tts digital adoption solutions

Creating IT content

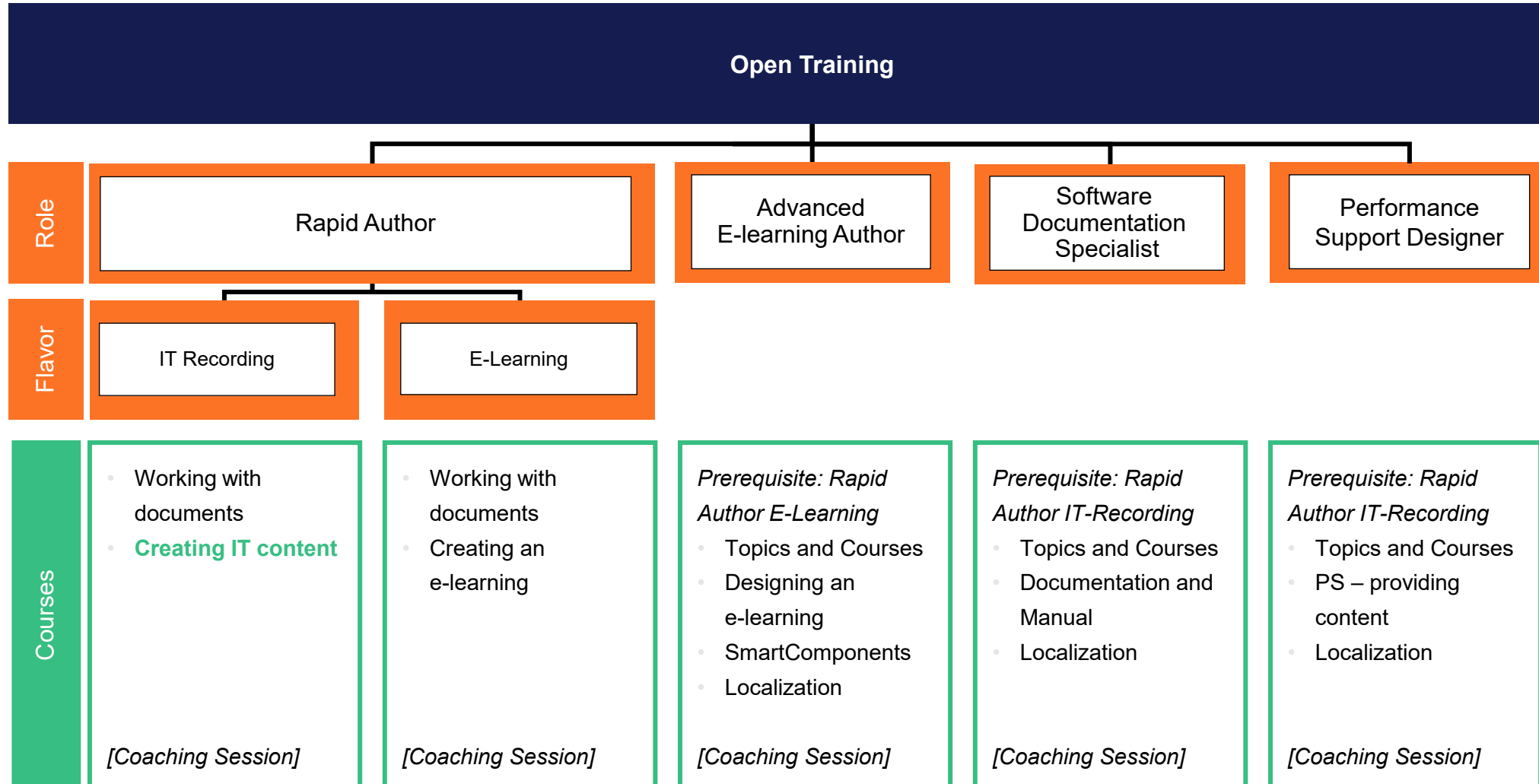