ComponentOne

Doc-To-Help 2008 Users Guide

Corporate Headquarters
ComponentOne LLC
201 South Highland Avenue
3rd Floor
Pittsburgh, PA 15206 · USA

Internet: **info@ComponentOne.com**
Web site: **http://www.componentone.com**

Sales
E-mail: sales@componentone.com
Telephone: 1.800.858.2739 or 1.412.681.4343 (Pittsburgh, PA USA Office)

Technical Support
See *Technical Support* in this manual for information on obtaining technical support.

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Contents

Working on a Team 175

Creating a Modular Help System 189

Documenting Your Class Library with Microsoft® Sandcastle 197

Welcome to Doc-To-Help 2008!

Doc-To-Help 2008 is a single source authoring tool that makes it possible to write once and publish many different deliverables. Technical communicators, Help authors, policy writers, and other content creators can author any type of information in Microsoft Word or HTML, and publish to the Web, Help systems, or printed manuals.

The unmatched flexibility of **Doc-To-Help 2008 Enterprise** allows you to author in the environment of your choice. Integrated toolbars and dialogs in Microsoft® Word and FrontPage®, as well as Adobe® Dreamweaver®, simplify the use of Doc-To-Help Markup Language (D2HML) (see page 155) to quickly and easily create Help systems by defining topic links, conditional text, pop-ups, glossary terms, and more.

Doc-To-Help 2008 is the perfect choice for creating innovative online user assistance — compiled HTML Help, NetHelp (browser-based, platform independent Help for Web deployment), Help 2.0, JavaHelp and WinHelp — converting existing Word documents to online materials, or producing professional quality printed manuals.

The crisp, clean interface incorporates the new (and easy-to-use) Ribbons, Accordion Navigation, Expanded ToolTips, and Dynamic Help.

Doc-To-Help 2008 is compatible with Microsoft® Windows Vista and Office 2007. To learn more about the Doc-To-Help interface, see Navigating Doc-To-Help (on page 81).

For more on single sourcing and customizing your documentation, see:

- Introduction to Single Sourcing (on page 2)
- Guide to Templates and Styles (on page 8)
- Customizing with the Theme Designer (on page 13)
- Doc-To-Help Outputs and Deliverables (on page 5)

Introduction to Single Sourcing

Single sourcing documentation can save time, as well as help cut down on errors. This section provides an overview of what single sourcing is, how Doc-To-Help makes it easy, a single sourcing methodology, and handy tips and tricks.

Definition

Techniques used to create some combination of documentation for:

- **Multiple output formats*** (print manual, online help, online document, etc.)
- **Multiple audiences** (For example: Administrator version, Manager version)
- **Multiple deliverables** (For example: user documentation, training, etc.)

Use the conditional text and variables (see page 132) features to customize output for multiple formats, audiences, and deliverables.

*Formats you can create with Doc-To-Help (Doc-To-Help refers to these as “Targets”).

Doc-To-Help Targets

- **Online Help**
  - **HTML Help** (Deliverable: compiled HTML Help; .chm – pronounced “chum”) Help displays in a Tri-Pane window. Newer PC security measures can block viewing of .chm files.
  - **NetHelp** (Also referred to as browser-based Help, the final deliverable is uncompiled HTML Help – meaning you will create and deliver multiple HTML files) The NetHelp viewer is unique to Doc-To-Help.
  - **Help 2.0** (Only used to create Help for .NET components; projects are integrated with Microsoft® Visual Studio .NET)
  - **WinHelp** (Deliverables: .cnt and .hlp files) (Older Help format being phased out. For more, read this article.)
  - **JavaHelp** (Deliverable: Help for Java applications)
- **Printed Manuals**
  - “Printed” manuals don’t have to be printed, although they can be. With Doc-to-Help, you can generate Microsoft® Word files (.doc or .docx [Office 2007]), and .pdf files (portable document format). Either format can be sent to a printer, or provided as an online document. If you don’t want your file altered, it is best to provide it as a .pdf.

How Doc-To-Help Makes Single Sourcing Easier

Author in Word or HTML; automatically create a manual and online Help.

1. Automatically structures content and navigation of online Help.
   a. Heading 1’s in Microsoft® Word automatically become parent topics, and all of the Heading 2’s under it become subtopics.
   b. Parent topics automatically include “See Also” links to subtopics. See Subtopic Links for more information.
2. Printed manual cross references (with page numbers) are automatically converted to hyperlinks (Live Links) in online Help. Also, manuals can be set up to include both hyperlinks and page number cross references. (Useful for both types of end-users – those who prefer to read on screen or print out the manual.)

3. Text can be flagged so that it appears as drop-down or expanding text in online Help. This text will automatically be included in the printed manual.
4. Margin notes included in printed manuals automatically become pop-ups in online help.
5. Doc-To-Help automatically generates the Title Page, Table of Contents, and Index for printed manuals, so you don't have to.
6. The conditional text (see page 163) feature makes it easy to customize text for different formats, audiences, and deliverables.

Three Easy Steps to Single Sourcing

Step 1: Access Requirements

- Determine format, audience, and deliverable requirements. Things to consider:
  - What is possible given time constraints? (If deliverable is software documentation, also consider development constraints – will product developers have time to add Help buttons to dialogs and provide Context IDs, add a Help menu and links, etc.)
  - What deliverables would make our customers the most successful?
  - What deliverables do customers expect?
  - What deliverables could enhance training efforts?

Step 2: Get Ready

1. Write one book chapter (or help topic) – make sure it has all objects and styles represented – several levels of headings, bullets, numbered tasks, tables, etc. Use greeked text as a placeholder if complete information isn't available. (See http://www.duckisland.com/GreekMachine.asp or http://www.lipsum.com/ for a greeked text generator.) You can use this to experiment with the look of your output online vs. print.
   a. If you are creating software documentation, design a consistent structure for topics that map to Help buttons. For example:
      - **Introduction**
      - **How to access the screen/dialog** (Can be drop-down or expanding text online to save space and cut down on clutter.)
      - **See Also/Related Topic links**

   b. Standardize on a consistent heading (such as "Using the… Screen") which makes sense in both the book and help.
   c. Standardize on one (at most two) Heading styles that Help button topics will map to. It can be confusing to the user if multiple styles appear from Help buttons. Make sure to structure information so that Help buttons have only one logical mapping. (Dialogs that are reused throughout application can make this challenging.)
2. If using conditional text, create a few basic conditions and experiment. (Online only, Print only, Draft, etc.) **Tip:** You can exclude illustrations from online Help using conditional text (some illustrations used in printed output are unnecessary or too detailed for online use); if you still want illustrations in Help, create unique, focused ones and make their condition "Online only."

   Note: in addition to sentences, you can conditionalize topics and even entire documents with Doc-To-Help.
3. Keep in mind that document structure can affect the look of the automatically-generated Help TOC.
   a. If a Heading 1 has no Heading 2's under it, it will not appear as a "book" in the Help TOC.

b. You can add Heading 2's (subtopics) under it to avoid this (or change a "topic" to a "book" in the Doc-To-Help Contents pane (see page 91)).

c. Sometimes it is a good way to make a topic stand out.

Step 3: Get Set & Go

1. Create a new project.
2. Choose your source template and target templates (see page 8). Target templates determine how your target output will look. You can always keep the defaults at this point and change them later.
3. Apply styles to your text from your source template. Please note that the formatting in your source template is for your eyes only. Your target template(s) control the look of your output. (Unless your source template includes styles not available in your target template; then the source style passes right through to the target.)
4. Create any necessary variables (see page 132).
5. If using conditional text, create conditions.

Note: In addition to sentences and graphics, you can conditionalize topics and even entire documents.

6. Add topics to the index (see page 91), add glossary items, add links, etc.
7. If you would like to change the way your online Help "skin" looks, use the Theme Designer (see page 13) to create a new theme.
8. Generate your desired target(s) and see what you think!

Tips for Logical Output

To help your documentation read logically in both printed manual and online Help:

- Never use the word "chapter" or any other word specific to books or help. (For example, "page" "topic" "help system" "manual") "Section" is a good substitute.
- Use "See *cross reference*" rather than "See below," "See above," etc.
- Avoid conditionalizing cross references. Cross references are usually needed in both the printed manual and the online Help.

Additional Tip: Create a variable (see page 132) for your product name (or names). This can make it easy to do a quick swap if your product name changes, or if you need to create deliverables for multiple products.

Doc-To-Help Outputs and Deliverables

With Doc-To-Help, you can author your documents in your preferred editor and output to several different Targets. This matrix is a handy guide to those Targets, as well as the pros/cons of each Target, the final deliverable files, and the location of those files. Doc-To-Help projects are .D2H files.

Deliverable	Details	Pros	Issues	Deliverable Files	File location
Manual	Can be online (pdf), hard-copy, or both.	**Hardcopy:** Familiar format and navigation. **Online:** Same familiar format, but no printing cost. Can create links to websites, video/audio files, etc. Searchable	**Hardcopy:** Can become obsolete quickly. Printing and delivery costs. Customers may not work in an environment where they can access manual.	.doc and/or .pdf	By default, the **Manual** folder of your project.
HTML Help	Compiled HTML; deliverable is .chm file.	One file; tri-pane interface is easy to use.	Format is 10+ years old. Security issues making it more difficult to use as a deliverable (fixes to XP made .chms unusable over a network)	.chm	By default, the **HTML Help** folder of your project. If **Natural Search** is enabled, you must distribute additional files to the end user. See Natural Search information below.
NetHelp (Browser-based Help)	Uncompiled HTML; deliverable is multiple html files.	Can be delivered on the Web, installed locally, or both. Delivering on the Web makes a continuous publishing model possible. The user's web browser is the Help window.	Number of files to distribute is daunting to some.	Multiple .htm/.html files. Default home page is **default.htm**. (You can change the default page name in the **Help Targets** dialog box)	By default the **NetHelp** folder of your project. The entire contents (including subfolders) of this folder must be included with your software application.
Notes on NetHelp	NetHelp may not display correctly initially because Windows XP SP2 and higher automatically disables active content (JavaScript). To disable this security block for all local content, in Internet Explorer, go to **Tools > Internet Options > Advanced > Security**. Select the **Allow local content to run in files on My Computer** check box. Users can also disable the block within the browser.				

Deliverable	Details	Pros	Issues	Deliverable Files	File location
WinHelp	Compiled; deliverable is .hlp and .cnt file.	None. If your product is a legacy one with no plans to change Help format (or work in Vista), you will be able to continue producing it.	Original Help format. Look and navigation not as user-friendly as newer formats. Very difficult for customers to use with Windows Vista (they must download the viewer; it can't be distributed with WinHelp files) See this article http://support.microsoft.com/kb/917607	.hlp and .cnt	By default, the **Help** folder of your project. If **Natural Search** is enabled, you must distribute additional files to the end user. See Natural Search information below.
JavaHelp	Java Help 1.1.3 is supported, as well as JavaHelp 2.0	JavaHelp software was developed to provide a standard Help solution for pure Java applications. JavaHelp software was released in April 1999, by Sun MicroSystems, and is currently in release 2.0.	While there is no "standard" viewer, JavaHelp uses components from the HotJava browser for its display.	.jar files For more on JavaHelp redistributables, see http://java.sun.com/products/javahelp/README.html#redistributable	By Default, the **JavaHelp** folder of your project. To view a JavaHelp HelpSet, the Java Run time Environment (JRE) or the Java Development Kit (JDK) must reside on the computer in addition to JavaHelp.
Notes on JavaHelp	To build and view JavaHelp, you must first install the necessary files from Sun. The **JavaHelp** folder on the Doc-To-Help CD contains the JRE (Java Runtime Environment) and the JavaHelp distribution files. To install JavaHelp, do the following: • Run j2re-1_4_1_02-windows-i586.exe to install the JRE. • Unzip javahelp-1_1_3.zip into any directory. Root folders such as C:\ are acceptable. • Set the environment variable JAVAHELP_HOME based on the folder used in the previous step. For example, if you unzipped into the root folder on the C: drive, then the variable value should be: C:\jh1.1.3 (Note: Do not include a trailing backslash.) • Make sure to include java.exe in your path. If you are unable to launch the JavaHelp viewer from Doc-To-Help, this is most likely the reason. For more information, see Sun's JavaHelp Web site at: http://java.sun.com/products/javahelp/				

<table>
<tr><th>Deliverable</th><th>Details</th><th>Pros</th><th>Issues</th><th>Deliverable Files</th><th>File location</th></tr>
<tr><td>Help 2.0</td><td>Help authoring format for those developing Help for Visual Studio.Net only.

Deliverable can be the reference documentation only, or Doc-To-Help can be used to add narrative text. Microsoft Sandcastle is used to generate reference documentation.</td><td>Resembles Microsoft MSDN collection and uses some of the same underlying technology</td><td>Format can only be included in Help for Visual Studio.NET.

Programmers who distribute .NET components can integrate Help 2.0, because the .NET tools include the run-time components necessary to view Help 2.0 Help systems.</td><td>.HxT,

NamedUrlindex.HxK,

ProjectName_K.HxK,

ProjectName_F.HxK,

ProjectName_A.HxK, .HxS, .hxc, HxA

H2Reg_cmd.ini

Your deliverables may vary based on your application.

For more on Help 2.0 redistributables, see http://www.helpware.net/mshelp2/h2reg.htm</td><td>By default, the MSHelp folder of your project.</td></tr>
<tr><td>Notes on Help 2.0</td><td colspan="5">In order to create and view .HxS, or Microsoft Help 2.0, files, you must install Visual Studio.NET and VSHIK (Visual Studio Help Integration Kit).

The Namespace and Parent Namespace are set in the Help Targets dialog box. See Help 2.0 Target (on page 100) for more information.

To build Help 2.0, Doc-To-Help also needs to know the locations of the Help 2.0 executable files. By default, Doc-To-Help assumes the following locations:

C:\Program Files\Microsoft Help 2.0 SDK\HxComp.exe

C:\Program Files\Microsoft Help 2.0 SDK\HxReg.exe

C:\Program Files\Common Files\Microsoft Shared\Help\dexplore.exe</td></tr>
</table>

Natural Search

If you have enabled Natural Search (using the **Help Targets** dialog box) for a WinHelp or HTML Help project, you need to deliver the following files along with your help files. They will have the same name as your help project, and should be installed in the same directory in your application. These files can be found in the same directory folder as your Help project.

- Index file: **<project name>.smi**
- Noise word list: **<project name>.snz**
- Configuration file: **<project name>.cfg**

The **stoplist.txt file** can also be found in the same directory as your Help project and you may edit it. “Stop words” (or “Noise Words”) are those that are skipped in a search because they are so common (a, an, at, etc.)

In addition, the Natural Search Engine needs to be installed on **end user** machines. The Natural Search **setup.exe** program is located in the **Redist** folder of the Natural Search installation directory (C:\Program Files\ComponentOne\Natural Search\Redist\). This installs the Natural Search runtime (SmaRTEng.dll) and configures the necessary system information.

Default folders for Source files:

- Projects with HTML source documents will store those documents in the **HtmlDocuments** folder.
- Projects with Word source documents will store those documents in the **WordDocuments** folder.

Graphics (images and movies) should be stored in a folder in your project root. (You may want to name it Graphics or Images). If you are using Team Authoring, you should store your graphics in the root of the **HtmlDocument** or **WordDocuments** folder. This will enable you to manage your graphics and other auxiliary files within Team Authoring.

Templates and Style Sheets:

Doc-To-Help Source and Target **Templates** are stored in Word 2007 at C:\Users\ (user name)\AppData\Roaming\Microsoft\Templates; in Word 2003 at C:\Documents and Settings\(user name)\Application Data\Microsoft\Templates.

Doc-To-Help Source and Target **Style Sheets** are stored in C:\Program Files\ComponentOne\DocToHelp\DefaultCSSFiles.

Guide to Templates and Styles

Doc-To-Help uses predefined templates and style sheets to determine how content will look in both the Source documents (when authoring in Word or an HTML editor) and the final Targets – the online Help and printed manual outputs.

The predefined templates and style sheets contain styles that you apply to your source. These source styles are interpreted by the Target template you have chosen so that your target files **look and behave** the way you desire. Because styles control your final targets in multiple ways, it is important to use them and avoid applying local formatting.

- For Doc-To-Help projects containing Microsoft® Word (.doc or .docx) files, the look of their Source/Target is controlled by separate .DOT files (word templates). See Word File Templates (on page 10).
- For Doc-To-Help projects containing HTML files, the look of their Source/Target is controlled by separate cascading style sheets (.css). See HTML File Style Sheets (on page 12).

Note: A Doc-To-Help project can include Word files, HTML files, or both.

Doc-To-Help automatically assigns the complimentary Target templates based on the Source template you have chosen.

You can customize templates and cascading style sheets to make your source and target(s) content look any way you wish. You should always create your documents with the templates and style sheets included with Doc-To-Help and edit them as desired; this will guarantee full Doc-To-Help functionality, including D2HML.

D2HML is a special style set that is used to create links, dropdown or expanding text, apply conditions, insert variables, and more. See Using D2HML (Doc-To-Help Markup Language) (on page 155) for more information.

Character Styles, Paragraph Styles, and Topic Types can be edited within Doc-To-Help to manipulate their behavior in your final targets. See Defining Character/Paragraph Styles and Topic Types (on page 123) for more information.

Styles (specifically Heading Styles) also control the topic hierarchy for your project – for example, Heading 1's in Microsoft® Word automatically become Parent topics, and all of the Heading 2's under it are its children (subtopics). Parent topics automatically include "See Also" links to subtopics. See Subtopic Links for more information. The same Heading style hierarchy is also used when a Table of Contents is automatically generated. (You can, of course, edit your

Table of Contents — you can even create a customized TOC for each Target. See Contents pane (on page 91) for more information.)

Please note that the "skin" that surrounds your online Help content (HTML Help, NetHelp, Help 2.0, and JavaHelp targets specifically) is configured in the Theme Designer (see page 13). (The skin includes the items in the Help window that surround the content — breadcrumbs, tabs, buttons, etc.)

To apply a source template

In existing Word documents:
The document must be open in Word to apply a template. The procedure to apply templates varies slightly between Word 2007 and earlier versions, but both use the **Templates and Add-ins** dialog box.

Word 2003 and earlier: **Tools > Templates and Add-Ins**. The current template will be displayed in the **Document Template** field. Click the **Attach** button to attach a different template.

Word 2007: **Office button > Word Options button >** click **Add-Ins** in the left pane > from the **Manage drop-down** list, choose **Templates** > click **Go**.

Setting the default for new Word Documents:
You may set the default Source Template for all new Word documents created in your project. In the **Home tab >** Source ribbon group (see page 84), click the **Source Template** button. Choose a different template from the list or choose **Add Template** to add another. This source template will be applied to all new documents. This option may also be set in the Project Settings (see page 132) dialog box (**Default Template** field).

To apply a source style sheet

In existing HTML documents:
The document must be open in your HTML editor (FrontPage or Dreamweaver) to apply a CSS.

In Microsoft® FrontPage®: **Format > Style Sheet Links**. The **Link Style Sheet** dialog box will open. Click the **Add** button to add your Doc-To-Help style sheet.

In Adobe® Dreamweaver®: **Text > CSS Styles > Attach Style Sheet**. The **Attach External Style Sheet** dialog box will open. Click the **Browse** button to navigate to the Doc-To-Help style sheet.

Doc-To-Help Style Sheets are installed by default at C:\Program Files\ComponentOne\DocToHelp\DefaultCSSFiles.

New HTML Documents:
You may set the default Source Style Sheet for all new HTML documents created in your project. In the **Home tab >** Source ribbon group (see page 84), click the **Source CSS** button. Choose a different style sheet from the list or choose **Add CSS** to add another. This option may also be set in the Project Settings (see page 132) dialog box (**Default CSS** field).

To apply the target template and style sheet
By default, when you choose a Doc-To-Help **Source** Template or Style Sheet, its accompanying **Target** Template or Style Sheet is chosen. (See Word File Templates (on page 10) and HTML File Style Sheets (on page 12) for details.)

To change the **Target** Template: In the **Home** tab, Targets ribbon group (see page 84), click the **Target Template** button. Choose a different template from the list or choose **Add Template** to add another.

To change the **Target** Style Sheet: In the **Home** tab, Targets ribbon group (see page 84), click the **Target CSS** button. Choose a different style sheet from the list or choose **Add CSS** to add another.

To edit a style sheet
You may edit CSS files using your own editor, or you may use Doc-To-Help's editor. See Editing a CSS (on page 130).

Applying Styles

To learn more about applying styles in Microsoft Word and HTML editors, see Editing Word Documents (on page 145) and Editing HTML Documents (on page 150).

Please Note: Templates are stored in Word 2007 at C:\Users\ (user name)\AppData\Roaming\Microsoft\Templates; in Word 2003 at C:\Documents and Settings\(user name)\Application Data\Microsoft\Templates.
Style Sheets are stored in C:\Program Files\ComponentOne\DocToHelp\DefaultCSSFiles.

The Application Data or App Data folder is a hidden folder. To show hidden folders, open the **Folder Options** dialog box in your operating system (**Control Panel > Folder Options**). Click the **View** tab, under **Advanced Settings > Files and folders > Hidden files and folders**, select the **Show hidden files and folders** radio button. Click **OK**.

Word File Templates

When working with Word Source Files

If you want to…

- Change the look of your **Source Word files** – Edit the **Source Template** (Column 1)
- Change the look of your **Printed Manual Target** – Edit the **Printed Manual Target Template** (Column 2)
- Change the look of your **NetHelp/HTML Help Target** – Edit the **Online Help Target Template** (Column 3 — C1H_HTML.DOT)
- Change the look of your **WinHelp Target** – Edit the **Online Help Target Template** (Column 3 — C1H_HELP.DOT)

When working with Word files, using a Source Template together with its accompanying Target Template makes it easier to see how doc files will look when converted to the Printed Manual Target.

The Word Doc-To-Help toolbars (see page 145) (**Doc-To-Help** and **Doc-To-Help Special Formatting**) reside in individual Doc-To-Help templates (such as C1H_NORM.dot), so you should always create your files using one of the predefined Doc-To-Help templates and edit it to your specifications.

Predefined Source Templates	Predefined Target Templates	
Pick One	Printed Manuals Pick One	Online Help Determined by Target
C1H_NOMARGIN.DOT: The Doc-To-Help default source template starting with Doc-To-Help 2007. **It will be used unless you use your own or choose an alternate from this list.** In the New Project Wizard called "Normal 8.5" x 11" Template (no left indent)"	**C1H_PRNOMARGIN.DOT**: This is the target template used to format the printed manual target. It differs from C1H_PRNORM.DOT in that it does not have the wide two inch left margin.	**C1H_HELP.DOT**: This is the target template used to format WinHelp.
C1H_NORM.DOT: This is Doc-To-Help's default source template For all versions prior to Doc-To-Help 2007. This matches C1H_NOMARGIN.DOT, but it has a two-inch left margin. In the New Project Wizard called "Normal 8.5" x 11" Template"	**C1H_PRNORM.DOT**: This is the target template used to format the printed manual target. It differs from C1H_PRNOMARGIN.DOT in that it does not have the wide two inch left margin.	**C1H_HTML.DOT**: This is the target template used to format both NetHelp and Microsoft HTML Help.

Pick One	Printed Manuals Pick One	Online Help Determined by Target
C1H_NORM_A4.DOT: This is the source template for A4 sized paper. In the New Project Wizard called "Normal A4 Template"	**C1H_PRNORM_A4.DOT**: This is the target template used to format the printed manual target (A4 size paper).	**C1H_HTML.DOT**: This is the target template used to format both NetHelp and Microsoft HTML Help.
C1H_SIDE.DOT: This is the source template for sidehead source documents. In the New Project Wizard called "Sidehead 8.5" x 11" Template"	**C1H_PRSIDE.DOT**: This is the target template used to format the standard sidehead printed manual.	
C1H_SIDE_A4.DOT: This is the source template sidehead source documents on A4 sized paper. In the New Project Wizard called "Sidehead A4 Template"	**C1H_PRSIDE_A4.DOT**: This is the target template used to format the standard sidehead printed manual (A4 size paper).	
C1H_SMAL.DOT: This is the source template used to format small-sized manuals. In the New Project Wizard called "Small 7" x 9" Crop-Marked Template"	**C1H_PRSMAL.DOT**: This is the target template used to format the standard small printed manual.	
C1H_SMAL_A4.DOT: This is the source template used to format small-sized manuals on A4 sized paper. In the New Project Wizard called "Small 17.78 cm x 22.68 cm Crop-Marked Template"	**C1H_PRSMAL_A4.DOT**:This is the target template used to format the standard small printed manual (A4 size paper).	

Please Note: Templates are stored in Word 2007 at C:\Users\ (user name)\AppData\Roaming\Microsoft\Templates; in Word 2003 at C:\Documents and Settings\(user name)\Application Data\Microsoft\Templates.

Templates (.dot files) are edited in Microsoft Word. See Editing a Template (on page 11) for more information.

Editing a Template

When editing a Microsoft Word template (.dot) file, keep in mind that changes to the Source template affect only the look of the Source documents. Editing the Target template (or templates) changes the look of your final target. See Word File Templates (on page 10) for the list of available templates.

It is good practice to backup your original template(s) so that you can restore them if needed.

You can open your templates directly from Doc-To-Help.

To open a Source or Target template

1. Open the **Home** tab in Doc-To-Help.
2. To edit **Target** templates:
   - From the **Targets** ribbon group, click the **Target Template** drop-down arrow.
   - Choose **Edit Template**. The selected template will open in Microsoft Word.

3. To edit **Source** styles:
   - From the **Source** ribbon group, click the **Source Template** drop-down arrow.
   - Choose **Edit Template**. The selected template will open in Microsoft Word.

To Edit a Template

In Word 2007:
Click the **Home ribbon > Styles ribbon group** dialog box launcher. The **Styles** window will open.

In Word 2003 and earlier:

1. From the Format menu, choose Styles and Formatting. The Styles and Formatting window opens.
2. Click the style you would like to edit from the list and choose the drop-down next to it. Choose **Modify**. The **Modify Style** dialog box will open.
3. Make the changes desired by selecting the **Format** drop-down. When you are done, choose **New Documents Based on this Document** radio button (Word 2007) or **Add to Template** check box (Word 2003) in the **Modify Style** dialog box and click **OK**.

Save the template (.dot) file.

This will only affect the look of a style. If you wish to change its behavior in the final Target (for example, its level or whether the style is automatically added to the TOC or index), see Defining Character/Paragraph Styles and Topic Types (on page 123).

Please Note: Templates are stored in Word 2007 at C:\Users\ (user name)\AppData\Roaming\Microsoft\Templates; in Word 2003 at C:\Documents and Settings\(user name)\Application Data\Microsoft\Templates.

The Application Data or App Data folder is a hidden folder. To show hidden folders, open the **Folder Options** dialog box in your operating system (**Control Panel > Folder Options**). Click the **View** tab, under **Advanced Settings > Files and folders > Hidden files and folders**, select the **Show hidden files and folders** radio button. Click **OK**.

HTML File Style Sheets

When working with HTML Source Files

If you want to …

- Change the look of your **Source HTML files** — Edit the **Source Style Sheet** (Column 1)
- Change the look of your **Printed Manual Target** — Edit the **Printed Manual Target Style Sheet** (Column 2)
- Change the look of your **NetHelp/HTML Help Target** — Edit the **Online Help Target Style Sheet** (Column 3 — C1H_HTML_full or short.css)
- Change the look of your **WinHelp Target** — Edit the **Online Help Target Style Sheet** (Column 3 — C1H_HELP_full or short.css)

Predefined Source Style Sheets	Predefined Target Style Sheets	
Pick One	**Printed Manuals** **Pick One**	**Online Help** **Pick One for HTML/One for WinHelp**
C1H_Source_full.css: Source style sheet with the full set of styles. In the New Project Wizard called "Full Set of Styles"	**C1H_Print_full.css**: Target style sheet for Manual target with the full set of styles.	**C1H_HTML_full.css**: Target style sheet for all HTML-based targets with the full set of styles.
C1H_Source_short.css: Source style sheet with the minimum set of styles. In the New Project Wizard called "Minimum Set of Styles"	**C1H_Print_short.css**: Target style sheet for Manual target with the minimum set of styles.	**C1H_HTML_short.css**: Target style sheet for all HTML-based targets with the minimum set of styles.
	C1H_Print_nomargin.css: Target style sheet for Manual with the full set of styles, without the wide two inch left margin.	**C1H_Help_full.css**: Target style sheet for WinHelp target with the full set of styles.
		C1H_Help_short.css: Target style sheet for WinHelp target with the minimum set of styles.

You may edit CSS files using your own editor, or you may use Doc-To-Help's editor. See Editing a CSS (on page 130).

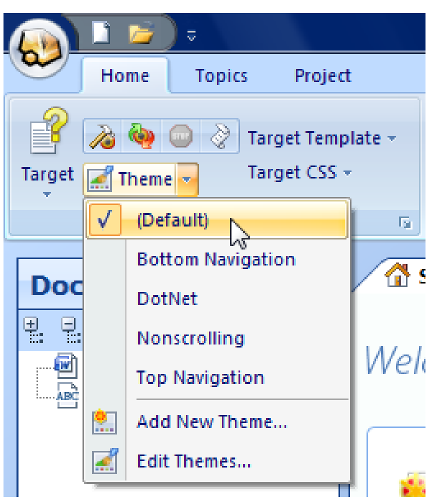
Please Note: Style Sheets are stored in C:\Program Files\ComponentOne\DocToHelp\DefaultCSSFiles.

Customizing with the Theme Designer

The **Theme Designer** is used to modify the "skin" that surrounds your online Help content. The skin includes the items in the Help window that surround the content — breadcrumbs, tabs, buttons, etc. Window options that are not specified with the **Theme Designer** are controlled by the Help window settings (see page 118).

To select a theme for a Help Target

- Click the **Theme** drop-down list on the **Home** tab. Choose one from the list. The Themes available will vary depending on the Target chosen (to change the Target, click the Target drop-down list to the left).



To add or modify a theme

Please note that you cannot edit or delete Doc-To-Help's default themes. However, you can base a new theme on any of the built-in themes.

1. On the **Home** tab, Targets ribbon group (see page 84), click the **Targets** dialog box launcher. The **Help Targets** dialog box will open.
2. Choose the **Target** from the box on the left.
3. In the **Basic** group, click on the **Theme** drop-down.
4. Choose **Preview and Edit Themes**. The **Theme Preview** dialog box will open. An example of the current theme is displayed, complete with navigation buttons and other elements.

   From this dialog box, you can add a new theme, view the properties of the current theme, or delete a theme (you can only delete custom, not built-in themes).
5. To add a theme, click the **Add New Theme** button. The **Add New Theme** dialog box will open.
6. Name the new theme, and choose the source theme (see Available Themes (on page 14) for a description of each built-in theme). Click **OK**. The **Theme Properties** dialog box will open.
7. Modify the theme properties as desired. Please note that the properties available will vary by Target.

   To modify a theme you previously created, click the **Edit Current Theme** button.

Note: Themes are stored in \\Program Files\ComponentOne\DocToHelp\Themes in the CHM, NetHelp, or Java folders. It is good practice to back up your custom themes as well as your projects.

Available Themes

Doc-To-Help has default themes for each Help Target — HTML Help, NetHelp, Help 2.0, and JavaHelp. Several targets have a few other pre-defined themes to choose from:

Target	Themes Available	Description
HTML Help or Help 2.0	**Default**	• Tripane window with Contents, Index, Search tabs at left • Breadcrumbs above Help content
	DotNet	• Tripane window with Contents, Index, Search tabs at left • Previous/next arrows and breadcrumbs above Help content. • Topic heading, arrows, and breadcrumbs displayed in a colored non-scrolling area similar to the MSDN Library in Microsoft Visual Studio.NET.
	Top Navigation	• Tripane window with Contents, Index, Search tabs at left • Previous/next icons and breadcrumbs above Help content.
	Bottom Navigation	• Tripane window with Contents, Index, Search tabs at left • Previous/next icons below Help content • Breadcrumbs above Help content
	Nonscrolling	• Tripane window with Contents, Index, Search tabs at left • Breadcrumbs above Help Topic title • "Previous" and "Next" hyperlinks below Help Topic title • Breadcrumbs, Help Topic title, and navigational hyperlinks are displayed in a colored non-scrolling area

Target	Themes Available	Description
NetHelp	**Default**	• Contents at left; Help content at right • Contents/ Index/Search/Previous/Next icons, "Print" and "Email" hyperlinks, and breadcrumbs above Help content. • Topic heading, icons, hyperlinks, and breadcrumbs displayed in a colored non-scrolling area similar to the MSDN Library in Microsoft Visual Studio.NET.
	DotNet	• Contents at left; Help content at right • Contents/ Index/Search/Previous/Next icons, "Print" and "Email" hyperlinks, and breadcrumbs above Help content. • Topic heading, icons, hyperlinks, and breadcrumbs displayed in a colored non-scrolling area to the MSDN Library in Microsoft Visual Studio.NET.
	TripaneXP	• Contents at left; Navigation pane at top • Help content at right • Contents and Navigation pane have Windows XP look and feel. • Navigation pane includes Contents/Index/Search buttons; Previous and Next icons. • Breadcrumbs, "Print" and "Email" hyperlinks above Topic heading in Help content area.
	Tripane Classic	• Contents at left; Navigation pane at top • Help content at right • Navigation pane features Contents/Index/Search/Previous/Next buttons on a dark blue background. • Breadcrumbs, "Print" and "Email" hyperlinks above Topic heading in Help content area.
	Nonscrolling	• Contents at left; Help content at right • Breadcrumbs above Help Topic title • "Contents", " Index", "Search", "Previous", "Next", "Print" and "Email" hyperlinks below Help Topic title • Breadcrumbs, Help Topic title, and navigational hyperlinks are displayed in a colored non-scrolling area.
	DocToHelp 2005	• Contents at left; Navigation pane at top • Help content at right • Navigation pane features Contents/Index/Search/buttons on a light blue background. • Previous/Next buttons in Contents pane, also on a light blue background. • Breadcrumbs, "Print" and "Email" hyperlinks above Topic heading in Help content area.
	TextOnly	• Contents at left; Help content at right • "Contents", " Index", "Search", "Previous", "Next", "Print", "Email" hyperlinks and breadcrumbs above Help Topic title.
JavaHelp	**Default**	• "Previous" and "Next" hyperlinks appear at the top of the window.

Editing Theme Properties

Theme Properties are edited in the **Theme Properties** dialog box. The properties available will depend upon the Target chosen in the **Home tab > Targets ribbon group > Target drop-down** list. You can use/create a different theme for each Target in your project. See Available Themes (on page 14) for the list of themes included with Doc-To-Help.

Note: Themes are stored in \\Program Files\ComponentOne\DocToHelp\Themes in the CHM, NetHelp, or Java folders. It is good practice to back up your custom themes as well as your projects.

Navigation Bar Properties (HTML, Help 2.0, JavaHelp only)

The **Navigation Bar** folder includes sections that allow you to define the background, layout, and next and previous commands.

Please note: The Navigation bar folder is not available for NetHelp themes.

Background Fields

Same as Topic Text — Sets the theme properties so they are inherited from the project settings.

Background color — Defines the color in the navigation bar area. Click the button to the right to access color pallettes.

Selected button color — Defines the color of a button once it has been clicked.

Background picture — Defines the background image in the navigation bar area. Click the browse button to access the image directory. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

Layout Fields

Position — Defines the location of the navigation area.

Include topic title — Determines if the topic title is included in the navigation area.

Alignment — Defines the position of the navigation elements.

Size — Defines the height and width of the navigation area. Note: The size attributes are only available in NetHelp targets.

Hover color — Defines the hover color for the navigation links. Click the button to the right to access color palettes.

Nonscrolling — Determines if the navigational area is nonscrolling.

Customize Fields

See Including Customized HTML Content in Themes (on page 28).

Commands Fields

The **Previous** and **Next** controls are available for HTML Help, JavaHelp and Help 2.0 targets. The **Previous** and **Next** controls are also available for the NetHelp target, in addition to a variety of other controls. See Toolbars Properties (NetHelp Only) (on page 17) **Command Fields** for a full description. All of these controls have the following properties:

Style — Defines the **Previous** navigation as text, image or text and image.

Text — Defines text for the **Previous** link.

Inherit from project — Determines if the **Previous** link text is inherited from the project.

Default style — Determines if the **Previous** link style is inherited from the project.

Enabled style — Defines the enabled text style for the link.

Disabled style — Defines the disabled text style for the link.

Hover style — Defines the hover text style for the link.

Enabled picture — Defines the enabled image for the button. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Buttons and Icons

Disabled picture — Defines the disabled image for the button. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Buttons and Icons

General Properties (NetHelp Only)

The **General** folder includes sections that allow you to define the background of the NetHelp window.

Body background color — Defines the color of the <BODY> tag. The specified color appears in places not covered by the NetHelp panes, which include toolbars and the navigation and topic panes, such as margins. Click the button to the right to access color pallets.

Border margin — If non-zero, specifies the margins, or borders, of every pane, including toolbars and the navigation and topic panes, that can be colored by the Body background color.

Topic margin — If non-zero, specifies an additional margin added to the topic pane, colored with Body background color. The margin of the topic pane is the sum of the Border margin and the Topic margin.

Toolbars Properties (NetHelp Only)

The **Toolbars** folder includes sections that allow you to configure and customize the toolbars, define button groups in them, assign buttons to toolbars and button groups, add new custom commands, and set button group properties.

Configuration Options

Add Group — Click this button to add a button group, or a list of buttons that will appear together, under the selected toolbar. There may be multiple buttons or only one button in a button group. A group can also be empty, but this would be done on rare occasions to define a separator preceding the first group in the toolbar. If there are no groups and you want to add a button, create a group by clicking this button and then you can add a button.

Remove Group — Click this button to remove the selected button group.

Up/Down — Click these buttons to move a button group up or down in the list of button groups under the toolbar, or use these buttons to move a button up or down in the list of buttons under the group. Note that you can also use the drag-and-drop method to move button groups within or between toolbars or to move buttons within or between button groups.

Add Custom Button — Click this button to add a new button to the button list.

Remove Custom Button — Click this button to remove a button from the button list.

Use the < and > buttons to move a button to the selected group or remove a button from the selected group and place it back in the button list. Note that you can also use the drag-and-drop method to move a button to and from the button list.

Alignment — Aligns the button group to the **Left**, **Right**, or **Center** of the toolbar where it is located.

Separator — Separates button groups on the selected toolbar. In most cases, use non-breaking spaces; for example,   shows a three-space separator. However, you can use any other string as a separator. The string will be shown on the toolbar between button groups. If the group alignment is set to **Left** or **Center**, the separator will appear to the right of the group. If group alignment is set to **Right**, the separator will appear to the left of the group.

Border — Indicates if the buttons in the group have a border.

Main Toolbar, Left Toolbar, and Topic Toolbar Options

The **Main Toolbar**, **Left Toolbar**, and **Topic Toolbar** folders allow you to modify the layout and background of each toolbar in your NetHelp target. The controls and their properties for these three folders are identical.

Layout Fields

Position — Places the toolbar either at the top or bottom of the pane where it is located. The **Main** toolbar is at the top or bottom of the page. The **Left** toolbar is on top or at the bottom of the navigation pane. The **Topic** toolbar is at the top or bottom of the topic area.

Appearance — There are two appearance options: *Modern* and *Classic*. The Modern toolbar has rounded edges and semi-transparent buttons for button groups that have a border. The Classic has sharp edges and the standard toolbar look.

Border — Determines whether the toolbar has a border.

Three-dimensional buttons — This option is for the *Classic* Appearance only. The buttons will show a 3D effect when the mouse is hovered over them and when a toggle button is selected.

Toolbar height — Specifies the height of the toolbar.

Button width — If the **Fixed button width** checkbox is cleared, the width of a button is determined by its picture or text; otherwise, the width is fixed and can be specified using the arrows.

Button height — Specifies the height of a button inside the toolbar. The difference between the toolbar height and the button height determines the vertical distance from toolbar border to button border.

Hover color — Defines the hover color for the buttons. Click the button to the right to access color palettes.

Background Fields

Same as Topic Text — Sets the toolbar's properties so they are inherited from the project settings.

Background color — Defines the color in the toolbar area. Click the button to the right to access color pallettes.

Selected button color — Defines the color of a button once it has been clicked.

Background picture — Defines the background image in the toolbar area. Click the browse button to access the image directory. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds.

Repeat — Defines where the image will appear in the background. This option is only available if the **Gradient** checkbox is cleared.

Gradient — When selected, the background picture for the gradient can be specified, and it must be one pixel wide. To specify a picture for the gradient, click the browse button and choose an image file. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds.

Commands Fields

The **Commands** folder allows you to modify the formatting of the controls, or buttons and links, in the toolbars of the NetHelp target.

The following controls are available for NetHelp targets. Note that toolbar buttons can be added/removed and the toolbar location of each command can be changed using the **Configuration Options** of this folder.

Previous — The **Previous** navigation button that appears in the Main toolbar, by default, and jumps to the previous topic, when clicked.

Next — The **Next** navigation button that appears in the Main toolbar, by default, and jumps to the next topic, when clicked.

Contents — The **Contents** button that appears in the Main toolbar, by default, and jumps to the table of contents, when clicked.

Index — The **Index** button that appears in the Main toolbar, by default, and jumps to the table of contents, when clicked.

Search — The **Search** button that appears in the Main toolbar, by default, and jumps to the search box, when clicked.

Hide Navigation Pane — The **Close Window** (**X**) button that appears in the Left toolbar, by default, and hides the navigation pane when clicked. The navigation pane can be reopened by clicking one of the navigational panel toggle buttons: **Contents**, **Index**, **Search** or **Favorites**.

Synchronize TOC — The default Sync TOC button that appears when the **Synchronize TOC** button is added under the **Configuration Options** of this folder; when this button is added, automatic TOC synchronization is disabled.

Favorites — The **Favorites** pane appears if the **Show Favorites tab** check box is selected in the Windows dialog box (see Setting the Help Window Display on page 118) and the Favorites button or link is clicked in the NetHelp target.

Add to Favorites — The **Add to Favorites** button or link that appears when the **Add to Favorites** button is added using the **Configuration Options** of this folder. When this button or link is clicked in the NetHelp target, the current topic is added to the list of Favorites.

Email — The **Email** button that appears in the Main toolbar, by default. When clicked, the button opens your default email program, creates an email with a link to the current topic, and allows you to finalize the text and send the email. The initial email subject line and address are customizable. See Messages Properties (NetHelp Only) (on page 25) for more information.

Print — The **Print** button that appears in the Main toolbar, by default, and prints the topic when clicked.

Logo — The **Logo** text and/or picture that appears in the Main toolbar, by default. The **Action** property described below it determines what happens when the **Logo** is clicked.

Caption — The **Caption** text and/or picture that appears in the navigation pane. The **Action** property shows the name of the navigation tab currently selected by the user.

Breadcrumbs — The **Breadcrumbs** text and/or picture that appears in the Topic toolbar, by default.

Topic Text Properties

The **Topic Text** folder allows you to modify the formatting of the topic pane of your Help target.

Layout Fields

Add margins to the HTML source — Adds a small padding, or margins, to the theme by default. If you have defined margins in your HTML source document and do not want Doc-To-Help to change them, clear this box. This check box applies to HTML source documents only.

Combine topic title with toolbar (for NetHelp only) — Determines if the topic title is included in the navigation area.

Topic title position (for NetHelp only) — If **Combine topic title with toolbar** is selected, this property specifies the relative positions of the toolbar and topic, whether the topic title is above or below the toolbar.

Toolbar in Nonscrolling area (for NetHelp only) — Determines if the navigational area is nonscrolling.

Background Fields

Inherit from project — Sets the theme properties so they are inherited from the project settings.

Background color — Defines the color in the contents area. Click the button to the right to access color palettes.

Background picture — Defines the background image in the contents area. Click the browse button to access the image directory. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

Customize Fields

See Including Customized HTML Content in Themes (on page 28).

Breadcrumbs Controls

Breadcrumbs are added by default to HTML Help, NetHelp, Help 2.0, and JavaHelp, but can be disabled in this dialog box.

They will appear above the topic title in HTML Help, Help 2.0, and JavaHelp targets.

In NetHelp, they can be on the topic toolbar, above the topic title, or both. To include breadcrumbs in the Topic toolbar, you must create a custom button with a Breadcrumbs variable in its text. See Toolbars Properties (NetHelp Only) (on page 17) **Configuration Options** for more information about creating a custom button.

Show Breadcrumbs (In NetHelp **Show Breadcrumbs even if not included in Topic toolbar**) — If checked, breadcrumbs will be displayed above the topic title. If your NetHelp Target displays breadcrumbs in the Topic toolbar, you may want to clear this checkbox because the breadcrumbs will appear in two places.

Show separator line under breadcrumbs — If checked, a line will appear under the breadcrumbs.displayed above the topic title. (Does not apply for NetHelp breadcrumbs in the topic toolbar.)

Include current topic in breadcrumbs — If checked, the topic displayed will appear as the last topic in the breadcrumbs. Otherwise, the breadcrumb path will stop at the topic's parent. Please note that top-level topics will not have breadcrumbs.

Label — Text entered here will be displayed before the breadcrumb links (for example, "You are here:"). If the **Inherit from Project** check box is selected, the text specified in the Help Targets dialog box (see page 118) (**Breadcrumbs Label** field) will be used.

Link Separator — Determines the text that will separate breadcrumbs links. Most commonly used separators are: ">", "::", or "|".

Text — Six style controls are available to specify the font and color used for breadcrumbs links. Select the **Use default styles** check box to choose the defaults for all.

ContentsOnly Style — Controls font/color of TOC items with no topic(s) (for example, a top-level heading). These items do not have links.

Selected Style — Enabled if **Include current topic in breadcrumbs** is selected. Controls font/color of last topic displayed in breadcrumbs path.

Normal Style — Controls font/color of breadcrumb links.

Hover Style — Controls font/color of the breadcrumb link when mouse hovers over it.

Label Style — Controls font/color of breadcrumbs label.

Link separator style — Controls font/color of link separator text.

Popup Window Properties

The **Popup Window** folder allows you to modify the formatting of the pop-up windows of your Help target.

Background Fields

Background color — Defines the color in the pop-up. Click the button to the right to access color palettes.

Background picture — Defines the background image in the pop-up. Click the browse button to access the image directory. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

Customize Fields

See Including Customized HTML Content in Themes (on page 28).

Secondary Window Properties

The **Secondary Window** folder allows you to modify the formatting of the secondary windows of your Help target.

Background Fields

Background color — Defines the color in the secondary windows. Click the button to the right to access color palettes.

Background picture — Defines the background image in the secondary windows. Click the browse button to access the image directory. Note: Images should be stored in the following folder:
ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

Customize Fields

See Including Customized HTML Content in Themes (on page 28).

Table of Contents Properties (NetHelp Only)

The **Table of Contents** folder allows you to modify the background and text formatting of the Table of Contents area of your NetHelp target.

Background Controls

Background color — Defines the color in the table of contents area. Click the button to the right to access color palettes.

Background picture — Defines the background image in the table of contents area. Click the browse button to access the image directory. Note: Images should be stored in the following folder:
ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

TOC Item Commands

Default style — Determines if the TOC style is inherited from the project.

ContentsOnly style — Defines the text style for the TOC items defined as Contents Only.

Selected style — Defines the text style for TOC items that have been visited.

Normal style — Defines the text style for the TOC items that have not been visited.

Hover style — Defines the hover text style for the TOC items.

Closed book picture — Defines the closed image for the TOC. Note: Images should be stored in the following folder:
ComponentOne\DocToHelp\Themes\Images\Buttons and Icons

Open book picture — Defines the opened image for the TOC. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Buttons and Icons

Topic picture — Defines the topic image for the TOC. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Buttons and Icons

Index Properties (NetHelp Only)

The **Index** folder allows you to modify the background and text formatting of the Index area of your NetHelp target.

Lookup Pane Fields

Background color — Defines the color in the index area. Click the button to the right to access color palettes.

Background picture — Defines the background image in the index area. Click the browse button to access the image directory. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

Strings Commands

Inherit from project — Sets the theme properties so they are inherited from the project settings.

Look for — Defines the text to be inserted above the search text box.

Item List Pane Commands

Background color — Defines the color in the index area. Click the button to the right to access color palettes.

Background picture — Defines the background image in the index area. Click the browse button to access the image directory. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

Index Item Commands

Default style — Determines if the Index area style is inherited from the project.

Selected style — Defines the text style for Index items that have been visited.

Normal style — Defines the text style for the Index items that have not been visited.

Hover style — Defines the hover text style for the Index items.

Search Properties (NetHelp Only)

The **Search** folder allows you to modify the background and text formatting of the Search area of your NetHelp target.

Search Pane Fields

Background color — Defines the color in the Search area. Click the button to the right to access color palettes.

Background picture — Defines the background image in the Search area. Click the browse button to access the image directory. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

Strings Commands

Inherit from project — Sets the theme properties so they are inherited from the project settings.

Search for — Defines the text to be inserted above the search text box.

Go — Defines the text to be used for the search button.

Highlight — Defines the text to be used for the checkbox controlling highlighting search phrases.

Item List Pane

Background color — Defines the color in the Search area. Click the button to the right to access color palettes.

Background picture — Defines the background image in the Search area. Click the browse button to access the image directory. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

Search Result Item Commands

Default style — Determines if the Search area style is inherited from the project.

Selected style — Defines the text style for Search items that have been selected from the listed.

Normal style — Defines the text style for the Search items that have not been selected.

Hover style — Defines the hover text style for the Search items.

Highlight Commands

Highlight search hits by default — Determines if search phrases are, by default, highlighted in the topic text during a search. If checked, the Highlight search hits checkbox is checked in the NetHelp target's Search tab.

Show check box controlling highlight — Determines if the Highlight search hits checkbox is visible in the NetHelp target's Search tab.

Foreground color — Determines the foreground color of the highlighted phrase.

Background color — Determines the background color of the highlighted phrase.

Favorites Properties (NetHelp Only)

The **Favorites** folder allows you to specify the appearance of the Favorites pane of your NetHelp target. The Favorites pane is enabled in the **Windows** dialog box using the **Show Favorites tab** check box. See Setting the Help Window Display (on page 118).

Favorites Pane Fields

Background color — Defines the color in the Favorites area. Click the button to the right to access color palettes.

Background picture — Defines the background image in the Favorites area. Click the browse button to access the image directory. Note: Images should be stored in the following folder: ComponentOne\DocToHelp\Themes\Images\Backgrounds

Background repeat — Defines where the image will appear in the background.

Strings Commands

Inherit from project — Sets the theme properties so they are inherited from the project settings.

Favorites — Defines the text in the Favorites pane.

Delete — Defines the text for the link used to remove a favorites item in the Favorites pane.

Messages Properties (NetHelp Only)

The **Messages** folder allows you to customize the error messages that appear in the NetHelp target. If an error occurs while using the help file, this message is displayed in an HTML page. You may use the default message files or create your own.

Message Files Commands

Javascript disabled — Displays the msgJsDisabled.htm file (default), stating there is an Error: Javascript is disabled, or you can specify a file to display your own message.

Java disabled or not installed — Displays the msgJavaDisabled.htm file (default), stating there is an Error: Java is disabled or not installed, or you can specify a file to display your own message.

Browser not supported — Displays the msgBrowserUnsupported.htm file (default), stating the Search engine does not support this browser, or you can specify a file to display your own message.

Browser does not support frames — Displays the msgFramesNotSupported.htm file (default), stating Browser does not support frames, or you can specify a file to display your own message.

Path contains non-ASCII characters — Displays the msgNonASCII.htm file (default), stating the Search engine failed to initialize because of illegal characters in the path name, or you can specify a file to display your own message.

Modify — Allows you to add your own message file to the theme. A message can be any HTML that is stored in a file. Create a new HTML file with your message, and click **Modify** to replace the default file with your own file.

Email — Defines the string that appears in the subject line of the email created when a user clicks the Email button. The default string is RE: "%TopicTitle%", where %TopicTitle% is a variable substituted by the topic title when the email is created. Another variable that can be used here is %TopicURL%, which is substituted by the URL of the topic. The email address is set in the **Help Targets** dialog box using the **Email Address** field. See Creating Help Targets (on page 99) for more information.

Menu Properties (NetHelp Only)

The **Menu** folder allows you to customize the menu that is displayed when the user clicks a link that has multiple destinations.

Normal Item Commands

Background Color — Defines the color of the menu. Click the button to the right to access color palettes.

Font — Defines the font for menu items.

Use Border — Determines whether a border appears around the menu.

Border Color — Defines the color of the border. Click the button to the right to access color palettes.

Preview — Shows a preview of how the menu will appear in the help file.

Highlighted Item Commands

Background Color — Defines the color of a highlighted item in the menu. Click the button to the right to access color palettes.

Font — Defines the font used for highlighted menu items.

Use Border — Determines whether a border appears around a highlighted item in the menu.

Border Color — Defines the color of the border. Click the button to the right to access color palettes.

Preview — Shows a preview of how the menu will appear in the help file.

Accessibility Properties (NetHelp Only)

The **Accessibility** folder allows you to specify the strings that are shown as text equivalents for table of contents images and to specify titles for hot spots. This is the text that is read by accessibility devices.

Text Equivalents for Images Commands

Closed book without topic — This text is read by the accessibility device when you mouse over a closed book that has no associated topic and, therefore, does not display a topic when clicked. The default is "Closed book without topic."

Open book without topic — This text is read by the accessibility device when you mouse over an open book that has no associated topic and, therefore, does not display a topic when clicked. The default is "Open book without topic."

Closed book with topic — This text is read by the accessibility device when you mouse over a closed book that has an associated topic, which is displayed when the book is clicked. The default is "Closed book with topic."

Open book with topic — This text is read by the accessibility device when you mouse over an open book that has an associated topic, which is displayed when the book is clicked. The default is "Open book with topic."

Topic — This text is read by the accessibility device when you mouse over a topic. The default is "Topic."

Hot Spot Titles Commands

Jump title — This text is read by the accessibility device when you mouse over a hot spot formatted with the C1H Jump style. The default is “link.”

Popup title — This text is read by the accessibility device when you mouse over a hot spot formatted with the C1H Popup style. The default is “popup.” Note that pop-up links appear as jump links for easier accessibility.

Expanding text title — This text is read by the accessibility device when you mouse over a hot spot formatted with the C1H Inline Expand and C1H Expand Text styles. The default is “expanding text.”

Dropdown text title — This text is read by the accessibility device when you mouse over a hot spot formatted with the C1Hinline Dropdown and C1H Dropdown Text styles. The default is “dropdown text.”

Other Strings Commands

Keyword/group link found multiple topics — The text specified here is read by the accessibility device when the Topics Found HTML page appears. This is the page that appears when a user clicks a group or keyword link or a keyword in the index that has multiple destinations, or target topics. The default text for this command is “%d topics found,” where “%d” is the number of topics found.

Topic navigation — This text is read by the accessibility device for the frame containing the navigation bar. The default is “Topic navigation.”

Top topic navigation — This text is read by the accessibility device for the frame containing the navigation buttons when it appears at the top of a topic. The default is “Top topic navigation.”

Bottom topic navigation — This text is read by the accessibility device for the frame containing the navigation buttons when it appears at the bottom of a topic. The default is “Bottom topic navigation.”

Navigation panes — This text is read by the accessibility device for the frame containing navigation buttons or text. The default is “Navigation panes.”

Topic text — This text is read by the accessibility device for the frame containing topic text. The default is “Topic text.”

Index lookup pane — This text is read by the accessibility device for the frame containing the index search text box. The default is “Index lookup pane.”

Index list — This text is read by the accessibility device for the frame containing the list of indexed topics returned when an index keyword search is performed. The default is “Index list.”

Search lookup pane — This text is read by the accessibility device for the frame containing the search text box. The default is “Search lookup pane.”

Search result list — This text is read by the accessibility device for the frame containing the list of topics returned when a search is performed. The default is “Search result list.”

Including Custom HTML Content in Themes

In Doc-To-Help you can include additional arbitrary HTML content in your themes. For example, to include a company logo or a link in a theme, prepare an HTML file (only the body, without <BODY> tags and anything outside them) and include it in the theme by selecting an appropriate **Customize** fields and **Position** in Theme Designer. Specify the include file there by clicking the **Modify** button.

What is an Include File?

An include file is either an image file or an HTML file. You can have multiple include files in a single theme. The result of the inclusion is the *.theme files that are used to build the help target. For an HTML include file, only its body — the content that is normally placed inside the <BODY> tags, should be present in the file. The <BODY> tags themselves and everything outside (<HTML> tags, <HEAD> tags, etc.) should be removed from the include file. Doc-To-Help does not verify this or change the included content. The entire contents of the file are included.

Restrictions and Guidelines

Include HTML files and ancillary files (images, links) that are referenced in the include files must reside in the Customize sub-directory of the theme. When you include a file, it will be automatically copied to that directory. If you have ancillary files referenced in that file, you must put them in the same directory as the include file. All paths to such ancillary files in HTML must be relative paths to the **Customize** directory, as in the following example of an HTML include file showing a logo image:

```
<img src="Customize/mylogo.gif"/>
```

This and other restrictions on the content of HTML include file are the author's responsibility. Doc-To-Help does not change or verify the include files. Since everything outside <BODY> tags (and the <BODY> tags themselves) must be removed, the author of an include file should put everything that is needed inside the body, including styles and scripts. Only use unique names of styles, scripts, etc. These names must not conflict with the names used by Doc-To-Help for other purposes. As a recommendation, it is better to avoid using names in include files altogether. Use only inline unnamed constructs.

