

 All Help topics have properties associated with them to define their characteristics and behavior. The **New Topic: Watermark tab** allows you to add a watermark to a topic. A watermark is an image that appears in the background of the topic window "beneath" the information. You can add a watermark to a topic for the non-scrolling region, background (client) region, or both using this tab.

Selecting a watermark here only creates a watermark when the current topic is displayed. If you want to place a global watermark – one that displays every time a specific window displays – go to **Window Properties**.

Note: Support for watermarks is part of RoboHELP's WinHelp 2000 extensions for WinHelp 4 Help systems. If your Help system isn't targeted for WinHelp 4 or if you haven't selected Explorer View Help, you won't be able to select these options.

Background

Select the image and the placement of the watermark in the background (client region) of this topic.

Watermark

Enter the name of the image to use or navigate to it.

Alignment

Select an alignment option to determine the placement of the watermark in the background region.

Note: If the height and width of the image exceeds the height and/or width of the background region, the image may appear cut-off.

Non-scrolling

Select the image and the placement of the watermark in the non-scrolling region of this topic.

Watermark

Enter the name of the image to use or navigate to it.

Alignment

Select an alignment option to determine the placement of the watermark in the non-scrolling region.

Note: If the height and width of the image exceeds the height and/or width of the non-scrolling region, the image may appear cut-off.

Topic Properties: Watermark

 All Help topics have properties associated with them to define their characteristics and behavior. The **New Topic: Watermark tab** allows you to add a watermark to a topic. A watermark is an image that appears in the background of the topic window "beneath" the information. You can add a watermark to a topic for the non-scrolling region, background (client) region, or both using this tab.

Selecting a watermark here only creates a watermark when the current topic is displayed. If you want to place a global watermark – one that displays every time a specific window displays – go to **Window Properties**.

Note: Support for watermarks is part of RoboHELP's WinHelp 2000 extensions for WinHelp 4 Help systems. If your Help system isn't targeted for WinHelp 4 or if you haven't selected Explorer View Help, you won't be able to select these options.

Background

Displays the image and the alignment option of the watermark in the background (client region) of this topic.

Watermark

Displays the name of the watermark image. Enter another image name to use or navigate to it.

Alignment

Displays the currently selected an alignment option for the watermark in the background (client) region. Select another option, if you want.

Note: If the height and width of the image exceeds the height and/or width of the background region, the image may appear cut-off.

Non-scrolling

Displays the image and the alignment option selected for the watermark in the non-scrolling region of this topic.

Watermark

Displays the name of the watermark image. If you want, you can change the image by entering the new image name or navigating to it.

Alignment

Displays the currently selected an alignment option for the watermark in the non-scrolling region. Select another option, if you want.

Note: If the height and width of the image exceeds the height and/or width of the non-scrolling region, the image may appear cut-off.

New HTML Topic

All Help topics have properties associated with them to define their characteristics and behavior. The **New HTML Topic dialog** allows you to create a new topic in your Help system that displays an existing HTML page or topic inside the Help system window (as opposed to inside the Internet Browser). The benefits are that this topic is treated like any other topic in your Help system – you can index it, add it to the TOC, add it to a browse sequence, and so on.

You can even create a new HTML topic on-the-fly from this dialog using your preferred HTML editor.

Topic Title

Enter the title for the topic. (This is the title the user sees when looking at the topic.)

Topic ID

Topic IDs uniquely identify each Help topic to the Help project. They are used in every reference to the topic. As you type the topic title, RoboHELP enters a "suggested" Topic ID, based on the title. (Characters that aren't "allowed" are automatically changed into an underscore _ character.) You can change the Topic ID to suit your needs.



Opens the [Select Unused Topic ID dialog](#), which allows you to create a new topic based on an unused Map ID or missing Topic ID.

Topic ID to display if HTML Topic support is not installed

Enter or navigate to the Topic ID of an alternate topic. This alternate topic displays only if the user doesn't have an Internet Browser or if the URL, HTML, or CHM file can't be located or displayed.



Allows you to navigate to and select the alternate Topic ID.

URL or HTML File

Enter or navigate to the URL or HTML file (or HTML topic in a CHM file) you want to display when users access this topic. You can also use the **HTML File** list box below this field to select a recently used URL, HTML, or CHM file rather than typing it or navigating to it.



Shows a preview of the selected URL, HTML page, or HTML topic.



Allows you to create a new HTML topic on-the-fly. (Opens the **Save As dialog**; once you name the new topic, RoboHELP launches your [preferred HTML editor](#) so you can create the new HTML topic's content.)



Allows you to navigate to and select the URL, HTML file, or HTML topic in a CHM file.

Insert at End of Document

Select this option to insert the HTML topic at the end of the current Help document. Clear this option to insert the HTML topic at the cursor point of insertion.

HelpDesk Connection String

The **HelpDesk Connection String dialog** allows advanced users to specify the ODBC connection string used to connect to the HelpDesk on your user's system. If you're an advanced user, you may edit the connection string [here](#).

Connection string

Enter or change the ODBC connection string. The connection string displayed comes from the ODBC data source selected in your PC HelpDesk.

New PC HelpDesk Topic: General

All Help topics have properties associated with them to define their characteristics and behavior. The **New PC HelpDesk Topic: General tab** allows you to create a new topic in your Help system that displays an existing Knowledge Base or database that uses a PC HelpDesk, ODBC Data Source, or Power SQL Internet Data Source.

The benefits are that this topic is treated like any other topic in your Help system – you can index it, add it to the TOC, add it to a browse sequence, and so on.

Topic Title

Enter the title for the topic. (This is the title the user sees when looking at the topic.)

Topic ID

Topic IDs uniquely identify each Help topic to the Help project. They are used in every reference to the topic. As you type the topic title, RoboHELP enters a "suggested" Topic ID, based on the title. (Characters that aren't "allowed" are automatically changed into an underscore _ character.) You can change the Topic ID to suit your needs.



Opens the [Select Unused Topic ID dialog](#) to create a new topic based on an unused Map ID or missing Topic ID.

Topic ID to display if PC HelpDesk is not installed

Enter or navigate to an alternate Topic ID if PC HelpDesk isn't installed, or the ODBC or Power SQL Data Source doesn't exist on the user's system.

HelpDesk Type

Select the appropriate connection type:

- **PC HelpDesk file (*.phd)**. Select this connection type if the HelpDesk is in *.PHD format – created using **PC HelpDesk**.
- **ODBC Data Source**. Select this connection type if the HelpDesk is in an ODBC data format – created using dBASE, Excel, FoxPro, Microsoft Access, or a text file.
- **Power SQL Internet Data Source**. Select this connection type if the HelpDesk is in Power SQL format – created using **Power SQL**.

PC HelpDesk file name

Enter or navigate to the HelpDesk file.

Advanced

(Optional) Opens the [HelpDesk Connection String dialog](#) so you can specify the ODBC connection string. (When you select the PC HelpDesk file, this connection string is automatically filled-in.)

Insert at End of Document

Select this option to insert the PC HelpDesk topic at the end of the current Help document. Clear this option to insert the PC HelpDesk topic at the cursor point of insertion.

PC HelpDesk Topic: Advanced

All Help topics have properties associated with them to define their characteristics and behavior. The **PC HelpDesk Topic: Advanced tab** allows you to secure who views and edits the HelpDesk.

HelpDesk logon information

Select the appropriate security level.

Alternate HelpDesk data source

Select the alternate HelpDesk data source if the specified HelpDesk data source can't be located on the user's system.

Select Topic ID

The **Select Topic ID dialog** allows you to select a Topic ID in the specified Help document.

Topic ID

Select a Topic ID from the list box. Topic IDs appear in the list box based on the Help document selected in **Document**.

Document

Select the Help document containing the Topic ID you want.

View button

Shows a preview of the selected Topic ID. (Helpful when you're not quite certain which Topic ID you're looking for.)

Find button

Opens the **Find Topic dialog** so you can locate a topic by title. (Helpful if you're not certain of the Topic ID. By selecting a topic from the **Find Topic dialog**, RoboHELP fills in the appropriate information in the **Select Topic ID dialog**. All you have to do is click **OK**.)

PC HelpDesk Properties: General

All Help topics have properties associated with them to define their characteristics and behavior. The **PC HelpDesk Topic: General tab** allows you to create a new topic in your Help system that displays an existing Knowledge Base or database that uses a PC HelpDesk, ODBC Data Source, or Power SQL Internet Data Source.

Topic ID to display if PC HelpDesk is not installed

Enter or navigate to an alternate Topic ID if PC HelpDesk isn't installed, or the ODBC or Power SQL Data Source doesn't exist on the user's system.

HelpDesk Type

Select the appropriate connection type:

- **PC HelpDesk file (*.phd).** Select this connection type if the HelpDesk is in *.PHD format – created using **PC HelpDesk**.
- **ODBC Data Source.** Select this connection type if the HelpDesk is in an ODBC data format – created using dBASE, Excel, FoxPro, Microsoft Access, or a text file.
- **Power SQL Internet Data Source.** Select this connection type if the HelpDesk is in Power SQL format – created using **Power SQL**.

PC HelpDesk file name

Enter or navigate to the HelpDesk file.

Advanced

(Optional) Opens the HelpDesk Connection String dialog so you can specify the ODBC connection string. (When you select the PC HelpDesk file, this connection string is automatically filled-in.)

ODBC Data Sources

The **ODBC Data Sources dialog** allows you to specify the type of ODBC data source for the PC HelpDesk you want your users to access from the compiled Help system.

Select an ODBC Data Source

Select the type of file or database that corresponds to the ODBC data source for the PC HelpDesk.

HTML Topic Properties: General

All Help topics have properties associated with them to define their characteristics and behavior. The **HTML Topic Properties: General tab** allows you to change the URL or HTML page associated with the currently selected HTML Help topic. (You can also change the HTML topic selected in a CHM file or select a topic in another CHM file.)

Topic ID to display if HTML Topic support is not installed

Enter or navigate to the Topic ID of an alternate topic. This alternate topic displays only if the user doesn't have an Internet Browser or if the URL, HTML, or CHM file can't be located or displayed.

URL or HTML File

Enter or navigate to the URL or HTML page (or HTML topic in a CHM file) you want to display when users access this topic. You can also use the HTML File list box below this field to select a recently used file rather than typing it or navigating to it.



Shows a preview of the selected HTML topic or page.

Duplicate Topic Warning

This message indicates RoboHELP detects duplicate Topic IDs in the Help project. Topic IDs uniquely identify Help topics in a Help project and all hypertext links reference them – including TOC pages. Sometimes duplicate topics occur in large Help projects or when several smaller Help topics are combined to form one large project.

If the duplicates remain, the WinHelp compiler ignores the duplicate – meaning the duplicate topic doesn't show up in the final compiled Help (HLP) file. Use RoboHELP's Resolve Duplicate Topics option to help you quickly resolve the problem.

Don't warn me anymore

If you don't want to see this message again, select this option. (You may want to select this if you deliberately have duplicate Topic IDs.)

Tip: Duplicate Topic IDs often happen as a result of moving topics from one Help document to another. If you accidentally save the destination document with the "new" Topic IDs before saving the original document, this message appears. If this is the reason for the duplicate topics, simply edit the original document, making sure the topic no longer exists here (you may need to delete or cut) and save the original document.

Set Non-Scrolling Region

Allows you to quickly set or clear a non-scrolling region for an individual topic. Microsoft Word's **Keep With Next** paragraph attribute determines whether or not the topic displays with a non-scrolling region. If the attribute is selected for the topic title, a non-scrolling region appears. If the attribute is cleared, no non-scrolling region appears.

Yes

Sets a non-scrolling region for this topic – selects the **Keep With Next** paragraph attribute for this topic.

No

Removes the non-scrolling region for this topic – clears the **Keep With Next** paragraph attribute for this topic.

Tip: A quick way to set a non-scrolling region for all standard topics is to change the heading style applied to topic headings. (RoboHELP traditionally uses Heading 1, but you can customize headings for topic titles on the **Advanced Settings: Topic Headings tab**.) Just change the appropriate style, select the **Keep With Next** attribute, and save the style to the template.

Resolve Broken Links

Use the **Resolve Broken Links dialog** to quickly resolve broken links in your Help project. This handy dialog displays all references to the broken link and allows you to select the option you prefer to resolve each reference.

References to Selected Topic

Lists all references and links to the broken link selected in **All Missing Topics**:

TOC references display with the  icon.

Links to this topic display with the  icon.

Aliases associated with this topic display with the  icon.

SHED files associated with this topic display with the  icon.

All Missing Topics

Lists all missing topics (broken links) in your Help system. Select a specific missing Topic ID (broken link) to see its references listed in **References to Selected Topic** and resolve the broken link.

Edit button

Opens the topic containing the selected reference so you can update the reference and fix the broken link.

Delete button

Deletes either the selected TOC reference or selected Alias for the current missing Topic ID. (Select the TOC reference or Alias, then click **Delete**.)

Create Alias button

Opens the New Alias dialog so you can create an Alias. Creating an Alias fixes the broken link by redirecting the link to the correct topic.

Restore button

Opens the **New Topic dialog** so you can create a new topic using the missing Topic ID, thus fixing the broken link. RoboHELP fills in the **Topic ID** field for you. You just need to enter a topic title and any other properties for this topic and click **OK**.

Replace button

Opens the RoboHELP Find & Replace dialog so you can find the selected broken link (missing Topic ID) and replace it with a Topic ID you specify.

Topic References

The **Topic References dialog** displays references linked TO the selected topic and allows you to edit each reference.

Topic

Displays the topic ID for the selected topic.

References

Lists all references and links to this topic:

TOC references display with the  icon.

Links to this topic display with the  icon.

Aliases associated with this topic display with the  icon.

SHED files associated with this topic display with the  icon.

Links to mid-topic IDs display with the  icon.

Edit button

Opens the topic containing the selected reference so you can fix the reference.

Delete button

Deletes a TOC reference or alias. (Select the TOC reference or alias, then click **Delete**.)

Note:

You can use [Link View](#) to see references **to** and **from** a topic.

Topic References

The **Topic References dialog** displays references TO the selected external topic and allows you to edit each reference.

Topic

Displays the topic ID for the selected external topic.

References

Lists all references and links to this external topic:

TOC references display with the  icon.

Links to this topic display with the  icon.

Aliases associated with this topic display with the  icon.

SHED files associated with this topic display with the  icon.

Links to mid-topic IDs display with the  icon.

Edit button

Opens the topic containing the selected reference so you can fix the reference.

Delete button

Deletes a TOC reference or alias. (Select the TOC reference or alias, then click **Delete**.)

Note:

You can use [Link View](#) to see references **to** and **from** a topic.

Topic References

The **Topic References dialog** displays the properties (references) for the selected broken link and allows you to select the option you prefer to fix the link to each listed reference.

Topic

Displays the topic ID for the selected broken link.

References

Lists all references and links for this broken link.:

TOC references display with the  icon.

Links to this topic display with the  icon.

Aliases associated with this topic display with the  icon.

SHED files associated with this topic display with the  icon.

Links to mid-topic IDs display with the  icon.

Each reference listed needs to be fixed before the broken link is resolved.

Edit button

Opens the topic containing the selected reference so you can fix the reference.

Delete button

Deletes a TOC reference or Alias. (Select the TOC reference or Alias, then click **Delete**.)

Create Alias button

Opens the New Alias dialog so you can create an Alias. Creating an Alias fixes the broken link by redirecting the link to the correct topic.

Restore button

Opens the **New Topic dialog** so you can create a new topic using the missing Topic ID, thus fixing the broken link. RoboHELP fills in the **Topic ID** field for you. You just need to enter a topic title and any other properties for this topic and click **OK**.

Replace button

Opens the RoboHELP Find & Replace dialog so you can find the selected broken link (missing Topic ID) and replace it with a Topic ID you specify.

External Topic References

The **External Topic References dialog** displays references for external topics in your Help system. You can even edit individual references from here.

References to Selected Topic

Lists all references and links to the external topic selected in **All External Topics**:

TOC references display with the  icon.

Links to this topic display with the  icon.

Aliases associated with this topic display with the  icon.

SHED files associated with this topic display with the  icon.

All External Topics

Lists all external topics in your Help system. Select a specific external topic to list its references in **References to Selected Topic**.

Edit button

Opens the topic containing the selected reference so you can fix the reference.

Delete button

Deletes a TOC reference or Alias. (Select the TOC reference or Alias, then click **Delete**.)

New What's This? Topic

 What's This? Help topics provide context-sensitive Help from inside a 32-bit application compiled into WinHelp 4 Help (Windows 95, 98, or NT). This style of context-sensitive topic explains an option or a field inside a dialog box or on an application screen. What's This? Help topics normally contain only body text – no heading title – and display in popup windows.

Topic Type

The **What's This Help** Topic Type should already be selected. This option creates a new What's This? style popup topic – without heading title. But you can change this topic into a standard popup topic (with heading title and text) by selecting **Popup**.

Text

Type topic text here

Enter the text for the What's This? topic here.

Topic ID

- If you're providing Map files and Map IDs to your programming team, enter the Topic ID here.
- If you're receiving Map files and Map IDs from your programming team, click  to the Select Map ID dialog to select the unused Map ID for this new What's This? topic.

Document

Select the Help document to which you want to add the new What's This? Help topic. By default, the currently selected Help document appears, but you can select another Help document.

Insert at End of Document

Select this option to insert the new What's This? Help topic at the end of the document selected in **Document**. Clear this selection if you want to insert the What's This? Help topic at the cursor insertion point in the document selected in **Document**.

Insert Special Help Topics

 Allows you to select and create a type of topic other than the standard topic:

- **Mid-Topic ID.** This type of topic is really an inter-topic jump. It allows users to go directly to a location in a topic – and is often used in long topics.
-  **HTML topic.** Selecting this type of topic allows you to insert a direct connection to an HTML topic or Web site – inside your WinHelp 4 Help system.
- **Quick topic.** If you select topic text and then select this topic type, RoboHELP creates a topic and based the Topic ID on the text you selected.
- **Popup topic.** Selecting this type of topic allows you to create a topic that displays in a popup window. Popup topics usually contain brief descriptions, definitions, or examples.
- **What's This Help topic.** This type of topic creates a field-level context-sensitive Help topic.
-  **PC HelpDesk topic.** Selecting this type of topic allows you to insert a topic in your Help system that accesses a Knowledge Base or other type of technical database.

Select the type of topic you want to create and click **OK**. The appropriate dialog appears for you to complete the properties for the selected topic type.

