

## **Welcome To FrameMaker... the Premier Document Publishing Package.**

**FrameMaker provides complete authoring and production functionality in one easy to use application. FrameMaker integrates full-featured WYSIWYG word processing, page layout, graphics, tables, equations editing, and structured document tools in a single, easy-to-use- application. FrameMaker's integrated functionality means users don't have to jump back and forth between separate word processing, layout, and graphics products.**

**FrameMaker for NeXT' Computers** meets the needs of the corporate workgroup environment, where documents are often created, edited, and revised, by multiple authors across multiple departments.

**Thank you for taking the time to learn and demonstrate FrameMaker to potential customers. Included with this demonstration script is everything you'll need to demonstrate many of FrameMaker's powerful features.**

### **FrameMaker demonstration software**

This software set is fully functional with one exception, it is Save disabled.

### **FrameMaker Technical Demonstration Files disk which includes the following files:**

- Field.book
- Intro.frame
- Conclusion.frame
- FieldIX.frame
- FieldLOF.frame
- FieldTOC.frame
- ImportTabData
- roughdraft.frame
- TableEdit.snd
- Lake.tiff

### **Conventions used in this document**

When you read instructions surrounded by square brackets such as [File:Open] Those are commands from the main menu. Click on File from the main FrameMaker menu, then click on Open. You could also drag select according to NeXT conventions. When instructions follow in curly braces those are generally options or menu pulldowns within a dialog. An example is [Format:Paragraph] {Properties:Default Font}. The user would select Format then Paragraph from the main FrameMaker menu, then from the Paragraph Format dialog click and hold on Properties, drag the pointer to select Default Font and release the mouse.

### Do This:

- Install FrameMaker and put the application on the Dock.
- Install the Technical Demonstration Files.
- Place the Digital Webster and Sound Player on the Dock.
- Turn off auto-save and backup [Info:Preferences].
- Turn off Borders, Text Symbols, and Grid if displayed [View:Options].
- Check to make sure documents are set up for inches [View:Options] {Display Units:Inches}.
- Set up Spelling checker [Edit:Spell Checker...]. Turn on *all* Spell Checking options under {Options...} window.
- Turn “Snap” off [Graphics:Snap].
- Open Field.book.
- Double Click on Intro.frame and position on the desktop.

### See This:

### Say This:

Good <morning/afternoon>. Welcome to <event>. My name is <name>. You’re about to see an exciting product called FrameMaker, the premier document publishing software. It integrates full word processing, graphics, page layout, tables, equation editing, long structured document handling and on-line viewing/hypertext technology into a single, sophisticated authoring environment.

Here are just a few of FrameMaker’s features that put it ahead of any of the competition:

- Tables
- Conditional Text
- Spell Checking

- Cross References
- Find and Replace
- Mix both Portrait and Landscape in the same document
- Viewing Technology with hyperlink navigation
- Anchored Frames
- Long Structured Multi-document handling
- Unlimited number of generated lists
- Footnotes
- User Variables
- Flexible Page Layout

You probably realize that many competitive products have some or most of these capabilities and that it true. The difference is in how FrameMaker implements these features. FrameMaker's capabilities go far beyond the average publishing package.

I'll be demonstrating many of these features for you today.

Let's get started!

### Say This:

- To begin with, lets zoom down to a thumbnail view to get an overall feel for the balance of text and graphics.

FrameMaker can zoom from 25% to 1600%.

Notice that with FrameMaker, you can mix portrait and landscape pages within one document.

### Say This:

- FrameMaker can manage multiple text flows within one document, and text is editable at every level of zoom. This capability comes in

### Do This:

- Zoom down to 25%

### Do This:

- Insert cursor on page 1  
[Edit>Select All in Flow]

### See This:

handy when creating newsletters that have multiple stories each in their own flow.

### Say This:

- With FrameMaker's powerful word processing tools, I can choose to design paragraphs on the fly, using either my mouse or keyboard.  
FrameMaker lets me choose any font size up to 1/1000 of a point.
- Once I have completed all my format changes, I can apply this to not only the current paragraph, but all paragraphs using this tag name. And I can also give it a unique style name and place in my catalog for future use.

### Say This:

- Once I have created my style, all I have to do is point and click to use it throughout my document. FrameMaker even allows me to drop in rules or artwork, both above and below the paragraph.

