Multi-Ad Search® 3.1 Run-time Guide

Part One • An introduction to the Search run-time version

In a professional production environment, the perfect picture can be worth a thousand words. Unfortunately, you usually don't have a thousand hours to hunt for it in your collection of electronic art. That's where the Search run-time version can help.

The Search run-time catalogs are visual databases containing records of the graphic files located on the accompanying CDs or floppy disks. With the catalogs, you can locate potential graphics through their records, which you request with a search definition. Once records are retrieved, you can browse thumbnails of the graphics and then access selected graphics to copy or edit. You can also copy or send graphic references to other network locations.

If you have enough hard disk space available, you can copy the run-time application file and the catalog you wish to use onto your hard drive to improve the speed and performance of this run-time version. The original graphic files that remain on the CD or other medium don't need to be available in order to browse their cataloged records. However, to preview, copy, or edit the original graphic files, they do need to be available on your hard drive or a mounted file server.

Catalogs with the run-time version are read-only, meaning that some functions available with full-working Search and its catalogs—like the ability to create other catalogs, add records to catalogs, update catalogs, or edit keywords and descriptions—are not available here. Those commands are dimmed in the run-time menus. The following functions are available and are covered in this guide:
    • searching catalogs and viewing search results
    •
previewing graphics
    •
copying and editing graphics
    •
copying or sending graphic references

About this guide
• Print it!   Choose Print from the File menu to get a hard copy of this guide.
• Use the Contents menu to navigate to the various sections of this document. For example, you can choose Table of Contents from the Contents menu to display a window listing the sections of this document. From there, you double-click on a section title to view that section.
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Single-step procedures are designated with this symbol: âŒ¥.
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Keyboard shortcuts will be shown as âŒ˜-O, which means to hold down the Command key while pressing the "O" key. Note that while the "O" is capitalized, you don't hold down the Shift key unless it's requested.

Some key terms for understanding Search
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Original files–the graphics that are cataloged. You don't search original files once they are cataloged. Instead, you search the records that Search creates for them.

- Reference–a specification of the name, volume, and folder location of an original file. A reference is part of a record. Search copies or sends references of original files so the original files themselves do not have to be copied or sent. Other applications or users can then access the original file from the reference. One note: when printing a document that contains a reference, the original file must be mounted to print properly as part of the document.

- Record–the collection of information that Search catalogs about the original file. A record of an original file includes its reference, thumbnail, file name, file type, location, modification date, expiration date, size, location, and so forth.

- Catalog–a visual database of original file records—not the original files themselves.