Advanced Settings: Topic Headings

The **Advanced Settings: Topic Headings** tab allows you to customize new topic heading styles. By default, RoboHELP applies the Heading 1 style to the topic title for all new topics. But you can use this dialog to choose another topic title style for each topic type. Select any style defined as part of the current Help document.

This dialog is especially helpful for Help authors who prefer to update the Heading 1 style so all regular topics include a non-scrolling region. You can add the "Keep with Next" attribute (creates non-scrolling region) to Heading 1 and define a different style to use for your popup topics. (Popup topics don't display correctly with non-scrolling regions – only the topic title displays when clicked.)

Note: Changes you make only apply to new topics. To update previous topics of the same type, select the topic title and select the style from Word's **Format** menu, **Font** dialog (or from the **Formatting Toolbar**).

Styles

Change topic title heading styles for all RoboHELP topic types:

- **Regular topics (also called standard topics).** These are typical Help topics – this topic type makes up the majority of topics in your Help system.
- **Popup topics.** These topics allow you to layer information – they provide information that is helpful, but not necessary to the rest of the topic like definitions, brief explanations, and examples. Popup topics got their name because they display in popup windows, usually from a popup hotspot.
- **What's This Help topics.** This is a type of context-sensitive Help topic. What's This-style Help topics usually contain brief explanations or instructions of options or fields inside applications.
- **HTML Help topics.** These topics are actually HTML Help topics or Web pages "inserted" into your WinHelp system.
- **PC HelpDesk topics.** This topic type allows you to provide users access to a Knowledge Base or other type of database.

Index.doc

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Index Designer Overview



The **Index Designer (Index tab)** provides an integrated keyword editor to help you build high quality, multi-level keyword indexes and See Also keyword groups on-the-fly. You can create keywords several ways:

- **Highlight words or phrases and right-click.** While in your Help topics, just select the word or phrase, right-click, and select **Add to Index (K-Keyword)**.
- **Drag and drop.** You can add keywords based on the titles of your Help topics by dragging and dropping topics from the Topic List or Link View into the Index Designer.
- **Directly in the Index Designer.** Enter keywords directly into the Index Designer, then drag and drop the Help topics from the Topic List or Link View to associate with the new keywords.
- **From the Topic Properties: Index tab.** You can enter keywords as you create Help topics or when you edit them, simply by selecting the **Topic Properties: Index tab**.
-  **From the Topic Properties: See Also tab.** You can create See Also keywords or add the current topic to an existing See Also keyword group from the **Topic Properties: See Also tab**.
- **From the Smart Index.** RoboHELP's **Smart Index Wizard** is a support tool that streamlines the process of Help index preparation. It searches the content of your topics and generates suggested keywords and phrases based on the criteria you specify. Select the Smart Index Wizard from RoboHELP Explorer's **Tools** menu.

Project Settings: Index Macros

 Project Settings allow you to select and set properties for your Help project. The **Project Settings: Index Macros tab** allows you to add, edit, and remove index macros from keywords. All index macros for your Help project list here.

Keywords with Index Macros

Lists all keywords that have associated index macros. If there are multiple keywords sharing the same index macro title, they appear on the same line separated by a semi-colon (;).

Add button

Opens the **Index Macro Properties dialog** so you can add a new index macro.

Properties button

Opens the **Index Macro Properties dialog** so you can change or see the properties of the selected index macro.

Remove button

Deletes the selected index macro.

Title in Topics Found List

Lists the title assigned to the index macro.

Macro Associated

Lists the macro command (syntax and selected parameters) associated with this keyword.

Keyword Properties: Macros

 All keywords have properties associated with them. The **Keyword Properties: Macros tab** allows you to add, change, or delete an index macro associated with a keyword. Index macros can be used to launch other programs – like tutorials – from the Help index. The macro is initiated when users select the associated keyword. If more than one topic or macro is associated with the same keyword, the Topics Found dialog appears and users select the macro based on a title you give to the macro.

Use Macro

Select this option to enable the index macro for this keyword. Clear this option to disable the index macro. (This action doesn't delete the macro, just allows you to disable it if you choose.)

Macro

Lists the macro command (syntax and selected parameters) associated with this keyword.



Allows you to select or change the macro for this keyword. (Opens the **Macro Editor dialog**.)

Title

Lists the title that displays in the Topics Found dialog when users select this index macro. It's a good idea to make this title as descriptive as possible – especially if the macro launches another program. For example, if the index macro launches a tutorial, a good title would be Tutorial. That way, users have a good idea what happens when they select this index item.

Keyword

 Keywords direct users to topics and information based on their way of thinking. In WinHelp, there are two types of keywords – Index keywords and See Also keywords.

- **Index keywords (K-keywords)** appear in your Help system's index. Users typically access Index keywords through the Index or Search tabs. They are designed to point users to topics easily and aid them in getting related information. Since Index keywords are one of the easiest ways for your users to navigate through a Help system, many Help users prefer to use the index before the Help system's table of contents to locate a topic.
-  **See Also (A-keywords)** direct users to topics and information, too, but they don't appear in the Help index. Generally, See Also keywords are used to provide related topics so users can see topic relationships and read more if they're interested. They're activated using either RoboHELP's See Also hotspot link or the ALink WinHelp macro. You create a See Also keyword, then add it to all the topics in a related See Also group. **A-keywords are not supported by in WinHelp 3 Help systems (Windows 3.x environments).**

For more information about a specific keyword, right-click on it and select **Properties**.

Index Macro

An index macro is simply an index keyword that's associated with a WinHelp macro. When users select a keyword with an index macro, they initiate the macro or select the macro from the Topics Found dialog. You can use index macros to provide users access to related programs – like online tutorials -- or to jump to HTML topics or Web sites.

For more information about this index macro, right-click on it and select **Properties**.

Topics for



When you select a keyword in the Keywords list, all Help topics and index macros associated with the selected keyword appear in the "**Topics for**" list. You can edit a topic or index macro in the list by double-clicking it. For more information about a specific topic or index macro, right-click on it and select **Properties**.

Keyword Properties: Topics

 All keywords have properties associated with them. The **Keyword Properties: Topics tab** allows you to add, change, remove, and view the topics associated with the selected keyword.

Keyword

Displays the selected keyword or allows you to enter a new keyword.

Parent

If the selected keyword is a subkeyword, this field displays the parent (or first-level) keyword.

Available Topics

Lists all topics in your Help project not currently associated with this keyword. You can associate this keyword with one or more topics by selecting them from this list and using the arrow buttons to add them into the **Selected Topics** list.

Selected Topics

Displays all topics associated with the selected keyword.

Tip: Click **View** to look at the topic before selecting it. Or click **Properties** to look at the topic's properties.

Fix Subkeywords

 Due to a WinHelp engine bug, multilevel keywords don't always display correctly inside your compiled Help file. RoboHELP's **Fix Subkeywords dialog** can update your multilevel Index K-keywords, so they appear in your compiled Help file index as designed.

Depending on the size of your Help file and the number of multilevel keywords in the project, this fix procedure may take some time. Index keywords are attached to topics by the K footnote. To fix the affected keywords, RoboHELP must change each affected topic. Because RoboHELP looks at each affected topic (based on the entries in the Index Designer), Help documents in the project must be writable. If a document is read-only, RoboHELP prompts you to make it writable.

Fix empty parent keywords

Select this option to fix empty parent keywords. Clear this option to leave empty parent keywords as they are.

Update all Subkeyword separators to

(Optional) Select this option only if you need to update all multilevel keywords with a specific separator type. Select the separator type – either colon or comma. (For example, if you use the Compatibility Wizard, you'll select the comma separator.)

Note: If you select this option, every multilevel keyword in every topic in the Help project is updated with the selected separator.

OK button

Continues with the **Fix Subkeywords** procedure. RoboHELP fixes any affected multilevel keywords. When completed, you'll receive one of two messages:

- "No subkeyword fixes needed."
- "Subkeywords fixed: X topics updated." (The X represents the number of topics updated.)

Cancel button

Cancels the **Fix Subkeywords** procedure. No keywords are changed.

Keyword Properties: Macro

 All keywords have properties associated with them. The **Keyword Properties: Macros tab** allows you to add, change, or delete an index macro associated with a keyword. Index macros can be used to launch other programs – like tutorials – from the Help index. The macro is initiated when users select the associated keyword. If more than one topic or macro is associated with the same keyword, the Topics Found dialog appears and users select the macro based on a title you give to the macro.

Use Macro

Select this option to enable the index macro for this keyword. Clear this option to disable the index macro. (This action doesn't delete the macro, just allows you to disable it if you choose.)

Macro

Lists the macro command (syntax and selected parameters) associated with this keyword.



Allows you to select or change the macro for this keyword. (Opens the **Macro Editor dialog**.)

Title

Lists the title that displays in the Topics Found dialog when users select this index macro. It's a good idea to make this title as descriptive as possible – especially if the macro launches another program. For example, if the index macro launches a tutorial, a good title would be Tutorial. That way, users have a good idea what happens when they select this index item.

Select Keywords

Allows you to quickly select an existing keyword.

Keywords

Select the existing keyword or phrase you want and click **OK**.

Preview See Also Keywords

 Use this dialog to view a list of all related topics in the See Also keyword groups you selected on the Topic Properties: See Also tab. This handy list can help you remember the topics already included in a See Also (A-keyword) group. When you're finished reviewing the See Also keyword groups, click **Close** to return to the **Topic Properties: See Also tab**.

Related topics

Topic

Alphabetical listing of topics included in each selected See Also keyword group.

See Also (A-keywords)

For each related topic, this column lists the See Also keyword group the topic belongs to, based on the See Also keyword groups you selected on the **Topic Properties: See Also tab**. Multiple See Also keyword groups are separated by commas.

For example: Windows, Watermarks – where Windows is one See Also keyword group and Watermarks is another See Also keyword group.

Graphics.doc

Images Folder

Hotspot Images Folder

Multimedia Folder

Standard Images Folder

Properties: Used In

Multimedia Properties: General

Authorable Buttons Properties: General

BMROOT Properties: General

Image Folders Order

Image Found

Graphical Button Properties: General

Authorable Button

Image Folders (BMROOT)

Graphical Button

Image

Hotspot Image

Properties: General

Multimedia

Image Properties

Hotspot Image Properties: Link

Insert Help Button

Authorable Button

Mini Button

Shortcut Button

Graphical Button

Button Properties

Insert Help Multimedia

Multimedia Properties

Insert Help Image: General

Insert Help Image: Action

Help Image Properties: General

Help Image Properties: Action

Paste Help Image

Open Image From Project

Select Image

Dynamic WYSIWYG/TrueCode

Select Image

Graphical Button Properties: Image Down

Graphical Button Properties: Image Up

Save As Help Image

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Images Folder

 The **Images** folder contains a list of all the images (BMP, WMF, MRB) used in your Help file. For information about each specific image, right-click on the image and select **Properties**.

Hotspot Images Folder

 The **Hotspot Images** folder contains a list of all the hotspot SHED images (.SHG image file format) used in your Help file. For information about a specific SHED file, right-click on the file name and select **Properties**.

Multimedia Folder

 The **Multimedia** folder contains a list of all the sound (WAV) and video/animation (AVI) files used in your Help file. For information about a specific multimedia file, right-click on the file name and select **Properties**.

Standard Images Folder

 The **Standard Images** folder contains a list of the standard Windows Help file images used in your Help file. For information about each specific image, right-click on the image and select **Properties**.

Properties: Used In

Displays the topics in which the selected image, button, or multimedia file appears. To see more information about each topic in the list, select the topic and click .

For more details about this image:

- Select the **General** tab to see the image file name and a WYSIWYG picture of the image.
- Select the **File** tab for specific image file details: file name, path location, size, created, and modified dates.

Multimedia Properties: General

Displays the file name of the multimedia item used in your Help project. Multimedia can be sound (WAV) or video (AVI).

For more details about this multimedia item:

- Select the **Used In** tab for a list of all topics this multimedia item appears in.
- Select the **File** tab for specific image file details: file name, path location, size, created, and modified dates.

Authorable Buttons Properties: General

 Displays the properties of the currently selected authorable button. Authorable buttons include authorable (text) buttons and mini buttons.

Macro

Syntax of the macro associated with the button. For example, if the button jumps to another topic, this field displays "JumpID(*filename.HLP, topic_ID*)"

Topic

Topic in which this button appears.



Opens the **Topic Properties dialog** for the selected topic.

BMROOT Properties: General

 The BMROOT directs the WinHelp Compiler to the location of your Help project's images. The **BMROOT Properties: General tab** displays the path for the currently selected image folder.

You can change the folder's path by typing a new path or by using  to select a new path.

Image Folders Order

 The BMROOT directs the WinHelp Compiler to the images contained in your Help project. The compiler searches to find images files by looking in the BMROOT folders starting at the top of the list and working down. Use the **Set Order** command to establish the order of your images folders. You can use the buttons in the dialog to move the folders up or down in the list.

 Moves the selected folder up in the list, so it appears before the folder currently above it.

 Moves the selected folder down in the list, so it appears after the folder currently below it.

Image Found

 This dialog confirms you have located the missing image. Use the options here to decide where to place the found image, so it can be used in your Help project once more.

Add the folder to the Image Folders (BMROOT).

Selecting this option automatically adds the folder the image was found in to your Help project's Image Folders (BMROOT) folder. (By doing so, you make all images in this folder available to your Help project.)

Copy the image to the Project directory.

Selecting this option copies the image to your Help project folder (directory).

Copy the image to selected Image Folder (BMROOT).

Selecting this option automatically copies the found image to the selected image folder. The BMROOT directs the WinHelp Compiler to the location of your Help project's images.

Graphical Button Properties: General

 Displays general properties of the currently selected graphical button.

Topic

Topic in which this button appears.

Macro

Syntax of the macro associated with the button. For example, if the button jumps to another topic, this field displays "JumpID(filename.HLP>windowname, topic_ID)"



Takes you to the **Topic Properties dialog** so you can see properties for the selected topic.

For more details about this graphical button:

- Select the **Image Up tab** for the name of the image that appears on the face of the button and a WYSIWYG picture of the image.
- Select the **Image Down tab** for the name of the image that appears when the button is clicked and a WYSIWYG picture of the image.
- Select the **File tab(s)** for specific image file details: file name, path location, size, created, and modified dates. There is one File tab for the up button image and one File tab for the down button image.

Authorable Button

 Authorable buttons are 3-dimensional push buttons you create. You choose the action that occurs when your users "push" the button from a Help topic – jump, popup, macro, HTML Jump, External Topic link, or See Also link. There are two types of authorable buttons: authorable (text) buttons and mini buttons. Any authorable button part of your Help project displays under the **Authorable Buttons** folder. For more information about each authorable button in your Help project, right-click on the button name and select **Properties**.

Image Folders (BMROOT)



BMROOT folders direct the WinHelp Compiler to the images in your Help project. Each images folder you have established as a BMROOT folder appears under the **Image Folders (BMROOT)** folder. You can add or change a BMROOT folder by right-clicking on the **Image Folders (BMROOT)** folder and selecting **New Image Folder**. BMROOT folders list here in the order you set. This order is used by the compiler to find images files – the compiler begins by looking for images starting at the top folder and working down. You can set the order by right-clicking on the BMROOT folder and selecting **Set Order**.

The BMROOT folder feature allows you to structure and organize the various images you use in your Help projects. Here are some ideas you might use to take full advantage of this feature's power:

- Designate a folder as a library or catalog of standard images you use in your Help files. You can use this image library simply by including the library folder under the Images Folders (BMROOT) of each Help project.
- Build a set of consistent images into the look and feel of your Help system. You can completely change the look of your Help system by simply creating another folder with a different set of images having the same names as the original images. By simply including the new folder and removing the old one, you can alter the entire look of your Help system instantly.

Graphical Button

 Graphical buttons are custom buttons with bitmaps. You place the bitmap on the button and assign an action, so when your user "presses" the button, they initiate the action – jump, popup, WinHelp macro, HTML Jump, external topic link, or See Also link. Any graphical button part of your Help project displays under the **Graphical Buttons** folder. (The name of the image used for the face of the button displays next to the

 icon.

For more information about each graphical button in your Help project, right-click on the button name and select **Properties**.

Image



All images used in your Help project display under the **Images** folder. If the image displays with a  , it means this image is read-only. (Often, read-only status relates to using a source control application. RoboHELP is fully compatible with popular source control packages.)

If you've included shortcut buttons in your Help project, the images used to create the shortcut buttons also display here.

For more specific information about each image, right-click on the image and select **Properties**.

Hotspot Image

 All hotspot images – Segmented Hypergraphic (SHED or SHG) – used in your Help project display under the **Hotspot Images** folder. Hotspot images contain one or more hotspots that users click on to display other topics. If the image displays with a

, it means this image is currently read-only. (Often, read-only status relates to using a source control application. RoboHELP is fully compatible with popular source control packages.)

For more specific information about each hotspot image, right-click on the image and select **Properties**.

Properties: General

Displays the full file name of the image and a WYSIWYG picture, so you can see the actual image as used in the Help file.

For more details about this image:

- Select the **Used In** tab for a list of all topics this image appears in.
- Select the **File** tab for specific image file details: file name, path location, size, created, and modified dates.

Multimedia

Multimedia files are either video (AVI) or sound (WAV) files in your Help file. Any multimedia file part of your Help project displays under the **Multimedia** folder.

For more information about a specific multimedia file, right-click on it and select **Properties**.

Image Properties

Displays general information about the selected picture – in most cases, the image file name and a WYSIWYG picture of the image as used in the Help file.

You can select the other tabs listed in the dialog to see additional information about this image.

Hotspot Image Properties: Link

 Displays the list of topics linked to this hotspot image. For more details about this hotspot image:

- Select the **General** tab for a WYSIWYG picture of the image and file name.
- Select the **Used In** tab for a list of all topics this hotspot image appears in.
- Select the **File** tab for specific hotspot image file details: file name, path location, size, created, and modified dates.

Insert Help Button

 Allows you to create and insert a new 3-dimensional push button into the current Help topic. Select the button type you want to create, then select the action to associate with the button.