### Do This:

- Select page 1 and set Zoom menu to "Page". Insert cursor in 2nd body paragraph, which says "Critical attention was directed..."

Open the paragraph format dialog [**Format: Paragraph...**] {Properties:Default Font} Under Default Font Properties, change the font family to Helvetica and change the point size to 14.275. Apply to current only.

Use ruler at top of document window to change left indent to about 2.5 inches (will make a exaggerated hanging indent.)

- Apply the changes to the current paragraph only. Do not apply to other paragraphs of the same tag name.

### Do This:

- Open paragraph catalog by clicking on the icon:  
Successively tag this paragraph:

**Solid, Figure, Bullet,  
Note, FancyNote, Body**

### See This:

---

### Say This:

- FrameMaker also allows me to place automatic numbers before or after a paragraph. FrameMaker actually gives you the ability to design paragraphs that are smart enough to know which style to create next. So when I press return, I've automatically dropped into my next numbering style... without having to use menus or cumbersome dialogs.
- FrameMaker also creates and numbers footnotes for you effortlessly. A simple click of the mouse automatically drops me into the footnote. And Frame rennumbers all of the footnotes even as I add footnotes above other notes.
- If I ever need to cut and paste, no problem! When text is selected, the included footnote is also selected for cutting or pasting into another location.

### Do This:

- Attach cursor at end of "1-1.1 **Impact Assessment Study.**" Press return. Enter some text followed by a return. Repeat this quickly 4 more times. (This will create paragraphs numbered **a** thru **e**)
- At the end of item "**e**" select [**Special:Footnote**] and type a footnote at bottom of the page. Then enter about a line and a half of footnote text. Create another footnote at the end of item **c**. Type a shorter footnote this time.
- Carefully drag select the numbered items **a** through **e** that you created. (Footnotes will highlight also.) Delete the added paragraphs of text and footnotes.  
  
Scroll to page 3.

### See This:

### Say This:

- On this page there is some anchored artwork. Note that when I select the text on this page, you

### Do This:

- Select [View:Options] {Display, Horizontal}

### See This:

can see that the artwork is also selected. Anchored artwork is much more powerful than unanchored art. With FrameMaker, you can actually attach graphics and drawings to text, so that when the text paginates and changes location, your artwork automatically moves with it.

FrameMaker gives you several options with its intelligent anchored frames. Note the anchored artwork that was in the outside margin on this double sided document was smart enough to move to the opposite side.

- Not only is this an anchored graphic but also a Table cell. This allows you to format the title captions associated with the graphics from the top of the graphic to the bottom, quickly and easily.

Drag select from the top sentence of page 3 through the headline “**Philosophical Overview**” to highlight the anchored frames.

- Highlight text on page 2 from the top paragraph through the end of item **b** (next to last paragraph). **Delete**. Observe anchored graphics flowing over from page 3.

Put cursor in the caption for swimmer, select [Table:Table Format...] go to {Properties:Basic}; select {Title Positions:Below Table}. Make sure only Current Tables is selected and click Apply To:. Close Table Format dialog box.

### Say This:

- Now you’ll see part of what really makes FrameMaker different. I can switch from table layout control to graphics editing, without having to launch a separate graphics package!

FrameMaker has a full set of graphic features to help you with almost any document. In fact

### Do This:

- Select the tepee. Zoom to 200%. Delete. Select the arrow the bottom right, Delete.

First, select the buildings on the left. Then open the tool palette by clicking on the graphics icon: Choose **ungroup** once. Move right-most building about an inch to the right.

### See This:

FrameMaker actually made publishing come “full circle,” by providing graphics editing tools, word processing and page layout control all in a single application.

### Say This: Optional

- FrameMaker provides most all of the drawing tools you’ll ever need for sophisticated object oriented drawings.

I have a variety of commands that allow me to change the number of sides, copy the object, change fill and border patterns... group the objects together, then distribute or even flip horizontally or vertically.

- I’ll show you how simple it is to use these tools.

Select the upper arrow and **reshape** from the graphics palette. Grab graphic anchor on right side of arrow. Drag the arrow towards the swimmer to resize it. It should look like the figure to the right.