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WARNING: Doc-To-Help must be licensed within 30 days of installation in order to continue using the product.

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ComponentOne offers various support options. For a complete list and a description of each, visit the Doc-To-Help Web site at http://www.doctohelp.com/Support.

Introductory Telephone Support

Standard Introductory support includes thirty (30) days of telephone support for Doc-To-Help customers. This service starts from the date of purchase. The Support phone number is 412-681-4738.

Support Plans

Telephone and online support is included with the Doc-To-Help 2008 Gold and Platinum Support plans.

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System Requirements

Computer/Processor	PC with Intel® Pentium® II 500 MHz or greater processor
Memory	512 MB of RAM Minimum
Hard Disk Space	125 MB of hard disk space for the Doc-To-Help application and related files
	13 MB of hard disk space for MDAC 2.6

Operating System	Microsoft® Windows XP, 2000, NT 4.0 (with Service Pack 3 or later), or Vista
Microsoft Word	Microsoft® Word 2000 (version 9.0) or greater
Microsoft FrontPage	Microsoft® FrontPage® XP, 2003
Adobe Dreamweaver	Adobe® Dreamweaver® MX2004, 8.0, 9.0
.NET Framework	Microsoft® .NET framework version 2.0
Microsoft Data Access Components (MDAC)	MDAC version 2.6 or later

Microsoft® Word, FrontPage®, and Adobe® Dreamweaver® are required only if you plan to use them as editors.

Using Anti-virus Software with Doc-To-Help

Note that some anti-virus software can limit the functionality of a range of software applications, including Doc-To-Help.

For example, anti-virus software may:

- Interfere with the integration between Doc-To-Help and Microsoft® Word.
- Limit or prohibit the use of scripting technology.

If your anti-virus software alerts you with a warning while using Doc-To-Help, it may be necessary to modify the properties of your anti-virus software.

For known issues relating to anti-virus software, contact Technical Support.

Installing Doc-To-Help

Insert the Doc-To-Help 2008 product CD in your CD-ROM drive and follow the installation wizard.

1. Insert the Doc-To-Help CD. If Autorun is setup on your system, skip step 2.
2. Select and run the Setup.exe file from your CD drive.
3. Choose the **Install** option.
4. Follow the wizard to complete the installation.

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Doc-To-Help Guided Tour

Doc-To-Help features an easy-to-use interface that incorporates ribbons, navigation panes, and tabbed windows. See the video at http://helpcentral.componentone.com/videos/D2H2008_Tour/D2H2008_Tour.htm for a tour of Doc-To-Help's interface and features. Also see Navigating Doc-To-Help (on page 81) for details on each feature.

Doc-To-Help Terminology

Following are a list of common terms used within Doc-To-Help that you should be familiar with:

Target — Doc-To-Help has six default Help Targets. They are all specific output types:

- Help 2.0
- HTML Help
- JavaHelp
- Manual
- NetHelp
- WinHelp

See Introduction to Single Sourcing (on page 2) for more information about each output type.

You may create multiple Help Targets of the same type, or rename the default Target names. You can also remove Targets from your project to streamline it. See Creating Help Targets (on page 99) for more information.

See Doc-To-Help Outputs and Deliverables (on page 5) for a complete guide to targets and deliverables.

Building a Target — When you build a Target, you create your output. After you have built a Target, you can view it and deliver it. See Building a Target (on page 171) for complete instructions.

Source documents — In Doc-To-Help, you work (edit, apply styles, create links, etc.) in your source documents, which can be Microsoft® Word or HTML documents. A project can contain a mixture of Word and HTML documents if you wish.

Also see:

- Subtopic Links
- Character Styles
- Paragraph Styles

- Topic Types

Quick Reference Page

Creating and Converting Projects on page 65	Guide to Templates and Styles on page 8
Setting Project Properties on page 132	Introduction to Single Sourcing on page 2
Creating Help Targets on page 99	Working with Source Documents on page 145
Defining Character/Paragraph Styles and Topic Types on page 123	Using D2HML (Doc-To-Help Markup Language) on page 155
Setting the Help Window Display on page 118	Variables Window on page 96
Marking Text as Conditional on page 163	Managing Topics on page 167
Creating an Index or Groups on page 169	Creating a Table of Contents on page 169
Creating a Glossary on page 153	Implementing Context Sensitive Help on page 134
Building a Target on page 171	Doc-To-Help Outputs and Deliverables on page 5
Setting Document Properties on page 151	Customizing with the Theme Designer on page 13
Editing a Template on page 11	Editing a CSS on page 130

Doc-To-Help Workflow

Following is an outline of a standard Doc-To-Help workflow.

Before beginning a project in Doc-To-Help, you may want to take a look at Navigating Doc-To-Help (see page 81) for a quick overview of the interface.

1. Create your project

Either create a new project (**Doc-To-Help button** > **New Project**) or open an existing one. You can also convert legacy projects created with other applications.

When you create a new project using the wizard, the default project settings will be applied, so you can create your project right out of the box – however, changing these settings gives you maximum flexibility to create the output the want, which looks and behaves exactly how you want it to.

- See Creating and Converting Projects (on page 65) for more information.

2. Specify your look and feel

This is where you customize your project.

The templates and style sheets chosen for your project control the look of your final Targets. Templates are used for Word documents and style sheets are used for HTML documents. The templates/style sheets chosen can be changed at any time, and can also be edited to your specifications. They are a starting point that provides plenty of flexibility for your creativity.

Please see Guide to Templates and Styles (on page 8) for more information about applying and editing templates and style sheets.

Four dialog boxes — **Project Settings**, **Help Targets**, **Project Styles**, and **Windows** are also instrumental in setting your project up and specifying the behavior of your final Targets.

- See Setting Project Properties (on page 132) for information on default source folder locations, context ID settings, keeping page breaks in manual targets and more.
- See Creating Help Targets (on page 99) to name and setup each of your targets, as well as delete the ones you don't need.
- See Defining Character/Paragraph Styles and Topic Types (on page 123) for information on setting up styles and topic types. You can set up auto indexing and auto context IDs for topic types, the hierarchy levels for paragraph styles, and the hotspot type for character styles, just to name a few common functions.
- See Setting the Help Window Display (on page 118) for information on setting the size, position, and navigation for your online Help Target windows.

3. Create content and apply styles

As you enter content in your source documents, you will apply styles to it that will determine the final look of your Targets, as well as how Doc-To-Help will process your documents. In addition to the pre-defined styles you can apply from the templates and style sheets (Heading 1, C1H Number, C1H Bullet, Table Heading, Table Text, etc.), D2HML Styles (applied with a click from the **Doc-To-Help** toolbar or ribbon) make it possible to create topic links, expanding/dropdown/popup text, apply conditions and insert variables. D2HML makes it easy to create full-featured Help Targets without ever leaving your favorite editor. It also makes single sourcing simple.

You can also define your own styles if you wish.

For more information, see:

- Introduction to Single Sourcing (on page 2)
- Working with Source Documents (on page 145)
- Using D2HML (Doc-To-Help Markup Language) (on page 155)
- Variables Window (on page 96)
- Marking Text as Conditional (on page 163)

4. Manage Topics

Once you have created content, you can check out the Topics window (on page 95) to work more closely with your topics. This window is key to creating your table of contents, index, and related topics — as well as assigning/editing context IDs for context-sensitive Help if you need them. Simply right-click on any topic in the **Topics window** and choose **Properties** to view its properties.

For more information, see:

- Managing Topics (on page 167)
- Creating an Index or Groups (on page 169)
- Creating a Table of Contents (on page 169)
- Creating a Glossary (on page 153)
- Implementing Context Sensitive Help (on page 134)

5. Build your project

Of course, you can build your project at any time to take a look at, but it is the final step in producing quality output.

See Building a Target (on page 171) for a quick overview of choosing and creating a Target.

See Doc-To-Help Outputs and Deliverables (on page 5) for a matrix that details which files need to be delivered for each Target.

Other features

Doc-To-Help provides many other advanced features, such as Team Authoring (Doc-To-Help Enterprise only), creating Modular Help systems, generating XHTML output, and documenting class libraries with Microsoft® Sandcastle.

For more information, see:

- Working on a Team (on page 175)
- Creating a Modular Help System (on page 189)
- Generating XHTML Output (on page 141)
- Documenting Your Class Library with Microsoft Sandcastle (on page 197)

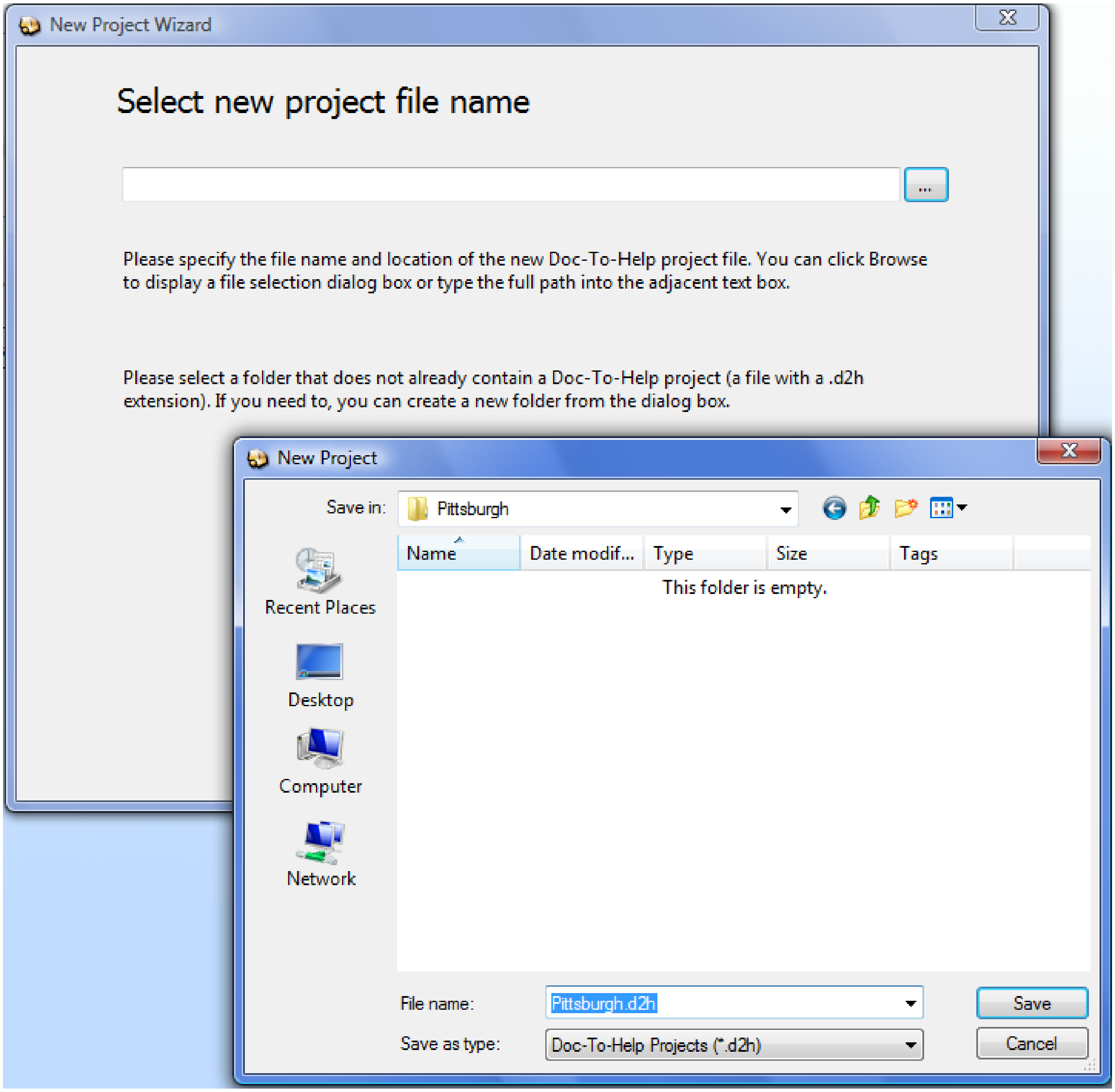
Doc-To-Help Quick Tour

If you haven't used Doc-To-Help before (welcome!), you may want to take a minute and review Doc-To-Help Terminology (on page 35). This Quick Tour uses Microsoft Word as the document editor, but the same principles apply if you are using HTML as your document editor.

Click the **Doc-To-Help button > New Project**. The **New Project Wizard** will open.

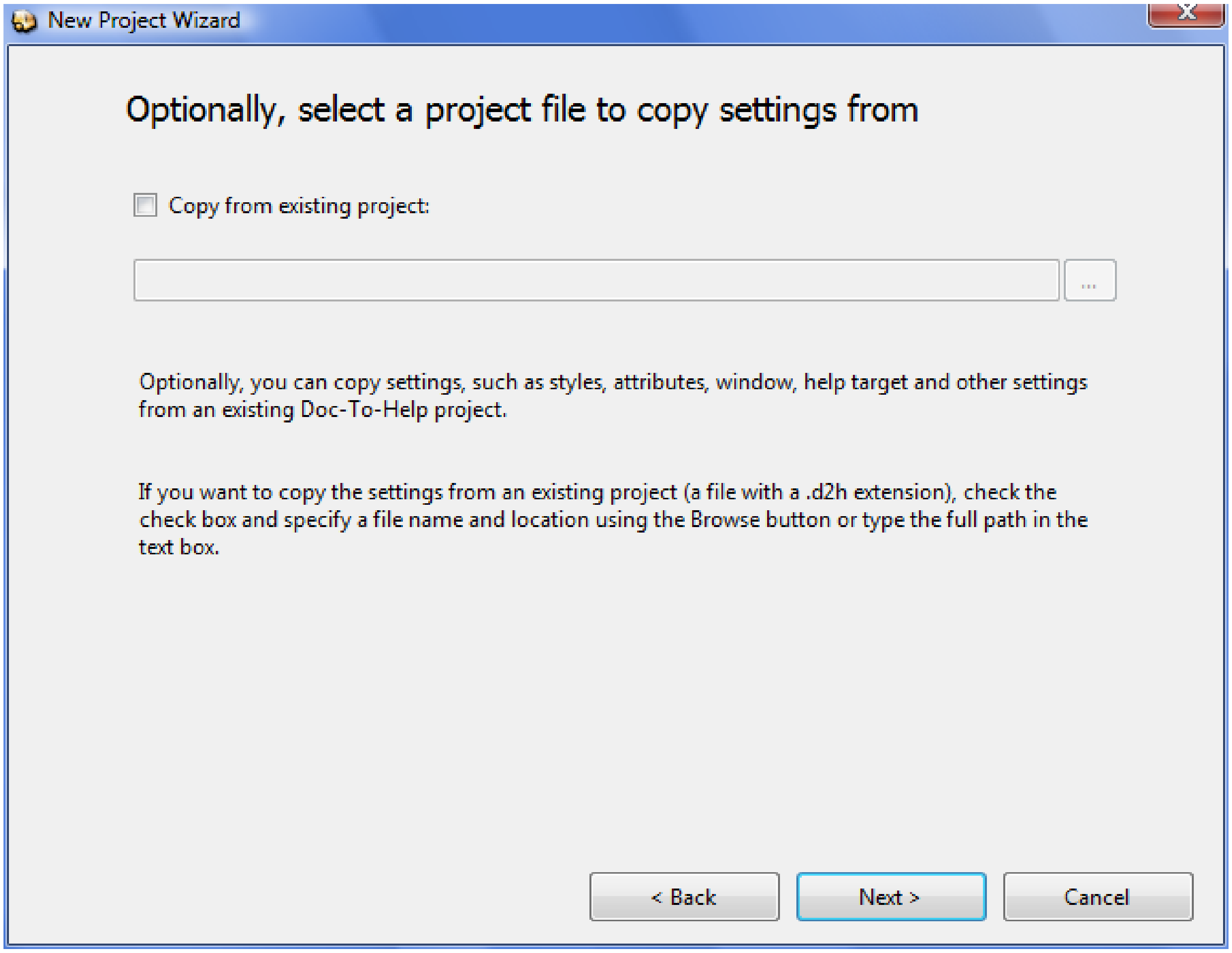
Click the **Browse** button. The **New Project** dialog box will open. Select a folder location for your project and name your Doc-To-Help project (.d2h) in the **File Name** field.

For this example, name the folder "Pittsburgh" and the project "Pittsburgh.d2h." Click **Save**.



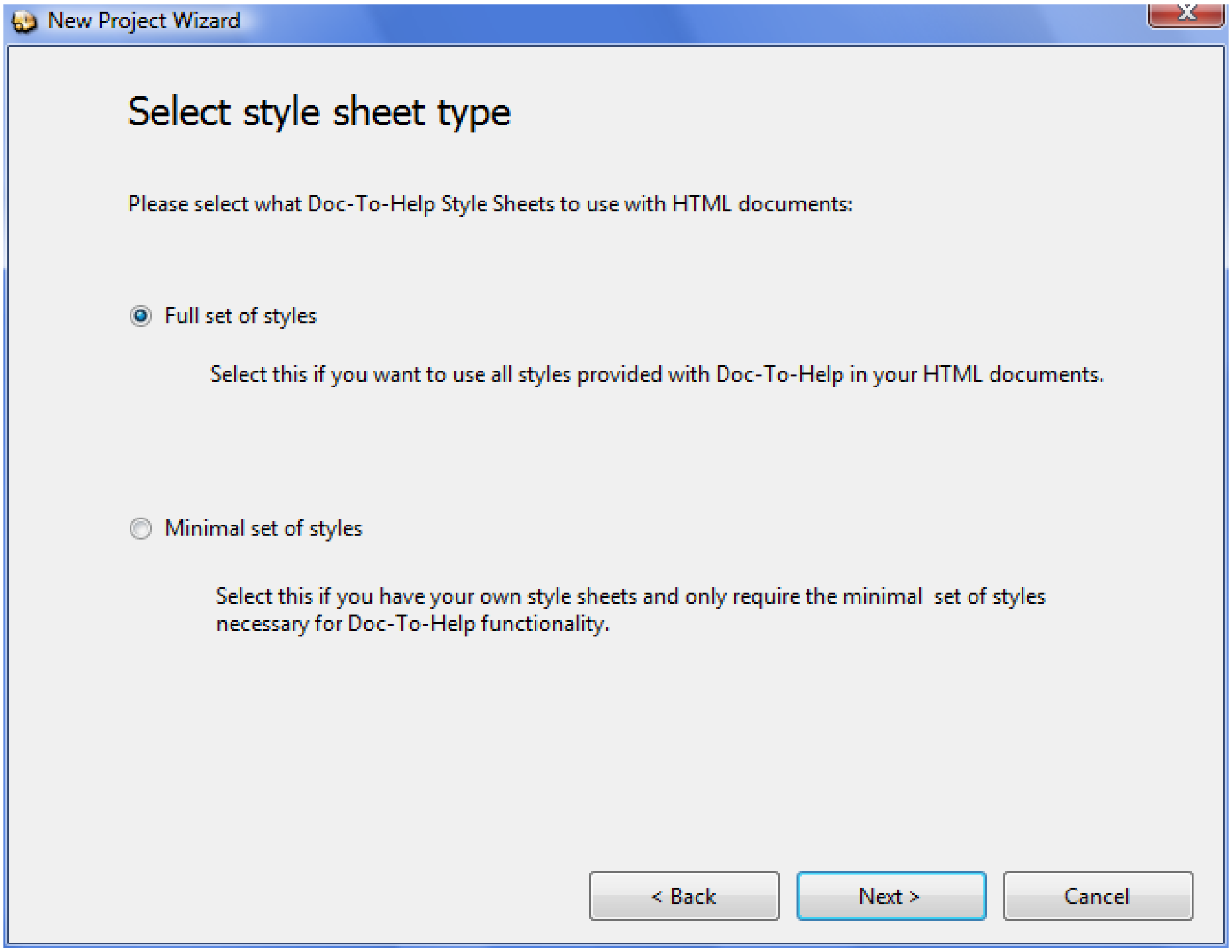
Click the **Next** button in the **New Project Wizard**.

The next screen will give you the opportunity to copy settings from an existing project. Since we are going to work through a few settings later, we will skip this screen and click **Next**.



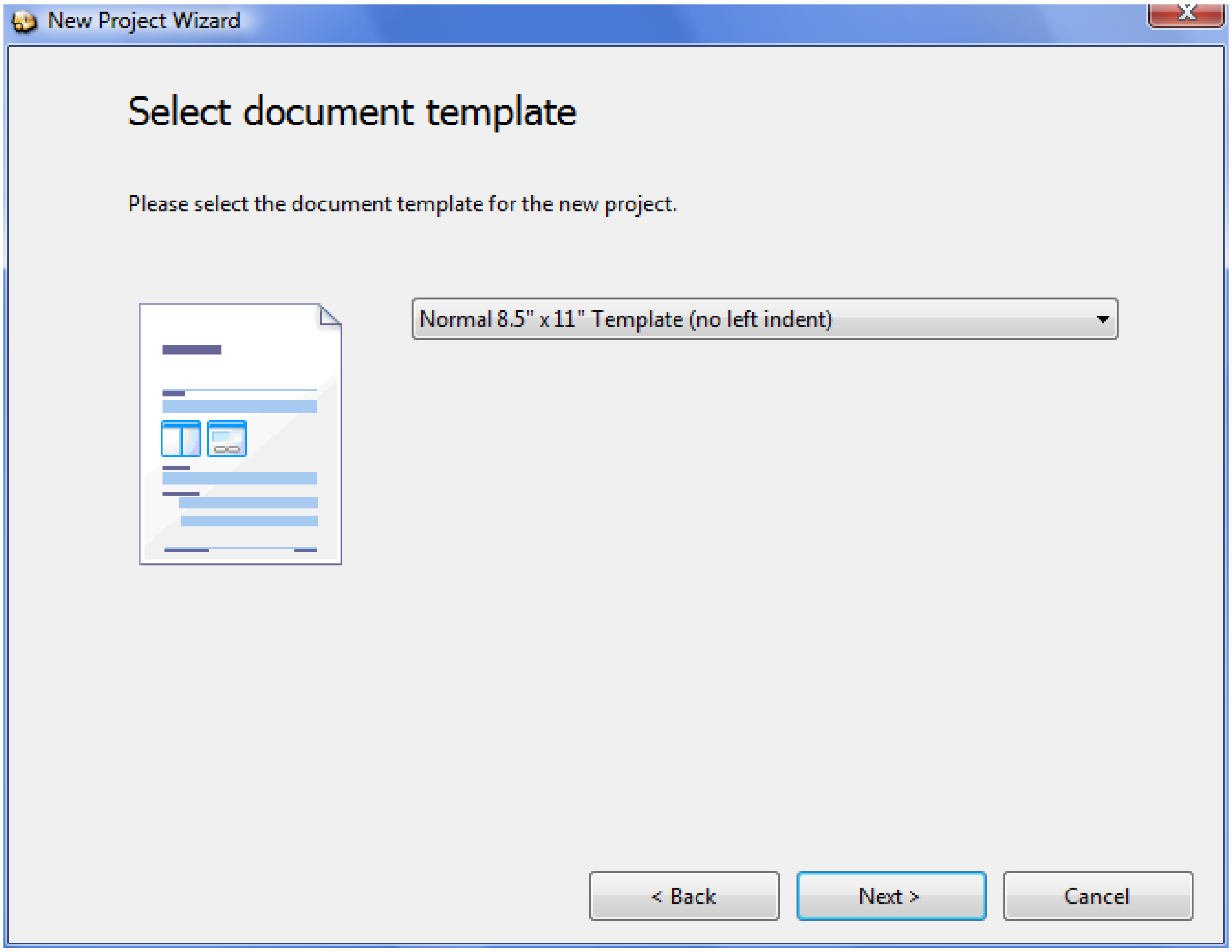
Next, you can select the style sheet (.css) for your HTML documents. Even you plan to author only in Microsoft Word, this option needs to be set (in case you need it later). Leave the default setting of **Full set of styles** and click **Next**. (This source style sheet is named C1H_Source_full.css) You can change this later if you wish.

This style sheet controls the look of your Source HTML files. Doc-To-Help will automatically choose your **Target** style sheet based on this selection. (See HTML File Style Sheets on page 12 for more information.)



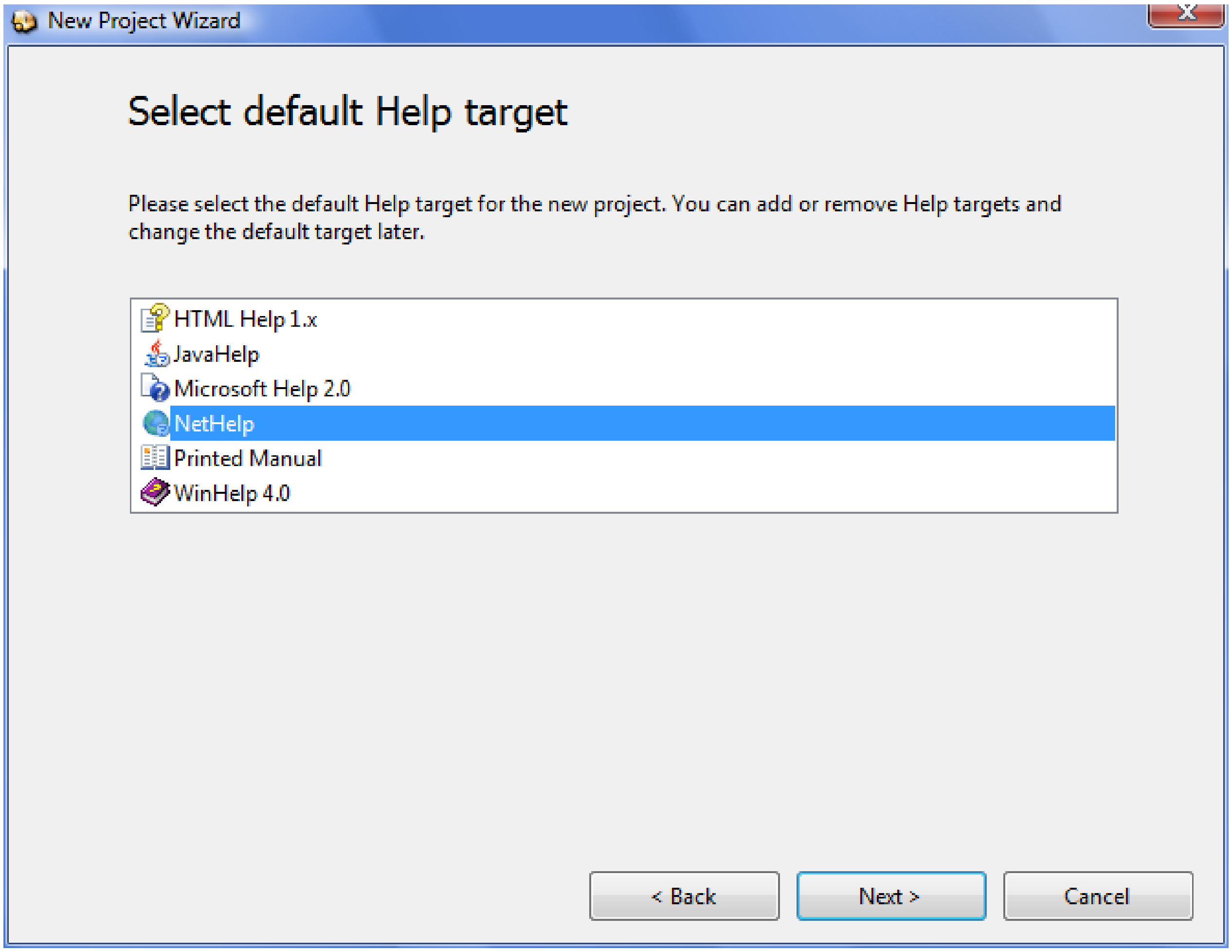
Next, you select the template (.dot) file for your Microsoft Word documents. Leave the default setting of Normal 8-1/2" x 11" Template (no left indent). (This template is named C1H_NOMARGIN_DOT). If you'd like, take a minute to explore the options in the drop-down. You can change your document template later if you wish.

This template controls the look of your Source documents. Doc-To-Help will automatically choose your **Target** template based on this selection. (See Word File Templates on page 10 for more information.)

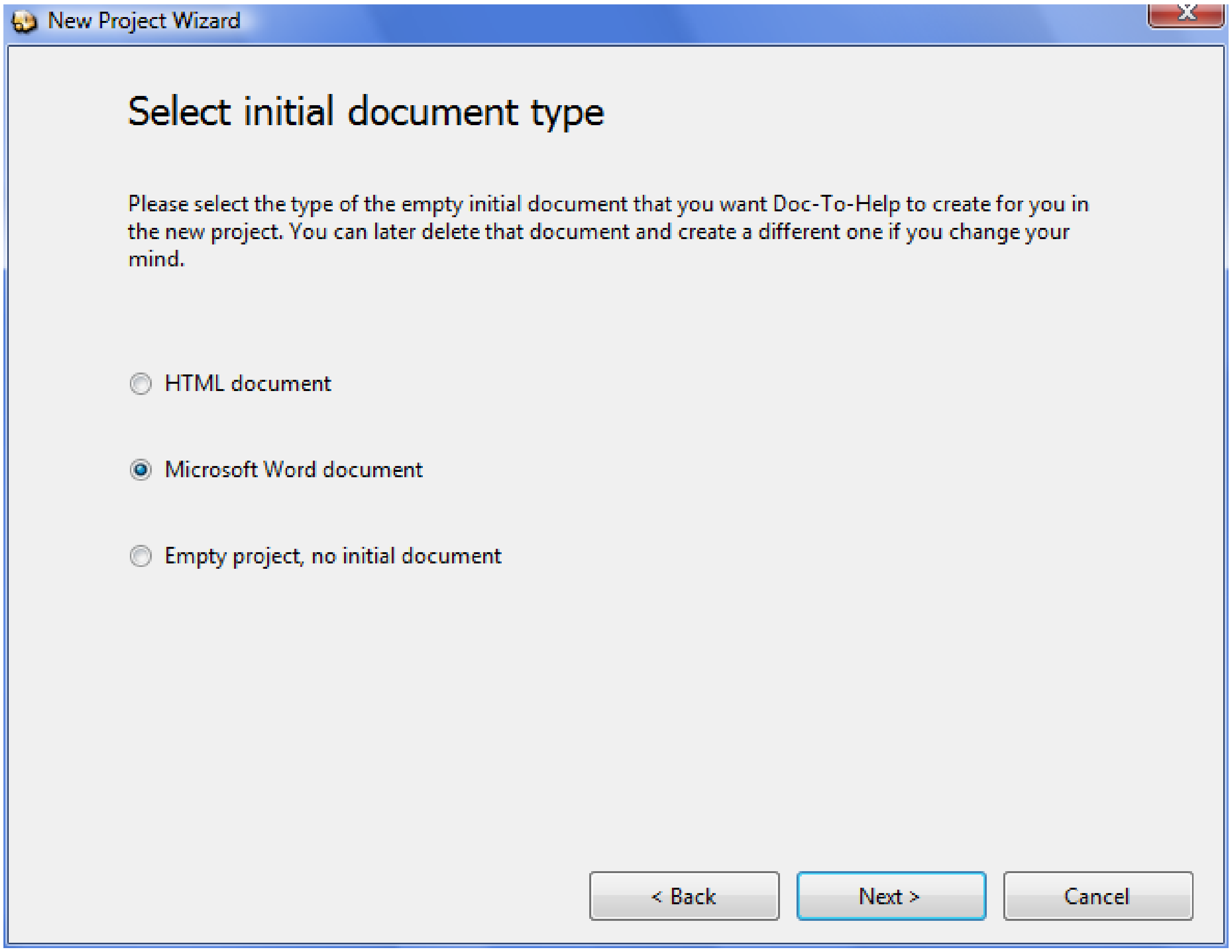


Now, select your default Help target. You can generate any of these targets from your project at any time, but the default chosen here will be the one displayed when you open your project. Choose **NetHelp** (Doc-To-Help's browser-based uncompiled HTML Help format). This output can be used on the web, within a software application, or on a file server.

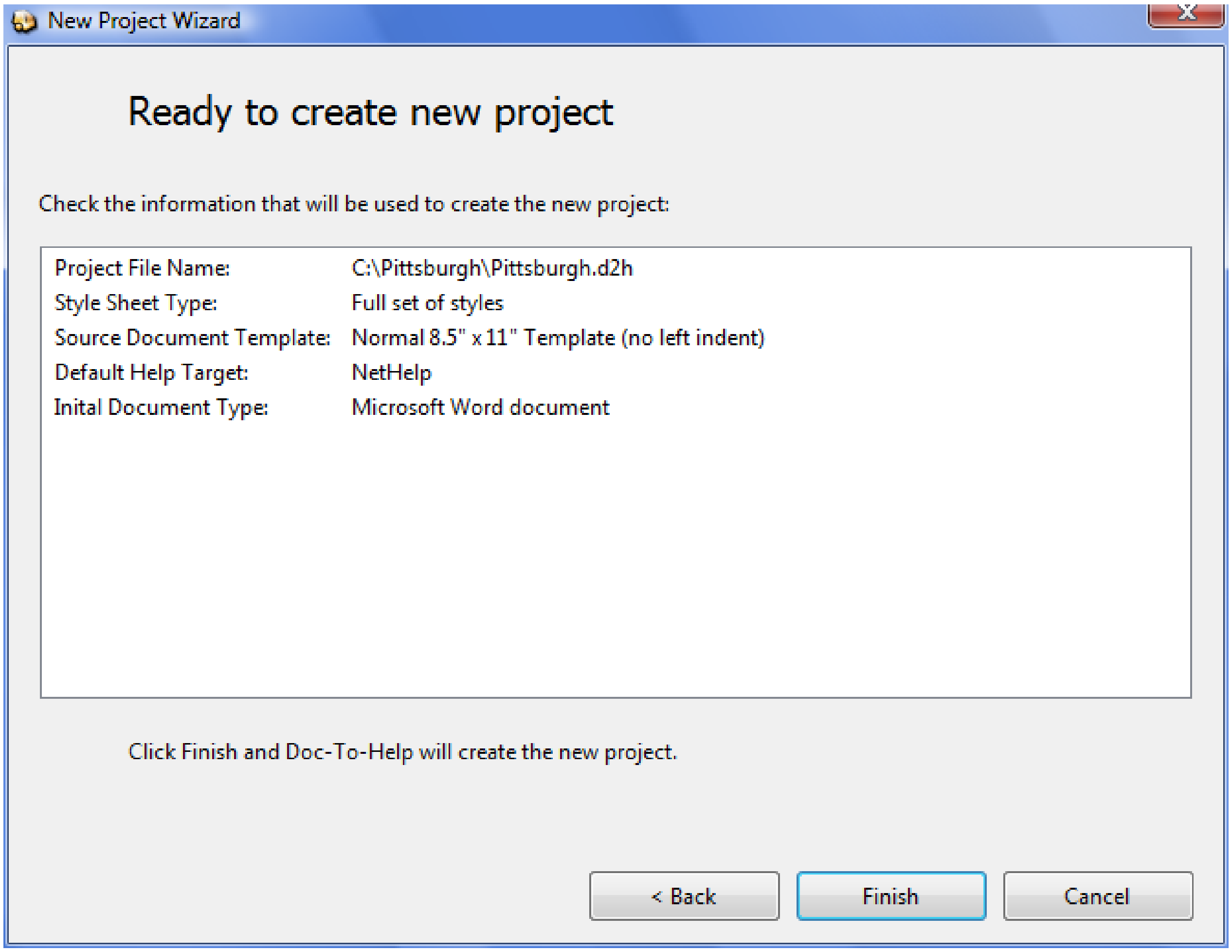
See Doc-To-Help Outputs and Deliverables (on page 5) for an explanation of all of the Targets listed on this screen.



Select the type of document you'd like your first document to be on the next screen. Choose Microsoft Word document and choose **Next**. Doc-To-Help will automatically create this document for you. You can delete it later if you wish. You can also add HTML documents to your project later.

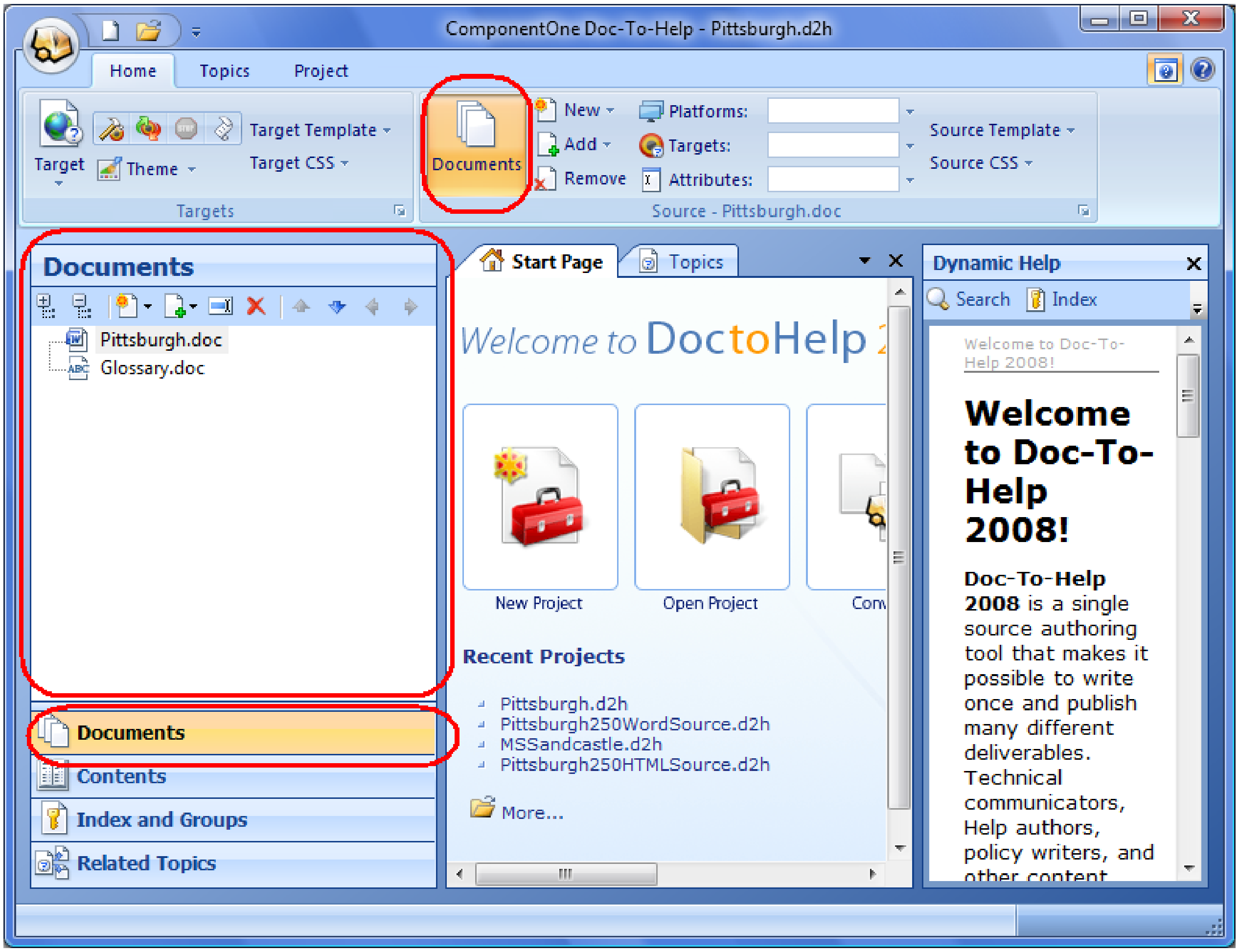


That's it! Review the new project information and click **Finish**.



Now that we've created the project, we can start working. Doc-To-Help will automatically display the new source document in Microsoft Word; close or minimize that window for now so we can work in the Doc-To-Help interface.

The new default documents are displayed in the Documents pane. The Documents pane is "Home base" and can be opened at any time using the **Documents** button in the **Home** tab, or the **Documents pane** button.

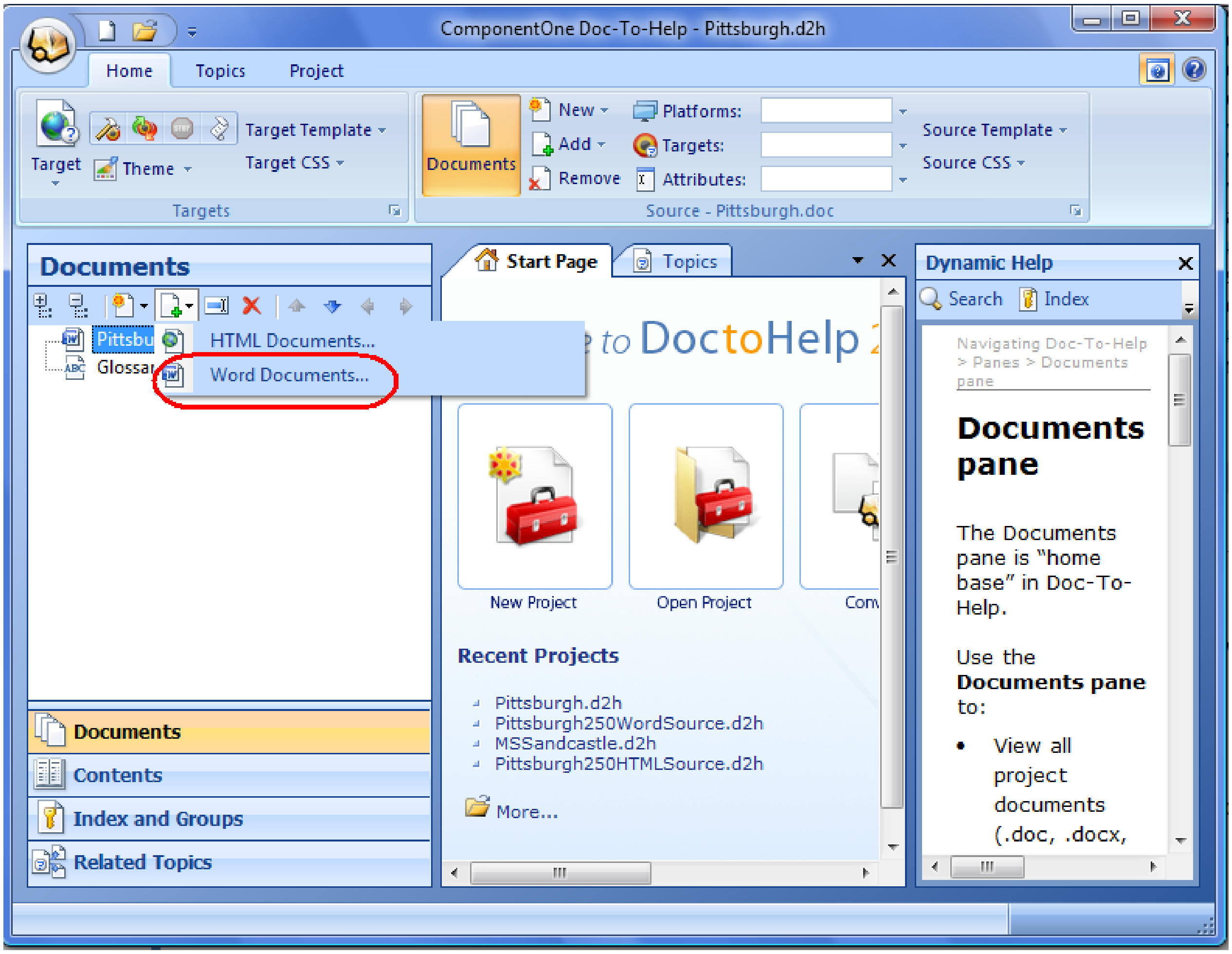


Adding a Document

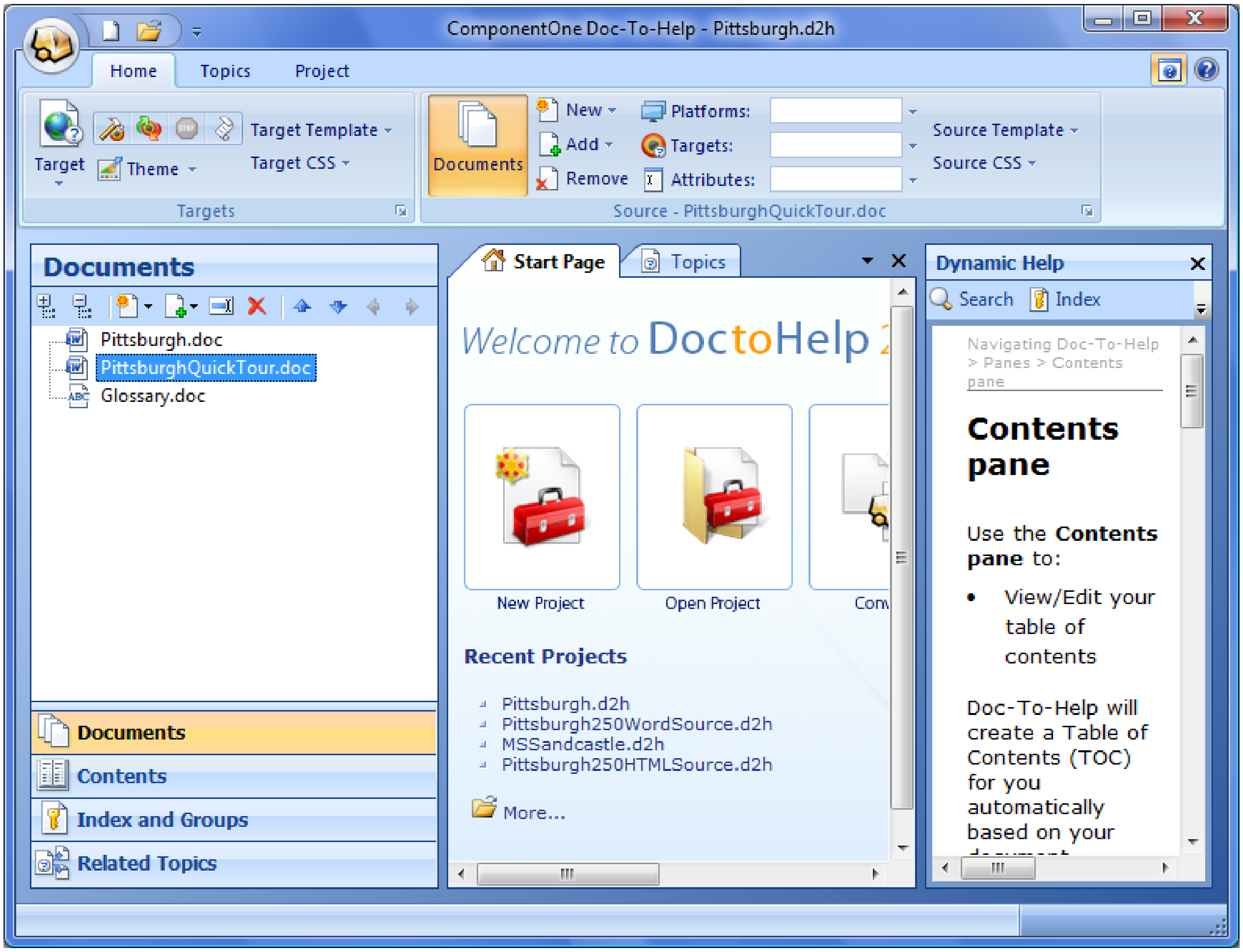
Often, you will need to add existing documents to your projects, so let’s do that now.

1. First, the document we need must be moved into our project. Using Windows Explorer, navigate to C:\\Program Files\ComponentOne\DocToHelp\Samples\Pittsburgh250WordSource\WordDocuments.
2. Copy **PittsburghQuickTour.doc**. Paste it in to the **C:\\Pittsburgh\WordDocuments** folder we created using the **New Project Wizard**. All source documents should be in this folder. (C:\\ is the default installation folder; if you have installed Doc-To-Help on another drive, please adjust accordingly.)

   There are a number of other example projects in the Samples folder; take a look at them later to learn more about Doc-To-Help.
3. Click the **Add** button in the **Documents pane**.

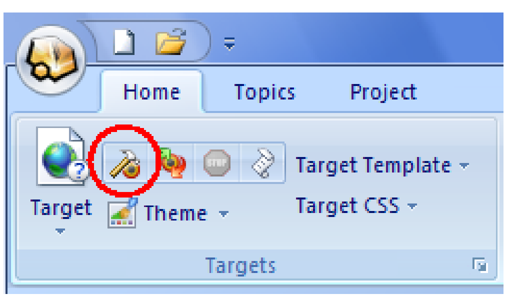


Choose **PittsburghQuickTour.doc** from the **C:\\Pittsburgh\WordDocuments** folder. The new document will appear in the **Documents pane**.



Let's take a second to do a quick build. This will assemble all of the existing topics into the **Topics window** for us.

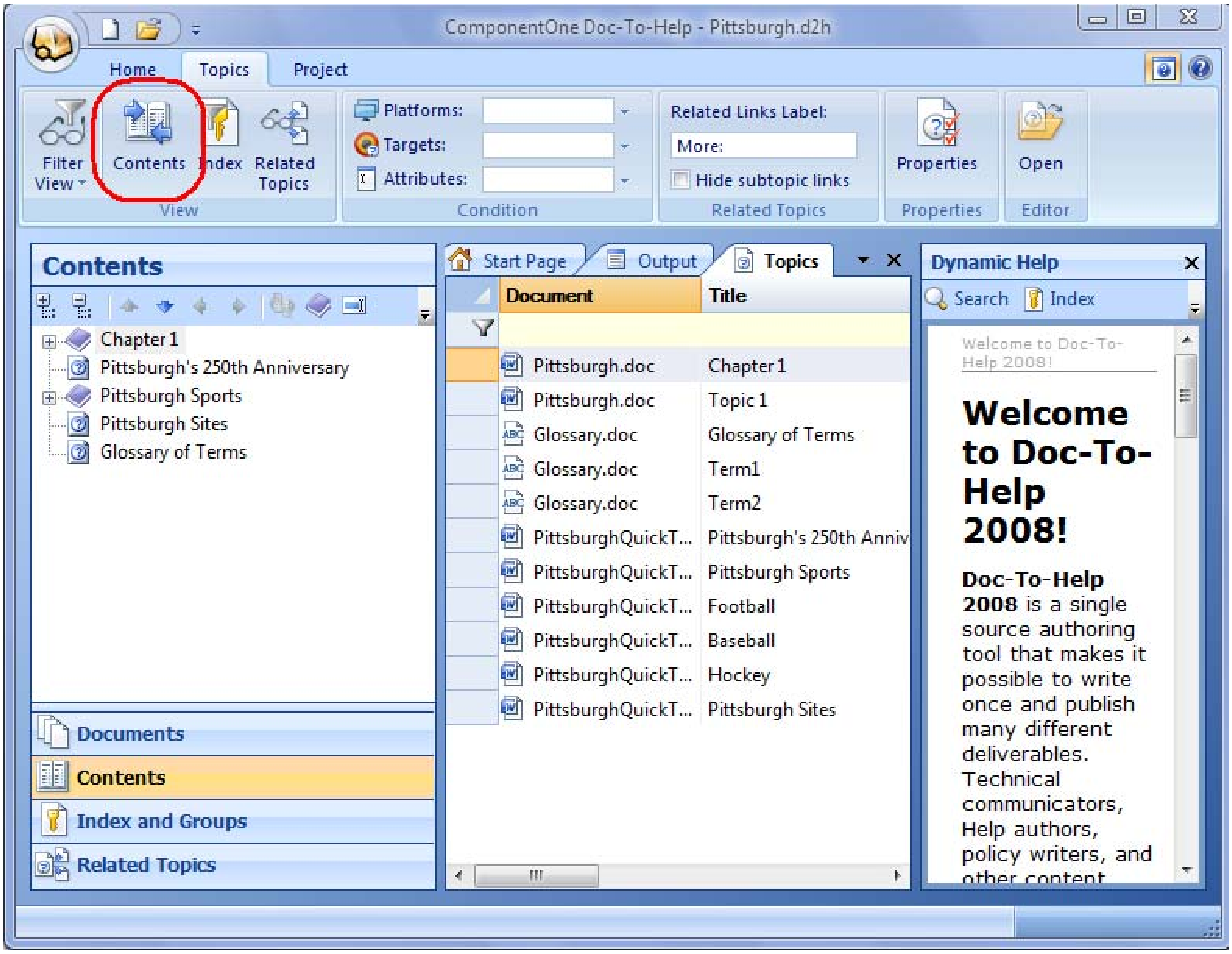
Save and close your documents. Click the **Build Target** button. Since we had selected NetHelp as our default Target, that is what will be built. See Building a Target (on page 171) for more information.



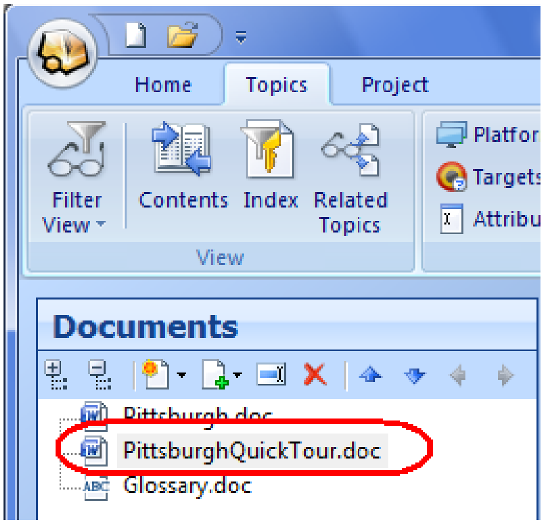
Click the **Contents** button in the **Topics** ribbon. Doc-To-Help built a Table of Contents automatically based on the document hierarchy. You can customize it later, but it's a great starting point.

The **Topic window** is displayed at the right; notice that all of document text with a Heading style (Heading 1, Heading 2, Glossary Heading) was automatically converted to a topic. Topics can be linked to, added to the index, added to the table of contents, etc.

You'll notice the documents created with the **New Project Wizard** have generic topic names (Chapter 1, Topic 1, etc.) in the **Topics window**. We can go back and edit those documents later, or simply delete the documents using the **Remove Document** button in the **Documents pane**. Let's leave them for now.



Let's go back to the **Documents pane** and open our "Pittsburgh Quick Tour" document. To do so, double-click on the document name in the **Documents pane**.



When we open this document, we can use the Doc-To-Help ribbon (it will be a toolbar in pre-2007 versions of Word) to create links, add index entries, etc. (See Using D2HML on page 155 for an overview.) We can also add text and apply styles to it. These will all be used by Doc-To-Help to create our final Target.

Now it's time to learn more about specific Doc-To-Help features. Although the lessons below are divided up to make them more manageable, it is recommended that you do them in order so that you can see the progression of your project.

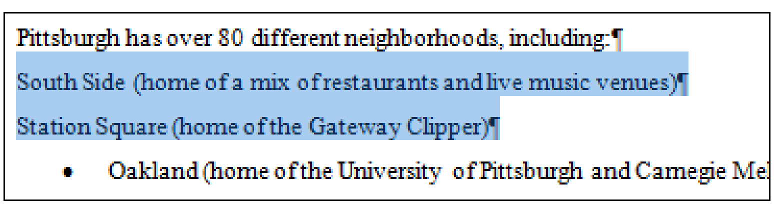
Applying a Style

You can add styles quickly using the **Word** and **Doc-To-Help** ribbon tabs.

