LARMERBROWN

Course Overview

Course Duration
- 15.5 hours/2 days

Delivery
- Online and/or Classroom

Who Should Attend
- Content Developers
- Instructional Designers
- Technical Writers

Pre-requisites
- None

What You Will Learn
- Introduction to UPK Player
- Basics of UPK
- Manage the Library
- Editing Basics
- Publish Content

Next Steps
- UPK Developer
- Advanced Training

How to Book

For more information about our UPK training or to enrol onto this course, please contact our Sales Team:

Tel: +44 (0)1252 607220
Email: sales@larmerbrown.com

Course Overview

Designed for Developers that are new to UPK and require an introduction to its basic functionality. At the end of this course delegates will be able create, enhance and implement professional systems-based learning content.

The exact objectives of this training are dependent on the learning requirements of the delegate. The content within this outline relates to features and functions within UPK Version 12.1 ESP 4, but can be adapted to suit earlier versions of UPK if required.

Once the delegate has completed the introductory features and functions training, which is delivered as self-paced eLearning, they can continue with the remaining facilitated learning in a modular format at a time and in a delivery method to suit them.

Delegates have access to all of the eLearning content for one year following the training as well as three months telephone support on all features and functions covered during the course.

Further Learning

Additional training is available for Developers with more experience of UPK. Our Advanced Course offers one day or eight hours of facilitated learning incorporating the advanced features of the UPK Developer as well as the use of the Knowledge Center to deploy content.

For those that are already familiar with UPK but require some refresher training, or perhaps wish to enhance their skills, we also offer three short online workshops: UPK Masterclass; UPK Refresher and UPK Lead Developer.

Further information on all of these courses can be found in the UPK section of our website.

8 Murrell Green Business Park, London Road, Hook, Hampshire RG27 9GR
t: +44 (0) 1252 607220 e: sales@larmerbrown.com   www.larmerbrown.com

UPK Developer Course Outline ©2020 Larmer Brown Ltd. v6 09/09/2020

LARMERBROWN

Self-Paced eLearning: Features and Functions (3.5 hours)

Delegates are given an introduction to the UPK Player, used to access the self-paced learning, prior to completing the 'Learn the Basics' topics within this eLearning course. Basic UPK features and functions are taught via a series of online topics and delegates are set hands-on tasks to complete in their own UPK environment*.

At the end of this eLearning delegates complete a self assessment to ensure that a basic understanding of the UPK tool has been obtained before they continue with the facilitated learning outlined below.

Lesson	Topic
Introduction to the UPK Player	• Detailed demonstration on how UPK is used by an end user
Learn the Basics	• Build an Outline • Record Topics • Topic Preview • Topic Editor • Insert and Delete Frames • Edit a Topic • Modify the Bubble

Facilitated Learning (1.5 days / 12 hours)

Following on from the features and functions eLearning, this facilitated learning focusses on the use of the UPK Development Library to create and deploy content. This can be delivered in the classroom over 1.5 days, or divided into smaller, bite-sized lessons (12 hours) and delivered as facilitated online learning.

When delivered as online learning, delegates have access to an experienced UPK Instructor throughout the training. The Instructor provides an overview of specific features at the beginning of each session and then delegates are given hands-on tasks to complete in their own UPK environment.

LARMERBROWN

UPK Developer Basics Training

Lesson	Topic
Manage the Library	• Manage Folders and Documents • Change Views and Layouts • Preview topics from library • Refine the Outline • Work with related documents • Understand Panes • View and Assign Document Properties • Reuse Documents • Find Documents in Library
Editing Basics	• Manipulate Bubble Text • Use the Frame Properties Pane • Understand Know It? Mode • Use String Input Options • Edit Frames • Screenshot Overlay • Use Alternative Actions and Paths • Decision Frames
Publish Content	• Content Default Options • Publish Content for the Player • Publish Content for Printed Output • Export/Import Content • Document History • Check In/Check Out • Work in a Multi-Author Environment

Technical Prerequisites

It is assumed that delegates are able to complete the hands-on tasks assigned to them as part of this course using their own UPK environment, and that this environment is suitable to complete all aspects of their course assignments. If the delegate does not have access to a UPK environment that is required for a particular session within the course, or for the duration of the course, a Larmer Brown UPK environment can be provided for training purposes, but at an additional cost.

All course materials will be provided to delegates in PDF format, together with the pre-created files, prior to the commencement of the course.

About Larmer Brown

Larmer Brown's primary business objective is to help organisations realise the desired business benefit from their software applications, through the implementation of content development and training delivery programs. We have been working with Oracle's User Productivity Kit (UPK) since 1994.