

About This Template

Before using this project template, we recommend you become familiar with the following information:

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Template Characteristics

This template includes the following:

- » Sample topics designed for an online Knowledge Base
- » Tables to keep track of articles, products, versions, dates, authors, and contributors
- » Sample article summaries and steps
- » HTML5 target for web output
- » TOC, index, glossary
- » Variables for recurring words and phrases
- » Skin to control the look of the online output interface
- » Responsive output enabled so the content display changes automatically depending on width of the screen (browser, tablet, or mobile phone)

You can add more features, as well as change or delete the existing ones to best meet your needs.

Tips

Following are some tips that may help when you are working in this template.

Build It First

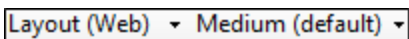
One good way to become familiar with this template is to build output from it right away. You can do this by selecting the **Project** ribbon and using the **Build Primary** drop-down to select a target to generate. By looking at the output, you can get a better idea of how the project was designed and intended to be seen.

If you generate output and receive accessibility warnings, you can decide whether you need your output to be accessible to those with learning disabilities. If so, you can make changes to the content to make it accessible (e.g., add captions to tables). If not, you can open the Options dialog (**File>Options**) and tell Flare to ignore those warnings; you will not see those warnings in the future.


Layout Modes and Style Mediums

When you open a topic in the XML Editor, you may notice that there are different modes for viewing the layout. In addition, you can switch to different style mediums to show the content with the correct styles applied. Layout modes and medium selections can be seen in the local toolbar.

For best results with this template, you should view topics using the **Web Layout** mode with the **default** medium. You can select these in the local toolbar of the XML Editor:



Conditions in XML Editor

If you decide to use condition tags in your project, you can associate them in a topic when you are editing it. This allows you to see only the content that is intended for a particular output that you want to produce. To do this, in the local toolbar of the XML Editor click  and in the **Target**

Expressions drop-down field, choose one of your targets. The content in the XML Editor changes to include only the conditions for that target. Doing this doesn't affect the output at all. It's simply a way to see how a particular topic will look in a specific output without building or pre-viewing it. You can always repeat these steps to return the topic to its previous state in the XML Editor or to see how it looks with a different target selected.

Create Your Own Template

After you make changes to this project and like what you see, you can create a template from your finished project. That way, when you create new projects in the future, you can select that template so that a lot of the work is already done. This is a good way to create multiple projects that are different but yet contain the same look and feel, as well as some of the same content. You can also create templates of individual files within this project.

To create a project template:

1. Select **Project>Save Project As Template**.
2. Use the wizard to make your selections and produce the template. If you need more information, click ? in the upper-right corner of the wizard or the Template Manager dialog.

To create a template of a file:

1. Open the file for which you want to create a template.
2. Select **File>Save>Save As Template**.
3. Use the Save as Template dialog to make your selections and produce the template. If you need more information, click ? in the upper-right corner of the Save as Template dialog or the Template Manager dialog.

Then when you want to create a brand new project or a new file (e.g., topic, target, glossary) within a project, go through the normal steps for creating new project or creating that new file.

When you get to the part of the interface that lets you select a template, choose your own template file.

For More Information

For more details about the features included in this template, or steps related to the tips, see the Flare online Help.

Delete This PDF

When you are finished with the information in this PDF, you can delete the file so that it does not appear in your project. To do this, right-click on this PDF file in the Content Explorer and select **Delete**.