### Do This: Optional

- Click on [**Graphics**] from the FrameMaker menu. Tear off menu and place in a convenient location on your desktop.
- Use tools to create gray box in open center area of frame. Select the arrow on right, Delete. Choose [**Graphics: Set # sides**] Give 5 sides to change to pentagon. Quick copy twice on the pentagon, Alt + left mouse button. Change tints of the copies. Select all pentagons. Use tools to **Group, Flip U/D, Flip L/R, and Rotate**.

### See This:

### Say This:

- Conditional Text will revolutionize your documents. It allows you to create different versions of a document from a single base document.

To explain Conditional Text, lets assume that this document is a proposal to win a competitive bid from the Government. The proposal must be approved by

### Do This:

- Goto page 1. Zoom to 100%. Select [**Special:Conditional Text**] From the Conditional Text dialog select Show/Hide. Then click on show format overrides and OK.
- Then double click on Federal so it appears in the Hide window. Click OK. Federal text and graphics are hidden.

### See This:

both “Federal” and “State” governments. These two reading audiences have different issues, concerns, and different “hot buttons” that need to be addressed. Rather than making two different documents to address each audience, And since most of the information is common to both, we can use conditional text to create custom documents for each group.

When I’m ready to send my proposal to the “State”, I select the Federally tagged data and hide it in my document. When you look at the document now, it is very different. Text, anchored graphic frames, and even tables that were tagged as federal text are hidden. Using Conditional Text, I have easily tailored this document to focus on state issues eliminating duplicate, almost identical documents.

- And I can easily add this back into my document view. And you can see that all my text and graphics that were specific to the federal bid are back safely.

### **Say This:**

- Now lets apply one of our condition tags to text. Once I select some text and apply the “Local” conditional to it, a bar appears above the now green text.
- Creating and modifying condition tags is simple. Lets make a quick change to the tag named Local.

Add the Federal text in again by selecting Show/Hide and select Federal in the Hide window. Select the arrow pointing to the left. Select OK.

### **Do This:**

- Highlight the two sentences at the top of page 2 that start with “This was...”. Select “Local” from the Not In: scroll box in the Conditional Text window. Click on the left arrow button. Now the word Local should be in the In: box. Click Apply.

### **See This:**



### Say This:

- With FrameMaker, I can add Conditional Text to my document quickly from my keyboard. In addition, text can be assigned multiple conditions as you've just seen.
- Also note that you can search for Conditional Text as well. Instead of fumbling around the document searching for where certain conditional text is, you can quickly and easily find the text using Search for Conditional Text. FrameMaker bypassed all conditions and found the first instance of both State and Federal.

From the Conditional Text window select "Local" from the "In:" scroll box. Click on the "Edit Condition Tag...". This brings up the "Edit Condition Tag..." dialog box. From the "Format Overrides:" section, select {Style:Overline} and select {Color:Green} Click "OK". Click "Apply".

### Do This:

- Place the cursor at the end of the last sentence in the paragraph "environmental impacts". Press Control-3 F <Return> and type in "The impact of Federal budgets has been staggering, and no follow-up has occurred yet" Click Control-3 S <Return> and continue typing: "except in the state of California" Pres Control-5. Then type a period at the end.
- Go to page 1 by typing Esc p f. Open the [Edit:Find] menu, and choose {Find: Conditional Text...} when the sub- menu appears, choose State and Federal. Then click OK. Observe that FrameMaker jumps to the text on page 2. Select Show/Hide and turn off "Use Format Overrides". Close Conditional Text window.

### See This:

### Say This:

### Do This:

### See This:

- FrameMaker provides powerful Cross Referencing with a simple, easy to use interface. You can place cross references to other locations within your document as well as reference points in other documents.

Here's how easy it is to use. Because I can easily tailor my own cross reference formats through this simple menu. Applying the actual cross reference is as simple as pointing and clicking on the reference that I can see in this window. Note this reference includes the table number, page number and text of the table title, all automatically.

- If I want to go to that table to inspect it, I simply double click on the cross reference, select "go to" and FrameMaker automatically takes me to that table. It's that easy.

