Action

1. Opening Oxygen from Desktop

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2. Creating a New DITA Project

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3. Choosing (and naming) a project template, or sample DITA project

4. Appending a child Reference Topic to your DITA Map

Narration

Hello - and welcome to this brief tutorial explaining how to add a Reference Topic to your DITA project using the Oxygen XML Authoring platform.

*Please note: If you'll be using an existing DITA Map rather than a new project, you'll want to select the "DITA Maps Manager" option when prompted with the "Where do you want the DITA map file to be opened?" dialog box.*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Once Oxygen XML Author loads, click the 'New project' option from the Create New menu that displays at left. This will open the 'New project' dialog.

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From the New Project dialog, you can select a default DITA project or if applicable, your Company's existing template. Here, you will also choose the project's file name, as well as decide its location (directory) on your PC. Then click the 'Create' button to be taken to your project

Next, right click on the newly-created parent Topic, as shown on the screen. You will see several options for inserting additional Topics in your project. Select 'Append Child" to be brought to the new Topic modal.

Select a file template, if applicable. Otherwise, click the DITA dropdown to reveal popular Maps and Topics. Choose a Reference Topic. (A title is required prior to clicking the 'Create' button.)

Click 'Create', and your new Reference Topic workspace displays on the screen. Notice the Topic is also inserted within your DITA Map

Manager at left. Click and drag its icon to reposition the order it appears.

*NOTE: Repeat these same steps when adding a Task or other topic.*

*Thank you for attending today's tutorial! We hope you found it useful. Please visit our Wiki portal to browse our full content library. If you have any suggestions for new tutorials, drop us a line in the Comments section.*