HTML Help Workshop: A Tutorial for Creating Your First Help System

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1 Introduction

HTML Help Workshop (HHW) takes HTML help pages that you have created, including graphics, and organizes them into a help system with a two-pane window to display your information (called **Topics**), similar to the one in *Figure 1*. It allows you to easily create an Index and a Table of Contents and also provides a search function. Your help system can be more or less complex depending on your web design skills (such as JavaScript or CSS) and on how much you use the customization options of HHW.

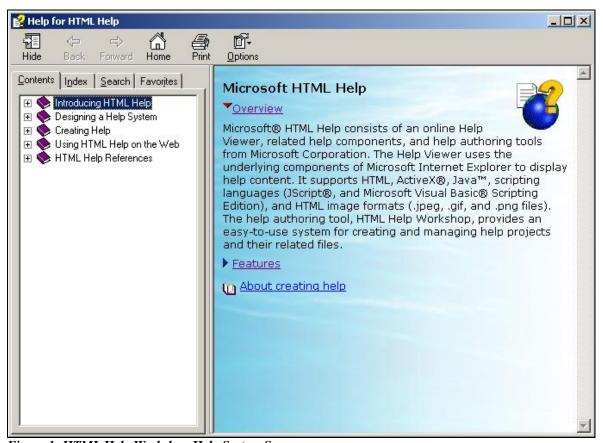
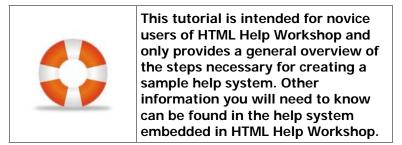


Figure 1: HTML Help Workshop Help System Screen

This tutorial will cover the creation of a simple Help project, including importing necessary HTML and other files, creating a table of contents and index, and the compiling and editing of a completed help system.



HHW uses HTML files to create your help system, so if you don't know HTML you'll have to learn it or have someone else create the help files for you. You can write the HTML files in Notepad or the text editor of your choice, or in a web authoring application like Dreamweaver or Front Page. If you want to learn HTML you can find more information from the World Wide Web Consortium (W3C), the creators of the HTML standard, at http://www.w3.org/ and some great tutorials from W3 Schools at http://www.w3schools.com. There are many other online tutorials available as well.

You can write your HTML content "on the fly" as you use HHW, or you can write it ahead of time and just import the files into HHW. For the purposes of this tutorial, some sample HTML files and graphics files have already been written for you. The instructions for downloading these files are in *Section 2: Download the Tutorial Files*. Also, if you haven't done so yet, you will need to download HTML Help Workshop from Microsoft's web site: http://msdn.microsoft.com/en-us/library/ms670169(VS.85).aspx (scroll to the bottom of the page to find the download link).

2 Download the Tutorial Files

For this tutorial we will be creating a simple help system called TreeProject. Several HTML files have already been created for you, plus some graphical files, all of which will eventually make up the pages of the TreeProject Help System. The first thing we need to do is download the files to your desktop.

Save the Tutorial Files to Desktop

- 1. Go to the ENC 4265 class website on UCF's Webcourses (https://webcourses.ucf.edu).
- 2. Go to the Class Handouts section.
- 3. Go to the folder **Files for HTML Help Workshop Tutorial**.
- 4. Click on the file called *TreeProject*.
- 5. A download window will appear; choose **Save File** and click **OK**.
- 6. A Zip file called TreeProject will appear on your desktop: Right-click on the Zip file and choose **Extract to...**
- 7. In the **Extract Window**, scroll to the top of the window and choose **Desktop**, then click the **Extract** button.

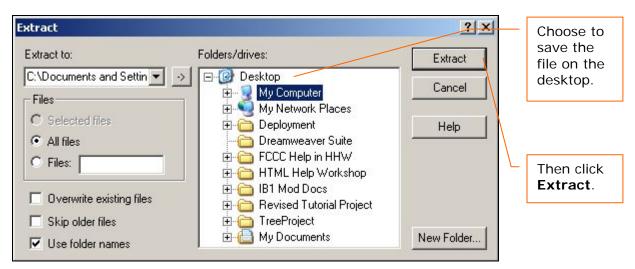


Figure 2: Extract Window for WinZip



Figure 3: TreeProject Folder and Tree File

The files will automatically be extracted from the Zip file and transferred to your desktop, creating a folder called **TreeProject** and a file called **Tree.chm**.

Delete the file called *Tree.chm*. This file will not be used for the tutorial.

- 8. A window called **WinZip TreeProject.zip** may remain open on your screen; you can close it now.
- 9. Open the **TreeProject** folder to verify that the contents extracted properly. If everything is in place, you can delete the Zip file and close out of your browser.

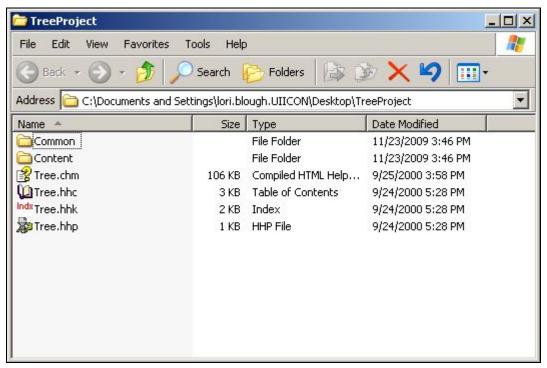


Figure 4: Contents of TreeProject Folder

Remove the Sample TreeProject Files

There are a more few files included in the TreeProject folder which will not be used in the tutorial. They are only included so that you can view the completed TreeProject Help System to see what the end product should look like. To avoid confusion, let's remove them from our TreeProject folder for now.

- 1. Create another folder on your desktop called **Sample TreeProject**.
- 2. Cut and paste all of the following files from the **TreeProject** folder to the **Sample TreeProject** folder.
 - a. Tree.chm
 - b. Tree.hhc
 - c. Tree.hhk
 - d. Tree.hhp

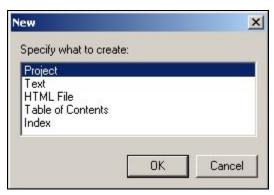
If you'd like, double-click on the file *Tree.chm*. A completed help system for TreeProject will open so that you can see what your tutorial help system will eventually look like.

3 Create a New Project

Now that we have some HTML files to build a help system with we can go into HTML Help Workshop (HHW) and begin our sample project. If you haven't installed HHW yet, you will need to download it from Microsoft's web site and install it now: http://msdn.microsoft.com/en-us/library/ms670169(VS.85).aspx.

Create a Project File

- 1. Open HTML Help Workshop.
- 2. Select File > New.



A small popup window will appear.

Project will be selected by default. Click **OK**.

Figure 5: New Project Window

3. The **New Project Wizard** screen will appear. Just click **Next**.

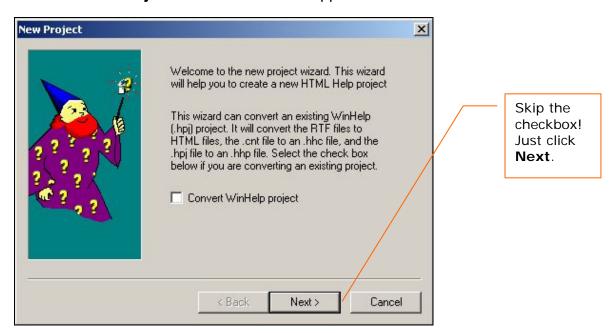


Figure 6: New Project Wizard

4. The **New Project – Destination** window will appear. Click **Browse**.

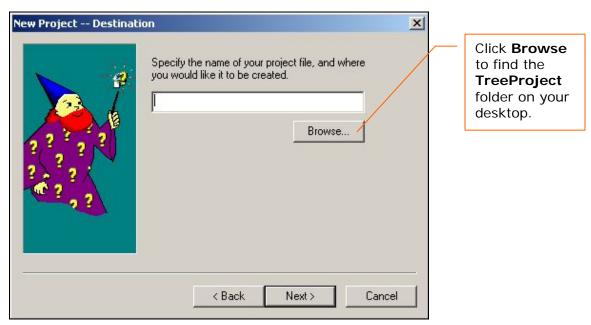


Figure 7: New Project – Destination Window

5. In the window that appears, choose Desktop, and then double-click on the **TreeProject** folder. Enter the filename *TreeProject.hhp* in the **File Name** field and click **Open**.