- Delete the caption sentence in Figure A on page 2 that begins with "Cities finance...". Select **[Special:Cross-Reference...]**. Select **{Format:Table}** in the popup menu at the bottom, then select **{Source Type: TableTitle}**. Select the title that appears in the scroll box to the right. Click on **Insert**. The cross reference is inserted automatically. Highlight the cross reference.
- Zoom to 100%. Fill screen with document window. Double click on the cross reference and select **Go To** in the menu. Document will redisplay with table on page 9. Zoom "Win".

### Say This:

- Before I get started with Tables, I'd like to point out that the Spell Checking and Find and Replace features handle table text in just the same way as standard body text. So you can spell check tables and perform complex search and replace functions with no problems.

### Do This:

- Go to text cell starting with "Use safety panel...". Zoom to 200%, center in on cell. **[Edit:Spelling Checker]** to open spell checker window. **Start checking**, and slowly click on **correct** to fix errors.
- Click on Options from the Spelling Checker window. Let the

### See This:

FrameMaker not only checks for misspelled words, but repeated words. It replaces straight quotes with matching left and right quotes. It also catches repeated punctuation, extra spaces, even bad capitalizations.

You can use up to four dictionaries at once including the default 130,000 word Merrium Webster, a site dictionary and up to two personal dictionaries. In addition, if you have purchased the optional international dictionaries, FrameMaker won't miss a beat by switching to any of the supported 13 languages, on the fly.

- And look at the control you have over what FrameMaker finds or ignores!

customer see the vast array of user controls.

## Say This:

- 
- In this instance I'm going to find each occurrence

Also notice that as the find and replace command causes the table cell to grow, the entire row grows with it. When necessary, rows paginate to the next page. And any new pages that are created are formatted correctly with header and footer rows. FrameMaker even creates new pages using the same master page format as the other

## Do This:

- 
- Turn borders on: [View:Borders]. Select the frame around the "start" button and copy it. Select the entire paragraph that starts "Pressing the begin". Select the Find menu and type the word "begin" in the Find fill-in. From the "Replace With": pop-up menu, select "Pasting". Check "Selection" option. Zoom to 100%. And finally, click on "Replace All". Click on OK when

## See This:

table pages. Automatically!

the “Cannot be undone” window appears. Close the Search window

### Say This:

- .
- FrameMaker on the NeXT integrates exceptionally well with the NeXT desktop applications. Because NeXT provides easy access to applications like sound, authors can voice annotate their FrameMaker documents.
- I can select a word in my FrameMaker document, then directly from the Frame menu, launch the Digital Webster for a complete definition of that word. FrameMaker allows for powerful integration with Mail, Webster, Librarian, Quotations, and FAX services.
- And lastly, I think I will bring in a picture of Lake Titicaca. Integration with the Workspace Manager allows for easy drag and drop of image files directly from the File Viewer. In this case, a 24bit color TIFF image.

### Do This:

- 
- **Double-Click on the sound icon** to execute the sound file. You may need to adjust the volume by depressing the volume keys.
- Double-Click on the word “Studied” in the table title. Open **[Services:Define in Webster]** from the FrameMaker menu. This will launch the Digital Webster and define the word that is highlighted in the frame document.
- Select the anchored frame on page 13 of Conclusion.frame. The frame is shaded gray for easy location. **Select Lake.tiff** from the file viewer and drag it anywhere on top of page 13. Enter **96 dpi** for the custom resolution and click OK.

### See This:

### Say This:

### Do This:

### See This:

- FrameMaker tables have just about everything you would ever need in a tables package. Frame evaluated all the best tables packages on the market and came up with a super-set of all the best features. If you have heavy table requirements, this feature alone could justify your purchase.
- Table footnotes can have their own unique numbering sequence.

**Say This:**

- 

**Say This:**

- 

Another important feature is the ability to automatically size columns according to the widest contents. This is particularly important in multi-page tables since your column manipulation may affect text in a cell that you cannot see.

**Say This:**

- 

**Say This:**

- 

As you can see there are a large range of options for formatting your table. You can customize almost every different line in the table in thickness and style, i.e. double lines. And you have complete control over shading the table cells to whatever you feel

- 

- Cut the text including the footnote, and Paste it at the end of the paragraph above the imported Tiff image on page 31. Zoom to show footnote format if needed.

**Do This:**

- 

**Do This:**

- 

If the Area column still has numeric values that are wrapping, Control-Double click in the Area column to select the entire column. Select [Table:Resize Columns...]