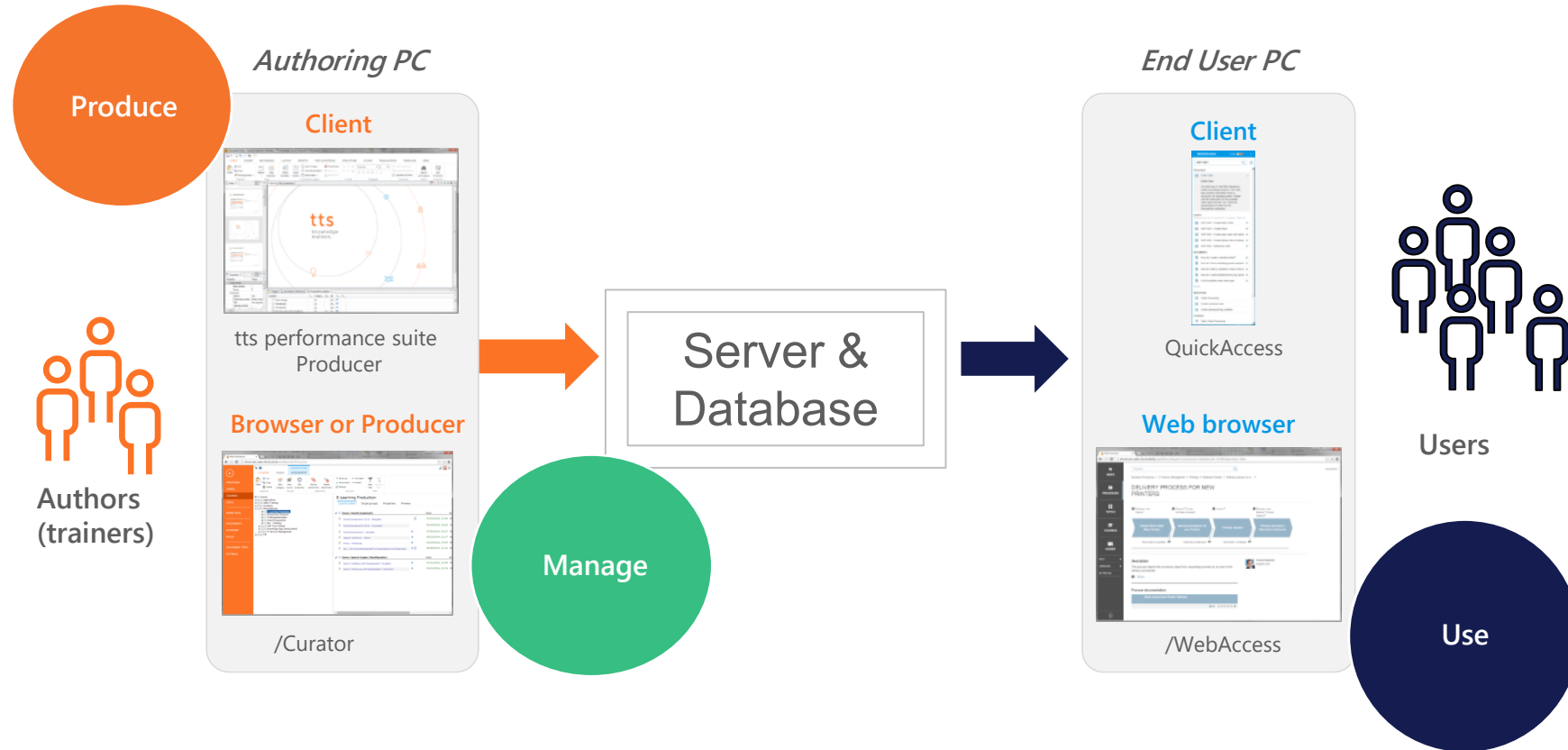Webinar session on tts performance suite

