

ADOBE CAPTIVATE FUNDAMENTALS



Getting Started with Adobe Captivate

- ▶ Planning a Project
- ▶ The Captivate Interface
- ▶ Captivate Workspaces
- ▶ Previewing a Project

Creating Projects

- ▶ Setting the Resolution & Recording Sizes
- ▶ Recording Demonstrations, Assessments & Training Simulations
- ▶ Creating a Custom Simulation

Text Captions, Styles & Timing

- ▶ Creating Text Captions
- ▶ Editing Caption Styles
- ▶ Viewing & Managing Timelines
- ▶ Proofing Tools

Working with Slides

- ▶ Managing Slide Quality
- ▶ Inserting & Deleting Slides
- ▶ Organising & Grouping Slides
- ▶ Working with Master Slides
- ▶ Working with Themes

Inserting Images & Drawing Shapes

- ▶ Inserting & Modifying Images
- ▶ Working with the Library Panel
- ▶ Image Editing & Effects
- ▶ Working with Smart Shapes
- ▶ Aligning & Stacking Objects

Pointers, Buttons & Highlight Boxes

- ▶ Modifying the Mouse Pointer & Paths
- ▶ Adding Visual & Audible Mouse Clicks
- ▶ Creating Text Buttons
- ▶ Inserting & Formatting a Highlight Box

Rollovers & Zoom Areas

- ▶ Working with Rollover Captions & Images
- ▶ Inserting a Zoom Area
- ▶ Working with Rollover Slidelets

Audio & Sound Effects

- ▶ Importing Audio Files
- ▶ Recording & Editing Audio Files
- ▶ Inserting a Silence
- ▶ Adding Slide Notes

Video, Animation & Effects

- ▶ Inserting Event Videos
- ▶ Adding Animation
- ▶ Applying Object Effects

Adding Interactions

- ▶ Using Accordion & Tab Interactions
- ▶ Creating Custom Themes

Click & Text Entry Boxes

- ▶ Inserting Click Boxes
- ▶ Inserting Text Entry Boxes

Introduction to Question Slides

- ▶ Devising Quiz Strategies
- ▶ Setting Quiz Preferences
- ▶ Adding Question Slides

Publishing

- ▶ Applying & Editing Skins
- ▶ Creating a Table of Contents
- ▶ Publishing Projects for Output

Course Duration: 2 Days

Price Per Delegate: £495
(Public Scheduled Course)

Price Per Course: £1,395
(On-Site at Customer Premises)

Suitable For:

Those who need to create different types of e-learning material by using Adobe Captivate.

Learning Outcomes:

By the end of the course delegates will be able to create and edit on-screen tutorials, software demonstrations, interactive simulations and tutorials.

Prerequisite Skills:

Delegates attending this course must be proficient with a mouse and keyboard and be able to confidently work within a Windows environment - minimise, maximise, open, close.