

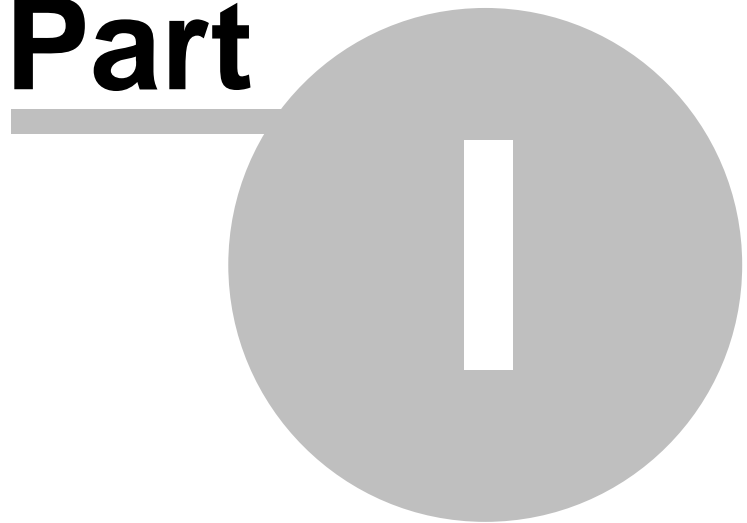
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Top Level Intro

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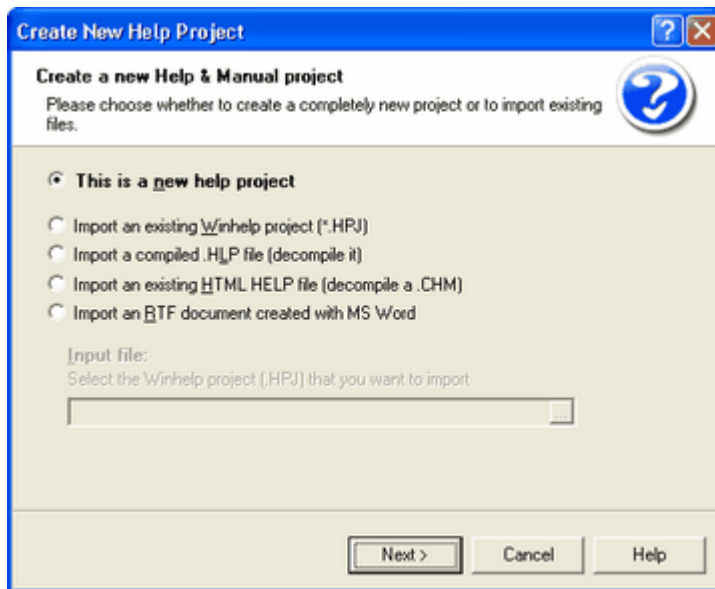
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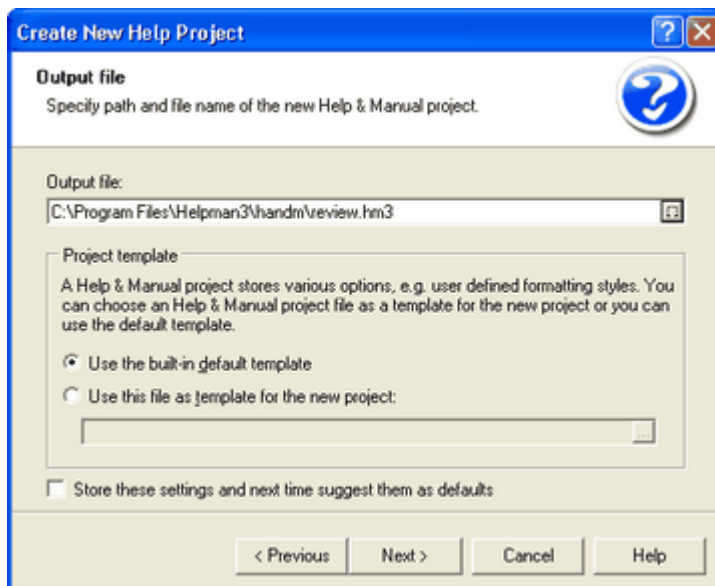
1 Help and Manual Review Help File