Agenda

1   **Record an application and publish the raw recording**

2   **The output from the end-users' perspective (QuickAccess)**

3   **Adapting the document:**
    - Tweaks to the documentation
    - Tweaks to the guide
    - Adapting an interaction object and an interaction (e-learning)

4   **A document's context**

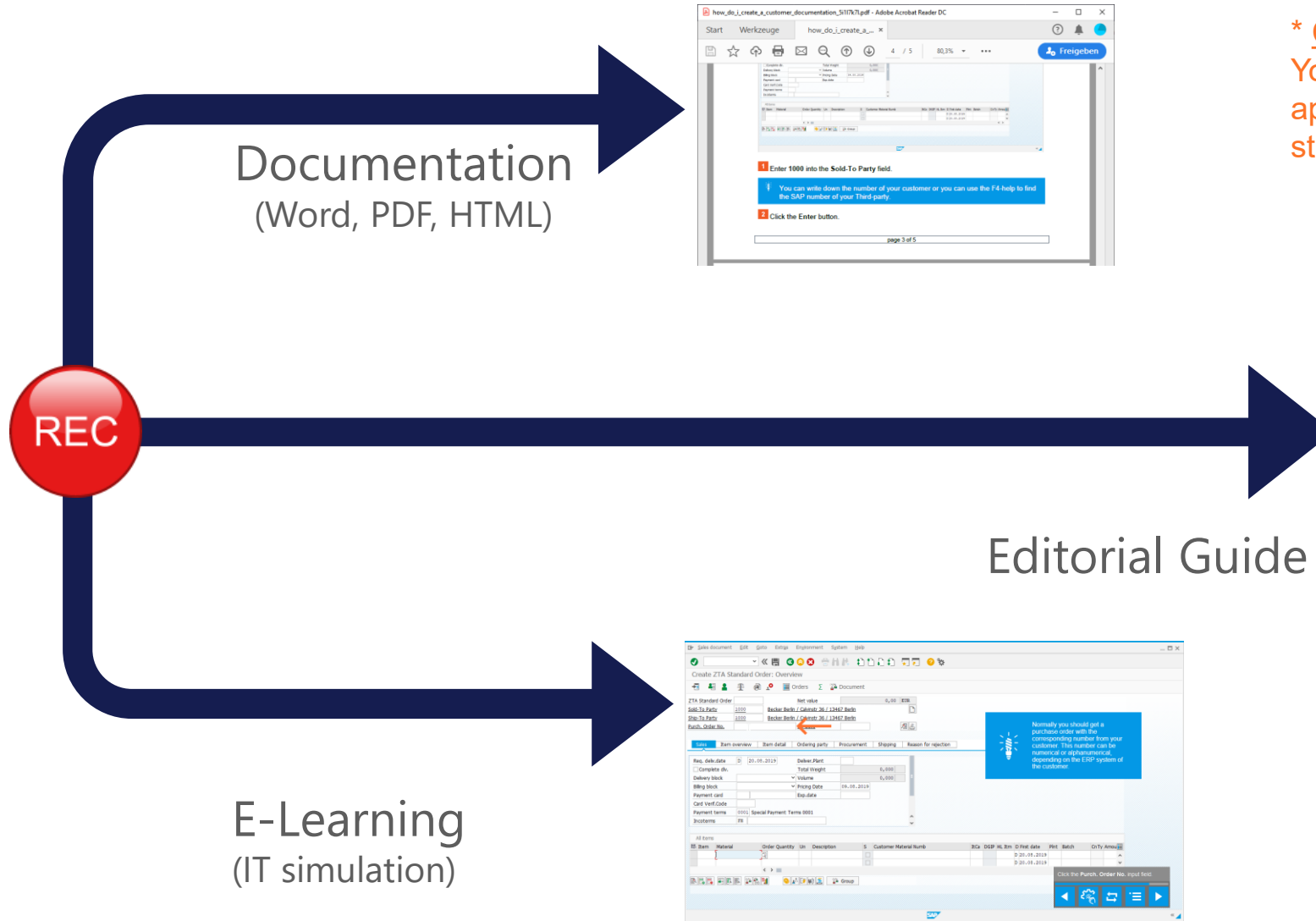5   **Things to know & Outlook**

Online Tutorial

Structure of the Open Trainings

digital adoption solutions

Open Training					

Role	Rapid Author	Advanced E-learning Author	Software Documentation Specialist	Performance Support Designer

Flavor	IT Recording	E-Learning			

| Courses | • Working with documents
• **Creating IT content**

[Coaching Session] | • Working with documents
• Creating an e-learning

[Coaching Session] | *Prerequisite: Rapid Author E-Learning*
• Topics and Courses
• Designing an e-learning
• SmartComponents
• Localization

[Coaching Session] | *Prerequisite: Rapid Author IT-Recording*
• Topics and Courses
• Documentation and Manual
• Localization

[Coaching Session] | *Prerequisite: Rapid Author IT-Recording*
• Topics and Courses
• PS – providing content
• Localization

[Coaching Session] |

tts performance suite – simplified architecture

Produce

Authors (trainers)

Authoring PC

Client

tts performance suite Producer

Browser or Producer

/Curator

Manage

Server & Database

End User PC

Client

QuickAccess

Web browser

/WebAccess

Users

Use

Let's get into the system

Publishing formats of Producer documents
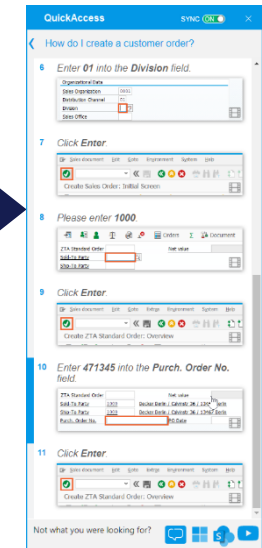

Documentation
(Word, PDF, HTML)

Business application
e. g. SAP, MS Office,
Web application, etc.