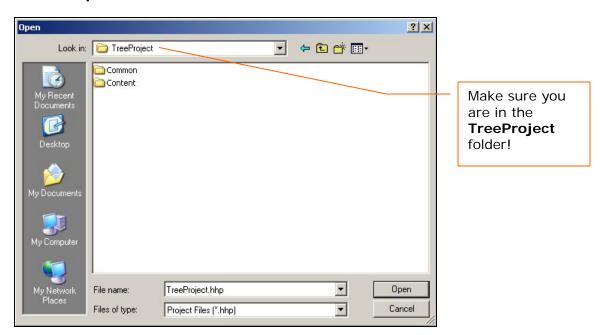


Figure 8: Open the Project in TreeProject

6. The **New Project – Destination** window will change to show the path to the *TreeProject.hhp* file. Click **Next**.

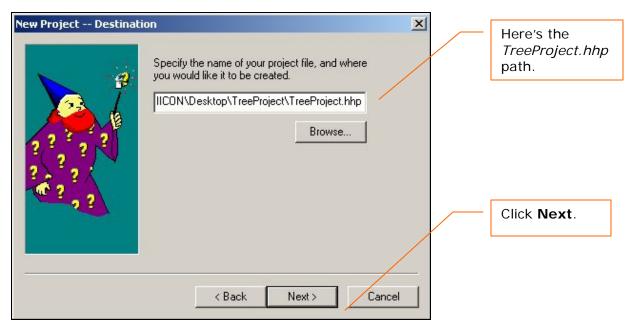


Figure 9: Destination Window with Path

7. The **New Project – Existing Files** window will appear. For this tutorial we will be using the HTML files (Topics) that we downloaded in *Section 2: Download the Tutorial Files*, so select the check box next to **HTML files (.htm)** and then click **Next**.

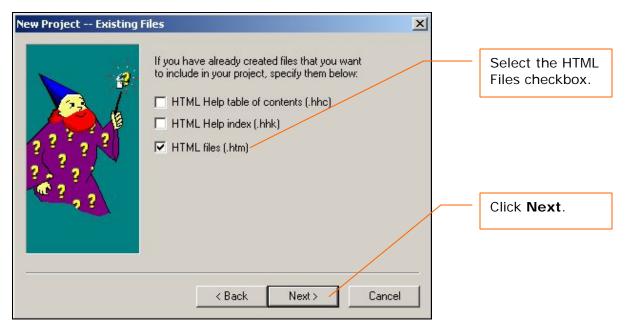


Figure 10: New Project – Existing Files Window

8. The **New Project – HTML Files** window will appear. Click **Add**.

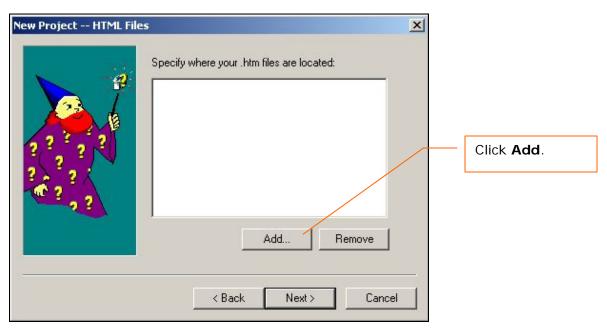
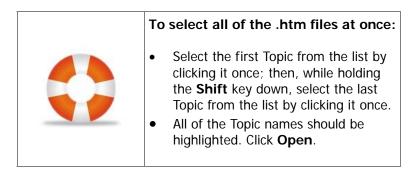


Figure 11: New Project – HTML Files Window

9. In the window that appears, navigate to the **Content** subfolder of **TreeProject**. Select all of the .htm files and click **Open**.



10. A list of TreeProject Topics should now appear in the **HTML Files window**. Click **Next**.

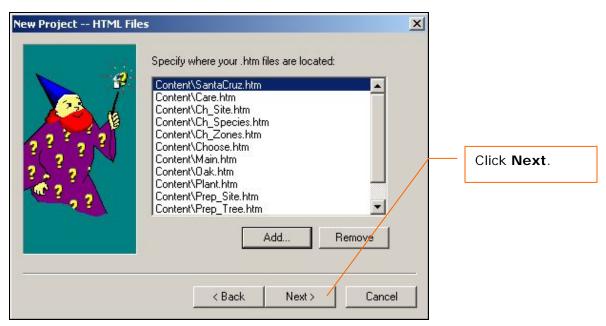


Figure 12: HTML Files Window with Files Listed

11. The **New Project – Finish** window will appear.

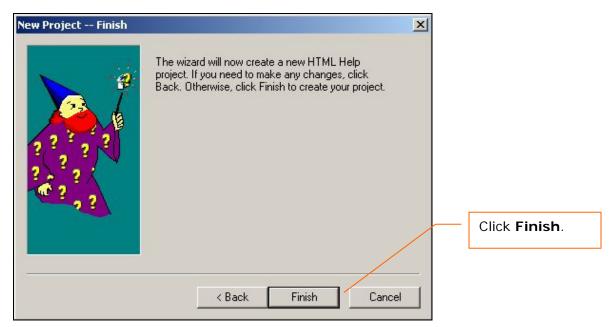


Figure 13: New Project – Finish Window

12. The HHW screen will open, and all of the TreeProject Topics files you just imported should be listed under the heading **[FILES]** on the Projects tab.

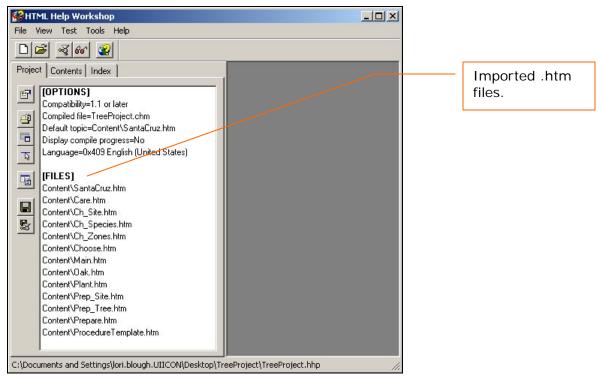


Figure 14: HTML Help Workshop Screne

13. Back on your desktop, open the **TreeProject** folder and make sure that the *TreeProject.hhp* file has successfully saved there.

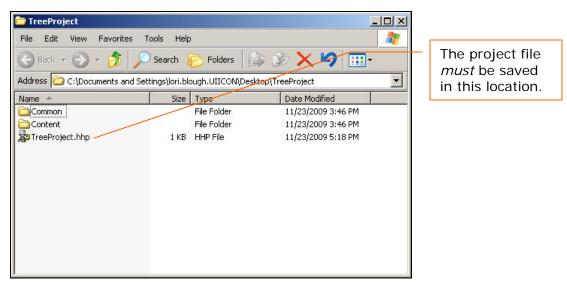
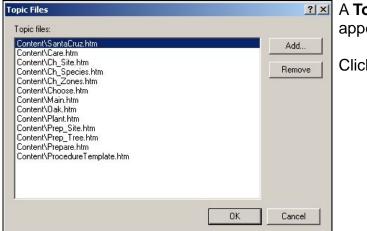


Figure 15: TreeProject Folder

Import Additional Files

Now that we have imported the Topics, we need to import the other files your project requires – the graphics, the template, the special scripts, and the style sheet.

1. On the main HHW screen, click the **Add/Remove Topic Files** button.



A **Topic Files** window will appear.

Click Add.

Figure 16: Topic Files Window

- 2. In the Browse window that appears, navigate to the Common subfolder.
- 3. Then navigate to the **Graphics** subfolder. At first the graphics subfolder will appear to be empty. In the **File Name** field at the bottom of the window, type *.* and click **Open**.

