

*Click***Start**



INTEGRATING TRAINING AND TECHNICAL DOCUMENTATION

Scott DeLoach

Overview

- Importing
- Reusing/Sharing
- Embedding
- Converting

IMPORTING

Importing content

- Word
- HTML

Importing content

- Create an import file.
- Set the import options.
- Click **Import**.

REUSING/SHARING

Reusing/sharing content

- Videos
- Images

Reusing/sharing content

- Select **Project** > **External Resources**.
- Select the the file(s) you want to reuse/share.
- Add the file(s) to your project.

- Select **Project** > **Synchronize Files** when the files change.

EMBEDDING

Embedding content

- HTML
- PDF

1 Type your name.

2 ...

W-9 Form (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.		
2 Business name/disregarded entity name, if different from above		
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following boxes.		
☐ Individual/sole proprietor or single-member LLC		
☐ C Corporation		
☐ S Corporation		
☐ Partnership		
☐ Trust/estate		
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶		
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.		
☐ Other (see instructions) ▶		
5 Address (number, street, and apt. or suite no.) See instructions.		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any)
6 City, state, and ZIP code		Exemption from FATCA reporting code (if any)
7 List account number(s) here (optional)		(Applies to accounts maintained outside the U.S.)
Requester's name and address (optional)		

Embedding content

- **HTML**

`<iframe src="url"></iframe>`

- **PDF**

`<embed src="example.pdf" type="application/pdf" />`

Embedding content

- Excel
- PowerPoint
- Word

Embedding content

Slide Heading

- Text
- Text
- Text
- Text

WBT-specific info

Embedding content

- Open the Microsoft document on OneDrive.
- Click **Share**.
- Select the security options.
- Click **Copy Link**.
- Create an iframe in an HTML file:
`<iframe src="yourURL"></iframe>`

Embedding content

- **Excel**

https://support.microsoft.com/en-us/office/embed-your-excel-workbook-on-your-web-page-or-blog-from-sharepoint-or-onedrive-for-business-7af74ce6-e8a0-48ac-ba3b-a1dd627b7773#_specifyadditionalparameters

- **PowerPoint**

Add &wdslideindex=# to the URL: &wdslideindex=2

Embedding content

- Docs
- Sheets
- Slides

Embedding content

- Open the Google document.
- Click **Share**.
- Select the security options.
- Click **Copy Link**.
- Create an iframe in an HTML file:
`<iframe src="yourURL"></iframe>`

Embedding content

- **Remove the Google branding and controls**
Add &rm=minimal to the URL
- **Remove viewer “chrome”**
Add &chrome=false to the URL
- **Open as read only**
Replace /edit with /preview in the URL
- **Google Slides – open to a slide**
Add slide=id.p# to the URL: &slide=id.p4
- **Google Sheets – range**
Add &range=c1:e4&widget=false&chrome=false to the URL

CONVERTING

Converting content

pptx.js
pptx.js.org

```
<script>
$("#result").pptxToHtml({
  pptxFileUrl: "example.pptx",
  fileId: "uploadFileInput",
  slideMode: false,
  keyboardShortcut: false
});
</script>
```

Converting content

mammoth.js

github.com/mwilliamson/mammoth.js

```
mammoth.convertToHtml({path: "example.docx"})  
  .then(function(result){  
    var html = result.value;  
    var messages = result.messages;  
  })  
  .done();
```

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THANKS!

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