REC

Editorial Guide

Screenshots
Interaction texts
Simulation objects
Mouse effects

E-Learning
(IT simulation)
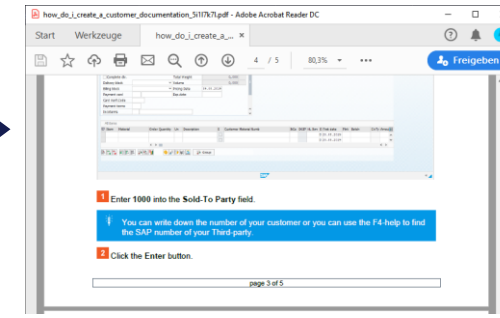
* Creator content:
You may record an
application with the
steplist editor
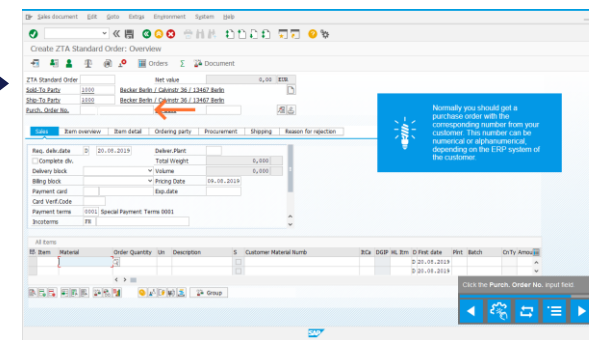
More information

DEMO – Recording

Summary: Recording

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Stop recording

Discard recording (!)

Undo / re-do last recorded interaction

Pause recording

Recorder

(1) Click Help

Click the **Help** menu item.

Fit application into the recording area

Show / hide autotext edit text on the fly
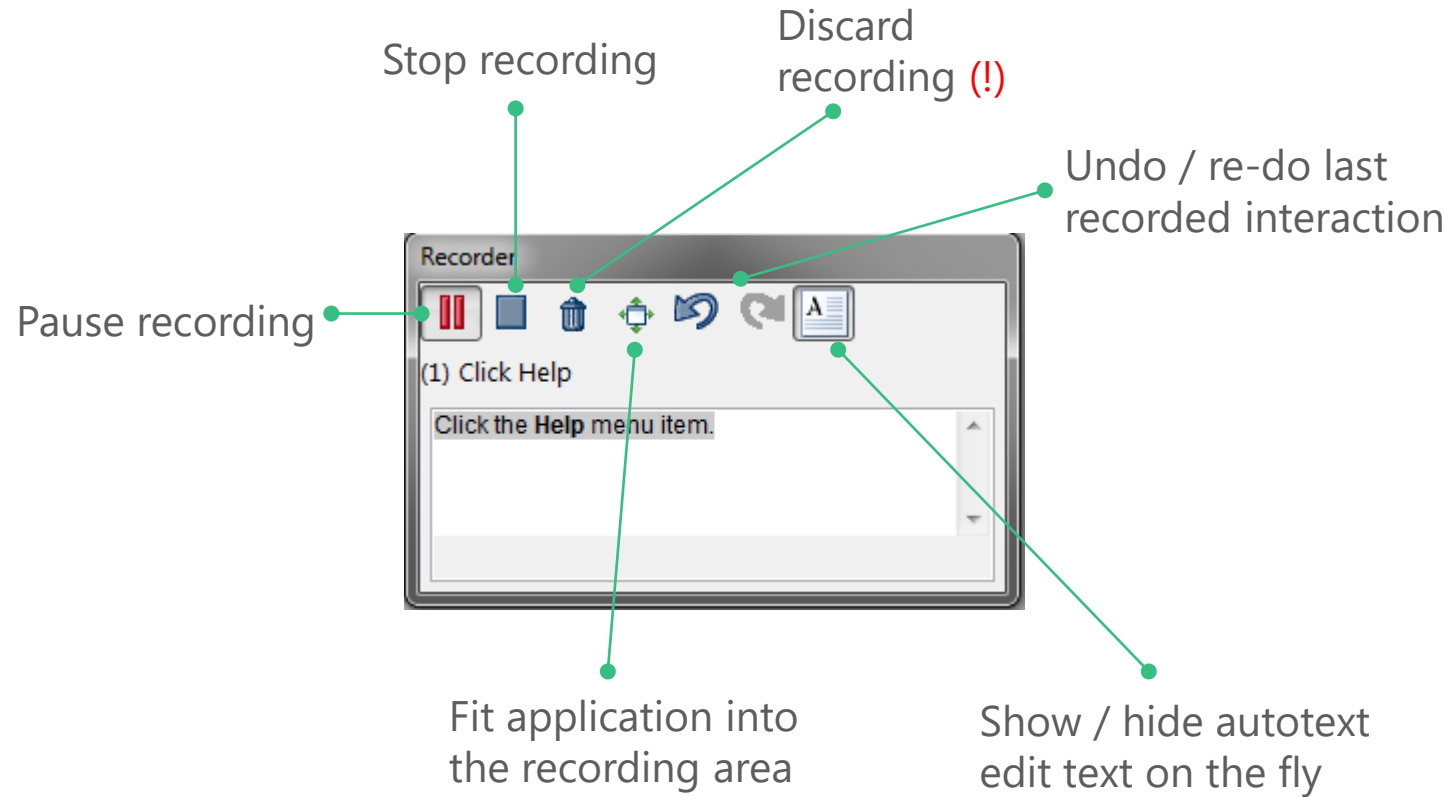
More information