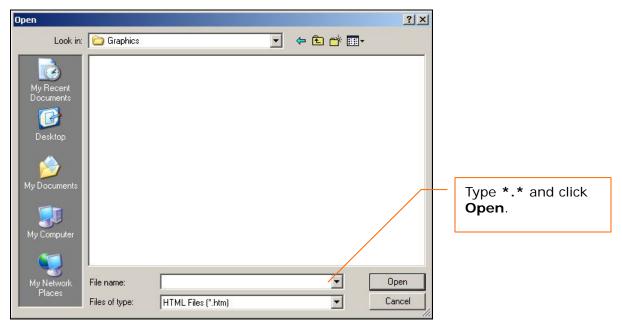


Figure 17: Browse to Graphics Subfolder

Several graphics files (ending in .gif and .jpg) should now appear in the list.

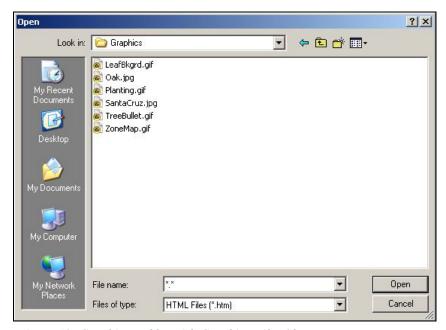


Figure 18: Graphics Folder with Graphics Files Shown

- 4. Select the first graphic file from the list by clicking it once; then, while holding the **Shift** key down, select the last graphic file from the list by clicking it once. All of the graphic files should now be highlighted. Click **Open**.
- 5. Back in the **Topic Files** window, make sure that the graphics files appear at the end of the list.

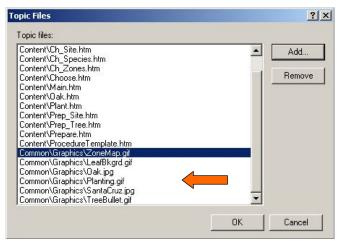


Figure 19: Topic Files Window with Graphic Files

Click **Add** once again.

6. In the Browse window that appears, navigate to the **Common** subfolder again. Only the **Graphics** folder and the *Deciduous on Mouseover.htm* file should appear. In the **File Name** field at the bottom of the window, type *.* and click **Open**.

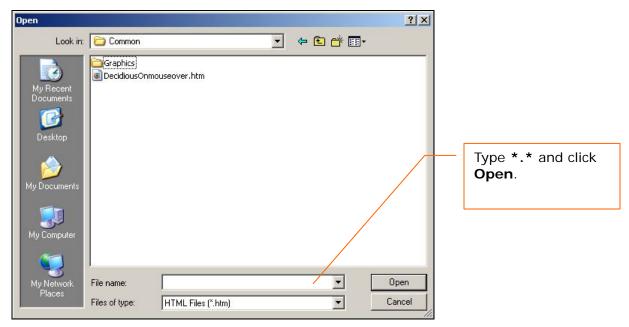


Figure 20: Browse to Common Subfolder

Two new files should now appear in the list.

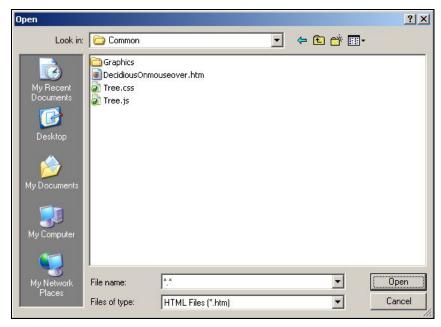
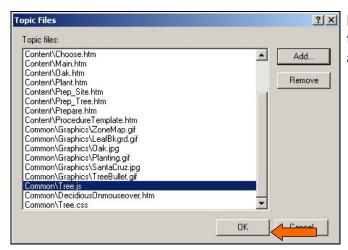


Figure 21: Common Subfolder with other Files Shown

7. Select the first file from the list by clicking on it once; then, while holding the **Shift** key down, select the last file from the list by clicking it once. All of the files should now be highlighted. Click **Open**.



Back in the **Topic Files** window, the new files should now appear at the end of the Topic Files list.

Figure 22: Topic Files Window with Graphic Files

8. At the bottom of the **Topic Files** window, click **OK** to return to HHW. All of the files you have imported so far should now be shown in the list under **[FILES]**.

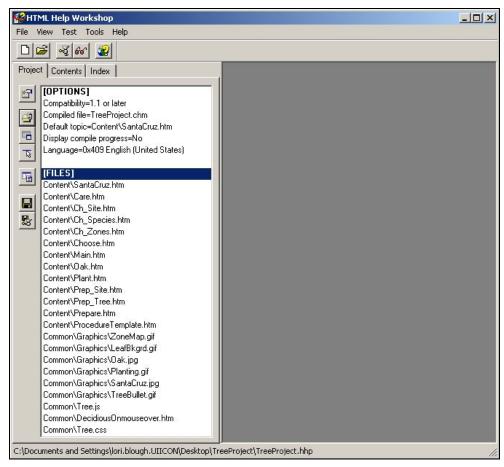


Figure 23: Updated HHW Screen

9. At the top of the HHW screen, click **File > Save Project**.

4 Customize the Project

Now that all the tutorial files have been imported it's time to customize your HTML Help Workshop (HHW) project a bit. The following tutorials cover changing a few important project options for the project such as setting the title and default topic for the project as well as setting up the search feature.

Set the Project Title

- 1. Click on the **Change Project Options** button or double-click on **[OPTIONS]** to open the Options window.
- 2. In the Options Window, choose the General Tab.

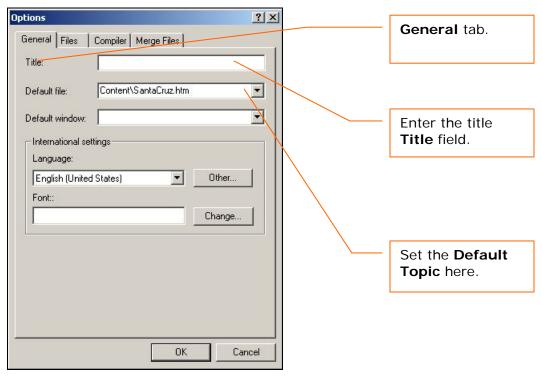


Figure 24: Topic Files Window with Graphic Files

3. Enter the title *Tree Planting* in the **Title** field.

Set the Default Topic

Setting the Default Topic will tell HHW which file to use whenever the Help File is first opened.

- 1. Still on the **General Tab**, click on the drop-down arrow next to the **Default File**.
- 2. From the drop-down list, choose the file Content/Main.htm.

Set up the Search Feature

1. Still in the **Options Window**, now choose the **Compiler Tab**.

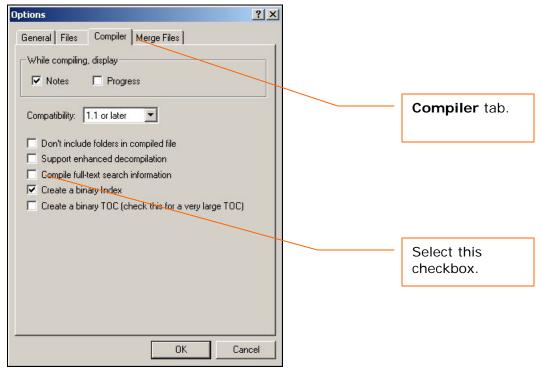


Figure 25: Options Window Compiler Tab

- 2. From the list of checkboxes, select the "Compile full-text search information," and click **OK**.
- 3. You will be returned to the main HHW screen. The **[OPTIONS]** section should now show the changes you just made.
- 4. At the top of the HHW screen, click File>Save Project.

5 Create the Table of Contents

You can use HTML Help Workshop (HHW) to set up a Table of Contents for your help system. Like any table of contents, we need to organize the titles, or **headings**, for the various pages in the order they should go in. Here we will create the Table of Contents, set up the headings, and associate the table with the help system main window.

Create a Blank Table of Contents

First we'll create a blank Table of Contents and associate it with our main window. On the HHW screen, so far we've only been working in the **Project tab**. Now let's take a look at the second tab, the **Contents tab**.