Button Type

Select a button type:

```
{button Authorable  
button,JI('','Text_Button')  
}
```

```
{button ,JI('','Mini_Button  
'')} Mini button
```

 Shortcut button

```
{ewc rhgbtn32.dll,  
BlueSkyHelpButton,  
t<HINT.BMP|  
POSTIT.BMP<JumpID(`  
>Secondary"i½`Graphic  
al_Button')<<1}  
Graphical Button
```

Action Type

Select the action for the button:

- **Jump**. Select this action type to create a jump to a new or existing topic.
- **New Popup**. Select this action to create a new popup topic and to popup that topic.
- **Popup**. Select this action to create a popup link to an existing popup or standard topic

Important! Do NOT select an HTML topic or PC HelpDesk as the destination topic for a popup link. These topic types don't display correctly in a popup window and may cause an error in the compiled Help file.

- **Macro**. Select this action to create a new macro link.
- **External Topic**. Select this action type to create a jump to an existing topic in another Help project.
- **HTML Jump**. Select this action type to create a link to an HTML page.
- **See Also**. Select this action to create a link to one or more A-Keyword groups.

Authorable Button

Authorable (text) buttons allow you to choose the text that appears on the button. The size of the button depends on the amount of text entered. If you choose to create a text button without text, the button will be 12x12 pixels.

Text buttons in your Help project display in the **Authorable Buttons** folder. (From the RoboHELP Explorer **Project tab**, open the **Images and Multimedia** folder, and then open the **Authorable Buttons** folder.)

Button Label

Enter the text you want to appear on the button.

Mini Button

Mini buttons are small authorable buttons. The text doesn't appear on the face of the button but rather next to the button. They automatically size to 12x12 pixels. Mini buttons are often used in Help systems to access related topics.

Mini buttons in your Help project display in the **Authorable Buttons** folder. (From the RoboHELP Explorer **Project tab**, open the **Images and Multimedia** folder, and then open the **Authorable Buttons** folder.)

Button Label

Enter the hotspot text you want to appear next to the button.

Appearance

Select the way you want the hotspot text to appear:

- **Normal.** This option creates a hotspot with the standard appearance: bold, green, and underlined text. Jump text displays with a double underline; popup text displays with a dotted underline.
- **Hidden.** This creates an invisible hotspot. Use this option when you want to create hotspots without a special color or underlining. The hotspot still has a visual cue – when the cursor is over the hotspot, it changes to a hand.
- **No Color.** This creates a standard hotspot, but uses the normal text color instead of changing the text to green. Use this option if you're using a different color scheme for your hotspots. (To select the desired color, use Word's **Font dialog**.)

Shortcut Button

Shortcut buttons are buttons that allow you to display an image. They are most often used to take a user directly to an application, demonstration, or directions to complete a task. You can choose whether or not to enter hotspot text that appears next to the shortcut button.

Since shortcut buttons are actually just images, all shortcut buttons used in your Help project display in either the **Images** folder or the **Standard Images** folder, depending on which type of image you used to create them. (From the RoboHELP Explorer **Project tab**, open the **Images and Multimedia** folder, and then open the appropriate folder.)

Button Label

Enter the hotspot text you want to appear next to the button.

Image

Select the image to appear on the button face. By default, the Microsoft standard shortcut button image (SHORTCUT.BMP) is selected. But you can choose from nine other standard WinHelp images or select any image in your Help project.

Appearance

Select the way you want the hotspot text to appear:

- **Normal.** This option creates a hotspot with the standard appearance: bold, green, and underlined text. Jump text displays with a double underline; popup text displays with a dotted underline.
- **Hidden.** This creates an invisible hotspot. Use this option when you want to create hotspots without a special color or underlining. The hotspot still has a visual cue – when the cursor is over the hotspot, it changes to a hand.
- **No Color.** This creates a standard hotspot, but uses the normal text color instead of changing the text to green. Use this option if you're using a different color scheme for your hotspots. (To select the desired color, use Word's **Font dialog**.)

Transparent

Select this option to makes the image "transparent" when the topic is displayed. A transparent image is one where all the white pixels in the image are replaced with the background color of the currently active window. So the image blends into the background – regardless of what color is selected as the background color.

Graphical Button

Graphical buttons are 3-dimensional push buttons that can contain two different images: one on the face of the button and another when the user "pushes" the button. To work in your Help system, graphical buttons require a custom RoboHELP DLL (either RHGBTN16.DLL or RHGBTN32.DLL) that you must ship with your compiled Help system and install in the same directory as the Help file. But don't worry, when you get ready to distribute your Help file, just print RoboHELP's [Ship List Report](#) – if you've used graphical buttons, it lists the appropriate DLL for you.

Graphical buttons in your Help project display in the **Graphical Buttons** folder. (From the RoboHELP Explorer **Project tab**, open the **Images and Multimedia** folder, and then open the **Graphical Buttons** folder.)

Button Image

Select the image to appear on the button face. This image appears on the button face until the button is pushed. (Then the **Down Image** appears.)

Down Image

Select the image to appear on the button face when the button is pushed.

Alignment

Select the alignment option for where you want to place the button:

- **Character.** Places the button at the cursor position. Text flows around it.
- **Left.** Places the button at the left margin. Text flows to the right of it.
- **Right.** Places the button at the right margin. Text flows to the left of it.



Transparent

Select this option to makes the image "transparent" when the topic is displayed. A transparent image is one where all the white pixels in the image are replaced with the background color of the currently active window. So the image blends into the background – regardless of what color is selected as the background color.

Button Properties

 All buttons have properties associated with them to define their characteristics and behavior. The **Button Properties dialog** allows you to see or change the button type, button label, type of link, and more.

Button Type

Displays the type of button selected. For more information about a particular button type, select a button:

```
{button Authorable  
button,JI('','Text_Button')}
```

```
{button ,JI('','Mini_Button')} Mini  
button
```

 Shortcut button

```
{ewc rhgbtn32.dll,  
BlueSkyHelpButton, t<HINT.BMP|  
POSTIT.BMP<JumpID(' Graphical_B  
utton')<<1} Graphical Button
```

Action Type

Displays the properties for the selected action type. For more information, select an action:

- Jump
- New Popup
- Popup
- Macro
- External Topic
- HTML Jump
- See Also

Insert Help Multimedia

 Allows you to insert sound and video files into the current Help topic that can be activated and played when users open the topic.

File name

Lists the multimedia files located in the drive or folder selected in **Look in**. Click on a sound or video file to add it to the current topic.

Browse button

Opens the **Open dialog** to navigate to a new drive/folder and locate more multimedia files.

Options

Select one or more options to control how the sound or video clip is played and where it's stored.

Show Playbar (Video only)

Select this option if you want to display the video Playbar that allows users to play or stop the video or sound clip at will.

Support Menu (Video only)

Select this option with **Show Playbar** to display the **Menu button** on the video Playbar, which gives users additional options for controlling the video or sound clip. If **Show Playbar** is not selected with this option, users access the **Support Menu** using a right-mouse click.

Auto Play

Select this option to start the file automatically when users open this Help topic. If you select **Auto Play**, the **Repeat** option is not available.

- **Auto Play** is the only way to start a multimedia file from a popup window.
- For sound (.WAV) files, this option is the default selection.
- For video (.AVI) files, this option is automatically selected if you don't select **Playbar** or **Menu**.

Repeat (Video only)

Select this option to create a "looping" effect – the video plays over and over until the user stops it. If you select **Auto Play**, this option is not available.

Store in HLP

Select this option to store the sound or video file inside the compiled Help (HLP) file. RoboHELP places the file in the **Baggage** folder of the Help project file. By storing the multimedia file in the Help (HLP) file, you don't have to ship it with the Help file. But you do increase the size of the Help (HLP) file.

Note: Do NOT use this option with sound (*.WAV) files If your end-users' operating system is Windows NT 4.0 or Windows 2000. A Windows NT bug causes the Help system to hang or crash when users select the sound in the Help file.

Of type

Displays the types of files that can be used as multimedia in RoboHELP. The default is **All Multimedia Files**, but you can select a particular type of file – such as a **Video Clip (*.avi)** – to narrow down the list that appears under **File Name**.

Look in

Click the drive or folder that contains the file you want. The image files in the folders appear under **File name**.

Alignment

Select the alignment option for where you want to place the item:

- **Character.** Places the multimedia file at the cursor position. Text flows around it. 
- **Left.** Places the multimedia file at the left margin. Text flows to the right of it. 

- **Right.** Places the multimedia file at the right margin. Text flows to the left of it.



True Code

Select this option to insert the graphics file as True Code – the file reference displays as a command statement. Clearing this option displays the item in Dynamic WYSIWYG, which means you see it in the Help topic as your users will in the compiled Help file.

Multimedia Properties

 All sound and video files have properties associated with them to define their characteristics and behavior. The **Multimedia Properties dialog** allows you to view and change the properties associated with sound and video files placed in your Help topics.

File Name

Lists the selected multimedia file. To select a different multimedia file, click on the desired file.

Browse button

Opens the **Open dialog** to navigate to a new drive/folder and locate more multimedia files.

Options

Displays the currently selected option controlling how the sound or video clip is played and where it's stored.

Show Playbar (Video only)

Select this option if you want to display the multimedia Playbar that allows users to play or stop the video or sound clip at will.

Support Menu (Video only)

Select this option with **Show Playbar** to display the **Menu button** on the multimedia Playbar, which gives users additional options for controlling the video or sound clip. If **Show Playbar** is not selected with this option, users access the **Support Menu** using a right-mouse click.

Auto Play

Select this option to start the file automatically when users open this Help topic. If you select **Auto Play**, the **Repeat** option is not available.

- **Auto Play** is the only way to start a multimedia file from a popup window.
- For sound (.WAV) files, this option is the default selection.
- For video (.AVI) files, this option is automatically selected If you don't select **Playbar** or **Menu**.

Repeat (Video only)

Select this option to create a "looping" effect – the sound or video clip plays over and over until the user stops it. If you select **Auto Play**, this option is not available.

Store in HLP

Select this option to store the sound or video file inside the compiled Help (HLP) file. RoboHELP places the file in the Baggage folder of the Help project file. By storing the multimedia file in the Help (HLP) file, you don't have to ship it with the Help file. But you do increase the size of the Help (HLP) file.

Note: Do NOT use this option with sound (*.WAV) files If your end-users' operating system is Windows NT 4.0 or Windows 2000. A Windows NT bug causes the Help system to hang or crash when users select the sound in the Help file.

Of type

Displays the types of files that can be used as multimedia in RoboHELP. The default is **All Multimedia Files**, but you can select a particular type of file – such as **Video Clip (*.avi)** – to narrow down the list that appears under **File Name**.

Look in

Displays the name of the drive or folder that contains the selected file. You can select another drive or folder, if you want.

Alignment

Displays the currently selected alignment option for the sound or video clip:

- **Character.** Places the multimedia file at the cursor position. Text flows around it. 
- **Left.** Places the multimedia file at the left margin. Text flows to the right of it. 

- **Right.** Places the multimedia file at the right margin. Text flows to the left of it.



True Code

If selected, the graphics file displays in the Help topic as True Code – the file reference displays as a command statement. If cleared, the graphics file displays as Dynamic WYSIWYG, which means you see it in the Help topic as your users will in the compiled Help file.

Insert Help Image: General

 Allows you to select a Help image and place the image into the current topic at the insertion point.

File name

Displays the image files in the drive or folder selected in **Look in**.

Browse button

Opens the **Open dialog** to navigate to a new drive/folder and locate more image files.

Image Preview

Shows a preview of the selected image without opening it.

Edit button

Starts the image editor for the currently selected image. By default, the Image Editor is Windows Paint. You can change which image editor displays on the **Options: Tool Locations tab**.

Shed button

If the image isn't a SHED (.SHG) image, the **Create SHED File dialog** appears so you can create a .SHG from this image. Then the **Image Workshop** appears so you can create the hotspots on the image. You can place one or more hotspots on the surface of an image.

If the image is already in the .SHG image file format, RoboHELP opens the **Image Workshop** with the selected image.

Resize button

Opens the **Image Workshop** so you can resize and scale the image. The resize functionality maintains the proportions and much of the quality of the original image – even for SHED images.

Import button

Starts the Graphics Converter. Use the Graphics Converter to find specific image types, read image file information (including dimensions, colors, etc.) and convert image files (like .JPG and .PCX) to .BMP files suitable for inserting into Help documents.

Of type

Displays the types of files that can be used as images in RoboHELP. The default is **All Image Files**, but you can select a particular type of file – such as bitmap files (.BMP) – to narrow down the list that appears under **File Name**.

Alignment

Select the alignment option for where you want to place the image:

- **Character.** Places the image at the cursor position. Text flows around it. 
- **Left.** Places the image at the left margin. Text flows to the right of it. 
- **Right.** Places the image at the right margin. Text flows to the left of it. 

Transparent

Select this option to makes the image "transparent" when the topic is displayed. A transparent image is one where all the white pixels in the image are replaced with the background color of the currently active window. So the image blends into the background – regardless of what color is selected as the background color.

Look in

Click the drive or folder that contains the file you want. The image files in the folders appear under **File name**.

True Code

Select this option to insert the graphics file reference as True Code. True Code displays the reference as a command statement. If you prefer to see or hear the graphics file as your users will (Dynamic WYSIWYG), clear

this checkbox.

Insert Help Image: Action

 Allows you to assign an action to the image selected on the **Insert Help Image: General tab**. You don't have to assign an action to an image; in fact, the default selection is **(No Action)**.

Action Type

Select an action to associate with this image. The default selection is **(No Action)**, but you can assign any of the following actions:

- **No Action.** Select this action type to insert an image that is not clickable – the image is not a hotspot image. (This is the default selection.)
- **Jump.** Select this action type to create a jump to a new or existing topic.
- **New Popup.** Select this action type to create a new popup topic and to popup that topic.
- **Popup.** Select this action type to create a popup link to an existing popup or standard topic.

Important! Do NOT select an HTML topic or PC HelpDesk as the destination topic for a popup link. These topic types don't display correctly in a popup window and may cause an error in the compiled Help file.

- **Macro.** Select this action type to create a new macro link.
- **External Topic.** Select this action type to create a jump to an existing topic in another Help project.
- **HTML Jump.** Select this action type to create a link to an HTML page.
- **See Also.** Select this action to create a link to one or more A-Keyword groups.

Help Image Properties: General

 All images have properties associated with them to define their characteristics and behavior. The **Help Image Properties: General tab** allows you to see or change the basic properties of a Help image.

File Name

Displays the name of the currently selected image.

Browse button

Opens the **Open dialog** to navigate to a new drive/folder and locate more image files.

Image Preview

Shows a preview of the selected image without opening it.

Import button

Starts the Graphics Converter. Use the Graphics Converter to find specific image types, read image file information (including dimensions, colors, etc.) and convert image files (like .JPG and .PCX) to .BMP files suitable for inserting into Help documents.

Edit button

Starts the image editor for the currently selected image. By default, the Image Editor is Windows Paint. You can change which image editor displays on the **Options: Tool Locations tab**.

Shed button

If the image isn't a SHED (.SHG) image, the **Create SHED File dialog** appears so you can create a .SHG from this image. Then the **Image Workshop** appears so you can create the hotspots on the image. You can place one or more hotspots on the surface of an image.

If the image is already in the .SHG image file format, RoboHELP opens the **Image Workshop** with the selected image.

Resize button

Opens the **Image Workshop** so you can resize and scale the image. The resize functionality maintains the proportions and much of the quality of the original image – even for SHED images.

Of type

Displays the types of files that can be used as images in RoboHELP. The default is **All Image Files**, but you can select a particular type of file – such as bitmap files (.BMP) – to narrow down the list that appears under **File Name**.

Alignment

Displays the alignment option for the currently selected image:

- **Character.** Places the image at the cursor position. Text flows around it. 
- **Left.** Places the image at the left margin. Text flows to the right of it. 
- **Right.** Places the image at the right margin. Text flows to the left of it. 

Transparent

If selected, the image is "transparent" when the topic is displayed. A transparent image is one where all the white pixels in the image are replaced with the background color of the currently active window. So the image blends into the background – regardless of what color is selected as the background color.

Look in

Lists the drive or folder that contains the currently selected image file. You can select another drive or folder, if you want.

True Code

If selected, the graphics file displays in the Help topic as True Code – the file reference displays as a command statement. If cleared, the graphics file displays as Dynamic WYSIWYG, which means you see it in the Help topic as your users will in the compiled Help file.

Help Image Properties: Action

 All images have properties associated with them to define their characteristics and behavior. The **Help Image Properties: Action tab** allows you to see or change the type of action associated with the image.

Action Type

Displays the action currently associated with this image. The default selection is **(No Action)**, but you can assign any of the following actions:

- No Action.
- Jump.
- New Popup.
- Popup.
- Macro.
- External Topic.
- HTML Jump.
- See Also.

Paste Help Image

 The **Paste Help Image dialog** allows you to create a new image for your Help project file by pasting an image you've copied to the Windows Clipboard. This dialog also automatically saves the new Help image file into your Help project – in either the project directory or one of the images folders specified in the **Image Folders (BMROOT)**. The **Paste Help Image dialog** can quickly create Help images from screen shots copied directly from your application or screen.

File Name

Type the name for the new image. RoboHELP automatically adds the appropriate 3-character extension based on the selection in **Paste as type**.

Image List

Displays the image files by name that are located in the drive or folder selected in **Paste in**.

Clipboard Preview

Allows you to preview the image currently on the Windows Clipboard. (This is the image you are pasting into your Help topic.)

Paste as type

Select the image format. The format selected determines the 3-character extension.

Colors

Monochrome saves the image in black and white. 16 color uses the standard 16-color palette – recommended for screen shots. 256 color uses the 256-color palette. 24-bit uses the 24-bit (high color) palette.

Note: If the image is a screen shot, the recommended **Paste as type** selection is 16-color bitmap.

Alignment

Select the alignment option for where you want to place the image:

- **Character.** Places the image at the cursor position. Text flows around it. 
- **Left.** Places the image at the left margin. Text flows to the right of it. 
- **Right.** Places the image at the right margin. Text flows to the left of it. 

Transparent

Select this option to makes the image "transparent" when the topic is displayed. A transparent image is one where all the white pixels in the image are replaced with the background color of the currently active window. So the image blends into the background – regardless of what color is selected as the background color.

Paste in

Select the folder to which you want to save the new Help image or click **New** to add a new image folder to the Help project. RoboHELP lists the Help project directory and the images folders specified for the Help project in the RoboHELP Explorer **Image Folders (BMROOT)** folder for you.

True Code

Select this option to insert the image as True Code – the image reference displays as a command statement. Clearing this option displays the image in Dynamic WYSIWYG, which means you see it in the Help topic as your users will in the compiled Help file.

Open Image from Project

 Allows you to open any image in the Help project.

