

# Professional "Toolbox" Classes

for Communication Students & Technical Communication Professionals

**Step ahead!** Build your proficiency with Adobe FrameMaker, RoboHelp, and Captivate "Toolbox" classes designed to advance your technical communication skill set and enhance your career opportunities.

*Get hands-on experience with Adobe FrameMaker, RoboHelp, and Captivate and learn to:*

## FrameMaker

COM 3635 ▪ CRN 56126  
*2 credit hours or audit*

**Fridays, 8:30–11:50 a.m.**

October 16, 23 & 30

November 6, 13 & 20, December 4 & 11

- Design effective long documents
- Design and use styles, master pages, and templates
- Effectively use lists and graphics
- Create and use tables, variables, and conditions
- Create a book incorporating all elements

## RoboHelp

COM 366R ▪ CRN 57159  
*2 credit hours or audit*

**Fridays & Saturdays, 8:30 a.m.–5 p.m.**

October 2, 3, 9 & 10

- Create online knowledge bases
- Create structure and design of content for manual and online help
- Use design layout techniques
- Incorporate graphic, type, and multimedia learning projects
- Publish a RoboHelp Web Help project

## Captivate

COM 366Q ▪ CRN 57156  
*2 credit hours or audit*

**Fridays & Saturdays, 8:30 a.m.–5 p.m.**

September 11, 12, 18 & 19

- Create learning tutorial and training demonstrations
- Develop animated multimedia eLearning projects
- Create a storyboard outline and Instructional Design requirements
- Use graphics, sounds, and narrations for tutorials
- Prepare and publish a final eLearning project

## Class Location

**Metro State  
Auraria Campus**

*Colfax and Auraria Light Rail Station*

**Metro State  
South Campus**

*I-25 and Orchard Road*

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## Registration Contact

Kathy O'Donnell 303-556-4756  
Auraria Campus

Arliss Webster  
303-721-1313  
Metro South Campus

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## Faculty

**Linda G. Gallagher** is the award winning founder of TechComPlus, LLC, a Colorado technical communication firm, specializing in creating usable documentation and tutorials. She is a FrameMaker expert user, with nearly 15 years of experience, and has taught FrameMaker for the Society of Technical Communication. Ms. Gallagher has spoken at many national conferences and is an STC Fellow.

**John Daigle** is president of Evergreen Online Learning, LLC, based in Evergreen, Colorado. A frequent speaker at national online help conferences, John is an Adobe Certified RoboHelp and Captivate and Acrobat Connect Professional Instructor. He has taught RoboHelp since 1992 and RoboDemo/Captivate since the products were introduced. John is a member of the Society for Technical Communication.

## Register Today

Metro State students should register for the 2-credit hour classes using MetroConnect. For more information, or to register for no credit (auditors) call 303-721-1313, or register online at [www.mscd.edu/extendedcampus](http://www.mscd.edu/extendedcampus). These courses count as an elective for the technical communication major and the technical writing and editing certificate available in Technical Communication & Media Production department at Metro State. For more information on these programs, call Kathy O'Donnell at 303-556-4756.

# Check it out! New for Fall 2009!



METROPOLITAN STATE  
COLLEGE of DENVER