1. On the main HHW screen, select the **Contents tab**.

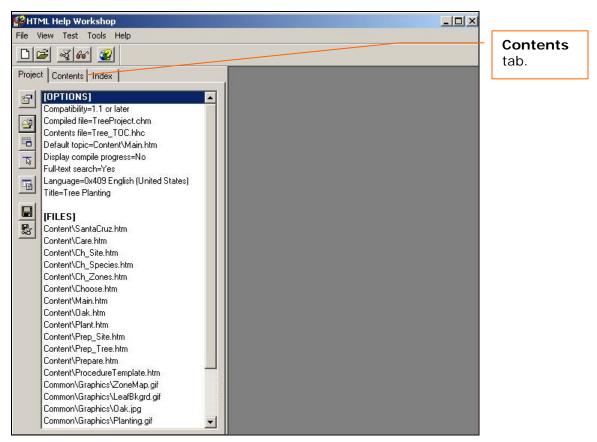


Figure 26: HTML Help Workshop Screen



A popup window will appear, indicating that no Table of Contents has been associated with this project yet.

Choose Create a new contents file and click **OK**.

Figure 27: Popup Window



In your own help systems, if you have already created a table of contents and saved it in the .hhc format, you can import the existing table of contents into your new HHW project. Check HHW's Help for more information.

- 2. In the Save As window that appears, navigate to the TreeProject folder, then type Tree_TOC.hhc in the File Name field. Be certain that you are in the TreeProject folder!
- Click Save. The Contents tab will now display on the HHW screen, but it will be blank.

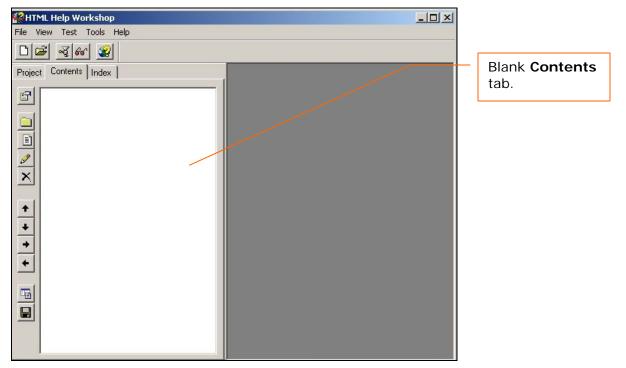
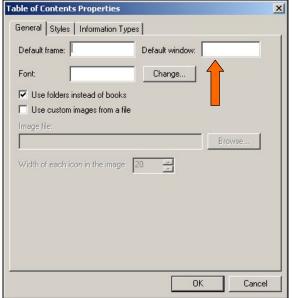


Figure 28: HHW Contents Tab

4. Click the **Contents Properties** button.



The **Table of Contents Properties** window will appear.

In the **Default Window field**, type *Main*, and click **OK**. *Do not* enter any information into the **Default Frame field**.

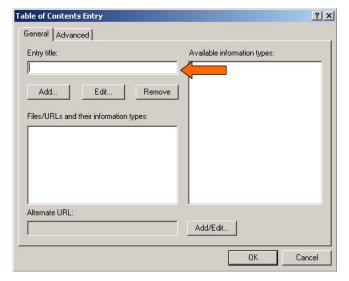
Figure 29: TOC Properties Window

5. At the top of the HHW screen, click **File > Save Project**.

Add Headings to the Table of Contents

Now let's set up the **headings** for the Table of Contents. We have to enter each heading, and then tell HHW where to look for the page.

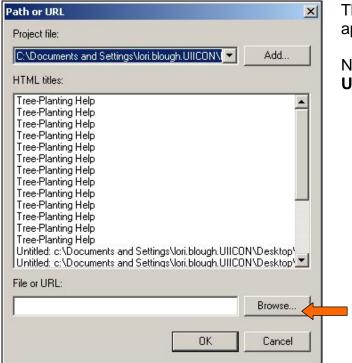
1. Still on the Contents tab, click the Insert a Heading button.



The **Table of Contents Entry** window will appear.

By default you will see the **General tab**. Type *Introduction* in the **Entry Title field** and click **Add**.

Figure 30: TOC Entry Window



The **Path or URL** window will appear.

Near the bottom of the **Path or URL** window, click **Browse**.

Figure 31: Path or URL Window

2. In the **Browse** window that appears, navigate to the **Content** subfolder.

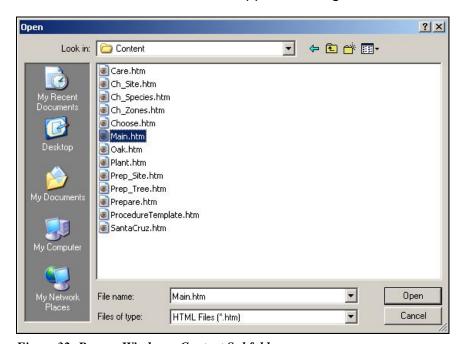


Figure 32: Browse Window - Content Subfolder

3. Select the *Main.htm* file by clicking it once, and then click **Open**. The Browse window will close and return you to the **Path or URL** window.

- 4. Back on the Path or URL window, click OK.
- 5. Then click **OK** again on the **Table of Contents Entry** window. An **Introduction** folder should now appear on the **Contents tab**.

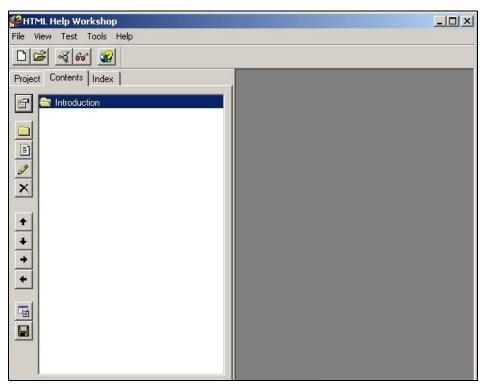


Figure 33: Contents Tab with New Heading

Now let's do the next one.

1. Click the **Insert a Heading** button, or you can also just right-click inside the **Contents tab**, anywhere underneath the **Introduction** folder.

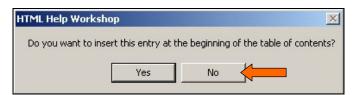
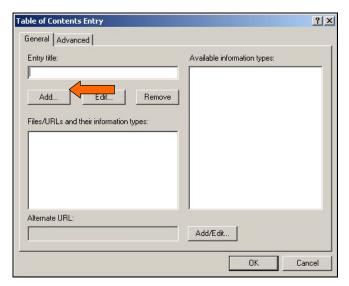


Figure 34: Popup Window

This time a popup window will appear to ask if you want to insert the new entry at the beginning of the Table of Contents.

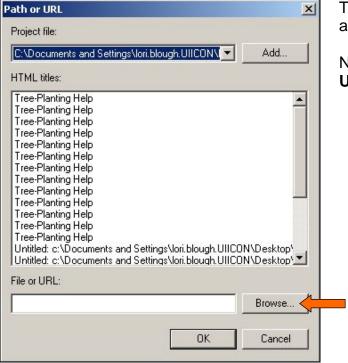
Select No.



The **Table of Contents Entry** window will appear.

By default you will see the **General tab**. Type *Choosing a Tree* in the **Entry Title field** and click **Add**.

Figure 35: TOC Entry Window



The **Path or URL** window will appear.

Near the bottom of the **Path or URL** window, click **Browse**.

Figure 36: Path or URL Window

2. In the **Browse** window that appears, navigate to the **Content** subfolder.

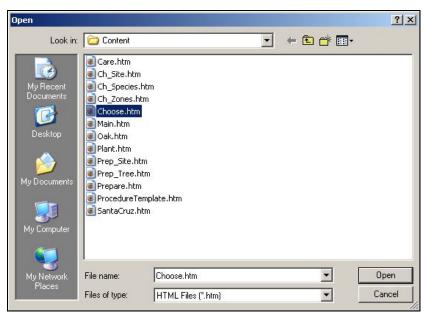


Figure 37: Browse Window

- 3. This time, select the *Choose.htm* file by clicking it once, and then click **Open**. The Browse window will close and return you to the **Path or URL** window.
- 4. Back on the Path or URL window, click OK.
- 5. Then click **OK** again on the **Table of Contents Entry** window. A **Choosing a Tree** folder should now appear on the **Contents tab**.