File Name

Displays the image files in the drive or folder selected in **Look in**.

Browse

Locates more image files in another drive or folder.

Image Preview

Shows a preview of the selected image without opening it.

Import

Starts the Graphics Converter tool. Use the Graphics Converter to find specific image types, read image file information (including dimensions, colors, etc.) and convert image files (like .JPG, or .PCX) to bitmap .BMP files suitable for inserting into Help documents.

Of type

Displays the types of files that can be used as images in RoboHELP. The default is **All Image Files**, but you can select a particular type of file – such as bitmap files (.BMP) – to narrow down the list that appears under **File Name**.

Look in

Click the drive or folder that contains the file you want, or you can select another drive or folder. The image files in the folders appear under **File name**.

Select Image



Allows you to select an image.

File Name

Displays the image files in the drive or folder selected in **Look in**.

Name

Lists the name of the image file and its 3-character extension.

Type

Lists the file type associated with the image. For example, .BMP is a bitmap file.

Browse button

Opens the **Open dialog** to navigate to a new drive/folder and locate more image files.

Image Preview

Shows a preview of the selected image.

Import button

Starts the Graphics Converter tool. Use the Graphics Converter to find specific image types, read image file information (including dimensions, colors, etc.) and convert image files (like .JPG and .PCX) to .BMP files suitable for inserting into Help documents.

Of type

Displays the types of files that can be used as images in RoboHELP. The default is **All Image Files**, but you can select a particular type of file – such as bitmap files (.BMP) – to narrow down the list that appears under **File Name**.

Look in

Click the drive or folder that contains the file you want. The image files in the folders appear under **File name**.

Dynamic WYSIWYG/True Code

 The **Dynamic WYSIWYG/True Code dialog** allows you to switch between two viewing modes while developing your Help source files:

- **Convert to Dynamic WYSIWYG (What You See Is What You Get).** This option is the default option. Selecting this option means you insert and see objects as they appear in the final compiled Help (HLP) file – you don't need to compile just to view images, video clips, buttons, and more. You see what your users will see. However, Dynamic WYSIWYG requires more PC resources and may cause a noticeably slower response in both Microsoft Word and RoboHELP.
- **Convert to True Code.** This option is the traditional viewing mode. In True Code, embedded reference commands take the place of the visual object – like images, video multimedia files, and buttons. You can't see the object itself, but advanced Help authors can manually edit the reference syntax without having to go to a properties dialog. Another benefit of True Code is that it takes less computer resources and provides more usable space on your screen while you're developing.

Select Image

The **Select Image dialog** signals you that the image you've selected isn't currently part of your Help project. To compile, images need to be in either your Help project directory or in an image folder specified in **Image Folders (BMROOT)**.

Select one of the following options to continue:

- **Add Folder.** Clicking this button copies the folder containing the image file you've selected to the **Image Folders (BMROOT)**. That means whenever you insert a Help image, the images in this folder will be displayed in the available image list
- **Copy Image.** Clicking this button copies just the image file you've selected into the Help project directory.

Graphical Button Properties: Image Down

 Displays properties of the image that appears when the currently selected graphical button is clicked.

Name

Displays the name of the image selected to appear when the graphical button is clicked.

Image Preview

Shows a WYSIWYG preview of the image.

For more details about this graphical button:

- Select the **General tab** for details about the topic(s) this graphical button appears in and the macro associated with the button.
- Select the **Image Up tab** for the name and WYSIWYG picture of the image that appears on the face of the button.
- Select the **File tabs** for details about the images used on the **Image Up tab** and the **Image Down tab**: file name, path location, size, created, and modified dates.

Graphical Button Properties: Image Up

 Displays properties of the image that appears on face of the currently selected graphical button.

Name

Displays the name of the image selected to appear on the face of the graphical button.

Image Preview

Shows a WYSIWYG preview of the image.

For more details about this graphical button:

- Select the **General tab** for details about the topic(s) this graphical button appears in and the macro associated with the button.
- Select the **Image Down tab** for the name and WYSIWYG picture of the image that appears when the button is clicked.
- Select the **File tabs** for details about the images used on the **Image Up tab** and the **Image Down tab**: file name, path location, size, created, and modified dates.

Save As Help Image

 Allows you to create a new Help image from a Microsoft Word embedded picture file. This dialog usually appears when you've selected **Prompt when Saving Images** option from Convert Document dialog.

File Name

Type the name for the new image. RoboHELP automatically adds the appropriate 3-character extension based on the selection in **Paste as type**.

Image List

Displays the image files by name that are located in the drive or folder selected in **Paste in**.

Clipboard Preview

Allows you to preview the image currently on the Windows Clipboard. (This is the image you are pasting into your Help topic.)

Paste as type

Select the image format. The format selected determines the 3-character extension.

Colors.

Monochrome saves the image in black and white. 16 color uses the standard 16-color palette – recommended for screen shots. 256 color uses the 256-color palette. 24-bit uses the 24-bit (high color) palette.

Note: If the image is a screen shot, the recommended **Paste as type** selection is 16-color bitmap.

Alignment

Select the alignment option for where you want to place the image:

- **Character.** Places the image at the cursor position. Text flows around it. 
- **Left.** Places the image at the left margin. Text flows to the right of it. 
- **Right.** Places the image at the right margin. Text flows to the left of it. 

Transparent

Select this option to makes the image "transparent" when the topic is displayed. A transparent image is one where all the white pixels in the image are replaced with the background color of the currently active window. So the image blends into the background – regardless of what color is selected as the background color.

Paste in

Select the folder to which you want to save the new Help image or click **New** to add a new image folder to the Help project. RoboHELP lists the Help project directory and the images folders specified for the Help project in the RoboHELP Explorer **Image Folders (BMROOT)** folder for you.

True Code

Select this option to insert the image as True Code – the image reference displays as a command statement. Clearing this option displays the image in Dynamic WYSIWYG, which means you see it in the Help topic as your users will in the compiled Help file.

MapID.doc

Map IDs Folder

All Map IDs Folder

HPJ Map IDs Folder

Unused Map IDs Folder

Map ID

Map ID Properties

Find Map ID

Remove Unused Map IDs

Map File

Properties: File

New Map File

Import Map File

Extra Language Files Folder

Extra Language File

Project Settings: Map Files

Alias

Alias Properties

Select Map ID

Select Map ID

10/22/98

Map IDs Folder

 The **Map IDs** folder help you organize and control the Map IDs of your Help project. Map IDs are used to connect Help topics – usually context-sensitive Help – to an application. You'll find the Map IDs in your Help project stored in the following folders:

All Map IDs folder

Lists all used and unused Map IDs.

HPJ Map IDs folder

Lists all Map IDs entered directly into the Help project (HPJ) file.

Unused Map IDs folder

Lists all unused Map IDs in your Help project. Unused Map IDs (displayed as **h**) indicate either a new Map ID that needs to be connected to a topic or a Map ID that's not being used. The WinHelp compiler notifies you of any unused Map IDs each time you compile. If a Map ID isn't being used, you can either alias it to another topic or remove it from the Help project. (Check with your programming team first, before removing them.) The fastest way to remove them is by using the **Remove Unused Map IDs** command from the **Tools** menu.

Individual Map (HH) files

The RoboHELP Explorer also lists each Map ID by Map (HH) file.

Extra Language Files folder

The **Extra Language** folder contains a list of all the Extra Language Map Files used in your Help file. Extra language Map files may be required, depending upon the development tools your programming team uses to interpret the Help file Map IDs. Check with your programming manager if you are unsure whether this option applies to your Help system.

For more information about an Extra Language ID folder, right-click on the folder and select **Help**. For more information about a specific Extra Language Map File, right-click on the Map file and select **Properties**.

All Map IDs Folder

 The **All Map IDs** folder lists all Map IDs – used or unused – part of your Help project. These Map IDs can be generated either by the programming team or the Help authoring team. Map IDs reside in either Map (HH) files or the Help project (HPJ) file.

Map IDs are used to connect Help topics – usually context-sensitive Help – to an application. Unused Map IDs may be unneeded Map IDs that you can remove or they may be new Map IDs waiting for you to create the associated topic.

For more information about a specific Map file or Map ID, right-click on it and select **Properties**.

HPJ Map IDs Folder

 The **HPJ Map IDs** folder lists all Map IDs entered directly into the Help project (HPJ) file in your Help project. Map IDs are used to connect Help topics – usually context-sensitive Help – to an application. For more information about a specific Map file or Map ID, right-click on it and select **Properties**.

Unused Map IDs Folder

 The **Unused Map IDs** folder lists all unused Map IDs in your Help project. Often, an unused Map ID signals the Help author that the Map IDs are used somewhere in the program and require new Help topics. If unused Map IDs (displayed as

h) are really not being used (check with your programming team first), you can sometimes remove them from the Help project to avoid the WinHelp compiler messages each time you compile. The fastest way to remove them is by using the **Remove Unused Map IDs** command from the Tools menu.

For more information about a specific Map file or Map ID, right-click on it and select **Properties**.

Map ID

 Map IDs are used to connect Help topics – usually context-sensitive Help – to an application. Think of a Map ID as a numerical translation of a Topic ID.

For more information about each specific Map ID (or to make changes), right-click on the Map ID and select **Properties**.

Map ID Properties

Displays the properties of the selected Map ID. Map IDs are used to connect Help topics – usually context-sensitive Help – to an application. Think of a Map ID as a numerical translation of a Topic ID.

Map String

Displays the Map string this Map ID represents.

Map File

Lists the file name of the Map file this Map ID appears in.

Map #

Displays the Map number associated with this Map ID. This Map number is used in the actual code of the application to locate the topic associated with this Map ID when a user launches context-sensitive Help from inside the application.

View as hex

If your programming team writes Map IDs in hexadecimals, select this option.

Find Map ID

 The **Find Map ID dialog** allows you to quickly locate a Map ID by its number. Map IDs are used to connect context-sensitive Help topics to an application. Think of a Map ID as a numerical translation of a Topic ID. This feature is useful when tracking bugs in your context-sensitive Help topics.

Map

Enter the Map number associated with the Map ID you want to find and click **OK**.

Remove Unused Map IDs

 If your Help project contains unused Map IDs, they appear in the **Unused Map IDs** folder. When you compile your Help project, the Help compiler reminds you there are unused Map IDs in your Help project. The RoboHELP Explorer provides a quick way to remove all unused Map IDs automatically.

Note: It's a good idea to check with your programming team before you removing unused Map IDs, just in case. Unused Map IDs may represent new topics you have yet to write.

Map Files

Lists all Map files in your Help project. Make sure Map files you want to remove unused Map IDs from have a check next to them. Clear the Map files you don't want to remove unused Map IDs from. Click **OK**.

Since Map IDs can be entered directly into your Help project (HPJ) file, you may notice your HPJ file listed along with the Map (HH) files.

Select All button

Click this button to quickly select all files in the **Map Files** list.

Map File

 Map IDs are used to connect Help topics – usually context-sensitive Help – to an application. Just as Help documents contain Help topics, Map Files contain Map IDs. Each Map file in your Help project displays under the Map IDs folder in the Project Manager. You can see the Map IDs contained in each Map File by clicking on the  (plus) sign to the left of the file.

For more information about a specific Map file, right-click on it and select **Properties**.

Properties: File

 Displays specific file details about the selected file: file name, path location, size, created, and modified dates.

New Map File

 Enter the file name and path location for the new Map file. Use

 to navigate to the desired file name and path location, if necessary. Select **Copy to project directory** if you want the RoboHELP Explorer to make a copy of this file and place it in this Help project directory.

Import Map File

 Enter the file name and path location for the Map File to import. Use

 to navigate to the desired file name and path location, if necessary. Select **Copy to project directory** if you want the RoboHELP Explorer to make a copy of this file and place it in this Help project directory.

Extra Language Files Folder

 The **Extra Language** folder contains a list of all the Extra Language Map Files used in your Help file. Extra Language Map Files may be required, depending upon the programming tools your programming team uses to interpret the Help file Map IDs. Check with your programming manager if you are unsure whether this option applies to your Help system. (You choose the extra language files to generate in **Project Settings: Map Files tab.**) For information about each specific language file, right-click on the file and select **Properties**.

Extra Language File

 Extra language Map files are the Map (HH) files "translated" into additional programming languages – Delphi Map (PAS) files, Visual Basic Constant (GHC) files, or Turbo Pascal Include (INC) files. You only need to generate extra language Map files if your programming team uses one of these tools. (Check with your programming manager, if you are unsure.) The type of extra language file generated depends upon your choice on the **Project Settings: Map Files tab**.

For more information about this extra language Map file, right-click on it and select **Properties**.

Project Settings: Map Files

 Project Settings allow you to select and set properties for your Help project. The **Project Settings: Map Files tab** allows you to set Map ID generation properties.

Automatic Map ID Generation

Lists all Help documents in your Help project. If the checkbox next to the Help document is selected, when you save or compile your Help project, RoboHELP automatically creates a Map (HH) file and any selected Extra Language Map File for that Help document.

Select All button

Use this button to select all checkboxes. This means all Help documents in your Help project are selected for automatic Map file generation.

None button

Use this button to clear all checkboxes. This means no Help documents in your Help project are selected for automatic Map file generation.

Extra Language Files

Select one of these options if your programming team requires additional language files to connect the Map IDs inside the application code. Consult your programming manager if you are unsure if you need this option or you are unsure which extra language file to select.

Smart Removal of Unused Map IDs

Select this option to automatically remove unused Map IDs from the Help documents you've selected for automatic Map ID generation. This option prevents the WinHelp compiler from displaying notes and warnings about unused Map IDs.

New Documents Generate Map IDs

Select this option if you want all new Help documents you create to automatically generate Map IDs. This option is already selected if you created a new Application Help project and selected a development environment where RoboHELP turns on automatic Map ID generation.

Alias

 Aliases are a quick way to redirect all existing links from the old Topic ID to the new Topic ID. They can help you connect existing context-sensitive topics to Map IDs from a programmer, resolve broken links caused by missing Topic IDs, or redirect a topic to another topic.

Tip: A quick way to create an Alias is to drag a topic from the Topic List View onto an unused Map ID in the **Unused Map IDs** folder.

Alias Properties

 Topic IDs uniquely identify topics in a Help project and all hotspots use them to reference the correct destination topic. If you need to change a Topic ID, Aliases are a quick way to redirect all existing links from the old Topic ID to the new Topic ID, automatically resolving any potential broken links. Creating an Alias is a good idea if your file has multiple references to a particular topic and you need to change the Topic ID.

Alias

Displays the name of the Alias (the old Topic ID referenced in your Help file). You can change or edit the Alias name here.

Topic

Displays the topic title or Topic ID this Alias is in effect for, depending on your selection on the RoboHELP Explorer **View** menu. You can view this topic's properties or change the Topic ID this Alias replaces here.

Select Map ID

The **Select Map ID dialog** allows you to quickly select an existing, unused Map ID by Map string, Map number, and Map file.

Map IDs

Lists the available, unused Map strings and associated Map numbers based on the selection in **Map File**. You can sort the list by clicking on the column headings.

Map File

Select a specific Map File or type of Map File to narrow the list that appears in **Map IDs**. You can also select **[All Map IDs]** to choose from every available Map ID in the Help project.

Select Map ID

The **Select Map ID dialog** allows you to quickly select an existing, unused Map ID by Map string and Map file.

Map IDs

Lists the available unused Map strings associated with each Map ID based on the selection in **Map File**. You can sort the list by clicking on the column headings.

Map File

Select a specific Map file or type of Map file to narrow the list that appears in **Map IDs**. You can also select **[All Map IDs]** to choose from every available Map ID in the Help project.

Windows.doc

Window Properties (WinHelp 4)

Window Properties (WinHelp 3)

New Window

Window

Project Settings: Windows

Save Window As Template

10/22/98

Window Properties (WinHelp 4)

 All Help windows have properties associated with them to define their characteristics and behavior. The **Windows Properties dialog** allows you to define individual windows used in your WinHelp 4 Help system.

Window Preview

Displays the windows and the properties currently associated with each window. You can select a window to see or change its attributes by clicking on it. Once selected, you can move, resize, and change background and non-scrolling region colors using your mouse.

Window Color

Background button

Opens the **Color dialog** so you can change the background color (client region) on the selected window.

Non Scroll button

Opens the **Color dialog** so you can change the non-scrolling region color on the selected window.

Window Macros

Lists the macro command (syntax and selected parameters) for all macros associated with this window. Select the macro button to add macros to this window.

Window Name

Displays the name of the currently selected window.

Window Title

Displays the window's title that appears in the title bar. Your users see this title whenever they select topics displayed in this window. (The Main window contains the project title from the **Project Settings: Project tab**. However, if you're using a CNT file, the window title that displays in the compiled Help file comes from the **Project Settings: Contents tab**.)

Displayed windows

Lists all windows defined for this Help project. Selected checkboxes indicate these windows are currently displayed in the Window Preview. (Clear windows you don't want to display. This can be useful to focus on a particular window's attributes.)

Buttons

Selected checkboxes indicate these buttons appear on the window listed in **Window Name**. You can change the buttons that display by selecting or clearing the desired boxes. Note the Standard Windows Buttons selections for both Main and Secondary windows.

Placement

Affects the position, size, height, and width of the window. The numbers listed reflect the current state of the window as displayed in the **Display Window**. You can resize and move the window in the **Display Window** or you can enter the numbers for each setting.

By default, the numbers display as relative percentages of the screen size:

- **Top**. Displays the percentage of the relative positioning of the top (y-axis) of the window.
- **Left**. Displays the percentage of the relative positioning of the left (x-axis) of the window.
- **Height**. Displays the percentage of the relative positioning of the window's height.
- **Width**. Displays the percentage of the relative positioning of the window's width.

Note: If you need to set exact coordinates for the window, select **Use Absolute**. These coordinates then display as pixels.

Default Size button

Returns the window to its default size, based on the size defined in the window template used to create it.

Auto-size height (Secondary windows only)

Select this option so the selected secondary window automatically sizes its height, according to the amount of text in the displayed topic. (This selection isn't available for the Main Help window.)

Use Absolute

(Advanced option) Select this option if you need to set exact coordinates for the selected window's location and size. If you select this option, the numbers in the **Placement** section of this dialog change from percentages to pixels:

- **Top.** Displays the Cartesian coordinate of the top (y-axis) of the bounding-rectangle for the window. Coordinates run from zero (top) to 1023 (bottom).
- **Left.** Displays the Cartesian coordinate of the left (x-axis) of the bounding-rectangle for the window. Coordinates run from zero (left) to 1023 (right).
- **Height.** The height of the window in window-units. The maximum width is 1023 units.
- **Width.** The width of the window in window-units. The maximum width is 1023 units.