1. To begin, double-click on **PittsburghQuickTour.doc** in the **Documents** pane to open it.
2. Now add some text. After "Pittsburgh has over 80 different neighborhoods," add:

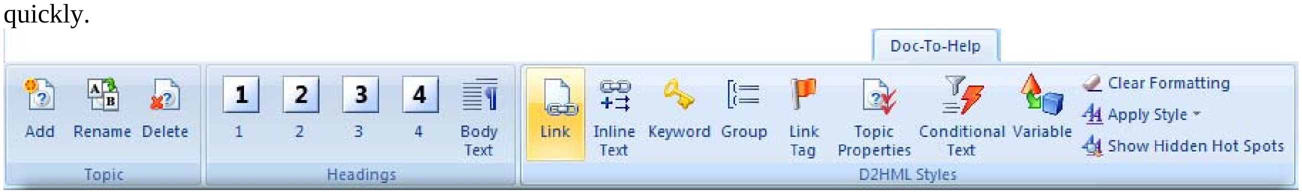
   South Side (home of a mix of restaurants and live music venues)

   Station Square (home of the Gateway Clipper)


Pittsburgh has over 80 different neighborhoods, including:¶
South Side (home of a mix of restaurants and live music venues)¶
Station Square (home of the Gateway Clipper)¶
• Oakland (home of the University of Pittsburgh and Carnegie Mel

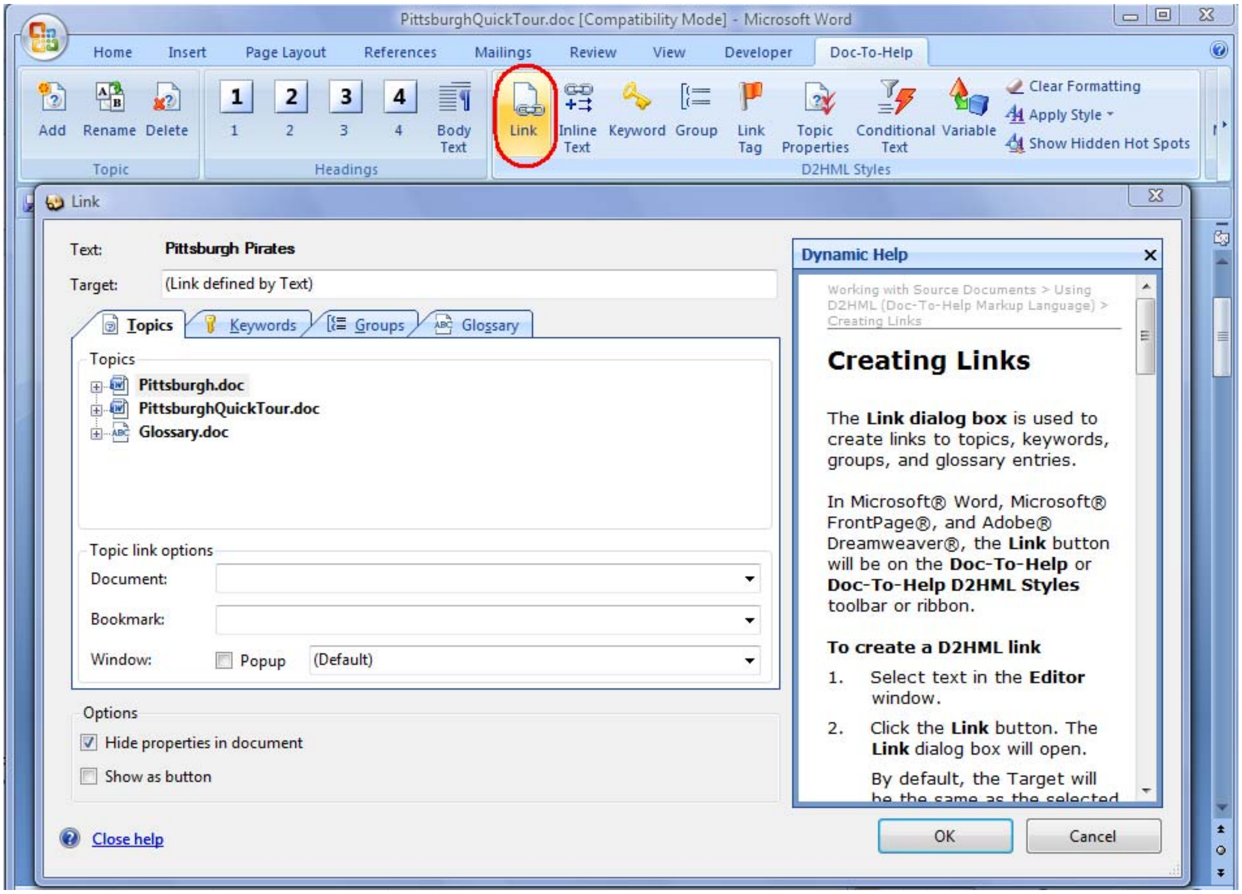
Select the text and click the **Bullets** toolbar button in Word. The style is applied.

The **Doc-To-Help** ribbon tab includes the **Headings 1, 2, 3, 4** and **Body Text** buttons so you can apply those styles quickly.

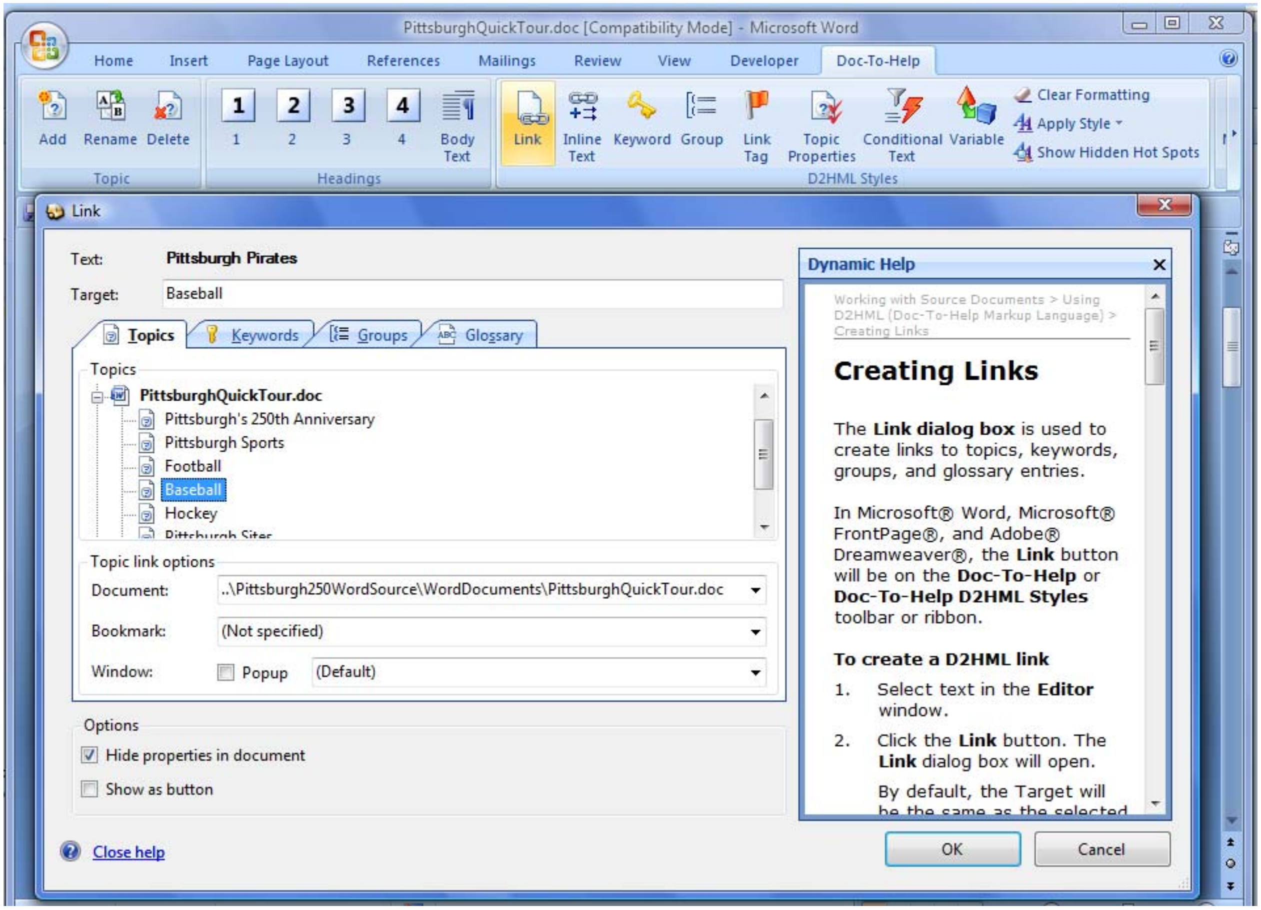


Creating a Topic Link

In **PittsburghQuickTour.doc**, select the phrase "Pittsburgh Pirates" in the text (it is in the “North Shore” bullet point) and click the **Link** button on the **Doc-To-Help** ribbon tab. The **Link** dialog box will open.



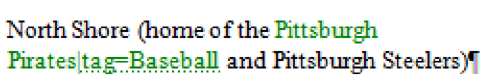
In the **Topics** tab of the **Link** dialog box, expand **PittsburghQuickTour.doc** and choose **Baseball** from the list. When you click **OK**, you will create a topic link from the phrase "Pittsburgh Pirates" to the topic about baseball.



Before you do that, take a quick look at the **Link** dialog box. Note that you can also create links to **Keywords** (AKA index entries), **Groups**, and **Glossary** entries. You simply click on the tab to create a link to one of those options. Also note that in the **Options** area, you can select the **Show as Button** check box. This will change your link text to a button. Selecting the **Popup** check box in the **Topic link options** will make the "Baseball" topic display in a popup window. By the way, linking will work in the PDF version of your manual target, as well as your Help targets (simply select the **Live Links** check box for your Manual target in the **Help Targets** dialog box — see Creating Help Targets on page 99 for more information).

For more on links, see Creating Links (on page 157).

If you have hidden text "on" in your document, you will see the information for this link tag displayed. As you can see, the "tag" is the Topic you selected ("baseball").

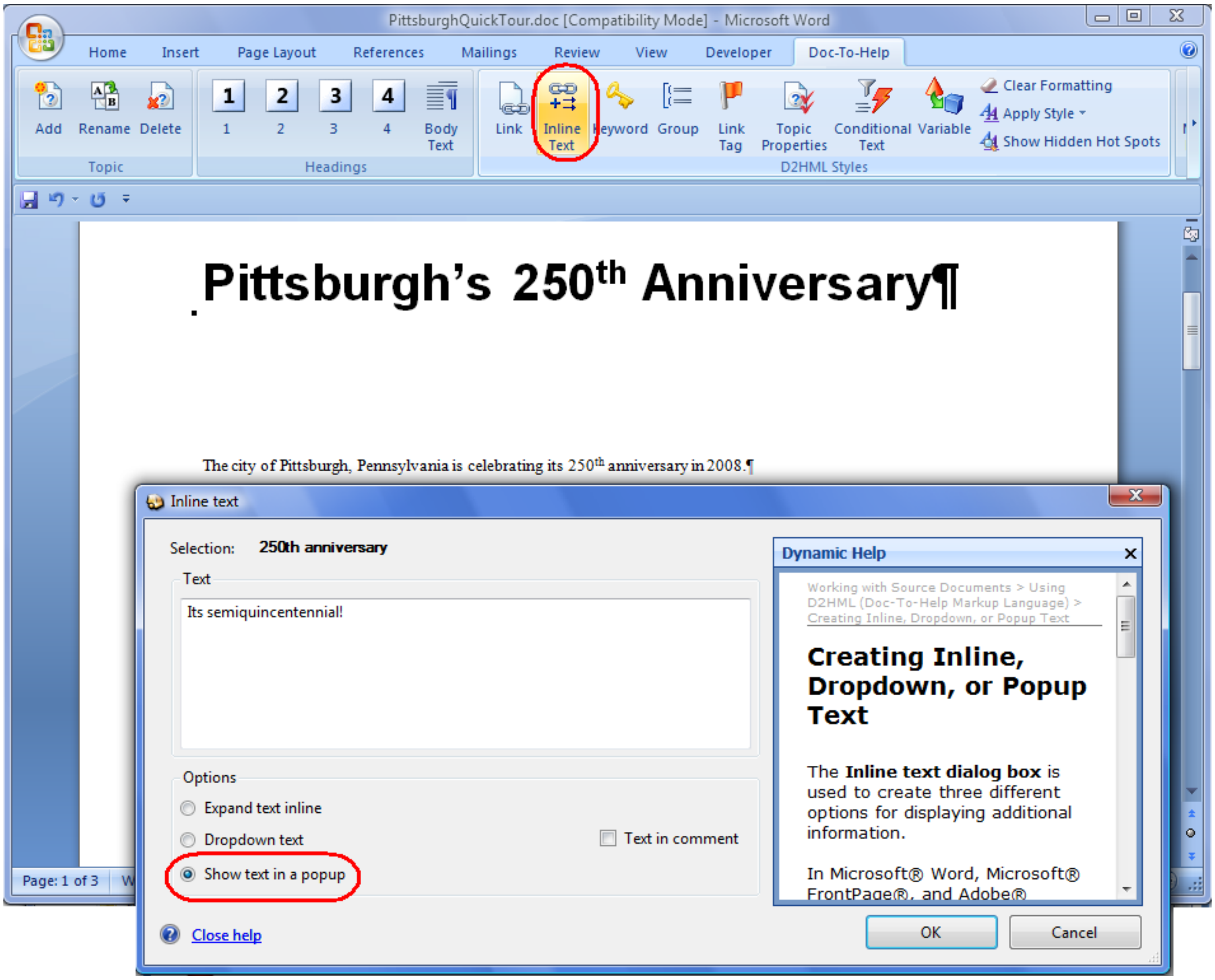

North Shore (home of the Pittsburgh Pirates|tag=Baseball and Pittsburgh Steelers)¶

If you would like to hide hidden text — in Word 2003 and earlier, choose **Tools** > **Options**. In the **View** tab, **Formatting Marks** section, clear the **Hidden Text** check box and click **OK**. In Word 2007, choose the **Office button** > **Word Options**, and click **Display** on the left. Clear the **Hidden Text** check box on the right.

Creating Inline Text

Inline text is expanding, drop-down, or popup text. It's a great way to add dynamic information to your project.

In **PittsburghQuickTour.doc**, select the phrase "250 Anniversary" from the first sentence and click the **Inline Text** button. Choose the **Show Text in a Popup** radio button, and add text in the text box.



Click **OK**. Doc-To-Help will inform you that this is an invisible style (this means the inline text we added will be invisible in our Source document — as well as in our Target until clicked). Since that is OK, click **No** to close the message box. When we build the Target, "250th Anniversary" will be a hyperlink that will display "Its semiquincentennial!" in a popup window when clicked.

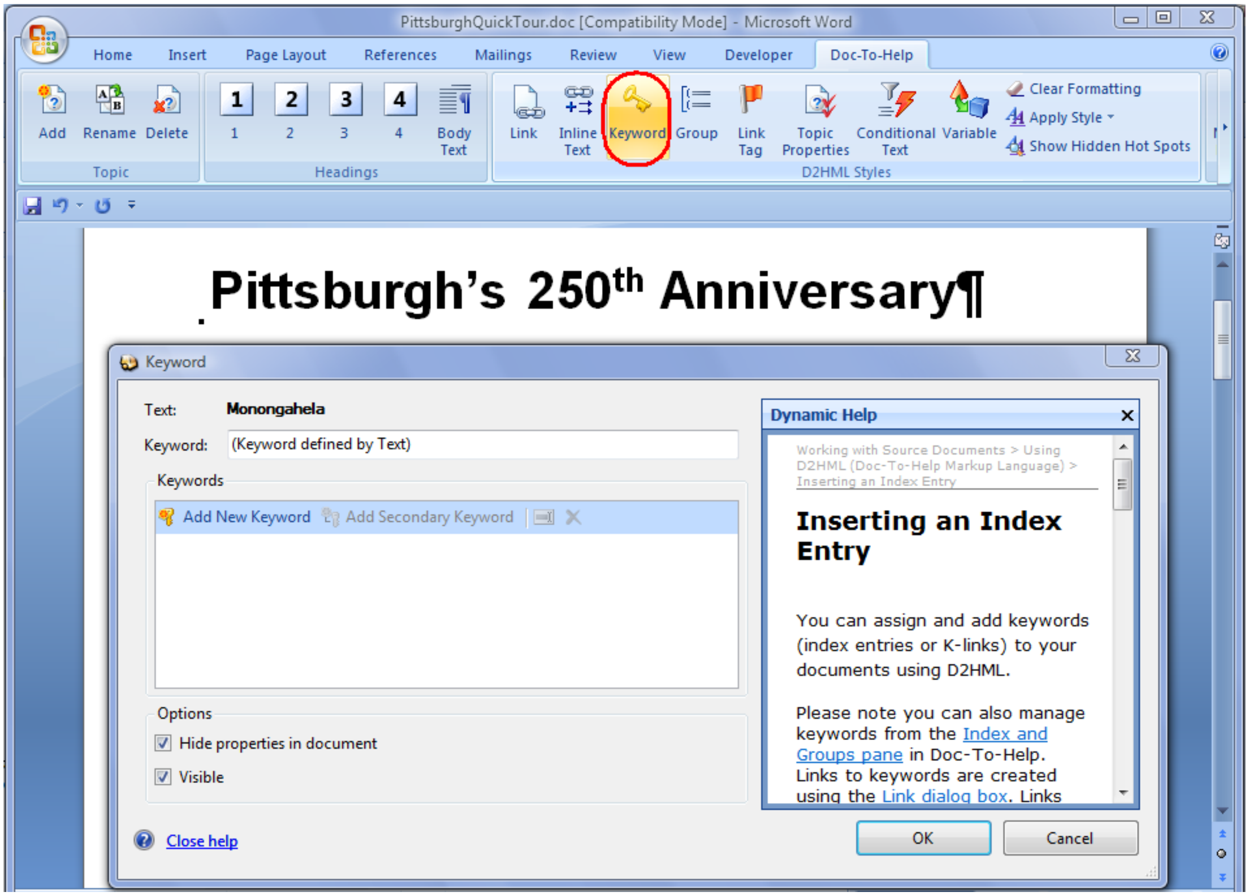
For more on Inline text (including working examples of each type) see Creating Inline, Dropdown, and Popup Text (on page 159).

By the way, you can quickly add a Flash movie to your project using the **Flash Movie** button on the **Doc-To-Help** ribbon tab. See Inserting Flash Movies (on page 150) for more information. Check out DemoWorks if you need a software tool to create Flash movies.

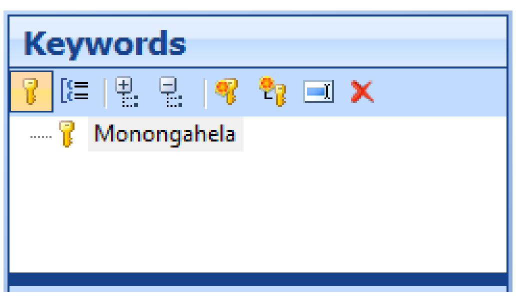
Creating an Index Entry

You can add index keywords (also known as K-Links) right from your document. You can also do this in Doc-To-Help, which will be demonstrated later.

Select the word "Monongahela" in **PittsburghQuickTour.doc** and click the **Keyword** button. Click **OK** to add “Monongahela” to your index.



When you look in the **Index and Groups pane** of Doc-To-Help, Monongahela will be there.

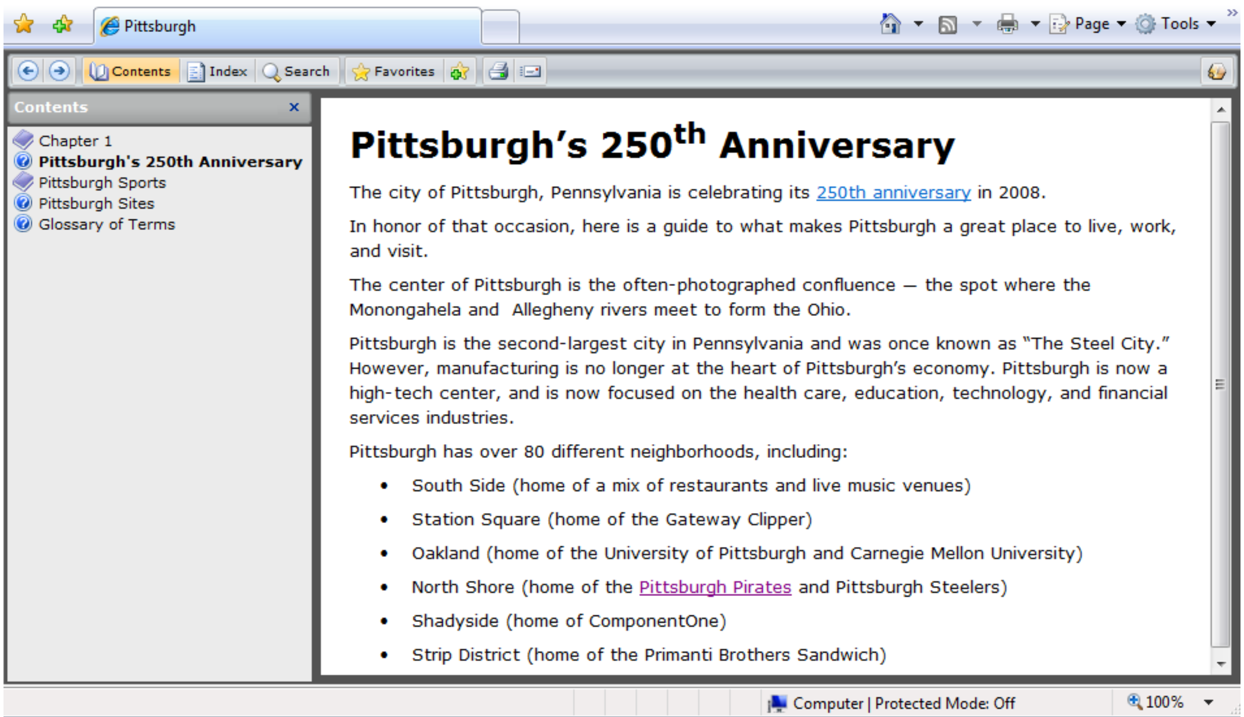


“Monongahela” will be indicated in your source document with a different color, but that color change will not be visible in your final Targets. It is there in your source so that you can see it.

You can add additional keyword and secondary keywords from this dialog box. For more on indexing, see Inserting an Index Entry (on page 159).

Let's build our target now and take a look at it. First, save and close all your documents, including PittsburghQuickTour.doc. Click the **Build Target** button in Doc-To-Help. After the build is complete, click the **View Target** button. (The button on the left.) See Building a Target (on page 171) for more information.

The project will open in your browser.



Click on "Pittsburgh's 250th Anniversary" in the table of contents. You'll see that:

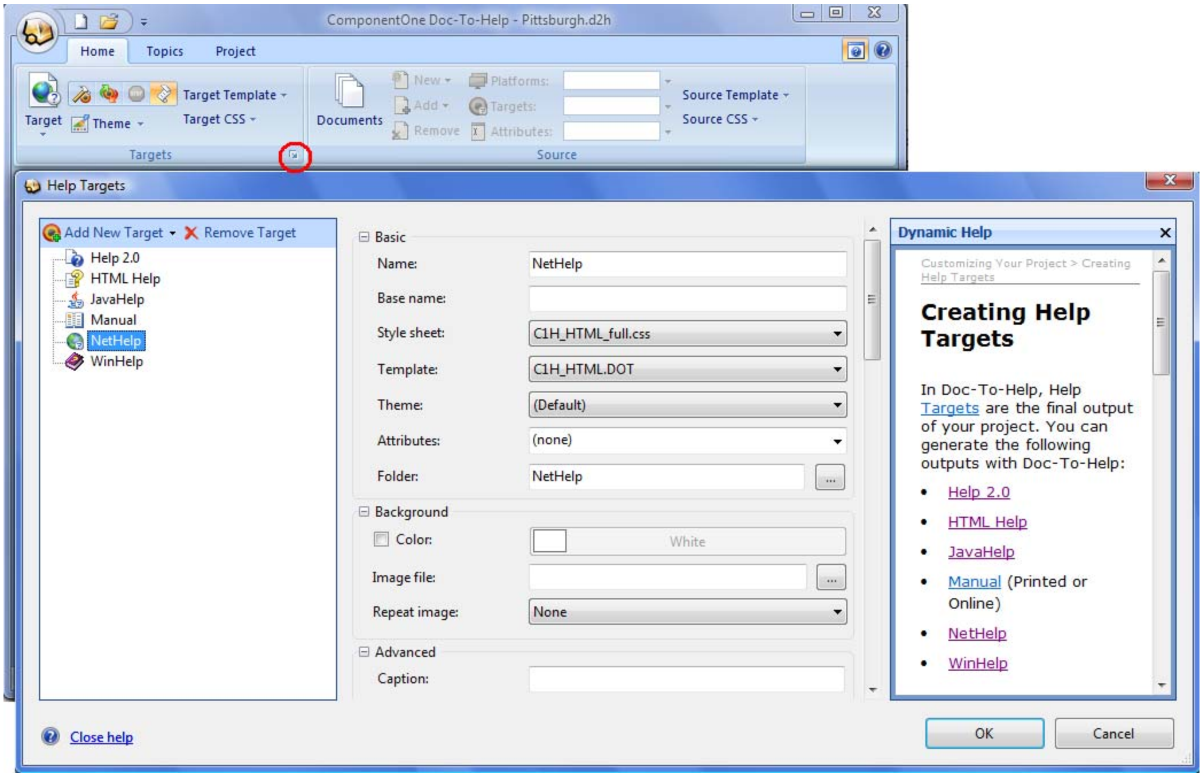
- **"250th Anniversary"** is a hyperlink that will display a popup when clicked.
- **"Monongahela"** is not highlighted (but it is in the Index -- click the **Index** button above the table of contents)
- The first two bullet points (about the **South Side** and **Station Square**) are properly formatted.
- **"Pittsburgh Pirates"** is a hyperlink that opens the "Baseball" topic.

You will also notice that the project name appears in the browser as **"Pittsburgh"** — the name we gave the .D2H project in the wizard. We will change that in the next step using the **Help Targets** dialog box.

Defining Help Targets

By default, our sample has six default Help Targets. Using the **Help Targets** dialog box in Doc-To-Help, we can rename our targets and delete the ones we don't need.

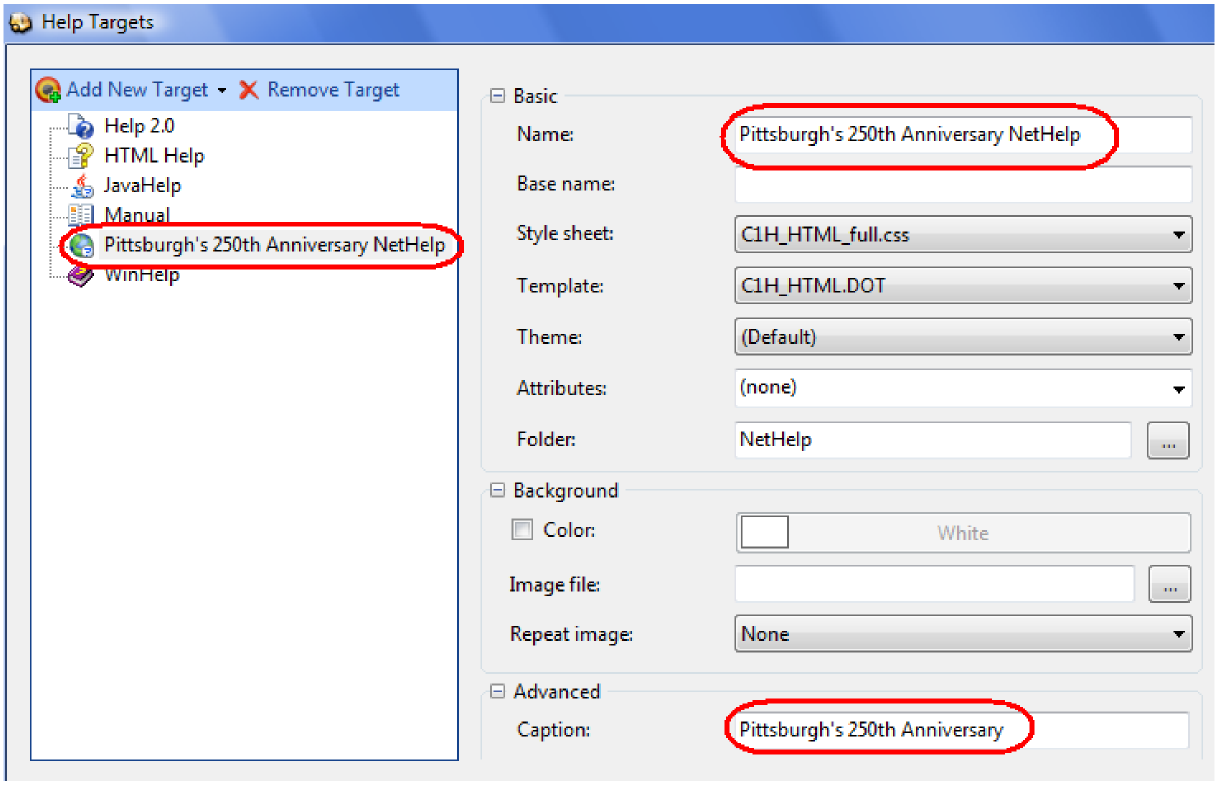
First, click the **Targets ribbon group** dialog box launcher to open the **Help Targets** dialog box.



Since NetHelp is our default Target, that is the option displayed first. Let's change the **Name** field from "NetHelp" to "Pittsburgh's 250th Anniversary NetHelp."

As soon as you click in the window on the left, the name of the project will change in that list.

Also enter "Pittsburgh's 250th Anniversary" in the **Caption** field. This will change the name displayed in the browser from "Pittsburgh" to the name we prefer.



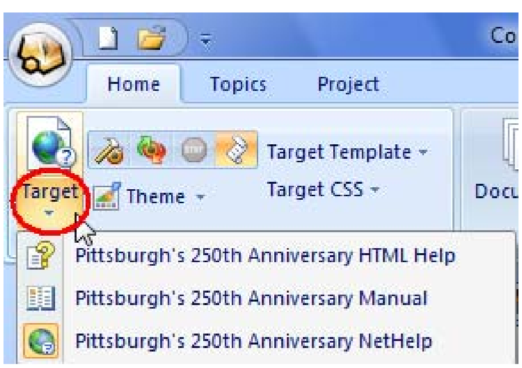
Click on the **HTML Help** (compiled HTML Help) **Target** on the left. Rename it also.

Do the same with the **Manual Target**. While you are in the dialog box, scroll down and change the "Title" to "Pittsburgh @ 250," the "SuperTitle" to "Visitors Guide," and the "By Line" to "Pittsburgh Productions."

Since we don't need to create Help 2.0, JavaHelp, or WinHelp for this project, click on those **Targets** in the window on the left and click the **Remove Target** button for each. (You can always add them back later.) Click **OK**.

See Creating Help Targets (on page 99) for more information.

Now, click the **Select Target** button. The newly named Targets are displayed, instead of the defaults.



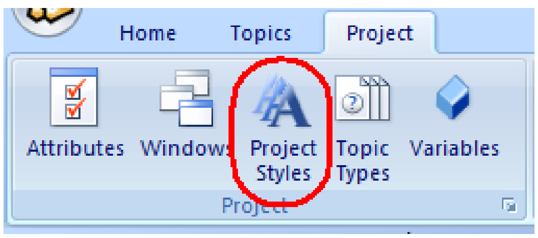
If you'd like, save and close your documents. Select each Target, then build and view the Targets. You will see the changes we made displayed in each Target.

Document Structure and Navigation

If you open your NetHelp Target and click on the "Pittsburgh Sports" topic in the Table of Contents, you will notice that at the bottom of the topic, there is a section that begins with "**More:**," followed by links to "Football" "Baseball" and "Hockey." These are called **Subtopic Links** and they are created automatically by Doc-To-Help, based on the structure of your document.

"Pittsburgh Sports" is a Heading 1, and "Football" "Baseball" and "Hockey" are Heading 2's immediately following it in **PittsburghQuickTour.doc**. If there were Heading 3's under "Football" they would appear as **Subtopic Links** in that topic.

These settings are defaults in Doc-To-Help, but you can change them. Open the **Project Styles** dialog box (click the **Project Styles** button in the **Project** tab).



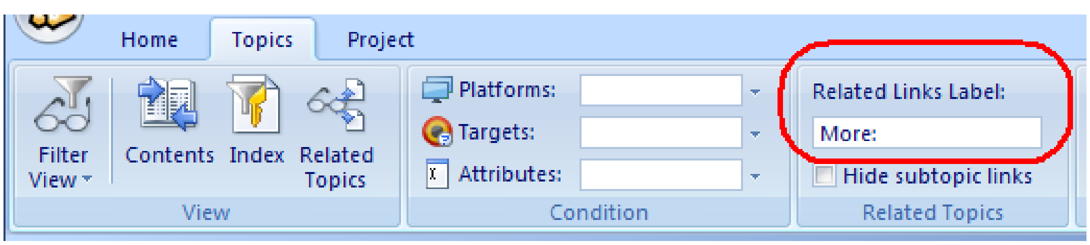
Choose the Heading 2 or Heading 3 **Paragraph Styles**. You'll see that the **Auto Subtopic Links** check box is selected by default — but you can't change it, because this option is determined by the Paragraph Style's **Topic Type**. The Topic Type field for Heading 2 and Heading 3 is "Conceptual"

To turn off the **Auto Subtopic Links**, click the **Topic Types** folder. You'll see that the "Conceptual" **Topic Type** has **Auto Subtopic Links** selected by default. Clear the check box and click **OK**. The **Auto Subtopic Links** will no longer display.

See Defining Paragraph/Character Styles and Topic Types (on page 123) for more information.

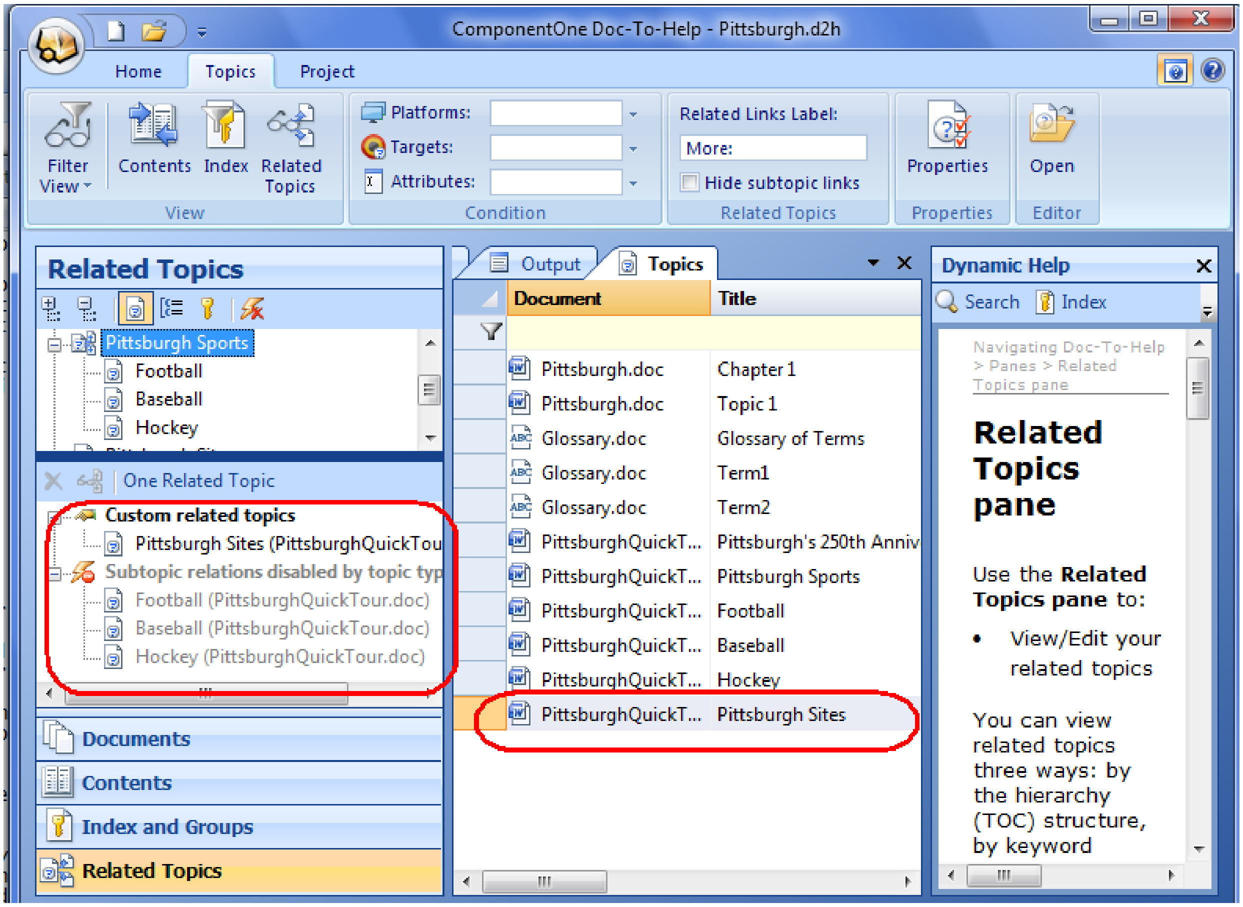
But keep the **Auto Subtopic Links** on. If you'd like to change the label to something else, change it in the **Label** field of the **Help Targets** dialog box for each Help Target.

You can change it for individual topics by selecting a **Topic** in the **Topics window** and changing the **Related Links Label** in the **Topics** ribbon. See Topics window (on page 95) for more about the new **Topics window**.

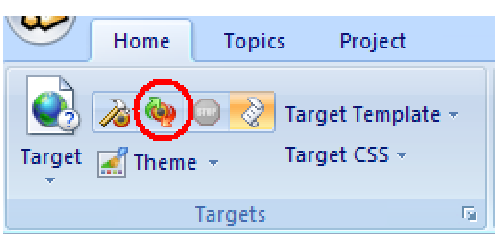


While we are discussing related topics, this is a good time to point out that you can add your own topic relations.

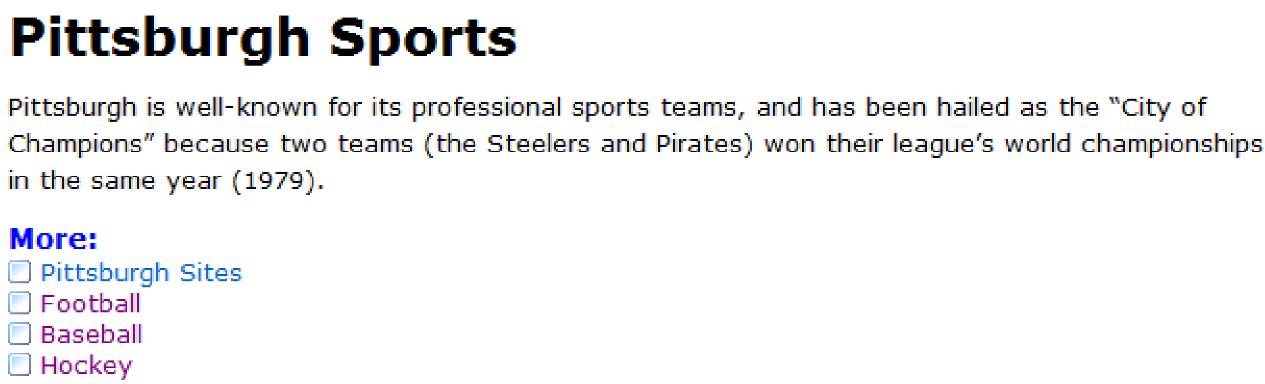
Open the **Related Topics** pane and choose **Pittsburgh Sports** from the list. You'll see that "Football" "Baseball" and "Hockey" are displayed in the pane below automatically. Select **Pittsburgh Sites** from the **Topics window** and drag it into the lower **Related Topics** pane. It is now related.



Save and close your documents, then click the **Rebuild Target** button and build your project.



Look at the new list of subtopic links for **Pittsburgh Sports**. See Related Topics pane (on page 93) for more information.



If you would prefer the subtopic links are not displayed in a specific topic, choose that topic in the **Topics** window and select the **Hide Subtopic Links** check box from the **Topics** tab.

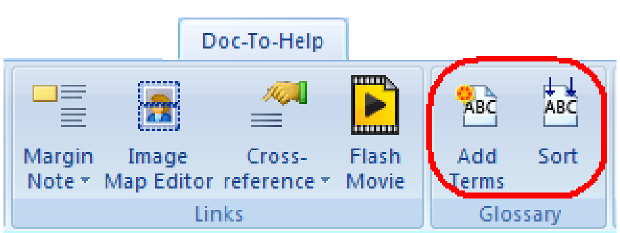
If you'd like to test out document structure, Subtopic Links, and Related Topics a bit more, open **Pittsburgh.doc** from the **Documents pane** (the document we created with the **New Project Wizard**). It is empty, except for a few headings. Add a few Heading 1s, 2s and 3s, then save and close your documents. Build your Target. See how your Subtopic Links and Table of Contents displays with these additions.

Editing a Glossary

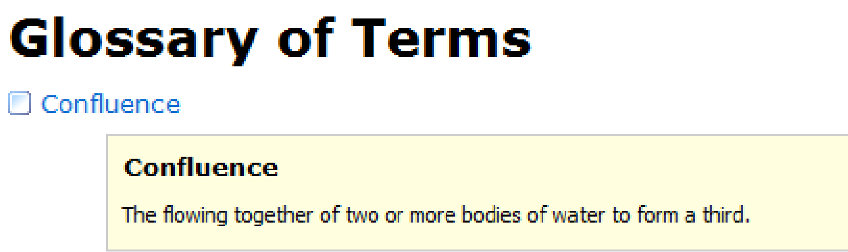
A glossary document (**Glossary.doc**) was created when we created our project with the **New Project Wizard**. It can be deleted from the **Documents pane**, or you can add to it. The Glossary document is specifically marked as the Glossary (right-click on it and choose **Glossary** from the menu).

Open the Glossary document in Word. Select a default glossary heading (Term1) and replace it with a term, such as "Confluence." Replace the default definition with "The flowing together of two or more bodies of water to form a third." Note that both the heading and definition have default styles that control the behavior of the final Glossary.

If you would like to add more terms, click the **Add Terms** button on the Doc-To-Help ribbon. Don't worry about the order you enter them in; you can click the **Sort** button to alphabetize them later.



Save and close your documents. Build your Target. After it is built, click on **Glossary** in the table of contents. The Glossary items will all be listed, and when you click on them the definitions will popup.



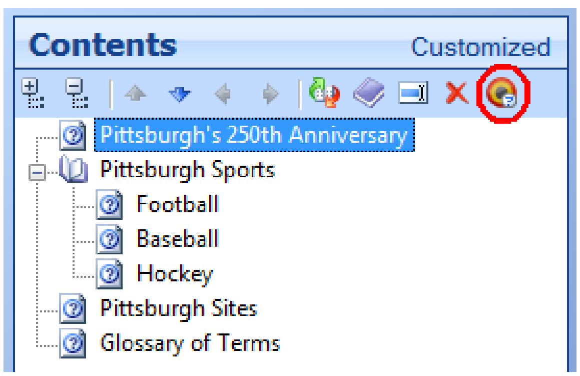
See Creating a Glossary (on page 153) for more information.

Creating a Customized Table of Contents

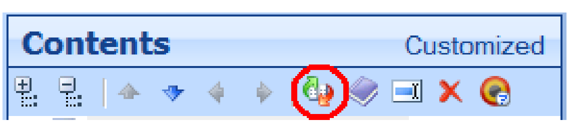
As you've already seen, Doc-To-Help automatically creates a Table of Contents for you based on the structure of your documents. But you can create a custom TOC for each of your targets if you wish.

Open the **Contents pane**. Select a topic in the table of contents and click **Remove Topic** to remove it, or drag a topic from the **Topics window** into the **Contents pane** to add it.

As soon as you do so, the table of contents will be flagged as **Customized**. If you would like this table of contents to be exclusively used for the Target selected, click the **Target-Specific Table of Contents** button.



If you decide that you would prefer to return to the original table of contents (based on the document structure) click the **Rebuild Table of Contents** button.

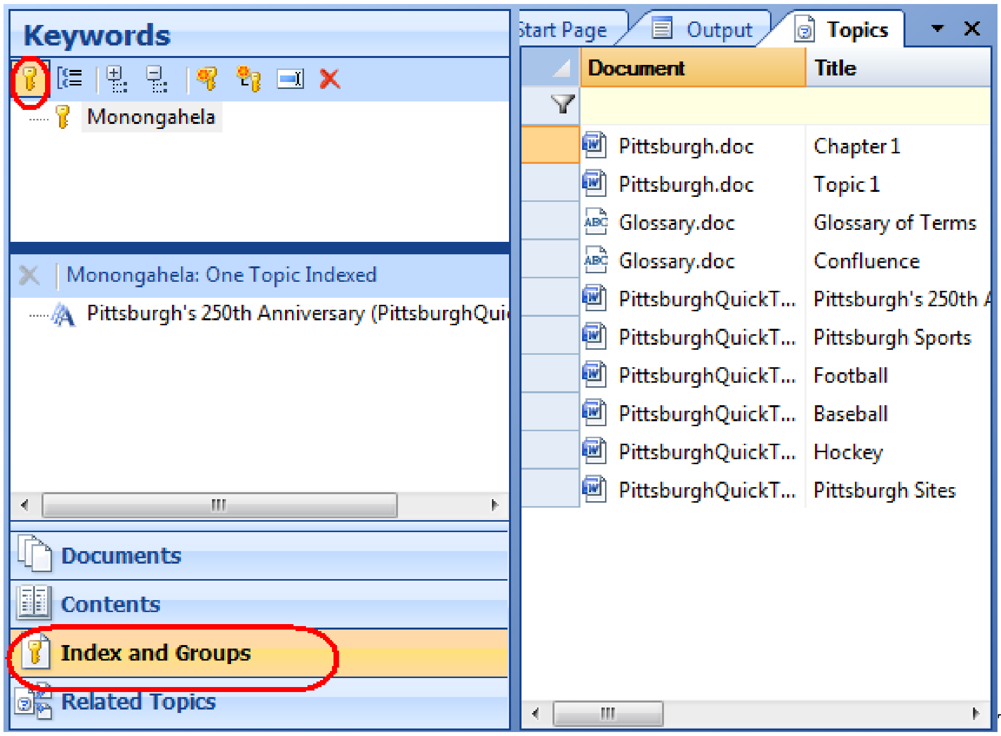


See Contents pane (on page 91) for more information on TOCs.

Adding Items to the Index and Creating Groups

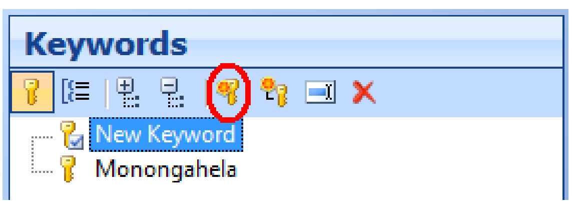
There is already one item in our index, which we added directly from one of our documents. We can also add items using the **Index and Groups pane**, along with the **Topics window**.

Click on the **Index and Groups** pane, and click the **Keyword** button.



Tutorial 36

Click the **Add New Keyword** button and name the new keyword.

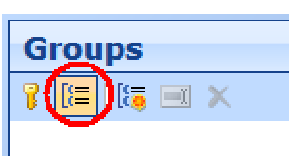


Then select a topic from the **Topics window** and drag it into the lower **Keywords** pane.

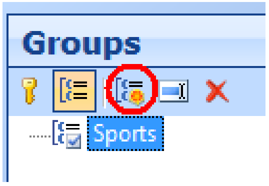
You can link multiple topics to a single keyword, and you can create secondary keywords also.

You can create topic **Groups** using this same pane. Topic groups are collections of topics you can create links to. When the user clicks the link, the topics in the group will display in a popup window or dialog box. See Creating Links (on page 157) to learn how to link to a Group.

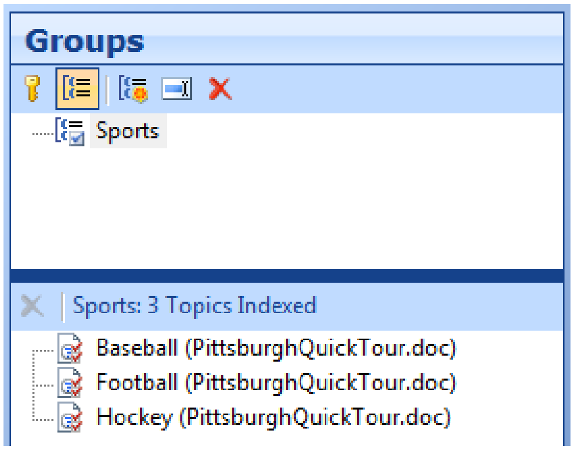
First, click the **Groups** button in the **Index and Groups** pane.



Click the **Add Group** button and name the new group.



Select topics in the **Topics window** and drop them into the lower **Groups** pane.



These topics are now all a group named "Sports" that you can create a link to.

See Index and Groups pane (on page 91) for more information.

Creating and Converting Projects

Doc-To-Help includes several Wizards to make creating a new project, or converting an old one, easy.

To create a new project

Choose the **Doc-To-Help button** > **New Project**. The **New Project Wizard** will open. Follow the steps to create a new project. There is a step that allows you to copy settings from an old project, which can save you time if you already have an existing Doc-To-Help project with your desired setup.

See Customizing Your Project (on page 99) to learn more about customizing Help Targets, Windows, and Project Properties. See Working with Source Documents (on page 145), Documents pane (on page 89), and Adding a Document to a Project (on page 90) to learn more about documents.

When you create a new project, a glossary document will automatically be created for you. You can delete this document if you wish. If you'd like to flag a different document as your glossary, add it to the project and right-click on it in the Documents pane (see page 89). Choose **Glossary** from the menu.

To open a project

1. Choose the Doc-To-Help button > Open Project. The Open Doc-To-Help Project dialog box will open.
2. Choose your project and click **OK**.

If you choose a Doc-To-Help 2007 project, a dialog will inform you that the project will be updated to the current version. Click **OK**.

To convert an existing legacy project (RoboHelp® HTML, HTML Help, RoboHelp® Word, WinHelp, and Doc-To-Help 2000)

Choose the **Doc-To-Help button** > **Convert**. Choose the appropriate project type. A Wizard will guide you through the process.

Please read the conversion notes for legacy files, which can be found at Converting RoboHelp HTML Notes (on page 66), Converting RoboHelp Word Notes (on page 69), Converting HTML Help Notes (on page 74), Converting Doc-To-Help 2000 Notes (on page 75), Converting WinHelp Notes (on page 76).

To close a project

Choose the **Doc-To-Help button** > **Close Project**.

Converting RoboHelp HTML Notes

RoboHelp HTML to Doc-To-Help conversion notes; see Creating and Converting Projects (on page 65) for information on converting a legacy project.

Files — All files in the RoboHelp project folder and its subfolders are copied to the Doc-To-Help project folder except those that are used by RoboHelp for its internal purposes. This is done to ensure that external files that may be referenced in the project source files are present in the converted folder and do not cause broken links. If you see files that you know are not needed, you can delete them manually.

Topics — Converted topic files form the Doc-To-Help Document pane. The hierarchy is based on the table of contents (TOC) defined in the RoboHelp project (not on the topic hierarchy that may be different from TOC). For each TOC book that does not have a corresponding topic, an empty topic file is created, with name prefix "_D2H_".

Topic templates, headers and footers — Doc-To-Help does not have the concept of topic templates. However, no information is lost in conversion. Template headers and footers become a permanent part of topic content. So you will see headers and footers in converted topics exactly as they were in the source document, the only difference is that changes you make to headers and footers in the Doc-To-Help project apply only to the topic to which it belongs, not to other topics that were based on the same topic template in the RoboHelp project.

Style Sheets — Style sheets that you use in the RoboHelp are preserved and continue to define the appearance of your topics. The Doc-To-Help target style sheet C1H_Source_short.css is added to each topic. It only defines Doc-To-Help Markup Language (D2HML) styles; it does not alter the appearance of your CSS styles.

TOC — The RoboHelp TOC is converted to a Doc-To-Help TOC, which is automatically generated from topics (from the document hierarchy) if possible, customized if necessary.

Index keywords — Index keywords are converted to Doc-To-Help index keywords. They appear on the Index and Groups pane in Doc-To-Help. Keywords are defined by D2HML hot spots, using the C1HIndexInvisible style, in topic files, so they can be modified in Doc-To-Help in the Index and Groups pane.

See Also keywords — These keywords are converted to Doc-To-Help groups. They appear on the Index tab in Doc-To-Help. Groups are defined by D2HML hot spots, using the C1HGroupInvisible style, so they can be modified in Doc-To-Help in the Index and Groups pane.

Glossary — The glossary is converted to a Doc-To-Help glossary, a multiple topic document, Glossary.htm.

Browse Sequence — Browse sequence defined in RoboHelp in the Browse Sequence Editor is not converted, because the Doc-To-Help browse sequence is always determined by the topic hierarchy, that is, the document tree hierarchy. If you need to change the default browse sequence, rearrange topic files in the Documents pane in Doc-To-Help. Be aware that this changes your TOC when you build; you may need to customize your TOC before or after you rearrange the documents.

Single source layouts — RoboHelp single source layouts are converted to Doc-To-Help help targets. A property specified in a RoboHelp layout is converted to a Doc-To-Help target property only if Doc-To-Help supports that property. The following properties are converted:

Help Target	RoboHelp Property	Doc-To-Help Property
HTMLHelp:	Conditional Build Expression	Help Targets dialog box, Attributes field
	Default Topic	Default Topic
	Default Window	Help Targets dialog box, Default window field

Help Target	RoboHelp Property	Doc-To-Help Property
	Binary TOC	Help Targets dialog box, Binary Table of Contents check box
WebHelp (converted to the Doc-To-Help NetHelp target):		
	Conditional Build Expression	Help Targets dialog box, Attributes field
	Default Topic	Default Topic
JavaHelp:	Conditional Build Expression	Help Targets dialog box, Attributes field
	Default Topic	Default Topic
	Enable TOC	Windows dialog box, Show Contents tab check box
	Enable Index	Windows dialog box, Show Favorites tab check box
	Enable Search	Windows dialog box, Show Search tab check box
	Enable Favorites	Windows dialog box, Show Favorites tab check box
	TOC Label	Help Targets dialog box, Contents heading field
	Index Label	Help Targets dialog box, Index heading field
	Search Label	Help Targets dialog box, Search field
	Favorites Label	Help Targets dialog box, Favorites field
Printed Documentation (converted to the Doc-To-Help Manual target):		
	Conditional Build Expression	Help Targets dialog box, Attributes field
	Name of the printed documentation	Help Targets dialog box, Supertitle field
	Include expanding text	Help Targets dialog box, Show Expanding Text check box
	Include drop-down text	Help Targets dialog box, Show Dropdown Text check box
	Chapter layout	TOC for the Manual target
Project Settings|Language|Advanced|LNG File:		
	[Common]	
	Contents	Help Targets dialog box, Contents Heading field
	Index	Help Targets dialog box, Index heading field
	Search	Help Targets dialog box, Search field
	SyncToc	Help Targets dialog box, Synchronize TOC field
	[BrowseSequence]	
	PreCaption	Help Targets dialog box, Previous field
	NextCaption	Help Targets dialog box, Next field
	[WebHelp]	
	IndexInputPromt	Help Targets dialog box, Index caption field

Help Target	RoboHelp Property	Doc-To-Help Property
	FtsInputPromt	Help Targets dialog box, Search caption field
	TopicNotFound	Help Targets dialog box, Found zero field
	FtsBtnText	Help Targets dialog box, Search go field
	[PrintedDoc]	
	TableOfContents	Help Targets dialog box, Contents Heading field (Manual Target)

Printed documentation chapter layout — In RoboHelp, you can customize the contents of your printed documentation, the order and hierarchy of topics, and, in essence, the TOC for the Printed Documentation target. Customized chapter layout is converted to the Manual target TOC in Doc-To-Help. You can see the Manual TOC on the Contents pane of Doc-To-Help. If it differs from the main TOC of the project; the converted TOC is customized separately from the main TOC, that is, the Manual target has a customized TOC. If there are more than one Print Documentation layouts in the RoboHelp project that have customized chapter layout different from the main project TOC, additional Manual targets are created in the converted Doc-To-Help project, each with its own customized TOC.

Printed documentation section layout — This layout is not converted to Doc-To-Help, because Doc-To-Help does not support custom section breaks in the Manual target. Doc-To-Help creates default sections, separate sections for the title, contents and index and for each top-level chapter.

Printed documentation style mapping — In RoboHelp, you can map HTML styles to Word styles for printed documentation. This mapping is not converted to Doc-To-Help, because Doc-To-Help provides a different, more versatile, mechanism of determining the target appearance of styles. If you have a custom style mapping for printed documentation in your RoboHelp project, use the Help Targets dialog box, Style Sheet field to achieve the same effect in the converted Doc-To-Help project. Copy the default style sheet (for the Manual target, it is C1H_Print_short.css) to your project directory and modify it; define the appearance for styles or tags whose appearance you want to change in the Manual target document. Note that you only need to do it for styles whose appearance needs to be different in the printed document than it is in the online targets. If you want a style or tag to look the same in Manual as it looks in HTML-based targets, that will be done automatically, without the need to modify the Manual target style sheet.

Conditional build tags — Conditional build targets are converted to Doc-To-Help attributes. You can see the attributes in the Attributes dialog box. In addition to the attributes created for conditional build tags, there is a HeadersAndFooters attribute created to control the inclusion of headers and footers in help targets. Headers and footers are included in online targets and excluded from the Manual target.

Conditional build expressions in layouts — Conditional Build Expressions in RoboHelp layouts are converted to the Help Targets dialog box, Attributes field.

Topic-level conditional build tags — Conditional build tags specified in the properties of a RoboHelp topic are converted to a D2HML topic properties hot spot, using the C1HTopicProperties style, in the Doc-To-Help topic text.

Conditional build tags in topic text — Conditional text in a RoboHelp topic is converted to D2HML conditional text hot spots, using the C1HConditional style, in the Doc-To-Help topic text.

Hyperlinks — Hyperlinks are converted to D2HML hot spots, using the C1HJump style, in topic text.

Popups — Pop-ups are converted to D2HML hot spots, using the C1HPopup style, in topic text.

Keyword Links — Keyword links are converted to D2HML hot spots, using the C1HKeywordLink style, in topic text.

See Also Control — These are converted to D2HML hot spots, using the C1HGroupLink style, in topic text.

Related Topics Control — These are converted to D2HML hot spots, using the C1HGroupLink style, in topic text. For each Related topic control, a special group is created in the Doc-To-Help project, with the name prefix "RelatedTopics_". These groups can be seen on the Index and Groups pane of Doc-To-Help.

Text-only Popups — Text-only pop-ups are converted to D2HML inline pop-up hot spots using the C1HInlinePopup style.

Expanding Text — Expanding text is converted to D2HML inline expand hot spots using the C1HInlineExpand style.

Drop-down Text — Drop-down text is converted to D2HML inline drop-down hot spots using the C1HInlineDropdown style.

Glossary hotspots — RoboHelp and Doc-To-Help use the glossary in different ways. The RoboHelp glossary is a tool for creating expanding text hotspots; the user creates glossary hotspots in topic text explicitly, there is no automatic detection of glossary terms in topic text. In Doc-To-Help, glossary terms are detected in topic text automatically. Since the RoboHelp glossary is converted to a Doc-To-Help glossary document, glossary hotspots in topic text are detected and marked as pop-up links when Doc-To-Help builds a help target, although they are not converted to a hot spot in Doc-To-Help.