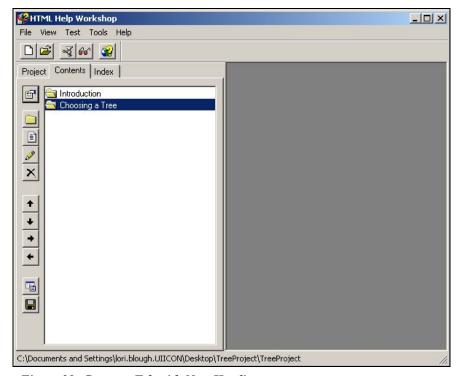
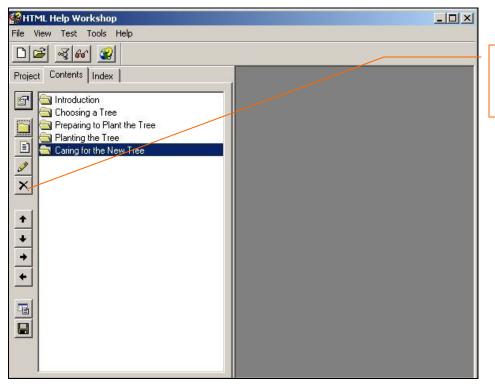


Figure 38: Contents Tab with New Heading

6. The TreeProject Help System has three more **headings**. Try adding them to the table of contents using the above procedure. The remaining headings and the associated filenames are:

Heading Title	Filename
Preparing to Plant the Tree	Prepare.htm
Planting the Tree	Plant.htm
Caring for the New Tree	Care.htm

When you are finished, the Table of Contents should look like this:



The **Delete** button – just in case!

Figure 39: TOC with Headings

7. At the top of the HHW screen, click **File > Save Project**.



If you make a mistake or would like to start over, a delete button is available to clear away a bad entry. Click on the entry you wish to delete and then click the delete button (it looks like an 'X') to remove it from the Table of Contents.

Add Subheadings to the Table of Contents

Sometimes **headings** also have subheadings, or **topics**, associated with them. We need to add the TreeProject topics to the Table of Contents as well.

- 1. Select the **Choosing a Tree** heading by clicking on it once.
- 2. Click the **Insert a Page** button or right-click on the **Choosing a Tree** heading and select Insert Topic.



A quick way to add a **header** or **topic** is to use the mouse shortcuts. Use your mouse to right-click on **Choosing** a **Tree** and then choose **Insert Topic** from the jump menu.

Figure 40: Insert Topic Jump Menu

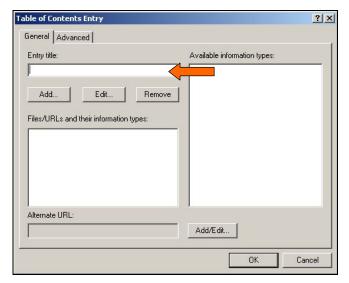
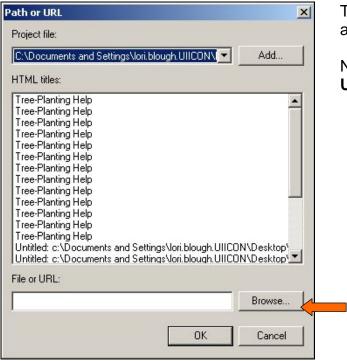


Figure 41: TOC Entry Window

The **Table of Contents Entry** window will appear.

By default you will see the **General tab**. Type *Identifying* Your Planting Zone in the **Entry Title field** and click **Add**.



The **Path or URL** window will appear.

Near the bottom of the **Path or URL** window, click **Browse**.

Figure 42: Path or URL Window

- 3. In the **Browse** window that appears, navigate to the **Content** subfolder.
- 4. This time, select the *Ch_Zones.htm* file by clicking it once, and then click **Open**.

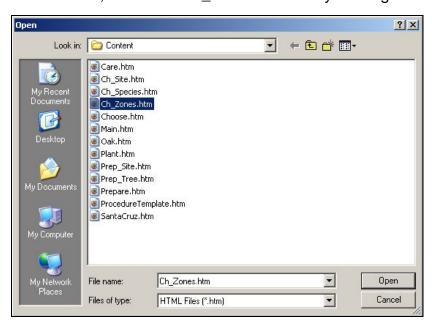


Figure 43: Browse Window

The **Browse** window will close and return you to the **Path or URL** window.

Back on the Path or URL window, click OK.

6. Then click **OK** again on the **Table of Contents Entry** window. The **Identifying Your Planting Zone** topic should now appear as a subheading under **Choosing a Tree**.

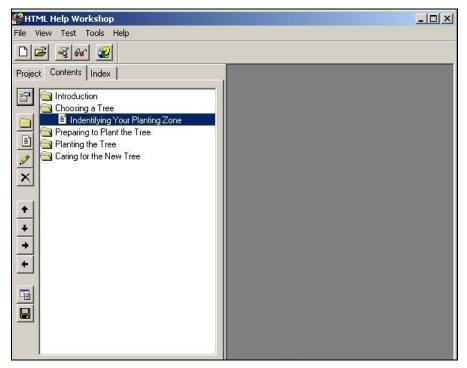


Figure 44: TOC with Subheading

7. The TreeProject system has a few more topics under some of the headings. Try adding the remaining topics under the appropriate headings on your own using this procedure. The headings, topic titles, and associated HTML files are:

Heading	Topic Title	Filename
Choosing a Tree	Selecting a Site	Ch_site.htm
	Choosing Appropriate Species	Ch_species.htm
	Oak	Oak.htm
	Santa Cruz Redwood	SantaCruz.htm
Preparing to Plant the Tree	Preparing the Site	Prep_site.htm
	Preparing the Tree	Prep_tree.htm

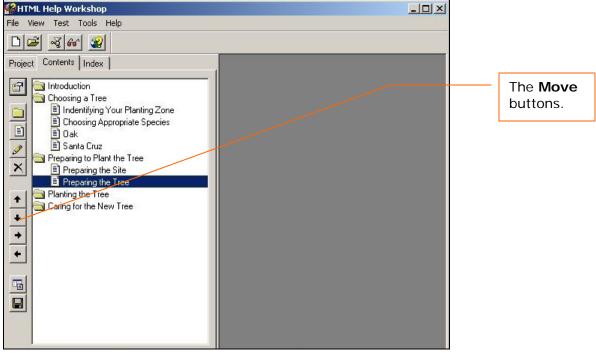
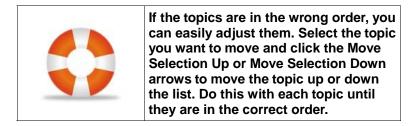


Figure 45: TOC with Headings and Topics

8. At the top of the HHW screen, click **File > Save Project**.



Add Subtopics to the Table of Contents

You might have noticed that the **topics** of **Oak** and **Santa Cruz** shouldn't really be subheadings under **Choosing a Tree**. They are species of trees, and so should be **subtopics** underneath **Choosing Appropriate Species**. Let's move them to the correct location.

1. Right-click on the entry for **Oak** and choose **Move Right** from the shortcut menu, or click on the **Move Selection Right** button.

A popup window will appear to verify your choice.

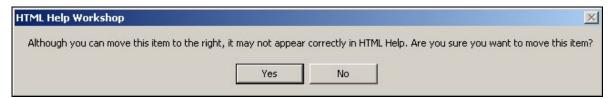


Figure 46: Popup Window

Choose **Yes**. Both the **Oak** and the **Santa Cruz** entries will move to the right and become subtopics of **Choosing Appropriate Species**.

2. When you are finished, the Table of Contents should look like this:

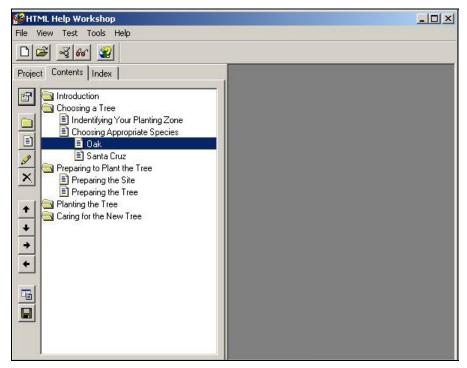


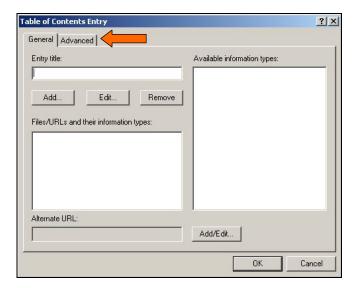
Figure 47: Completed Table of Contents

3. At the top of the HHW screen, click **File > Save Project**.

Customize the Table of Contents

Finally, we can customize our Table of Contents a little by changing the icons that appear next to the headings.