**Do This:**

- 

**Do This:**

- 

**See This:**

**See This:**

**See This:**

**See This:**

best to display the text effectively.

- Now lets take care of the text in my headers and footers. Since I shaded them very dark, there is not enough contrast to read the black text inside. I'll change the text to white so that it can be easily read. Note how few commands are needed to change the layout of a table. You can even set up standard table formats so all your tables format the same way in your document.
- Even as you update the table, the area of the rows grow. And if you delete a row from your table, FrameMaker is intelligent enough to automatically update the table with the correct periodic ruling and shading.

### Say This:

- 
- Lets make one last change and rotate the header cells 90 degrees and center them in the middle.
- 

- Insert the cursor in one of the heading cells. Open [Format:Paragraph], go to {Properties: Default Font} change Color from "Black" to "White" and select Paragraphs Tagged: "Cell: Head" and Paragraph Catalog. Then click Apply To:. Close Paragraphs Format window. Observe white text on dark background.
- Place insert point in the "Michigan" body cell, and type several lines of text. Select the two rows in their entirety, "Victoria and Aral Sea" by dragging the mouse through both. Then cut them from the table by pressing "Delete". Click on the "Remove Cells from Table" option.

### Do This:

- 
- Select the header cells. Select [Graphics:Rotate]. Then type: Esc j c and Esc j m.
- Select the entire range of rows from the rotated Caspian Sea to the shaded Michigan. Select [Special:Conditional Text...]. Double click on Local so it appears in the "In:" scroll box. Click "Apply". Click on Show/Hide button. In the Show/Hide Conditional Text window, double click on local so that it appears in the "Hide:" scroll box. Click

### See This:

### Say This:

- 
- 

“OK”. The selected rows disappear.

### Do This:

- .
- Place an insert point in an empty paragraph in the blank last page. Select [File:Import...] or from the File Browser, drag the ImportTabData onto the page. At the Reading Import File: dialog box, select Treat File as Table... When the Convert To Table dialog appears, select the table name “Lakes”.

### See This:

### Say This:

- Frame Math is a powerful equation typesetting tool that lets you easily create equations by pointing and clicking from math pallets. All math functionality is accessible from the keyboard as well. Frame Math doesn’t stop at typesetting, it’s intelligence understands mathematical formulas and because of this it can modify your equations for you by evaluating, isolating terms and solving.
- Before we start, you’ll notice that we have the complete Greek alphabet. In addition, we have all the common mathematical terms, like products, summations, and

### Do This:

- Goto page 10 of Conclusion.frame. Click on the Math icon on the document window boarder to open Frame Math.
- Page through the different Math menus. Click on Operators, Delimiters, Relations, Calculus, Matrices, Functions, and back to Symbols.
- Put insert point in the empty paragraph in the middle of the page. Select Equation from the Equations window and then select New Large Equation from the list.  
Type:  $x = -b$

### See This:

integrals... and even a few I'm not familiar with.

- Lets create a quadratic equation to show off a few of Frame's features. Notice how I can enter information right from the keyboard. Since not all symbols are available on the keyboard, we make it easy by providing operators in the operators menu.

### Say This:

- As you recall, I mentioned that FrameMath understands the syntax of equations. It knows, for example, that the denominator is "2 times a". As a result, following the rules of mathematics, we can move terms.

Lets say that after entering this equation, we decide that we don't want a denominator. By using our division tools, we can remove it.

Notice what Frame Match has done. It removed the division by converting our denominator into a term with negative powers. To maintain an equivalent equation, it even added parenthesis.

We can revert back to the original form by removing negative powers.

- We can also distribute the denominator under each of the

Select {Operators} menu and click on the plus or minus operator in row 2 column 2.

Enter keyboard shortcut for square root. Type: \sqrt, then space once.

Type:  $b^2$

Press the space bar 2 times to select the whole term.

Type:  $-4ac$

Select the entire right hand side of the equation by pressing the space bar 7 times or by dragging across it with the mouse.

Type:  $/2a$

### Do This:

- Select the [Functions] menu and highlight the right hand side of the equation.

Select [Division] from the Functions menu., and then {Remove Division} from the pop-up.

Select [Division] from the Functions menu, and then {Remove Negative Powers} from the pop-up.