Note: Doc-To-Help displays glossary terms as pop-ups in help targets, although RoboHelp displays them as expanding text.

Dynamic HTML Effects — Dynamic HTML effects such as Blur, Fly in, etc. are removed from HTML topic files, because they are based on proprietary RoboHelp scripts.

Note: RoboHelp scripts are removed to make HTML source clean and vendor-independent. After the conversion, you can add effects supported by your HTML editor.

Image maps — Although image maps are not converted to Doc-To-Help-specific constructs, they are left intact in topic files and will work in online help targets as expected. Building a help target, Doc-To-Help honors links specified in AREA tags in image maps, so they point to the correct URL for the topics to which they link.

Note: The URL of a topic in the target is defined by the Topic Properties dialog box, URL field, which by default has the same value as the source topic file path.

Windows — Windows specified in the RoboHelp project are converted to Doc-To-Help windows with the same names. Doc-To-Help window properties are set for HTML Help and WinHelp targets based on the values of corresponding properties in the RoboHelp project.

Map IDs — Map IDs are converted to topic context IDs in the Doc-To-Help project.

Converting RoboHelp Word Notes

RoboHelp Word to Doc-To-Help conversion notes; see Creating and Converting Projects (on page 65) for information on converting a legacy project.

Files

All files in the original project folder and its subfolders are copied to the Doc-To-Help project folder except those that are used by RoboHelp for its internal purposes. This is done to ensure that external files that may be referenced in the project source files are present in the converted folder and do not cause broken links. If you see files that you know are not needed, you can delete them manually.

Source documents (Word .RTF files included in the project) are converted to Doc-To-Help format. For example, WinHelp hotspots are converted to D2HML hotspots, and so on; please see the following conversion information. Other files are copied to the destination directory unchanged.

Source documents located outside the original project directory are not copied and not converted, with a warning issued in the conversion log.

Graphic files (help images, included in statements such as {bmc}) located outside the project directory remain in their places and their paths in the documents are changed to an absolute path with a warning in the conversion log.

Files included in the BAGGAGE section of the project are not copied to the destination directory unless they are located inside the source project directory. If you need those files, copy them manually to an appropriate location in the project directory.

A special directory _defbmp is created in the converted project directory containing standard WinHelp bitmaps (bitmaps supplied by Help Workshop) such as bullet.bmp, shortcut.bmp, etc.

Styles and templates
Styles and style appearance in the source documents are preserved in conversion. Converted documents have a Doc-To-Help template, C1H_NOMARGIN.DOT, attached to them, so the author can use Doc-To-Help styles. However, the template does not change the appearance of the styles already used in the source document, because the check box **Automatically update document styles** in the converted Word document's Tools > Options menu is not selected. If you select that check box, the styles appearance can change, because it will be defined by the C1H_NOMARGIN.DOT template.

The target template, which is set through the Help Target dialog box, Template field in the converted Doc-To-Help project is set to (None) to preserve the appearance of the source documents in the help target. You can change it to one of the standard Doc-To-Help templates or to your own customized template if you want to control target appearance by a template.

The style of the heading of each topic in Doc-To-Help must be one of the active paragraph styles, those styles that define a topic when Doc-To-Help compiles the document. For a topic with the first paragraph formatted with a style without an outline level (non-active style), its first paragraph is reformatted with a new style with the postfix (Topic) added in the end of the style name, the new style is inherited from the original style. For styles with outline levels (active styles) that are used in the original documents in a mixed way, both for formatting topic headings and for formatting paragraphs that are not topic headings, the paragraphs that are not topic headings are reformatted with a new style with (Nontopic) added in the end of the style name, the new style is inherited from the original style.

Topics — A Doc-To-Help topic is created in the converted project for each WinHelp topic. A WinHelp topic ID becomes a topic link tag and the value of the topic's ASCii Name field. If a topic has an alias in the project file, that alias is also added to the collection of the topic's link tags.

Topic properties and TopicTypes — Some topic properties are implemented in Doc-To-Help via topic types. For example, you can't assign windows to individual topics directly, but you can set the Topic Properties dialog, Topic Type field to a topic type that has a specific window in the Project Styles dialog box, Window field. To enable this mechanism, topic types are created in the converted project as necessary, having the necessary property values, and these topic types are assigned to the Topic Properties dialog box, Topic Type field as needed, to specify various topic properties.

Topic properties
Topic title ($ footnote) is converted to the Topic Properties dialog box, Display Title field specified by a D2HML hot spot (style C1HTopicProperties) in topic text.

Topic title specified in the table of contents (TOC) is converted to the Topic Properties dialog box, Contents Title field specified by a D2HML hot spot (style C1HContentsTitle) in topic text.

Topic window (> footnote) is converted to the Project Style dialog box, Window field.

Topic macro (! footnote) is converted to the Topic Properties dialog box, Macro field.

The Project Styles dialog box Nonscrolling check box is selected when a topic heading paragraph in the source document has its Word paragraph format setting Keep with next = True.

The Project Styles dialog box, Midtopic check box is selected for topics that are mid-topics, that is, bookmarks in their parent topic rather than separate topics. According to WinHelp rules, such topics are characterized by the absence of a page break before their first paragraph.

TOC — Table of Contents is converted to Doc-To-Help TOC.

Index keywords — Index keywords are converted to Doc-To-Help index keywords. They appear on the Index tab in Doc-To-Help. Keywords are defined by D2HML hot spots in topic text (style C1HIndexInvisible), so they can be modified in Doc-To-Help either in the Index and Groups pane or in the topic text using D2HML.

See Also (A-keywords) — A-keywords are converted to Doc-To-Help groups. They appear in the Index and Groups pane in Doc-To-Help. Groups are defined by D2HML hot spots in topic text (style C1HGroupInvisible), so they can be modified in Doc-To-Help either in the Index and Groups pane or in the topic text using D2HML.

Links — Jump and pop-up links (including those defined by macros JI, PI) are converted to D2HML hot spots (styles C1HJump, C1HPopup) in topic text.

Keyword links — Keyword links (macros KL, JK) are converted to D2HML hot spots (style C1HKeywordLink) in topic text.

A-links (See Also links) — A-links (macro AL) are converted to D2HML hot spots (style C1HGroupLink) in topic text.

Windows — Windows specified in the project are converted to Doc-To-Help windows with the same names. Doc-To-Help window properties are set for a WinHelp target based on the values of corresponding properties in the source project.

Map IDs — Map IDs are converted to topic context IDs in the Doc-To-Help project. Context IDs are defined by D2HML hot spots in topic text (style C1HContextID), so they can be modified in Doc-To-Help either in the Topics window or in the topic text using D2HML.

Browse sequence — Topics included in a browse sequence (having + footnotes) are included in the Doc-To-Help navigation sequence by selecting the Project Styles dialog box Auto navigate check box. However, custom browse sequence (+ footnotes with browse code) is not converted, because Doc-To-Help browse sequence is always determined by the topic hierarchy, that is, by positioning of topics inside documents.

RoboHelp document default browse sequence — RoboHelp document default browse sequence is not converted, because Doc-To-Help browse sequence is always determined by the topic hierarchy, that is, by positioning of topics inside documents.

Conditional build tags — Conditional build tags (* footnotes) are converted to Doc-To-Help attributes. You can see the attributes in the Attributes dialog box.

Conditional build tags in RoboHelp layouts — Conditional Build Expressions in RoboHelp layouts are converted to the Help Targets dialog box, Attributes field.

Topic-level conditional build tags — Conditional build tags specified in the properties of a WinHelp topic (* footnotes) are converted to a D2HML topic properties hot spot (style C1HTopicProperties) in the Doc-To-Help topic text.

Conditional build tags in topic text — RoboHelp conditional text (specified as special comments in the source document) is converted to Doc-To-Help conditional text comments in topic text.

Macros
Macros defined in the project file for the entire help (CONFIG section) are converted to the Help Targets dialog box, Macro field.

Macros defined in the project file for a window (CONFIG:window section) are converted to the Windows dialog box, Macro field.

Macros defined for a topic (! Footnote) are converted to the Topic Properties dialog box, Macro field.

Macros defined in macro hotspots in topic text are converted to Doc-To-Help WinHelp macro comments in topic text unless they are jump, pop-up or K-/A-links. In the latter case they are converted to D2HML hotspots.

RoboHelp proprietary macros are omitted, not converted. This is done to keep the converted project vendor-independent.

Note: WinHelp macros have effect only in the WinHelp target; they are ignored in all other targets.

Doc-To-Help has a limitation of 255 characters for macro string length. Macro strings that exceed that limit are truncated, with a warning in the conversion log.

Help images — Help images (bitmap statements {bmc}, {bml}, {bmr}) are converted to linked pictures (Word {INCLUDEPICTURE} field).

Hotspot images — Hotspot images (SHED images, segmented hypergraphics) are converted to Doc-To-Help image maps, images with hot spots. Image maps can then be explored and edited using the Doc-To-Help Image Map Editor.

Buttons — Help buttons ({button} statements) are converted to D2HML hot spots (styles C1HJump, C1HPopup, C1HkeywordLink, C1HGroupLink) with the Display As Button check box selected.

RoboHelp graphical buttons — RoboHelp graphical buttons are converted to images formatted with D2HML hot spot styles C1HJump, C1HPopup, C1HKeywordLink, C1HGroupLink.

Help multimedia and embedded windows
Help multimedia ({mci} statement) is not converted because it is not supported in Doc-To-Help.

Embedded windows ({ew*} statements) are not supported with the exception of those generated by RoboHelp graphical buttons, which are converted to images formatted as Doc-To-Help hotspots.

RoboHelp glossary
The RoboHelp glossary is converted to a Doc-To-Help glossary, a Word document Glossary.doc. Glossary topics (glossary term definitions) are assigned special link tags of the form RhGlossDef_... necessary to preserve pop-up links to glossary terms created by the RoboHelp Glossary Hotspot Wizard. You can add new glossary terms to the glossary after conversion; they will be used in Doc-To-Help according to the Doc-To-Help glossary rules. You do not need to assign link tags to glossary terms that you add after conversion.

Note that in addition to glossary hotspots converted from those existing in the original project, you may find new glossary pop-ups in the help built by Doc-To-Help. This is because the Doc-To-Help glossary is automatic in the sense that every occurrence of a glossary term automatically generates a pop-up. You can disable this automatic pop-up generation by formatting a glossary term with the D2HNoGloss style.

RoboHelp single source layouts — RoboHelp single source layouts are converted to Doc-To-Help help targets. A property specified in a RoboHelp layout is converted to a Doc-To-Help target property only if Doc-To-Help supports that property. The following properties are converted:

Help Target	RoboHelp Property	Doc-To-Help Property
HTMLHelp:	Conditional Build Expression	Help Targets dialog box, Attributes field
	Default Topic	Default Topic
	Background Watermark	Help Targets dialog box, Image file field
WebHelp (converted to the Doc-To-Help NetHelp target):		
	Conditional Build Expression	Help Targets dialog box, Attributes field
	Default Topic	Default Topic
	Background Watermark	Help Targets dialog box, Image file field
JavaHelp:	Conditional Build Expression	Help Targets dialog box, Attributes field
	Default Topic	Default Topic
	Navigation Pane TOC	Help Targets dialog box, Show Contents tab check box
	Navigation Pane Index	Help Targets dialog box, Show Index tab check box
	Navigation Pane Full-text Search	Help Targets dialog box, Show Search tab check box
Printed Documentation (converted to the Doc-To-Help Manual target):		
	Conditional Build Expression	Help Targets dialog box, Attributes field
	Name of the printed documentation	Help Targets dialog box, Supertitle field
	Chapter layout	TOC for the Manual target
Project Settings|Language|Advanced|LNG File:		
	[Common]	
	Contents	Help Targets dialog box, Contents Heading field
	Index	Help Targets dialog box, Index Heading field
	Search	Help Targets dialog box, Search field
	SyncToc	Help Targets dialog box, Synchronize TOC field
	[BrowseSequence]	
	PreCaption	Help Targets dialog box, Previous field
	NextCaption	Help Targets dialog box, Next field
	[WebHelp]	
	IndexInputPromt	Help Targets dialog box, Index caption field
	FtsInputPromt	Help Targets dialog box, Search caption field
	TopicNotFound	Help Targets dialog box, Found zero field
	FtsBtnText	Help Targets dialog box, Search go field
	[PrintedDoc]	
	TableOfContents	Help Targets dialog box, Contents heading field (Manual target)

RoboHelp printed documentation chapter layout — In RoboHelp, you can customize the contents of your printed documentation, the order and hierarchy of topics, in essence, customize the TOC for the Printed Documentation target. Customized chapter layout is converted to the Manual target TOC in Doc-To-Help. You can see the Manual TOC on the Contents pane. If it differs from the main TOC of the project, the converted TOC is customized separately from the main TOC, that is, the Manual target has a target-specific TOC. If there are more than one Print Documentation layouts in the RoboHelp project that have a customized chapter layout different from the main project TOC, additional Manual targets are created in the converted Doc-To-Help project, each with its own customized TOC.

RoboHelp printed documentation section layout — RoboHelp section layout for printed documentation is not converted to Doc-To-Help, because Doc-To-Help does not support custom section breaks in the Manual target. Doc-To-Help creates default sections, separate sections for the title, contents and index and for each top-level chapter.

RoboHelp printed documentation style mapping — In RoboHelp, you can map styles in your source documents to styles in your template for printed documentation. This mapping is not converted to Doc-To-Help, because Doc-To-Help provides a different, in fact, more versatile, mechanism of determining the target appearance of styles. If you have a custom style mapping for printed documentation in your RoboHelp project, use the Help Target dialog box, Template field to achieve the same effect in the converted Doc-To-Help project. Note that you only need to do this if you want style appearance in printed documentation to be different from that in the online targets.

Unsupported RoboHelp topic properties
Background and nonscrolling watermark and alignment are not converted, because they are not supported by Doc-To-Help

Custom topic browse sequence is not converted because browse sequence in Doc-To-Help is always determined by the positioning of topics inside documents. However, topics included in a RoboHelp browse sequence are included in Doc-To-Help navigation sequence by selecting the Project Styles dialog, Auto navigate check box.

Converting HTML Help Notes

You can convert an HTML Help project produced with any help authoring tool to a Doc-To-Help project. You need an HTML Help project (files .HHP, .HHC, .HHK, etc) to do so. If you only have a .CHM file, you can still do it, but first you must decompile it to an HTML Help project using either HTML Help Workshop or one of third-party CHM decompilation tools.

If your HTML Help is produced by RoboHelp and you have the source RoboHelp project, do not use the generic converter, use the **RoboHelp – Doc-To-Help** converter instead. The Generic HTML Help converter does not convert RoboHelp-specific features.

See Creating and Converting Projects (on page 65) for information on converting a legacy project.

Files — When the generic HTML Help converter copies files from the source folder to the Doc-To-Help project folder, it only copies files listed in the [FILES] section of the HTML Help .HHP project file. This can cause broken links in the Doc-To-Help project when you build help targets if some files that are referenced in topic files are not copied. Make sure that all files you need are actually copied to the Doc-To-Help project folder. If some are missing, copy them manually.

Topics — Converted topic files form the Documents pane. The tree hierarchy is based on the HTML Help TOC (.HHC file). For each TOC book that does not have a corresponding topic, an empty topic file is created, with the name prefix "_D2H_".

TOC — The HTML Help TOC (.HHC file) is converted to a Doc-To-Help TOC, which is automatically generated from topics (from the document tree hierarchy) if possible, customized if necessary.

Index keywords — Keywords defined in the HTML Help index file (.HHK) and in topics are converted to Doc-To-Help index keywords. They appear in the Index and Groups pane. Keywords are defined by D2HML hot spots in topic files using the C1HIndexInvisible style, so they can be modified in Doc-To-Help in the Index and Groups pane or in topic HTML text using D2HML.

ALink keywords — ALink keywords defined in topics are converted to Doc-To-Help groups. They appear in the Index and Groups pane. Groups are defined by D2HML hot spots, using the C1HGroupInvisible style, in topic files, so they can be modified in Doc-To-Help either in the Index and Groups pane or in topic HTML text using D2HML.

Links — Links (A-tags) to topic files are converted to D2HML hot spots, using the C1HJump style, in topic text.

KLinks — Keyword links (KLink HTML Help controls) are converted to D2HML hot spots, using the C1HKeywordLink style, in topic text.

ALinks — Associative links (ALink HTML Help controls) are converted to D2HML hot spots, using the C1HGroupLink style, in topic text.

Related Topics Control — These are converted to D2HML hot spots, using the C1HGroupLink style, in topic text. For each Related topic control, a special group is created in the Doc-To-Help project, with the name prefix "RelatedTopics_". These groups can be seen in the Index and Groups pane. Select Groups in the Index and Groups pane toolbar.

Image maps
Although image maps are not converted to Doc-To-Help-specific constructs, they are left intact in topic files and will work in online help targets as expected. Building a help target, Doc-To-Help honors links specified in AREA tags in image maps, so they point to the correct URL for the topics to which they link.

Note: The URL of a topic in the target is defined by the Topic Property dialog box URL field, which by default has the same value as the source topic file path).

Windows — Windows specified in the HTML Help project (.HHP) are converted to Doc-To-Help windows with the same names. Doc-To-Help window properties are set for HTML Help and WinHelp targets based on the values of corresponding properties in the .HHP file.

Map IDs — Map IDs are converted to topic context IDs in the Doc-To-Help project.

Converting Doc-To-Help 2000 Notes

If you have projects that were produced in Doc-To-Help 2000, you can convert them to Doc-To-Help 2007 by using the Doc-To-Help 2000 conversion wizard. See Creating and Converting Projects (on page 65) for information on converting a legacy project.

Before Converting a Doc-To-Help 2000 Project

The project must be in Doc-To-Help 2000 format and the project must have been "built" (output directories must exist). You should also run the Doc-To-Help 2000 Diagnostics, particularly those options that deal with bookmarks and cross-references.

Accessing the Converted Project

By default, Doc-to-Help 2007 places your converted Help project files and folders in the parent directory where your Doc-To-Help 2000 files resided.

1. The source documents are placed directly in the parent directory.

2. The related folders are also placed in the parent directory. The Doc-To-Help conversion duplicates the original folder names used in your Doc-To-Help 2000 project.

Additional Doc-To-Help 2000 Conversion Notes
The list below includes some known items that you should check after converting your Doc-To-Help 2000 project to Doc-To-Help 2007.

- If there are topics that are excluded from the default Help target via conditional text, then any hyperlinks to those topics will need to be recreated manually.
- Tables containing conditional text may require the conditional text be reapplied, particularly if multiple targets were involved. If the original table contained a conditional column, you must make two tables and mark them accordingly.
- If you have a list of related topics at the end of a parent topic, you may have to reinsert the related topics heading, or the heading that precedes the list of topics and their buttons. Doc-To-Help uses the Help Target dialog box Label field to add a related topics heading.
- If a {bmc} reference or HTML passthrough code cannot locate a file, check the value of the CopyFolder property. Either move the missing file to one of the referenced folders or append a new folder (preceded by a semi-colon) to the string value.

Converting WinHelp Notes

You can convert a WinHelp project produced with any help authoring tool other than RoboHelp to a Doc-To-Help project. You need the WinHelp project (files .HPJ, .CNT, etc.) to do that. If you only have an .HLP file, you can still do it, but first you need to decompile it to a WinHelp project using, for example, the freeware HelpDeco utility.

If your WinHelp is produced by RoboHelp and you have the source RoboHelp project, do not use the generic converter, use the **RoboHelp Word – Doc-To-Help** converter instead. The generic WinHelp converter does not convert RoboHelp-specific features.

See Creating and Converting Projects (on page 65) for information on converting a legacy project.

Files
All files in the original project folder and its subfolders are copied to the Doc-To-Help project folder. This is done to ensure that external files that may be referenced in the project source files are present in the converted folder and don't cause broken links. If you see files that you know are not needed, you can delete them manually.

Source documents (Word .RTF files included in the project) are converted to Doc-To-Help format. For example, WinHelp hotspots are converted to D2HML hotspots, and so on; please see the following conversion information. Other files are copied to the destination directory unchanged.

Source documents located outside the original project directory are not copied and not converted, with a warning issued in the conversion log.

Graphic files (help images, included in statements such as {bmc}) located outside the project directory remain in their places and their paths in the documents are changed to an absolute path with a warning in the conversion log.

Files included in the BAGGAGE section of the project are not copied to the destination directory unless they are located inside the source project directory. If you need those files, copy them manually to an appropriate location in the project directory.

A special directory _defbmp is created in the converted project directory containing standard WinHelp bitmaps (bitmaps supplied by Help Workshop) such as bullet.bmp, shortcut.bmp, etc.

Styles and templates
Styles and style appearance in the source documents are preserved in conversion. Converted documents have a Doc-To-Help template, C1H_NOMARGIN.DOT, attached to them, so the author can use Doc-To-Help styles. However, the template does not change the appearance of the styles already used in the source document, because the check box **Automatically update document styles** in the converted Word document's Tools > Options menu is not selected. If you select that check box, the styles appearance can change, because it will be defined by the C1H_NOMARGIN.DOT template.

The target template, which is set using the Help Targets dialog box, Template field in the converted Doc-To-Help project, is set to (None) to preserve the appearance of the source documents in the help target. You can change it to one of the standard Doc-To-Help templates or to your own customized template if you want to control target appearance by a template.

The style of the heading of each topic in Doc-To-Help must be one of the active paragraph styles, those styles that define a topic when Doc-To-Help compiles the document. For a topic with the first paragraph formatted with a style without an outline level (non-active style), its first paragraph is reformatted with a new style with the postfix (Topic) added in the end of the style name; the new style is inherited from the original style. For styles with outline levels (active styles) that are used in the original documents in a mixed way, both for formatting topic headings and for formatting paragraphs that are not topic headings, the paragraphs that are not topic headings are reformatted with a new style with (Nontopic) added in the end of the style name; the new style is inherited from the original style.

Topics — A Doc-To-Help topic is created in the converted project for each WinHelp topic. A WinHelp topic ID becomes a topic link tag and the value of the topic's Ascii name field in the Topic Properties dialog box. If a topic has an alias in the project file, that alias is also added to the collection of the topic's link tags.

Topic properties and TopicType — Some topic properties are implemented in Doc-To-Help via topic types. For example, you can't assign windows to individual topics directly, but you can set Topic.TopicType to a topic type that has a specific window in the TopicType.Window property. To enable this mechanism, topic types are created in the converted project as necessary, having the necessary property values, and these topic types are assigned to the Topic Properties dialog box, Topic type field, as needed, to specify various topic properties.

Topic properties
Topic title ($ footnote) is converted to the Topic Properties dialog box, Display Title field specified by a D2HML hot spot (style C1HTopicProperties) in topic text.

Topic title specified in table of contents (TOC) is converted to the Topic Properties dialog box, Contents field specified by a D2HML hot spot (style C1HContentsTitle) in topic text.

Topic window (> footnote) is converted to the Project Styles dialog box, Windows field.

Topic macro (! footnote) is converted to the Topic properties dialog box, Macro field.

The Project Styles dialog box Nonscrolling check box is selected when a topic heading paragraph in the source document has its Word paragraph format setting Keep with next = True.

The Project Styles dialog box, Midtopic check box is selected for topics that are mid-topics, that is, bookmarks in their parent topic rather than separate topics. According to WinHelp rules, such topics are characterized by the absence of a page break before their first paragraph.

TOC — Table of Contents is converted to Doc-To-Help TOC.

Index keywords — Index keywords are converted to Doc-To-Help index keywords. They appear in the Index and Groups pane in Doc-To-Help. Keywords are defined by D2HML hot spots in topic text (style C1HIndexInvisible), so they can be modified in Doc-To-Help either in the Index and Groups pane or in the topic text using D2HML.

See Also (A-keywords) **—** A-keywords are converted to Doc-To-Help groups. They appear in the Index and Groups pane in Doc-To-Help. Groups are defined by D2HML hot spots in topic text (style C1HGroupInvisible), so they can be modified in Doc-To-Help either in the Index and Groups pane or in the topic text using D2HML.

Links — Jump and pop-up links (including those defined by macros JI, PI) are converted to D2HML hot spots (styles C1HJump, C1HPopup) in topic text.

Keyword links — Keyword links (macros KL, JK) are converted to D2HML hot spots (style C1HKeywordLink) in topic text.

A-links (See Also links) — A-links (macro AL) are converted to D2HML hot spots (style C1HGroupLink) in topic text.

Windows — Windows specified in the project are converted to Doc-To-Help windows with the same names. Doc-To-Help window properties are set for a WinHelp target based on the values of corresponding properties in the source project.

Map IDs — Map IDs are converted to topic context IDs in the Doc-To-Help project. Context IDs are defined by D2HML hot spots in topic text (style C1HContextID), so they can be modified in Doc-To-Help either in the Topics window or in the topic text using D2HML.

Browse sequence — Topics included in a browse sequence (having + footnotes) are included in the Doc-To-Help navigation sequence by selecting the Project Styles dialog box Auto navigate check box. However, custom browse sequence (+ footnotes with browse code) is not converted, because Doc-To-Help browse sequence is always determined by the topic hierarchy, that is, by positioning of topics inside documents.

Conditional build tags — Conditional build tags (* footnotes) are converted to Doc-To-Help attributes. You can see the attributes in the Attributes dialog box.

Conditional build tags in project sections INCLUDE, EXCLUDE — In the generic WinHelp converter, attributes created from conditional build tags are checked or unchecked in the help targets in the Doc-To-Help project depending on whether they are appear in [INCLUDE] or in the [EXCLUDE] section of the project file.

Topic-level conditional build tags — Conditional build tags specified in the properties of a WinHelp topic (* footnotes) are converted to a D2HML topic properties hot spot (style C1HTopicProperties) in the Doc-To-Help topic text.

Macros
Macros defined in the project file for the entire help (CONFIG section) are converted to the Help Targets dialog box, Macro field.

Macros defined in the project file for a window (CONFIG:window section) are converted to the Windows dialog box, Macro field.

Macros defined for a topic (! Footnote) are converted to the Topic Properties dialog box, Macro field.

Macros defined in macro hotspots in topic text are converted to Doc-To-Help WinHelp macro comments in topic text unless they are jump, pop-up or K-/A-links. In the latter case they are converted to D2HML hotspots.

Notes: WinHelp macros have effect only in the WinHelp target; they are ignored in all other targets.

Doc-To-Help has a limitation of 255 characters for macro string length. Macro strings that exceed that limit are truncated, with a warning in the conversion log.

Help images — Help images (bitmap statements {bmc}, {bml}, {bmr}) are converted to linked pictures (Word {INCLUDEPICTURE} field).

Hotspot images — Hotspot images (SHED images, segmented hypergraphics) are converted to Doc-To-Help image maps, images with hot spots. Image maps can then be explored and edited using the Doc-To-Help Image Map Editor.

Buttons — Help buttons ({button} statements) are converted to D2HML hot spots (styles C1HJump, C1HPopup, C1HkeywordLink, C1HGroupLink) with the Display As Button check box selected.

Help multimedia and embedded windows
Help multimedia ({mci} statement) is not converted because it is not supported in Doc-To-Help.

Embedded windows ({ew*} statements) are not supported, with the exception of those generated by RoboHelp graphical buttons, which are converted to images formatted as Doc-To-Help hotspots (RoboHelp Word converter only).

Navigating Doc-To-Help

Doc-To-Help 2008 features a crisp, clean interface that incorporates the new (and easy-to-use) Ribbons, Navigation Panes, Tabbed Windows, Super ToolTips, and Dynamic Help.

Click below or on the graphic above for details.

Doc-To-Help button (on page 82)
Quick Access toolbar (on page 82)
Ribbons (on page 83)
Super ToolTips (on page 83)

Navigation Panes (on page 89)
Windows (on page 95)
Dynamic Help (on page 97)

Doc-To-Help button

 The **Doc-To-Help button** is located in the upper left corner of Doc-To-Help 2008.

Click on it to:

- Create, open, or save a project (on page 65).
- Convert an existing legacy project (on page 65) (RoboHelp® HTML, HTML Help, RoboHelp® Word, WinHelp, and Doc-To-Help 2000)
- Run reports (on page 173)
- Check for updates (**Tools** menu)
- Create a Team Authoring project (on page 175)
- Set Doc-To-Help options such as Startup options, Default Editors, and more. (Click the **Doc-To-Help Options** button)

You can pin projects you open often to the **Recent Projects** list. (Click the green pushpin.)

For more Help, see Navigating Doc-To-Help (on page 81).

Quick Access toolbar

The **Quick Access toolbar** provides easy access to commonly-used functions.

New Project — Create a new Doc-To-Help project using the **New Project Wizard**.

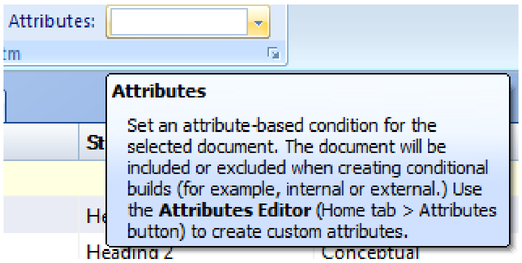
Open Project — Open an existing Doc-To-Help project.

Customize Quick Access button — This button (the arrow on the right) can be used to move the Quick Access toolbar (choose **Show Above/Show Below the Ribbon**), or minimize/maximize the Ribbons (select **Minimize the Ribbon**).

The **Quick Access toolbar** is generally found next to the Doc-To-Help button (see page 82), unless it is moved below the Ribbon using the **Customize Quick Access button**.

For more Help, see Navigating Doc-To-Help (on page 81).

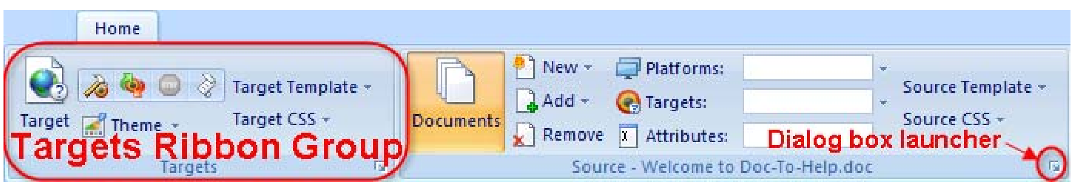
Super ToolTips



Super ToolTips are expanded tooltips that are displayed when you hover over a button. They display the button name and a description of what it does.

For more Help, see Navigating Doc-To-Help (on page 81).

Ribbons



Doc-To-Help 2008 features Microsoft® Office 2007 style ribbons.

Ribbons replace menus and toolbars, and are easier-to-use because they group features by common tasks.

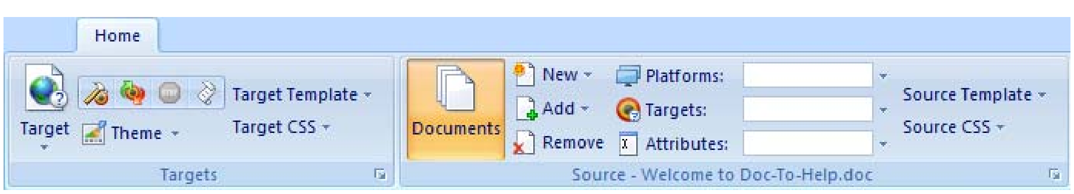
Doc-To-Help has four ribbons: Home (see page 83), Topics (see page 85), Project (see page 86), and Team Authoring (see page 87). (The **Team Authoring tab** opens for team projects only.)

Each ribbon is divided into logical ribbon groups. Many dialog boxes can be opened directly from ribbon groups using dialog box launchers. (The dialog box launchers are the small arrows on the bottom right of certain ribbon groups.)

You can minimize the Ribbons using the **Customize Quick Access** toolbar button. See Quick Access toolbar (on page 82) for details.

For more Help, see Navigating Doc-To-Help (on page 81).

Home tab



The **Home tab** provides access to the most frequently used functions in Doc-To-Help, including:

- Choosing and building targets (see Building a Target on page 171)

- Assigning templates and style sheets
- Setting document conditions
- Defining the look of your target(s)

See Ribbons (on page 83) for more information on Doc-To-Help's ribbons.

Targets ribbon group (Home tab)

Tools in this ribbon group:

See Building a Target (on page 171) for more information.

Target — Select the target using the drop-down list. The icon above it will display the target type. Click the icon to open the target.

Build Target — Build the current target.

Rebuild Target — Rebuild the current target. When rebuilding a Help target, Doc-To-Help empties its output directory and recompiles the entire project.

Cancel Build — Cancel the current build.

Build Log — View the Output window (see page 96), which displays the build log, as well as errors and unresolved links.

Theme — Select and edit the theme (skin) for the current help target. Click this button to open the Theme Preview. See Customizing with the Theme Designer (on page 13).

Target Template — This template controls the formatting of the Target for Word source documents. Target template styles will override any matching styles in the Source Template. See the Guide to Templates and Styles (on page 8).

Target CSS — This style-sheet controls the formatting of the Target for HTML source documents. Target CSS styles will override any matching styles in the Source CSS. See the Guide to Templates and Styles (on page 8).

View PDF — View the PDF of the Manual target. (Only visible if the Manual target has been generated.)

Click the dialog box launcher to open the Help Targets dialog box (see page 99).

Source ribbon group (Home tab)

Tools in this ribbon group:

Documents — Show the Documents pane (see page 89).

Create New Document — Add a new HTML or Word document to the project. See Adding a Document to a Project (on page 90).

Add Existing Document — Add an existing HTML or Word document to the project.

Remove Document — Remove the selected document from the project.

Source Template — The default template for new Word source documents added to the project. To change the look of the Target, edit the Target template. Styles that exist only in the Source Template will pass-through to the Target Template. See the Guide to Templates and Styles (on page 8).

Source CSS — The default style sheet for new HTML source documents added to the project. To change the look of the Target, edit the Target CSS. Styles that exist only in the Source CSS will pass-through to the Target CSS. See the Guide to Templates and Styles (on page 8).

Platforms — Set a platform-based condition for the selected document. The document will be included in all of the target platform(s) selected. A platform includes all the targets that produce the output specified; Online Help, HTML Help, NetHelp, Printed Manual, etc.

Targets — Set a target-based condition for the selected document. The document will be included in all the target(s) selected.

Attributes — Set an attribute-based condition for the selected document. The document will be included or excluded when creating conditional builds (for example, internal or external.) Use the Attributes dialog box (see page 117) (Project tab > Project ribbon group > Attributes button) to create custom attributes.

Click the dialog box launcher to open the Document Properties dialog box (see page 151).

Topics tab

The **Topics tab** allows you to work efficiently in the Topics window. With this ribbon you can:

- Set topic filters
- Directly open the **Contents**, **Index** and **Groups**, and **Related Topics** panes
- Apply multiple conditions to entire topics
- Set Related Topics settings (label, subtopic links)
- Edit Topic Properties
- Open selected topics directly

See Ribbons (on page 83) for more information on Doc-To-Help's ribbons.

View ribbon group (Topics tab)

Tools in this ribbon group:

Filter view — View topics with or without the selected criteria.

Contents — Synchronize the Contents pane (see page 91) with the selected topic.

Index — Display the keywords for the selected topic only.

Related Topics— Display the Related Topics pane (see page 93) for the selected topic only.

Condition ribbon group (Topics tab)

Tools in this ribbon group:

Platforms — Set a platform-based condition for the selected topic. The topic will be included in all the target platform(s) selected. A platform includes all the targets that produce the output specified; Online Help, HTML Help, NetHelp, Printed Manual, etc.

Targets — Set a target-based condition for the selected topic. The topic will be included in all the target(s) selected.

Attributes — Set an attribute-based condition for the selected topic. The topic will be included or excluded when creating conditional builds (for example, internal or external.) Use the Attributes dialog box (on page 117) (Project tab > Project ribbon group > Attributes button) to create custom attributes.

Related Topics ribbon group (Topics tab)

Tools in this ribbon group:

Related Links Label — This is the label that will appear above Related (Subtopic) Links for the selected topic.

Subtopic Links — Links automatically displayed in a parent topic to all of its subtopics. Select the **Hide** check box to turn off Subtopic Links for the selected topic. See Subtopic Links for more information.

"Hide subtopic links" check box — If this check box is selected, all Subtopic Links will be hidden in the selected parent topic.

Properties ribbon group (Topics tab)

Tools in this ribbon group:

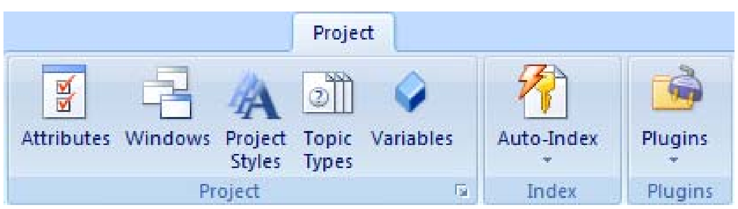
Properties — Click the **Properties** button to open the Topic Properties dialog box (see page 167).

Editor ribbon group (Topics tab)

Tools in this ribbon group:

Open Topic — Open the selected topic for editing.

Project tab



The **Project tab** is used to specify the global settings for this project. With this ribbon you can:

- Add and edit Attributes
- Add and edit Windows
- Add and edit Character Styles, Paragraph Styles, and Topic Types
- Define Variables

- Set the global Project Settings
- Set Auto-Indexing criteria
- Add Plugins

Project ribbon group (Project tab)

Tools in this ribbon group:

Attributes — Opens the Attributes dialog box (see page 117) where you can add or edit project attributes. Use these attributes to tag content for conditional builds. Attribute conditions can be applied to text, topics, and/or entire documents.

Windows — Opens the Windows dialog box (see page 118), where you can edit the default window types. Custom windows can also be created.

Project Styles — Opens the Project Styles dialog box (see page 123), where you can customize the source Paragraph and Character styles. These styles are from the Source Template. You can also add new styles.

Topic Types — Opens the Project Styles dialog box, where you can add or edit Topic Types. A topic type is assigned to each topic. You can customize the default topic types or create new ones.

Variables — Opens the Variables window (on page 96), where you can create and edit plain and rich content variables.

Click the dialog box launcher to open the Project Settings dialog box (see page 132).

Index ribbon group (Project tab)

Tools in this ribbon group:

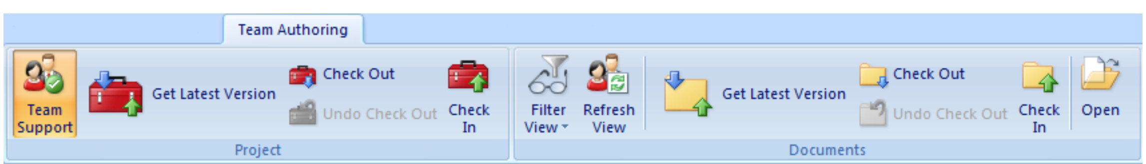
Auto Index — Automatically create the index based on one or more topic types or styles. Open the menu to set preferences.

Plugins ribbon group (Project tab)

Tools in this ribbon group:

Plugins — Add new or existing plugin documents. For example, the Sandcastle plugin allows authors to use reference documentation as part of the Doc-To-Help project. See Documenting Your Class Library with Microsoft® Sandcastle (on page 197).

Team Authoring tab



The **Team Authoring tab** provides access to Doc-To-Help's team functionality, including:

- Enabling team support
- Project and Document check in/check out

See Working on a Team (on page 175) for more information.

See Ribbons (on page 83) for more information on Doc-To-Help's ribbons.

Project ribbon group (Team Authoring tab)

Tools in this ribbon group:

Team Support — Enable team authoring support.

Get Latest Version — Get the latest version of the project and documents from the repository.

Check Out — Check project out of the repository.

Undo Check Out — Undo the last checkout operation.

Check In — Check project and documents into the repository.

Documents ribbon group (Team Authoring tab)

Tools in this ribbon group:

Filter View — Select the files that will be displayed in the Team Authoring window.

Refresh View — Refresh the current view to see file status.

Get Latest Version — Get the latest version of the project and documents from the repository.

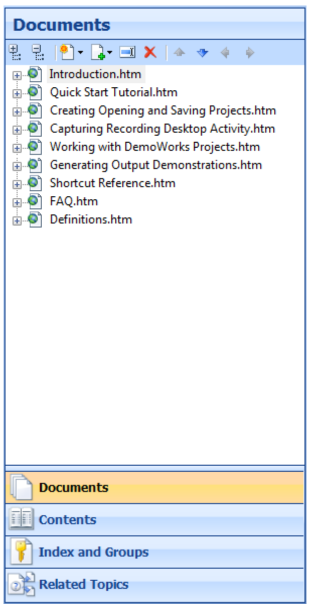
Check Out — Check documents out of the repository.

Undo Check Out — Undo the last checkout operation.

Check In — Check documents into the repository.

Open — Open the file selected in the Team Authoring window for editing.

Navigation Panes



Doc-To-Help's navigation panes make it possible to quickly work with your documents, table of contents, index, and related topics. Click on the button to expand the pane and open the accompanying window (on page 95).

For more Help, see Navigating Doc-To-Help (on page 81).

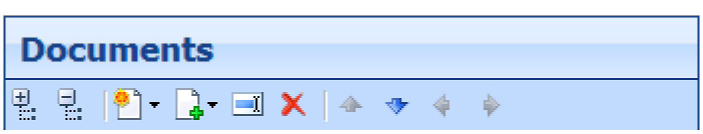
Documents pane

The Documents pane is "home base" in Doc-To-Help.

Use the **Documents pane** to:

- View all project documents (.doc, .docx, .html, .htm)

Using the **Documents pane toolbar**:



- Expand/collapse the list
- Add new and existing documents Rename a document
- Remove a document from the project
- Rearrange your documents

Right-click on a document to:

- View document properties
- Designate a document as the project Glossary
- Open it
- Sort the document list alphabetically

Note: .doc and .docx files, and .htm and .html files are edited in external editors

Using the Source ribbon group (on page 84) you can:

- Assign Source Templates and CSSs to your documents
- Designate Platform, Target, and Attribute-based conditions
- View Document Properties (on page 151) (click the dialog box launcher)

Adding a Document to a Project

You may add two different types of new, empty documents to your project.

To add a new document to your project

1. Open the Documents pane.
2. Select the document that you would like the new document to be placed under. (You can always move it later by dragging it to the desired location.)
3. Click the **New** button in the Documents pane or the Source ribbon group (see page 84).
4. Choose HTML Document, or Word Document. The **Save New Document As** dialog box will open. Enter a name and click **Save**.
5. If you chose new HTML, the **New Document** dialog box opens.
6. Choose the **Multiple topics in the Document** or **Single Topic** in the Document radio button. The default is Single Topic. (If you later add additional topics to a single topic document, they will appear in the project as one continuous topic.

   If **Single Topic** was selected, the document can be either a **Child** or a **Sibling** of the document you originally selected. A child document will appear one level below the document in the project structure; a sibling will appear immediately below it.
7. If you wish, change the Title you already specified.
8. Choose the Style for the topic. Heading1 is the default. (Unless the document is the child of another, then the appropriate styles will be displayed.)

   The default CSS for the project will be used for HTML documents. The **Default CSS** is specified in the Project Settings dialog box (see page 132). Word documents added will use the **Default template** specified.

Contents pane

Use the **Contents pane** to:

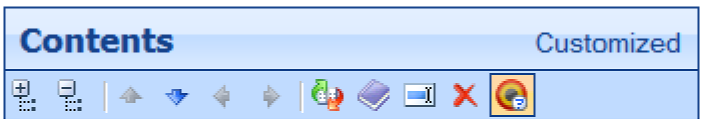
- View/Edit your table of contents

Doc-To-Help will create a Table of Contents (TOC) for you automatically based on your document structure, but you can change it by creating new books and deleting/rearranging topics.

To add a topic to your TOC, select it from the Topics window (see page 95) and drag it into the Contents pane.

To verify which topics have been added to the TOC, open the Topics window and check the **TOC** column.

Using the **Contents pane toolbar**:



- Expand/collapse the list
- Rearrange your topics
- Rebuild your TOC based on your document structure (Doc-to-Help's automatic TOC)
- Create a book
- Rename a topic/book
- Remove a topic/book
- Designate the displayed TOC as Target specific. (Choose the target using the View Target button (see page 84) in the Home tab.)

Note: You can create custom TOCs for each Help target. To do so, choose the appropriate Help Target from the **Home tab**, then click the **Target-Specific Table of Contents button** in the Contents pane. When you build the Target, a Target-specific TOC will be created. Target-specific TOCs will be flagged as "Customized" in the Contents pane. When you select a Target using the **View Target button**, the Contents pane will display the correct TOC for that Target.

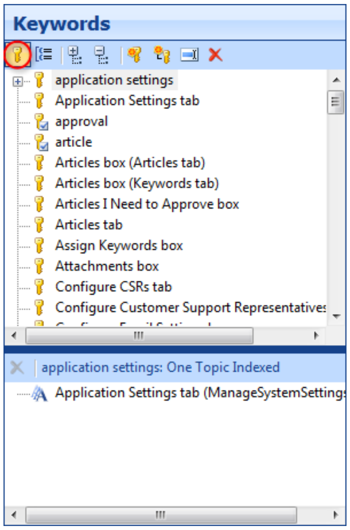
Right-click on a topic to:

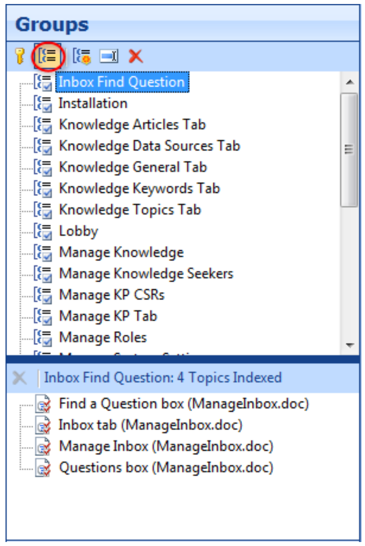
- Convert that topic to a book

Index and Groups pane

The display in this pane varies based on the toolbar button chosen.

Choosing the **Index button** (default) displays the project Keywords (Index); choosing the **Groups button** displays the project Groups.





Use the **Index and Groups pane** to:

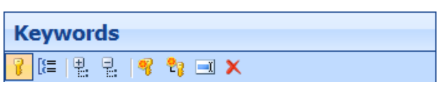
- View/Edit your index or groups

Index entries are also called keywords (or K-links). They will display in your Help or manual targets in an index.

Keywords with a checkbox next to them are glossary entries that have been added to the index.

Groups can also be referred to as related topics or associative topics (A-links). When a group of topics is related, a link can be created in your Help project that displays a dialog box or popup window displaying the list of topics in that Group. Groups do not display in the index.

Using the Index pane toolbar:



Expand/collapse the list

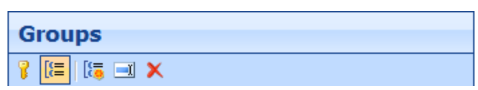
Add a new keyword

Add a secondary keyword

Rename a keyword

Remove a keyword

Using the Groups pane toolbar:



Add a new group

Rename a group

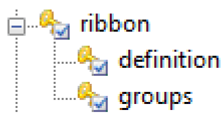
Remove a group

If you'd prefer, Doc-To-Help can create an index for you automatically, based on your Topic Types. Choose the Topic Types you'd like to include in your index from the Auto-Index menu (see page 87), the next time you build, topics with those Topic Properties will be included in the Index. Topic Types can be edited in the Project Styles dialog box (see page 123).

To create a keyword

1. In the Keywords pane, click the Add New Keyword toolbar button.
2. An editable keyword will be created, titled New Keyword. Type the new keyword within the box.
3. To create a secondary keyword, select a keyword and click the Add Secondary Keyword toolbar button.

   If a secondary keyword is assigned to a keyword, the primary keyword acts as a parent. For example:



Topics may be assigned to all keyword levels.

Secondary keywords may be created several levels deep if you wish.

4. To assign a topic to a keyword, see To assign a topic to a keyword or group.

   Keywords can be renamed or removed using the **Rename** or **Remove Keyword** toolbar buttons.

To create a group

1. In the Groups pane, click the Add New Group toolbar button.
2. An editable group name will be created, titled New Group. Type the new group name within the box.
3. To assign topics to a group, see To assign a topic to a keyword or group (below).

Groups can be renamed or removed using the **Rename** or **RemoveGroup** toolbar buttons.

Note: You can create index and group entries within your document (in Microsoft® Word/FrontPage, or Adobe® Dreamweaver) using the Doc-To-Help toolbar. See Using D2HML (on page 155) for details.

To assign a topic to a keyword or group

1. Create an index keyword or group.
2. Select it in the Keywords/Groups pane to highlight it.
3. Drag a topic from the Topics window (see page 95) into the bottom half of the Keywords/Groups pane.

   You may assign more than one topic to a keyword. This will open a selection dialog box when the keyword is chosen from the index.

   Groups should always have more than one topic assigned to them.

To create a hotspot to a Group

These steps should be performed within your document editor, for example Microsoft® Word/FrontPage, or Adobe® Dreamweaver. See Creating Links (on page 157) for more information.

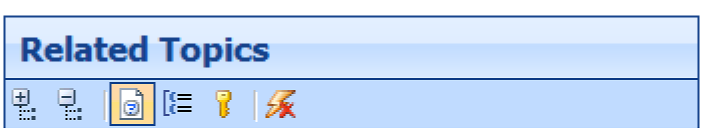
Related Topics pane

Use the **Related Topics pane** to:

- View/Edit your related topics

You can view related topics three ways: by the hierarchy (TOC) structure, by keyword (index) entry, or by group.

Using the **Related Topics pane toolbar** you can:



- View Hierarchy (TOC) structure and related topics
- View Groups and related topics

- View Keywords and related topics
- Disable subtopic relations (when viewing Hierarchy only)
- Create custom related topics

Right-click on a topic in the Hierarchy to:

- Change the sort to "by Document" or "Alphabetical"
- Disable subtopic relations

Clicking on a topic, group, or keyword in the upper half of the **Related Topics** pane will display related topics in the lower half.

Subtopic relations are created automatically by Doc-To-Help based on heading styles. They display in Help Targets at the bottom of the topic. See Subtopic Links for more information. An automatic relation is created between a main topic and its subtopics, but using this window, you can add links to topics elsewhere in the project.

More:
- ☐ Find an Article box
- ☐ Assign Keywords box
- ☐ Articles box
- ☐ Create New Keywords box

If you would prefer that subtopic buttons do not display in a topic, go to the Topics tab (see page 85), **Related Topics** ribbon group and select the **Hide** check box. This is also where you can specify the **Related Links Label** that will display above the subtopic buttons.

To disable subtopic relations from the Hierarchy view, click on the topic and click the **Disable Subtopic Relations** toolbar button.

To create a custom relation to a topic, select it in the **Topics** pane and then drag a topic from the Topics window (see page 95) into the lower half of the pane. The new relation will be flagged as a "Custom Related Topic." This custom relation will display in the **Subtopic Link** list for that topic after the Target is rebuilt.

You can note where any topic displayed in the lower half of the Related Topics pane belongs in the hierarchy by selecting it and clicking the **Go to Related Topic** toolbar button.

If you'd like to change the **Related Links Label** for your entire Help Target (not just a single topic), change it in the **Label** field of the **Help Targets** dialog box for each Help Target. See Creating Help Targets (on page 99) for more information.

Windows

Doc-To-Help has several windows that will be displayed based on the task you are working on. Navigate through them by clicking the tabs.

For more Help, see Navigating Doc-To-Help (on page 81).

Start Page window

From the **Start Page** window you can:

- Create a new project
- Open an existing project
- Convert a project from several different formats (HTML Help, WinHelp, RoboHelp, Doc-To-Help 2000)

See Creating and Converting Projects (on page 65) for more information.

Topics window

The **Topics** window displays all of the Topics in your project.

From this window, you can select topics that can be dragged and dropped into the Contents (see page 91), Index and Groups (see page 91), or Related Topics (see page 93) panes.

You can also select topics and apply Platform, Target, or Attribute conditions to them. See Condition ribbon group (on page 85) for details.

To specify a topic as the default for the project (the first displayed), right-click on it and choose **Default Topic**.

To display/edit the Properties for a topic, right-click on it and choose **Properties.**

Right-click in the **Topics** window to:

- Specify the columns to display (choose **Columns**) Columns available: Document, Title, ASCII Name, Style, Type, Context ID, Keywords, Groups, Link Tags, Context String, Order, TOC)
- Return to the default column display (choose **Reset Column Layout**)
- Show/hide deleted topics (select/clear **Show Deleted Topics**)
- Purge deleted topics (choose **Purge Deleted Topics**)
- Show/hide the filter row (select/clear **Show Filter Row**)
- Clear the filter (choose **Clear Filter**)

Columns may be rearranged by selecting the column header and dragging to the desired position. Click on a column header to sort by that column.

Output window

The **Output** window will appear when a target is built. It displays the status of the build as it progresses.

The window will split after the first build is completed. One window will be the **Build Log**; the other will display the **Error(s) and Unresolved Link(s)** (if any). These windows can be accessed by clicking the tabs at the bottom of the Output window.

The **Errors and Unresolved Links** window will display detailed information so that you can troubleshoot the issues found during the build. Right-click in the window for options to change the column display or sort.

Variables window

The **Variables** window is used to create and display all the **Text** and **Rich Content Variables** available in your project.

Variables allow you to manage content in one place for reuse across your project. **Text Variables** may be used for any amount of unformatted text or use **Rich Content Variables** for blocks of formatted content.

Text Variables can be assigned conditions, providing even more flexibility for their use. If you'd like, you can create a single variable, and assign multiple text values and conditions for it. This allows you to insert a variable once, and have different text be used in each of your conditions.

Variables make it possible to:

- Change text once and automatically update it everywhere.
- Use HTML variables to enter HTML elements in your Word documents. (Or use Word variables to enter Word text in HTML documents.)

Examples of **Text Variables** include:

- Product or company name
- Frequently used descriptions
- Addresses
- Copyright notices

Examples of **Rich Content Variables** include:

- Tables
- Images or other media
- Formatted company names (i.e., **ComponentOne**)
- Entire topics

To open the Variables window

From the Project tab, Project ribbon group (see page 87), choose the **Variables** button.

To create a Text Variable

1. Open the Variables window.
2. In the Text Variables area, click on the **Add New Variable** toolbar button. An editable field named <New Variable> will appear in the Name column.
3. Enter a name for the variable, then double-click **<Variable text>** in the Text column to enter the text (one word or more).

   If you'd like, double-click in the **Condition** column to choose a Platform, Target, or Attribute condition for the variable.

If you would like to assign more than one condition to this variable, select its name and click the **Add Text with Condition** toolbar button. An additional <variable text> field will open. Enter the text, then double-click in the **Condition** column to choose a condition. Click the **Add Text with Condition** toolbar button to add another text/condition to the variable.

To create Rich Content Variables

1. Open the Variables window.
2. In the Rich Content Variable area, click on the Add New Document button. A New Document dialog box will open. Enter the document Name (Word or HTML) and click **OK** to add it to your project.
3. Right-click on the document name in the Variable window and choose Open variable definition document. The document will open. The Variables document will have a table with two columns in it.
4. Enter variable name in the column on the left, and the formatted variable content in the column on the right.
5. Save the document.

   Please note that you can define a variable in Word, and use it in an HTML source document, or define a variable in HTML, and use it in a Word source document.

To insert variables in documents

Variables are inserted in Microsoft® Word, Microsoft® FrontPage®, and Adobe® Dreamweaver® documents using the Variable button in the Doc-To-Help toolbar or ribbon (see page 145).

Team Authoring window

The **Team Authoring** window only appears when you open a Team Project. It displays all of the document names in the repository, as well as their status, size, modification date, version number, and the date they were retrieved from the repository. You can perform team authoring actions on individual files using the Team Authoring tab (see page 87).

See Working with a Team Project (on page 180) for more information.

To modify the column display, right-click in the window and choose **Columns**.

Dynamic Help

The Dynamic Help window displays relevant Help automatically as you use your mouse to click or hover over the Doc-To-Help interface. For the complete Help file, click on the Help icon located on the upper right .

If you need quick Help on a specific toolbar button, hover over it to display its Super Tooltip (see page 83) — both the name of the button and an overview of its use will appear.

If you are creating documentation for a software product and would like your interface to include Super ToolTips, the .NET control for this feature may be purchased from ComponentOne.

To close/open the Dynamic Help window

Close the window by clicking the close icon in the upper right corner of the window. Reopen the Dynamic Help window by clicking the Dynamic Help icon on the upper right .

For additional information, see Navigating Doc-To-Help (on page 81).

Customizing Your Project

You can customize your project so that your output looks and behaves the way you want it to. Start by deciding on your targets and then move on to specifying the look of your windows, character and paragraph styles, topic types, build attributes, variables, and project properties.

Creating Help Targets

In Doc-To-Help, Help Targets are the final output of your project. You can generate the following outputs with Doc-To-Help:

- Help 2.0 (see page 100)
- HTML Help (see page 102)
- JavaHelp (see page 106)
- Manual (see page 109) (Printed or Online)
- NetHelp (see page 110)
- WinHelp (see page 115)

The **Help Targets** dialog box is used to specify the targets that you would like to create and specify key settings for each output. You may create more than one output of a specific type — for example; you could have two different HTML Help outputs, one for "Administrator HTML Help" and one for "Manager HTML Help." Simply add those targets to the list and configure each as you wish. To make the text in each unique, use conditional text and variables.

For details on building targets, see Building a Help Target (on page 171).