- 1. Select the **Introduction** heading by clicking on it once.
- 2. Click the Edit Selection button



The **Table of Contents Entry** window will appear.

Go to the Advanced tab.

Figure 48: TOC Entry Window

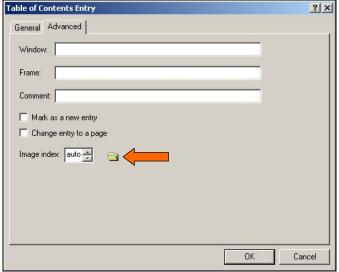


Figure 49: TOC Entry Window - Advanced Tab

The screen will change to the **Advanced tab**.

Near the bottom of the tab window, find the **Image Index** field. Click on the **up arrow** to change the selection box from **Auto** to **1**.

The image icon should change from a standard folder to a book.



There are 42 image choices to choose from. Cycle through them if you'd like to see some of the choices. For tutorial purposes, we'll just stick with the book for now.

- 3. Click OK.
- 4. Repeat this procedure for each major heading.
- 5. When you are finished, the Table of Contents should look like this:

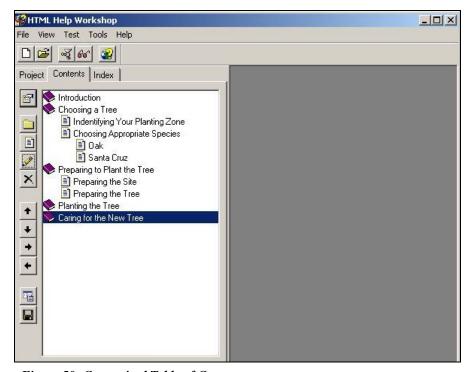


Figure 50: Customized Table of Contents

6. At the top of the HHW screen, select **File > Save Project**.

6 Create the Index

You can use HTML Help Workshop (HHW) to set up an **Index** for the TreeProject Help System. Like any index, we need to create index entries, or **keywords**. Here we will create the index, set up the keywords, and associate the index with the help system main window.

Create a Blank Index

First we'll create a blank index and associate it with our main window.

1. On the HHW screen, select the **Index Tab** (screen).

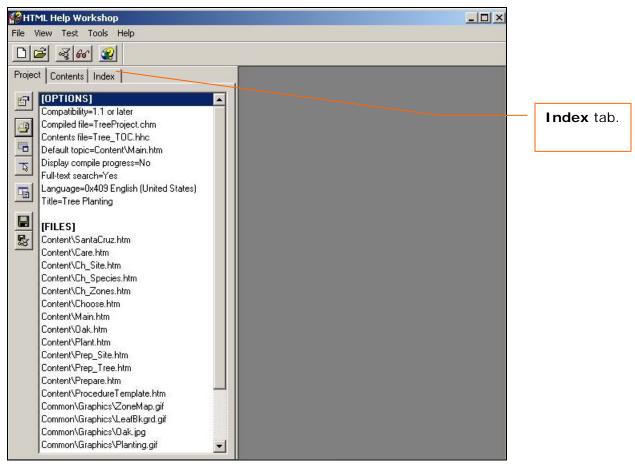
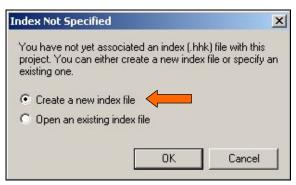


Figure 51: HTML Help Workshop Screen

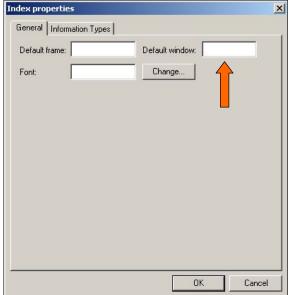


A popup window will appear, indicating that no index has been associated with this project yet.

Choose Create a new index file and click **OK**.

Figure 52: Popup Window

- 2. In the Save As window that appears, navigate to the main TreeProject folder, and then type Tree_Index.hhk in the File Name field. Be certain that you are in the TreeProject folder!
- 3. Click **Save**. The **Index tab** will now display on the HHW screen, but it will be blank.
- 4. Click the **Index Properties** button.



The **Index Properties** window will appear.

In the **Default Window field**, type *Main*, and click **OK**. *Do not* enter any information into the **Default Frame field**.

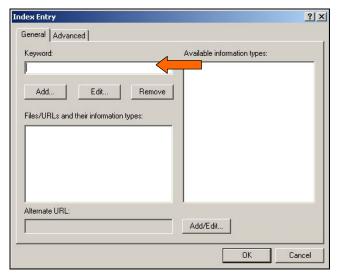
Figure 53: Index Properties Window

5. At the top of the HHW screen, select **File > Save Project**.

Create Keywords for the Index

Now let's set up the keywords for the Index. We have to enter each keyword and then tell HHW where to look for that page. Large help systems may require hundreds of keywords in the index, but for the purposes of the tutorial we will only create a few entries for practice. When you create your first real index, it will need to be much more comprehensive!

1. Click the **Insert Keyword** button.



The **Index Entry** window will appear.

By default you will see the **General tab**. Type *Pine* in the **Keyword field** and click **Add**.

Figure 54: Index Entry Window

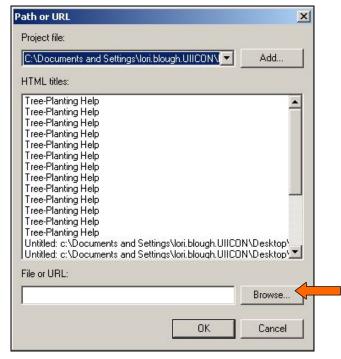


Figure 55: Path or URL Window

The **Path or URL** window will appear.

Near the bottom of the **Path or URL** window, click **Browse**.

2. In the **Browse** window that appears, navigate to the **Content** subfolder.

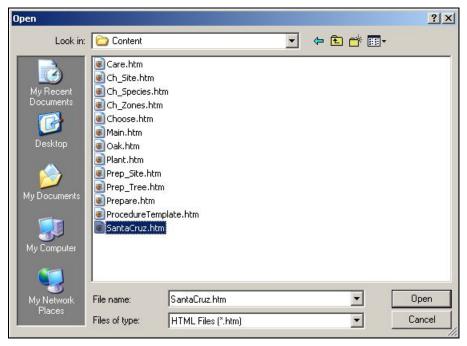


Figure 56: Browse Window - Content Subfolder

- 6. Select the *SantaCruz.htm* file by clicking it once, and then click **Open**. The Browse window will close and return you to the **Path or URL** window.
- 7. Back on the Path or URL window, click OK.
- 8. Then click **OK** again on the **Table of Contents Entry** window. An entry for the keyword **Pine** should now appear on the **Index** tab.

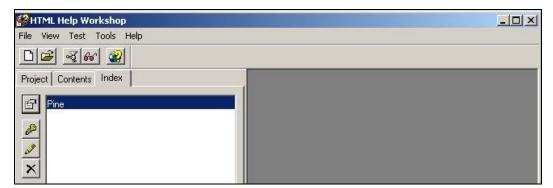


Figure 57: Index Tab with New Keyword

3. The TreeProject Help System has only four more keywords. Try adding them to the index using the above procedure. The remaining **keywords** and their associated files are:

Keyword	Filename
Redwood	SantaCruz.htm
Evergreen	SantaCruz.htm
Deciduous	Oak.htm
Soil	** Ch_site.htm and Prep_site.htm
** You can associate multiple filenames with a single keyword by repeatedly choosing the Add button on the Index Entry window.	



Figure 58: Popup Window

For the second keyword entry, a popup window will appear, asking if you want to insert the new entry at the beginning of the Table of Contents.

Click No.

- 4. When you have finished adding keywords, click the **Sort Keywords Alphabetically** button. HHW will automatically alphabetize the Index.
- 5. At the top of the HHW screen, click **File > Save Project**.