- Select [Multiplication] from the Functions menu, then {Remove Negative Powers} from the pop-up.

### See This:



terms in the numerator.

These are just a few of the powerful features in FrameMath.

### **Say This: Optional**

- If your interested I can show you how easily FrameMath can solve equations

### **Do This: Optional**

- Highlight the entire equation at the top of the page.  
Select [Evaluation] from the Functions menu, and then {Evaluate Integral}. Repeat this 2 more times.  
Select [Evaluation] from the Functions menu, and then {Evaluate Substitution}. Repeat this 1 more time.  
Select [Evaluation] from the Functions menu, and then {Number Crunch}.

### **See This: Optional**

### **Say This:**

- FrameMaker has the capabilities to handle lengthy documents from 50 pages to hundreds or even thousands of pages. Here is another area that differentiates Frame from any other publishing package on the market today. FrameMaker's book capabilities handle Chapter, paragraph, page, equation, and table numbering across multiple files. And those are just a few of the unlimited numbering schemes that FrameMaker will track for you. And that's the least of FrameMaker's

### **Do This:**

- Arrange the FrameMaker files on your desktop so that the numbering in each file can be seen. Open the index and TOC templates so that the customer can watch them fill in automatically.  
Make sure the `Field.book` window is visible and ACTIVE, off to the right of the screen.

### **See This:**

strong multi-file book capabilities.

Frame gives you powerful commands that allow easy updates to all files in your “book”. When you make a change to a masterpage or a paragraph format in one chapter, you can easily update all chapters with the latest additions or modifications.

Indices, Table of Contents, Lists of Tables, Lists of equations, are just a few of the unlimited number of lists that FrameMaker will create for you automatically. Since FrameMaker is a full authoring tool, we know that you’ll be making modifications to your files right up to press time. When text paginates due to last minute changes, you can count on FrameMaker to track the numbering, update the cross references and re-generate all your lists with accurate page numbers. FrameMaker takes the worry out of long document creation and manipulation.

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Chapter

# 1

## Field Study of Impact Redeployment

### 1-1 Introduction to field model

The symposium on Biological Evaluation of Environmental Impact, was organized by the President's Council on Environmental Quality (CEQ). It was hosted by the Ecological Society American Institute of Biological Sciences. The June 1976 event took place at historic Tulane University.

Central attention was directed at new trends in techniques and considerations that are more methodological in their nature.

#### 1-1.1 National Environmental Policy Act

This symposium focused on how the biological significance of environmental impacts can be both evaluated by ecologists and described to decision-makers in the environmental impact assessment process.

Perhaps the two most difficult questions that biologists repeatedly face in assessing environmental impact are also the two most important:

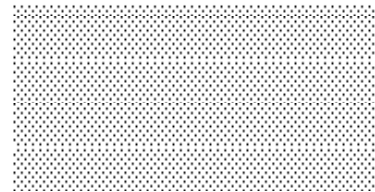
### Study TOC

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# FrameMaker

Contents



## Say This:

- Note:, this active window here is a FrameMaker book window. This window is a collection of files that have been created in FrameMaker and there is also a table of contents and index that will be generated automatically.
- Let me show you how simple it is to create a multi-file book. Adding files to the book is just as easy. This is also where I can tell FrameMaker to generate any number of lists related to this book.
- Now lets get back to our original book to demonstrate these powerful features. I'm going let FrameMaker book these two chapters, Intro.frame and Conclusion.frame, and at the same time I'll generate a table of contents, index and list of figures. With FrameMaker's book building capabilities, this will take just a few seconds. Note that both chapters are numbered independently. There is even a cross reference in Intro.frame that points to a source in Conclusion.frame. Currently that source resides on page XX. Watch how skillfully FrameMaker updates all these files.  
  
FrameMaker is actually making two passes through the book files. The first pass updates the page and paragraph numbering and the second pass updates cross

## Do This:

- Click on the Field.book window and draw the customer's attention to it with the mouse pointer.
- Click on and activate Intro.frame. Select [File:Generate], then select {New Multi-file Book}. With the new book window active, select [File:Add] and show the options for adding files and generated lists. Quit the new book window and do not save.
- Use the mouse to point to the chapter and page numbering in both Intro.frame and Conclusion.frame. Point to the cross reference in Intro.frame. Read the reference aloud calling attention to the current page number where the source resides.  
  