1.1 Welcome topic

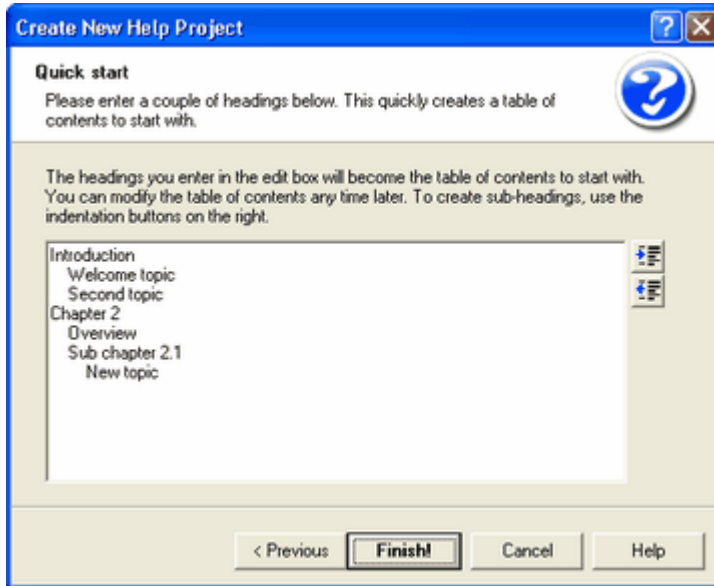
I have decided to use a Help and Manual Project as the help file for the review. When completed, I will produce the help file in several formats and make available for download from DeveloperReviewed.com



When you choose a new project from the Help and Manual File drop down menu you have several choices, as seen above. If you have created a help file using some other program, you may want to import that project to Help and Manual to see how your help file would look, or even import a Compiled .hlp file you may have on your computer. This would be a quick way to see what a Help and Manual manual could look like. For my purposes, I chose to create a new help project, and then see the next screen.



Just select a folder and type a name for your project.



As seen above, a set of default heading will be created. So I just selected the Welcome Topic and off I went, creating this file.

The area where you type the text for the topic is under the Help text tab. The Topic Options tab is where you enter the Topic ID, Help Window, Keywords and A-Keywords. This tab is important for creating online help because the topic is what is linked to different parts of your application.

The screenshot shows a form for editing a help topic. It has two tabs: "Topic options" and "Help text". The "Topic options" tab is active. The form contains the following fields:

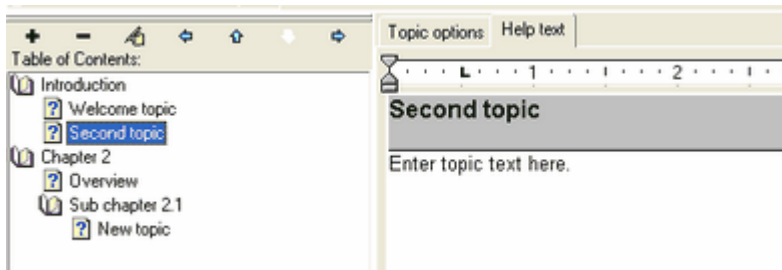
- Topic ID (required):
- Second topic: Secondtopic
- Help Window: Main
- Keywords: Environment, IDE

Below the form, there is a note: "(Use a separate line for each keyword)". At the bottom, there is a section labeled "Keywords:" with a list of suggested keywords: Environment, IDE, Help text, and Topic Options.

The next section will cover the left side of the screen, the [Table of Contents Tree](#).

1.2 Table of Contents Tree

On the left side of the screen you will see the help topics in a tree view while on the right side of the screen are two tabs.



Now you see that we have a Help text tab where you type the words and insert graphics, and links, and a tab for Topic Options.