7 Create the Help Window

The main portion of your help system is the **Help Window**. Your help **Topics**, **Table of Contents**, and **Index** all appear in the panels of your Help Window. You can change the appearance of your Help Window by defining the default settings in HTML Help Workshop (HHW). You can change the size and initial location of your Help Window, add a **Title Bar**, and make some decisions about how others will use your Help Window.

1. On the HHW screen, go to the **Project** tab.

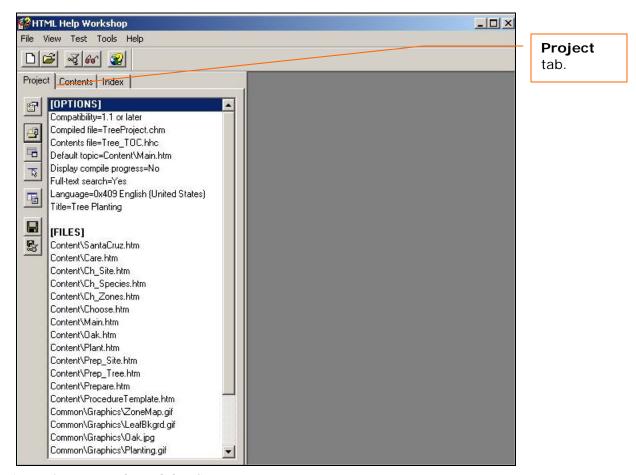


Figure 59: HTML Help Workshop Screen

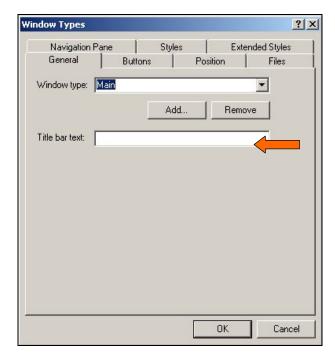
2. Click on the **Add/Modify Windows Definitions** button.



Since TreeProject doesn't have a window associated with it yet, the **Add a New Window Type** window will appear.

Type *Main* in the text field, and click **OK**.

Figure 60: Add a New Window Type Window



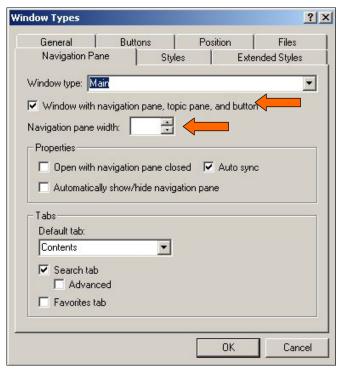
The **Window Types** window will appear, and show the **General** tab by default.

The **Window Type** field will default to *Main* and the **Title Bar Text** field will be blank. Type *Tree Planting* in the **Title Bar Text** field.

Figure 61: Window Types Window

3. Next, click on the **Navigation Pane** tab.

The Navigation Pane Window Type window will appear.



The **Window Type** field should still say *Main*.

The checkbox next to "Window with navigation pane, topic pane, and button" should be checked.

Set the **Navigation Pane width** field to *200*. You may click the arrows or just enter the number 200 into the box.

Figure 62: Window Types Window - Navigation Tab

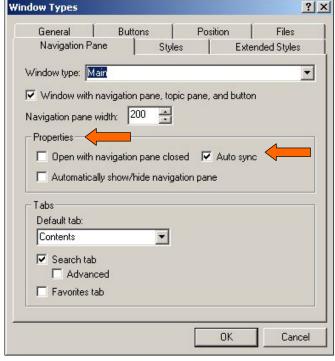
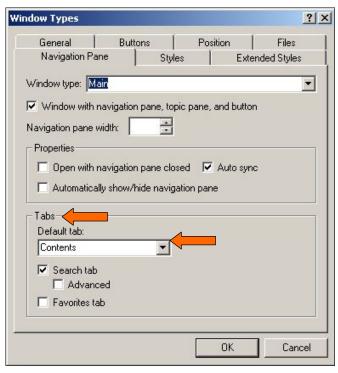


Figure 63: Navigation Pane Properties Section

Under the **Properties** section, make sure that the checkbox next to **Auto sync** is selected.

This option causes the navigation pane (where the Index appears) to automatically change to match up with whatever appears in the topic pane.



Under the **Tabs** section, click on the drop-down arrow to change the **Default Tab** to *Contents*.

This causes the **Table of Contents** to appear as the default tab when the help system first opens.

Figure 64: Navigation Pane Tabs Section

4. Next, click on the **Position** tab. The **Position Window Type Window** will appear.

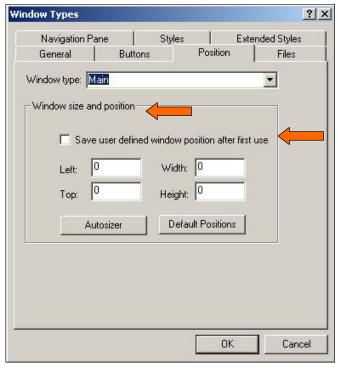


Figure 65: Windows Type Window - Position Tab

Under the **Window Size and Position** section, click the checkbox next to "Save user defined window position after first use" to allow your users to reset the window size and position to their liking.

However, you should set the size and position of your Help Window to a default setting that will be applied when anyone opens the help system for the first time. There are two ways you can do this; try both options to see how they work.

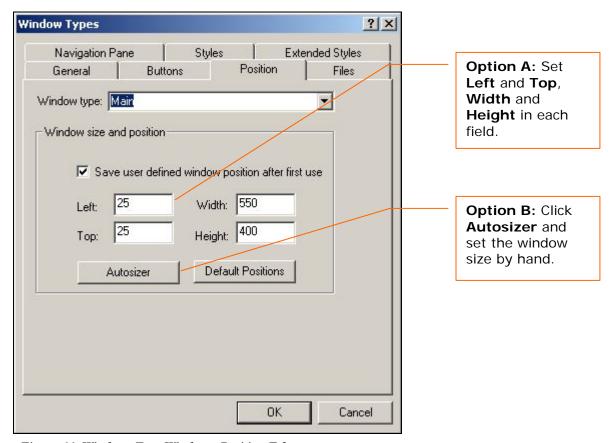


Figure 66: Windows Type Window - Position Tab

- a. Enter the left/top and width/height figures of your choice in the given fields. (It is recommended to set left/top at 25/25 and width/height to 550/400.)
- b. Click Autosizer, then click-drag the window to your desired position on the screen, then resize the window to a comfortable size by click-dragging the bottom right corner.

5. Click OK.

6. The HHW screen should now reflect the changes you've made, including adding a new section called **[WINDOWS]**.

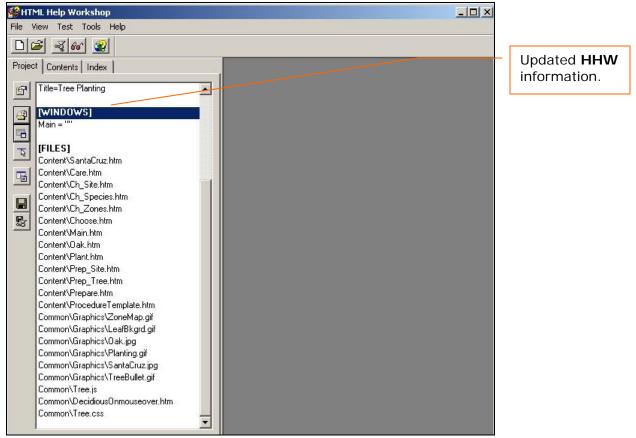
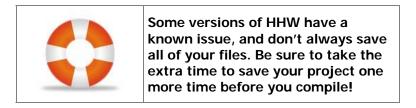


Figure 67: Updated HTML Help Workshop Screen

7. At the top of the HHW screen, click **File > Save Project**.

8 Compile the Help File

Compiling the project is what finally creates the help system. HTML Help Workshop (HHW) takes all of the files, graphics, and the index and table of contents information and compresses them into one .chm file, or compiled html file. HHW will save the *TreeProject.chm* file in your TreeProject folder, where you can then open the TreeProject Help System for use. Before compiling, however, you should make sure that all of your work has been saved properly so that the project compiles completely. At the top of the HHW screen, select **File > Save Project**.