To open the Help Targets dialog box

1. Open the **Home** tab.
2. Click the **Targets** ribbon group dialog box launcher. The **Help Targets** dialog box will open.

   Click on the desired target to view or edit its properties.

To add/delete a Target

1. In the Help Targets dialog box, click **Add New Target** in the box on the left.
2. Select the desired target from the drop-down list. The target will be added to the list with the default name New Target. Change the name by editing the Name field in the Basic section, then clicking anywhere in the dialog box to change it in the list on the left.

   To delete a target, click the name of the target from the list and click **Remove Target**.

Help 2.0 Target

Use the following options to configure your Help 2.0 output. Please note that this output is only used for developing help for Microsoft Visual Studio.

See Targets ribbon group (on page 84) for more information on selecting and building targets.

Basic

Name: The name of the target, which will also appear in the list on the left of the dialog box. This is the internal name for the project; the name used as the label on the final output is set in the Advanced section. This name is also used when you select a target using the View Target button in the Targets ribbon group.

Base name: By default, the same as the target Name.

Style sheet: The cascading style sheet used to format the target. This style-sheet controls the formatting of the Target for HTML source documents. Target CSS styles will override any matching styles in the Source CSS. See the Guide to Templates and Styles (on page 8). (The style sheet can also be changed using the **Target CSS** button in the **Targets** ribbon group.)

Template: The Word template used to format the target. This template controls the formatting of the Target for Word source documents. Target template styles will override any matching styles in the Source Template. See the Guide to Templates and Styles (on page 8). (The template can also be changed using the **Target Template** button in the Targets ribbon group.)

Theme: The theme or "skin" used for the target. Themes are created/edited in the Theme Designer. (The theme can also be changed using the **Theme** button in the **Targets** ribbon group.)

Attributes: The Attributes or Expressions this target includes in the final build. You can create additional attributes and values using the Attributes dialog box.

Folder: The folder where the target output will be stored in you Doc-To-Help project. If you change the name of the folder after generating this target, you should delete the original folder to avoid confusion.

Localization

Locale: Specifies the language in the target files. Each target has its own way of specifying language. For example, HTML Help has a Language option in the [OPTIONS] section of the project file (.hhp). Some common values for this property are as follows:

- **English (U.S.)** — 1033
- **English (U.K.)** — 2057
- **French** — 1036
- **German** — 1031
- **Italian** — 1040
- **Spanish** — 1034

CodePage: Defines the windows codepage number to be used by the help file. This integer is most commonly used when producing help files in foreign languages, providing special character sets for translation on the screen or in print.

Charset: Specifies one of the character set aliases listed in HTML Character Sets and Named Entities. Used for localization.

Background

Color: Displays the current color setting for the target help window. To change the color, click the adjacent button to select or define a color.

Image file: Displays the image file to be used as a background in the target help window. To insert a background image, click the adjacent button to open the selection dialog.

Repeat image: Specifies how the background image is arranged in the target help window. Options are Tiled, Horizontal, or Vertical.

Advanced

Caption: The text displayed in the Caption bar of the Help window.

Color Reduction: Determines the color threshold for images embedded in Word source documents. This setting has no impact on images used in HTML source documents.

- **Keep original color format —** Images are not converted.
- **Reduce to 16 Colors** — Images with more than 16 colors are reduced to 16.
- **Reduce to 256 Colors —** Images with more than 256 colors are reduced to 256.

Image format: Determines the storage format in the Help target of the images used in Word source documents. This setting has no impact on images used in HTML source documents.

- **Original format —** All graphics are stored in the original format without conversion.
- **JPG always** — All graphics are stored in JPG files.
- **JPG if transformed** —Graphics are converted to JPG if they undergo any transformation when the help target is built.
- **PNG always —** All graphics are stored in PNG files.
- **PNG if transformed** — Graphics are converted to PNG if they undergo any transformation when the help target is built.

Graphics scaling: Determines the scaling applied to the graphics in Word source documents. This setting has no impact on images used in HTML source documents.

For graphics embedded within Word documents, **Scale in target** and **Scale in build** options are equivalent, the size of the picture is the same as it is displayed in Word. For linked graphics, options **Scale in target** and **Scale in build** also produce pictures of the same size, the size it is displayed in Word. The only difference between them is that quality of scaling (resampling) can differ for some images. With **Scale in build** option, Doc-To-Help is responsible for resampling the image, and with **Scale in target** option that task is left to the browser that displays the online help target. Choose whichever produces best results. For WinHelp targets, **Scale in target** and **Scale in build** options are equivalent for all graphics, the resampling is performed by Doc-To-Help.

- **Do not scale graphics** — Graphics are displayed at their original size. If graphics are rescaled in the source Word document, they are reset.
- **Scale in target** — Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by the viewer (browser) displaying the online help target. Linked image files remain at their original size; scaling is delegated to the browser by setting the IMG tag dimensions.

- **Scale in build** — Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by Doc-To-Help when the help target is built; the linked image file is resampled to the required size.

Graphics scale with fonts: When selected, all graphics in Word source documents are resized proportionally when the system font size is changed (for example, changing the Text Size in your browser). This setting has no impact on images used in HTML source documents.

Overwrite CSS: If selected, the existing cascading style sheet will be overwritten when building the Help target. This check box should be selected by default.

Generate XHTML: If selected, the online help output is generated as XHTML 1.0. The XHTML output generated conforms to the W3C XHTML 1.0 transitional specification. For more information, see Generating XHTML Output (on page 141).

Namespace: Specifies the Help 2.0 namespace that is used to register the Help file after a successful build. If this field is empty, the Base Name is used. If the Base Name field is empty, the file name of the project itself is used. Please note, the Namespace and Parent Namespace only affect Help file registration on the author's machine. Registration on the user machine is handled by standard Help 2.0 means, with Windows Installer.

Parent Namespace: Specifies the namespace for the built help collection to plug into. Usually, that will be the namespace of the Visual Studio .NET Combined Collection. Set this property if you want the built Help to be automatically registered as a plug-in for Visual Studio help. For example, for Visual Studio .NET 2003, set Parent Namespace to "MS.VSCC.2003". Please note, the Namespace and ParentNamespace fields only affect Help file registration on the author's machine. Registration on the user machine is handled by standard Help 2.0 means, with Windows Installer.

Related Links

Label: Specifies the text that precedes the subtopic links. If you clear this field, there will be no text above the links. If you would like to change the label text for a specific topic, change it in the Topic Properties dialog box.

Label Style: The name of the style used to format the label that precedes the subtopic links.

Links Style: The name of the style used to format the automatically generated subtopic links.

Add separator between topic text and subtopic links: If selected, a dividing line will separate the topic text from the subtopic links.

Strings

Breadcrumbs label: For HMTL Help targets, specifies the text that precedes topic breadcrumbs (for example, “You are here:”). The breadcrumbs label is set with this field; to make additional changes or disable breadcrumbs, see Customizing with the Theme Designer (on page 13).

HTML Help Target

Use the following options to configure your compiled HTML Help output. Your output will be a .chm file.

Basic

Name: The name of the target, which will also appear in the list on the left of the dialog box. This is the internal name for the project; the name used as the label on the final output is set in the Advanced section. This name is also used when you select a target using the View Target button in the Targets ribbon group.

Base name: By default, the same as the target Name.

Style sheet: The cascading style sheet used to format the target. This style-sheet controls the formatting of the Target for HTML source documents. Target CSS styles will override any matching styles in the Source CSS. See the Guide to Templates and Styles (on page 8). (The style sheet can also be changed using the **Target CSS** button in the **Targets** ribbon group.)

Template: The Word template used to format the target. This template controls the formatting of the Target for Word source documents. Target template styles will override any matching styles in the Source Template. See the Guide to Templates and Styles (on page 8). (The template can also be changed using the **Target Template** button in the Targets ribbon group.)

Theme: The theme or "skin" used for the target. Themes are created/edited in the Theme Designer. (The theme can also be changed using the **Theme** button in the **Targets** ribbon group.)

Attributes: The Attributes or Expressions this target includes in the final build. You can create additional attributes and values using the Attributes dialog box.

Folder: The folder where the target output will be stored in you Doc-To-Help project. If you change the name of the folder after generating this target, you should delete the original folder to avoid confusion.

Localization

Locale: Specifies the language in the target files. Each target has its own way of specifying language. For example, HTML Help has a Language option in the [OPTIONS] section of the project file (.hhp). Some common values for this property are as follows:

- **English (U.S.)** — 1033
- **English (U.K.)** — 2057
- **French** — 1036
- **German** — 1031
- **Italian** — 1040
- **Spanish** — 1034

CodePage: Defines the windows codepage number to be used by the help file. This integer is most commonly used when producing help files in foreign languages, providing special character sets for translation on the screen or in print.

Charset: Specifies one of the character set aliases listed in HTML Character Sets and Named Entities. Used for localization.

Background

Color: Displays the current color setting for the target help window. To change the color, click the adjacent button to select or define a color.

Image file: Displays the image file to be used as a background in the target help window. To insert a background image, click the adjacent button to open the selection dialog.

Repeat image: Specifies how the background image is arranged in the target help window. Options are Tiled, Horizontal, or Vertical.

Advanced

Color Reduction: Determines the color threshold for images embedded in Word source documents. This setting has no impact on images used in HTML source documents.

- **Keep original color format** — Images are not converted.
- **Reduce to 16 Colors** — Images with more than 16 colors are reduced to 16.
- **Reduce to 256 Colors —** Images with more than 256 colors are reduced to 256.

Image format: Determines the storage format in the Help target of the images used in Word source documents. This setting has no impact on images used in HTML source documents.

- **Original format —** All graphics are stored in the original format without conversion.
- **JPG always —** All graphics are stored in JPG files.
- **JPG if transformed —**Graphics are converted to JPG if they undergo any transformation when the help target is built.
- **PNG always —** All graphics are stored in PNG files.
- **PNG if transformed —** Graphics are converted to PNG if they undergo any transformation when the help target is built.

Graphics scaling: Determines the scaling applied to the graphics in Word source documents. This setting has no impact on images used in HTML source documents.

For graphics embedded within Word documents, **Scale in target** and **Scale in build** options are equivalent, the size of the picture is the same as it is displayed in Word. For linked graphics, options **Scale in target** and **Scale in build** also produce pictures of the same size, the size it is displayed in Word. The only difference between them is that quality of scaling (resampling) can differ for some images. With **Scale in build** option, Doc-To-Help is responsible for resampling the image, and with **Scale in target** option that task is left to the browser that displays the online help target. Choose whichever produces best results. For WinHelp targets, **Scale in target** and **Scale in build** options are equivalent for all graphics, the resampling is performed by Doc-To-Help.

- **Do not scale graphics** — Graphics are displayed at their original size. If graphics are rescaled in the source Word document, they are reset.
- **Scale in target —** Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by the viewer (browser) displaying the online help target. Linked image files remain at their original size; scaling is delegated to the browser by setting the IMG tag dimensions.
- **Scale in build** — Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by Doc-To-Help when the help target is built; the linked image file is resampled to the required size.

Graphics scale with fonts: When selected, all graphics in Word source documents are resized proportionally when the system font size is changed (for example, changing the Text Size in your browser). This setting has no impact on images used in HTML source documents.

Binary table of contents: If selected, a binary table of contents will be generated instead of a site map table of contents. In modular HTMLHelp projects, this setting can have any value in the module projects, but the check box must be cleared in the hub project. You should select this check box if your main window uses the built-in Next and Previous buttons.

Overwrite CSS: If selected, the existing cascading style sheet will be overwritten when building the Help target. This check box should be selected by default.

Skip glossary: If selected, the Glossary topic is omitted from the generated Help contents. For each component Help file in a modular system, select this checkbox to eliminate duplicate Glossary topics when viewing the hub.

Binary Index: If selected, generates a binary index instead of a site map index. In modular HTML Help projects, this check box can have any value in the module projects, but must be selected in the hub project.

Generate XHTML: If selected, the online help output is generated as XHTML 1.0. The XHTML output generated conforms to the W3C XHTML 1.0 transitional specification. For more information, see Generating XHTML Output (on page 141).

Default window: Specifies the default window definition for the compiled help file. Choose from the list, or edit the available options by selecting **Edit Windows**, which will open the Windows dialog box.

Topic list type: Selection determines whether ALink/KLink topic lists are displayed in a dialog box (the default) or a pop-up menu.

Related Links

Label: Specifies the text that precedes the subtopic links. If you clear this field, there will be no text above the links. If you would like to change the label text for a specific topic, change it in the Topic Properties dialog box.

Label Style: The name of the style used to format the label that precedes the subtopic links.

Links Style: The name of the style used to format the automatically generated subtopic links.

Add separator between topic text and subtopic links: If selected, a dividing line will separate the topic text from the subtopic links.

Natural Search

Answer count: Sets the maximum number of answers to be returned when a natural language search is performed.

Confidence level: Sets the minimum score percentage that controls which answers will be displayed when a natural language search is performed. Matching answers that have a lower score than the set value will be discarded.

String no match: Specifies the text used in the message box when ComponentOne Natural Search does not find a match for a question.

Search caption: If ComponentOne Natural Search is enabled, this text will be displayed on the Natural Search tab of HTML Help (on the left side of the tri-pane window), or the button in WinHelp.

Stem size: Sets the maximum number of characters used as a root word when building natural language search indexes. The default value of this property is 5. Highly technical documentation, where longer search terms are common, may benefit from a longer stem size.

Stem percent: Sets the number of characters (as a percentage of the total) that are added to the root word to create a new word group when building natural language search indexes. The default value for this property is 33. This means that one character is added to the root word for every three additional characters in the word. Some international languages, where lengthy suffixes are common, may benefit from a higher percentage.

Enabled: If selected, ComponentOne Natural Search is enabled for this Help target. In HTML Help, WinHelp, and NetHelp targets, a Natural Search index will be generated. However, only HTML Help (a tab) and WinHelp (a button) will have a Natural Search interface.

Strings

Breadcrumbs label: For HMTL Help targets, specifies the text that precedes topic breadcrumbs (for example, "You are here:"). The breadcrumbs label is set with this field; to make additional changes or disable breadcrumbs, see Customizing with the Theme Designer (on page 13).

Previous: The text displayed on the Previous button in your Help project. This field is editable.

Next: The text displayed on the Next button in your Help project. This field is editable.

JavaHelp Target

Use the following options to configure your JavaHelp output.

Basic

Name: The name of the target, which will also appear in the list on the left of the dialog box. This is the internal name for the project; the name used as the label on the final output is set in the Advanced section. This name is also used when you select a target using the View Target button in the Targets ribbon group.

Base name: By default, the same as the target Name.

Style sheet: The cascading style sheet used to format the target. This style-sheet controls the formatting of the Target for HTML source documents. Target CSS styles will override any matching styles in the Source CSS. See the Guide to Templates and Styles (on page 8). (The style sheet can also be changed using the **Target CSS** button in the **Targets** ribbon group.)

Template: The Word template used to format the target. This template controls the formatting of the Target for Word source documents. Target template styles will override any matching styles in the Source Template. See the Guide to Templates and Styles (on page 8). (The template can also be changed using the **Target Template** button in the Targets ribbon group.)

Theme: The theme or "skin" used for the target. Themes are created/edited in the Theme Designer. (The theme can also be changed using the **Theme** button in the **Targets** ribbon group.)

Attributes: The Attributes or Expressions this target includes in the final build. You can create additional attributes and values using the Attributes dialog box.

Folder: The folder where the target output will be stored in you Doc-To-Help project. If you change the name of the folder after generating this target, you should delete the original folder to avoid confusion.

Localization

Locale: Specifies the language in the target files. Each target has its own way of specifying language. For example, HTML Help has a Language option in the [OPTIONS] section of the project file (.hhp). Some common values for this property are as follows:

- **English (U.S.)** — 1033
- **English (U.K.)** — 2057
- **French** — 1036
- **German** — 1031
- **Italian** — 1040
- **Spanish** — 1034

CodePage: Defines the windows codepage number to be used by the help file. This integer is most commonly used when producing help files in foreign languages, providing special character sets for translation on the screen or in print.

Charset: Specifies one of the character set aliases listed in HTML Character Sets and Named Entities. Used for localization.

Background

Color: Displays the current color setting for the target help window. To change the color, click the adjacent button to select or define a color.

Image file: Displays the image file to be used as a background in the target help window. To insert a background image, click the adjacent button to open the selection dialog.

Repeat image: Specifies how the background image is arranged in the target help window. Options are Tiled, Horizontal, or Vertical.

Advanced

Caption: The text displayed in the Caption bar of the Help window.

Color Reduction: Determines the color threshold for images embedded in Word source documents. This setting has no impact on images used in HTML source documents.

- **Keep original color format —** Images are not converted.
- **Reduce to 16 Colors** — Images with more than 16 colors are reduced to 16.
- **Reduce to 256 Colors** — Images with more than 256 colors are reduced to 256.

Image format: Determines the storage format in the Help target of the images used in Word source documents. This setting has no impact on images used in HTML source documents.

- **Original format** — All graphics are stored in the original format without conversion.
- **JPG always —** All graphics are stored in JPG files.
- **JPG if transformed —** Graphics are converted to JPG if they undergo any transformation when the help target is built.
- **PNG always —** All graphics are stored in PNG files.
- **PNG if transformed —** Graphics are converted to PNG if they undergo any transformation when the help target is built.

Graphics scaling: Determines the scaling applied to the graphics in Word source documents. This setting has no impact on images used in HTML source documents.

For graphics embedded within Word documents, **Scale in target** and **Scale in build** options are equivalent, the size of the picture is the same as it is displayed in Word. For linked graphics, options **Scale in target** and **Scale in build** also produce pictures of the same size, the size it is displayed in Word. The only difference between them is that quality of scaling (resampling) can differ for some images. With **Scale in build** option, Doc-To-Help is responsible for resampling the image, and with **Scale in target** option that task is left to the browser that displays the online help target. Choose whichever produces best results. For WinHelp targets, **Scale in target** and **Scale in build** options are equivalent for all graphics, the resampling is performed by Doc-To-Help.

- **Do not scale graphics —** Graphics are displayed at their original size. If graphics are rescaled in the source Word document, they are reset.

- **Scale in target** — Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by the viewer (browser) displaying the online help target. Linked image files remain at their original size; scaling is delegated to the browser by setting the IMG tag dimensions.
- **Scale in build** — Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by Doc-To-Help when the help target is built; the linked image file is resampled to the required size.

Scale font sizes: This field is used to scale the font sizes in the help target. It is enabled when the **Ignore Font Sizes** check box is cleared (false). JavaHelp has a known problem that makes all fonts appear smaller (approximately 1.3 times smaller) than they should be. Setting this field to 1.3 will scale all fonts to adjust their sizes. Enabling the **Ignore Font Sizes** check box will disable this field, but will also make adjustments so there are consistent default JavaHelp font sizes.

Ignore font sizes: If enabled, the font sizes specified in the source document are ignored and default font sizes are used in the help target. This check box is used in conjunction with **Ignore font names**. If this check box is cleared, the **Scale Font Sizes** field controls the scale of the font sizes.

Ignore font names: If enabled, the font names specified in the source document are ignored and default font names are used in the help target. This check box is used in conjunction with **Ignore font sizes**.

Overwrite CSS: If selected, the existing cascading style sheet will be overwritten when building the Help target. This check box should be selected by default.

Show expanding text: If selected, expanding text is shown in the target, otherwise it is removed.

Show dropdown text: If selected, dropdown text is shown in the target, otherwise it is removed. Dropdown text is a Dynamic HTML effect that some help targets do not support.

Generate XHTML: If selected, the online help output is generated as XHTML 1.0. The XHTML output generated conforms to the W3C XHTML 1.0 transitional specification. For more information, see Generating XHTML Output (on page 141).

Related Links

Label: Specifies the text that precedes the subtopic links. If you clear this field, there will be no text above the links. If you would like to change the label text for a specific topic, change it in the Topic Properties dialog box.

Label Style: The name of the style used to format the label that precedes the subtopic links.

Links Style: The name of the style used to format the automatically generated subtopic links.

Add separator between topic text and subtopic links: If selected, a dividing line will separate the topic text from the subtopic links.

Strings

Breadcrumbs label: For HMTL Help targets, specifies the text that precedes topic breadcrumbs (for example, “You are here:”). The breadcrumbs label is set with this field; to make additional changes or disable breadcrumbs, see Customizing with the Theme Designer (on page 13).

Previous: The text displayed on the Previous button in your Help project. This field is editable.

Next: The text displayed on the Next button in your Help project. This field is editable.

Contents: The text displayed on the **Contents** button in your Help project. This field is editable.

Index: The text displayed on the **Index** button in your Help project. This field is editable.

Search: The text displayed on the **Search** button in your Help project. This field is editable.

Favorites: The text displayed on the **Favorites** button in your Help project. This field is editable.

Found many: The text displayed when more than one topic is found in your Help project. This field is editable.

Found one: The text displayed when only one topic is found in your Help project. This field is editable.

Found zero: The text displayed when no topics are found in your Help project. This field is editable.

Return to Index: The text displayed on the **Return to Index** button in your Help project. This field is editable.

Manual Target

Use the following options to configure your Manual output. Your output will be a Microsoft Word file, and a pdf if you choose.

Basic

Name: The name of the target, which will also appear in the list on the left of the dialog box. This is the internal name for the project; the name used as the label on the final output is set in the Advanced section. This name is also used when you select a target using the View Target button in the Targets ribbon group.

Base name: By default, the same as the target Name.

Style sheet: The cascading style sheet used to format the target. This style-sheet controls the formatting of the Target for HTML source documents. Target CSS styles will override any matching styles in the Source CSS. See the Guide to Templates and Styles (on page 8). (The style sheet can also be changed using the **Target CSS** button in the **Targets** ribbon group.)

Template: The Word template used to format the target. This template controls the formatting of the Target for Word source documents. Target template styles will override any matching styles in the Source Template. See the Guide to Templates and Styles (on page 8). (The template can also be changed using the **Target Template** button in the Targets ribbon group.)

Attributes: The Attributes or Expressions this target includes in the final build. You can create additional attributes and values using the Attributes dialog box.

Folder: The folder where the target output will be stored in you Doc-To-Help project. If you change the name of the folder after generating this target, you should delete the original folder to avoid confusion.

Build

Output format: Used to set the default Word format for the manual output. The default is Word 200-2003 (.doc).

Generate PDF target: If selected, enables the generation of a PDF from the manual target.

Create outline in PDF target: If selected, the TOC of the manual target is included in the TOC pane on the left side of the PDF viewer.

Live links: If enabled, hyperlinks are live in the manual Word document. If the document is converted to PDF, the hyperlinks will also be live in the PDF. The Create Master Document check box must be enabled for this setting to take effect. If this check box is cleared, only cross-references are hyperlinks in the manual Word document.

There is an issue with live links in the Adobe Acrobat PDF converter (including version 7). When the PDF is produced and the Word hyperlinks are converted to PDF links, the links jump to the top of the page containing the destination topic instead of jumping to the desired topic location. To fix this problem, uncheck the *Enable accessibility and reflow with Tagged PDF* checkbox in Adobe Acrobat before creating a PDF or use a PDF converter other than Adobe Acrobat.

Advanced

Fix lists: Controls how numbered lists are corrected in the printed manual output when the **Create master document** check box is enabled. The numbering issues this field corrects were for the most part resolved in Word 2002.

- **Never** — Never corrects the numbered lists.
- **Always** — Always corrects the numbered lists.
- **Word 2000 Only (Default) —** Corrects lists with Word 2000, but not with other versions of Word.

Show expanding text: If selected, expanding text is shown in the target, otherwise it is removed.

Show dropdown text: If selected, dropdown text is shown in the target, otherwise it is removed. Dropdown text is a Dynamic HTML effect that some help targets do not support.

Create master document: If selected, subdocuments are linked together into a single master document in printed manual builds. If cleared, the master document will use Word RD fields to reference subdocuments.

Use template text: If selected, the text of the **Template** associated with the Manual help target is included in the resulting document. Otherwise, the text is ignored, only template styles are used to format the document. If cleared, template text — even if present in the template — does not appear in the resulting document. In that case Doc-To-Help adds default title, TOC and index sections to the target document without using the template text.

Strings

Title: The text displayed below the **Supertitle** on the cover of the printed manual. This field is editable. This field is often the book's name, such as "Administrator Guide" or "User Guide."

Supertitle: The text displayed above the **Title** on the cover of the printed manual. This field is editable. This field is often the product or company name.

"By" line: The byline displayed on the cover of the printed manual. This field is editable. It is usually the author's name.

Contents heading: This field is used only if there is no **Template** selected for the manual, or if the **Use template text** check box is cleared. Otherwise, the template text is used.

Index heading: This field is used only if there is no **Template** selected for the manual, or if the **Use template text** check box is cleared. Otherwise, the template text is used.

NetHelp Target

Use the following options to configure your NetHelp output. NetHelp is a cross-platform, browser-based output that is displayed in the user's default browser. It is uncompiled HTML Help, so the number of files delivered for the project will depend on the number of topics in the project.

Basic

Name: The name of the target, which will also appear in the list on the left of the dialog box. This is the internal name for the project; the name used as the label on the final output is set in the **Advanced** section. This name is also used when you select a target using the **View Target** button in the Targets ribbon group.

Base name: By default, the same as the target Name.

Style sheet: The cascading style sheet used to format the target. This style-sheet controls the formatting of the Target for HTML source documents. Target CSS styles will override any matching styles in the Source CSS. See the Guide to Templates and Styles (on page 8). (The style sheet can also be changed using the **Target CSS** button in the **Targets** ribbon group.)

Template: The Word template used to format the target. This template controls the formatting of the Target for Word source documents. Target template styles will override any matching styles in the Source Template. See the Guide to Templates and Styles (on page 8). (The template can also be changed using the **Target Template** button in the Targets ribbon group.)

Theme: The theme or "skin" used for the target. Themes are created/edited in the **Theme Designer**. (The theme can also be changed using the **Theme** button in the **Targets** ribbon group.)

Attributes: The Attributes or Expressions this target includes in the final build. You can create additional attributes and values using the **Attributes** dialog box.

Folder: The folder where the target output will be stored in you Doc-To-Help project. If you change the name of the folder after generating this target, you should delete the original folder to avoid confusion.

Localization

Locale: Specifies the language in the target files. Each target has its own way of specifying language. For example, HTML Help has a Language option in the [OPTIONS] section of the project file (.hhp). Some common values for this property are as follows:

- **English (U.S.)** — 1033
- **English (U.K.)** — 2057
- **French** — 1036
- **German** — 1031
- **Italian** — 1040
- **Spanish** — 1034

CodePage: Defines the windows codepage number to be used by the help file. This integer is most commonly used when producing help files in foreign languages, providing special character sets for translation on the screen or in print.

Charset: Specifies one of the character set aliases listed in HTML Character Sets and Named Entities. Used for localization.

Background

Color: Displays the current color setting for the target help window. To change the color, click the adjacent button to select or define a color.

Image file: Displays the image file to be used as a background in the target help window. To insert a background image, click the adjacent button to open the selection dialog.

Repeat image: Specifies how the background image is arranged in the target help window. Options are Tiled, Horizontal, or Vertical.

Advanced

Caption: The text displayed in the Caption bar of the Help window.

Color Reduction: Determines the color threshold for images embedded in Word source documents. This setting has no impact on images used in HTML source documents.

- **Keep original color format** — Images are not converted.
- **Reduce to 16 Colors —** Images with more than 16 colors are reduced to 16.
- **Reduce to 256 Colors —** Images with more than 256 colors are reduced to 256.

Image format: Determines the storage format in the Help target of the images used in Word source documents. This setting has no impact on images used in HTML source documents.

- **Original format** — All graphics are stored in the original format without conversion.
- **JPG always** — All graphics are stored in JPG files.
- **JPG if transformed** —Graphics are converted to JPG if they undergo any transformation when the help target is built.
- **PNG always** — All graphics are stored in PNG files.
- **PNG if transformed** — Graphics are converted to PNG if they undergo any transformation when the help target is built.

Graphics scaling: Determines the scaling applied to the graphics in Word source documents. This setting has no impact on images used in HTML source documents.

For graphics embedded within Word documents, **Scale in target** and **Scale in build** options are equivalent, the size of the picture is the same as it is displayed in Word. For linked graphics, options **Scale in target** and **Scale in build** also produce pictures of the same size, the size it is displayed in Word. The only difference between them is that quality of scaling (resampling) can differ for some images. With **Scale in build** option, Doc-To-Help is responsible for resampling the image, and with **Scale in target** option that task is left to the browser that displays the online help target. Choose whichever produces best results. For WinHelp targets, **Scale in target** and **Scale in build** options are equivalent for all graphics, the resampling is performed by Doc-To-Help.

- **Do not scale graphics —** Graphics are displayed at their original size. If graphics are rescaled in the source Word document, they are reset.
- **Scale in target** — Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by the viewer (browser) displaying the online help target. Linked image files remain at their original size; scaling is delegated to the browser by setting the IMG tag dimensions.
- **Scale in build** — Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by Doc-To-Help when the help target is built; the linked image file is resampled to the required size.

Graphics scale with fonts: When selected, all graphics in Word source documents are resized proportionally when the system font size is changed (for example, changing the Text Size in your browser). This setting has no impact on images used in HTML source documents.

Default file: The file name to be used as the base URL for the NetHelp target. Typically, the filename will be *default.htm* or *index.html*.

Search stop list: Specifies the path to the text file containing noise words (words ignored in searches). This field is empty by default and a default noise word list (below) is used for searches. If you wish to create your own list and map to it here, this default list is overridden. Your file must be a .txt and each noise word must be a separate line in the file.

A, about, after, against, all, also, among, an, and, are, as, at, be, became, because, been, between, but, by, can, come, do, during, each, early, for, form, found, from, had, has, have, he, her, his, however, in, include, into, is, it, its, late, later, me, med, made, many, may, more, most, near, no, non, not, of, on, only, or, other, over, several, she, some, such, than, that, the, their, then, there, these, they, this, through, to, under, until, use, was, we, were, when, where, which, who, with, you

Accessibility mode: Determines whether special features for 508 compliance are enabled.

- **Normal** — No special features for Section 508 compliance are enabled.
- **Section 508 Compliance** — Special features for 508 compliance are enabled.

The following features are enabled, regardless of the mode chosen:

- All links and buttons in NetHelp themes are accessible from the keyboard using the **Tab** key.
- When the **Dynamic table of contents** check box is selected and the NetHelp target is built, the user can expand and collapse books in the table of contents using the Num +/- buttons on the keyboard.
- Each frame of a NetHelp theme has a title string that can be read by accessibility devices. By default, the title strings match the frame titles. These strings can be changed in the **Theme Designer**.

The following features are enabled when set to **Section 508 Compliance**:

- All links generated by Doc-To-Help have title strings, which indicate the link type, and appear as tooltips that are read by accessibility devices. These strings can be changed in the **Theme Designer**.
- Icons in the table of contents have titles (their text equivalents) indicating whether the item is a book or a topic. When the **Dynamic table of contents** check box is selected and, therefore, the icon is a book, this title indicates whether it is open or closed. These strings can be changed in the **Theme Designer**.
- Pop-up links become jump links to allow easier accessibility. For the same reason, margin notes and glossary term links, which usually appear as pop-up windows in normal mode, are not shown as pop-ups but as normal HTML pages in the main frame.
- Inline pop-up text is shown as inline, or expanding, text rather appearing in a pop-up box.
- When a user clicks a group or keyword link or a keyword in the index that has multiple destinations, or target topics, the destinations are shown in the main frame as a normal HTML page. The page heading can be changed in the **Theme Designer**.

Frameset: If selected, a frameset version of the HTML help project is generated, with the left frame displaying the contents and the right frame displaying the help topics.

Overwrite CSS: If selected, the existing cascading style sheet will be overwritten when building the Help target. This check box should be selected by default.

Dynamic table of contents: If selected, a Dynamic HTML version of the contents page with an expandable outline is generated.

Generate XHTML: If selected, the online help output is generated as XHTML 1.0. The XHTML output generated conforms to the W3C XHTML 1.0 transitional specification. For more information, see Generating XHTML Output (on page 141).

Email: The text to be used for the **Email** option in NetHelp

Related Links

Label: Specifies the text that precedes the subtopic links. If you clear this field, there will be no text above the links. If you would like to change the label text for a specific topic, change it in the **Topic Properties** dialog box.

Label Style: The name of the style used to format the label that precedes the subtopic links.

Links Style: The name of the style used to format the automatically generated subtopic links.

Add separator between topic text and subtopic links: If selected, a dividing line will separate the topic text from the subtopic links.

Strings

Breadcrumbs label: For HMTL Help targets, specifies the text that precedes topic breadcrumbs (for example, "You are here:"). The breadcrumbs label is set with this field; to make additional changes or disable breadcrumbs, see Customizing with the Theme Designer (on page 13).

Previous: The text displayed on the **Previous** button in your Help project. This field is editable.

Next: The text displayed on the **Next** button in your Help project. This field is editable.

Contents: The text displayed on the **Contents** button in your Help project. This field is editable.

Index: The text displayed on the **Index** button in your Help project. This field is editable.

Index caption: The text to be displayed in the Index window above the index text box. This field is editable.

Search: The text displayed on the **Search** button in your Help project. This field is editable.

Search caption: If ComponentOne Natural Search is enabled, this text will be displayed on the Natural Search tab of HTML Help (on the left side of the tri-pane window), or the button in WinHelp.

Search Go: The text to be displayed in the **Search** button within the search window. This field is editable.

Search highlight: The text to be used for the check box controlling the highlighting of search phrases.

Favorites: The text displayed on the **Favorites** button in your Help project. This field is editable.

Favorites caption: The text to be displayed in the **Favorites** tab of NetHelp navigation. This field is editable.

Favorites Add: The text to be used for the **Add to Favorites** option in the **Favorites** tab of NetHelp navigation.

Favorites Delete: The text to be used for the **Delete** option in the **Favorites** tab of NetHelp navigation.

Synchronize TOC: The text to be used for the **Sync TOC** option in NetHelp.

Print: The text to be used for the **Print** option in NetHelp.

Email: The text to be used for the **Email** option in NetHelp

Hide navigation pane: The text to be used for the **Hide Navigation Pane** option in NetHelp.

Found zero: The text displayed when no topics are found in your Help project. This field is editable.

WinHelp Target

Use the following options to configure your WinHelp output.

Basic

Name: The name of the target, which will also appear in the list on the left of the dialog box. This is the internal name for the project; the name used as the label on the final output is set in the Advanced section. This name is also used when you select a target using the View Target button in the Targets ribbon group.

Base name: By default, the same as the target Name.

Style sheet: The cascading style sheet used to format the target. This style-sheet controls the formatting of the Target for HTML source documents. Target CSS styles will override any matching styles in the Source CSS. See the Guide to Templates and Styles (on page 8). (The style sheet can also be changed using the **Target CSS** button in the **Targets** ribbon group.)

Template: The Word template used to format the target. This template controls the formatting of the Target for Word source documents. Target template styles will override any matching styles in the Source Template. See the Guide to Templates and Styles (on page 8). (The template can also be changed using the **Target Template** button in the Targets ribbon group.)

Attributes: The Attributes or Expressions this target includes in the final build. You can create additional attributes and values using the Attributes dialog box.

Folder: The folder where the target output will be stored in you Doc-To-Help project. If you change the name of the folder after generating this target, you should delete the original folder to avoid confusion.

Localization

Locale: Specifies the language in the target files. Each target has its own way of specifying language. For example, HTML Help has a Language option in the [OPTIONS] section of the project file (.hhp). Some common values for this property are as follows:

- **English (U.S.)** — 1033
- **English (U.K.)** — 2057
- **French** — 1036
- **German** — 1031
- **Italian** — 1040
- **Spanish** — 1034

CodePage: Defines the windows codepage number to be used by the help file. This integer is most commonly used when producing help files in foreign languages, providing special character sets for translation on the screen or in print.

Charset: Specifies one of the character set aliases listed in HTML Character Sets and Named Entities. Used for localization.

Advanced

Title: The text displayed in the Caption bar of the Help window. WinHelp captions are limited to 50 characters.

Color Reduction: Determines the color threshold for images embedded in Word source documents. This setting has no impact on images used in HTML source documents.

- **Keep original color format —** Images are not converted.
- **Reduce to 16 Colors** — Images with more than 16 colors are reduced to 16.
- **Reduce to 256 Colors** — Images with more than 256 colors are reduced to 256.

Graphics scaling: Determines the scaling applied to the graphics in Word source documents. This setting has no impact on images used in HTML source documents.

For graphics embedded within Word documents, **Scale in target** and **Scale in build** options are equivalent, the size of the picture is the same as it is displayed in Word. For linked graphics, options **Scale in target** and **Scale in build** also produce pictures of the same size, the size it is displayed in Word. The only difference between them is that quality of scaling (resampling) can differ for some images. With **Scale in build** option, Doc-To-Help is responsible for resampling the image, and with **Scale in target** option that task is left to the browser that displays the online help target. Choose whichever produces best results. For WinHelp targets, **Scale in target** and **Scale in build** options are equivalent for all graphics, the resampling is performed by Doc-To-Help.

- **Do not scale graphics —** Graphics are displayed at their original size. If graphics are rescaled in the source Word document, they are reset.
- **Scale in target** — Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by the viewer (browser) displaying the online help target. Linked image files remain at their original size; scaling is delegated to the browser by setting the IMG tag dimensions.
- **Scale in build —** Graphics stay the same size as they are displayed in Word (where they may be scaled). Linked graphics are scaled by Doc-To-Help when the help target is built; the linked image file is resampled to the required size.

Copyright: The custom copyright notice that will appear in the Version dialog box of WinHelp.

Citation: The citation that will be added to the end of any information (except a context-sensitive popup window) that is copied from the WinHelp file.

Compression: Determines the level of file compression used by the WinHelp compiler.

- **None —** No compression.
- **Choose best method** — The WinHelp compiler determines the best algorithm to use.
- **Phrase —** For help files under 100K.
- **Hall** — For help files that will be compressed again by another utility.
- **Zeck** — Minimal compression for quick builds.
- **Zeck + Phrase —** Minimal compression for help files under 100K.
- **Zeck + Hall —** Maximum compression.

Skip glossary: If selected, the Glossary topic is omitted from the generated Help contents. For each component Help file in a modular system, select this checkbox to eliminate duplicate Glossary topics when viewing the hub.

One browse sequence: If selected, a continuous browse sequence that spans multiple source documents will be generated.

Show expanding text: If selected, expanding text is shown in the target, otherwise it is removed.

Show dropdown text: If selected, dropdown text is shown in the target, otherwise it is removed. Dropdown text is a Dynamic HTML effect that some help targets do not support.

Hub contents file: The name of the contents (.cnt) file to associate with the Help file. For modular WinHelp systems, use this field to associate a component Help file with its hub.

WinHelp macro: Specifies a macro to run when the Help file is opened. The macro set here for the WinHelp target will override the WinHelp macro set in the Windows dialog box.

Related Links

Label: Specifies the text that precedes the subtopic links. If you clear this field, there will be no text above the links. If you would like to change the label text for a specific topic, change it in the Topic Properties dialog box.

Label Style: The name of the style used to format the label that precedes the subtopic links.

Links Style: The name of the style used to format the automatically generated subtopic links.

Add separator between topic text and subtopic links: If selected, a dividing line will separate the topic text from the subtopic links.

Natural Search

Answer count: Sets the maximum number of answers to be returned when a natural language search is performed.

Confidence level: Sets the minimum score percentage that controls which answers will be displayed when a natural language search is performed. Matching answers that have a lower score than the set value will be discarded.

String no match: Specifies the text used in the message box when ComponentOne Natural Search does not find a match for a question.

Search caption: If ComponentOne Natural Search is enabled, this text will be displayed on the Natural Search tab of HTML Help (on the left side of the tri-pane window), or the button in WinHelp.

Stem size: Sets the maximum number of characters used as a root word when building natural language search indexes. The default value of this property is 5. Highly technical documentation, where longer search terms are common, may benefit from a longer stem size.

Stem percent: Sets the number of characters (as a percentage of the total) that are added to the root word to create a new word group when building natural language search indexes. The default value for this property is 33. This means that one character is added to the root word for every three additional characters in the word. Some international languages, where lengthy suffixes are common, may benefit from a higher percentage.

Enabled: If selected, ComponentOne Natural Search is enabled for this Help target. In HTML Help, WinHelp, and NetHelp targets, a Natural Search index will be generated. However, only HTML Help (a tab) and WinHelp (a button) will have a Natural Search interface.

Defining Build Attributes

Attributes make it possible to assign user-defined build criteria to text, topics, documents, and styles — which makes it possible to single source one project several different ways (for example, you could create both an Administrator and Manager version of a manual and/or help system from the same project).

Once you have created an attribute, it can be chosen when you mark text as Conditional Text (see page 163). Build attributes can also be assigned to specific Character Styles (see page 123), Topics (see page 169), and even entire

Documents (see page 151). Then specify the attributes to include in the build of each Target (see page 99) — and when that Target is built the text, topic, or document flagged with those attributes will appear only in the appropriate output.

Doc-To-Help has two default Build attributes built in: **Internal** and **Release**.

To open the Attributes dialog box

1. Open the Project tab.
2. From the Project ribbon group, click the Attributes button. The Attributes dialog box will open.

To add a new attribute

In the **Attributes** dialog box, click the **Add New Attribute** button. An Attribute named **NewAttribute** will appear in the Attributes list. The **NewAttribute** name will initially be editable; if you wish to change it later, select it, then click the **Edit** (pencil) icon.

To add a new value to an attribute

In the **Attributes** dialog box, click the **Add New Value** button. A Value named **Value** will appear in the list. The **Value** name will initially be editable; if you wish to change it later, select it, then click the **Edit** (pencil) icon.

To use attributes

1. Create an attribute.
2. Assign it in any combination of four ways:
   - Within a document as **Conditional Text**. See Marking Text as Conditional (on page 163).
   - To applicable **Character Styles**. See Defining Character/Paragraph Styles and Topic Types (on page 123).
   - To **Topics**. See Setting Topic Conditions (on page 169).
   - To entire Documents. See Setting Document Properties (on page 151).
3. Specify which attributes should be included in the build of each Target type. You can create additional targets if you need to (for example, you want to create one HTML Help Target that includes Attribute A, and another HTML Help Target that includes Attribute B). See Creating Help Targets (on page 99) for more information on specifying attributes in Help Targets.

More on the Targets ribbon group (on page 84).

Setting the Help Window Display

The **Windows** dialog box controls the position and — depending on the Target — the buttons, caption, background color, and other characteristics of Help windows. Any window options not specified here will be set using the Theme Designer (on page 13).

This dialog box has three panels:

- The left panel displays the names of the windows already created. Click on a window name to edit it in the center panel. You can also add a new window in this panel.
- The center panel displays complete information about the window chosen on the left. Choose the Help Target windows you'd like to edit from the drop-down box at the top. Unavailable options for the window selection will be grayed out.
- The right panel displays how each window chosen on the left will be positioned on your desktop. All windows in the left panel with selected check boxes will be displayed by default.

To open the Windows dialog box

1. Open the **Project** tab.
2. From the **Project** ribbon group, click the **Windows** button. The **Windows** dialog box will open.

To add a new window

1. In the **Windows** dialog box, choose the proper **Help Target** from the center panel drop-down list.
2. Click on the **Add New Window** button in the left panel.

   The window will be added to the list with the default name **newwindow**. Change the name by editing the **Name** field in the **Basic** section, then clicking anywhere in the dialog box to change it in the list on the left.

To edit an existing window

1. In the **Windows** dialog box, choose the proper **Help Target** from the center panel drop-down list.
2. Click on the window you wish to edit in the left panel. If you would like to edit the name of the window, edit the **Name** field in the **Basic** section.
3. Make the desired changes to the window options and click **OK**.

More on the Project ribbon group (see page 87).

WinHelp Window

Use the following options to configure your WinHelp windows. Unavailable options will be grayed out.

Basic

Name: The name of the window. It is read-only; if you'd like to create a new window, Add one in the panel on the left. See Setting the Help Window Display (on page 118) for more details.

Title: For WinHelp targets, the text that will be displayed in the caption bar of the help window. Because of limitations imposed by the Windows help compiler, WinHelp captions are limited to 50 characters.

Position

Left: Determines the location of the left edge of the help window. Works in conjunction with the Top field to determine the position of the help window on the screen.

Top: Determines the location of the top edge of the help window. Works in conjunction with the Left field to determine the position of the help window on the screen.

Width: Determines the width of the help window.

Height: Determines the height of the help window.

Adjust for screen size: Determines whether the help window conforms to the user's screen resolution. If selected, the help window will not conform to the resolution of the reader's display.

Auto size height: If selected, the heights of secondary Help windows are automatically resized to fit the length of the current topic.

Always on top: If selected, the help window always remains on top of all other windows open on the desktop.

Maximized: If selected, the help window is automatically maximized when displayed.

Buttons

Contents: If selected, the **Contents** button is included in the help window.

Index: If selected, the **Index** button is included in the help window.

Find: If selected, the **Find** button is included in the help window.

Help Topics: If selected, the **Help Topics** button is included in the help window.

Back: If selected, the **Back** button is included in the help window.

Print: If selected, the **Print** button is included in the help window.

Options: If selected, the **Options** button is included in the help window.

Browse: If selected, the **Browse** buttons are included in the help window.

Color

Nonscrolling: Displays the current color setting for the non-scrolling area of WinHelp help windows. To change the color, click the button to open a color selection dialog.

Topic region: Displays the current color setting for the topic area of WinHelp help windows. To change the color, click the button to open a color selection dialog

Advanced

Macro: Specifies the macro to run when this window is opened. The macro specified for the WinHelp target in the Help Targets dialog box will override the macro set in this dialog box. This option is only available for WinHelp targets.

NetHelp Window

Use the following options to configure your NetHelp windows. Unavailable options will be grayed out.

Basic

Name: The name of the window. It is read-only; if you'd like to create a new window, Add one in the panel on the left. See Setting the Help Window Display (on page 118) for more details.

Position

Left: Determines the location of the left edge of the help window. Works in conjunction with the Top field to determine the position of the help window on the screen.

Top: Determines the location of the top edge of the help window. Works in conjunction with the Left field to determine the position of the help window on the screen.

Width: Determines the width of the help window.

Height: Determines the height of the help window.

Navigation Pane

Show Contents tab: If selected, the **Contents** tab is included in the help window.

Show Index tab: If selected, the **Index** tab is included in the help window.

Search tab: If selected, the **Search** tab is included in the help window.

Show Favorites tab: If selected, the **Favorites** tab is included in the help window.

HTML Help Window

Use the following options to configure your HTML Help windows. Unavailable options will be grayed out.

Basic

Name: The name of the window. It is read-only; if you'd like to create a new window, Add one in the panel on the left. See Setting the Help Window Display (on page 118) for more details.

Caption: The text that will be displayed in the caption bar of the Help window.

Tri-pane format: If selected, enables the standard tri-pane help format for HTML Help.

Position

Left: Determines the location of the left edge of the help window. Works in conjunction with the Top field to determine the position of the help window on the screen.

Top: Determines the location of the top edge of the help window. Works in conjunction with the Left field to determine the position of the help window on the screen.

Width: Determines the width of the help window.

Height: Determines the height of the help window.

Save user position: If selected, stores the size and position of the help window in the registry when the user modifies it.

Always on top: If selected, the help window always remains on top of all other windows open on the desktop.

Maximized: If selected, the help window is automatically maximized when displayed.

Buttons

Hide: If selected, the **Show** and **Hide** buttons are included in the help window.

Locate: If selected, the **Locate** button is included in the help window.

Previous: If selected, the **Previous** button is included in the help window. The **Binary table of contents** check box in the Help Targets dialog box must be selected for the navigation buttons to function.

Next: If selected, the **Next** button is included in the help window. The **Binary table of contents** check box in the Help Targets dialog box must be selected for the navigation buttons to function.

Back: If selected, the **Back** button is included in the help window.

Forward: If selected, the **Forward** button is included in the help window.

Stop: If selected, the **Stop** button is included in the help window.

Refresh: If selected, the **Refresh** button is included in the help window.

Home: If selected, the **Home** button is included in the help window.

Print: If selected, the **Print** button is included in the help window.

Options: If selected, the **Options** button is included in the help window.

Jump1: If selected, the **Jump1** button is included in the help window. The caption and URL for the button are specified in the **Jump1 Caption** and **URL** fields.

Caption: The text that will be displayed on the Jump1 button.

URL: The URL of the Jump1 button.

Jump2: If selected, the **Jump2** button is included in the help window. The caption and URL for the button are specified in the **Jump2 Caption** and **URL** fields.

Caption: The text that will be displayed on the Jump2 button.

URL: The URL of the Jump2 button.

Navigation Pane

Width: Defines the width of the navigation pane of the help file in pixels.

Show Search tab: If selected, the **Search** tab is included in the help window.

Use advanced search: If selected, adds additional functionality to the **Search** tab.

Favorites tab: If selected, the **Favorites** tab is included in the help window.

Hidden by default: If selected, the navigation pane for the help file is hidden by default.

Hide when window deactivated: If selected, the HTML help navigation pane will be minimized when HTML help is not the active window.

Auto-synchronize contents: If selected, the heading or topic in the HTML help table of contents is automatically synchronized with the topic in the Topic pane.

Manual Window

The manual target is not an online Help format, and has no windows.

Help 2.0 Window

The size and position of windows in the Help 2.0 target (used for developing help for Microsoft Visual Studio) cannot be customized.

JavaHelp Window

Use the following options to configure your JavaHelp windows. Unavailable options will be grayed out.

Basic

Name: The name of the window. It is read-only; if you'd like to create a new window, Add one in the panel on the left. See Setting the Help Window Display (on page 118) for more details.

Position

Left: Determines the location of the left edge of the help window. Works in conjunction with the Top field to determine the position of the help window on the screen.

Top: Determines the location of the top edge of the help window. Works in conjunction with the Left field to determine the position of the help window on the screen.

Width: Determines the width of the help window.

Height: Determines the height of the help window.

Navigation Pane

Show Contents tab: If selected, the **Contents** tab is included in the help window.

Show Index tab: If selected, the **Index** tab is included in the help window.

Search tab: If selected, the **Search** tab is included in the help window.

Show Favorites tab: If selected, the **Favorites** tab is included in the help window.

Defining Character/Paragraph Styles and Topic Types

The **Project Styles** dialog box is used to edit existing character styles, paragraph styles, and topic types, as well as create new ones.

To open the Project Styles dialog box

1. Open the **Project** tab.
2. From the **Project** ribbon group, click the **Project Styles** or **Topic Types** button. The **Project Styles** dialog box will open.

To add a new style or topic type

1. In the **Project Styles** dialog box, choose **Character Styles**, **Paragraph Styles**, or **Topic Types** from the panel on the right.
2. Click on the **Add New Style** button in the left panel.

   The style or topic will be added to the list with the default name **NewStyle** or **NewTopicType**. Change the name by editing the **Name** field in the **Basic** section, then clicking anywhere in the dialog box to change it in the list on the left.

   When you add a new paragraph style, by default, its **Type** is Body Text. This should be changed to the appropriate **Type** to activate it. See the **Type** field in Paragraph Styles (on page 126) for more information on each Type.

To edit an existing style or topic type

1. In the **Project Styles** dialog box, choose the style or topic type you'd like to edit from the panel on the left.
2. Make the desired changes to the style or topic type and click **OK**. If you would like to edit the name of the window, edit the **Name** field in the **Basic** section.

To remove a style, select it and choose **Remove Style**. If a style has a "padlock" icon next to it in the **Project Styles** dialog box, that style is built-in and cannot be deleted.

More on the Project ribbon group (see page 87).

Default Styles and Topic Types

Character Styles	Paragraph Styles	Topic Types
C1H Conditional	Glossary Heading	Conceptual
C1H Contents Title	Glossary Heading (no auto links)	Contents
C1H Context ID	Heading 1	Glossary of Terms
C1H Dropdown Text	Heading 2	Glossary Term Definition
C1H Expand Text	Heading 3	Margin Note
C1H Group	Heading 4	Procedural
C1H Group Invisible	Heading 5	Sub-Contents
C1H Group Link	MidTopic	What's This
C1H Index	RelatedHead	
C1H Index Invisible	WhatsThis	
C1H Inline Dropdown	C1 Section Expanded	
C1H Inline Expand	C1 Section Collapsed	
C1H Inline Popup	C1 Section End	
C1H Jump		
C1H Keyword Link		
C1H Link Tag		
C1H Link Tag Invisible		
C1H Manual		
C1H Online		
C1H Popup		
C1H Popup Text		
C1H Topic Properties		
C1H Variable		

Character Styles

Use the following options to configure character styles. Unavailable options will be grayed out.

Basic

Name: The name of the style or topic type.

HTML name: Defines the name to be used to identify the style as a cascading style sheet style in HTML source documents. Every style specified in a Doc-To-Help project has two names: its name and its HTML name that identifies it as a CSS style, or selector. When you use a style in an HTML document, make sure you use its HTML name. According to the standard CSS rules, the HTML name can have one of three forms:

- **<stylename>** — The style can be used with any HTML tag.
- **<tag>** — The specified tag (for example, H1 for style Heading 1) is considered by Doc-To-Help as having this style, even if the user did not format this tag with any particular CSS style.
- **<tag>.<stylename>** — The style can be used only with the specified tag; it is ignored if used in other tags.

Display

Affects appearance: If selected, this style defines the appearance of the text (font, color, etc.) in the target help file. If cleared, the style is only used to create a hotspot or keyword and does not affect target appearance. Character styles with this check box selected can be used to specify the appearance of links generated by other means. For example, a style with **Affect Appearance** selected and a **Type** = None can be used to format topic links, dynamic links and margin notes if you need to override the default link appearance for them.

Include page number in reference: In a manual target, if this check box is selected, the page number of the referenced topic will be placed next to the text formatted with this style. This option is only available for Jump and Popup links.

Hidden: If selected, any text formatted with this paragraph or character style is omitted from the help target. If a topic heading is formatted with this style, the whole topic is omitted from the help target.

Replacement: In certain cases, returns a string that overrides the generated default text. For paragraph styles and topic types with the **Auto next** check box selected, this string is used instead of the topic title next to the generated button. For character styles with the **Include page number in reference** check box selected, this string specifies the format of page number references in printed manual targets. This string is ignored unless it contains a pound sign, which is replaced with a PAGEREF field.

Window: The name of the window in which topics formatted in this style are displayed.

Behavior

Auto Index: If selected, index keywords are automatically created from text formatted with this character style and associated with the topic that contains the text.

Multi link: If selected, each occurrence of a "jump" character style (in a given topic) generates a link. If cleared, only the first occurrence generates a link and all other formatted occurrences are skipped.

Behavior: Determines the help authoring behavior associated with this character style at compile time.

- **None —** No hot spot
- **ContextString —** Context string hot spot
- **Group —** Group hot spot
- **Topic Link —** Topic link hot spot
- **Group Link —** Group link hot spot
- **Keyword Link —** Keyword link hot spot
- **Link Tag** — Link tag hot spot
- **Context ID** — Context ID hot spot
- **Conditional Text** — Conditional text hot spot

- **Contents Title** — Contents title hot spot
- **Topic Properties** — Topic properties hot spot
- **Keyword** — Keyword hot spot
- **Inline Expand** — Inline expand hot spot
- **Inline Popup** — Inline popup hot spot
- **Inline Text** — Inline text hot spot
- **Inline Dropdown** — Inline dropdown hot spot
- **Variable** — Variable hot spot

Link type: Determines whether a link hot spot is a jump or a pop-up.

- **Jump** — Topic jump hot spot.
- **Popup** — Topic pop-up hot spot.

Script: Displays the script to be run during compilation whenever text formatted with this style is encountered.

Condition

Platforms: Sets a platform-based condition for the selected style. The style will be included in all the target platform(s) selected. A platform includes all the targets that produce the output specified; Online Help, HTML Help, NetHelp, Printed Manual, etc.

Targets: Sets a target-based condition for the selected style. The style will be included in all the target(s) selected.

Attributes: Sets an attribute-based condition for the selected style. The style will be included or excluded when creating conditional builds (for example, internal or external.) Use the Attributes dialog box (Project tab > Project ribbon group > Attributes button) to create custom attributes.

Paragraph Styles

Use the following options to configure paragraph styles. Unavailable options will be grayed out.

Basic

Name: The name of the style or topic type.

HTML name: Defines the name to be used to identify the style as a cascading style sheet style in HTML source documents. Every style specified in a Doc-To-Help project has two names: its name and its HTML name that identifies it as a CSS style, or selector. When you use a style in an HTML document, make sure you use its HTML name. According to the standard CSS rules, the HTML name can have one of three forms:

- **<stylename>** — The style can be used with any HTML tag.
- **<tag>** — The specified tag (for example, H1 for style Heading 1) is considered by Doc-To-Help as having this style, even if the user did not format this tag with any particular CSS style.
- **<tag>.<stylename>** — The style can be used only with the specified tag; it is ignored if used in other tags.

Type: Determines the help authoring behavior associated with a paragraph style at compile time.

- **Body Text** — Topic body.
- **Heading Text** — Topic with no outline level.

- **Level 1** — Topic at outline level 1.
- **Level 2** — Topic at outline level 2.
- **Level 3** — Topic at outline level 3.
- **Level 4** — Topic at outline level 4.
- **Level 5** — Topic at outline level 5.
- **Level 6** — Topic at outline level 6.
- **Level 7** — Topic at outline level 7.
- **Level 8** — Topic at outline level 8.
- **Level 9** — Topic at outline level 9.

Hidden: If selected, any text formatted with this paragraph or character style is omitted from the help target. If a topic heading is formatted with this style, the whole topic is omitted from the help target.

