



Captivate Course: the most complete course | Montreal, Quebec, Gatineau

Lesson 1: Understanding Captivate's role in eLearning

- Planning eLearning Projects
- Explore a Finished Captivate Project
- Explore the Default Workspaces
- Modifying the Workspace
- Creating Workspace
- Zooming and Magnification
- Navigating a Project
- Previewing a Project
- Create New Projects
- Inserting Standard Objects onto Slides

Lesson 2: Creating Captions

- Styles and Timing in Captivate
- Inserting, Resizing and Moving Text Captions
- Modifying Caption Properties
- Editing Caption Styles
- Changing a Callout Type Used by a Text Caption
- Control Slide and Slide Object Timing
- Checking Spelling
- Align Slide Objects

Lesson 3: Working with Images and Drawing Objectss

- Inserting and Resizing Images
- Transforming Image Size and Position
- Crop an Image
- Remove a Background Color
- Using the Library
- Managing Project Assets
- Creating an Image Slideshow

Lesson 4: Using Captivate with PowerPoint

- Importing PowerPoint slides
- Resizing Objects
- Using Apply to All to Consistently Format Objects
- Updating Captivate Project with Edited PowerPoint files
- Synchronizing with Source Files

Lesson 5: Using Pointers, Buttons, and Highlight Boxes

- Adding a Visual Click and Sound
- Modify the Mouse Pointer

- Insert and Format a Text Button
- Set a Button's Pause After Timing
- Working With Image Buttons
- Inserting and Formatting Highlight Boxes

Lesson 6: Creating Rollovers and Zoom Areas

- Inserting a Rollover Caption
- Inserting a Rollover Image
- Creating a Zoom Area
- Using Rollover Slidelets

Lesson 7: Working with Video, Animation and Effects

- Inserting Video
- Setting Video Properties
- Adding Animation to slides
- Inserting Text Animation
- Applying Effects to Slide Objects
- Applying Filter Effects
- Modifying Effect Properties
- Saving and Importing Effects

Lesson 8: Recording Demos and Sims

- Rehearsing
- Understanding Recording Settings
- Reviewing Default Recording Mode Settings
- Recording Using Multiple Modes
- Recording a Custom Simulation

Lesson 9: Using and working with Audio

- Importing Audio onto a Slide Object
- Adding Background Audio Music
- Adding Slide Notes
- Calibrating Microphones
- Recording Slide Audio
- Importing Voiceovers onto a Slide
- Editing Audio Files
- Inserting Silence
- Converting Text-to-Speech

Lesson 10: Converting Demonstrations into Simulations

- Causing the Mouse to be hidden
- Replacing Phrases
- Inserting Click Boxes
- Inserting Text Entry Boxes

Lesson 11: Creating Quizzes using Question Slides

- Editing Quiz Object Styles

- Setting Quiz Preferences
- Applying Themes
- Hiding Slide Images
- Inserting Question slides
- Adding Images to Question slides

Lesson 12: Using Publishing to distribute your Captivate project

- Creating Internet Links
- Applying, Editing, Saving and Deleting Skins
- Create Table of Contents
- Check Publish Settings and Add a Loading Screen
- Publishing SWF and PDF files
- Using the HTML5 Tracker
- Publishing as HTML5
- Exporting Captions

Lesson 13: Creating Themes In Captivate

- Understanding themes
- Using default themes
- Customizing themes and theme slides
- Using a custom theme for a project

Lesson 14: Working With External Assets Using Captivate

- Importing Powerpoint projects
- Building custom buttons
- Creating a Branch with buttons
- Explore the Branching tab
- Create slide groups
- Editing slides with imported assets
- Using the Branching view with interactive Objects

Lesson 15: Working With Audio In Captivate

- Using Slide Notes
- Working with Text to Speech
- Recording Audio for eLearning projects
- Adding audio to Slides
- Adding audio to Objects
- Editing Audio using Captivate

Lesson 16: Adding Video To Captivate Projects

- Video formats
- Working with streaming video
- Adding Flash video
- Adding video transitions

Lesson 17: Using Captivate To Create And Use Question Pools

- Inserting a Question Slide

- Creating Question Pools
- Add Questions to Question Pools
- Insert Random Question Slides

Lesson 18: Using Photoshop In Captivate

- Creating a background mask
- Editing Slide Backgrounds
- Importing Photoshop files
- Using Photoshop layers

Lesson 19: Using Variables, Advanced Interactions And Buttons

- Inserting System variables
- Editing System variables
- Creating user variables
- Using variables to gather data
- Creating custom buttons in Captivate
- Using Captivate's advanced interactions

Lesson 20: Refining Captivate Project

- Selecting project-wide Quality settings
- Setting individual slide display quality
- Defining the background color
- Starting and ending options
- Creating and editing Skins
- Hiding navigation controls to define a learning path
- Adding Table of Contents and glossary
- Using HTML5 Output
- Final file delivery options

Lesson 21: Using Scripting And Actions In Captivate

- Creating Actions
- Adding interactivity with actions
- Creating scripts
- Adding scripts to slides
- Understanding user variables
- Creating system variables
- Triggering actions with scripts

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