Check and edit the Recording

Watch closely ...

Do you spot any areas in the output formats that should be edited to improve/correct the recorded content?

While reviewing the raw recording, look for things that ought to be changed.

Please write down comments

in the **Questions** section of the webinar tool.

A document's context

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Producer Document

Quick Access

▶ E-Learning
(IT simulation, Non-IT)

▤ Documentation
(Word, PDF, HTML)

▥ Editorial Guide

Context

Automatically created during recording

QuickAccess SYNC ◯OFF ✕

SAP Fiori 🔍

STEP-BY-STEP

Set up SAP Fiori Launchpad NEW

How to monitor Stock / Requirements list

Overview Inventory Processing NEW

SELF-LEARNING UNITS
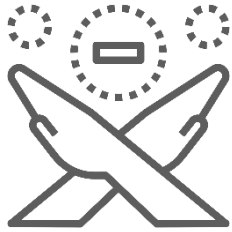
Overview Inventory Processing NEW

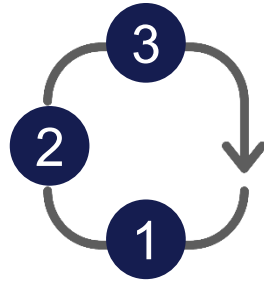What's new in COBBI?

Things to know

General tips and tricks for recording

Switch off unused applications
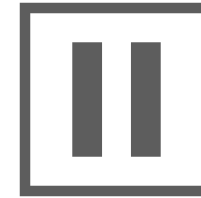
…to keep them from displaying notifications at the wrong time.

You may add steps to a recording

… so there is no need to force yourself to record everything in a single go.

Do use the Pause / the Undo function

… to correct mistakes as they happen.

Mouse instead of keyboard shortcuts

Use the mouse to activate input fields or checkboxes. Do avoid drag&drop if possible.

Best Practice

Settings	Preparation	Desktop	Storyboard	**Record** →	QA
Check user preferences (recorder settings) and document properties. Adapt them where needed.	Prepare the recording	Close unused applications	Use a storyboard		Perform QA of what you recorded

Document Properties

Publishing

Here you can define which viewing formats are to be displayed in the Portal.

Metadata | E-learning | E-learning extended | Assessment | Documentation | **Publishing**

Documentation

☑ Activate individual settings for the document

	(IE)	(Word)	(PDF)
Documentation:	☑	☐	☑
Exercise sheet:	☐	☐	☐
Short instructions:	☐	☐	☐

E-learning

☑ Activate individual settings for the document

	(IE)
Study mode:	☑
Assessment mode:	☑

Guide

☑ Activate individual settings for the document

	(IE)
Editorial Guide:	☑

Apply | OK | Cancel

Preferences

type filter text

Recorder

- › General
- › Workbench
- › Content
- ⌄ **Recorder**
  - › Recording area
  - Simulation depth
  - Documentation/Screenshots
  - Highlighting
  - › ReRecorder
  - › Advanced
  - Dialog
- › Document Management

☑ Save document when finished recording
☑ Display dialog to select the application that is to be recorded
☑ Highlight objects that are clicked during the recording
☑ Hide recorded steps in site map
☑ Delete entries when executing the Undo function