Auto glossary links: If selected, during compilation Doc-To-Help examines the project documents for text that matches glossary entries (in the glossary document) and converts these matches into hyperlinks. When the user clicks on one of the hyperlinks, a DHTML pop-up opens containing the corresponding glossary entry description.

Online only: If selected, paragraphs formatted with this style are omitted from the printed manual target only. This setting has no effect on online Help targets.

Preformatted: This check box affects how text formatted with this style appears in HTML-based targets. It is especially useful for source code examples where you don't want text wrap and white space adjustments. If selected, the text formatted with this style is enclosed in a <pre> tag in the resulting HTML. This ensures that there is no text wrap and white spaces are treated literally. See HTML documentation for more information about the <pre> tag. Note: This check box can only be selected for paragraph styles where **Type**=Body text.

Topic type: Specifies the named set of display, navigation, and indexing characteristics to be associated with this style (such as what window the help topic appears in, how the help topic is accessed, and whether it gets a map number). There are eight pre-defined Topic Types in the Styles dialog box that may be edited, or you can create new ones.

Navigation

Auto Subtopic Links: If selected, subtopic buttons are displayed for paragraph styles with numeric outline levels greater than the parent level.

Auto link: When selected, creates a unique link tag for topics formatted with this paragraph style or topic type. Link tags created in this manner are identical to the topic title except that spaces, hyphens and periods are converted into underscores.

Auto navigate: If selected, this paragraph style or topic types will be included in the navigation sequence.

Auto next: If selected, enables the next topic button for this paragraph style or topic type. A next topic button is displayed at the end of each associated topic that links it to the next topic.

Explicit access: If selected, defines this paragraph style or topic type as accessible only through a hyperlink. Paragraph styles and topic types defined as explicit are not accessible from the help contents, the index list, or the text search.

Mid-topic: If selected, defines this paragraph style or topic type as an "in topic" jump location similar to an HTML anchor. By defining a paragraph style or topic type as MidTopic and defining a character style as a jump, you can create jump functionality within a lengthy topic.

Display

Contents only: If this check box is selected for this paragraph style or topic type, the topics formatted with this paragraph style or topic type are omitted from the help target, but are used as book titles in the help contents.

Non scrolling: If this check box is selected for this paragraph style or topic type, any topic headings formatted with this paragraph style or topic type will appear in the non-scrolling region of the help window. (Only applies to WinHelp targets.)

Popup: If this check box is selected for this paragraph style or topic type, any topic formatted with this paragraph style or topic type will appear in a pop-up window on top of the help window.

Suppress empty topics: If selected, omits empty topics (those with a title and no text) defined with this paragraph style or topic type from online help. These topics will still be included in the TOC. This check box can be selected for a Contents topic type that is commonly used for the top-level style, such as Heading 1. If this style usually contains no text, it may be preferable that these empty topics are not shown in the help window when the user selects the corresponding book title in the TOC.

Untitled: If selected, the topic title is not displayed in the help window.

Replacement: In certain cases, returns a string that overrides the generated default text. For paragraph styles and topic types with the **Auto next** check box selected, this string is used instead of the topic title next to the generated button. For character styles with the **Include page number in reference** check box selected, this string specifies the format of page number references in printed manual targets. This string is ignored unless it contains a pound sign, which is replaced with a PAGEREF field.

Window: The name of the window in which topics formatted in this style are displayed.

Behavior

Auto context ID: If selected, Context ID's are automatically created for all topics using this paragraph style or topic type.

Auto keyword: If selected, index keywords will automatically be created from topic titles formatted with this paragraph style or topic type. The keywords will be associated with the appropriate topic.

Script: Displays the script to be run during compilation whenever text formatted with this style is encountered.

Topic Types

Use the following options to configure topic types. Unavailable options will be grayed out.

Basic

Name: The name of the style or topic type.

Navigation

Auto Subtopic Links: If selected, subtopic buttons are displayed for paragraph styles with numeric outline levels greater than the parent level.

Auto link: When selected, creates a unique link tag for topics formatted with this paragraph style or topic type. Link tags created in this manner are identical to the topic title except that spaces, hyphens and periods are converted into underscores.

Auto navigate: If selected, this paragraph style or topic types will be included in the navigation sequence.

Auto next: If selected, enables the next topic button for this paragraph style or topic type. A next topic button is displayed at the end of each associated topic that links it to the next topic.

Explicit access: If selected, defines this paragraph style or topic type as accessible only through a hyperlink. Paragraph styles and topic types defined as explicit are not accessible from the help contents, the index list, or the text search.

Mid-topic: If selected, defines this paragraph style or topic type as an "in topic" jump location similar to an HTML anchor. By defining a paragraph style or topic type as MidTopic and defining a character style as a jump, you can create jump functionality within a lengthy topic.

Display

Contents only: If this check box is selected for this paragraph style or topic type, the topics formatted with this paragraph style or topic type are omitted from the help target, but are used as book titles in the help contents.

Non scrolling: If this check box is selected for this paragraph style or topic type, any topic headings formatted with this paragraph style or topic type will appear in the non-scrolling region of the help window. (Only applies to WinHelp targets.)

Popup: If this check box is selected for this paragraph style or topic type, any topic formatted with this paragraph style or topic type will appear in a pop-up window on top of the help window.

Suppress empty topics: If selected, omits empty topics (those with a title and no text) defined with this paragraph style or topic type from online help. These topics will still be included in the TOC. This check box can be selected for a Contents topic type that is commonly used for the top-level style, such as Heading 1. If this style usually contains no text, it may be preferable that these empty topics are not shown in the help window when the user selects the corresponding book title in the TOC.

Untitled: If selected, the topic title is not displayed in the help window.

Replacement: In certain cases, returns a string that overrides the generated default text. For paragraph styles and topic types with the **Auto next** check box selected, this string is used instead of the topic title next to the generated button. For character styles with the **Include page number in reference** check box selected, this string specifies the format of page number references in printed manual targets. This string is ignored unless it contains a pound sign, which is replaced with a PAGEREF field.

Window: The name of the window in which topics formatted in this style are displayed.

Behavior

Auto context ID: If selected, Context ID's are automatically created for all topics using this paragraph style or topic type.

Auto keyword: If selected, index keywords will automatically be created from topic titles formatted with this paragraph style or topic type. The keywords will be associated with the appropriate topic.

Script: Displays the script to be run during compilation whenever text formatted with this style is encountered.

Working with Scripts

The **Scripts** dialog box is used to edit existing scripts, as well as create new ones.

Doc-To-Help scripts are code modules written in the VBScript language that you can use to modify the behavior of paragraph and character styles during compilation. If you are familiar with event-driven languages such as Visual Basic, you can think of a script as an "event handler" for a style. Scripts are executed whenever Doc-To-Help encounters a topic or a hot spot defined by a scripted style.

For complete VBScript documentation, visit the Microsoft Scripting Technologies site.

To open the Scripts dialog box

1. Open the **Project** tab.
2. From the **Project** ribbon group, click the **Project Styles** or **Topic Types** button. The **Project Styles** dialog box will open.
3. In the Behavior group, click the **Script** drop-down menu and choose **(Edit scripts …)**. The **Scripts** dialog box will open.

To add a new script

1. In the **Scripts** dialog box, click on the **Add New Script** button in the left panel.

   The script will be added to the list with the default name **NewScript**. Change the name by editing the **Name** field in the **Properties** section, then clicking anywhere in the dialog box to change it in the list on the left.
2. Enter the script code in the **Code** box. For examples of code, click on the existing D2HGlossaryRef and D2HGlossaryTerm scripts.
3. Click **OK**.

To edit an existing script

1. In the **Scripts** dialog box, choose the script you'd like to edit from the panel on the left.
2. Make the desired changes to the script and click **OK**. If you would like to edit the name of the script, edit the **Name** field in the **Properties** section.

Editing a CSS

The **Style List** is used to edit the styles within your **Target CSS** or **Source CSS**. Please note that the name of Cascading Style Sheet (.css file) you are editing will appear in the top row.

To open the Style List

1. Open the **Home** tab in Doc-To-Help.
2. To edit **Target** styles:
   - From the **Targets** ribbon group, click the **Target CSS** drop-down arrow.
   - Choose **Edit CSS**. The **Styles** dialog box will open for the selected CSS.
3. To edit **Source** styles:
   - From the **Source** ribbon group, click the **Source CSS** drop-down arrow.
   - Choose **Edit CSS**. The **Styles** dialog box will open for the selected CSS.

To customize the look of the **Style List**, click the **Customize Columns** button . The **Customize columns** dialog box will open. Select the columns you'd like displayed and click **OK**.

For a WYSIWYG styles preview in the **Styles List**, see the **Name** column. The **Preview Styles** button  will toggle the preview on and off.

To change a Target CSS

1. Open the **Home** tab.
2. From the **Targets** ribbon group, click the **Target CSS** drop-down arrow.
3. Choose the desired CSS from the list. If the one you'd like to use is not on the list, click the **Add CSS** button and choose it from the **Open** dialog box. Click **OK**.

To change the default Source CSS

This CSS will be automatically applied to new documents. It will not affect existing documents.

1. From the **Source** ribbon group, click the **Source CSS** drop-down arrow.
2. Choose the desired CSS from the list. If the one you'd like to use is not on the list, click the **Add CSS** button and choose it from the **Open** dialog box. Click **OK**.

To edit a Style

1. In the **Style List**, choose the style you'd like to edit from the list.
2. Click the **Modify** button. The **Style Formatting** dialog box will open.
3. Edit the **Font**, **Background**, **Border**, **Box**, **Paragraph**, and/or **Position** via the tabbed windows.
4. Click **Save**. A WYSIWYG view will be displayed in the Name column; the other changes (Font, etc.) will display in the appropriate column.

The styles that begin with **C1H** are built-in Doc-To-Help D2HML styles (see page 155).

To add a new Style

1. In the **Style List** dialog box, click the **New style** button. The **Style Formatting** dialog box will open.
2. From the **Style Type** drop-down box on the **General** tab, choose **Character** or **Paragraph**.
3. If desired, choose a style HTML **Tag**.
4. If you would like to use an existing style as a starting point, select a **Base style**. Please note that the new style will appear as a "child" of this style in the **Style List** dialog box.
5. Enter a **Style name**. This will be the name of the style in the Cascading Style Sheet.
6. Edit the **Font**, **Background**, **Border**, **Box**, **Paragraph**, and/or **Position** via the tabbed windows.
7. Click **Save**, then click **Close**. The new **Style name** will appear in the **Style List** dialog box.

Note: if you add a style to one CSS (for example, the Source CSS), you should also add it to the Target CSS.

To delete a Style

1. In the **Style List** dialog box, choose the style you'd like to delete from the list.
2. Click the **Delete** button.
3. Click **OK**.

The styles that begin with **C1H** are built-in Doc-To-Help D2HML styles (see page 155).

Please Note: Style Sheets are stored by default at C:\Program Files\ComponentOne\DocToHelp\DefaultCSSFiles.

Creating Variables

Variables are useful for reusing content, and are created in the Variables window. See Variables window (on page 96) for more information about creating and using both **Text** and **Rich Content Variables**.

To open the Variables window

From the **Project** tab, Project ribbon group (see page 87), choose the **Variables** toolbar button. The Variables window (see page 96) will open.

Setting Project Properties

The **Project Settings** dialog box is used to set the universal properties for the entire project, regardless of target.

To open the Project Settings dialog box

1. Open the **Project** tab.
2. Click the **Project** ribbon group dialog box launcher. The **Project Settings** dialog box will open.

More on the Project ribbon group (see page 87).

HTML documents

Default CSS: The cascading style sheet attached to new source HTML documents when they are added to the project.

HTML folder(s): The name of the folder where the HTML source documents will reside. The default folder name is HTMLDocuments. Although you can add any HTML documents to the project even if they are not located in this folder or any of its subfolders, it is strongly recommended to keep all HTML source documents inside this folder, both because it helps to keep the project files organized and because doing this will ensure that any links to files of any kind (images, multimedia, other HTML files) that you may have in this document are preserved in the help target provided that those files also reside inside this folder or one of its subfolders. If either the source file or a file it links are placed outside this folder, the links can be broken in the help target because Doc-To-Help does not copy outside files to the target folder.

Word documents

Default template: The document template attached to new source Word documents when they are added to the project.

Word folder(s): The name of the folder where the Word source documents will reside. The default folder name is WordDocuments. Although you can add any documents to the project even if they are not located in this folder or any of its subfolders, it is recommended to keep all Word source documents inside this folder because it helps to keep the project files organized.

Output options

Keep outline numbers: When selected, outline numbers are included as part of topic titles and are present in help targets. This setting only affects the RTF files generated from source documents; it does not affect the source documents themselves. Modifying this setting for an individual document will override the settings for that document only.

Keep page breaks: When selected, retains the page break characters in the source documents during compilation of a Printed Manual Help target. Clear this check box to discard page break characters. Modifying this setting for an individual document will override the settings for that document only.

Adjust left indent: Controls whether paragraph indentation is adjusted to account for wide margins when building online help. By default, this check box is selected to accommodate the standard Doc-To-Help templates. Clear this check box if you are using custom templates and want to preserve the indentation used in your source documents.

Plain text popups: If selected, generates a plain text only version of the help file for context-sensitive help topics. Modifying this setting for an individual document will override the settings for that document only.

URL mode: Specifies the rules used for naming the .htm files generated for topics. These rules apply when the topic URL is generated automatically. By changing this value, you can optionally apply the new rules to all existing topics. You can modify the URL of a topic later, manually overriding the default rules.

- **Full Title** — File name contains all letters and digits from the topic title, even non-ASCII national alphabet letters.
- **ASCII Only** — Non-ASCII characters are removed from the file name. File name complies with URL standard.
- **Internal Topic IDs** — File name is formed from the numeric topic ID.

'On Page' text: Specifies the default text used when completing a cross-reference in a printed manual target.

Is modular hub project: If selected, the generated help file can dynamically load the contents of other help files, if present. Only WinHelp, HTML Help and NetHelp platforms can support modular hub projects. For WinHelp and HTML Help targets, to specify a component help file in a modular hub project, create a placeholder topic, then set the Module file and Contents file fields of that topic (in the Topic Properties dialog box) to the component filenames. When testing your project, you will need to copy the component files into the output folder of each modular help target. For NetHelp targets, to specify a component help file in a modular hub project, create a placeholder topic, then set the Module file field of that topic to the component filename.

Context IDs

Generate context IDs automatically: Determines whether a unique Context ID (map number) is generated for each topic. For Context IDs to be generated, the **Auto context ID** check box must be selected for each relevant **Topic Type** or **Paragraph Style** in the Styles dialog box.

ID offset: The value specified is added to the automatically generated map numbers to prevent numbering conflicts in modular Help systems.

Advanced

PlugIn folder(s): The folder plugin documents — for example, Sandcastle XML documents — are stored in. The default folder name is **XMLDocuments**, but remains empty until at least one plugin document is created in the project. Plugin documents are added from the Project tab, PlugIns ribbon group.

Choosing a Source Folder

The **Choose Source Folder** dialog box is used to set the default folder that your source documents are stored in. This dialog box is accessed from the **Project Settings** dialog box.

To add a source document folder

Click the **Add Folder** button at the top left. A **Browse** dialog box will open. Choose or create a folder and click **OK**.

To delete a folder, choose the folder in the window and click **Remove Folder**.

The default folder for HTML source documents is **HTMLDocuments**. This folder is automatically created when you create a project. Although you can add any HTML documents to the project even if they are not located in this folder or any of its subfolders, it is strongly recommended that all HTML source documents are stored inside this folder, both because it helps to keep the project files organized and because doing this will ensure that any links to files of any kind (images, multimedia, other HTML files) are preserved in the help target provided that those files also reside inside this folder or one of its subfolders. If either the source file or a file it links to are placed outside this folder, the links can be broken in the help target because Doc-To-Help does not copy outside files to the target folder.

The default folder for Word source documents is **WordDocuments**. This folder is automatically created when you create a project. Although you can add any documents to the project even if they are not located in this folder or any of its subfolders, it is recommended to keep all Word source documents inside this folder.

The default folder for XML source documents is **XMLDocuments**. This is the folder plugin documents — for example, Sandcastle XML documents — are stored in. This folder will remain empty until at least one plugin document is created in the project. Plugin documents are added from the Project tab, Plugins ribbon group (see page 87). See Documenting Your Class Library with Microsoft® Sandcastle (on page 197) for more information.

Implementing Context Sensitive Help

It is possible to map specific Help topics to your software application based on the user's location in the interface. This Help is most commonly accessed using a dialog box Help button or icon, or by pressing the F1 button to open a Help window. "What's this?" Help is also context sensitive, and is accessed by clicking a "question mark" icon in a dialog box and then selecting a field or other object in the dialog box. "What's this?" Help then appears in a popup.

Topics are mapped to the software application using **Context IDs**, which can be specified by the Help Developer or the Software Developer. If the Context IDs will be supplied by the Help Developer, Doc-To-Help can be set (if desired) to automatically generate Context IDs and assign them to specified Topic Types or Paragraph Styles. If the Context IDs will be supplied by the Software Developer, the Help Developer can easily map them to topics in HTML Help, NetHelp, or WinHelp Targets using the steps below.

To automatically generate Context IDs

1. Open the **Project Styles** dialog box. (See Defining Character/Paragraph Styles and Topic Types on page 123 for more information.)
2. Select a **Topic Type** or **Paragraph Style** that you would like Auto Context IDs to be assigned to.
3. Select the **Auto Context ID** check box.
4. Repeat for all relevant **Topic Types** and **Paragraph Styles**. (You may want to start out by selecting the Heading 1, Heading 2, and Heading 3 **Paragraph Styles** only.)
5. Click **OK**.
6. Open the **Project Settings** dialog box. (See Setting Project Properties on page 132 for more information.)
7. Select the **Auto Context ID** check box.

   If you are creating a Modular Help project (a project that contains multiple Help projects) you may want to assign an **ID offset** to avoid duplicate IDs across your projects. See Modifying Context IDs on page 194 for more information.)
8. Click **OK**.

Context IDs will be generated for all selected **Topic Types** and **Paragraph Styles**. They can be viewed in the Topics window (see page 95).

To view/edit/assign a topic's Context ID for HTMLHelp, NetHelp, and WinHelp projects

1. Open the Topics window (see page 95).
2. Right-click on a topic. Choose **Properties** from the menu. The **Topic Properties** dialog box will open.
3. If a **Context ID** has already been assigned to the topic, that ID will appear in the **Context ID** field. You may edit this field or assign a new ID. Even auto-assigned context IDs may be edited.

   If you would like to assign more than one Context ID to a topic, enter them with plus signs separating them. For example 45 + 46 + 47.

Note: You can assign multiple context IDs to a single topic, but you cannot assign the same ID to multiple topics.

4. Click **OK**.

See Context Sensitive Help in NetHelp (on page 135) for complete information on implementing NetHelp context sensitivity. If you are creating a JavaHelp or Microsoft Help 2.0 Target, see Context Sensitive Help in JavaHelp on page 135 or Context Sensitive Help in Microsoft Help 2.0 (on page 135) for information about working with those Targets.

Context Sensitive Help in JavaHelp

JavaHelp context sensitive Help does not require context IDs; instead, it uses topic map IDs. Topic map IDs are strings specified for every topic in the .jhm file (JavaHelp map file), created by Doc-To-Help in the **JavaHelp** target directory.

Doc-To-Help uses the **Ascii name** field in the **Topic Properties** dialog box to generate map IDs. The map IDs are automatically generated when you build a JavaHelp target. If you need specific map IDs for JavaHelp context sensitive help in your project, assign them in the **Ascii name** field of the **Topic Properties** dialog box. (See Viewing/Changing Topic Properties (on page 167) for more information.)

For additional information on JavaHelp context sensitive help, see the JavaHelp documentation.

Context Sensitive Help in Microsoft Help 2.0

The Microsoft Help 2.0 help format is used only in help systems integrated with Visual Studio .NET. For generated (reference) topics, Context IDs are not needed for context sensitive help. Occasionally, you may need to use the **Context String** field for mapping narrative topics with the **Topic Properties** dialog box. (See Viewing/Changing Topic Properties (on page 167) for more information.)

Context Sensitive Help in NetHelp

NetHelp, Doc-To-Help's browser-independent help format, supports context sensitive help that can be used many ways: on web pages, in web applications and in client applications on any platform written in any programming language. You can show NetHelp topics in a frame inside your application window or in a separate browser window. You also have control over what parts of the help system you want to expose to the user. You can show topic text without navigational frames, or you may want to include full NetHelp navigation with the Context, Index and Search tabs.

NetHelp context sensitive help uses the same context IDs assigned to topics in your project as do the HTML Help and WinHelp targets. See Implementing Context Sensitive Help (on page 134) for more information.

To call NetHelp from your application or web pages, use one of the D2H_ctxt.* source files provided with Doc-To-Help; they define the D2H_ShowHelp function needed to enable context-sensitive help.

Note: The D2H_ctxt.* files are installed by default in the C:\Program Files\ComponentOne\DocToHelp\Context-Sensitive Help folder.

Unless you need to change the functionality, do not modify the D2H_ctxt.* file. Simply add it to your application or web pages as it is. It is necessary to call the D2H_ShowHelp function in all environments. This function is all you need to enable context-sensitive NetHelp. It is implemented in different programming languages for different environments:

Application	Language	File
Web applications and web pages	JavaScript	D2H_ctxt.js
Windows client applications	C#	D2H_ctxt.cs
	VB.NET	D2H_ctxt.vb
	Visual Basic 6.0	D2H_ctxt.bas
Java client applications	Java	D2H_ctxt.java

Samples demonstrating how to use context-sensitive help with NetHelp in each of these environments can be found in the C:\Program Files\ComponentOne\DocToHelp\Context-Sensitive Help\Samples directory. For each sample, start by opening the files below, then run the program, if necessary, and follow the instructions listed on the page:

- **CSharp** — CSharp.csproj
- **Java** — start_sample.bat
- **VB6** — VB6.vbp
- **VB.NET** — VB.NET.vbproj
- **WebPages** — txt_sample.htm

If your programming language is not listed above, you can still use NetHelp context sensitive help if you translate the code of the D2H_ShowHelp function to the language you are using.

The function is described below in more detail:

Function D2H_ShowHelp in JavaScript (web applications and web pages)

Syntax

```
function D2H_ShowHelp(contextID, mainURL, wndName, uCommand)
```

Parameters

- **ContextID** (integer number) — Context ID of the topic to display. See Implementing Context Sensitive Help (on page 134) for more information on assigning context IDs to topics.
- **mainURL** (string) — URL of the main web page of the help. For example, the URL of a locally deployed NetHelp target can be a file path, although it still needs to be encoded as a URL with the prefix "file:///", such as file:///C:/Program Files/ComponentOne/DocToHelp/Samples/StyleGuide/NetHelp/default.htm; or, for a server-deployed NetHelp target it can be http://www.mycompany.com/myhelp/default.htm. This parameter is used to identify the help system containing the topic. It is necessary because you may use multiple help systems in the same application or even on the same web page.
- **wndName** (string) — A frame or a browser window to display the topic in. Using this parameter you can show the topic in any frame or in a separate browser window. This parameter has the same possible values as the TARGET attribute of the A (anchor) tag in HTML. If you want to display help in a certain frame or in a separate browser window, set this parameter to that frame or window name. You can also use the standard names supported by the TARGET attribute of the A tag: _self, _blank, _parent, etc.
- **uCommand** (integer number, one of the two possible values: 1 or 2) — This parameter specifies one of the two options (**Note:** you can use the symbolic names or the numbers 1,2):

- **CTXT_DISPLAY_FULLHELP (=1)** — Display the complete help system with Contents, Index and Search. The topic will be current in the Table of Contents, and the user will be able to navigate through the links in the topic and through the Context, Index and Search.
- **CTXT_DISPLAY_TOPICONLY (=2):** — Display the topic without the Contents, Index and Search. The user will still be able to navigate to other topics if this topic contains links to other topics, but the Contents, Index and Search will be hidden.

To enable the function

Include the D2H_ctxt.js file with your web pages and add the following tag to the web pages where you want to use context-sensitive help:

```
<script language="JavaScript" src="D2H_ctxt.js">
</script>
```

Example

```
<A HREF='JavaScript:D2H_ShowHelp(91, helpURL, "helpFrame",
CTXT_DISPLAY_TOPICONLY)'>Topic Only</A>
```

Function D2H_ShowHelp in Windows client applications

In Windows client applications, you can use NetHelp context-sensitive help in two different ways:

- Use the Microsoft WebBrowser control to show help inside one of your application windows. In this case you need to add a reference to the WebBrowser control to your application.
- Show help in a separate browser window. In this case you don't need to use the WebBrowser control.

Syntax

- **C#**

  ```
  D2H_ctxt.D2H_ShowHelp(int contextID, string mainURL, object wnd, Display
  uCommand)
  ```

- **Visual Basic .NET**

  ```
  D2H_ctxt.D2H_ShowHelp(ByVal contextID As Integer, ByVal mainURL As String,
  ByVal wnd As Object, ByVal uCommand As Display) As Boolean
  ```

- **Visual Basic 6.0**

  ```
  D2H_ShowHelp(ByVal ContextID As Integer, ByVal mainURL As String, ByVal
  wnd As Object, ByVal uCommand As Display) As Boolean
  ```

Parameters

- **ContextID** (integer number) — Context ID of the topic to display. See Implementing Context Sensitive Help (on page 134) for more information on assigning context IDs to topics.

- **mainURL** (string) — URL of the main web page of the help. For example, the URL of a locally deployed NetHelp target can be a file path, although it still needs to be encoded as URL with the prefix "file:///", such as file:///C:/Program Files/ComponentOne/DocToHelp/Samples/StyleGuide/NetHelp/default.htm; or, for a server-deployed NetHelp target it can be http://www.mycompany.com/myhelp/default.htm. This parameter is used to identify the help system containing the topic. It is necessary because you may use multiple help systems in the same application.
- **wnd** (WebBrowser object) — If this parameter is null (Nothing in Visual Basic .NET and Visual Basic 6.0), the help is shown in a separate browser window, as if you were opening an HTML file with a double-click. If this parameter is set to a WebBrowser component, the help is shown in that component. Using the WebBrowser component, you can show help inside your application windows.
- **uCommand** (integer number, one of the two possible values: 1 or 2) — This parameter specifies one of the two options (**Note:** you can use the symbolic names or the numbers 1,2):
  - **CTXT_DISPLAY_FULLHELP (=1)** — Display the complete help system with Contents, Index and Search. The topic will be current in the Table of Contents, and the user will be able to navigate through the links in the topic and through the Context, Index and Search.
  - **CTXT_DISPLAY_TOPICONLY (=2)** — Display the topic without the Contents, Index and Search. The user will still be able to navigate to other topics if this topic contains links to other topics, but the Contents, Index and Search will be hidden.

To enable the function

- Add one of the D2H_ctxt.* files to your project; use D2H_ctxt.cs for C#, D2H_ctxt.vb for Visual Basic .NET, or D2H_ctxt.bas for Visual Basic 6.0.
- To show context-sensitive help in one of your application windows, add the WebBrowser control reference to your application. If you choose to show help in a separate browser window, you don't need a reference to the WebBrowser control.

Examples

- **C# and Visual Basic .NET**

  ```
  C1.D2H .D2H_ctxt.D2H_ShowHelp(91, helpURL, WebBrowser1,
  CTXT_DISPLAY_TOPICONLY)
  ```

- **Visual Basic 6.0**

  ```
  D2H_ctxt.D2H_ShowHelp(91, helpURL, WebBrowser1,  CTXT_DISPLAY_TOPICONLY)
  ```

Function D2H_ShowHelp in Java client applications

In Java client applications (usually created with Swing components), the D2H_ShowHelp function uses JDIC (JDesktop Integration Components), in particular, the WebBrowser component. The WebBrowser class allows Java applications to use full browser HTML-rendering capabilities inside a Java component or in a separate browser window, just like the Microsoft WebBrowser control in Windows applications.

Syntax

```
D2H_ctxt.D2H_ShowHelp(int contextID, String mainURL, WebBrowser wnd, int
uCommand)
```

Note: D2H_ShowHelp is a method of the D2H_ctxt class

Parameters

- **ContextID** (integer number) — Context ID of the topic to display. See Implementing Context Sensitive Help (on page 134) for more information on assigning context IDs to topics.
- **mainURL** (string) — URL of the main web page of the help. For example, the URL of a locally deployed NetHelp target can be a file path, although it still needs to be encoded as URL with the prefix "file:///", such as file:///C:/Program Files/ComponentOne/DocToHelp/Samples/StyleGuide/NetHelp/default.htm; or, for server-deployed NetHelp it can be http://www.mycompany.com/myhelp/default.htm. This parameter is used to identify the help system containing the topic. It is necessary because you may use multiple help systems in the same application.
- **wnd** (WebBrowser object) — If this parameter is null, the help is shown in a separate browser window (as if you were opening an HTML file with a double-click). If this parameter is set to a WebBrowser component, the help is shown in that component. Using the WebBrowser component, you can show help inside your application's windows.
- **uCommand** (integer number, one of the two possible values: 1 or 2) — This parameter specifies one of the two options (**Note:** you can use the symbolic names or the numbers 1,2):
  - **CTXT_DISPLAY_FULLHELP (=1)** — Display the complete help system with the Contents, Index and Search. The topic will be current in the Table of Contents, and the user will be able to navigate through links in the topic and through the Context, Index and Search.
  - **CTXT_DISPLAY_TOPICONLY (=2)** — Display the topic without the Contents, Index and Search. The user will still be able to navigate to other topics if this topic contains links to other topics, but the Contents, Index and Search will be hidden.

To enable the function

To use D2H_ShowHelp in Java client applications, you need to install JDIC. JDIC is available at http://jdic.dev.java.net. You also need to add **D2H_ctxt.java** to your project's source files. Building your application, add **jdic.jar** to your classpath. You can use the batch files in the sample directory located at C:\Program Files\ComponentOne\DocToHelp\Context-Sensitive Help\Samples\Java. In those batch files, change the values of the **JDK_HOME** and **JDIC_HOME** variables to point to your JDK and JDIC locations.

Without JDIC

If you do not want to use JDIC, you can still show NetHelp context-sensitive help in Java client applications. Modify **D2H_ctxt.java**, excluding the parts using the WebBrowser component. Replace **Desktop.browse(u)** with a method you choose to open a URL in a browser. JDIC is required for showing help inside your application windows.

Example

```
D2H_ctxt.D2H_ShowHelp(91, helpURL, browser, D2H_ctxt.CTXT_DISPLAY_TOPICONLY);
```

Generating XHTML Output

It is possible to create an XHTML version of NetHelp, HTML Help, Help 2.0, and JavaHelp targets. The XHTML output generated conforms to the W3C XHTML 1.0 transitional specification.

Benefits of XHTML

- XHTML Output conforms to the latest Web standards.
- XHTML Output is compatible with XML parsers.
- XHTML gives you the ability to use transforms, giving you infinite customization possibilities.
- An easy way to convert Word and/or HTML to XHTML

To generate a Target as XHTML

1. With your project open, open the **Home** tab.
2. Click the **Targets** ribbon group dialog box launcher. The **Help Targets** dialog box will open.
3. Choose any NetHelp, HTML Help, Help 2.0, or JavaHelp Target.
4. Select the **Generate XHTML** check box.
5. The next time you generate the Help Target, the output will be in XHTML.

XML Transforms

Transforms may be added to XHTML output to manipulate content. These transforms can be .NET or XSLT.

This advanced feature makes Doc-To-Help help target creation flexible, allowing for post-build modification in virtually any imaginable custom way; it allows you to modify topics in many ways after the topics are created by Doc-To-Help in the help target.

An example of a possible use of this feature could be adding specific markup to all topics; for example, adding a footer using an HTML table to ensure that the footer is always at the bottom of the browser window, or replacing some text (tag) with variable text depending on a parameter specified in that tag. These are just two examples of adding things to topics or transforming them in a way that can't be done by other means in Doc-To-Help, such as themes and others. Expanding/Collapsing Sections (see page 143) is also an example of an XML transform.

To use transforms, your HTML Help, NetHelp, or Help 2.0 Target output must be in XHTML, see Generating XHTML Output (on page 141) for instructions. Transforms can not be used with WinHelp or Manual Targets.

There are two kinds of XML transforms:

- **Programmatic transforms** — These are programs written in any .NET language, such as C# or VB.NET.
- **XSLT transforms** — These are XSLT transformations.

To create a custom transformation, follow the instructions below, and also refer to the two examples provided with Doc-To-Help:

- The expanding sections functionality (see Creating Expanding/Collapsing Sections on page 143) is implemented as an XML transform (a programmatic one). Its full source code can be found in Program Files\ComponentOne\DocToHelp\Transforms\BuiltIn\Source\XMLInternal.
- An XSLT transform example can be found in Program Files\ComponentOne\DocToHelp\Transforms\Examples (to see how it works in Doc-To-Help, replace the standard config file Program Files\ComponentOne\DocToHelp\Transforms\Transforms.config with Program Files\ComponentOne\DocToHelp\Transforms\Examples\Transforms.config).

To create a transform, you must write a program (.NET assembly) or an XSLT file and add it to the configuration file in the Doc-To-Help directory. The default path is
Program Files\ComponentOne\DocToHelp\Transforms\Transforms.config

Transforms registered in the configuration file are applied to every topic in the order of their appearance in the configuration file.

The configuration file is XML where every transform is registered with a <transform> element with the following elements inside:

- **<description>** — Arbitrary string describing the transform, for explanatory purpose only.
- **<assembly>** — File name of the transform assembly (including the .dll extension) relative to the DocToHelp\Transform directory. For an XSLT transform that element should always be as follows: <assembly>BuiltIn\C1D2HXMLInternal.dll</assembly>
- **<type>** — Full class name in the assembly that implements the IXMLTransform interface. That is the class whose methods are called to perform the transformation. For an XSLT transform that element should always be as follows: <type>C1.D2H.XMLTransform.XSLTTransform</type>
- **<params>** — This element contains whatever elements the transform may need as its parameters. Its contents are passed as they are to the transform method when it is executed. For programmatic transforms, their interpretation is entirely dependent on the code implementing the transform methods. XSLT transforms always have two parameters: <xsl-file> and <copy-files>. The <xsl-file> element contains the name of the XSLT file (with the .xsl extension) relative to the DocToHelp\Transforms directory. The <copy-files> element contains any number (or none) of <copy-file> elements containing file names (relative to the DocToHelp\Transforms directory) that need to be copied to the help target directory to support this transform's functionality (these are usually resource files, such as graphics, scripts, style sheets, etc).

A programmatic transform assembly contains a class implementing the interface C1.D2H.XMLTransform.IXMLTransform. That interface is defined in the C1XHTML.dll assembly residing in the DocToHelp directory. It contains three methods (note that you do not need to implement this interface if you are creating an XSLT transform; creating XSLT transforms requires programming only in XSLT; no .NET programming is required):

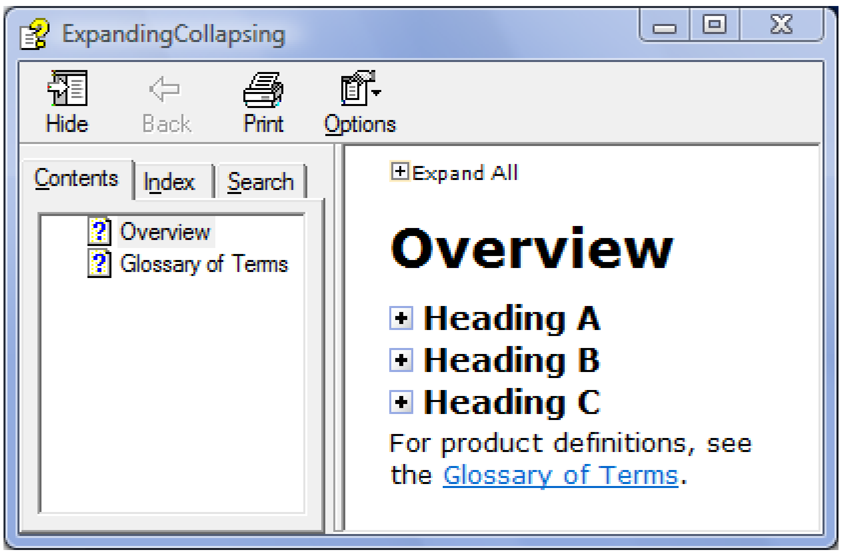
- **void IXMLTransform.ReadParams(XmlNode node)**
  This method is called before executing the transform, to initialize the transform class with parameter values specified in the <params> tag in the configuration file. This method is called once in Doc-To-Help build, before this transform is applied to any topics. The 'node' parameter passed to this method contains the XmlDocument whose root element is the <params> element of the configuration file.
- **void IXMLTransform.Execute(XmlDocument doc)**
  This method executes the transform, applies it to a topic. The 'doc' parameter is the topic XML before applying the transform (all transforms preceding thistransform in the configuration file have already been applied to it. This method implementation modifies the XmlDocument passed to it.

- **void IXMLTransform.CopyRequiredFiles(string targetPath)**
  This method is used to copy any files that may be needed in the help target to support this transform's functionality (these are usually resource files, such as graphics, scripts, style sheets, etc). If you don't need any files, leave this method empty. The 'targetPath' parameter contains the path to the TransformFiles subdirectory of the help target directory (for example, MyProject\MyHTMLHelpTarget\TransformFiles). This method implementation copies required files (if any) to that subdirectory (possibly creating subdirectories inside it, if needed).

Creating Expanding/Collapsing Sections

In HTML Help, NetHelp, and Help 2.0 targets, you can create Inline, Dropdown and Popup hot spots (see page 159) using D2HML. You could also create **Expanding/Collapsing Sections**, which are ideal for subdividing a topic into sections. The sections can be displayed as expanded or collapsed by default, and include "+" and "-" icons as indicators for end users next to each section.

This is an example of text collapsed by default; Doc-To-Help automatically adds the "Expand All" control at the top of the topic.



Expanding/Collapsing sections are an XML Transform that can be used in **HTML Help**, **NetHelp**, or **Help 2.0** Target outputs. Your Target output must be in XHTML; see Generating XHTML Output (on page 141) for instructions.

Specifying an Expanding or Collapsing section is done by applying Styles to your source documents. These styles are included in the templates included with Doc-To-Help. See Guide to Templates and Styles (on page 8) for more information.

These styles are:

- **C1 Section Expanded** (section will be expanded — or open — by default)
- **C1 Section Collapsed** (section will be collapsed — or closed — by default)
- **C1 Section End** (ends an expanding/collapsing section if necessary)

The **C1 Section Expanded** and **C1 Section Collapsed** style names can be changed; they are customizable in the configuration file Transforms.config (see XML Transforms on page 141). Graphics used to indicate expanded/collapsed state of a section — as well as their tooltips — can also be customized by modifying the configuration file Transforms.config.

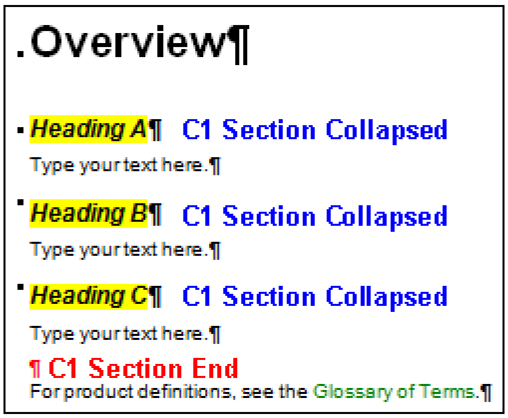
To create expanding/collapsing text

1. If you would like a section to be collapsed by default, apply the **C1 Section Collapsed** style to the Heading of that section. (Do not apply it to the contents of the section.)

   For text expanded by default, apply the **C1 Section Expanded** style to the Heading.

2. Continue applying the appropriate style to the Headings of all the sections you'd like to display as expanded or collapsed.

3. If you would like to display text under expanded or collapsed sections, you need to apply the **C1 Section End** style to end the final section. It can be applied to text, or a blank paragraph above the text (see the example below).



Please note: If you would like to change the look (font, color) of **C1 Section Collapsed** or **C1 Section Expanded** in your output, edit the style in your Target template or style sheet (by default, if you are authoring in Word, this will be **C1H_HTML.dot**, if you are authoring in HTML, **C1H_HTML_full** or **_short.css**). If you would like to change the look in your source document, edit the Source template or style sheet.

Working with Source Documents

There are two types of source documents in Doc-To-Help: Word or HTML. You may edit these documents in Microsoft® Word, Microsoft® FrontPage®, or Adobe® Dreamweaver®. This makes it possible for you to work in the environment you prefer while efficiently creating the output you need.

Source Document	File Type(s)	Editor	Ribbons/Toolbars
Microsoft® Word	.doc, .docx (Word 2007)	Microsoft Word	**ComponentOne Doc-To-Help** and **Doc-To-Help Special Formatting** (added when Doc-To-Help is installed)
HTML	.html, .htm	Microsoft FrontPage®, Adobe® Dreamweaver®, your choice	**ComponentOne Doc-To-Help D2HML Styles** (added when Doc-To-Help is installed; Microsoft FrontPage and Adobe Dreamweaver only)

See Editing Word Documents (on page 145) and Editing HTML Documents (on page 150) for more on working with Word and HTML documents.

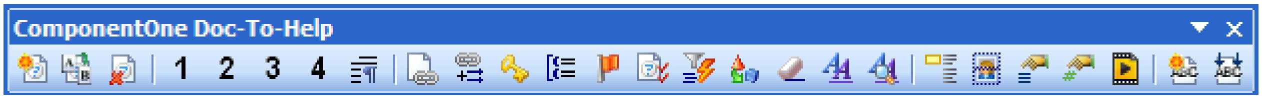
D2HML styles are used to create links, inline text, etc. in Word and HTML documents. For more on D2HML see Using D2HML (on page 155).

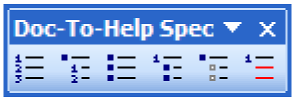
Editing Word Documents

Styles control the look and behavior of your final Targets. Doc-To-Help adds two toolbars or ribbons that are used to apply styles and D2HML Styles, as well as perform other useful functions, such as creating image maps and inserting Flash movies.

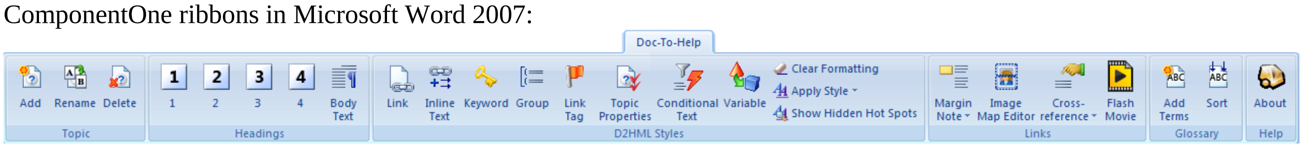
These toolbars or ribbons are: **ComponentOne Doc-To-Help** and **Doc-To-Help Special Formatting**.

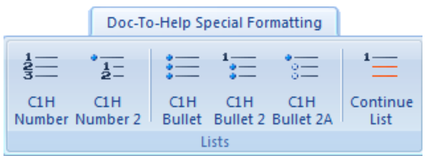
ComponentOne toolbars in Microsoft Word versions 2003 and earlier:



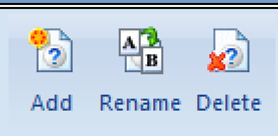
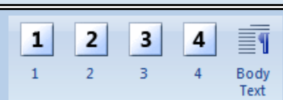
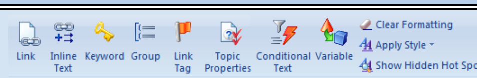


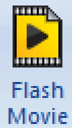
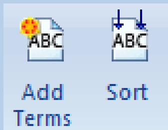
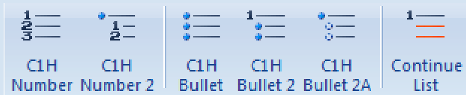
ComponentOne ribbons in Microsoft Word 2007:





Note: The **Doc-To-Help Special Formatting** toolbar or ribbon will not be displayed in all templates. In those cases, use the Bullet and Numbering buttons in Microsoft® Word.

Toolbar buttons	Function	Notes
	Add, Rename, or Delete Topics	Use to rename or delete an existing topic in a document, or add a new topic. See Adding, Renaming, and Deleting Topics (on page 147).
	Heading 1, 2, 3, 4, Body Text Style	Apply the Heading 1, 2, 3, 4, or Body Text style to the selected text in the Source document.
	D2HML Styles	Apply or clear a D2HML style. See Using D2HML (on page 155).
	Margin Note	Use to insert a note or graphic in the left-hand margin of a printed target. The margin note can be displayed as a popup in Help Targets if desired. See Creating Margin Notes (on page 148).
	Image Map Editor	In Help Targets, use the Image Map Editor to create hyperlinks within a graphic. See Using the Image Map Editor (on page 149).
	Insert Cross Reference/ Complete Cross Reference	Use to insert cross-references that will appear as page numbers in printed targets and hyperlinks in Help Targets. See Inserting Cross References (on page 149).

Toolbar buttons	Function	Notes
	Insert Flash Movie	You may insert Flash movies (.swf) into Help Targets — see Inserting Flash Movies (on page 150).
	Add/Sort Glossary Terms	Use to add terms to your glossary from any Source document. See Adding Terms to the Glossary (on page 150)
	C1H Number, C1H Number 2, C1H Bullet, C1H Bullet 2, C1H Bullet 2A, Continue List	Apply the List style to the selected text in the Source document.

These toolbars reside in individual Doc-To-Help templates (such as C1H_NORM.dot), so you should create your files using a predefined Doc-To-Help template and edit it to your specifications. See Guide to Templates and Styles (on page 8) for more information.

For more on applying styles, see Applying Styles in Microsoft Word (on page 147).

Applying Styles in Microsoft Word

To apply a style, start out by selecting the text.

You can apply most styles using the **Doc-To-Help** and **Doc-To-Help Special Formatting** toolbars. Simply click the toolbar buttons to apply **Heading 1, 2, 3, 4**, and **Body Text** styles, as well as bulleted and numbered lists.

D2HML Styles are also applied with the **Doc-To-Help** toolbar. See Editing Word Documents (on page 145) for more information.

You can also apply styles in Microsoft® Word this way:

In Word 2007, the **Styles** window is used to apply Styles.

- Click the **Home ribbon** > **Styles ribbon group** dialog box launcher. The **Styles** window will open.
- Click the name of the style you wish to apply.

In Word 2003 and earlier:

- From the **Format** menu, choose **Styles and Formatting**. The **Styles and Formatting** window will open.
- Click the name of the style you wish to apply.

To clear a style from your text, select the text and choose **Clear All** or **Clear Formatting** from the list of styles.

Adding, Renaming, and Deleting Topics

Topics may be added, renamed, and deleted from a Word document using the **Doc-To-Help** toolbar or ribbon. Adding a topic using this method makes it possible to perform certain functions – for example, creating a link to the new topic – without rebuilding the project first.

To add a new topic

1. Open your source document (.doc or .docx) in Word.
2. Place your cursor at the point you'd like to insert the new topic. This should be at the start of a new paragraph. (Place an empty paragraph at the end of the previous topic.)
3. Click the **Add** button. You will be asked to confirm the new topic location. Click **Yes**. The **Add Topic** dialog box will open.
4. Enter the **Title** of the topic and choose the **Style** from the drop-down list. The location of the new topic will display in the **Topic hierarchy**.
5. Click **OK**.

To rename a topic

1. Open your source document (.doc or .docx) in Word.
2. Select the entire name of the topic you wish to rename.
3. Click the **Rename** button. The **Rename Topic** dialog box will open. The name and location of the topic will be bolded in the **Topic hierarchy**.
4. Change the **Title** of the topic and, if you wish, choose a different **Style** from the drop-down list. The **URL**, **ASCII Name**, **Link tag**, and **Keyword** will be changed by default (see Topic Properties dialog box on page 167). If you would prefer any or all of these properties do not change, clear the check box(es).
5. Click **OK**.

To delete a topic or topics

1. Open your source document (.doc or .docx) in Word.
2. Select the entire text of the topic(s) you wish to delete.
3. Click the **Delete** button. The **Delete Topics** dialog box will open. The name and location of the topic(s) will be bolded in the **Topic hierarchy**.
4. Click **OK**.

Creating Margin Notes

Margin Notes are used to place text or graphics in the left margin of a manual, next to the main body of the text. Margin notes do not appear in Help Targets unless you explicitly link them to the text, where they will appear as popups. Margin Notes are created, deleted, and linked using the **Margin Note** button in the **Doc-To-Help** toolbar or ribbon.

To create a margin note

1. Open your source document (.doc or .docx) in Word.
2. Place your cursor at the point you'd like to insert the margin note. Click the **Margin Note** button and select **Create** from the drop-down list.

   A two-column table will be placed in the document with the text of the paragraph in the right hand table cell. If Table Gridlines are turned "on" in Word, you'll see a dotted outline of the table. The gridlines do not print.
3. Type the margin note (or insert an image) in the left hand column of the table.
4. Click **OK**.

To create a hotlink to a margin note (Help Targets only)

1. Highlight the hotspot text in the right-hand column.

2. Click the **Margin Note** button and select **Set Link** from the drop-down list.
3. A dialog will confirm that you want to link the selected text with the contents of the highlighted cell. If yes, click **Set Link**. If not, use the **Previous** and **Next** buttons to navigate to the proper cell.

   The hotspot will be created. The margin note will appear as a popup in Help Targets.

Using the Image Map Editor

For Help Targets, you may create hotspots within a graphic to topics, keywords, or groups using the Image Map Editor. This button is available on the **Doc-To-Help** toolbar or ribbon in Word.

To create an image map

1. Open your source document (.doc or .docx) in Word.
2. Insert a graphic (**Insert** > **Picture** in Word).
3. Select the graphic. Click the **Image Map Editor** button. The **Image Map Editor** dialog box will open.
4. Click the **Draw** button at the top and select a region.
5. Click the **Link** tab at the bottom right and click the **Link** button. The **Link** dialog box will open.
6. Choose the Topic, Keyword, or Group to link the region to.
7. Click **OK**. Click the **Save** button at the top. Select additional regions if desired and create links.
8. Click **OK**.

Inserting Cross References

By using the **Insert Cross Reference** and **Complete Cross Reference** buttons on the **Doc-To-Help** toolbar or ribbon, you can automatically add updateable page references in printed manuals and hyperlink jumps in online Help. The page numbers will not appear in Help Targets.

To insert and complete a cross-reference

1. Open your source document (.doc or .docx) in Word.
2. Place your cursor where you want the cross reference to appear.
3. Type the introductory text, such as "For more information, see" or "See also" followed by a space.
4. Click the **Insert Cross Reference** button (in Word 2007, this will be a drop-down from the **Cross-Reference** button.). The **Cross Reference** dialog box will open.
5. Set the **Reference Type** to *Heading*.
6. Set **Insert Reference To** to *Heading Text*.
7. Select the heading you want to refer the reader to from the displayed list.
8. Click the **Insert** button. The heading text is inserted.
9. Click the **Close** button.
10. With the insertion point immediately following the cross-reference (reference field), click the **Complete Cross Reference** button (in Word 2007, this will be a drop-down from the Cross-Reference button).

    The page reference is inserted and the heading text is enclosed in quotes.

    The **On Page** text is set to “on page” by default. To change it, use the Project Settings dialog box (see page 132).
11. Type a period after the page number, if necessary.

Inserting Flash Movies

It is easy to insert Flash movies into a Word document using the **Doc-To-Help** toolbar or ribbon. If you would like to create a Flash movie and don't have a software tool, you may want to check out ComponentOne DemoWorks.

To insert a Flash movie

1. Open your source document (.doc or .docx) in Word.
2. Place your cursor at the point you'd like to insert a movie.
3. Click the **Flash Movie** button. The **Movie in Flash Format Properties** dialog box will open.
4. Navigate to the movie (.swf) location using the **Browse** button. You can point to either a file in a folder location or a URL on the internet or an intranet.
5. If desired, specify the **Width** and **Height** of the image. Also specify if the movie should **Autoplay** (begin playing when the Help file is displayed) and/or **Loop** (play continuously).
6. Click **OK**.

Adding Terms to the Glossary

If your project includes a glossary, you can quickly insert a glossary term while working in any source document using the **Doc-To-Help** toolbar or ribbon.

To add a term to the Glossary

1. Open any source document (.doc or .docx) in Word.
2. Place your cursor in front of the word you would like to add to the Glossary and click the **Add Terms** button in the **Glossary** ribbon group. The **Add Glossary Terms** dialog box will open.
3. Add a **Definition** for the new term. If you would like to edit a term name, choose it and click the **Edit** button.

   Click the **Add** button to add a new term at any time. In the **Terms** list, the term "New Term #1" will appear. Rename "New Term #1" and add a definition.
4. If you would like the new term to automatically link to its Glossary definition everywhere in the project, select the **Automatic links** check box. (A glossary term with this designation will be tagged with the Glossary Heading style, rather than the Glossary Heading (no auto links) style.)
5. Click **OK**.

To re-alphabetize the Glossary

1. Open your Glossary document (.doc or .docx) in Word.
2. Click the **Sort** button in the **Glossary** ribbon group. The Glossary terms will now be in alphabetical order.

Editing HTML Documents

Styles control the look and feel of your final Targets, and are applied using the **ComponentOne Doc-To-Help D2HML Styles** toolbar or menu. This toolbar allows you to use D2HML while using FrontPage or Dreamweaver as your editor.

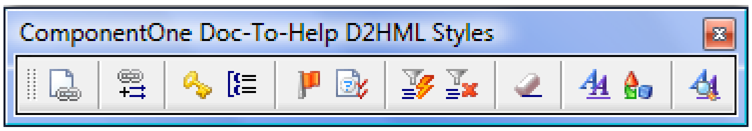
HTML documents may also be edited in the external HTML editor of your choice.

The **D2HML toolbar** will be installed on your machine automatically for Microsoft FrontPage; you will be prompted to install the toolbar in Adobe Dreamweaver during Doc-To-Help installation.

To set your default HTML editor, choose **Doc-To-Help button** > **Doc-To-Help Options** button. Click the **HTML Editors** tab. Choose your preferred editor and click **Set Default**. Click **OK**.

D2HML Styles toolbar in Microsoft FrontPage:

D2HML Styles toolbar in Adobe Dreamweaver:



For information about using each toolbar button, see Using D2HML (Doc-To-Help Markup Language) (on page 155).

Source and Target styles sheets (CSS files) are assigned using the Home tab (see page 83). See Guide to Templates and Styles (on page 8) for more information about Style Sheets.

Style Sheets are stored in C:\Program Files\ComponentOne\DocToHelp\DefaultCSSFiles.

Applying Styles in Microsoft FrontPage and Adobe Dreamweaver

To create links, inline text, etc., use D2HML Styles, which are applied with the **Doc-To-Help** toolbar or menu. See Using D2HML (on page 155) for more information about D2HML Styles and how to apply them.

To apply a style in your HTML editor, start out by selecting the text.

In Microsoft® FrontPage®, use the **Formatting** toolbar buttons.

In Adobe® Dreamweaver®, use **Text** > **CSS Styles** or use the **Style** drop-down list in the **Properties** window. (Open the **Properties** window by selecting **Window** > **Properties**.)

Examples of Style Names/HTML tags:

Style Name	HTML Tag
Body text	.Bodytext
Heading 1	H1

Cascading Style Sheets may be edited in Doc-To-Help, see Editing a CSS (on page 130) for more information.

Setting Document Properties

The **Document Properties** dialog box is used to view or change the properties of a document. If you would like to view or change the properties of a single topic, use the Topic Properties dialog box (see page 167).

To open the Document Properties dialog box

1. Select a document in the Documents pane (see page 89).

2. Open the **Home** tab.
3. Click the **Source** ribbon group dialog box launcher. The **Document Properties** dialog box will open.

   You can also right-click on a document in the **Documents** pane and choose **Properties**.

More on the Source ribbon group (see page 84).

Document

Name: The read-only name of the document.

Type: Notes the document type — Word, or HTML.

File size: The size of the source document.

File modified: The date and time of the last modification to the source document.

Basic

Single topic: Determines whether the source document can contain multiple topics or just one topic. Word documents are always multi-topic. HTML documents can be either multi-topic or single-topic.

Title: Determines the title of a single-topic document. This property applies only to single-topic documents. Multi-topic documents do not need it because their topics are defined by their headings in the document. With a single-topic document, there is no header to derive the title, table of contents position and other properties of the topic, so that information has to be specified explicitly in the **Title** and **Style** fields of the **Document Properties** dialog box.

Style: Determines the style of the topic contained in a single-topic document. This property applies only to single-topic HTML source documents.

Condition

These can also be set and will appear in the Source ribbon group (see page 84).

Platforms: Sets a platform-based condition for the selected document. The document will be included in all the target platform(s) selected. A platform includes all the targets that produce the output specified; Online Help, HTML Help, NetHelp, Printed Manual, etc.

Targets: Sets a target-based condition for the selected document. The document will be included in all the target(s) selected.

Attributes: Set an attribute-based condition for the selected document. The document will be included or excluded when creating conditional builds (for example, internal or external.) Use the Attributes dialog box (Project tab > Project ribbon group > Attributes button) to create custom attributes.

Advanced

Keep outline numbers: When selected, outline numbers are included as part of topic titles and are present in help targets. This setting only affects the RTF files generated from source documents; it does not affect the source documents themselves. Modifying this setting for an individual document will override the settings for that document only.