Reactivate **Field.book**, it *must* be the active window. **[File:Generate...]**. Click **OK**. While the cursor is busy, circle it around the chapter number in **Conclusion.frame** window to draw crowd's attention to one of the dramatic changes. Observe the table of contents and list of figures being updated.
- Point out the new source page number in the cross reference on page 1 in Intro.frame. Double Click on the cross reference. Click on GoTo.

## See This:

references and generates all the lists that you have asked for.

- And just to prove that its accurate, lets verify the page number for the cross-reference.

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24

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Chapter

# 1

## Field Study of Impact Redeployment

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#### 1-1.1 National Environmental Policy Act

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Perhaps the two most difficult questions that biologists repeatedly face in assessing environmental impact are also the two most important:

### Study TOC



# FrameMaker

Contents

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Σ

## Say This:

- Another powerful feature of FrameMaker is User Variables. This feature lets you define a variable and its content, use it throughout your documents, and then update all occurrences by modifying from a single location. In this example we assume the title of our study has changed from Impact Assessment Study to Wild Life Environment Study. Making this change is a snap with FrameMaker and User Variables.

In the Study definition, we can replace the phrase “Impact Assessment Study” with “Wild Life Environment Study”. Also note that I can select any of my defined Character formats to go with any of my user variables. So if you have a product name, for example, that you want to be in italics, you can format that here. Once I am finished, FrameMaker will go through my document and replace all the user Study variables with the new value.

- Now let me show you how easy it is to update my entire book with the new definition. FrameMaker allows for easy manipulation of all files in a book. From printing and saving to sharing paragraph styles and variable formats, to name just a few. A single command will save

## Do This:

- Go to Intro.frame. Double click on Impact Assessment Study in the Chapter title. The “Variable” dialog box will appear. The User Variable “Study” will be highlighted. Click on the “Edit Definition...” button. The “Edit User Variable” dialog box will appear.

In the “Edit User Variable” dialog box, change the “Definition:” from Impact Assessment Study to Wild Life Environment Study. Scroll through “Character Formats:” so you can talk about formatting user variables. Click Done. Then click Done on the “Variable” dialog box.

- Make sure Field.book is active. [File:Use Formats From] Uncheck everything except Variable Definitions. Select {Use formats From document:} Intro.frame. OK.

## See This:

you time.

### Say This:

- FrameMaker is a fully integrated package that was designed with the workgroup in mind. FrameMaker can access files located anywhere your network access allows. Read and write permissions adhere to the user's UNIX permissions. FrameMaker lets you know when multiple people accesses the same document. And that's not all... FrameMaker will tell you other pertinent information such as the name of the first person working on the file, if multiple people have access, the system node name, and the date and time the file was opened.

This book is now almost complete. There is one more file that needs to be added. This file was created by one of our engineers in another department. It looks as if this person has a different perception of good design.

Fortunately FrameMaker makes it easy to share projects within and across different departments. A powerful feature called "Use Formats From" lets you apply page layouts, paragraph, and other design formats from one document to another. In no time at

### Do This:

- Open roughdraft.frame. Select [File:Use Formats From...] Select Intro.frame from the pop-up list. Make sure all options are checked. Click on OK.  
Open [Page:Column Layout] Select Copy Layout from Master Page "First". Then click on OK.  
Zoom Win.. to fit page and reposition roughdraft.frame on your desktop so that all files can be viewed.

### See This:



all, we'll take information from another group and modify the formatting to have the look and feel of the rest of our project.

### Say This:

- Now I am ready to add this file to my book and update the book for last time.

In a few short seconds FrameMaker will update my entire book, change the page, paragraph, and chapter numbering, update my cross references and variables and generate all my lists.

- Thank you for taking the time to evaluate FrameMaker 3.0.

### See This:

### Do This:

- Select `Intro.frame` in the `Field.book` window. Select `[File:Add File...]` select `roughdraft.frame` in the right scroll window. Choose `Add`. Observe `roughdraft.frame` now appearing in the `Field.book` window. Make sure `Field.book` window is active. Select `[File:Generate...]` Choose `OK`. Circle the busy mouse cursor around the chapter number in `roughdraft.frame` to indicate what's going to change next.