

Adobe Captivate Essentials - An Introduction to Captivate

1. Exploring Captivate

1. Understanding Explore a Finished Captivate Project
2. Zoom and Magnify
3. Navigate a Project
4. Explore and Reset the Workspace
5. Preview the Entire Project

2. New Project & Soft Skills eLearning

1. Create a Blank Project
2. Add Images to Placeholders
3. Insert and Format a Text Button
 1. Rehearse a Script

3. Recording Demos and Sims

1. Review Recording Settings
2. Enable Access for Assistive Devices
3. Review Default Recording Mode Settings
4. Record Using Multiple Modes
5. Record a Custom Simulation

4. Captions, Styles and Timing

1. Insert, Resize and Move Text Captions
2. Modify Text Caption Properties
3. Edit the Default Caption Style
4. Change a Callout Type Used by a Text Caption
5. Control Slide Timing
6. Control Slide Object Timing
7. Check Spelling
8. Align Slide Objects

5. Images and Smart Shapes

1. Understanding Insert, Resize, and Restore an Image
2. Transform an Image

3. Use the Library
4. Manage Unused Project Assets
5. Crop and Rename an Image
6. Remove a Background Color
7. Insert a Cloud Callout
8. Create an Image Mask
9. Delete a Slide Background
10. Work with Photoshop Layers
11. Create an Image Slideshow

6. Pointers, Paths, Boxes, and Buttons

1. Control Mouse Effects
2. Edit a Mouse Path
3. Clone an Object Style
4. Insert a Highlight Box
5. Insert an Image Button
6. Control Appear After Timing

7. Rollovers and Zooms

1. Insert a Rollover Caption
2. Insert a Rollover Image
3. Insert a Rollover Slidelet
4. Insert a Zoom Area

8. Audio

1. Import Audio onto a Slide Object
2. Import Background Audio
3. Add a Slide Note
4. Calibrate a Microphone
5. Record Slide Audio
6. Import a Voiceover onto a Slide
7. Edit an Audio File
8. Insert Silence
9. Convert Text-to-Speech

9. Video, Animation and Effects

1. Organizing Insert a Flash Video
2. Set Flash Video Properties

3. Add Animation to a slide
4. Insert Text Animation
5. Apply an Effect to a Slide Object
6. Apply a Glow Filter Effect
7. Modify Effect Properties
8. Save and Import Effects

10. Adding Interactivity

1. Hide the Mouse
2. Replace Phrases
3. Insert a Click Box
4. Insert a Text Entry Box

11. Working With PowerPoint

1. Import PowerPoint slides
2. Resize One Object and Apply to All
3. Round-Trip PowerPoint Edits
4. Synch With Source
5. Rescale a Project

12. Introduction to Question Slides

1. Edit Quizzing Object Styles
2. Set the Quiz Preferences
3. Apply a Theme
4. Hide a Slide Image
5. Insert Question slides
6. Add an Image to a Question slide

13. Finishing Touches

1. Create a Link to a Web Site
2. Apply a Skin
3. Edit, Save and Delete a Skin
4. Create a TOC
5. Check Publish Settings and Add a Loading Screen
6. Publish a SWF and PDF
7. Run the HTML5 Tracker
8. Publish as HTML5
9. Export Captions

10. Perform a "Round Trip"