Adjust left indent: Controls whether paragraph indentation is adjusted to account for wide margins when building online help. By default, this check box is selected to accommodate the standard Doc-To-Help templates. Clear this check box if you are using custom templates and want to preserve the indentation used in your source documents.

Include in Natural Search and in NetHelp Search: If selected, ComponentOne Natural Search is enabled for this document. If cleared, this document is excluded from the search.

Keep page breaks: When selected**,** retains the page break characters in the source documents during compilation of a Printed Manual Help target. Clear this check box to discard page break characters. Modifying this setting for an individual document will override the settings for that document only.

Plain text popups: If selected, generates a plain text only version of the help file for context-sensitive help topics. Modifying this setting for an individual document will override the settings for that document only.

Creating a Glossary

A glossary is a list of specialized words with their definitions, often placed at the end of a book or help file.

When you create a new project in Doc-To-Help, a Glossary document is added automatically. You can delete this document if you wish. If you'd like to flag a different document as your glossary, add it to the project and right-click on it in the Documents pane (see page 89). Choose **Glossary** from the menu.

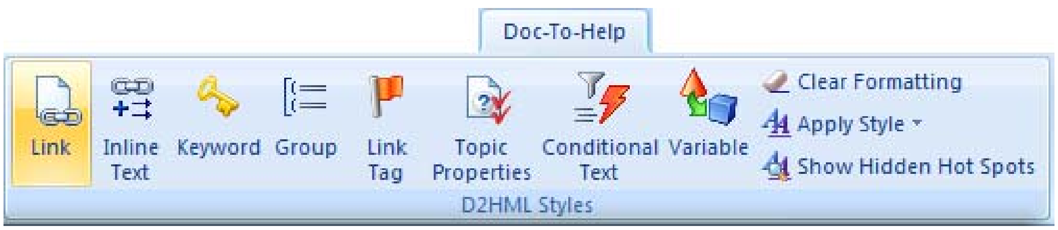
Glossary entries are formatted by default with the **Glossary Heading** style, followed by the definition, formatted as **C1H Popup Topic Text**. Open the Glossary (see page 211) of the Doc-To-Help 2008 Help file to see the behavior of this default formatting. You can, of course, edit these styles to change this behavior, see Defining Character/Paragraph Styles and Topic Types (on page 123).

Doc-To-Help can create automatic links to each Glossary item, or you can create manual links to Glossary items. To create a manual link, see Creating Links (on page 157). Choose the **Glossary** tab. To set your project to automatically create glossary links, select the **Auto Glossary Links** check box in the **Project Styles** dialog box for the **Glossary Heading** Paragraph Style. See Paragraph Styles (on page 126) for more information.

To add a glossary entry, open the Glossary source document and add terms/definitions. See Adding Terms to the Glossary (on page 150).

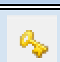
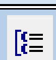
Using D2HML (Doc-To-Help Markup Language)

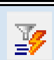
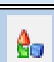
When editing documents in Microsoft® Word, Microsoft® FrontPage®, or Adobe® Dreamweaver®, you can use the appropriate **Doc-To-Help** ribbon, toolbar, or menu to quickly and easily apply D2HML styles.



When you apply a D2HML style to text, a hot spot is created.

The Styles are listed below for reference, but you should always use the toolbar to apply them.

D2HML Toolbar button	Function	Word Style	HTML	Notes
	Topic Link (on page 157) Create a hotspot link to a topic (jump or popup) Create a hotspot link to topic(s) containing the selected keywords. Create a hotspot link to a group of topics.	C1HJump C1HPopup C1HKeywordLink C1HGroupLink	 	The topic list opened by a Keyword or Group link can be displayed in a dialog box or popup menu. Index entries and groups can also be created in the Index and Groups pane (see page 91) of Doc-To-Help.
	Inline Text (on page 159) Create a hotspot that will display additional text on the same line, in a dropdown, or in a popup.	Hotspot: C1HInlineExpand C1HInlineDropdown C1HInlinePopup Expanding Text: C1HExpandText C1HDropdownText C1HPopupText	Hotspot: Expanding Text: 	The hotspot will be tagged with the “hotspot” style/HTML; the text that will be displayed by the hotspot is tagged with the “expanding text” style/HTML.
	Keyword (on page 159) Designates a hotspot as an index keyword.	C1HIndex C1HIndexInvisible	 	The hotspot can be visible or invisible. Use the “Invisible” style/HTML to make the hotspot invisible. (The “Visible” check box in the Keyword dialog box controls visibility.)
	Group (on page 160) Designates a hotspot as a member of a group.	C1HGroup C1HGroupInvisible	 	If invisible the hotspot does not appear in the output.

D2HML Toolbar button	Function	Word Style	HTML	Notes
	Link Tag (on page 161) Designates a hotspot as a link target.	C1HLinkTag C1HLinkTagInvisible	 	If invisible the hotspot does not appear in the output.
	D2HML Topic Properties (on page 162) Sets a subset of the topic properties.	C1HTopicProperties		All topic properties can be controlled using the Topic Properties dialog box in Doc-To-Help.
	Conditional Text (on page 163) Used to mark text as conditional by platform, target, attribute or any combination of all three.	C1HConditional		Conditional text will also be tagged with platform, target, and/or attribute information (platform=, target=, attribute=)
	Variable (on page 164) Creates a hotspot to a text or rich content variable.	C1HVariable		The hotspot chosen is replaced by the variable.

You can use the predefined D2HML styles as-is, or you can edit them and create your own. D2HML styles are defined in Doc-To-Help's templates and cascading style sheets (CSSs).

See Defining Paragraph/Character Styles and Topic Types (on page 123) for more information on editing and creating styles. See Editing a CSS (on page 130) for more on working with cascading style sheets. The default project **Source Template**, **Source CSS**, **Target Template**, and **Target CSS** are all defined in the Home tab (on page 83). See Guide to Templates and Styles (on page 8) for more information on Doc-To-Help's predefined templates and styles and how to work with them.

Creating Links

The **Link dialog box** is used to create links to topics, keywords, groups, and glossary entries.

In Microsoft® Word, Microsoft® FrontPage®, and Adobe® Dreamweaver®, the **Link** button will be on the **Doc-To-Help** or **Doc-To-Help D2HML Styles** toolbar or ribbon.

To create a link

1. Select text in the **Editor** window.
2. Click the **Link** button. The **Link** dialog box will open.

   By default, the Target will be the same as the selected text. The phrase **(Link defined by Text)** will be displayed in the **Target** field. If you would prefer to link to a specific topic, keyword, group, or glossary item, choose the **Topics**, **Keywords**, **Groups**, or **Glossary** tab.
3. Select the appropriate topic, keyword, group, or glossary entry. (In the **Keywords** and **Groups** tabs, you may select more than one check box.)
4. Set your **Link Options** (see below).
5. Set your **Options**. Options will vary slightly depending on your choice of editor.

   In HTML Editors:

   - **Properties in attribute** puts the link properties inside the HTML tag in an attribute. The tag properties may be viewed in the Code view of the Editor window.
   - **Properties in text** puts the attribute in the text so it is visible at all times. The tag will display in the Design view of the Editor window, as well as in the Code view. `Hotspot|tag=link` (In Dreamweaver, you may use the Hidden check box to hide this tag in Design mode.)

   In Word, you may select the **Hide Properties in Document** check box to hide the tag.
6. If you would like the link to be a button in the Help Target with the selected **Text** displayed on it, select the **Show as button** check box.
7. Click **OK**.

If you would like to create a new keyword, group, or link tag, see Inserting an Index Entry (on page 159), Adding a Topic to Group (on page 160), or Adding a Link Tag (on page 161). You can also create/edit keywords and groups using the Index and Groups Pane (on page 91) in Doc-To-Help.

Topic link options

Document: Displays the folder location and document name for the topic chosen in the **Topics** area. Or, if you wish, you could choose a document from the drop-down list and create a link to that document.

Bookmark: If a selected document contains bookmarks, you can select one from the drop-down list.

Window: By default, the destination of the link will display in the window type used by that topic. If you would prefer the destination topic display in another window type, choose one from the drop-down list. If you would like the information to display in a popup, select the **Popup** check box. The (Default) topic window types are set using Topic Types, which are part of Paragraph Styles. These are set for the project in the **Project Styles** dialog box. See Defining Character/Paragraph Styles and Topic Types (on page 123).

Keyword/Group link options

Topic list in: When a hotspot is linked to keywords or a group, clicking on the hotspot will display the list of topics in a dialog box or popup menu. Use this drop-down list to specify your preference.

Window: By default, the destination of the topic link(s) will display in the window type used by that topic. If you would prefer the destination topic display in another window type, choose one from the drop-down list. The (Default) topic window types are set using Topic Types, which are part of Paragraph Styles. These are set for the project in the **Project Styles** dialog box. See Defining Character/Paragraph Styles and Topic Types (on page 123).

Creating Inline, Dropdown, or Popup Text

The **Inline text dialog box** is used to create three different options for displaying additional information.

In Microsoft® Word, Microsoft® FrontPage®, and Adobe® Dreamweaver®, the **Inline Text** button will be on the **Doc-To-Help** or **Doc-To-Help D2HML Styles** toolbar or ribbon.

Click on the hotspots below for examples of inline, dropdown, or popup text.

Inline text displays immediately after a selected link.
The Lobby is the "Home Page" of FrontLine and can be accessed directly via the **Lobby** button.

Dropdown text displays under a selected link.
The Lobby is the "Home Page" of FrontLine and can be accessed directly via the **Lobby** button.
This is an example of dropdown text.

Popup text displays in a popup window when the link is selected.
The Lobby is the "Home Page" of FrontLine and can be accessed directly via the **Lobby** button.

To create inline, dropdown, or popup text

1. Select text in the **Editor** window.
2. Click the **Inline Text** button. The **Inline text** dialog box will open. The link text will be displayed in the **Selection** area.
3. Enter the text to be displayed in the **Text** box.
4. Choose the appropriate **Option** (Expand text inline, Dropdown text, Show text in popup). If working in Microsoft® Word, select the **Text in Comment** check box if you would like the inline, dropdown, or popup text to appear as a comment.
5. Click **OK**.

Doc-To-Help will display a message box informing you that this is an invisible style (meaning the inline/dropdown/expanding text we added will be not be displayed in our Source document — as well as in our Target until clicked). Since that is OK, click **No** to close the message box. If you'd like to make this information visible, see Showing Hidden Hotspots (on page 165).

It is also possible to create expanding/collapsing text in HTML Help, NetHelp, and Help 2.0 targets, see Creating Expanding/Collapsing Sections (on page 143) for more information.

Inserting an Index Entry

You can assign and add keywords (index entries or K-links) to your documents using D2HML.

Please note you can also manage keywords from the Index and Groups pane (see page 91) in Doc-To-Help.
Links to keywords are created using the Link dialog box (see page 157). Links can be text or buttons; when selected they display a dialog box or popup window listing all the keyword topics.

In Microsoft® Word, Microsoft® FrontPage®, and Adobe® Dreamweaver®, the **Keyword** button will be on the **Doc-To-Help** or **Doc-To-Help D2HML Styles** toolbar or ribbon.

The options available will vary slightly depending on your choice of editor.

To add and assign keywords

1. Select text in the **Editor** window.
2. Click the **Keyword** button. The **Keyword** dialog box will open. The selected text will be displayed in the **Text** area.
3. By default, the keyword will be the selected text. The phrase **(Keyword defined by Text)** will be displayed in the **Keyword** field. If you would prefer to use another keyword, use one of these options:

   If you would like to assign one or more existing keywords to the text, select the checkbox(es) in the **Keywords** area.

   If you would like to add a new keyword to the list and assign it, click the **Add New Keyword** button. An editable keyword will be created, titled **New Keyword**. Type the new keyword within the box. To create a secondary keyword, select a keyword and click the **Add Secondary Keyword** toolbar button. Select the keyword(s) check boxes.
4. Set your **Options**. Options will vary slightly depending on your choice of editor.

   In HTML Editors:

   - **Properties in attribute** puts the keyword properties inside the html tag in an attribute. The tag properties may be viewed in the **Code** view of the Editor window.
   - **Properties in text** puts the attribute in the text. The tag will display in the **Design** view of the Editor window, as well as in the **Code** view. `Hotspot|tag=keyword` (In Dreamweaver, you may use the **Hidden** check box to hide this tag in Design mode.)

   In Word, you may select the **Hide Properties in Document** check box to hide the tag. Clearing the **Visible** check box will hide the text in your source document.
5. Click **OK**.

Please note that any new keywords created using this method will be added to the Index and Groups pane (see page 91) in Doc-To-Help.

Adding a Topic to a Group

Groups are related topics or associative topics (A-links). You can add a topic to a new or existing group using D2HML.

Please note you can also create and manage groups from the Index and Groups pane (see page 91) in Doc-To-Help.

Links to groups are created using the Link dialog box (see page 157). Links can be text or buttons; when selected they display a dialog box or popup window listing all the topics in the group.

In Microsoft® Word, Microsoft® FrontPage®, and Adobe® Dreamweaver®, the **Group** button will be on the **Doc-To-Help** or **Doc-To-Help D2HML Styles** toolbar or ribbon.

To add a topic to a group

1. Select text in the **Editor** window.
2. Click the **Group** button. The **Group** dialog box will open. The selected text will be displayed in the **Text** area.

3. By default, the topic will be added to a group whose name is defined by the selected text. The phrase **(Group defined by Text)** will be displayed in the **Group** field. If you would prefer to add the topic to another group, use one of these options:

   If you would like to add the topic to an existing group (or groups), select the appropriate check box(es).

   If you would like to add a new group to the list, click the **Add New Group** button. An editable group will be created, titled **New Group**. Type the new group name within the box. Select the group(s) check boxes.

   Please note that any new groups will be added to the Index and Groups pane (see page 91) in Doc-To-Help. You may use the Groups pane to manage the topics that belong to the new groups you have created.

4. Set your **Options**. Options will vary slightly depending on your choice of editor.

   In HTML Editors:

   - **Properties in attribute** puts the group properties inside the html tag in an attribute. The tag properties may be viewed in the **Code** view of the Editor window.

   - **Properties in text** puts the attribute in the text. The tag will display in the **Design** view of the Editor window, as well as in the **Code** view. `Hotspot|tag=group` (In Dreamweaver, you may use the **Hidden** check box to hide this tag in Design mode.)

   In Word, you may select the **Hide Properties in Document** check box to hide the tag. Clearing the **Visible** check box will hide the text in your source document.

5. Click **OK**.

Adding a Link Tag

A Link Tag is a unique identifier for a topic, and makes it possible to create a jump or popup link to a topic. If a Paragraph Style has the **Auto Link** check box selected, then Doc-To-Help will automatically create a Link Tag for every topic using that style. (See Defining Character/Paragraph Styles and Topic Types on page 123.) Automatic Link Tags are identical to the Topic Title, but spaces, hyphens, and period are replaced by underscores.

Sometimes you may need to manually create a unique Link Tag for a topic, particularly if you have two or more topics with the same name, and therefore the same Link Tag. The **Link Tag** dialog box makes this possible. A topic can have more than one Link Tag.

Link Tags can be viewed in the Topics window (see page 95) (right-click and choose **Link Tag** from the **Columns** menu).

In Microsoft® Word, Microsoft® FrontPage®, and Adobe® Dreamweaver®, the **Link Tag** button will be on the **Doc-To-Help** or **Doc-To-Help D2HML Styles** toolbar or ribbon.

To add a link tag manually

1. Select text in the **Editor** window.
2. Click the **Link Tag** button. The **Link tag** dialog box will open. The selected text will be displayed in the **Link Tag** area.
3. By default, the **Link Tag** will be the selected text. The phrase **(Link Tag defined by Text)** will be displayed in the **Link Tag** field. If you would prefer to use another link tag, use one of these options:

   If you would like to assign one or more existing link tags to the text, select the checkbox(es) in the **Link tags** area.

   If you would like to add a new link tag to the list and assign it, click the **Add New Link Tag** button. An editable link tag will be created, titled **New Link Tag**. Type the new link tag within the box. Select the link tag(s) check boxes.

4. Set your **Options**. Options will vary slightly depending on your choice of editor.

   In HTML Editors:

   - **Properties in attribute** puts the link tag properties inside the html tag in an attribute. The tag properties may be viewed in the **Code** view of the Editor window. Selecting the **Visible** check box will make the hotspot visible in the Help Target.
   - **Properties in text** puts the attribute in the text. The tag will display in the **Design** view of the Editor window, as well as in the **Code** view. `Hotspot|tag=linktag` (In Dreamweaver, you may use the **Hidden** check box to hide this tag in Design mode.)

   In Word, you may select the **Hide Properties in Document** check box to hide the tag. Clearing the **Visible** check box will hide the text in your source document.

5. Click **OK**.

Setting D2HML Topic Properties

Specific topic properties may be set using D2HML; please see Viewing/Changing Topic Properties (on page 167) for information about making adjustments to other topic properties.

In Microsoft® Word, Microsoft® FrontPage®, and Adobe® Dreamweaver®, the **Topic Properties** button will be on the **Doc-To-Help** or **Doc-To-Help D2HML Styles** toolbar or ribbon.

To set D2HML topic properties

1. Select text in the **Editor** window (or simply insert your cursor in the window).
2. Click the **Topic Properties** button. The **D2HML Topic Properties** dialog box will open.
3. Make changes and click **OK**. To view/adjust additional topic properties, see Viewing/Changing Topic Properties (on page 167).

General

ASCII name: Specifies the ASCII-only string used to identify the topic in situations where non-ASCII characters are not allowed. This property is important for Help authoring in languages that have non-ASCII alphabets, such as Cyrillic and Asian languages. In some instances, names generated by Doc-To-Help must be ASCII. Such instances include identifiers in *.h and *.bas map files that are used for context-sensitive help in C and Visual Basic programming language.

URL: Specifies the name of the generated .htm file for this topic. By default, the name of the .htm file matches the topic text with spaces, hyphens and underscores omitted.

Context ID: The unique numeric identifier assigned to the topic during compilation (read-only). This allows the topic to be used in context-sensitive help. Context ID settings are managed in the Project Properties dialog box.

Comments: An editable textbox for comments by the help author. These comments are not accessible by the end user.

Default topic: If selected, this will be the topic displayed when a Help file is opened (the "home page"). The default topic can also be set by selecting a topic in the Topics window (see page 95), and choosing **Default Topic** from the right-click menu.

Appearance

Contents title: This field allows you to change the topic title in the Table of Contents (Contents pane see page 91) without changing the actual topic title in the source document.

Display title: This filed allows for modification of a topic title with respect to help file searches without changing the actual topic title in the source document. Use this property to add qualifying text to like-named topics. For example, a search for “intro” may yield several topics named Introduction, but by modifying the DisplayTitle, you can force results such as Introduction (Help Authoring), Introduction (HTML), Introduction (WinHelp) without adding the text in parentheses to the source documents. This is the equivalent of adding a $ footnote in WinHelp or a <Title> in HTML.

Related Links Label: Specifies the text that precedes the subtopic buttons for this topic. If you clear this field, there will be no text above the buttons. If you would like to change the label text for a specific Help Target, change it in the Help Targets dialog box. The default label is **More:**

Include in Natural Search and in NetHelp Search: If selected, ComponentOne Natural Search is enabled for this topic. If cleared, this topic is excluded from the search.

Condition

These can also be set and will appear in the Condition ribbon group (see page 85).

Platforms: Sets a platform-based condition for the selected topic. The topic will be included in all the target platform(s) selected. A platform includes all the targets that produce the output specified; Online Help, HTML Help, NetHelp, Printed Manual, etc.

Targets: Sets a target-based condition for the selected topic. The topic will be included in all the target(s) selected.

Attributes: Set an attribute-based condition for the selected topic. The topic will be included or excluded when creating conditional builds (for example, internal or external.) Use the Attributes dialog box (Project tab > Project ribbon group > Attributes button) to create custom attributes.

Marking Text as Conditional

Using conditional text, you can mark specific text to display only in specific instances; by platform, target, attribute, or a combination. This makes logical single-sourcing (see page 2) easy to accomplish.

You can also mark entire documents and topics as conditional, see Setting Document Properties (on page 151) and Setting Topic Conditions (on page 169).

In Microsoft® Word, Microsoft® FrontPage®, and Adobe® Dreamweaver®, the **Conditional Text** button will be on the **Doc-To-Help** or **Doc-To-Help D2HML Styles** toolbar or ribbon.

To mark text as conditional

1. Select text in the **Editor** window.
2. Click the **Conditional Text** button. The **Conditional Text** dialog box will open. The selected text will be displayed in the **Text** area.
3. Choose the appropriate **Conditional Properties**. You may select more than one. Options are:
   - **Platforms** — Set a platform-based condition for the selected text. The text will be included in all of the target platform(s) selected. A platform includes all the targets that produce the output specified; Online Help, HTML Help, NetHelp, Printed Manual, etc.
   - **Targets** — Set a target-based condition for the selected text. The text will be included in all the target(s) selected.
   - **Attributes** — Set an attribute-based condition for the selected text. The document will be included or excluded when creating conditional builds (for example, internal or external.) Use the Attributes dialog box (see page 117) (Project tab > Project ribbon group > Attributes button) to create custom attributes.

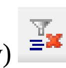
4. Set your **Options**. Options will vary slightly depending on your choice of editor.

   In HTML Editors:

   - **Properties in attribute** puts the conditional text properties inside the html tag in an attribute. The tag properties may be viewed in the **Code** view of the Editor window.
   - **Properties in text** puts the attribute in the text. The tag will display in the **Design** view of the Editor window, as well as in the **Code** view. `Conditional text|tag=platform; attribute;target` (In Dreamweaver, you may use the **Hidden** check box to hide this tag in Design mode.)

   In Word, clearing the **Visible** check box will hide the text in your source document.
5. Click **OK**.

To clear conditional text

1. Select conditionalized text in the **Editor** window.
2. Click the **Clear Condition** button (FrontPage and Dreamweaver only) . The conditional text styles will be cleared while leaving other formatting intact.

Inserting a Variable

Using variables, you can manage content in one place for reuse across your project because variable hotspots are replaced with variable text in the final project. **Text Variables** may be used for unformatted text or use **Rich Content Variables** for blocks of formatted content. You can even assign conditions to variables. Variables make single-sourcing (see page 2) easier to accomplish, and also saves time making multiple updates throughout your projects.

See Variables window (on page 96) for complete information about creating variables.

In Microsoft® Word, Microsoft® FrontPage®, and Adobe® Dreamweaver®, the **Variable** button will be on the **Doc-To-Help** or **Doc-To-Help D2HML Styles** toolbar or ribbon.

To insert a variable

1. Select text in the Editor window. (You may want to use the name of the Variable for the hotspot text. The hotpot selected will be completely replaced by the variable.)
2. Click the **Variable** button. The **Variable** dialog box will open. The selected text will be displayed in the **Text** area.
3. Choose the appropriate **Variable** from the list.
4. Set your **Options**. Options will vary slightly depending on your choice of editor.

   In HTML Editors:

   - **Properties in attribute** puts the variable properties inside the html tag in an attribute. The tag properties may be viewed in the **Code** view of the Editor window.
   - **Properties in text** puts the attribute in the text. The tag will display in the **Design** view of the Editor window, as well as in the **Code** view. `Hotspot|tag=variable` (In Dreamweaver, you may use the **Hidden** check box to hide this tag in Design mode.)

   In Word, you may select the **Hide Properties in Document** check box to hide the tag.
5. Click **OK**.

When your help target is built, the value of the variable(s) used is automatically inserted in the target. For text variables, the value will have the same formatting (font, etc.) as its insertion point. For rich content variables, the variable will retain the formatting applied to the variable when it was created.

Clearing D2HML Styles

In Microsoft® FrontPage®, and Adobe® Dreamweaver®, the **Clear D2HML** button will be on the **Doc-To-Help D2HML Styles** toolbar or ribbon.

In Microsoft® Word, the **Clear Formatting** button will be on the **Doc-To-Help** toolbar or ribbon.

See Using D2HML (Doc-To-Help Markup Language) (on page 155) for more information on D2HML styles and how they work.

To clear a style

1. Select text in the **Editor** window.

2. Click the **Clear D2HML** button . The style will be removed from the text. (In Word, the button is named **Clear Formatting**.)

Showing Hidden Hotspots

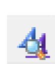
Invisible hot spot types, such as Invisible Keyword and Topic Properties, are not visible in help targets and certain source documents. The **Show Hidden Hot Spots** button available on the **D2HML Styles** toolbar in Microsoft® Word and Adobe® Dreamweaver® allows you to show any invisible hot spots in your source document, making it possible to see all formatted text.

Note: The **Show Hidden Hot Spots** button is not available in the FrontPage **D2HML Styles** toolbar, because all styles are visible in HTML source documents in Design view. Click the **Preview** tab to see how the styles will look in the help target.

The following hot spot types are invisible by default:

- Invisible Keyword
- Invisible Group
- Invisible Link Tag
- Topic Properties
- Inline Text (The inline text is invisible by default; the hot spot is displayed.)
- Dropdown Text (The dropdown text is invisible by default; the hot spot is displayed.)
- Popup Text (The popup text is invisible by default; the hot spot is displayed.)

To make hidden hot spots visible

1. Click the **Show Hidden Hotspots** button . The **Show Hidden Hotspots** dialog box will appear.
2. Select the **Show All** button, or individually choose the hotspot types you'd like to view.
3. Select **Apply to all documents with this template** if you would like your selections in this dialog box to apply to any other documents that have the same template attached.

4. You have the option of being prompted to show all hidden hot spots when you format text as one of the invisible hot spot types. The **Prompt to show all hot spots on adding invisible hot spot** is checked by default. Clear it if you do not want a dialog to display each time you format text with an invisible hotspot style.
5. Click **OK**.

Managing Topics

Topics can be managed a number of ways in Doc-To-Help. You can change specific topic properties and conditions, as well as create indexes and tables of contents. The "home base" for working with topics is the Topics window (see page 95), which works along with the Topics tab (see page 85) and Index and Groups (see page 91), Contents (see page 91), and Related Topics panes (see page 93).

Viewing/Changing Topic Properties

The properties of specific topics — for example, the topic title and type (conceptual, procedural, etc.), and condition may be reviewed and edited in the **Topic Properties** dialog box. If you would like to view or change the properties of an entire document, use the Document Properties dialog box (see page 151).

To open the Topic Properties dialog box

1. Choose the desired topic from the Topics window (see page 95).
2. Open the **Topics** tab.
3. Click the **Properties** button. The **Topic Properties** dialog box will open.

   You can also right-click on a topic in the **Topics** window and choose **Properties**.

General

Title: The name of the topic, taken directly from the source document. This field is read-only; you can only change it within the document.

Topic type: Specifies a named set of display, navigation, and indexing characteristics to be associated with this topic (such as what window the help topic appears in, how the help topic is accessed, and whether it gets a map number). To learn more about Topic Types, see Defining Character/Paragraph Styles and Topic Types (on page 123).

ASCII name: Specifies the ASCII-only string used to identify the topic in situations where non-ASCII characters are not allowed. This property is important for Help authoring in languages that have non-ASCII alphabets, such as Cyrillic and Asian languages. In some instances, names generated by Doc-To-Help must be ASCII. Such instances include identifiers in *.h and *.bas map files that are used for context-sensitive help in C and Visual Basic programming language.

URL: Specifies the name of the generated .htm file for this topic. By default, the name of the .htm file matches the topic text with spaces, hyphens and underscores omitted.

Context ID: The unique numeric identifier assigned to the topic during compilation (read-only). This allows the topic to be used in context-sensitive help. Context ID settings are managed in the Project Properties dialog box.

Context string: When using context-sensitive (F1) and dynamic help with Microsoft Help 2.0, specifies the context string for the topic. Each topic can have one or more context strings, or none. The context strings must be separated by semicolon. Topic context strings form a hierarchical tree structure. A context string consists of dot-separated context names for each hierarchy level.

For example, a topic "Property MyProperty" can have:
Context string = "MyCompany.MyProduct.MyProperty"

Topic "Properties MyProperty1 and MyProperty2" can have:
Context string = "MyCompany.MyProduct.MyProperty1;MyCompany.MyProduct.MyProperty2"

Comments: An editable textbox for comments by the help author. These comments are not accessible by the end user.

Default topic: If selected, this will be the topic displayed when a Help file is opened (the "home page"). The default topic can also be set by selecting a topic in the Topics window (see page 95), and choosing **Default Topic** from the right-click menu.

Appearance

Contents title: This field allows you to change the topic title in the Table of Contents (Contents pane see page 91) without changing the actual topic title in the source document.

Display title: This filed allows for modification of a topic title with respect to help file searches without changing the actual topic title in the source document. Use this property to add qualifying text to like-named topics. For example, a search for "intro" may yield several topics named Introduction, but by modifying the DisplayTitle, you can force results such as Introduction (Help Authoring), Introduction (HTML), Introduction (WinHelp) without adding the text in parentheses to the source documents. This is the equivalent of adding a $ footnote in WinHelp or a <Title> in HTML.

Related Links Label: Specifies the text that precedes the subtopic buttons for this topic. If you clear this field, there will be no text above the buttons. If you would like to change the label text for a specific Help Target, change it in the Help Targets dialog box. The default label is **More:**

Hide Subtopic Links: If selected, the subtopic links will be hidden for this topic.

Include in Natural Search and in NetHelp Search: If selected, ComponentOne Natural Search is enabled for this topic. If cleared, this topic is excluded from the search.

Condition

These can also be set and will appear in the Condition ribbon group (see page 85).

Platforms: Sets a platform-based condition for the selected topic. The topic will be included in all the target platform(s) selected. A platform includes all the targets that produce the output specified; Online Help, HTML Help, NetHelp, Printed Manual, etc.

Targets: Sets a target-based condition for the selected topic. The topic will be included in all the target(s) selected.

Attributes: Set an attribute-based condition for the selected topic. The topic will be included or excluded when creating conditional builds (for example, internal or external.) Use the Attributes dialog box (Project tab > Project ribbon group > Attributes button) to create custom attributes.

WinHelp

Macro: Specifies the macro to run when this topic is opened. Only available for WinHelp targets.

Setting Topic Conditions

If you would like to set specific platform, target, and/or attribute conditions for a topic, you may do so two different ways. Select the topic in the **Topics** window then:

1. Open the **Topics** tab, Condition ribbon group (see page 85). Select the condition(s) using the drop-downs.

   or

2. Open the **Topics** tab and click the **Properties** button. The **Topic Properties** dialog box will open. Select the conditions in the **Condition** section.

No matter which method is used to set the conditions, they will always be displayed in both the Topic Properties dialog box (see page 167) and the Condition ribbon group (see page 85).

Attributes must be specified in the **Targets** dialog box to be properly included/excluded from the final output. See Defining Build Attributes (on page 117).

Managing Related Topics

Related Topics can be viewed and edited using the **Related Topics** pane and the **Topics** window.

See Related Topics pane (on page 93) for a complete listing of options and how to create related topics.

Creating an Index or Groups

Indexes and Groups can be built quickly and easily using the **Index and Groups** pane and the **Topics** window.

See Index and Groups pane (on page 91) for a complete listing of Index options and how to create keywords and groups.

You can also add keywords to the index or add a topic to a group while working in Microsoft® Word/PageMaker® or Adobe® Dreamweaver®. See Using D2HML (on page 155) for details.

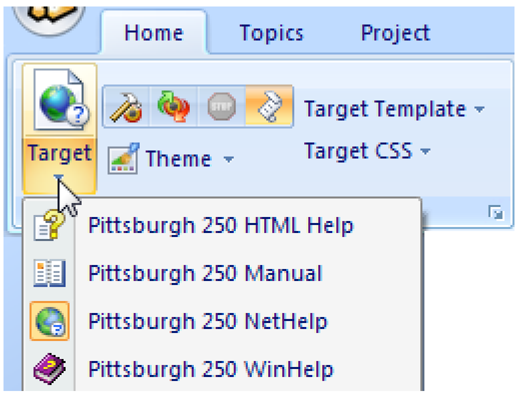
Creating a Table of Contents

You may build the table of contents (TOC) for your project using the **Contents** pane and **Topics** window. You can also have Doc-To-Help build your TOC for you automatically.

If you would prefer, you can build a custom TOC for each Help Target.

See Contents pane (on page 91) for a complete listing of TOC options and instructions.

Building a Target



Before you begin a build, you should save and close your source documents.

When you are ready to build a target, you can do so using the Targets ribbon group (see page 84) on the Doc-To-Help **Home** tab.

This ribbon group contains a drop-down that is used to choose the desired Target, as well the **Build Target** and **Rebuild Target** buttons. When rebuilding a Help target, Doc-To-Help empties its output directory and recompiles the entire project.

To view the Target, click the **View Target** button (immediately above the **Choose Target** drop-down — it will display the symbol for the selected target).

Use the **Cancel Build** button to stop a build, and the **Build Log** button to view the Output window (see page 96). The **Output window** will display the build status and any unresolved links and errors.

If you have generated a Manual Target the **View PDF** button will be available. If you would like to view your PDF using this button, you should first select the **Generate PDF** check box for your Manual Target in the Help Targets (see page 99 dialog box).

Please note that when you generate a Manual target as a Word file, the resulting file will have a different toolbar than the Source documents. The **Doc-To-Help** toolbar or ribbon will contain only the basic styles and tools necessary to make final adjustments to your manual before printing or conversion to PDF. Tools include the **Cross-Reference** button (see Inserting Cross References on page 149 for more information) and the **Margin Notes** button (see Creating Margin Notes on page 148 for more information).

Doc-To-Help Reports

Doc-To-Help has nine reports that will help you organize your work and keep track of topics and index elements. These reports can be viewed, saved, and printed for maximum flexibility.

To run a report

1. Click the **Doc-To-Help** button .
2. Choose the **Reports** menu item, then the report name. The **Reports window** will open.

   From this window you can save, print, navigate, change views, and refresh a report. Use the **Two-Column Report** button (when available) to toggle a report from a two-column display to a one-column display. Once the **Reports window** is open, you can select another from the **Select Report** drop-down list.

Help Contents Listing

Displays the table of contents for the target chosen with all books expanded and all topics visible.

Help Index Listing

Displays all the project's index keywords and how many topics are assigned to each one.

Index Report by Group

For each group name in the project, this report shows a list of associated topics, if any. Groups are listed in alphabetical order.

Index Report by Keyword

For each index keyword in the project, this report shows a list of associated topics, if any. Keywords are listed by full pathname in alphabetical order.

Index Report by Topic

For each topic in the project, this report shows a list of associated keywords and groups, if any. Topics are listed in alphabetical order by title.

Script Listings

This report lists the code for each script defined in the project. Scripts are listed in alphabetical order.

Style Definitions

This report lists the properties of each style defined in the project. Styles are listed in alphabetical order.

Topic Detail Report

This report lists the properties for each topic in the project. Topics are listed in alphabetical order by title, and each topic starts on a new page.

Unindexed Topic Report

This report lists each topic that is not associated with an index element (keyword or group). Topics are listed alphabetically by title, along with their document name and style from which the topic was derived.

Working on a Team

Doc-To-Help Team Authoring makes it possible for Help authors to work together on a single project. Project changes are available to the entire team, and one author's changes will not be overwritten by another author's changes. This feature is only available in Doc-To-Help Enterprise.

Team authoring is a basic source control feature in which authors work on their own local copy of a project on their machine, called the working copy, while the master project, or the team project, is located on the organization's network or on a Web server.

To set up a team-authoring project, you start with a regular, single-user Doc-To-Help project and make it available to other team members by uploading it to a central repository. Once the project is uploaded, it becomes the team project, and the project you started with becomes your working copy of the team project. Next, you tell the members of your team where the team project is located. Then they can connect to it and create working copies on their own machines.

Each author works on his or her own working copy. Until changes are checked in, they remain local to the author's machine, appearing only in his or her working copy of the project. Likewise, changes made by other authors cannot be viewed until they are retrieved from the repository. Doc-To-Help provides special commands to send (or check in) your changes to the repository and to get other authors' changes from the repository.

Team Authoring Requirements

A Doc-To-Help project must satisfy the following team authoring requirements:

- All documents and auxiliary files, such as graphics, must be located within subfolders inside of the project folder. They must be located inside the folders designated for storing source documents, which are specified in the Word folder(s) and HTML folder(s) fields of the **Project Settings** dialog box (see Setting Project Properties on page 132); the default folder names are **WordDocuments** and **HTMLDocuments**. This folder structure for files is a requirement in team authoring, but also recommended practice for all Doc-To-Help projects.
- If your project uses customized templates, style sheets or themes, you must make sure that all team members have the same versions of those files in the same locations on each of their machines.
- All team members must have exactly the same version, or build number, of Doc-To-Help installed on their machine. Version incompatibility will be detected as an error.

Setting Up a Team Project

The first step for setting up a team project is making it available to other users by uploading it to a central repository.

Note: Before setting up a Team Project, make sure your project satisfies all requirements described in Team Authoring Requirements (see page 175).

Doc-To-Help supports two repository types:

- **File System Repository** — A File system repository is a location accessible from your file system. Usually, it is on a computer belonging to your organization's network. It is accessed through the regular operating system's file system, as you access any other files.
- **Web Repository —** A Web repository is a location on the Internet, on a Web server. It can be accessed from anywhere on the Internet, including from behind a firewall. Doc-To-Help uses Web-based Distributed Authoring and Versioning (WebDAV) technology. WebDAV is a protocol that allows connectivity between a remote server and a local machine for easy file sharing among multiple users. WebDAV is supported by all major Web servers, but it is not necessarily enabled for any server location. It requires certain privileges, so you may need to consult your system administrator to determine the locations you can use for a Web repository.

Sharing a Project with a File System Repository

Sharing a project with a file system repository is the easiest method for team authoring. It is recommended if all team members are connected to the same network.

The only prerequisite for sharing a project with a file system repository is having access to a shared folder on the network.

To share a project for team authoring

1. Create a new Doc-To-Help project or open an existing one.
2. Select **Doc-To-Help button > Team Authoring > Share Project for Team Authoring**. The **Share Project** wizard will open.
3. Click **Next** to continue.
4. Under **Select repository type**, choose **File System Repository**. The team project will be located on your organization's network.
5. Click **Next** to continue.
6. Enter a network location for the team project or click the **ellipsis** button to browse for a folder on the network where you would like the team project to live.
7. Click the **Repository Test** button to test the connection to the repository and the files and subfolders. The **Respository Tests** dialog box will open.
8. Click **Close** to close the dialog box.
9. Click **Next** to continue.
10. In the **Repository Options** window, you can specify the settings regarding file backups:
    - **Limit the number of backups for each file —** When selected, there is a limit on the number of backups kept for each file in the repository. This number can be specified in the **Number of backups kept** box; the default is **5**. If this option is cleared, every time a file is checked-in, a new backup file is created in the repository, and there is no automatic cleanup of old backup files.
    - **Allow users to delete old backups in check-in** — Select this box if you want other team members to be able to delete old backup files when they check a newer version of the file into the repository and the limit of backups for that file has been exceeded.
    - **Ask user confirmation to delete backups —** Select this box if you want a confirmation dialog box to appear when the limit of backups for a file has been exceeded when a team member checks a newer version of the file into the repository. This option is only available when the **Allow users to delete old backups in check-in** check box has been checked.
    - The **Ask user confirmation to delete backups** check box is cleared by default; the team member will not be asked to confirm the backup cleanup; it is performed automatically without notification.

Note: These options can be changed using the team administration utility at any time after the team project is created. See Changing Repository Settings (on page 188) for more information.

11. Click **Next** to continue.
12. Confirm your repository information and click **Next** to create the team project. The **Upload project** dialog box will open.
13. Once the upload process is complete, click **Close**. At this point, your project has been uploaded to shared directory and the copy in which you were working is the **working copy**. This is the version in which you will perform all authoring tasks. The **team project** now on the network is the master copy.

Note: The **team project** should never be manually opened or altered. If you wish to make changes in the team project, make the changes locally in your working project, and then send (or check in) your changes to the central repository.

14. Click **Finish**.

Sharing a Project with a Web Repository

Sharing a project with a Web repository allows you to share your team project with anyone connected to the Web.

When using a Web repository, Doc-To-Help uses Web-based Distributed Authoring and Versioning (WebDAV) technology. WebDAV is a protocol that allows connectivity between a remote server and a local machine for easy file sharing among multiple users. WebDAV is supported by all major Web servers, but it is not necessarily enabled for any server location.

For example, Internet Information Services (IIS) is just one of the Web servers that you can use. If you are using IIS, first you must set up a virtual directory on the Web server in order to share a project using a Web repository. This virtual directory will be the location of the team project.

To set up a virtual directory on your Windows machine if using IIS

1. To open the Computer Management utility, click the **Start** menu and select **Control Panel**.
2. Click **Performance and Maintenance** and then click **Administrative Tools**.
3. Double-click **Computer Management**.
4. Expand the **Services and Applications** node.
5. Expand the **Internet Information Services and Web Sites** nodes.
6. Right-click **Default Web Site** and select **New** > **Virtual Directory**. The **Virtual Directory Creation** Wizard opens.
7. Click **Next**.
8. Enter a name for your virtual directory in the **Alias** text box. This name will be part of the URL for your Web repository.
9. Browse to the physical directory on your machine that contains the content you want to share and click **Next**.
10. For the **Access Permissions**, make sure these items are checked: **Read**, **Run scripts**, **Write**, and **Browse**.
11. Click **Next** and then click **Finish** to complete the process. The virtual directory is now set up. Make sure the directory has Read, Write, and Browse privileges.

You may need to consult your network administrator to set up the virtual directory. Setting up a virtual directory will vary by operating system.

Once you have a virtual directory created, you can then share the project.

To share a project for team authoring

1. Create a new Doc-To-Help project or open an existing one.
2. Select **Doc-To-Help button > Team Authoring> Share Project for Team Authoring**. The **Share Project** wizard will open.
3. Click **Next** to continue.
4. Under **Select repository type**, choose **Web Repository**. The team project will be located on a Web server.
5. Click **Next** to continue.
6. Enter the **URL** of the virtual directory you created. Once you enter the URL, you can click the **ellipsis** button and browse the directory, as well as create a new folder, if necessary.
7. Choose your authentication method. If you are using Windows Authentication, leave **Use Windows Authentication** checked. If you are using another form of authentication, clear the check box and enter your login credentials.
8. Click the **Repository Test** button to test the connection to the repository and the files and subfolders. Click **Close**.
9. Click **Next** to continue.
10. In the **Repository Options** window, the two checkboxes regarding file backups are selected by default:
    - **Limit the number of backups for each file** — When selected, there is a limit on the number of backups kept for each file in the repository. This number can be specified in the **Number of backups kept** box; the default is 5. If this option is cleared, every time a file is checked-in, a new backup file is created in the repository, and there is no automatic cleanup of old backup files.
    - **Allow users to delete old backups in check-in** — Select this box if you want other team members to be able to delete old backup files when they check a newer version of the file into the repository and the limit of backups for that file has been exceeded.
    - **Ask user confirmation to delete backups** — Select this box if you want a confirmation dialog box to appear when the limit of backups for a file has been exceeded when a team member checks a newer version of the file into the repository. This option is only available when the **Allow users to delete old backups in check-in** check box has been checked.
    - **The Ask user confirmation to delete backups** check box is cleared by default; the team member will not be asked to confirm the backup cleanup; it is performed automatically without notification.

Note: These options can be changed using the team administration utility at any time after the team project is created. See Changing Repository Settings (on page 188) for more information.

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11. Click **Next** to continue.
12. Click **Yes** to confirm your repository information and click **Next** to create the team project. The **Upload project** dialog box appears.
13. Once the upload process is complete, click **Close**. At this point, your project has been uploaded to shared directory and the copy in which you were working is the **working copy**. This is the version in which you will perform all authoring tasks. The **team project** now on the Web server is the master copy.

Note: The **team project** should never be manually opened or altered. If you wish to make changes in the team project, make the changes locally in your working project, and then send, or check in, your changes to the central repository.

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14. Click **Finish**.

Opening a Team Project

Team members must connect to and download a team project in order to create their own working copies of the project. Once they have a working copy, they can open and edit it to contribute to the project.

You can connect to a project that is stored in a file system repository or in a Web repository. The project leader, or the person who starts the team project, should give team members the network path for the file system repository or the URL for the Web repository where the team project is located.

Connecting to a Project in a File System Repository

If you or another team member has shared a project with a file system repository, use the File System connection to download a working copy.

To connect to and download a team project from a file system repository

1. Open Doc-To-Help.
2. Select **Doc-To-Help button > Team Authoring > Connect to Team Project**.
3. Under **Select repository type**, choose **File System Repository**. The team project is located on your organization's network.
4. Click **Next** to continue.
5. Enter the network location of the team project or click the **ellipsis** button to browse for the project.
6. Click **Next** to continue.
7. Enter a location for your working copy or click the **ellipsis** button to browse for a location. This is the project you will edit.
8. Click **Next** and confirm the working copy information.
9. Click **Next** to create the working copy. Once the files have been downloaded, you will have a local copy of the project in which to work. Simply open this working copy as you would any other Doc-To-Help project. You do not need to connect to and download the team project every time you open Doc-To-Help.
10. Click **Close** and then click **Finish**. Your working copy of the project will open.

Connecting to a Project in a Web Repository

If you or another team member has shared a project with a Web Repository, use the Web connection to download a working copy.

To connect to and download a team project from a Web repository

1. Open Doc-To-Help.
2. Select **Doc-To-Help button > Team Authoring > Connect to Team Project**.
3. Under **Select repository type**, choose **Web Repository**. The team project is located on a Web server.
4. Click **Next** to continue.
5. Enter the URL of the virtual directory or location of the team project. Notice that you can click the ellipsis button and browse the virtual directory as well as create folders.
6. If you are not using **Windows Integrated Authentication**, clear this check box and enter your login credentials. Note that these credentials must be entered before you try to browse the virtual directory.

7. Click **Next** and specify a location for the working project folder. This will be the location of the project in which you will work.
8. Click **Next** and confirm the working copy information.
9. Click **Next** to create the working copy. Once the files have been downloaded, you will have a local copy of the project in which to work. Open this working copy as you would any other Doc-To-Help project. You do not need to connect to and download the team project every time you open Doc-To-Help.
10. Click **Close** and then click **Finish**. Your working copy of the project will open.

Working with a Team Project

Three different file types make up a team authoring project:

- **Documents:** These are the source documents, the Word and/or HTML files included in your Doc-To-Help project. The file folders of these source documents are specified in the Word folder(s) and HTML folder(s) fields of the **Project Settings** dialog box (see Setting Project Properties on page 132); the default folder names are **WordDocuments** and **HTMLDocuments**. These files are accessible from the Team Authoring window (on page 97).
- **Auxiliary files:** These are any files (usually graphic files) located within the source file folders but are not documents.
- **Project file (.d2h extension):** This is the project itself, which contains all project information such as documents, topics, windows, table of contents, index, etc.

You can check out and work with all three file types. Please note that if a document or auxiliary file is checked out by an author, no one else can edit that file until those files are checked back in. If an entire project is checked out, no one else can edit the project or the files within it until the project is checked back in. You can check file status in the **Team Authoring** window (see Document and Auxiliary File Status on page 183 for more information). Click the **Refresh View** button in the Team Authoring tab, Documents ribbon group (see page 88) to update the display.

To begin working with a team project, first connect to it and download the project. See Opening a Team Project (on page 179) for details. (Once a project is downloaded, you should update your working copy before beginning work. See Synchronizing Your Team Project on page 183.)

After you have downloaded your project, there are several actions that can be performed on each file type.

Documents and Auxiliary files

- **Get Latest Version** — Use the **Get Latest Version** button of the Documents ribbon group (see page 88) of the Team Authoring tab to retrieve current versions of documents from the repository. This option is available for individual files, but you can check out the entire project (including the .d2h project file, and all documents and files) using the **Get Latest Version** button in the Project ribbon group (see page 88) of the **Team Authoring** tab. If any file was deleted from the team project by another user, getting the latest version of the project reflects that deletion in your working copy.
- **Check Out** — Checking out a file labels it as reserved by the user who checked it out, and it is locked in the repository. Unless you check out a document, the files in the **Team Authoring window** are read-only, except for newly added files. To check out a document, select it in the Team Authoring window, click the **Team Authoring tab** and click the **Check Out** button from the Documents ribbon group (on page 88). The check out status is shown by an icon and status change in the Team Authoring window. If you change your mind and do not want to modify a file, you can undo the check out command by clicking the **Undo Check Out** button in the Documents ribbon group of the **Team Authoring** tab.

- **Editing Documents** — A document must be checked out of the repository in order to make edits. Only one author is permitted to edit a document at any given time; therefore, if another team member has a document checked out, you cannot check it out and make edits until it is checked back into the repository.
- **Adding Documents** — When you add a document to the project, it is neither checked in nor checked out because it only exists in your working copy. To add the new document to the team project, simply check it into the repository. Once it is checked in, it will be available to other authors after they get the latest version of the project. If you would like to change the text and highlight color of new project items, from the **Doc-To-Help button**, click the **Doc-To-Help Options** button, then the **Team Authoring** tab.
- **Deleting Documents** — You can delete an existing document from the team project only if you have the project checked out, but you can delete a new document that you have added at any time as long as it has not yet been checked into the repository.
- **Check In** — Checking a document in unlocks the document and sends the changes to the repository; the changes are then made to the team project. You can check in individual files using the **Check In** button in the Documents ribbon group (see page 88) of the **Team Authoring tab**, but recommended practice is to check in all of your changes to the project, including all documents and files, using the **Check In** button in the Project ribbon group (see page 88) of the **Team Authoring tab**.

Auxiliary files are checked in and out the same way as documents. Unlike documents, you don't need to add them to the project explicitly; they are added automatically once they are created in the source file folder. If you can't see your auxiliary files in the Team Authoring window, they may not be stored in folders within the Word and HTML Source file folders of your project (by default, the folder names are **WordDocuments** and **HTMLDocuments**).

Project files

- **Check Out** — Checking out a team project allows you to make any changes to the project through the Doc-To-Help project editor in your working copy of the project. Only one author at a time can check out a project. To check out a project, click the **Team Authoring tab** and click the **Check Out** button from the Project ribbon group (see page 88).
- **Check In** — Checking a project in uploads any documents that have been changed, along with the project file, into the repository. To check in a project, click the **Team Authoring tab** and click the **Check In** button from the Project ribbon group (see page 88).
- **Get Latest Version** — Getting the latest version of the project downloads the team project to your machine and updates your working copy. To get the latest version of a project, click the **Get Latest Version** button in the Project ribbon group (see page 88) of the **Team Authoring** tab

Working with Project files (.d2h files) in team authoring is more complex than working with documents. See Checking Out a Project vs. Individual Documents (on page 181) for more information.

Checking Out a Project vs. Individual Documents

When you check out Team Project document and auxiliary files, those files are unavailable to others until you check them back in. If you check out the entire project (which includes the .d2h project file, and all documents and files), then no one on your team can make any changes at all until you check the project back in.

While some changes can be made to the project file without checking the project out, others cannot.

There are generally two different kinds of changes you may need to make in a project:

- **Global changes** — These are massive changes, such as customizing the table of contents or index, adding Help targets, styles, and adding project properties. To make such changes to the project, you need to check the project out, make your changes, and then check the project back in. This ensures only one author is making such changes at any given time, preventing any conflicts. Global changes include, but are not limited to:

- Deleting existing documents
- Changing existing document properties
- Changing project properties
- Changing Help target properties
- Changing style properties
- Changing topic properties
- Editing the table of contents

- **Minor changes —** These are minor changes related to the changes you are making in new documents or in documents you have checked out. This includes adding a document to the project and changes in the project that Doc-To-Help makes automatically when you add D2HML hot spots to a document. For example, a keyword is automatically added to the index when you create a new keyword hot spot in the document. These changes can be made simultaneously by multiple authors working on a project; there is no need to check the project out to make them. These changes are made locally, in your working copy. They become available to other authors when you check your project in.

If you need to build your Help Target while working in a Team Project, you can do so by checking the entire project out, or by temporarily disabling team authoring control. See Temporarily Disabling Team Authoring Control (on page 182) for details.

Temporarily Disabling Team Authoring Control

Since changes in the project must be controlled in a team-authoring environment, Doc-To-Help cannot build a Help target while the project is under team-authoring control. However, you can temporarily disable team-authoring control for the duration of a Help target build.

Disabling team-authoring control means that you can make any changes to the project without restrictions, but those changes will be temporary; they will only exist while team-authoring control is disabled. They will be discarded when you enable team-authoring control, and the project will return to the state it was when you first disabled team-authoring control.

Disabling team-authoring control is the default option when you build a Help target while your project is not checked out. If you attempt to build a Help target without checking out the project, Doc-To-Help displays a dialog box suggesting you disable team-authoring control for the duration of the build. If you choose to do so, team-authoring control will be disabled while the build is in progress and will be automatically enabled at the end of the build. This means that you will be able to build the Help target, but any changes in the project, such as added topics, keywords, and so on, made by Doc-To-Help during the build will be discarded once the build is complete.

You can also temporarily disable team authoring control by clicking the **Team Support** button in the Project ribbon group (see page 88) of the **Team Authoring** tab. Click it again after the build to enable team support once again.

If your intention is only to see the Help target built from your project, you can use this option to build without checking out the project.

If you need to see the project changes made by Doc-To-Help during the build, then you must check out the project. In that case, you will be able to build Help targets without any restrictions.

An administrator may remove team authoring support from a project permanently; see Removing Team Authoring Support from a Working Copy (on page 187).

Document and Auxiliary File Status

The **Team Authoring window** will display the documents and auxiliary files in your Team Project. The information displayed for each document includes document status, size, modification date, version number, and date the document was retrieved from the repository.

The check-out status of each source file and auxiliary file appears in the *Status* column; in addition, a document that has been checked out will have a checkmark icon next to it in the **Team Authoring** window and **Documents** pane.

Possible status values include:

- **Checked out by me** — Checked out by this author.
- **Checked out by "<user name>" on "<computer name>"** — Checked out by another author, who is specified in <user name>.
- **New document, not in repository** — File newly added to your working copy of the project; it has not yet been checked into the repository.
- **Modified by me** — Modified by current author.
- **Modified in repository** — Modified by another author.
- **Unmodified** — Synchronized with the repository. No changes made by current or other authors since it was last retrieved or sent to the repository by this author.

The version number is the sequential number of the file's version in the repository. When a file is first sent to the repository, it is assigned a version number of 1. Each time it is modified in the repository by any author, its version number is incremented.

To refresh the file information or retrieve the latest information from the repository, click the **Refresh View** button in the **Team Authoring** tab, Documents ribbon group (on page 88).

Synchronizing Your Team Project

There are two types of project synchronization:

- **Getting the latest version of the project from the repository —** When you do this, you are updating your working copy of the project with the latest team project. This is typically used when other authors have made changes and you need to update your working copy. When you choose either of the options below, the **Get Latest Version** dialog box opens. See **Get Latest Version dialog box** (below) for more information.
  - **To update individual files**, use the **Get Latest Version** button of the Documents ribbon group (see page 88) of the Team Authoring tab to retrieve current versions of documents from the repository.
  - **To check out the entire project** (including the .d2h project file, and all documents and files) use the **Get Latest Version** button in the Project ribbon group (see page 88) of the **Team Authoring** tab.
- **Uploading your changes to the repository** When you do this, you are updating the team project with changes you have made in your working copy of the project. This is typically used when you need to make your changes available to other authors.
  - **To upload changes to individual files**, use the **Check In** button on the Documents ribbon group (see page 88) of the Team Authoring tab.

- **To upload changes to the entire project,** use the **Check In** button on the Project ribbon group (see page 88) of the Team Authoring tab.

Notes on uploading changes to the repository

If conflicts are encountered on upload (**Check In**), they may be resolved in the **Conflicts Detected** dialog box. You can specify which conflicts you want to ignore for the ones that can be ignored. Simply click the **Ignore Conflict** button.

Click the **Save Text** button to save the conflicts in a .tmp file for your reference.

If you click **Merge**, Doc-To-Help will resolve the conflict by merging the changes, which may result in your changes not being added to the project in the repository.

Get Latest Version dialog box

The **Get Latest Version** dialog box provides the following information about the project's files:

Local Status — This column provides the location of a file, whether it is in the repository, in your working copy, or in both.

- **Added locally —** The file has recently been added to your working copy of the project. It does not yet exist in the repository. Note that this status can only be shown if the **Show all files** check box is selected; otherwise, it will not appear.
- **Added in repository** — The file has been added to the repository, but it does not yet exist in your working copy.
- **Existing —** The file exists both in the repository and in your working copy.

Modified In — This column provides information on where a file has been modified, whether it is in the repository, locally, both, not at all or if it has been deleted from the repository.

- **Repository** — The file has been modified in the repository.
- **Repository deleted** — The file has been deleted from the repository.
- **Unmodified** — The file has not been modified in the repository and has not been modified in your working copy. The file in the repository and in your working copy are identical. Note that **Unmodified** will only appear if the **Show all files** check box is selected since only files modified in the repository are shown by default.
- **Local** — The file has been modified in your working copy but not in the repository. **Local** will only appear if the **Show all files** check box is selected since only files modified in the repository are shown by default.
- **Repository and local** — The file has been modified both in the repository and in your working copy. This should never occur under normal circumstances, because only one author can check out a file at a time. However, this can occur if you manually disable the read-only attribute of a file and then modify it, which is strongly discouraged; since it can disrupt team-authoring control and cause data loss.

Merge Action — This column allows you to determine what action will be performed on the file.