Next look at the Table of Contents Tree. Chances are you will have more topics, and chapters than created for you automatically and will also want to rename the suggested topics. This is very easy to

do with Help an Manual. I want to rename the default Second Topic to Table of Contents Tree, so I just right click on the topic and see the pop up menu below:



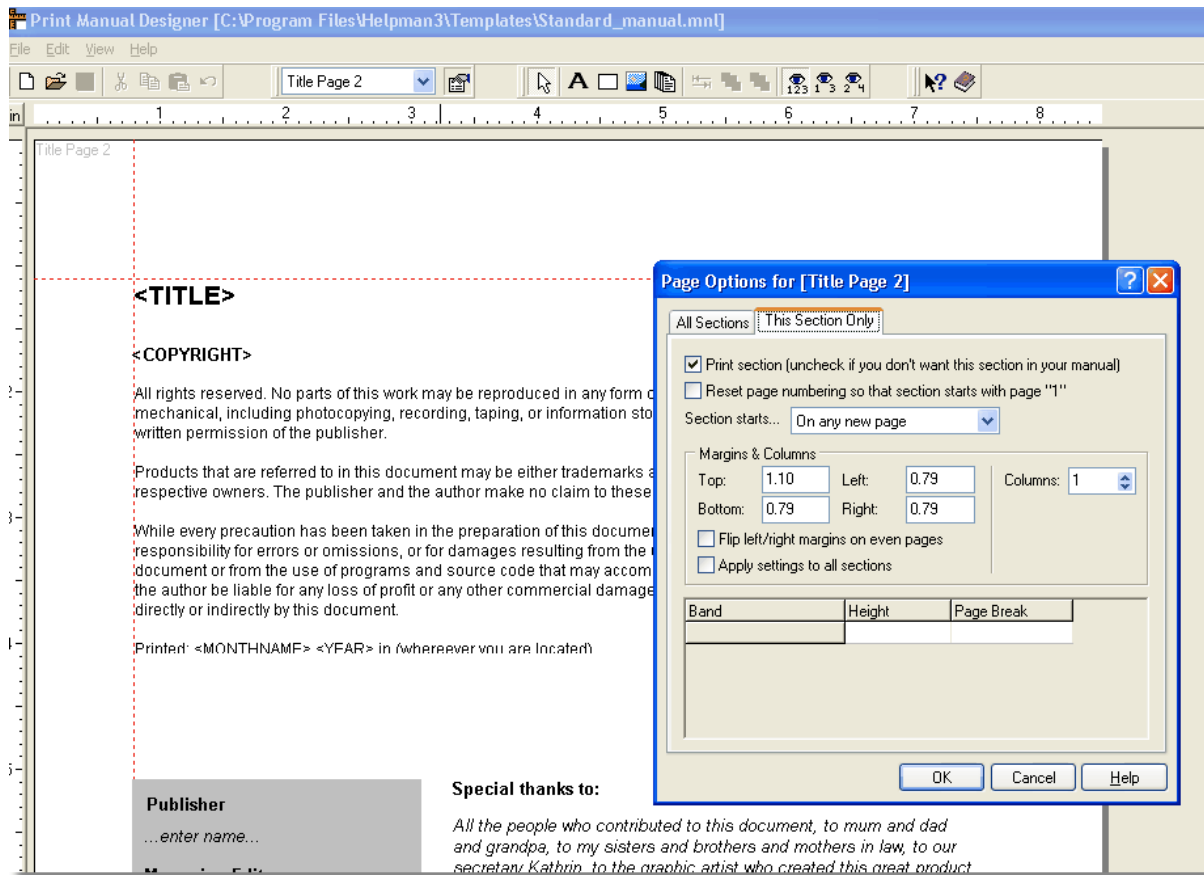
The third option under the Change Item menu, Edit Caption is what I want to change, I could also just select a topic and press the F2 key and type new caption.

Adding topics and rearranging them is a simple matter of choosing where to insert them and using the arrows to move the topics up or down in the table of contents.

1.3 Manual

The manual creation part of Help and Manual is, in my opinion, the thing that really sets this program apart from other help authoring tools. The generated manual is attractive and professional looking and easily customizable. The great thing about this is so much of it is done without any extra effort on your part. The table of contents and index keywords you created during the process of creating your online help file are used automatically in your manual. Now if you have used other help authoring programs you may have been like me - reluctant to include a printed manual because of the extra effort required. Help and Manual again makes this process so easy if you aren't already included a printed manual with your program you may want to do so - even charge a few bucks extra for it. If you provide the manual as a PDF file your end user can use their own paper and ink/toner. However, many will be glad pay extra, especially for a very long document if you offer it at an additional, though "nominal" cost.