Always on Top.

Select this option to keep the selected window on top of any running application.

Maximize

Select this option to quickly resize the selected window to maximum size (full screen). You can return the window to its original size by clearing the option.

Window Properties (WinHelp 3)

 All Help windows have properties associated with them to define their characteristics and behavior. The **Windows Properties dialog** allows you to define individual windows used in your WinHelp 3 Help system.

Window Preview

Displays the windows and the properties currently associated with each window. Once selected, you can move, resize, and change background and non-scrolling region colors using your mouse.

Window Name

Displays the name of the currently selected window. (You can select a window from this list.)

Window Title

Displays the window's title that appears in the title bar. Your users see this title whenever they select topics displayed in this window.

Displayed windows

Lists all windows defined for this Help project. Selected checkboxes indicate these windows currently display in the Window Preview. (Clear windows you don't want to display. This can be useful to focus on a particular window's attributes.)

Window Color

Non Scroll button

Select this button to change the non-scrolling region color on the selected window.

Background button

Select this button to change the background color (client region) on the selected window.

Placement

Affects the position, size, height, and width of the window. The numbers listed reflect the current state of the window as displayed in the **Display Window**. You can resize and move the window in the **Display Window** or you can enter the numbers for each setting. The numbers display as relative percentages of the screen size:

- **Top.** Displays the percentage of the relative positioning of the top (y-axis) of the window.
- **Left.** Displays the percentage of the relative positioning of the left (x-axis) of the window.
- **Height.** Displays the percentage of the relative positioning of the window's height.
- **Width.** Displays the percentage of the relative positioning of the window's width.

Default Size button

Returns the window to its default size, based on the size defined in the window template used to create it.

Always on top

Select this option to keep the Help window on top of any running application.

Maximize

Select this option to quickly resize the selected window to maximum size (full screen). You can return the window to its original size by clearing the option.

Browse Buttons

Select this option to place Browse buttons on your Main Help window. If your Help system contains browse sequences, they aren't implemented in the compiled Help file until you select this option. (This option isn't available for secondary windows.)

New Window



Allows you to quickly create a new window for your Help system by filling in the basic information.

Name

Enter a name for the new window. (Names must be unique and cannot exceed 8 characters.)

Title

Enter the title of the window as you want it to appear in the title bar. (This is the title your users see.)

Template

Select the window template you want to base the new window on. Choose from RoboHELP window templates or create custom window templates of your own.

Tip: You can create a custom window template from RoboHELP Explorer's **Project tab**. Open the **Project** folder, and then open the **Windows** folder. Right-click on the Help window you want to base the custom window template on, select **Save As Template**, and give the new template a name and description. RoboHELP creates a new window template based on the selected window's size, location, and other attributes.

Description

Describes the selected window template's attributes.

Window

 Windows are the "frames" that display Help topics to your users. Help topics can be displayed in main, secondary, or popup windows. You can customize windows to display your Help topics exactly as you wish – right down to the colors.

For more information about this window, right-click on it and select **Properties**.

Tip: If this window is a "standard" window used in your Help project, you can create a custom window template from it. Just right-click on the window and select **Save As Template**.

Project Settings: Windows

 Project Settings allow you to select and set properties for your Help project. The **Project Settings: Windows tab** allows you to add, edit, and delete windows for your Help project.

Windows

Displays all defined windows for this Help project. Select a window from this list to delete it or edit its properties.

New button

Opens the New Window dialog so you can define a new window for the Help project.

Delete button

Deletes the selected window.

Properties button

Opens the **Windows Properties dialog** to change the properties for the selected window.

Save Window As Template

 Each time you create a new secondary window for your Help projects, you base that new window on a currently defined window template. The **Save Window As Template dialog** allows you to create your own window templates. Use this dialog to ensure consistent, standard window definitions in your Help projects.

Template Name

When this dialog appears, this field automatically displays the name of the window you selected to create the window template from. But you can change this name, if you wish.

Description

Enter a description for this window template. (Often, the description lists the size, location, and other attributes of the window.) This description allows you to decide which window template to choose when creating a new Help window.

By default, RoboHELP places the text **User Defined Window** in this field, but you can change this to any text you choose.

Macros.doc

DLL Properties: Register Routine Macros

Macro Properties: General

Startup Macros Order

Startup Macro

Startup Macro Properties

Macro Editor

10/22/98

DLL Properties: Register Routine Macros

 Lists register routines associated with certain DLLs. Register routines register a function within a dynamic-link library (DLL). Once registered, the function can be used the same as any WinHelp macro. For example, the Internet macro is actually a DLL that requires register routines before it can access the Web site or HTML page from your Help file.

For more information about this DLL, select the **File tab**.

Macro Properties: General

 Displays the properties of the currently selected startup macro. Startup macros are activated when the Help file first appears. Their purpose is to configure how the Help system appears and functions.

Macro

Lists the macro command (syntax and selected parameters) for the startup macro.

Startup Macros Order

 Displays the order in which startup macros run when the Help file first displays. Startup macros configure how the Help system appears and functions, so the order in which the macros run can be very important. Use the **Set Order** command to establish the order of the startup macros. You can use the buttons in the dialog to move the macros up or down in the list.



Moves the selected macro up in the list, so it appears before the item currently above it.



Moves the selected macro down in the list, so it appears after the item currently below it.

Tip: Use  to check the properties of a macro, if you are not sure which to order it should be in.

Startup Macro

 Startup macros are activated when the Help file first appears. Their purpose is to configure how the Help system appears and functions. All startup macros part of your Help project display under the **Startup Macros** folder. For more information about this startup macro, right-click on it and select **Properties**.

Startup Macro Properties

 Startup macros are macros that activate when the Help system first appears. They configure how the Help system displays and functions.

Macro

 Lists the macro command (syntax and selected parameters) of the startup macro.

Allows you to select or change the startup macro syntax and parameters. (Opens the **Macro Editor dialog**.)

Macro Editor

The **Macro Editor** allows you to edit the selected WinHelp macro. You can also go to the **Macro Wizard** to change the macro syntax or parameters, to select a different macro, or to add another macro.

Macro

Displays the current macro command (syntax and selected parameters). You can directly change the syntax by clicking in this box. Or you can use the buttons to cut, copy, paste, undo typing, or redo typing.

Wizard button

Opens the **Macro Wizard** so you can change the macro syntax or parameters, select a different macro, or add another macro to the command.

Documents.doc

Document

Document Properties: General

New Document

What's This? Help Document

Rename Document

Import Document

Prompt to Save

Conversion Options

Converting to Help Document

System Document

WinHelp 2000 Document

Set Document Order

Customize Import

Import Options

2/8/99

Document

 When you are performing Help authoring tasks, you use RoboHELP in the Microsoft Word environment to create the topics and documents that make up your Help project. Each document included in your Help project displays under the **Topics** folder in the **Project Manager (Project tab)**. You can see the topics contained in each Help document by clicking on the  (plus) sign to the left of the document. For more information about a specific document, right-click on it and select **Properties**.

Document Properties: General

 All Help documents have properties associated with them that affect the topics they contain. The **Document Properties: General tab** displays the general properties associated with the currently selected Help document. These properties reflect the document properties that will be applied to all new topics created in this Help document.

Default Browse Sequence

Browse sequences can be ordered either by the physical order of topics inside the Help document or based on a numbering scheme.

Browse Sequence

Name of the default browse sequence for this Help document. By default, RoboHELP creates a browse sequence based on the name of the Help document. You can create browse sequences across Help documents by using the same browse sequence name for multiple documents.

Use Order of Topics in File

Browse sequences can either be named or numbered. Choosing this option means RoboHELP generates a browse sequence that reflects the physical order of topics within the document. Every topic added to the Help document receives the current default browse sequence, based on associated with the Help document.

For example, if your Help document is named FRUIT.DOC, all Help topics within FRUIT.DOC will have the Browse String FRUIT:0 by default. If you add another Help document named VEGIES.DOC, all Help topics within it will have the Browse String VEGIES:0.

Use Numbered Strings

Choosing this option means RoboHELP generates a browse sequence based on the numbering scheme you select. You can allow RoboHELP to choose the numbering sequence and increment value or you can choose your own.

Starting With. If you are choosing the numbering sequence, enter the number you want to begin with.

Increment By. If you are choosing the numbering sequence, enter the number you want to increment each topic by. RoboHELP defaults this number to 20, to allow plenty of room for additional topics to be wedged in, if needed.

Last Used. Displays the last used number in the sequence.

Apply Browse Settings to Existing Topics

Selecting this option and clicking either **OK** or **Apply** means you direct RoboHELP to apply the browse settings for this document to every existing topic in the Help document. If the topics had a previous browse sequence, you are now choosing to override that previous browse sequence settings with the new one.

Default Build Tag

Choose the conditional build expression for each topic in this Help document. (This option is often unused and defaults to blank.)

A conditional build expression specifies which topics containing build tags are included in a build. If a topic does not contain a build tag, the build expression does not apply to that topic. A topic contains a build tag if it contains an asterisk (*) build-tag footnote statement.

Map IDs

Auto Generate Map IDs

Selecting the **Auto Generate Map IDs** checkbox means you want RoboHELP to automatically generate Map ID numbers and create a Map (HH) file and any Extra Language Map files necessary for this document every time you save or compile.

Starting Value

If you (the Help author) are controlling the Map ID numbers, enter the starting value (between 0 and 4,294,967,295).

Apply Starting Value to Existing Map IDs

Selecting this option rennumbers all existing Map IDs for every topic in this document (in topic order) beginning with the number in the Starting Value field.

New Document

 Enter the file name for the new Help document and click **OK**. RoboHELP creates a new, empty Help document in the Help project directory.

What's This? Help Document

 What's This? Help documents are Help documents containing context-sensitive topics created using the What's This? Help Composer. (WinHelp 4 Help projects only)
For more information about a specific What's This? Help document, right-click on it and select **Properties**.

Rename Document

This feature allows you to rename Help documents on the fly. You can rename any document – even the main Help project document (the one that has the same name as your Help project).

Current Name

Displays the current name of the selected Help document.

New Name

Enter the new name for the selected Help document. (Keep in mind that WinHelp 3 documents must remain 8 characters or less and not contain spaces or characters such as *, &, and /.)

Import Document

 Allows you to import (or include) an existing document into your current Help project. You can import the following types of documents:

- An existing Help document – from a previous version of RoboHELP or a standard Help document (such as how to contact your company)
- DOC file – from a previous version of RoboHELP or a Microsoft Word document you want to make into a Help document.
- RTF file – from a previous version of RoboHELP or another Help authoring tool.
- A FrameMaker document

File

Enter the name of the document in **File**, select it from the drop down list, or use  to navigate to the file.

Copy File to Project Folder

Select this option to make a copy of the original document in this Help project directory. Changes made to the copy won't show up in the original, and vice versa. You may want to clear this option for shared or common Help documents (such as company information).

Add document as read-only RTF

Select this option if you want to add this document to the project, but you don't intend to make any changes to the topics in the document (including keywords). RoboHELP adds the document to the HPJ file and displays it as a system document. You won't be able to see or edit topics in the document from RoboHELP. You can link to topics in this document by manually entering the Topic ID for each link.

Prompt to Save

 One or more documents (either *.DOC or *.RTF) in your Help project has changed. RoboHELP prompts you to save each document that has changed before closing the Help project or exiting RoboHELP.

- Choosing **Yes** means save the document, and then close the project or exit RoboHELP. (RoboHELP displays the name of the document in the message, so you know which document is affected.)
- Choosing **Yes To All** means save any documents that need to be saved, and then close the project or exit RoboHELP.
- Choosing **No** means close the project or exit RoboHELP without saving the document listed in the message.

Conversion Options

 The **Conversion Options dialog** allows you to prepare an existing Microsoft Word document for conversion into a Help document. By selecting options on this dialog, you select the criteria RoboHELP uses during the conversion from Word document to Help document – including determining what constitutes a topic and how to convert embedded pictures into Help images.

For the most control over RoboHELP's conversion process, select the **Prompt when Creating** options.

Note: You may want to make a backup copy of your document before converting it.

Document

Displays the name of the RTF file for this document.

Topic Conversion

Select the name of each heading style in the document that signals a new topic. Each time RoboHELP detects that style in the document, it creates a new topic. Only the selected styles will be converted into topics. (For example, by selecting Heading 1, each time RoboHELP detects the Heading 1 style in the document, it creates a new topic.)

FrameMaker note: If the original source document was created in FrameMaker, make sure to select FrameMaker's "Heading1" style in the **Topic Conversion** list. If you don't, RoboHELP's conversion process won't create new topics from any text using this style. (If Heading1 doesn't appear in the **Topic Conversion** list box, click **Customize** to add it.)

Topic Conversion options

Select the topic conversion options you want to apply:

- **Prompt when Creating Topics.** Select this option for RoboHELP to prompt you before converting text into a topic (based on the selected heading styles). You might want to use this option to tweak individual topics as they're created.
- **Preserve Heading Styles.** Select this option to preserve the heading style for the topic headings. If you clear this box, RoboHELP assigns the "Heading 1" style to each topic heading created during the conversion process.
- **Convert References into Hyperlinks.** Select this option to convert cross-references from the Word document into jumps in the converted Help document.
- **Extensive Duplicate Topic Checking.** If you're working in RoboHELP without RoboHELP Explorer open, select this option to check the new Topic IDs created during the conversion with existing Topic IDs in all Help documents currently part of this project. (This option helps you to avoid creating duplicate Topic IDs but takes more PC resources and more conversion time.)
- **Create Map File.** Select this option to create a Map file and automatically generate Map IDs for each topic in this Help document. (If you've selected an Extra Language Map file on the **Project Settings: Map Files tab**, RoboHELP also automatically generates the appropriate Extra Language Map file for this document.)
- **Convert Index Entries into Keywords.** Select this option to find marked Word Index entries defined in this document and convert them into Index keywords.
- **Apply RoboHELP Style Formatting.** Select this option to apply RoboHELP styles to imported text (based on styles as defined in ROBOHELP.DOT).
- **Fix Hanging Indents.** Select this option to insert a tab stop at the location of the hanging indent.

Default button

Updates the **Topic Conversion** list box with all heading styles and any styles with "heading" as part of the name detected in the document.

Customize button

Opens the **Customize Import dialog** so you can add or remove custom styles from the document to use in the **Topic Conversion** list box. (These styles determine how RoboHELP creates new topics from the document content. Each time it detects a style selected in the **Topic Conversion** list box, RoboHELP creates a new topic.)

Word Graphic Conversion options

Select the graphic conversion options you want:

- **Convert to Help Images.** Select this option to convert graphics and embedded pictures (such as picture files, clipart, WordArt text effects, and OLE objects like Microsoft Draw diagrams) into Help images. If a Help image is converted, it displays in its corresponding topic.

- **Prompt when Saving.** Select this option if you want to name each image file as it is converted. Clear this option if you want RoboHELP to automatically name the image files for you. (RoboHELP
- **Insert Images as True Code.** Select this option to insert the embedded reference command to the image in the converted Help document rather than displaying the WYSIWYG picture of the image. (This is the default option. Clearing this option to insert the images in Dynamic WYSIWYG viewing mode takes more PC resources and more conversion time.)
- **Insert Images Transparent.** Select this option to automatically make all inserted images transparent. (A transparent image is one where all the white pixels in the image are replaced with the background color of the currently active window. So the image blends into the background – regardless of what color is selected as the background color.)

Save as type

Select the Help image format you want RoboHELP to use when saving the converted Word images.

Colors

Select the color-depth you want RoboHELP to use when saving the converted Word images.

Save in

Select the folder you want to save the converted Word images into for this Help project. The default is the Help project directory, but you can select any folder defined in the **Image Folders (BMROOT)** or create a new image folder.

Converting to Help Document

This prompt shows you the status of the conversion process.

System Document

 System documents are RTF files added to the project using the **Add document as read-only RTF** option on the **Import Document dialog**.

These documents can't be edited from RoboHELP. Topics contained in these documents don't display under its icon in the Project Manager (**Project tab**) and can only be linked manually by entering the Topic ID.

If you need to make changes to a system document, remove it from the project (right-click and select **Delete**). After making your changes, import it into the project again and select the **Add document as read-only RTF** option.

WinHelp 2000 Document

 If your Help file contains jumps to HTML topics or pages that display in the Help file window, RoboHELP creates an Htmlwh.RTF file and adds it to the list of documents that display under the **Topics** folder on RoboHELP Explorer's Project Manager (**Project tab**).

These jumps are inserted from the **Insert Help Hotspot dialog** whenever you select **HTML Jump** as the **Action Type** with the **Display in WinHelp** option.

Set Document Order

 Allows you to establish the order of your Help documents in the Help project (HPJ) file. Help documents are added to the HPJ file in the order they were created.

Usually you don't need to worry about the Help document order. But if you're using a browse sequence across multiple Help documents using the **Use Order of Topics in File** option, you might need to re-order your Help documents in the **Set Document Order dialog** so your topics appear in the browse order the way you've designed.

 Moves the selected Help document up the list.

 Moves the selected Help document down the list.

Customize Import

The **Customize Import dialog** allows you to add and remove custom styles attached to the document you're converting styles from the document you're converting to the **Topic Conversion** list box on the **Conversion Options dialog**. RoboHELP uses the Topic Conversion list box to create new topics from text in the document you're converting. You select the styles that indicate where new topics begin.

FrameMaker note: This dialog is helpful to add FrameMaker's "Heading1" style, so RoboHELP's conversion can create new topics from text marked with this style.

Style List for Import

Lists the custom styles from the document you want to add to the **Topic Conversion** list box on the **Conversion Options dialog**. (These styles indicate where RoboHELP should create a new topic from content in the document being converted.)

Default button

Updates **Style List for Import** list box with all heading styles (and any styles with heading as part of the name) detected in the document. (RoboHELP detects these styles based on the attached template – often NORMAL.DOT.)

Remove button

Removes the selected custom style from the **Style List for Import** list box.

New Style

Lists all custom styles detected in the document you're converting. To add a style to the **Style List for Import**, select the style from the drop down list and click **Add**.

Add button

Adds the style in **New Style** to the **Style List for Import** list box.