Now, let's make sure that our project file, table of contents, and index are all located where we expect them to be.

 On your desktop, open the TreeProject folder. Make sure that all of the project files are located in the top-level directory of the folder, and not inside either the Common subfolder or the Content subfolder.

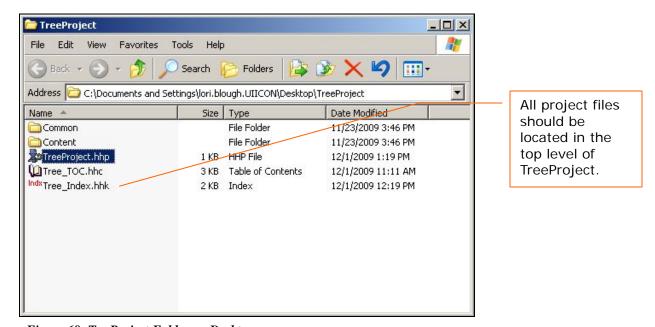
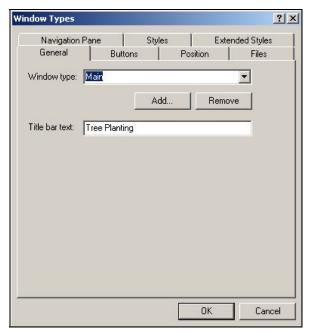


Figure 68: Tre Project Folder on Desktop

If the **TOC** or **Index** files *are not* in the correct location, **cut and paste** to move the file(s) to the top-level directory.

- 2. Back on the main HHW screen, select the **Project** tab.
- 3. Click the Add/Modify Windows Definitions button.



The **Window Types** window will appear, and show the **General** tab by default.

Figure 69: Window Types Window

4. Click on the Files tab. The Files Tab Window Type window will appear

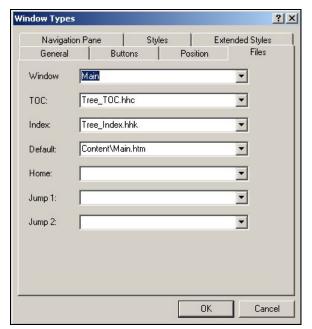


Figure 70: Window Types Window Files Tab

Verify that *Tree_TOC.hhc* is selected as the **TOC** file and that *Tree_Index.hhk* is selected as the **Index** file. Also verify that *ContentWain.htm* is selected as the **Default** file.

NOTE: If any of the files are not selected correctly, or if they were in the incorrect folder in **Step 1**, change them to match this screen.

Click OK.

5. Click on the Change Project Options button. The **Options** window will appear. Then click on the Files tab.

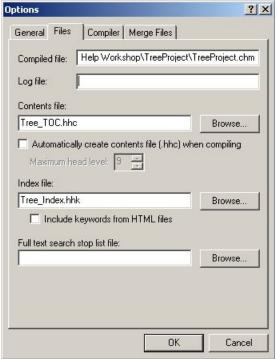


Figure 71: Window Types Window Files Tab

Verify that the **Compiled File** path ends in:

HelpWorkshop\TreeProject\TreeProject.chm.

Also verify that *Tree TOC.hhc* is selected as the Contents file and that Tree Index.hhk is selected as the Index file.

NOTE: If any of the files are not selected correctly, or if they were in the incorrect folder in **Step 1**, change them to match this screen.

Click OK.

- 6. At the top of the HHW screen, click **File > Save Project**.
- 7. Still on the **Project** tab, look for the row of buttons across the top of the screen; click the Compile HTML File

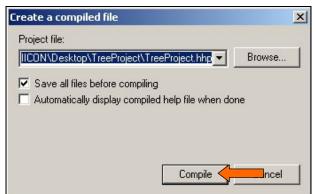
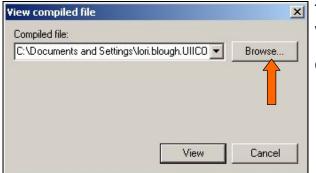


Figure 72: Create a Compiled File Window

The Create a Compiled File window will appear. Select the checkbox for "Save all files before compiling."

Click **Compile**. A progress window will appear briefly while the file compiles. Information about the compiled help file will display in the right-hand window pane.

8. When compiling is complete, click the **View Compiled File** button at the top of the HHW screen.



The **View Compiled File** window will appear.

Click Browse.

Figure 73: View Compiled File Window

A **Browse** window will appear. Navigate to the **TreeProject** folder.

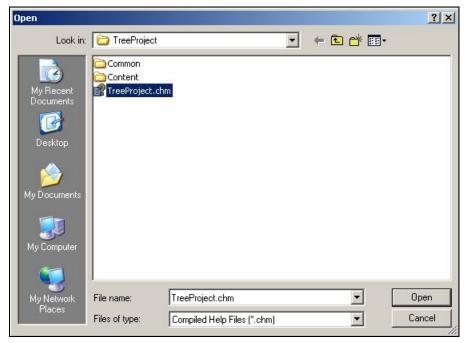
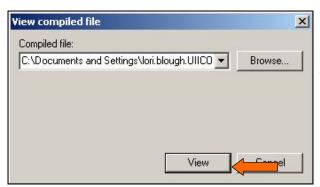


Figure 74: TreeProject Folder

9. Select the *TreeProject.chm* file by clicking on it once, and then click **Open**.



You will be returned to the **View Compiled File** window, and the path to the TreeProject compiled file will be listed in the **Compiled File** path.

Click View.

Figure 75: View Compiled File Window

A browser window will open to display the brand new HTML help system.

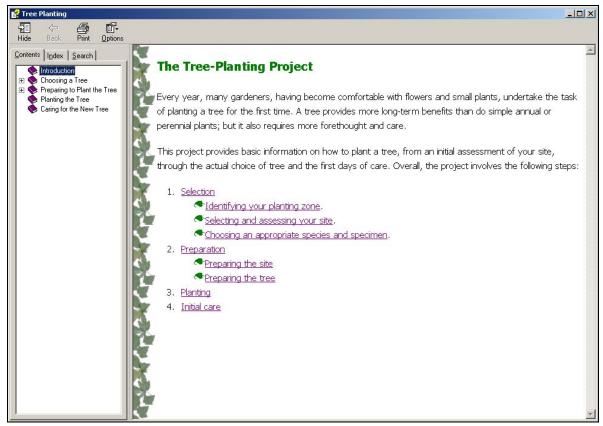


Figure 76: TreeProject Help System

Take a look through the help system and see how it works! To view your completed help system at any time, just open the *TreeProject.chm* file from HHW or from the TreeProject Folder.

9 Edit the Completed Help System

Now that you've had a chance to look through your HTML help system, are there any changes you want to make? Even though you have compiled the project, you can go back and edit your work. The project file is saved in your TreeProject Folder with the filename *TreeProject.hhp*. From HHW go to **File > Open**, browse for the *TreeProject.hhp* file, then click **Open** to re-open your project and make any changes you desire.

For instance:

- Do you feel that the 550 x 400 help window is too small? If you don't remember how to change the size of the help window, go to Step 9 of the Create the Help Window procedure.
- Would you like different icons for your table of contents? If you don't remember how to change the TOC icons, go to the Customize the Table of Contents procedure.
- Did you want to add a few more keywords to the index? If you don't remember how to enter keywords into the index, go to the Add Keywords to the Index procedure.

When you have made all the adjustments to your satisfaction, save the project and click the **Compile HTML File** button again. The project will recompile, then you can view it again to see how it looks with your changes.

10 Further Options

There are many more options and customizations available in HTML Help Workshop (HHW) which are not covered in this tutorial. For instance you can add **hyperlinks** to send users easily from one page to another with related content. You can customize the search feature by adding a **search stop list** to prevent the search feature from including simple words like "the" or "an." You can **embed** your help system to an existing application or program so that the help is easily available to users.

To find out more, be sure to look through the help system available in HTML Help Workshop by clicking **Help** at the top of the HHW screen. Also, there are numerous guides and tutorials to be found on the web. In particular, a popular one is *Creating HTML Help with Microsoft's HHW* by Char James-Tanney, which can be found on the class web site, but can also be found in several places on the Internet.