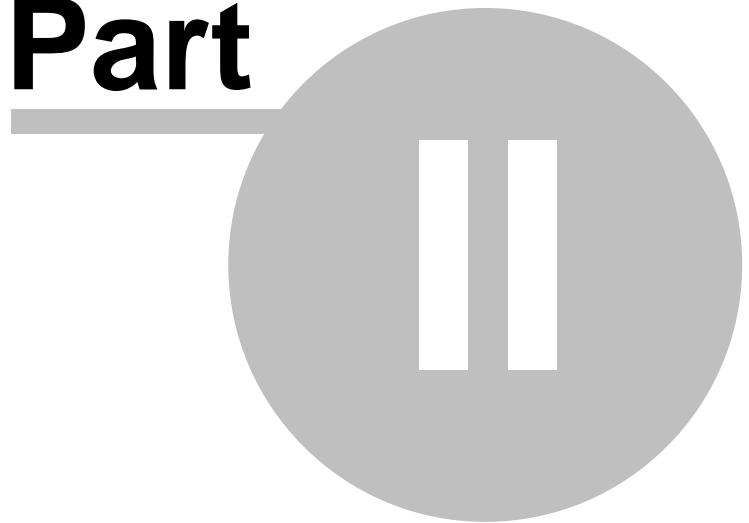
The Manual Designer tool let you put in your edit the boilerplate text, and change the graphics, and select which pages to include or not include. This feature in itself adds a lot more value to the Help and Manual program than you will find with other help authoring applications.



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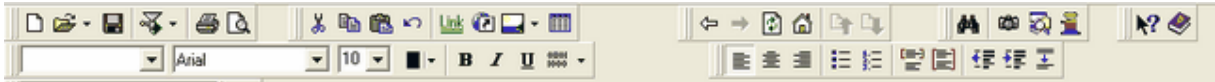
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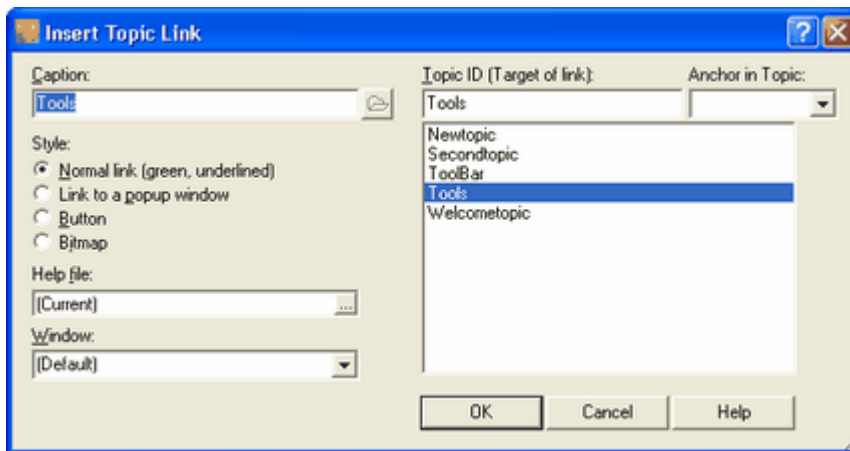
2 Tool Bar

2.1 Tool Bar and Buttons

If you have used almost any kind of modern word processing software, the tool bar in Help and Manual will be quite familiar to you.



Most of the buttons are readily recognizable as to their purposes such as formatting text, paragraphs and so on. The Link button is especially important in creating documentation because it lets quickly create links that will take the reader to other parts of the document. For example, I will link this topic to the Tools topic. I just highlight the word Tools and click the Link button. The link feature even intelligently guess the topic I want to link to and selects that topic for me.