Import Options

 The **Import Options dialog** allows you to prepare an existing Microsoft Word document for conversion into a Help document as part of the import process. By selecting options on this dialog, you select the criteria RoboHELP uses during the conversion from Word document to Help document – including determining what constitutes a topic and how to convert embedded pictures into Help images.

For the most control over RoboHELP's conversion process, select the **Prompt when Creating** options.

Note: You may want to make a backup copy of your document before importing and converting it.

Document

Displays the name of the RTF file for this document.

Topic Conversion

Select the name of each heading style in the document that signals a new topic. Each time RoboHELP detects that style in the document, it creates a new topic. Only the selected styles will be converted into topics. (For example, by selecting Heading 1, each time RoboHELP detects the Heading 1 style in the document, it creates a new topic.)

FrameMaker note: If the original source document was created in FrameMaker, make sure to select FrameMaker's "Heading1" style in the **Topic Conversion** list box. If you don't, RoboHELP's conversion process won't create new topics from any text using this style. (If Heading1 doesn't appear in the **Topic Conversion** list box, click **Customize** to add it.)

Topic Conversion options

Select the topic conversion options you want to apply:

- **Prompt when Creating Topics.** Select this option for RoboHELP to prompt you before converting text into a topic (based on the selected heading styles). You might want to use this option to tweak individual topics as they're created.
- **Preserve Heading Styles.** Select this option to preserve the heading style for the topic headings. If you clear this box, RoboHELP assigns the "Heading 1" style to each topic heading created during the conversion process.
- **Convert References into Hyperlinks.** Select this option to convert cross-references from the Word document into jumps and table of contents references into TOC pages in the converted Help document.
- **Convert Index Entries into Keywords.** Select this option to find marked Word Index entries defined in this document and convert them into Index keywords.
- **Create Map File.** Select this option to create a Map file and automatically generate Map IDs for each topic in this Help document. (If you've selected an Extra Language Map file on the **Project Settings: Map Files tab**, RoboHELP also automatically generates the appropriate Extra Language Map file.)
- **Extensive Duplicate Topic Checking.** If you're working in RoboHELP without RoboHELP Explorer open, select this option to check the new Topic IDs created during the conversion with existing Topic IDs in all Help documents currently part of this project. (This option helps you to avoid creating duplicate Topic IDs.)
- **Apply RoboHELP Style Formatting.** Select this option to apply RoboHELP styles to imported text.

Default button

Updates the **Topic Conversion** list box with all heading styles (and any styles with heading as part of the name) detected in the document. (RoboHELP detects these styles based on the attached template – often NORMAL.DOT.)

Customize button

Opens the **Customize Import dialog** so you can add or remove custom styles from the document to use in the **Topic Conversion** list box. (These styles determine how RoboHELP creates new topics from the document content. Each time it detects a style selected in the **Topic Conversion** list box, RoboHELP creates a new topic.)

Word Graphic Conversion options

Select the graphic conversion options you want:

- **Convert to Help Images.** Select this option to convert graphics and embedded pictures (such as picture files, clipart, WordArt text effects, and OLE objects like Microsoft Draw diagrams) into Help images. If a Help image is converted, it displays in its corresponding topic. Clear this option if you don't want to convert graphics and embedded pictures into Help images. If you choose this option, none of the topics will contain images.
- **Prompt when Saving.** Select this option if you want to name each image file as it is converted.

- **Insert Images as True Code.** Select this option to insert the embedded reference command to the image in the converted Help document rather than displaying the WYSIWYG picture of the image. (This is the default option. Clearing this option to insert the images in Dynamic WYSIWYG viewing mode takes more PC resources and more conversion time.)

Save as type

Select the Help image format you want RoboHELP to use when saving the converted Word images.

Colors

Select the color-depth you want RoboHELP to use when saving the converted Word images.

Save in

Select the folder you want to save the converted Word images into for this Help project. The default is the Help project directory, but you can select any defined images folder defined in the **Image Folders (BMROOT)** or create a new image folder.

Hotspot.doc

Auto Create Hotspot List

Insert Help Hotspot

Help Hotspot Properties

New Popup Hotspot

Popup Hotspot Properties

Delete Hotspot

Insert Other Hotspots

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Auto Create Hotspot List

 RoboHELP's **Auto Create Hotspot List** allows you to quickly create a hotspot list of all the topics in a selected Help document. This feature is handy for building lists of related topics or for creating a topic with a mini table of contents.

From Document

Select the Help document from which to create the hotspot list. By default, the current Help document is selected.

Appearance

Select the way you want the hotspot text to appear:

- **Normal.** This option creates a hotspot with the standard appearance: bold, green, and underlined text. Jump text displays with a double underline; popup text displays with a dotted underline.
- **Hidden.** This creates an invisible hotspot. Use this option when you want to create hotspots without a special color or underlining. The hotspot still has a visual cue – when the cursor is over the hotspot, it changes to a hand.
- **No Color.** This creates a standard hotspot, but uses the normal text color instead of changing the text to green. Use this option if you're using a different color scheme for your hotspots. (To select the desired color, use Word's **Font dialog.**)

Sort by

Select the method to sort the hotspot list by:

- **Browse Sequence.** Creates and sorts the list of hotspots based on the selected document's browse sequence. (If the selected browse sequence is **Use Order of Topics in File**, this option is the same as **File Order.**)
- **File Order.** Creates and sorts the list of hotspots based on the order in which the topics appear in the selected document. (If the selected browse sequence is **Use Order of Topics in File**, this option is the same as **Browse Sequence.**)
- **Topic ID.** Creates and sorts the list of hotspots alphabetically by Topic ID.
- **Topic Title.** (Default) Creates and sorts the list of hotspots alphabetically by Topic title.

Always Create Jumps

RoboHELP creates hotspots in the list based on whether the topic has a K (Index K-keyword) footnote. If the topic has the K footnote (at least one associated Index keyword), RoboHELP creates a jump hotspot. If the topic doesn't have a K footnote (no associated Index keywords), it creates a popup hotspot. (Popup topics typically don't have associated keywords.)

- Select this option to create a jump hotspot for every topic – regardless of whether the topic has Index keywords.
- Clear this option to create jump hotspots for topics with Index keywords and popup hotspots for topics without Index keywords.

Include Popups

Select this option if you want to include popup topics (and topics without Index K-keywords) in the selected Help document as part of the hotspot list. Clear this option if you don't want to include popup topics (or topics without Index K-keywords) as part of the list.

Window

Select the window to display the destination topic. You can choose from any existing window in your Help project.

Shortcut Button

If you want to use a shortcut button as the link for each hotspot in the list, select an image from the list or click **Image** to select another image. If you don't want to use a shortcut button, make sure this field is blank. (The field is blank by default.)

True Code

Select this option to display the shortcut buttons associated with the hotspots in True Code mode – the shortcut button reference displays in the Help topic as a command statement. Clear this option to display shortcut buttons in Dynamic WYSIWYG – you see the shortcut button image in the Help topic as your users will in the compiled Help file.

Insert Help Hotspot

 Allows you to define the hotspot properties – including the hotspot text and Action Type.

Hotspot Text

Enter the hotspot text that the user clicks on to activate the link.

- If you selected text before activating the **Insert Help Hotspot dialog**, RoboHELP automatically displays the selected text in this field.
- If the action type has an associated destination topic and you've selected the destination topic before typing text in this field, RoboHELP automatically lists the title of the destination topic in this field.

Image button

Opens the **Select Image dialog** so you can choose an image to become part of the hotspot.

Appearance

Select the way you want the hotspot text to appear:

- **Normal.** This option creates a hotspot with the standard appearance: bold, green, and underlined text. Jump text displays with a double underline; popup text displays with a dotted underline.
- **Hidden.** This creates an invisible hotspot. Use this option when you want to create hotspots without a special color or underlining. The hotspot still has a visual cue – when the cursor is over the hotspot, it changes to a hand.
- **No Color.** This creates a standard hotspot, but uses the normal text color instead of changing the text to green. Use this option if you're using a different color scheme for your hotspots. (To select the desired color, use Word's **Font dialog**.)

Action Type

Select the action for the hotspot. RoboHELP automatically defaults to **Jump**, but you can select any of the following types of links:

- **Jump.** Select this action type to create a jump to a new or existing topic.
- **New Popup.** Select this action type to create a new popup topic and to popup that topic.
- **Popup.** Select this action type to create a popup link to an existing popup or standard topic.
Important! Do NOT select an HTML topic or PC HelpDesk as the destination topic for a popup link. These topic types don't display correctly in a popup window and may cause an error in the compiled Help file.
- **Macro.** Select this action type to create a new macro link.
- **External Topic.** Select this action type to create a jump to an existing topic in another Help project.
- **HTML Jump.** Select this action type to create a link to an HTML page.
- **See Also.** Select this action to create a link to one or more A-Keyword groups.

True Code

Select this option to display images associated with the hotspot text as True Code – the image reference in the Help topic displays as a command statement. Clear this option to display any images associated with the hotspot text in Dynamic WYSIWYG – you see the image in the Help topic as your users will in the compiled Help file.

Help Hotspot Properties

All hotspots have properties associated with them to define their characteristics and behavior. The **Help Hotspot Properties dialog** allows you to see or change the hotspot text, appearance, type of link, and more.

Hotspot Text

Displays the hotspot text that users click on to activate the link. (If an image is part of the hotspot, the True Code reference for the image displays in this field as well.)

Image button

Opens the **Select Image dialog** so you can modify the image in **Hotspot Text** select an image become part of the hotspot.

Appearance

Lists the selection for the way the hotspot text appears:

- **Normal.** This option creates a hotspot with the standard appearance: bold, green, and underlined text. Jump text displays with a double underline; popup text displays with a dotted underline.
- **Hidden.** This creates an invisible hotspot. Use this option when you want to create hotspots without a special color or underlining. The hotspot still has a visual cue – when the cursor is over the hotspot, it changes to a hand.
- **No Color.** This creates a standard hotspot, but uses the normal text color instead of changing the text to green. Use this option if you're using a different color scheme for your hotspots. (To select the desired color, use Word's **Font dialog**.)

Action Type

Lists the selected action for the hotspot:

- **Jump**
- **New Popup**
- **Popup**
- **Macro**
- **External Topic**
- **HTML Jump**
- **See Also**

True Code

If this option is selected, any images associated with the hotspot text appear as True Code – the image reference displays in the Help topic as a command statement. If this option is cleared, any images associated with the hotspot text display in Dynamic WYSIWYG – you see the image in the Help topic as your users will in the compiled Help file.

New Popup Hotspot

 The **Insert Popup Hotspot dialog** allows you to create and link a new popup topic.

Hotspot Text

Enter the hotspot text that users click on to activate the popup. If you selected text before activating the **Insert New Popup Hotspot dialog**, RoboHELP automatically displays the selected text in this field.

Image button

Opens the **Select Image dialog** so you can choose an image to become part of the hotspot.

Appearance

Select the way you want the popup hotspot text to appear:

- **Normal.** This option creates a hotspot with the standard appearance: bold, green, and underlined text. Jump text displays with a double underline; popup text displays with a dotted underline.
- **Hidden.** This creates an invisible hotspot. Use this option when you want to create hotspots without a special color or underlining. The hotspot still has a visual cue – when the cursor is over the hotspot, it changes to a hand.
- **No Color.** This creates a standard hotspot, but uses the normal text color instead of changing the text to green. Use this option if you're using a different color scheme for your hotspots. (To select the desired color, use Word's **Font dialog**.)

Action Type

Select the action for the hotspot. RoboHELP automatically defaults to **New Popup**, but you can select any of the following types of links:

- **Jump**. Select this action type to create a jump to a new or existing.
- **New Popup**. Select this action type to create a new popup topic and to popup that topic.
- **Popup**. Select this action type to create a popup link to an existing popup topic
- **Macro**. Select this action type to create a new macro link.
- **External Topic**. Select this action type to create a jump to an existing topic in another Help project.
- **HTML Jump**. Select this action type to create a link to an HTML page.
- **See Also**. Select this action to create a link to one or more A-Keyword groups.

Popup Hotspot Properties

All hotspots have properties associated with them to define their characteristics and behavior. The **Popup Hotspot Properties dialog** allows you to see or change the hotspot text, appearance, type of link, and more.

Hotspot Text

Displays the hotspot text that users click on to activate the link. (If an image is part of the hotspot, the True Code reference for the image displays in this field as well.)

Image button

Opens the **Select Image dialog** so you can choose an image to become part of the hotspot.

Appearance

Select the way you want the hotspot text to appear:

- **Normal.** This option creates a hotspot with the standard appearance: bold, green, and underlined text. Jump text displays with a double underline; popup text displays with a dotted underline.
- **Hidden.** This creates an invisible hotspot. Use this option when you want to create hotspots without a special color or underlining. The hotspot still has a visual cue – when the cursor is over the hotspot, it changes to a hand.
- **No Color.** This creates a standard hotspot, but uses the normal text color instead of changing the text to green. Use this option if you're using a different color scheme for your hotspots. (To select the desired color, use Word's **Font dialog**.)

Action Type

Select the action for the hotspot. RoboHELP automatically defaults to **New Popup**, but you can select any of the following types of links:

- **Jump**
- **New Popup**
- **Popup**
- **Macro**
- **External Topic**
- **HTML Jump**
- **See Also**

Delete Hotspot

 The **Delete Hotspot dialog** allows you to delete a hotspot in three ways:

- Remove the hidden text from the hotspot.
- Turn the hotspot back into regular text.
- Delete the hotspot completely.

Options

Topic ID Only

Select this option to remove the hidden text from the hotspot. The formatting – text color and underline – remain.

Topic ID and Hotspot Formatting

Select this option to turn the hotspot text back into regular text. (The formatting changes back to the Normal style and all hidden text is removed.)

Topic ID and Hotspot Text

Select this option to completely delete the hotspot – both regular text and hidden text.

Insert Other Hotspots

 Allows you to pre-select the following Action Types when creating a new hotspot:

- **Macro**. Select this action type to create a new macro link.
- **External Topic**. Select this action type to create a jump to an existing topic in another Help project.
- **HTML Jump**. Select this action type to create a link to an HTML page.
- **See Also**. Select this action to create a link to one or more A-Keyword groups.

Select the type of hotspot you want to create and click **OK**. The **Insert Help Hotspot dialog** appears for you to define the properties of the hotspot.

Browse Sequences

[Browse Sequence Editor](#)

[Auto Create Browse Sequence using TOC](#)

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Browse Sequence Editor

The **Browse Sequence Editor** allows you to visually design and maintain browse sequences in your Help project. You can quickly reorder topics, add available topics to a new or existing browse sequence, and even drag and drop topics between browse sequences.

Available Topics

Displays topics not currently part of any browse sequence for the entire Help project or selected Help document. You can place available topics into a new or existing browse sequence by selecting a browse sequence in **Browse Sequences** and a topic in **Available Topics**, then clicking the right arrow button to add the topic to the browse sequence.



Moves the topic selected in **Available Topics** to the end of the browse sequence selected in **Browse Sequences**.



Moves all topics in **Available Topics** to the end of the browse sequence selected in **Browse Sequences**.

Browse Sequences

Displays all existing browse sequences and the topics in each browse sequence. You can reorder topics in browse sequences by clicking the up or down arrows. Or drag a topic from one browse sequence into another by dragging and dropping.

By Title

Select this option to display topics by topic title. Clear this option to display topics by Topic ID.



Moves the selected topic up in the browse sequence.



Moves the selected topic down in the browse sequence.

New button

Creates a new browse sequence.

Rename button

Renames the selected browse sequence.

Remove button

Removes the selected browse sequence or the selected topic from the current browse sequence. When you remove topics, they display in the **Available Topics** list. (Select either the **All Topics** option or the specific Help document to view available topics.)

View button

Shows a preview of the selected topic.

TOC Order button

Opens the **Auto Create Browse Sequence using TOC dialog** that allows you to base the topic order in your browse sequences on the Help file's table of contents.

Auto Create Browse Sequence using TOC

This dialog allows you to use your Help file's table of contents to automatically setup browse sequences. The browse sequences and the order of topics in each sequence depends solely on the books and pages in your TOC.

If you click **OK**, all current browse sequences are deleted and replaced. The new browse sequences match the level of TOC book you've selected in **Create a separate sequence for each book to level**.

Create a separate sequence for each book to level

Enter the number of the TOC book (1-8) that indicates where RoboHELP creates a new browse sequence. If you enter a lower number, you get fewer browse sequences containing more topics. If you enter a higher number, you get more browse sequences with fewer topics.

For example, if you enter **2**, RoboHELP creates a new browse sequence for all first- and second-level TOC books. Topics (pages) in second-level books would all be part of the same second-level book browse sequence. Topics directly under first-level books would be part of the same first-level book browse sequence.

SmartIndex

[Add Existing Keyword](#)

[Add Verbs](#)

[New Verb](#)

[Smart Index Wizard](#)

[Smart Index Settings: Options](#)

[Smart Index Settings: Phrases](#)

[Smart Index Settings: 'Always Ignore' Words](#)

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Add Existing Keyword

Allows you to quickly add existing keywords to the selected topic. Choose from all keywords in your Help project or existing keywords from a specific topic. (Useful when you want to copy all the keywords from one topic to another.)

Keywords by Topic

Lists existing keywords based on your selection:

- **<All Topics>**. Lists all existing keywords.
- **<topic name>**. Lists existing keywords for the selected topic. Topics appear in the list according to the selected view option on the RoboHELP Explorer **View** menu – either **By Topic Title** or **By Topic ID**.

Select a keyword from this box to move it into the **Selected Keyword for Current Topic** list box (copy it to the topic when you click **OK**).

Find button

Opens the **Find Topics dialog** to help you locate a specific topic.

Selected Keywords for Current Topic

Displays the Index keywords currently associated with this topic or Index keywords moved into this box from the **Keywords by Topic** list box. When you click **OK**, RoboHELP automatically updates the keywords for this topic so it matches what displays in this list box.



Adds the selected keywords in the **Keywords by Topic** list box to the **Selected Keywords for Current Topic** list box. When you click **OK**, RoboHELP automatically updates the keywords for this topic so it matches what displays in the **Selected Keywords for Current Topic** list box.



Removes the selected keywords from the **Selected Keywords for Current Topic** list box. (This action removes the selected keywords from the current topic when you click **OK** – even keywords that were already associated with this topic before you opened this dialog.)

Add Verbs

Allows you to create and use a list of your most commonly used subkeywords. This list may be comprised of gerunds ("Adding"), verb forms ("To add"), or other commonly used subkeyword phrases.

