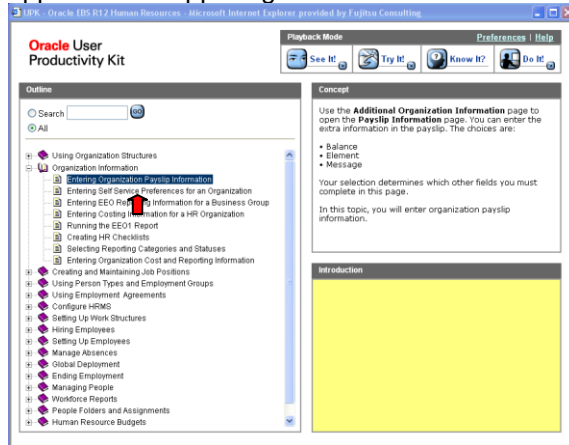


UPK Player

When the Player opens, the Playback Mode will appear in the upper right-hand corner.



Select the desired title, module and topic and then select the desired Playback Mode.

Playback Modes

The first three modes require that the user select the Topic in the Outline to be covered. The fourth mode automatically syncs a Topic to the apps module if it exists!

The **See It!** Mode - automatically takes the user through the lesson showing bubble explanations of the actions.

The **Try It!** Mode - allows the user to progress through the lesson with suggestions at each step.

The **Know It?** Mode - allows the user to progress through the lesson under one of four modes selected for assistance. The lesson does not have to be completed, if desired, and thus no score is given for the work done. Otherwise, a score will be recorded in the Testing Center.

The **Do It!** Mode - accessed from a Help link in the Oracle Application window. The Do It! Pane will open on top of the application and lead the user through the process step-by-step.

Technical Requirements

Technical requirements and certifications change constantly. Please refer to the following link for up-to-date information:

<http://www.oracle.com/goto/upk/user-productivity-kit.html>

Setting Up Oracle UPK

Three installs are offered with UPK.

A Local Developer Install on a single client machine (Desktop edition), a Centralized Content Development environment (Enterprise Edition) where the content database is installed on a file server and multiple client users access the same content outline from their workstations or a mix of the two.

Prebuilt Content

Oracle offers prebuilt content for current releases of the following applications:

Oracle E-Business Suite
PeopleSoft Enterprise
JD Edwards EnterpriseOne
Siebel
Demantra

A full list of the available media packs can be found on <http://edelivery.oracle.com>

UPK Websites

www.oracle.com/goto/upk/user-productivity-kit.html - Main site for Oracle UPK.

http://www.oracle.com/applications/tutor/upk_collateral.html - Oracle UPK Resource Library.

http://isdportal.oracle.com/sfdemo/SF_UPK/Colleen_UPK_Build_Content_Demo/full01-web.html - Flash Overview of UPK and Resource Center for all related Oracle products.



Oracle UPK Pocket Guide

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Oracle User Productivity Kit (UPK)

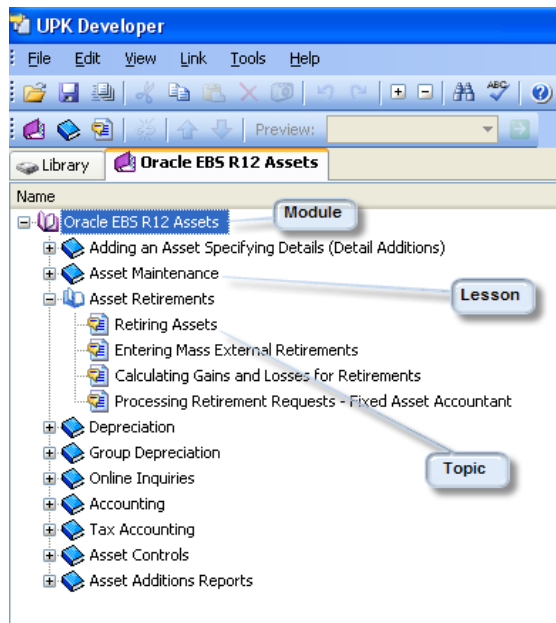
Oracle UPK is a package that develops content for all of the major software suites that Oracle now controls, including: Oracle E-Business Suite, PeopleSoft Enterprise, JD Edwards EnterpriseOne, Siebel CRM, JD Edwards World, Oracle Transportation Management and Retek. UPK also works with the following: Accentual, Acrobat, Application Designer, Configuration Manager, Crystal, Excel, Outlook, PowerPoint, PSnVision, Query Analyzer, Tutor and Word. Although initially developed by Global Knowledge as OnDemand Developer, Oracle has designed object recognition into UPK.

Using Oracle UPK

Oracle UPK consists of the Developer tool and the Display tool.

UPK Developer

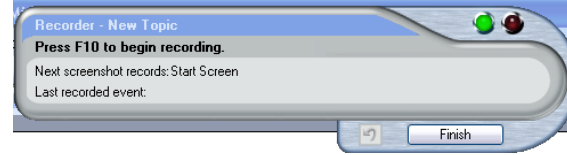
The hierarchy in UPK is a directory structure: Module → Lesson → Topic.



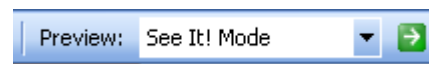
The Developer opens displaying the Outline Editor. Each Title must have at least one Module, one Lesson and one Topic

Developer Recorder

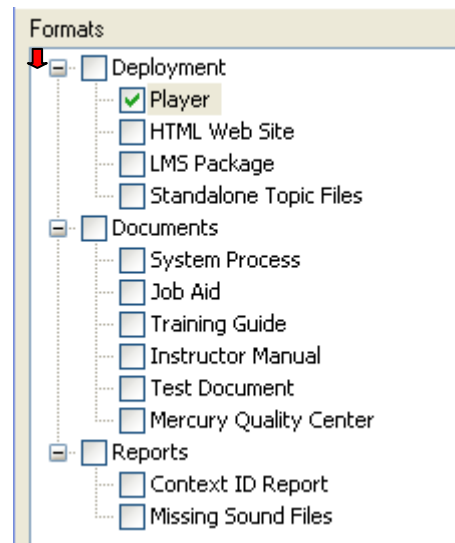
After selecting a Topic, click Record. Press Print Screen at each new screen and after each action



Press Finish when the material has been covered. The content can be edited after each screen shot or after Finish, if desired. Select Edit the Topic or double-click the desired topic and the Outline Editor will open. Edit as needed.



In the drop-down menu, pick Output to preview.



Click the Publish icon and use the Publishing Wizard to select the destination folder and output formats to produce. Several modes of deployment are available. To run the Player, navigate to the Play.exe file.



UPK Developer Menu Icons

Icon	Name
	Open Object
	Save
	Publish
	Link New Module
	Link New Lesson
	Link New Topic
	Delete Link
	Move Object Up or Down
	Record Topic

Topic Editor Menu Icons

Icon	Name
	Exit
	Show/Hide Action Properties
	Show/Hide Bubble Properties
	Show/Hide Sound Properties
	Show/Hide Frame Link Properties
	Show/Hide Frame Structure
	Show/Hide Property Editors
	First, Previous, Next, Last Frame
	Specific Frame
	Previous Action, Next Action
	Open Help File
	Context ID
	Insert frame, action or path
	Delete frame, action or path
	Recapture action, screenshot or context ID
	Set as default action
	Edit screenshot
	Undo
	Let Developer select screenshots for print automatically during publishing
	Include screenshot in print
	Do not include screenshot in print