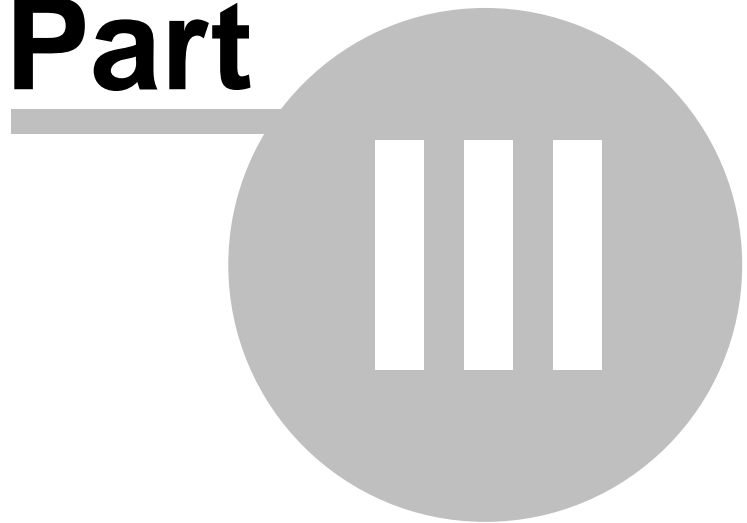


Next to that button is a tool to let you quickly insert Internet links and next to that is a button to let you insert images into your help file. Further to the right, the Camera icon is also one you will likely use very often since it launches the Help and Manual integrated screen capture tool.

Top Level Intro

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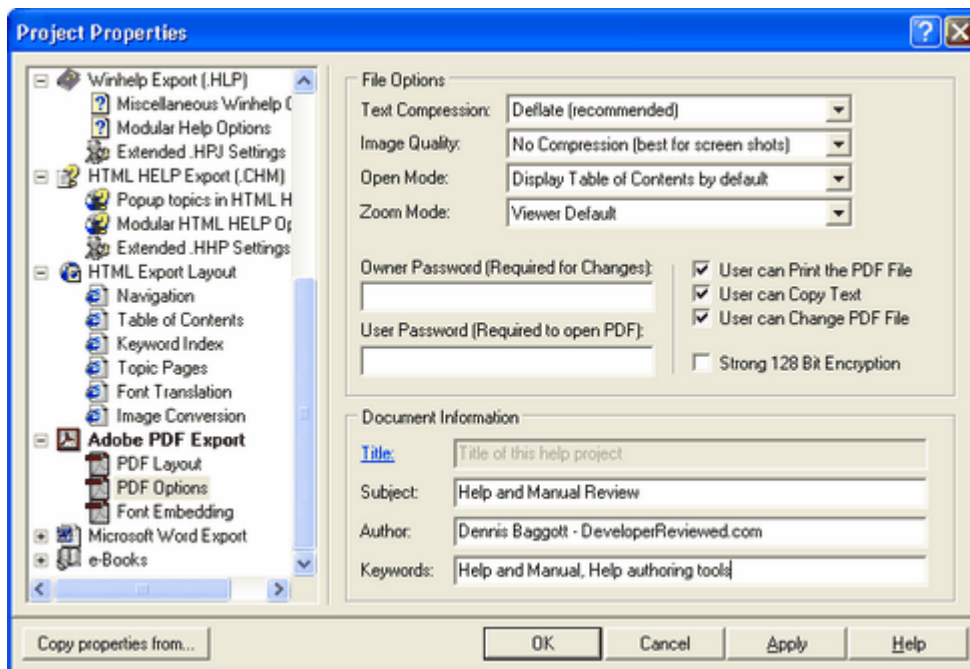
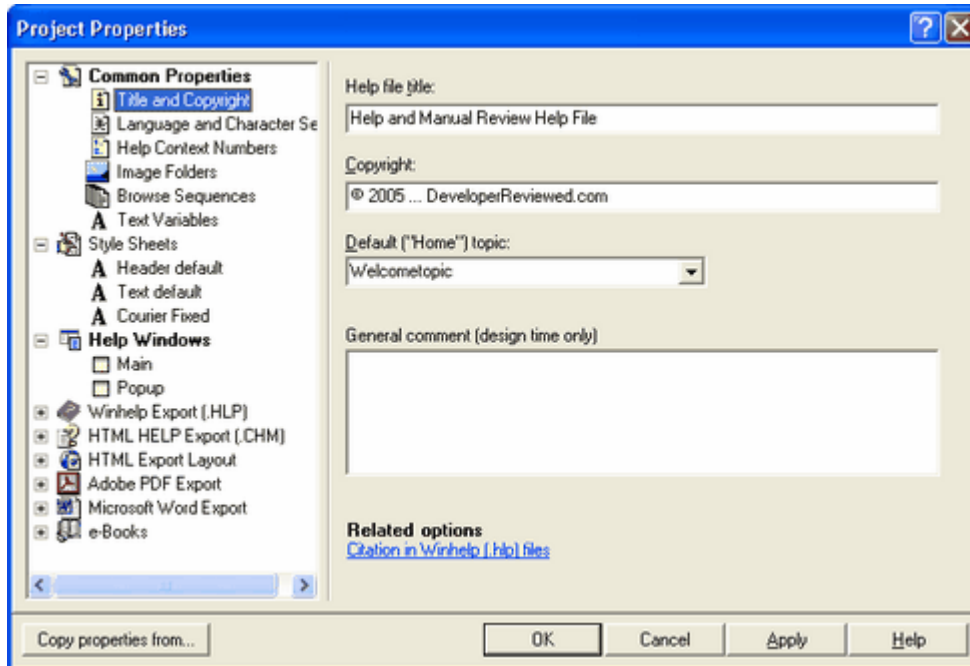
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3 Customization