Select the verbs to add to '*keyword name*'

Select (single-click) a word or phrase from this list to add. RoboHELP adds the selected item as a subkeyword under the listed keyword.

New button

Opens the **New Verb dialog** so you can add a new subkeyword to the Add Verbs list. Once a subkeyword is part of the Add Verbs list, you can add it to the selected keyword in the current topic.

Rename button

Renames the selected subkeyword and updates the Add Verbs list.

Delete button

Deletes the selected subkeyword from the Add Verbs list. Deleted subkeyword are no longer available for future selection.

New Verb

Allows you to enter new subkeywords to your Add Verbs list. This list helps you maintain a list of your commonly used subkeyword so you can quickly and consistently use them in your Help index.

Enter the new verb

Type the new subkeyword and click **OK**. You can use gerunds ("Adding"), verb phrases ("To add"), or other types of subkeywords.

Smart Index Wizard

This **Smart Index Wizard dialog** appears when you start the Smart Index Wizard. This dialog allows you to set your preferences for smart indexing your RoboHELP Help file. The Smart Index Wizard is an online indexing support tool that streamlines the process of creating an index. It doesn't replace you as the indexer, but it can help you build and review your Help project's index.

Select search criteria:

- **Find new and existing keywords.** Adds keywords based on topic content as well as existing index entries. The Smart Index Wizard bases its search criteria on the defaults specified at the [Smart Index Settings: Options tab](#). (To view the defaults, click **Settings**. At the **Options tab**, click **Default**.)
- **Add existing keywords to topic(s).** Searches topics for keywords already in your index. When an index keyword is found in the topic content, that keyword is added to the topic. (This ensures that all topics about a given subject are listed under the index keyword for that subject.)
- **Use custom search settings.** The Smart Index Wizard suggests new keywords based solely on the search criteria you've selected on the [Smart Index Wizard: Options tab](#).

Settings button

Opens the [Smart Index Wizard: Options tab](#) so you can specify keyword search criteria for the Smart Index Wizard.

Search for keywords in

- **Topic title and topic text.** Select this option to search both topic titles and topic content when suggesting keywords.
- **Topic title only.** Select this option to search only topic titles when suggesting keywords.

Include Hotspot text

When searching topic content, select this option to include hotspot text as well as body text.

Set up word lists

- **Always Ignore button.** Opens the **Smart Index Settings: "Always Ignore" Words dialog**. This dialog allows you to add, modify, and delete "noise" words from the "Always Ignore" list. The Smart Index Wizard ignores words on this list when suggesting new keywords.
- **Phrases button.** Opens the **Smart Index Settings: Phrases dialog**. This dialog allows you to add, modify, and delete from the Phrases list. The Smart Index Wizard uses the Phrases list to suggest new keywords.

Capitalize all new keywords

Select this option to capitalize the first letter of all new keywords suggested by the Smart Index Wizard.

Smart Index Settings: Options

The **Smart Index Settings: Options** tab allows you to specify search criteria for the Smart Index Wizard to use when scanning topics for potential keywords.

Include all

Select the options you want the Smart Index Wizard to include when suggesting new keywords. Clear the options you want the Smart Index Wizard to exclude; words and phrases using these options are ignored.

- **Uppercase WORDS.** Select this option to include uppercase words (EXAMPLE) as potential keywords. Clear this option to ignore uppercase words as potential new keywords.
- **Mixed CaSe WORDS.** Select this option to include words with mixed case words (ReSize) as potential keywords. Clear this option to ignore mixed case words.
- **Words with punctuation.** Select this option to include words containing punctuation such as hyphens (good-bye), periods (microsoft.com), the @ symbol (support@blue-sky), slashes (his/her), and so on.
- **Words not in the dictionary.** Select this option to include words not found in a standard dictionary, such as RAM (random access memory). This option can reveal unique and industry-related words and phrases.

Note: The dictionary referred to in this option is not the Microsoft Word dictionary or any other customizable dictionary on your PC. The dictionary used here is a standard dictionary program installed with RoboHELP for use with the Smart Index Wizard.

- **All words longer than _ chars.** Select this option to automatically include all words longer than the specified number of characters. Often, words longer than a "normal" length are unique to the Help system and can be good keywords.

Exclude all recognizable ...

Select the parts of speech you want the Smart Index Wizard to ignore when suggesting potential new keywords.

- **Verbs.** Select this option to exclude verbs such as **generating** from keyword suggestions.
- **Adverbs.** Select this option to exclude adverbs such as **safely** from keyword suggestions.
- **Adjectives.** Select this option to exclude adjectives such as **broken** from keyword suggestions.
- **Nouns.** Select this option to exclude nouns such as **topic** from keyword suggestions.

Suggest Phrases

- **Multiple words.** Select this option if you want the Smart Index Wizard to suggest phrases – such as **X-Ray Film**.
- **Single words in a phrase.** Select this option if you want the Smart Index Wizard to suggest the words used in identifiable phrases separately – such as suggesting both **X-Ray** and **Film** from the phrase **X-Ray Film**.
- **Include Verb phrases.** Select this option if you want the Smart Index Wizard to suggest verb phrases – such as **viewing an X-Ray**.
- **Subkeyword.** Creates subkeywords where a relationship between words exists – such as **Viewing, X-Rays**
- **Reversed Subkeyword.** Creates reversed subkeywords where a relationship between words exists – such as **X-Rays, Viewing**.
- **Subkeyword phrase.** Creates a subkeyword from a phrase – such as **Viewing an X-Ray**.

Default button

Clears all custom selections and resets them to the following defaults:

- Include all: Uppercase words, Mixed case words, Words with numbers, Words not in dictionary, All words longer than 15 characters.
- Exclude all recognizable: Verbs and Adverbs.
- Phrase: Multiple words, Include Verb phrases, Subkeyword, Reversed Subkeyword

Smart Index Settings: Phrases

The **Smart Index Settings: Phrases tab** allows you to create and maintain a Phrases list – a list of words and phrases commonly used in your Help projects.

The Smart Index Wizard checks the Phrase list as it's reviewing topics to find potential keywords. If it finds a match in a topic it's reviewing and if that word or phrase isn't already a keyword on that topic, the Smart Index Wizard suggests it as a new keyword. The words and phrases you enter are not case-sensitive UNLESS they are all uppercase words (EXAMPLE) or mixed case words (ReSize). In these cases, the Smart Index Wizard must find an exact match before suggesting a new keyword.

The Phrases list you create is a global file applied to each RoboHELP Help project. You can share this file with other Help authors in a workgroup by placing the file in a shared location. All Help authors in your workgroup can use the list at the same time, but only one Help author at a time should modify the list.

Phrases

Lists the phrases in the global Phrase file. When you use the Smart Index Wizard, it looks for these phrases inside topics and suggests them as new keywords for applicable topics. You can add, rename, and delete words in this list by selecting them and clicking the appropriate button. The words listed are contained in the file specified in **Phrases File**.

Phrases File

Displays the location of the RoboHELP Phrases file, which has a .WLF extension. In a multiple Help author workgroup environment, place this file in a shared directory so it's accessible to all Help authors.

New button

Adds a new phrase.

Rename button

Renames the phrase selected in **Phrases**.

Delete button

Deletes the phrase selected in **Phrases**.

Smart Index Settings: 'Always Ignore' Words

The **Smart Index Settings: 'Always Ignore' Words tab** allows you to create and maintain an Always Ignore list – a list of "noise" words or phrases you want the Smart Index Wizard to ignore when reviewing topics for potential keywords.

The Smart Index Wizard checks the Always Ignore list as it's reviewing topics. To ignore a word or phrase, it must find a word-for-word match – meaning that if RoboHELP is on the Always Ignore list, the Smart Index Wizard ignores 'RoboHELP' by itself. But it might still suggest 'RoboHELP Explorer' as a keyword.

The words and phrases you enter are not case-sensitive UNLESS they are all uppercase words (EXAMPLE) or mixed case words (ReSize). In these cases, the Smart Index Wizard must find an exact match before ignoring the word or phrase.

The Always Ignore list you create is a global file applied to each RoboHELP Help project. You can share this file with other Help authors in a workgroup by placing the file in a shared location. All Help authors in your workgroup can use the list at the same time, but only one Help author at a time should modify the list.

'Always Ignore' words

Lists the words you always want the Smart Index Wizard to ignore when looking for new keywords to suggest. You can add, rename, and delete words in this list by selecting them and clicking the appropriate button. The words listed are contained in the file specified in **'Always Ignore' File**.

'Always Ignore' File

Displays the location of the RoboHELP 'Always Ignore' file, which has a .WLF extension. In a multiple Help author workgroup environment, place this file in a shared directory so it's accessible to all Help authors.

New button

Adds a new word or phrase to the 'Always Ignore' list.

Rename button

Renames the selected 'Always Ignore' word or phrase.

Delete button

Deletes the selected 'Always Ignore' word or phrase.

Smart Index Wizard - Topic

The **Smart Index Wizard – Topic dialog** walks you through individual topics one topic at a time, so you can make decisions about the keywords for each topic. You can see suggested new keywords for the topic, as well as existing keywords. Using this dialog, you can add, modify, or delete keywords to fine-tune this topic. When you're finished, you decide whether to accept or discard the changes you've made.

Suggested Keywords for: *topic*

Initially, this list box displays the new keywords suggested by the Smart Index Wizard in addition to keywords that already exist for this topic. A blank checkbox appears next to new, suggested keywords. A selected checkbox appears next to keywords that are currently associated with this topic.

Select the checkbox next to all keywords you want to add to this topic. Clear the checkbox next to all keywords you want to remove from this topic.

You can also use this list box to fine-tune keywords for this topic. Any action you take is reflected in this list box. (For example, if you manually add a keyword, it appears here.)

Select All Suggestions

Selects all suggested keywords listed in the **Suggested Keywords for: *topic*** list box. Current

Clear All Suggestions

Clears all keywords listed

Rename button

Renames the keyword selected in **Suggested Index Keywords for: *topic*** list box.

Remove button

Deletes the keyword selected in the **Suggested Index Keywords for: *topic*** list box. This action doesn't remove the keyword from the index or from any other topics associated with this keyword. To remove a keyword from the index and all topics, delete the keyword from the Index Designer (**Index tab**) in the RoboHELP Explorer.

Always Ignore button

Opens the '**Always Ignore**' Words dialog so you can add the selected keyword to the 'Always Ignore' list.

Options button

Provides options to add new keywords and subkeywords, add an existing keyword, view the topic, look up synonyms and antonyms, select from the Verbs list, automatically select all suggestions, automatically delete all suggestions, reload the original suggestions, add the selected word to the Phrase or Always Ignore lists.

The **Auto-Select Suggestions** option takes effect for the following topic you index, so you'll need to select the keywords you want in your current topic. Auto-select stays on until you deselect it.

Sentence(s) containing: *currently selected keyword from list box*

Select a keyword from the **Suggested Keywords for: *topic*** list box to see which sentences in the current topic contain the keyword. This helps you to establish context for the keyword.

Info

Indicates the current status for the selected keyword to aid you in your decision process.

OK button

Accepts all selected keywords (keywords that have a checkmark) as listed in **Suggested Index Keywords for: *topic***. If the Smart Index Wizard is reviewing more than one topic, clicking this button also moves the Smart Index Wizard to the next topic.

Cancel button

Cancels the Smart Index Wizard and discards keyword changes to the current topic. (Changes made to prior topics are still in effect.)

Smart Index Finished

Summarizes the results of using the Smart Index Wizard.

Topics Reviewed

Lists the number of topics reviewed.

Topics Updated

Lists the number of topics updated with keyword changes.

Topic Keywords Added

Lists the total number of keywords added to your topics and Help index.

Smart Index Wizard Progress

If you selected the **Automatically add keywords for all topics** option, this dialog shows you the Smart Index Wizard's progress. When it's complete, the **Smart Index Finished dialog** displays to summarize the changes. To stop the Smart Index Wizard, click **Cancel**.

Synonyms

This dialog allows you to look up synonyms and antonyms for the selected keyword. Use this dialog to help you think of other words or phrases your user might think of when searching the index. You can find a related word and then add it to the currently selected topic.

Word

Displays the selected word or phrase. You can look up other words or phrases by entering them here and clicking **Look Up**.

Look up button

Looks up the word or phrase in **Word** and displays the results in **Categories** and **Synonyms**.

Antonyms

Select this option to include antonyms in the results of the look up. Antonyms display in the **Categories** list. Clear this option to only display synonyms.

Categories

Lists the synonyms (and antonyms, if selected) for the word or phrase. Click the meaning that best matches the context of the selected word or phrase. If RoboHELP doesn't find a synonym or antonym for the selected word or phrase, the **Categories** list displays **(No synonyms found for 'word')**.

Synonyms

Displays all synonyms or related words for the word you select in the **Categories** list. Click the word or phrase you want to add to the currently selected topic and click **Add to Topic**.

Add to Topic button

Adds the word or phrase selected in the **Synonyms** list to the currently selected topic.

Smart Index Wizard

This **Smart Index Wizard dialog** appears when you start the Smart Index Wizard. This dialog allows you to set your preferences for smart indexing your RoboHELP Help file. The Smart Index Wizard is an online indexing support tool that streamlines the process of creating an index. It doesn't replace you as the indexer, but it can help you build and review your Help project's index.

How do you want to add keywords?

- **Confirm adding keywords for each topic.** Select this option to confirm new keywords suggested by the Smart Index Wizard on a topic-by-topic basis.
- **Automatically add keywords for all topics.** Select this option to automatically accept all new keywords suggested by the Smart Index Wizard.

Set the filter to limit the topics reviewed

You can limit the Help topics the Smart Index Wizard reviews by setting a filter. If you don't select a filter, the Smart Index Wizard checks all topics in the Help project.

Author

Select a specific author or <All Authors>.

Document

Select a specific Help document or <All Documents>.

Status

Select a specific Help topic status or <Any Status>.

Check only new topics (that have not been Smart Indexed)

Select this checkbox if you want to review topics that haven't already been reviewed by the Smart Index Wizard – usually new topics you've added since the last Smart Index review. Clear this checkbox if you want to check all topics – even those that have been previously reviewed.

Note: Once the Smart Index Wizard reviews a topic, it updates the To Do list on the **Topic Properties: Status tab** by selecting the **Ran Smart Index** checkbox.

Options: Smart Index

 Options allow you to set your preferences for Help projects. The **Options: Smart Index tab** allows you to set your preferred (default) options for the Smart Index Wizard. The Smart Index Wizard is an online indexing support tool that streamlines the process of creating an index. It doesn't replace you as the indexer, but it can help you build and review your Help project's index.

Select search criteria:

- **Find new and existing keywords.** Adds keywords based on topic content as well as existing index entries. The Smart Index Wizard bases its search criteria on the defaults specified at the [Smart Index Settings: Options tab](#). (To view the defaults, click **Settings**. At the **Options tab**, click **Default**.)
- **Add existing keywords to topic(s).** Searches topics for keywords already in your index. When an index keyword is found in the topic content, that keyword is added to the topic. (This ensures that all topics about a given subject are listed under the index keyword for that subject.)
- **Use custom search settings.** The Smart Index Wizard suggests new keywords based solely on the search criteria you've selected on the [Smart Index Settings: Options tab](#).

Settings button

Opens the [Smart Index Wizard: Options tab](#) so you can specify keyword search criteria for the Smart Index Wizard.

Search for keywords in

- **Topic title and topic text.** Select this option to search both topic titles and topic content when suggesting keywords.
- **Topic title only.** Select this option to search only topic titles when suggesting keywords.

Include Hotspot text

When searching topic content, select this option to include hotspot text as well as body text.

Set up word lists

- **Always Ignore button.** Opens the **Smart Index Settings: "Always Ignore" Words dialog**. This dialog allows you to add, modify, and delete "noise" words from the "Always Ignore" list. The Smart Index Wizard ignores words on this list when suggesting new keywords.
- **Phrases button.** Opens the **Smart Index Settings: Phrases dialog**. This dialog allows you to add, modify, and delete from the Phrases list. The Smart Index Wizard uses the Phrases list to suggest new keywords.

Capitalize all new keywords

Select this option to capitalize the first letter of all new keywords suggested by the Smart Index Wizard.

Image Component

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Image Workshop Overview



The **Image Workshop** allows you to quickly and easily work with images for your Help system. Here are some of the ways you can use Image Workshop:

- Create hotspot images (SHED images).
- Change hotspot image properties.
- Replace the base image in a hotspot SHED image. (Select a new bitmap.)
- Resize images*.
- Crop buttons, menus, toolbars, and more from screen shots or other images.
- Copy and paste new images or create layered images.
- Drag and drop images from Windows Explorer into the Image Workshop to add images to the project or create new images.
- Change the color depth of images.
- Edit the selected image in your preferred graphics editor and import the changes back to RoboHELP.

*Only available with RoboHELP Office

This button



Performs this action

Opens the **Open Image from Project dialog**. (Allows you to select an image.)



Closes (clears) the image in the Image Workshop



Saves the image in the Image Workshop.



Opens the **Save As dialog** to save the image in the Image Workshop.



Restores the image to its last saved attributes. (Re-opens the saved image in Image Workshop.)



Opens the selected image editor. If the image isn't saved, prompts you to save the image first.



Displays properties for the selected image.



Copies the selection to the Clipboard. (If nothing is selected, the entire image is copied.)



Pastes from the Clipboard into Image Workshop. (Can be used to change the picture for bitmaps and hotspot images.)



Deletes the selected hotspot area.



Crops the image based on the area selected on the image.



Allows you to select areas on the image. (Useful when you want to crop or copy part of an image.)



Creates a new hotspot SHED image from the selected image or allows you to create or edit hotspot areas on an existing SHED.



Allows you to resize the selected image.*

*Only available with RoboHELP Office

Properties (Image name): Properties

 The **Properties *Image name*** dialog allows you to see and change the properties for your images. The **Properties tab** displays the color depth and size of the selected image. You can use this tab to change the color depth for your images.

Colors

The numbers displayed represent color depth, which is the number of color bits per pixel. You can change the color depth of the image by selecting another option in **Current**. The Image Workshop shows you the effect of the change on the image. This way, you can visually experiment to find the color depth most suitable for your image before saving the changes.

Original

Displays the color depth of the saved image file.

Displayed

Displays the color depth of the image as it's currently displayed in the Image Workshop.

Current

Displays the current color depth of the image. Change the color depth by selecting another color depth option. The Image Workshop displays the effect of the change on the image's appearance.