- **Save** — The file will be retrieved from the repository and will replace the file in your working copy. This is the default action for a file modified in or added to the repository.
- **Delete** — The file will be deleted from your working copy. This is the default action for a file deleted from the repository; it is only available for files that have been deleted from the repository.
- **Restore —** The file will be retrieved from the repository. This is the default action in the rare occasion when a file is deleted locally, and the same file is added to the repository by another author; this action is available only in situations such as this.
- **None** — No action is taken; the file is left as it is.

- **Copy to temp folder** — The file will be retrieved from the repository, but it does not replace your local file; instead, the repository file is saved in the **D2HTempFolder** folder located within your local, working copy folder.

In most cases you will confirm the merge action that Doc-To-Help suggests for the files. If you need specific handling of some files, you can change the merge action to other, non-default options if they are available for a given file in the **Merge Action** drop-down box. If you change the merge action, exercise caution. Be aware that once you get the latest version of a project, all files are considered synchronized with the repository; you will not see the files in the list of the repository-changed files unless they were changed after you retrieved the latest version of the project from the repository. If necessary, you can retrieve these files from the repository by selecting the **Show all files** check box.

Team Authoring Administrative Functions

A special administrative utility is included when Doc-To-Help is installed. This utility, **C1D2HTeamAdmin.exe**, should be used only by a Doc-To-Help administrator when it is necessary to perform certain actions, such as removing backup files or unlocking files from the repository, upgrading a team-authoring project, or removing team-authoring support from a working copy of a project.

This **C1D2HTeamAdmin.exe** can be found in C:\Program Files\ComponentOne\DocToHelp, where it is installed, by default, with Doc-To-Help. Note that the location of the file may be different if you installed Doc-To-Help elsewhere on your machine.

To access the administrative utility, the administrator can locate and double-click the **C1D2HTeamAdmin.exe**. After the utility opens, use the menu and toolbar to perform the necessary actions.

Removing Backup Files from the Repository

By default, Doc-To-Help keeps all versions of all files, including source files, auxiliary files, and the .d2h project file, sent to the repository by all team members every time they are checked into the repository. These files are kept in the **Backup** folder in the repository. They come in handy if someone accidentally removes or overwrites changes made by other team members. The backup files can be used to recover lost data. However, this also means that the disk space occupied by the repository grows rapidly when members check in their changes, especially if the .d2h project file is checked in frequently.

To conserve the repository disk space, an administrator should delete unneeded backup files from time to time. This can be done using **C1D2HTeamAdmin.exe**. The administrator can delete all backups older than a certain date there. This can also be done manually simply by deleting all or part of the contents of the **Backup** folder in the repository. Each version number has its own sub-folder inside the **Backup** folder, so you can delete only particular versions, if necessary. It is a good idea to make reserve copies of the folders you are deleting to a backup storage device.

To delete up backup files in the repository:

1. Double-click **C1D2HTeamAdmin.exe**.
2. Select **File > Open Team Project** to connect to the repository. The **Load Remote Project** dialog box will open.
3. Select a repository type, either **File System Repository** or **Web Repository**, depending on the type of repository that was created for the team project.
4. Select a team project or choose **Select Team Project** from the drop-down box to browse for a project and click **OK**. The utility shows the folder tree of the repository and the files in each folder.
5. Select Tools > Clear Repository Backup. The Clear Repository Backup dialog box appears.
6. Select **Delete all backup files older than** in the lower part of the dialog box.

7. Click the drop-down arrow next to the date and select a date from the calendar. Select a time using the up and down arrows in the time box.
8. Click **OK**. Backup files prior to the date and time specified will be removed from the repository.

The administrator can also use this dialog box to change the backup settings specified when the project was first shared. See Changing Repository Settings (on page 188).

Unlocking Files in the Repository

Checking out a file creates a lock in the repository that prevents other team members from checking out the same file. This lock is needed to ensure that a file cannot be checked out by more than one author simultaneously. This may be problematic if an author checks out a file and forgets, is unable to check it in, or cannot undo the check out for an extended period of time, such as during a vacation. Then the file remains permanently locked, preventing the other team members from checking it out and modifying it. If such a situation occurs, it requires an administrator to manually remove the lock from that file. This can be done using **C1D2HTeamAdmin.exe**. The administrator should run the utility from any machine that can connect to the repository.

To unlock files in the repository

1. Double-click **C1D2HTeamAdmin.exe** (see page 185).
2. Select **File > Open Team Project** to connect to the repository. The **Load Remote Project** dialog box will open.
3. Select a repository type, either **File System Repository** or **Web Repository**, depending on the type of repository that was created for the team project.
4. Select a team project or choose **Select Team Project** from the drop-down box to browse for a project and click **OK**. The utility shows the folder tree of the repository and the files in each folder. Files that are currently locked are indicated in the **Lock Status** column, showing the user name and the computer name that owns the lock.
5. Choose one of the nodes in the left pane and select a file from the right pane.
6. Click the **Unlock** button on the toolbar or choose **Unlock** from the right-click menu.

Note: Unlocking files must be done with caution and only by an authorized person, usually the administrator, because doing so resets the check-out state of the file on the team member's machine without getting the latest version of that file from the repository.

Unlocking the .dhv File

Most team-authoring actions create a temporary lock in the repository for the duration of the action to prevent conflicts between different team members using the repository simultaneously. This temporary lock is created in a special file, **<project_name>.dhv**, located in the **D2HTeamInfo** folder created by Doc-To-Help when the project is set up for team authoring. Normally, these locks are only temporary and are automatically handled by Doc-To-Help without user interference. However, if a team-authoring action is not normally completed or if it is cancelled on a team member's machine, for example, due to an unexpected crash or power failure, it may leave the lock permanently in the repository. If this happens, no team members will be able to use the repository, and Doc-To-Help will show errors saying the repository is busy doing other tasks, although no author is actually doing anything with the repository. This is a very rare occurrence, but it may happen. If it does, the administrator must use the administrative utility, **C1D2HTeamAdmin.exe**, to remove the lock from the **<project_name>.dhv** file.

To unlock the .dhv file in the repository:

1. Double-click **C1D2HTeamAdmin.exe** (on page 185).

2. Select **File > Open Team Project** to connect to the repository. The **Load Remote Project** dialog box will open.
3. Select a repository type, either **File System Repository** or **Web Repository**, depending on the type of repository that was created for the team project.
4. Select a team project or choose **Select Team Project** from the drop-down box to browse for a project and click **OK**.
5. Click the **Version info** node on the left and select the **<project name>.dhv** file on the right.
6. Click the **Unlock** button on the toolbar or choose **Unlock** from the right-click menu.

Note: You can use the **Unlock All** button on the toolbar to release all locks from all files, but this should be done with extreme caution.

Upgrading a Team Authoring Project

All users of a team project must have exactly the same version, or same build number, of Doc-To-Help installed on their machines. Version incompatibility will be detected as an error. If you want to upgrade the project to a newer version of Doc-To-Help, the administrator must upgrade the team project in the repository and then each user can upgrade his/her working copy.

To upgrade the project to a new version of Doc-To-Help

Note: The following steps should be performed by the administrator.

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1. Open your working copy of the project in a new version of Doc-To-Help.
2. Double-click **C1D2HTeamAdmin.exe** (see page 185).
3. Select **File > Open Team Project** to connect to the repository. The **Load Remote Project** dialog box appears.
4. Select a repository type, either **File System Repository** or **Web Repository**, depending on the type of repository that was created for the team project.
5. Select a team project or choose **Select Team Project** from the drop-down box to browse for a project and click **OK**.
6. Select **Tools** > **Upgrade Team Project to the Current Doc-To-Help Version** to change the Doc-To-Help build number stored in the repository to the new build number.

Once the project is upgraded to the current version of Doc-To-Help, all users can upgrade their working copies of the project by opening them in the newer, or current, version of Doc-To-Help.

Removing Team Authoring Support from a Working Copy

You can remove team-authoring support in a local, working copy of a project from the repository to which it is connected.

Removing team-authoring support is different from disabling team-authoring support (usually done temporarily (see page 182) when building a Help target). If you want to detach your working copy of the project from the repository and remove all team-authoring functions, as well as the **Team Authoring tab** and **Team Authoring window**, use **C1D2HTeamAdmin.exe**.

To remove team-authoring support from your working copy of the project

1. Double-click **C1D2HTeamAdmin.exe** (see page 185).

2. Select **Tools > Detach local project from repository (remove team authoring support).**
3. Locate and select the local project you want to detach from the repository.
4. Click **Open**. A dialog box appears, confirming team-authoring support has been removed from your project.
5. Click **OK**. Your local project becomes a regular, single-author project without team-authoring support. This action only changes your local project; it does not change the repository team project or other authors' projects.

Changing Repository Settings

When a project is first set up for team authoring using the **Share Project** wizard, the author sharing the project determines if the number of backup files kept in the repository for each file is limited, and, if so, to how many. The author also determines whether other team members can delete old backup files when they check a newer version of the file into the repository and the limit of backups for that file has been exceeded.

These settings can be changed by the administrator at any time using **C1D2HTeamAdmin.exe**.

To change the repository settings

1. Double-click **C1D2HTeamAdmin.exe** (see page 185).
2. Select **File > Open Team Project** to connect to the repository. The **Load Remote Project** dialog box will open.
3. Select a repository type, either **File System Repository** or **Web Repository**, depending on the type of repository that was created for the team project.
4. Select a team project or choose **Select Team Project** from the drop-down box to browse for a project and click **OK**.
5. Select **Tools > Repository Settings**. The **Repository Settings** dialog box will open.
   - **Limit the number of backups for each file**: Clear this check box if you want to allow unlimited backups for each file. Every time a file is checked-in, a new backup file is created in the repository, and there is no automatic cleanup of old backup files. To limit the number of backups for each file, check this checkbox and specify the **Number of backups kept** in the repository.
   - **Allow users to delete old backups in check-in**: Select this check box if you want other team members to be able to delete old backup files when they check a newer version of the file into the repository when the limit of backups for that file has been exceeded.
   - **Ask user confirmation to delete backups**: Select this check box if you want a confirmation dialog box to appear when the limit of backups for a file has been exceeded when a team member checks a newer version of the file into the repository. This option is only available when the **Allow users to delete old backups in check-in** checkbox has been selected.
   - If the **Allow users to delete old backups in check-in** and **Ask user confirmation to delete backups** check boxes are both selected, team members will be prompted with a dialog box when checking a file into the repository once the backups limit has been exceeded.
   - The **Ask user confirmation to delete backups** check box is cleared by default, meaning the team member will not be asked to confirm the backup cleanup; it is performed automatically without any notification. Therefore, a dialog box will not appear when **Allow users to delete old backups in check-in** is selected and the **Ask user confirmation to delete backups** is not checked.
   - If the **Allow users to delete old backups in check-in** checkbox is cleared, when a team member checks a file into the repository and the limit of backups for the file has been exceeded, a dialog box will appear. The member is not permitted to delete the old backup files and must contact the administrator to do so.
6. Click **OK** to close the **Repository Settings** dialog box.

Creating a Modular Help System

A Modular Help system is necessary when you have a collection of several different Help files (and would like to keep them that way) but would like them to appear to the end user as a single Help system.

There are four common scenarios necessitating a Modular Help system

- **Modular software** — Your software application is sold as separate modules with the user purchasing one or more modules at a time. A modular Help system will contain all the Help files, but only the appropriate Help files will accompany the purchased modules.
- **Large documentation sets** — If you wish, you can "chunk" information into several small Help systems and create a modular system rather than deploy one large Help system. Smaller projects enable streamlined updating and easier distribution.
- **Help systems with future Help projects planned** — If you plan to release your Help system in stages, you can pre-position placeholders for future Help projects before they are released. Instead of distributing the entire Help system each time you add to the system, you only need to distribute additional Help files. If you didn't plan for an addition, you can distribute a new hub Help file along with the new Help files.
- **Documentation teams sharing responsibilities across one large project** — Modular Help can be a solution for a large project with many authors. Each Help author is assigned one or more projects. The team leader is usually charged with the responsibility of maintaining the hub Help project and assembling the entire project. (You may want to check out Doc-To-Help's Team Authoring capabilities and use those instead. See Working on a Team on page 175 for more information.)

Modular Help systems can reference Help files that are not installed (for example, Help for a software module the end user has not purchased) and still look seamless. The table of contents and index will simply omit the missing information without displaying error messages. If the user installs the module in the future, the Help will be added to modular system in the proper position.

Note: Verify that your software can accommodate context-sensitive calls from multiple .hlp or .chm files **before** creating a modular Help project. If your software can only accommodate context-sensitive calls from one Help file, you can still create a modular system, but in that case you must place all context-sensitive topics into one Help file.

Modular Help System Deliverables

Modular Help systems are comprised of one hub (or master) Help file and any number of child Help files. The modular system appears to the user as one integrated Help system, no different than a large single Help file system. The contents and index are merged at run time, when the Help file is opened. Dynamic links are also created at run time.

The following files are distributed to end users. When you are ready for release, these files should be stored in the **Redistributables** folder of your modular help project. See File Organization (on page 190) for more information.

HTML Help

- Hub project .chm file
- All child .chm files

NetHelp

- The entire contents of the hub project NetHelp folder. Since NetHelp is uncompiled HTML Help, the number of files will vary. By default, click on the **default.htm** file to open the project. (This file name can be renamed in the **Default name** field of the **Help Targets** dialog box.)

WinHelp

- Hub project .cnt file
- Hub project .hlp file
- All child project .cnt files
- All child project .hlp files

Note: When creating a hub project, avoid including spaces in any of the file names. Using spaces in file names will disable the next/previous functionality of the modular Help system. If your .D2H project file contains spaces you can fix this without renaming the project by specifying a name with no spaces in the **Base name** field in the **Help Targets** dialog box. See Creating Help Targets (on page 99) for more information.

Standardizing Modular Help

In order for your modular project to mesh logically, it's important that all the pieces adhere to a set of standards. You may want to create standards for the following:

- Source and Target templates and/or cascading style sheets
- Styles, and how they are used
- Help window definitions (each project should use the same Windows)
- Indexing conventions (keywords and groups)
- Use of graphics and graphics format
- Tone and style of writing
- Map numbering for context-sensitive help

If you are using a centralized glossary, each project should not have terms in its local glossary; all items should be stored in a central glossary (in the hub project).

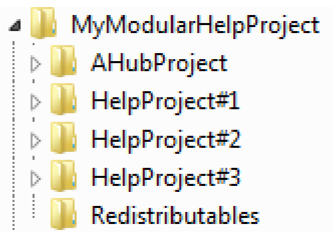
File Organization

Good file organization makes it easier to manage your modular hub project and avoid errors.

Your file system should include:

- A folder for the entire system
- A subfolder for the hub project
- A subfolder for each child help project
- A subfolder to store the end-user project redistributables

For example:



If your project has multiple authors, it is best to store the project on a network drive.

Creating a Hub Project

The hub (or master) project ties all of the child projects together. It should be a small project, but can contain information that does not change often (such as a welcome message and company contact information) if you wish.

Before creating your project, set up your file system for the entire modular system. See File Organization (on page 190) for more information.

If you create a new child project in the future that is not part of your original hub project, simply add it to the hub project, and distribute both the new hub project and child project to the end user.

To set up a hub project

1. Create your hub project. The project name should contain no spaces.
2. Open the **Project Settings** dialog box. (See Setting Project Properties (on page 132) for more information.)
3. Select the **Is modular hub project** check box to make this a Modular Hub Project.
4. Close the **Project Settings** dialog box.
5. Open the hub project document and create placeholder topics for each of the child files you wish to associate with the hub. There are several ways to structure this file, but you should only choose one. (The placeholder topics will later be mapped to the child topics. This is done by editing the **Topic Properties**.) Document Structure options:
   - Heading 1 placeholder topics only
   - One Heading 1, followed by placeholder topics (Heading 2's)
   - One Heading 1, followed by content in Body Text, then the placeholder topics (Heading 2's)
   - One Heading 1, followed by one Heading 2 and Body Text content, then the placeholder topics (Heading 2's)
6. To disable any automatic related links that may be displayed in the hub project, in the Topics tab, Related Topics ribbon group (on page 86), select the **Hide Subtopic Links** check box for each topic.
7. Click the **Build Target** button to build the file.
8. Add at least two index entries (one must be a keyword) to the project.

9. Open the **Help Targets** dialog box. (See Creating Help Targets on page 99 for more information.)
10. Choose the Help Target (can be HTML Help, NetHelp, or WinHelp) on the left. The hub project, and all of the child projects, must use the same Help Target.
11. Select the **Binary Index** check box.
12. Clear the **Binary TOC** check box.
13. Click the **Build Target** button to build the file.

To map placeholder topics to child topics

1. Verify that all of your child projects are in the proper place in your modular system. See File Organization (on page 190) for more information.
2. Open your hub project.
3. Select a placeholder topic in the **Topics** window. Right-click on it and choose **Properties**. The **Topic Properties** dialog box will open.
4. Edit the **Topic Properties**. The properties changed will vary depending on the target of the entire modular project.
   - For **HTML Help** targets, you need to specify the **Module File** (.chm) and **Contents file** (.hhc) fields of the child project for the placeholder topic. (The .chm and .hhc can be found in the child project's HTMLHelp folder.)
   - For **NetHelp** targets, you need to specify the **Module file** (.npj) field of the child project for the placeholder topic. (The .npj can be found in the child project's NetHelp\ProjectInfo folder.)
   - For **WinHelp** targets, you need to specify the **Module file** (.hlp) and **Contents file** (.cnt) fields of the child project for the placeholder topic. If you wish, you can use the **Title** field to enter a different name for child Help file (useful if two projects have the same name). (The .hlp and .cnt files can be found in the child project's Help folder.)
5. Map all additional placeholder topics.
6. Rebuild the project by clicking the **Rebuild** button. Click the **View Target** button to view the project.

   Doc-To-Help automatically creates the TOC structure based on the order of the placeholders in the hub source document. Each placeholder topic will be a "book" in the hub project TOC.

Note: For **HTML Help** and **WinHelp** projects, you will need to place copies of the child project files (.chm for HTML Help; .hlp and.cnt for WinHelp) in the same folder as the hub project files to view the complete modular project. Whenever you do a full **Rebuild Target** (as opposed to a **Build Target**) those child files will be overwritten in the hub project folder and must be replaced.

Note: For **NetHelp** projects, all projects in the modular help system must be created in the same version of Doc-To-Help.

Creating a Child Project

Child projects are tied together with the hub project (see Creating a Hub Project on page 191). There are no special mappings in child projects, just a few settings and other options that need to be handled. You can create as many child projects as needed.

Before creating your child projects, set up your file system for the entire modular system. See File Organization (on page) 190 for more information.

To set up a child project

1. Create your child project. The project name should contain no spaces.
2. Click the **Build Target** button to build the file.
3. Open the **Help Targets** dialog box. (See Creating Help Targets on page 99 for more information.)
4. Choose the Help Target (can be HTML Help, NetHelp, or WinHelp) on the left. The hub project, and all of the child projects, must use the same Help Target.
5. Clear the **Binary Index** check box.
6. Clear the **Binary TOC** check box.
7. Click the **Build Target** button to build the file.

Cross-project links may be created between child projects. See Cross-Project Linking (on page 193).

Child projects using automatic context ID creation need to have offsets added, see Modifying Context IDs in Modular Projects (on page 194).

Glossaries may be used in Modular hub projects, but HTML Help and WinHelp targets require a few adjustments to avoid duplicate items. See Modular Help System Glossaries (on page 194).

Cross-Project Linking

It is possible to create links from one Help file to another in a Modular Help system. Regular topic links should be used for links within each Help file.

To create cross-module links

To create a link from **HelpProject#2** to **HelpProject#1**.

1. Open HelpProject#1.
2. Create a group named **Modules**. Assign a topic (the one you wish to link to) to that group. (See Index and Groups pane (on page 91) to learn how to create a group.)
3. Build the Help Target. Close the project.
4. Open **HelpProject#2**
5. Create a group named **Modules**. This group will be empty (no topic will be assigned to it.)
6. Open a document, and select the desired link text. Create a link to the **Modules** group (see Creating Links on page 157).
7. Build the Help Target. Close the project.
8. Open the hub project.
9. Build the Help Target. The link from **HelpProject#1** to **HelpProject#2** will work.

Note: You will need to change the Group name for each cross-project link pair you create.

Modifying Context IDs in Modular Projects

To avoid duplicate context IDs when using automatically generated context IDs, you can customize the context ID numbers in each child project. This will guarantee that your context-sensitive help will work properly for all of the child projects within your Modular hub project.

To customize context IDS

1. Open a child project.
2. Open the **Project Settings** dialog box. (See Setting Project Properties (on page 132) for more information.)
3. Enter a number in the **ID Offset** field. For example, you could make this 1000; then 1000 will be added to each automatic ID generated.
4. Click the **Build Target** button to build the file. Close the project.
5. Open another child project.
6. Open the **Project Settings** dialog box. (See Setting Project Properties (on page 132) for more information.)
7. Enter a different number in the **ID Offset** field (for example, 2000).
8. Click the **Build Target** button to build the file. Close the project.

   Repeat for all child projects.

Modular Help System Glossaries

Glossaries may be used in Modular hub projects, but HTML Help and WinHelp targets require a few adjustments to avoid duplicate items in the hub Table of Contents and Index.

In NetHelp projects, all child project glossaries are merged in the hub and duplicate glossary entries are automatically purged.

To work with Glossaries in HTML Help and WinHelp files

1. Make sure all child Help projects, and the hub project contain the same Glossary document file.
2. Open a child project.
3. Open the **Help Targets** dialog box. (See Creating Help Targets (on page 99) for more information.)
4. Select the **Skip Glossary** check box.
5. Click the **Build Target** button to build the file.
6. Repeat for all child projects.

Modular TOC Utility

One issue with modular HTML Help is that the child projects do not contain the entire table of contents. Generally, this limitation is not a problem because the hub Help file has the full table of contents and, in most cases; this is the Help file that is exposed to the end-user. Where the incomplete TOC can become an issue is during the use of context sensitive Help. In this case, the child Help file may be called, leaving the end-user with no way to navigate through the entire Help contents.

The **Modular TOC Utility** removes the table of contents limitation by automatically adding the full table of contents to each Help file in the modular project. The Modular TOC Utility is a stand-alone tool that can be used on any set of modular Help files. By simply pointing the utility at each of the component .hhp files a fully functional table of contents is incorporated into each modular Help file.

To create a modular TOC for HTML Help Targets

Verify that you have a fully defined modular Help system before continuing with the following steps.

1. Open the Modular TOC Utility by selecting Start > All Programs > ComponentOne Doc-To-Help > Modular TOC Utility. The Modular TOC Utility will open.
2. Select the **Create a new Modular TOC** file option and click **Next**.
3. After reading the dialog box regarding the location of the new Modular TOC file, click **OK**.
4. Browse to the directory where you want to store your .hub file. (You may want to use your **Redistributables** folder for this file. See File Organization (on page 190) for more information.)

   Note: The Modular TOC Utility will overwrite duplicate .hub files.
5. Provide the Modular TOC Utility with a name for your .hub file and click **Save**.
6. The Modular TOC Utility prompts you for the hub .hhp file. **Browse** and select the file, then click **Open**. (This file is located by default in the **HTMLHelp** sub-directory of your hub Help file.)

   The Modular TOC Utility will list all the child **.**hhp files in your modular Help system.
7. Choose the first child .hhp file, then click **Next**. Choose the location of the appropriate .hhp file and click **Open**. (This file is located by default in the **HTMLHelp** sub-directory of your child Help file.)
8. Repeat until each of the child .hhp files has been located.
9. Click **Next**. The Modular TOC Utility will then prompt you to verify that the path for the build project.
10. Click **Next**.
11. Browse to select a directory to store your new modular Help files.
12. Click **Next**.
13. Verify the .hub file and build paths.
14. Click **Finish** to build the new modular Help files.

    After the files are built, the Modular TOC Utility Editor will open.
15. Close the Modular TOC Utility Editor and examine the Help files in your build directory. Note that each Help file (hub and child) will include the entire table of contents.

Documenting Your Class Library with Microsoft® Sandcastle

Microsoft's Sandcastle utility automatically creates MSDN formatted reference documentation from .NET assemblies and XML comment files. This makes it possible for you to document a class library — plus add narrative information — quickly and efficiently. Doc-To-Help integrates Sandcastle's XML output into your projects, automatically creating topics, index, TOC, and other Help elements. With this information added to your project, you can edit/add your own topics, and easily link to namespaces.

Doc-To-Help is the first Help Authoring tool to integrate with Microsoft Sandcastle. This integration extends the functionality of the Sandcastle plug-in by providing an interface for Sandcastle, and giving authors more power to connect narrative and reference content.

This version of Doc-To-Help supports the October 2007 Sandcastle CTP (Community Technology Preview) version, which you can download here: http://www.microsoft.com/downloads/details.aspx?FamilyId=E82EA71D-DA89-42EE-A715-696E3A4873B2&displaylang=en.

If you have reference documentation originally created in Doc-To-Help's Documenter for .NET, you can convert those projects to Sandcastle, see Converting Documenter for .NET projects to Sandcastle Projects (on page 198).

Creating a Project with Sandcastle

There is a sample project you can test drive in **\\Program Files\ComponentOne\DocToHelp\Samples\MSSandcastle**.

To create a new Sandcastle project

1. Create a new Doc-To-Help project using the New Project Wizard (Doc-To-Help button > New Project).
2. In Doc-To-Help, click the **Project tab > Project Styles button**. The **Project Styles** dialog box will open. For **Paragraph Styles** Heading 1-Heading 5, change the **Topic Type** to **Conceptual**. (See Defining Character/Paragraph Styles and Topic Types (on page 123) for more information.)
3. Click the **Project tab > Plugins button** and choose **Create New Plugin Document** to add a new Sandcastle plug-in document.
4. Select the .xmlprop file in the **XMLDocuments** subdirectory. Name it **Reference.xmlprop** in the project.
5. From the **Choose Plugin Type** dialog box, select the **Sandcastle plugin type**. Click **OK**, and a new document will be created, **XMLDocuments\Reference**.
6. Double-click on **XMLDocuments\Reference**. The **Properties for Generating Reference** dialog box will open. Select the assemblies you want to document and the source XML comment file(s) for them. You can also specify the framework version, the types and members to include, and the syntax to include.

7. Right-click on Reference.doc and choose **Generate**. This will generate the Reference.xml file.

8. Open the file your narrative will reside in. (If it is not using the **C1_sandcastle_src.dot** template, you should apply it now. See Using styles to create links from narrative to reference text (on page 200) for more information.) Add text. If you'd like to create a link from the narrative document to the reference document, highlight the jump text and use the appropriate toolbar button or style.

9. In Doc-To-Help, click the **Home tab > Select Target button** to choose the Help target. Click the **Rebuild Target** button.

   The target will be formatted with the MSDN reference style.

Converting Documenter for .NET projects to Sandcastle projects

To convert a legacy project

1. Make a backup copy of your entire project before conversion.

2. Open the Doc-to-Help project (.d2h)

3. Remove the Word document generated by Documenter for .NET from the project and delete the Word document file.

4. Using the **Project Styles** dialog box (see Defining Character/Paragraph Styles and Topic Types on page 123), delete the character styles that are used for creating links from narrative to reference. They are: all Link ... styles (Link Class, Link Constructor,..., Link Type - 15 styles) and two additional styles: "MSDN Link style" and "Block Key." (17 character styles total). Be careful not to delete any other styles.

5. In all narrative Word source documents change the attached template from C1H_dotnet_src.dot to C1H_sandcastle_src.dot.

6. Add the plug-in document: in Doc-To-Help choose **Project tab > Plugins button** and select **Create New Plugin Document**. Enter its name in the file dialog in the **XMLDocuments** folder ("Reference" is the suggested name, but any name is OK).

7. Double-click the plugin document, which will open the **Properties for Generating Reference** dialog box.

8. Select **Import**, click the **Browse** button, and select the **Documenter for .NET** project file (.d2hdotnet) that you are converting.

9. This is the main point in the conversion process: the converter scans your Documenter for .NET project (.d2hdotnet) and converts its settings to properties of the plugin document (.xmlprop).

10. When the conversion is finished, check that everything you need is converted (double-click on the plugin document to open the **Properties for Generating Reference** dialog box):

    - List of assemblies and XML files, see the **Assemblies** node
    - XSLT transformation applied to the XML file, see the **Generation** node, **XSLT file to transform source code XML** field**.**
    - Elements excluded from documentation, see unchecked nodes in the tree in the **Element filter** node.

11. Right-click on the plugin document and choose **Generate** from the menu.

12. In Doc-To-Help, click the **Home tab > Select Target button** to choose the Help target. Click the **Rebuild Target** button.

    The target will be formatted with the MSDN reference style.

Note: Links from narrative to reference created using the "Link ..." styles, such as Link Class, Link Method, Link Property, etc should work after this conversion. But links created with C1H Jump and Link Tag styles will probably not work, because the titles of generated topics and therefore their linktags have changed (and these two styles have a linktag explicitly specified in the hotspot itself).Those links must be fixed manually.

CodeBlock and PostTransform components

The Doc-to-Help Sandcastle plugin includes Eric Woodruff's components (with his permission) that complement Sandcastle functionality for better display of code blocks in various languages, including syntax highlighting and connecting code blocks to the language filter. Normally, you don't need to change the settings for those components, but the XML source document's **Properties for Generating Reference** allows you to do so (double-click on the plugin document to open the **Properties for Generating Reference** dialog box).

For a complete description of those components, see Eric Woodruff's article "Creating Custom Build Components for Sandcastle" at http://www.codeproject.com/csharp/SandcastleComponents.asp.

Here is an excerpt from that article listing the features of the **CodeBlock** component:

- Excess leading whitespace is stripped from the <code> blocks to left-align them correctly.
- Support for optional line numbering.
- Support for optional collapsible regions for code in #region and #if/#else/#endif blocks with support for nested collapsible regions. The VB.NET equivalents are supported also.
- A default title can be added based on the language that the code represents.
- A "Copy" link appears to the right on the title line that allows you to copy the code sample to the clipboard (Internet Explorer only). The code is copied as plain text without the highlighting and line numbers if used.
- Adds support for reading in an external source file or a defined region of an external source file so that you can keep code samples in a buildable project to test them for correctness and to do away with managing the code samples in the XML comments or include files.
- C#, VB.NET, C++, and J# code blocks can be associated with the language filter to show or hide them based on the language filter setting.
- Syntax highlighting of code blocks in <code> tags. Languages supported include C#, VB.NET, C++, J#, C, JavaScript, VBScript, and XML. An external configuration file is used so that it is possible to extend the colorizer to support other languages. The stylesheet is also replaceable.

XSLT transformation of the source code comments XML

The XSLT file is specified in the **Generation** node of the **Properties for Generating Reference** dialog box (double-click on the plugin document to open the **Properties for Generating Reference** dialog box).

Excluding elements without description

To exclude elements that do not have descriptions (to add them to the filter), go to the Element filter node of the **Properties for Generating Reference** dialog box (double-click on the plugin document to open the **Properties for Generating Reference** dialog box).

Click the **Modify** button (the **All Elements** dialog box will open) and click **Exclude elements without description**.

Using styles to create links from narrative text to reference text

To create a link from your text to a generated topic (or to an added topic), all you need to do is to format a word or a phrase in your text (usually it is a name of a property, method, class, etc.) with an appropriate style. For example, to create a link from the text **MyProperty** to the topic **MyClass.MyProperty Property**, you simply format the word **MyProperty** in your text with **Link Property** style.

The template **C1H_sandcastle_src.dot** is recommended for Source narrative documents in Sandcastle plugin projects, because it contains the **Doc-To-Help - Sandcastle toolbar** or ribbon, which has a button for each special **Link …** style for creating links from narrative text to reference text (styles such as Link Class, Link Property, etc). You can use your own template if you add the "Link ..." styles to it (or if you don't need those styles), but this template has these styles already defined for you with a toolbar that makes applying these styles a matter of a single click.

The following styles are supported:

- **Link Class**
- **Link Constructor**
- **Link Delegate**
- **Link Enumeration**
- **Link Event**
- **Link Field**
- **Link Interface**
- **Link Method**
- **Link Namespace**
- **Link Operator**
- **Link Property**
- **Link Structure**

The following styles are not supported:

- **Link Tag**, **Link Topic** - superseded by the D2HML style (see page 155) **C1H Link** (You may find these styles in legacy Documenter for .NET projects; D2HML makes these two styles unnecessary)
- **Link Type** - obsolete.

Link Class Style

The **Link Class** style is used to link a class name to the topic describing that class.

To create a link using this style, select the link text and click the **Link Class** button on the **Doc-To-Help Sandcastle toolbar**.

For this style, the Doc-To-Help compiler will apply the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207), add the word **Class** to the text, and establish a link to the topic with the title coinciding with the resulting text.

By default, Doc-To-Help removes the qualifying namespace, if present, from the class name in the link text. You can change this behavior by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207).

The following table demonstrates the usage of the Link Class style:

In document	In help file	Links to topic
FileInfo	FileInfo	FileInfo Class
System.IO.FileInfo	FileInfo	System.IO.FileInfo Class
!System.IO.FileInfo	System.IO.FileInfo	System.IO.FileInfo Class
(System.IO.)FileInfo	System.IO.FileInfo	FileInfo Class

Link Constructor Style

The **Link Constructor** style is used to link a constructor name to the topic describing that constructor.

For this style, link text must consist of a type name followed by the word **Constructor**.

To create a link using this style, select the link text and click the **Link Constructor** button on the **Doc-To-Help Sandcastle** toolbar.

By default, Doc-To-Help applies the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207). It also removes qualifying namespace, if present, from the class name in the link text. You can cancel removing the namespace by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207). You can also use the argument list for constructor overloads, see Argument List in Links (on page 208).

The following table demonstrates the usage of the Link Constructor style:

In document	In help file	Links to topic
FileInfo Constructor	FileInfo Constructor	FileInfo Constructor
System.IO.FileInfo Constructor	FileInfo Constructor	System.IO.FileInfo Constructor
!System.IO.FileInfo Constructor	System.IO.FileInfo Constructor	System.IO.FileInfo Constructor
(System.IO.)FileInfo Constructor	System.IO.FileInfo Constructor	FileInfo Constructor

Link Delegate Style

The **Link Delegate** style is used to link a delegate name to the topic describing that delegate.

To create a link using this style, select the link text and click the **Link Delegate** button on the **Doc-To-Help Sandcastle** toolbar.

For this style, the Doc-To-Help compiler will apply the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207), add the word **Delegate** to the text, and establish a link to the topic with the title coinciding with the resulting text.

By default, Doc-To-Help removes qualifying namespace, if present, from the delegate name in the link text. You can change this behavior by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207).

The following table demonstrates the usage of the Link Delegate style:

In document	In help file	Links to topic
TypeFilter	TypeFilter	TypeFilter Delegate
System.Reflection.TypeFilter	TypeFilter	System.Reflection.TypeFilter Delegate
!System.Reflection.TypeFilter	System.Reflection.TypeFilter	System.Reflection.TypeFilter Delegate
(System.Reflection.)TypeFilter	System.Reflection.TypeFilter	TypeFilter Delegate

Link Enumeration Style

The **Link Enumeration** style is used to link an enumeration name to the topic describing that enumeration.

To create a link using this style, select the link text and click the **Link Enumeration** button on the **Doc-To-Help Sandcastle** toolbar.

For this style, the Doc-To-Help compiler will apply the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207), add the word **Enumeration** to the text, and establish a link to the topic with the title coinciding with the resulting text.

By default, Doc-To-Help removes qualifying namespace, if present, from the enumeration name in the link text. You can change this behavior by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207).

The following table demonstrates the usage of the Link Enumeration style:

In document	In help file	Links to topic
TraceMode	TraceMode	TraceMode Enumeration
System.Web.TraceMode	TraceMode	System.Web.TraceMode Enumeration
!System.Web.TraceMode	System.Web.TraceMode	System.Web.TraceMode Enumeration
(System.Web.)TraceMode	System.Web.TraceMode	TraceMode Enumeration

Link Event Style

The **Link Event** style is used to link an event name to the topic describing that event.

To create a link using this style, select the link text and click the **Link Event** button on the **Doc-To-Help Sandcastle** toolbar.

For this style, the Doc-To-Help compiler will apply the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207), add the word **Event** to the text, and establish a link to the topic with the title coinciding with the resulting text.

By default, Doc-To-Help removes the name of the type containing the event, if the type name is present. You can change this behavior by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207).

The following table demonstrates the usage of the Link Event style:

In document	In help file	Links to topic
Form.Load	Load	Form.Load Event
!Form.Load	Form.Load	Form.Load Event
System.Windows.Forms.Form.Load	Load	System.Windows.Forms.Form.Load Event
!System.Windows.Forms.Form.Load	System.Windows.Forms.Form.Load	System.Windows.Forms.Form.Load Event
(System.Windows.Forms.)Form.Load	System.Windows.Forms.Form.Load	Form.Load Event

Link Field Style

The **Link Field** style is used to link a field name to the topic describing that field.

To create a link using this style, select the link text and click the **Link Field** button on the **Doc-To-Help Sandcastle** toolbar.

For this style, the Doc-To-Help compiler will apply the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207), add the word **Field** to the text, and establish a link to the topic with the title coinciding with the resulting text.

By default, Doc-To-Help removes the name of the type containing the field, if the type name is present. You can change this behavior by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207).

The following table demonstrates the usage of the Link Field style:

In document	In help file	Links to topic
Timeout.Infinite	Infinite	Timeout.Infinite Field
!Timeout.Infinite	Timeout.Infinite	Timeout.Infinite Field
System.Threading.Timeout.Infinite	Infinite	System.Threading.Timeout.Infinite Field
!System.Threading.Timeout.Infinite	System.Threading.Timeout.Infinite	System.Threading.Timeout.Infinite Field
(System.Threading.)Timeout.Infinite	System.Threading.Timeout.Infinite	Timeout.Infinite Field

Link Interface Style

The **Link Interface** style is used to link an interface name to the topic describing that interface.

To create a link using this style, select the link text and click the **Link Interface** button on the **Doc-To-Help Sandcastle** toolbar.

For this style, the Doc-To-Help compiler will apply the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207), add the word **Interface** to the text, and establish a link to the topic with the title coinciding with the resulting text.

By default, Doc-To-Help removes the qualifying namespace, if present, from the interface name in the link text. You can change this behavior by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207).

The following table demonstrates the usage of the Link Interface style:

In document	In help file	Links to topic
IResourceReader	IResourceReader	IResourceReader Interface
System.Resources.IResourceReader	IResourceReader	System.Resources.IResourceReader Interface
!System.Resources.IResourceReader	System.Resources.IResourceReader	System.Resources.IResourceReader Interface
(System.Resources.)IResourceReader	System.Resources.IResourceReader	IResourceReader Interface

Link Method Style

The **Link Method** style is used to link a method name to the topic describing that method.

To create a link using this style, select the link text and click the **Link Method** button on the **Doc-To-Help Sandcastle** toolbar.

For this style, the Doc-To-Help compiler will apply the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207), add the word **Method** to the text, and establish a link to the topic with the title coinciding with the resulting text.

By default, Doc-To-Help removes the name of the type containing the method, if the type name is present. You can change this behavior by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207). You can also use the argument list for method overloads, see Argument List in Links (on page 208).

The following table demonstrates the usage of the Link Method style:

In document	In help file	Links to topic
File.Delete	Delete	File.Delete Method
!File.Delete	File.Delete	File.Delete Method
System.IO.File.Delete	Delete	System.IO.File.Delete Method
!System.IO.File.Delete	System.IO.File.Delete	System.IO.File.Delete Method
(System.IO.)File.Delete	System.IO.File.Delete	File.Delete Method

Link Namespace Style

The **Link Namespace** style is used to link the text representing a namespace name to the topic describing that namespace.

To create a link using this style, select the link text and click the **Link Namespace** button on the **Doc-To-Help Sandcastle** toolbar.

For this style, Doc-To-Help compiler will add the word **Namespace** to the text and establish a link to the topic with the title coinciding with the resulting text.

The following table illustrates the usage of the Link Namespace style:

In document	In help file	Links to topic
System	System	System Namespace
System.Data	System.Data	System.Data Namespace

Link Operator Style

The **Link Operator** style is used to link an operator name to the topic describing that operator.

For this style, link text must consist of an operator name followed by the word **Operator** or **Conversion** defining the kind of the operator. The operator name must exactly correspond to the operator name in the title of the topic describing the operator.

To create a link using this style, select the link text and click the **Link Operator** button on the **Doc-To-Help Sandcastle** toolbar.

By default, Doc-To-Help applies the nested type separator substitution to the link text, if applicable; see Special Characters in Link Text (on page 207). It also removes the name of the type containing the operator, if the type name is present. You can change this behavior by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207). You can also use the argument list for operator overloads, see Argument List in Links (on page 208).

The following table demonstrates the usage of the Link Operator style for regular operators:

In document	In help file	Links to topic
Point.Addition Operator	Addition Operator	Point.Addition Operator
!Point.Addition Operator	Point.Addition Operator	Point.Addition Operator
System.Drawing.Point.Addition Operator	Addition Operator	System.Drawing.Point.Addition Operator
!System.Drawing.Point.Addition Operator	System.Drawing.Point.Addition Operator	System.Drawing.Point.Addition Operator
(System.Drawing.)Point.Addition Operator	System.Drawing.Point.Addition Operator	Point.Addition Operator

The following table demonstrates the usage of the Link Operator style for conversion operators:

In document	In help file	Links to topic
Point.Point to Size Conversion	Point to Size Conversion	Point.Point to Size Conversion
!Point.Point to Size Conversion	Point.Point to Size Conversion	Point.Point to Size Conversion
System.Drawing.Point.Point to Size Conversion	Point to Size Conversion	System.Drawing.Point.Point to Size Conversion
!System.Drawing.Point.Point to Size Conversion	System.Drawing.Point.Point to Size Conversion	System.Drawing.Point.Point to Size Conversion
(System.Drawing.)Point.Point to Size Conversion	System.Drawing.Point.Point to Size Conversion	Point.Point to Size Conversion

Link Property Style

The **Link Property** style is used to link a property name to the topic describing that property.

To create a link using this style, select the link text and click the **Link Property** button on the **Doc-To-Help Sandcastle** toolbar.

For this style, the Doc-To-Help compiler will apply the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207), add the word **Property** to the text, and establish a link to the topic with the title coinciding with the resulting text.

By default, Doc-To-Help removes the name of the type containing the property, if the type name is present. You can change this behavior by using the special characters, exclamation sign and parenthesis. see Special Characters in Link Text (on page 207). You can also use the argument list for property overloads with arguments, see Argument List in Links (on page 208).

The following table demonstrates the usage of the Link Property style:

In document	In help file	Links to topic
FileInfo.Exists	Exists	FileInfo.Exists Property
!FileInfo.Exists	FileInfo.Exists	FileInfo.Exists Property
System.IO.FileInfo.Exists	Exists	System.IO.FileInfo.Exists Property
!System.IO.FileInfo.Exists	System.IO.FileInfo.Exists	System.IO.FileInfo.Exists Property
(System.IO.)FileInfo.Exists	System.IO.FileInfo.Exists	FileInfo.Exists Property

Link Structure Style

The **Link Structure** style is used to link a structure name to the topic describing that structure.

To create a link using this style, select the link text and click the **Link Structure** button on the **Doc-To-Help Sandcastle** toolbar.

For this style, the Doc-To-Help compiler will apply the nested type separator substitution to the link text, if applicable, see Special Characters in Link Text (on page 207), add the word **Structure** to the text, and establish a link to the topic with the title coinciding with the resulting text.

By default, Doc-To-Help removes qualifying namespace, if present, from the structure name in the link text. You can change this behavior by using the special characters, exclamation sign and parenthesis. See Special Characters in Link Text (on page 207).

The following table demonstrates the usage of the Link Structure style:

In document	In help file	Links to topic
Point	Point	Point Structure
System.Drawing.Point	Point	System.Drawing.Point Structure
!System.Drawing.Point	System.Drawing.Point	System.Drawing.Point Structure
(System.Drawing.)Point	System.Drawing.Point	Point Structure

Special Characters in Link Text

There are three special characters that you can use in link text, in addition to link styles, to control the process of creating links: '!' (exclamation sign), '()' (parenthesis), '+' (plus). These characters have special meanings to the Doc-To-Help compiler (more exactly, to the scripts in the Doc-To-Help project created by Sandcastle). They are removed or replaced in the resulting help file.

By default, Doc-To-Help removes the qualifying namespace, if present, from type names in links to types. It also removes the qualifying type name from member names in links to members. So, for example, a link **System.Windows.Forms.CheckBox** formatted with Link Class style will become simply **CheckBox** in the help file. And a link **DataSet.Clone** formatted with Link Method style will become simply **Clone** in the help file. This is done so you can use a namespace or type name to qualify your link so it points to the correct topic. For example, a class **CheckBox** also exists in the namespace **System.Web.UI.WebControls**, and many different classes have a **Clone** method, so you may need to qualify those links to ensure uniqueness, but you usually don't want the qualifier to appear in the help file text.

However, sometimes you may want the fully qualified name to appear in the link text. In that case, use one of the special characters, either exclamation sign or parenthesis.

An exclamation sign '!' at the start of the link text instructs Doc-To-Help to leave the full name as is, not to remove the namespace or type name qualifier. Special character '!' is supported in all link styles except **Link Namespace**, **Link Topic** and **Link Tag** where it is not applicable.

Enclosing the qualifier (including the dot in the end) in parenthesis has a similar effect. It also stops the qualifier from being removed from the link text. But, unlike the exclamation sign, parentheses specify a different link target topic: the link points to a topic whose name does not contain the qualifier.

The following table illustrates the use of special characters '!' and '()' (link text in the document is formatted with Link Method style):

In document	In help file	Links to topic
File.Delete	Delete	File.Delete Method
System.IO.File.Delete	Delete	System.IO.File.Delete Method
!System.IO.File.Delete	System.IO.File.Delete	System.IO.File.Delete Method
(System.IO.)File.Delete	System.IO.File.Delete	File.Delete Method

The special character '+' (plus) is used only in nested type names (nested types are classes, enumerations and other types defined inside a class). It must be used in every nested type name in any link, wherever a type name can occur (that includes links to nested types, links to members of nested types if they are qualified with a type name, and links to method overloads that have nested type names in their argument list). It separates the type name from the parent type name. The normal separator is dot ('.'), and indeed Doc-To-Help replaces '+' with '.' in the help file text, but '+' is necessary to tell Doc-To-Help where the parent type name ends and the type name itself starts.

This behavior, called the *nested type separator substitution*, is supported in all link types except **Link Namespace**, where it has no meaning.

The following table illustrates the use of the special character '+' for a **SpecialFolder** enumeration nested in the Environment class (all examples are from Microsoft .NET Framework). It also demonstrates the other two special characters, '!' and '()'. Link text in the document is formatted with **Link Enumeration** style.

In document	In help file	Links to topic
Environment+SpecialFolder	Environment.SpecialFolder	Environment.SpecialFolder Enumeration

In document	In help file	Links to topic
System.Environment+SpecialFolder	Environment.SpecialFolder	System.Environment.SpecialFolder Enumeration
!System.Environment+SpecialFolder	System.Environment.SpecialFolder	System.Environment.SpecialFolder Enumeration
(System.)Environment+SpecialFolder	System.Environment.SpecialFolder	Environment.SpecialFolder Enumeration

Argument List in Links

The following link styles can contain an argument list, in case it is necessary to distinguish between overloads with different arguments:

- Link Method
- Link Property
- Link Operator
- Link Constructor

If there are nested types in the argument lists, they undergo nested type separator substitution, see Special Characters in Link Text (on page 207), that is, '+' is replaced with '.'. This is the only transformation applied to types in argument lists. Any types that are not nested remain unchanged. It means that the argument list in the link must exactly correspond to the argument list in the target topic title (except for the '+' sign in nested types, if nested types are present).

Important: Argument lists must be separated with a space from the preceding member name in the link.
The following table illustrates the use of argument lists in List Method links:

In document	In help file	Links to topic
File.Create (String, System.Int32)	Create (String, System.Int32)	File.Create Method (String, System.Int32)
System.IO.File.Create (String, System.Int32)	Create (String, System.Int32)	System.IO.File.Create Method (String, System.Int32)
!System.IO.File.Create (String, System.Int32)	System.IO.File.Create (String, System.Int32)	System.IO.File.Create Method (String, System.Int32)
(System.IO.)File.Create (String, System.Int32)	System.IO.File.Create (String, System.Int32)	File.Create Method (String, System.Int32)

Link Colors and Appearance

By default, links use the color blue and underline. You can change this, as with many other appearance and formatting style attributes, by modifying the **Target** template used by Doc-To-Help. These templates are installed by Doc-To-Help in the following locations:

- **In Word 2007** at C:\Users\(user name)\AppData\Roaming\Microsoft\Templates
- **In Word 2003** at C:\Documents and Settings\(user name)\Application Data\Microsoft\Templates.

To see what template is used in building a help target click the **Home tab > Select Target button** to choose the Help target. Click the **Target Template** drop-down list.

For example, to modify the color or other appearance attributes of the links using the **Link Class** style in HTML Help, open the **C1H_dotnet_html.dot** template in Microsoft Word, find the **Link Class** style and modify it. You can do this with any style in any target template. Here is the list of standard Sandcastle target templates for different targets:

- **C1H_dotnet_hlp.dot** – WinHelp target
- **C1H_dotnet_prn.dot –** Manual target
- **C1H_dotnet_html.dot –** HTML-based targets (HTML Help, HTML, Help 2.0, JavaHelp)

Blue underlined links are an MSDN standard, so it was chosen as the default in Sandcastle. But you can change the colors as described above, or you can make links look like standard links in the corresponding target. To use the standard link appearance instead of the one specified by styles in target templates, verify that the **Affects appearance** check box in the **Project Styles** dialog box is cleared. (See Defining Paragraph/Character Styles and Topic Types on page 123.)

For HTML-based targets viewed with Internet Explorer (or standalone Microsoft viewers, such as Help 2.0 or HTML Help), standard link colors are determined by the Internet Explorer settings **Internet Options > General > Colors**. For WinHelp, the standard link color is green with an underline.

Using D2HML hot spots in XML comments to create links from reference text to narrative text

It is possible to use D2HML in your XML source code comments, for example, to create links from reference topics (generated by Sandcastle) to narrative topics (written manually by the author).

Writing comments in your source code that are included in the documentation through the XML comment file, you can use special tag <span> supported by the Doc-to-Help Sandcastle plugin, to include any links and other help hot spots supported by D2HML.

To format a range of text in your XML comment with any D2HML style, use the <span> tag with style attribute. Since it allows you to use all styles, you have the full power of D2HML for creating hot spots of any kind. You can create topic links, keyword links, expanding text and other kinds of hot spots, see Using D2HML (on page 155) for details. Note that although the standard XML comment tag <see> allows you to create links to assembly element topics; it does not allow you to create links to narrative topics in your help. Using the <span> tag you can easily overcome this limitation; in fact, the <span> tag allows your XML comment text to use all Doc-To-Help features available in Word and HTML source documents via D2HML.

For example, you can add a link to a Doc-To-Help topic like this:

```
<remarks>

    These are my remarks and there is a link to <span style=”C1H Jump”>this
topic|tag=mytopic</span> here

</remarks>
```

Glossary

ALinks

Associative topics. See Index and Groups pane (on page 91).

Character Style

In Word and HTML documents, you should use character styles to apply character formatting to specific text within a paragraph. For example, you may want to add topic links, conditional text, glossary terms, or keywords to enhance your help files. Character styles allow you to format text and apply D2HML styles to create these types of hot spots and more.

Doc-to-Help extends the concept of styles to include Help authoring behavior. For each character style, a like-named character style exists or must be defined in the project file so that Doc-To-Help compiles the Help system properly.

Doc-To-Help includes a wide variety of predefined character styles which can be used to format text and create hot spots using Doc-To-Help Markup Language (D2HML) (see page 155).

Doc-To-Help predefined character styles include:

- C1H Conditional
- C1H Contents Title
- C1H Context ID
- C1H Dropdown Text
- C1H Expand Text
- C1H Group
- C1H Group Invisible
- C1H Group Link
- C1H Index
- C1H Index Invisible
- C1H Inline Dropdown
- C1H Inline Expand
- C1H Inline Popup
- C1H Jump
- C1H Keyword Link

- C1H Link Tag
- C1H Link Tag Invisible
- C1H Manual
- C1H Online
- C1H Popup
- C1H Popup Text
- C1H Topic Properties

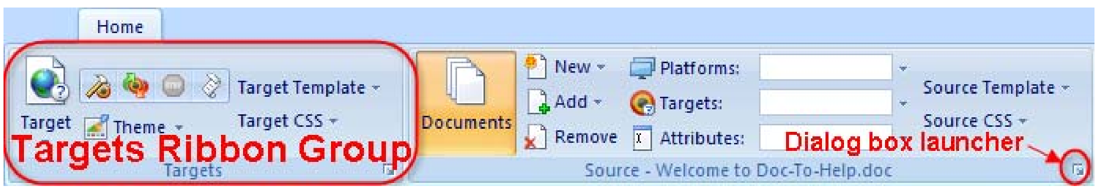
For more on working with Character Styles, see Defining Character/Paragraph Styles and Topic Types (on page 123).

Conditional Text

Marking text, documents, and/or topics as Conditional means that those items will display only in specific instances. This gives you a great deal of control for single sourcing. To add even more flexibility, Doc-To-Help has three types of conditions: platform, target, and attribute.

Dialog Box Launchers

The ribbons in Doc-To-Help 2008 feature dialog box launchers; small arrows in the bottom right corners of some ribbon groups. These launchers open dialog boxes.



KLinks

Keyword or Index links. See Index and Groups pane (on page 91).

Live Links

When converting a Manual target (.doc) to PDF, Doc-To-Help can make all the hyperlinks live in the PDF (Live Links). To do so, in the Help Targets dialog box (see page 99), choose the **Manual Target** and select the **Live Links** and **Create Master Document** check boxes. Please note that pop-ups will not become live links in either format because those formats do not have a pop-up feature.

Natural Search

ComponentOne Natural Search provides a natural language search capability for WinHelp (.hlp), compiled HTML Help (.chm) and NETHelp Help (.htm) files. It is enabled and configured in the Help Targets dialog box (see page 99).

Paragraph Style

In Word and HTML documents, you should use paragraph styles to apply paragraph formatting (such as indents and spacing) to give your documents a consistent appearance.

Doc-To-Help extends the concept of styles to include Help authoring behavior. For each paragraph style that begins a topic or has a special help-authoring behavior, a like-named paragraph style exists or must be defined in the project file so that Doc-To-Help compiles the Help system properly. Doc-To-Help predefined paragraph styles include:

- Heading 1, 2, 3, 4, 5
- MidTopic
- RelatedHead
- WhatsThis
- Glossary Heading
- Glossary Heading (no auto links)

For more on working with Paragraph Styles, see Defining Character/Paragraph Styles and Topic Types (on page 123).

Related Topics

Topics related by hierarchy, keyword, or group. See Related Topics pane (on page 93).

Sandcastle

Microsoft's Sandcastle utility automatically creates MSDN formatted reference documentation from .NET assemblies and XML comment files. See Documenting Your Class Library with Microsoft Sandcastle (on page 197).

Subtopic Links

Subtopic links are automatic links that are displayed at the bottom of Help topics. By default, the related subtopics are the children of the main topic (Heading 1s will display Heading 2 as subtopics; Heading 2s will display Heading 3s.) The display of subtopic links is controlled by the **Topic Type** of the Heading style, and can be turned on/off in the Project Styles dialog box (see page 123) using the **Auto Subtopic Links** check box.

More:
- Find an Article box
- Assign Keywords box
- Articles box
- Create New Keywords box

You may add custom related topics using the Related Topics pane (see page 93).

By default, the **Related Topics label** (the title displayed above the related topics) is **More:**. You may change it for an entire Help Target using the Help Targets dialog box (see page 99), or for individual topics using Topic Properties dialog box on page 167).

Target

Doc-To-Help has six default Help Targets. They are all specific output types:

- Help 2.0
- HTML Help
- JavaHelp
- Manual
- NetHelp
- WinHelp

See Introduction to Single Sourcing (on page 2) for more information about each output type.

You may create multiple Help Targets of the same type, or rename the default Target names. You can also remove Targets from your project to streamline it. See Creating Help Targets (on page 99) for more information. See Doc-To-Help Outputs and Deliverables (on page 5) for a complete guide to targets and deliverables.

Topic Type

A topic type is a named collection of topic attributes: what window the Help topic appears in, the navigation for the topic, whether it is automatically added to the index, etc.

Topic headings all have a specific Paragraph Style; that Paragraph Style may have a Topic Type associated with it.

When a paragraph style has a Topic Type associated with it, the duplicate Topic Type properties supersede the Paragraph Style properties.

Doc-To-Help predefined topic types include:

- Conceptual
- Contents
- Glossary of Terms
- Glossary Term Definition
- Margin Note
- Procedural
- Sub-Contents
- What's This

A Topic Type can also be used to customize an individual topic, overriding the style properties. For more information, see Viewing/Changing Topic Properties (on page 167).

For more on working with Topic Types, see Defining Character/Paragraph Styles and Topic Types (on page 123).

Variable

Variables allow you to manage content in one place for reuse across your project. Variables are commonly used for text that can change frequently, such as product or company names — or larger chunks of text, such as tables.

Variables are developed in two steps; first, you create the variable — second, insert it into your project. When you build your target, the variable value is automatically inserted in the target.

With Doc-To-Help, you can create two different types of Variables — text or rich content. Text variables take on the same style and formatting (font, etc.) as the location they are inserted. Rich content variables retain the formatting they were given when created.

See Variables Window (on page 96) for more information on creating and using variables.

Index

T

V

W

X