How to Build an Effective Glossary with Doc-To-Help

Doreen Marson Technical Documentation Specialist October 26, 2016



Committed to our Members Through Innovation, Service and Integrity



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About Me

- 15+ years of experience in technical documentation

 software, hardware, business processes, large
 companies to small startups
- Have held technical writer, software trainer, instructional designer and business analysis roles
- Begin using Doc-To-Help since 2010
- Presenter at WritersUA conference, Webinars and Podcasts.



My Doc-To-Help Projects

GSOC Data Portal (GDP)

A web application that provides data reports and interactive workflow processes.

Interactive Glossary

 Terms, acronyms and definitions used in our environment and industry, integrated into all Doc-To-Help builds.

Member Portal

'Poor Man' Content Management System

Department Portal

Intranet site with links to apps across the Family of Companies

Shared Image Library

- Stores all my images used in all D2H builds.

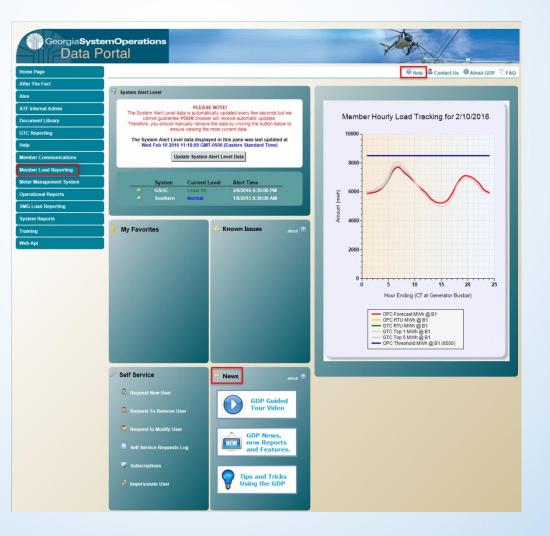
SharePoint

Storage, Collaboration and Versioning.



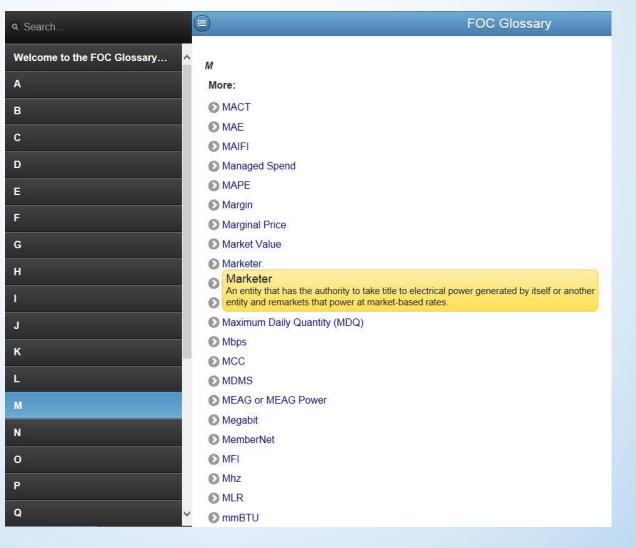
GSOC Data Portal (GDP)

EMCs and employees use GDP to access post operational data and information.



The Glossary of Terms

EMCs and employees use FOC Glossary to find terms, acronyms and definitions used in our environment and industry.





Doc-To-Help

Benefits:

- Author in Word and output to different targets
 - NetHelp browser based help; deliverable in multiple HTML files
 - Context IDs Topic based
 - Multiple outputs based on audience type: Internal or External users
 - Manual Can be online (PDF), hardcopy or both.
 - Mobile Help Browser-based output designed for mobile devices



Summing Up

Single-Source to Web, PDF, and Mobile Using D2H, Word and SharePoint:

- Simplifies the Way You Create, Collaborate, and Publish.
- Doc-To-Help produces impressive and useful deliverables for virtually any communication needs you may have.
- MadCap Doc-To-Help provides full-service support.





You will learn:

- How to Build and/or Leverage a sample Glossary
- Edit a Glossary
- Add a Glossary to your D2H Builds





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