Size

The numbers displayed represent the size of the image in pixels. The first number represents the width; the second number represents the height.

Original

Displays the size of the saved image file.

Displayed

Displays the size of the image currently displayed in the Image Workshop.

Current

Displays the current size of the image currently displayed in the Image Workshop.

OK button

Closes this dialog and applies changes you've made.

Cancel button

Closes this dialog without applying changes you've made.

Preview button

Shows you how the changes you've selected will affect the image without closing the dialog. You can continue to experiment until the settings suit you, then click **OK** or **Cancel**.

Properties (Image name): Shed

 The **Properties *Image name*** dialog allows you to see and change the properties for your images. The **Shed tab** allows you to fix the resolution of a SHED image so it displays the same size on any monitor. When the WinHelp viewer displays SHED images, it attempts to maintain the image-to-screen-size relationship by altering the number of pixels displayed in the image based on the monitor's resolution and the user's display settings. This frequently causes the image to appear distorted.

If your users all have the same type of monitor, you can select a specific monitor resolution type or select the **Fixed** option that prevents WinHelp from scaling the image's resolution based on the monitor.

Display Resolution

Indicates the currently selected display resolution. Change the display resolution by selecting the option that best matches the monitor resolution the majority of your users use.

- **Fixed.** (Default) Select this option to prevent WinHelp from scaling the image based on the monitor that displays the final compiled Help (HLP) file. (Provides the best results for Help systems where users don't all share the same type of monitors.)
- **CGA (Color Graphics Adapter).** This option is intended for monitors that display only four colors with a resolution of 200 pixels by 320 lines.
- **EGA (Enhanced Graphics Adapter).** This option is intended for monitors that display up to 16 colors with a resolution of 640 pixels by 650 lines.
- **VGA (Video Graphics Adapter).** This option is intended for monitors that display up to 256 colors with a resolution of 640 pixels by 480 lines.
- **1024 x 768 or SVA (Super Video Graphics Array).** This option is intended for monitors that can display anywhere from 256 to 16.7 million colors with a resolution of at least 800 pixels by 600 lines up to 1280 pixels by 768 lines.
- **Mac.** This option is intended for 12" and 13" monitors with a resolution of 640 pixels by 480 lines. (This type of monitor is typically used with Macintosh computers.)

OK button

Closes this dialog and applies changes you've made.

Cancel button

Closes this dialog without applying changes you've made.

Preview button

Shows you how the changes you've selected will affect the image without closing the dialog. You can continue to experiment until the settings suit you, then click **OK** or **Cancel**.

Properties (Image name): Size



The **Properties *Image name*** dialog allows you to see and change the properties for your images. The **Size tab** allows you to resize an image by pixel or percentage while maintaining the image's original quality and resolution. You can resize an image as many times as you want without losing much of the original quality. This is because RoboHELP's resizing tool bases each new size on the original image file rather than on the last resized image settings.

Width

Displays the current width of the image. To change the width, enter the desired pixel measurement or percentage of change. (You can also use the arrows to select your preferred width.)

Height

Displays the current height of the image. To change the height, enter the desired pixel measurement or percentage of change. (You can also use the arrows to select your preferred height.)

Units

Displays the current unit of measurement – pixels or percentage.

- **Pixel.** Resizes the image to a specific pixel measurement.
- **Percentage.** Resizes the image by a specific percentage of change. (To enlarge the image, enter values greater than 100. To reduce the image, enter values less than 100.)

Keep aspect ratio

Select this option to proportionally adjust the width and height measurements based on the original image's width/height aspect ratio. (Changing the value for one automatically alters the value for the other.) Clear this option to adjust width and height measurements separately. (Changing the value for one doesn't affect the other, but the image doesn't maintain its original width/height aspect ratio.)

OK button

Closes this dialog and applies changes you've made.

Cancel button

Closes this dialog without applying changes you've made.

Preview button

Shows you how the changes you've selected will affect the image without closing the dialog. You can continue to experiment until the settings suit you, then click **OK** or **Cancel**.

Create SHED File

 The **Create SHED File dialog** allows you to change a bitmap image file (.BMP) into a segmented hypergraphic image file (.SHG) – or an image that contains one or more hotspots.

SHED image files allow you to select a fixed resolution, so the image appears the same regardless of your users' monitor or display settings. Also, SHED image files usually reduce the compiled Help (HLP) file size – compared to the same file using strictly bitmaps. For these reasons, some Help authors prefer to use only SHED image files (.SHG) in their Help files.

Use current filename but change extension to .SHG

(Default option) Select this option to retain the current image name but change the file extension to .SHG. By doing so, you have two image files with the same name but different extensions – the original bitmap image and the new SHED image.

Select filename from the Save As dialog box

Select this option to choose a new name for the newly created SHED image. The new image has the .SHG extension. By doing so, you have two image files – the original bitmap image and the new SHED image.

Use current filename and extension

Select this option to change the image type to the segmented hypergraphic file format but retain the current image name and extension. By doing so, you REPLACE the original image with the newly created SHED image. That means if you've already inserted an image in your Help file, this option allows you to quickly and painlessly change the image file type or substitute a hotspot image without having to manually change each instance of the image in your Help topics.

Image Workshop

 The **Image Workshop** allows you to work with your Help images from Word – even if you prefer to work in Word standalone.

Here are some ways you can use the **Image Workshop**:

- Create hotspot images (SHED images).
- Resize images*.
- Crop an image, button, toolbar, and more from a screen shot.
- Change images from bitmaps (.BMP) or Windows Metafiles (.WMF) into the hotspot SHED image (.SHG) format.
- Change the color depth of images.
- Edit the selected image in your preferred graphics editor and import the changes back to RoboHELP.

*Only available with RoboHELP Office

This button

Performs this action



Closes (clears) the image in the Image Workshop



Saves the image.



Opens the **Save As dialog** to save the image in the Image Workshop.



Restores the image to its last saved attributes. (Re-opens the saved image in Image Workshop.)



Opens the selected image editor. If the image isn't saved, prompts you to save the image first.



Displays properties for the selected image.



Copies the selection to the Clipboard.



Pastes from the Clipboard into Image Workshop.



Deletes the selection.



Crops the image based on the area selected on the image.



Allows you to select areas on the image – used for cropping.



Creates a hotspot SHED image from the selected image.



Allows you to resize the selected image.*

*Only available with RoboHELP Office

Insert Hotspot: General

 The **Insert Hotspot dialog** allows you to define the properties of a hotspot area on an image. The **General tab** allows you to define the action associated with a hotspot area – what happens when the user clicks the hotspot on the image.

Action Type

Select the action for the hotspot:

- **Jump**. Select this action type to create a jump to a new or existing topic.
- **New Popup**. Select this action type to create a new popup topic and to popup that topic.
- **Popup**. Select this action type to create a popup link to an existing popup topic
- **Macro**. Select this action type to create a new macro link.
- **External Topic**. Select this action type to create a jump to an existing topic in another Help project.
- **HTML Jump**. Select this action type to create a link to an HTML page.
- **See Also**. Select this action to create a link to one or more A-Keyword groups.

Insert Hotspot: Advanced

 The **Insert Hotspot dialog** allows you to define the properties of a hotspot area on an image. The **Advanced tab** allows you to define a name for a hotspot area and select the way the hotspot appears on the image.

Name

Lists the name for the hotspot on the image, if one exists. This hotspot name is never seen by your users – it's only used for Help development. (RoboHELP doesn't automatically create a hotspot name, but you can name each hotspot, if you choose. Hotspot names can help you identify a particular hotspot on the image, if there is more than one.)

Hotspot Appearance

Displays the currently selected border appearance for the hotspot on the image:

- **Invisible.** This option creates an invisible border. When the cursor is on a hotspot area of the image, it changes to a hand icon.
- **Visible.** This option creates a visible border – a thin black line around the hotspot – to provide a strong visual cue to the user. (Seldom used.)

Hotspot Properties: General

 All hotspot images (SHED) have properties associated with them to define their characteristics and behavior. The **Hotspot Properties: General tab** allows you to see or change the type of action associated with the hotspot image.

Action Type

Displays the action for the currently selected hotspot image:

- **Jump**. Select this action type to create a jump to a new or existing topic.
- **New Popup**. Select this action type to create a new popup topic and to popup that topic.
- **Popup**. Select this action type to create a popup link to an existing popup topic
- **Macro**. Select this action type to create a new macro link.
- **External Topic**. Select this action type to create a jump to an existing topic in another Help project.
- **HTML Jump**. Select this action type to create a link to an HTML page.
- **See Also**. Select this action to create a link to one or more A-Keyword groups.

Hotspot Properties: Advanced

 All hotspot images (SHED) have properties associated with them to define their characteristics and behavior. The **Hotspot Properties: General tab** allows you to see or change the type of action associated with the hotspot image.

Name

Enter a name for the hotspot on the image, if you wish. By doing so, you can more easily identify a particular hotspot, if you have more than one on the image. By default, RoboHELP leaves this field blank. This hotspot name is never seen by your users – it's only used for Help development.

Hotspot Appearance

Displays the currently selected border appearance for the hotspot on the image:

- **Invisible.** This option creates an invisible border. When the cursor is on a hotspot area of the image, it changes to a hand icon.
- **Visible.** This option creates a visible border – a thin black line around the hotspot – to provide a strong visual cue to the user. (Seldom used.)

Color depth

The maximum number of colors allowed in an image. As color depth increases, so does the storage space the image file requires, the system memory it uses, and the time it takes to display the image.

Color depth options

Monochrome	2 colors – black & white
16 color	Standard color depth for Windows 3.x and WinHelp 3 Help systems
256 color	Standard color depth for Windows 95 or NT and WinHelp 4 Help systems
16 bit	65,536 colors (sometimes referred to 64K colors)
24 bit	16 million colors Standard color depth for Windows 98, HTML Help systems, and Web sites

Paste Image

Allows you to paste a new image over an existing image – even hotspot SHED images. You can either replace the old image with the new one or layer the new image over the old image.

Replace old Image (Default option)

Select this option to completely replace the old image with the new image.

Notes for hotspot SHED images:

- If the new image is larger than the original underlying image, the hotspot areas retain their original size and location.
- If the new image is smaller than the original, causing existing hotspots to fall outside the image, RoboHELP notifies you. You can either allow [RoboHELP to adjust the hotspots](#) or return to this dialog and select the **Manually place Image** option instead.

Manually place Image

Select this option to manually place the new image on top of the old image. Use this option to accomplish one of the following goals:

- The new image is smaller than the old image, and you want to manually resize or relocate hotspot areas. (Once you've placed the new image and the hotspot areas, you'll need to crop or resize the image.)
- You only want to replace part of the old image – a button or field, for example. This option allows you to position the new image precisely.
- You want to layer the new image on top of the old image. This option allows you to place the new image precisely.

Hotspots are larger than the new image

To fit existing hotspots on the new image, RoboHELP does the following:

- First, hotspots are moved upward and left to fit on the image.
- If the hotspot's size is too large for the new image, it's reduced until it fits.

{ewl roboex32.dll, WinHelp2000, }

eHelp Corporation headquarters

eHelp Corporation is the worldwide leader in Help authoring solutions. Software developers, Help authors, technical writers, and documentation experts worldwide turn to eHelp Corporation for state-of-the-art Help authoring and Internet/intranet solutions.

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World Wide Web: www.blue-sky.com
Sales Email: sales@blue-sky.com

When sending email, please include your company name, city, and state to ensure your request is handled promptly.

eHelp Corporation Web site

{ewl RoboEx32.dll, WinHelp2000, HREF="www.blue-sky.com"
ALTERNATE="Blue_Sky_Software_WinHelp2000_Alternate"}

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Help Us Help You

When contacting Technical Support via phone or email, please provide the following information for the fastest possible service:

- Product serial number (registration number)
- Your name, company name, and phone number
- Exact product name and version number
- Type of operating system (e.g., Windows 95)
- Version of Microsoft Word (if using RoboHELP for WinHelp)
- Browser and version (if creating HTML-based Help)
- Complete description of the issue, including steps to reproduce it
- Exact wording of any messages displayed when you encountered the problem
- Steps taken to resolve the problem
- All previous email threads with eHelp Corporation about the issue, if any

For current hours of operation and details about all support offerings, please:

- Visit our [Web site](#).
- Email us at supportnews@blue-sky.com to receive an automated reply listing all of your support options.
- Call us at 858-551-2194.

eHelp Corporation Knowledge Base

```
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- Topic title (for online Help)
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- Brief description of content (for example, are you reviewing step-by-step instructions that are inaccurate, grammatical errors in a specific paragraph, information that requires clarification or more details, etc.)
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Keep in mind, this email address is only for documentation feedback; you will not receive a reply. If you have a technical question, please contact [Technical Support](#).

Other helpful resources

A good list of resources can make all the difference in terms of support, guidance, and inspiration. As the worldwide leader in Help authoring solutions, eHelp Corporation leads the way by offering a list of helpful resources on our [Web site](#).

You'll find the latest Help authoring resource information – including books, periodicals, online forums, helpful Internet links, training, and more.

WinHelp 2000

We are unable to detect Internet Explorer or an Internet connection on your system, so we are unable to display eHelp Corporation's Web site.

This Help file uses WinHelp 2000, which extends the WinHelp viewer to provide full HTML and Web functionality without leaving WinHelp. WinHelp 2000 gives you all the benefits of HTML without the risk of switching to a new Help architecture.

WinHelp 2000 uses the same display engine as Microsoft's Internet Explorer and HTML Help, so all of the rich content of the World Wide Web can be displayed and integrated into any standard Windows Help system.

If you use a browser other than Internet Explorer, use this alternative link:

▶ [eHelp Corporation's Web site](#)

PC HelpDesk

We are unable to detect ODBC with an Internet connection on your system, so we are unable to display eHelp Corporation's Knowledge Base.

Our Knowledge Base was created using PC HelpDesk – an eHelp Corporation tool included in RoboHELP Office. PC HelpDesk packages your product knowledge base into a customized HelpDesk you design, create, and maintain. Customers simply click on the HelpDesk link from your system's Help file, and they have instant access to valuable information about your products. A well designed HelpDesk can lower your technical support costs and increase customer satisfaction by providing an easy way for your customers to get answers to their most common questions.

Premium Support

Premium Support entitles plan members to priority Technical Support access through a dedicated telephone line and a dedicated email address. Plan members receive direct access to eHelp Corporation's seasoned Senior Technical Support Engineers.

Premium Support plans are available for current and previous versions of eHelp Corporation products.

Project Settings: WebSearch

Project Settings allows you to select and set properties for your Help project. The **Project Settings: WebSearch tab** allows you to enable **WebSearch** in your WinHelp 4 or Microsoft HTML Help system, allowing end users to perform Internet searches based on your Help system and the software they're using.

Enable WebSearch

Select this option to add the WebSearch button to your Help window's button bar and give end users access to WebSearch.

Search Concepts for this Project

- Search concepts are words or phrases you can add to provide better WebSearch results for your users. They can pertain directly to the content in your Help project or to the end user's working application (the software calling your Help file). This allows WebSearch to return results that directly apply to what the user is currently trying to learn about.

Example: In the RoboHELP online Help, the search concept "RoboHELP" is used so that when you click the **WebSearch button**, WebSearch finds information about RoboHELP on the Internet.

- Click the **New button** to enter a new search concept. The search concepts you enter here are included in all WebSearches from the Help system.
- You can rename or remove a search concept by clicking the **Rename** or **Remove buttons**.

Display Options

Select which method you want to display WebSearch (in a browser or in the Help window). If you select **Display in Browser**, the user's default browser opens and displays the WebSearch page. Otherwise, if the user has Internet Explorer 4.0 or later, WebSearch operates within the current Help window. (If the user does not have Internet Explorer 4.0 or later, WebSearch displays in the user's default browser.)

Button Label

You can customize the text on the WebSearch button (e.g., Search, Support, etc.) by entering the text here.

Advanced button

Clicking this button opens the **Search Settings** dialog, where you can specify search settings, components of your Help system (such as the topic title) that are used to improve search results for the current Help topic.

WebSearch: Search Settings

You customize WebSearch search options in this dialog. Search options are components of your Help project that are used to improve search results. (Examples of Help components include the current topic title, Index K-Keywords, the current window title, and even the name of the application calling the Help system.) You can select which components of your Help project should be included when WebSearch performs a search. When you set search options in this dialog, they apply to all WebSearches performed from the Help system.

Note: WebSearch's default search options produce targeted search results for your Help system. However, each Help system is unique, and you may decide to change the search option settings to meet your specific needs.

Selecting search options

When selecting search options, you need to specify if each Help component should always, sometimes, or never be included in searches. This also affects how (and if) the search option is displayed when users perform an advanced search.

Advanced WebSearches

End users can perform advanced searches after they perform a search from your Help system. Advanced searches allow users to search on multiple keywords simultaneously instead of one at a time. WebSearch displays the [search options](#) you've selected and allows users to select them to include in the search. To start, all users have to do is click **Advanced WebSearch** at the top of the Web page.

Always, Sometimes, or Never Relevant

Depending on the settings you select in this dialog, Help components are displayed on WebSearch's advanced search page for users to select (include in the search) or deselect (not include). For example, if you chose the Help component, "Topic Title" as Sometimes Relevant, the title of the topic being viewed are displayed on the advanced search page as an option to include in searches.

Here's a brief explanation of how each option affects searches and how it appears on the advanced search page:

- **Always Relevant.** Help components set as Always Relevant always affects searches when users click the WebSearch button and are always selected on the advanced search page. (Users can then deselect the component if they don't want to include it in the search.) This option can provide results that are more specific as long as the Help component contains useful information.
- **Sometimes Relevant.** Help components set as Sometimes Relevant **can** affect searches when users click the WebSearch button and are not automatically selected on the advanced search page. To include the item in searches, users select the Help component on the advanced search page.
For example, you may not want to set the component, "Topic Title" as Always Relevant if not all topic titles would be meaningful to searches. Instead, set it as Sometimes Relevant, and users can select the topic title on the advanced search page if they want.
- **Never Relevant.** Help components set as Never Relevant are not used in searches and do not appear on the advanced search page.

For example, if the names of books in your table of contents are unrelated to the content (such as "Chapter 1" or "Introduction"), you'll want to make sure the Help component, "Table of Contents Book Name" is set as Never Relevant.

Search option

Search options are components of your Help project that can be used to improve search results. You can select which components WebSearch should include when searching the Internet. Examples of components are the current topic title, index K-Keywords, the current window title, and even the name of the application calling the Help system.