3.1 Project Properties

You will want to set the project properties for the many types of output options available in Help and Manual.



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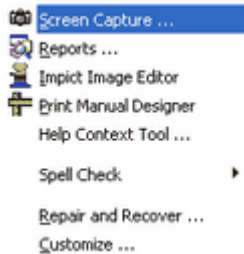


IV

4 Tools Menu Option

4.1 Tools

A variety of tools are included to let you enhance your help and manual creation.

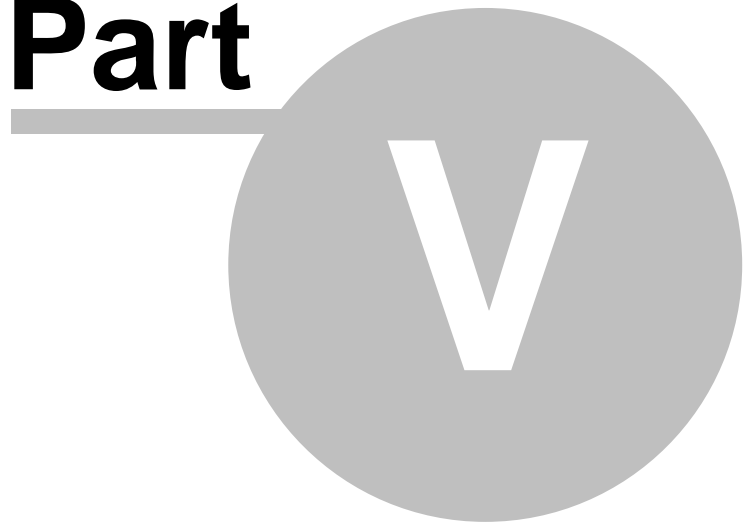


I can't imagine writing a help file where you would not include images. The screen capture tool in Help and Manual, especially when used with the Impict Image Editor, means you really do not need any third party screen capturing software and you don't have to resort to the windows clipboard for adding screen shots to your documentation. The screen capture tool is a somewhat less powerful version of [EC Software's TNT screen capturing software](#).

Top Level Intro

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Part



5 Conclusion

5.1 Editors Choice!

Creating help files and manuals is easy with Help and Manual. The range of features and tools are really comprehensive without being intimidating. The more you create end user documentation the more you will find Help and Manual make the task easy, almost enjoyable. You only need one program to easily create professionally formatted program documentation and this Editor picks Help and Manual as the tool to do the job.

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