Shortcut for recording a mouse touch: Shift+Ctrl+ [/ ⌄]

Shortcut for stopping the recording session: Ctrl+Alt+ [End ⌄]

Restore Defaults | Apply

☑ Advanced settings   Import | Export | OK | Cancel
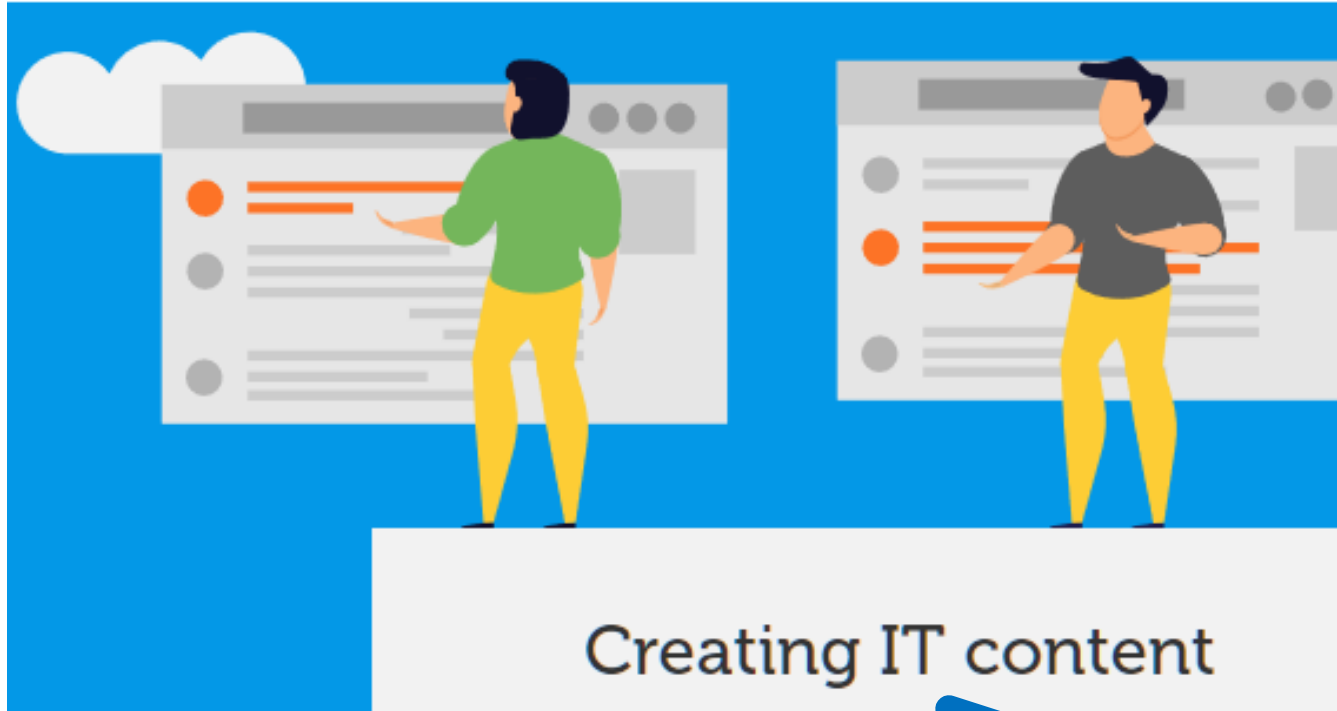
Additional
information

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One (or two) more things…

Outlook

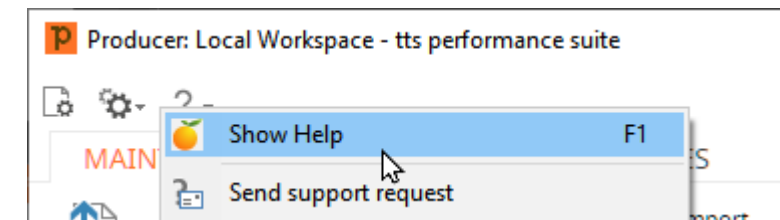This session terminates the "Rapid Author - IT Recording" webinar series.

You are welcome to deepen your knowledge about tts performance suite in other webinar series, e. g. "Software Documentation Specialist" or "Performance Support Designer".

Where do I find more information

Creating IT content

... and help?

QuickAccess inside tts performance suite (F1)

Online help portal

Online Help

Facing technical problems?

support@tt-s.com

tts digital adoption solutions

Thank you

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tt-s.com