



Incorporating ToolBook Content in TotalLCMS

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Introduction

ToolBook and TotalLCMS are authoring products that can be used to build content for the Web. ToolBook is installed on each author's local computer, whereas TotalLCMS is a Web-based authoring tool residing on a server. Both products can be used to develop courses that conform to SCORM guidelines; however, different features are available in each of these products.

Why would you want to incorporate a ToolBook course in a project in TotalLCMS?

- When a team of authors is working on a project, the team can use the workflow features in TotalLCMS to assign tasks to authors and artists, and enter the completion status for individual topics and assets.
- ToolBook can be used to build software simulations and some other kinds of content that cannot be developed in TotalLCMS.
- Working in TotalLCMS provides access to the many templates available in the Template Library.

This document describes how to take a ToolBook course or simulation and upload it to TotalLCMS. After uploading a ToolBook file, it can be displayed through the File Viewer template or Simulation template in Author mode of TotalLCMS.

Packaging ToolBook Content to Upload in TotalLCMS

The ToolBook Web Specialist will create all the files you need to upload content to TotalLCMS. This wizard steps you through several choices and then creates a .zip file with all of the necessary files. To access the Web Specialist, open the File menu and select Publish to Web.



Make the following selections in the Web Specialist:

- Select the appropriate packaging option. For content developed for HTML/DHTML deployment, select either *TotalLCMS* as shown above or *Aspen 2.x* (for earlier versions of TotalLCMS).
- Select the option **Do not use an HTML launch page** if you intend to deliver this content in a SCORM player.



After you enter your choices in the Web Specialist, a .zip file will be created and you can then upload this package file in TotalLCMS by following the steps in the next section.

Uploading ToolBook Content in TotalLCMS

A .zip file containing your ToolBook course or simulation is available after you use the Web Specialist, as described above. Look in the Web Export folder for this .zip file—it will be in the directory you selected when using the Web Specialist.

Your .zip file is called an asset in TotalLCMS. The following procedure assumes you are using version 7.1 of TotalLCMS.

► To upload a ToolBook course as an asset in TotalLCMS:

1. Log on to Content Manager mode of TotalLCMS.
2. Look in the Project field at the top of the screen: if this is not the project that will use the ToolBook content, click the **Change** button and select a different project.
3. From the **Manage** menu select **Assets**.
4. Click the **New** button.
5. On the Asset Properties page, choose **Single asset**.
6. Click the **Browse** button to the right of the File field. Navigate to the location where the ToolBook .zip file is stored, select the file, and click the **Open** button.
7. Enter a name for this content in the **Name** field.
8. Open the Category list and select **Multi-file**.
9. Click **OK**.

The page updates to show a list of all the assets in the project.

This new asset is now available for use in Author mode of TotalLCMS—it can be associated with a placeholder in a template as described in the next section.

Using a Template to Show ToolBook Content

Templates are used to display content in TotalLCMS. Placeholder objects in templates show content such as a ToolBook course. In Content Manager mode you can select templates to use and copy them to a project. As soon as templates are copied to a project, people working in Author mode of TotalLCMS can use these templates.

All of the templates that ship with TotalLCMS are part of the Template Library project. Two templates in the Template Library can show HTML/DHTML content exported from ToolBook: the File Viewer template and the Simulation template. Copy either one of these templates to a project to allow ToolBook content to be assigned to the template in Author mode of TotalLCMS.

► To copy the File Viewer template to a project:

1. In Content Manager mode of TotalLCMS, look at the name of the current project at the top of the screen. If necessary, click the **Change** button and select the Template Library as the project.
2. From the **Manage** menu select **Templates**.
3. Select the **File Viewer** template (shown below).
4. Verify the Task list shows **Copy Templates**, and then click **GO**.
5. On the Copy Templates page select the name of your project, then click **OK**.

Templates

Select a template for summary information and properties.

Search: [Help](#)

1 2 3 [NEXT](#) >

Task: Selected Items: 1

			Title ▲	Description	Name
<input type="checkbox"/>			Assessment 1 - 2.0	Template to be associated with an assessment node	te_Assessment1_2_0
<input type="checkbox"/>			Assessment Summary Page 1 - 2.0	Assessment summary page template	te_AssessmentSummary01_2_0
<input checked="" type="checkbox"/>			File Viewer - 2.0	Displays a file stored on a web server or a file uploaded as an asset into the project. You can display a PDF file, an HTML fil...	te_IFrame02_2_0

Now this template can be used in Author mode of TotalLCMS.

Associating ToolBook Content with a Template in TotalLCMS

In Author mode of TotalLCMS you can assign ToolBook content to the File Viewer template or the Simulation template. One of these templates will be available after you follow the steps in the previous section.

Before you can associate ToolBook content with the placeholder in a template, assign the File Viewer template or Simulation template to a lesson or topic in a course in Author mode of TotalLCMS. Then you can associate the ToolBook content that you uploaded as an asset (as explained earlier in this document).