



MADCAP ANALYZER 9

Topics

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CHAPTER 1

Viewing File Links

In Analyzer there are many ways that you can link one file with another, thus creating a dependency. Link dependencies are created when you perform tasks such as: inserting a text hyperlink, inserting an image, applying a stylesheet to a topic, and more. The Link Viewer window pane lets you see what other files a particular file is linked to and from.

This chapter discusses the following:

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How the Link Viewer Window Pane Can Help You

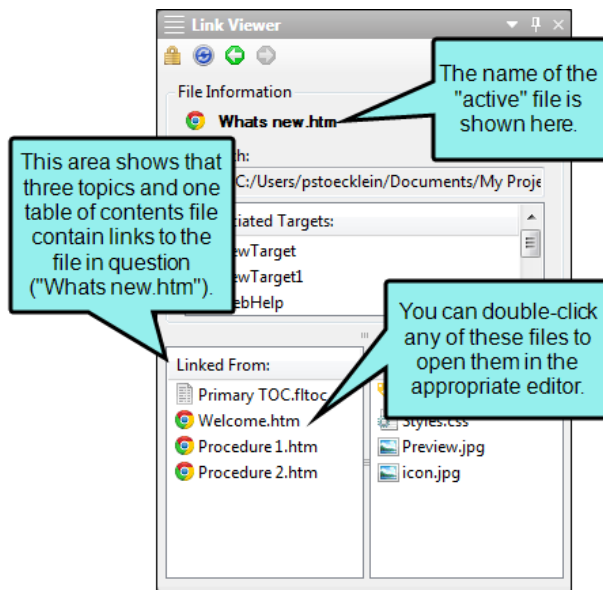
This window pane lets you see the following types of information:

INCOMING LINKS FROM OTHER FILES

You can see which other files contain links to the file that has focus.

☆ EXAMPLE

Let's say you have a topic called "What's New" and in several other topics you have inserted a hyperlink to it. Unfortunately, you cannot remember exactly which topics. Furthermore, you've made changes to the "What's New" topic, so you want to see if any other topics linking to it also require modifications as a result. Therefore, you open the Link Viewer window pane. You then open the "What's New" topic. Because that topic is the file containing focus, the Link Viewer window pane provides a list of all the other topics and files (e.g., tables of contents) with links to it. Not only can you see a list of files with links to the "What's New" topic, but you can double-click each file to open it and work on it.

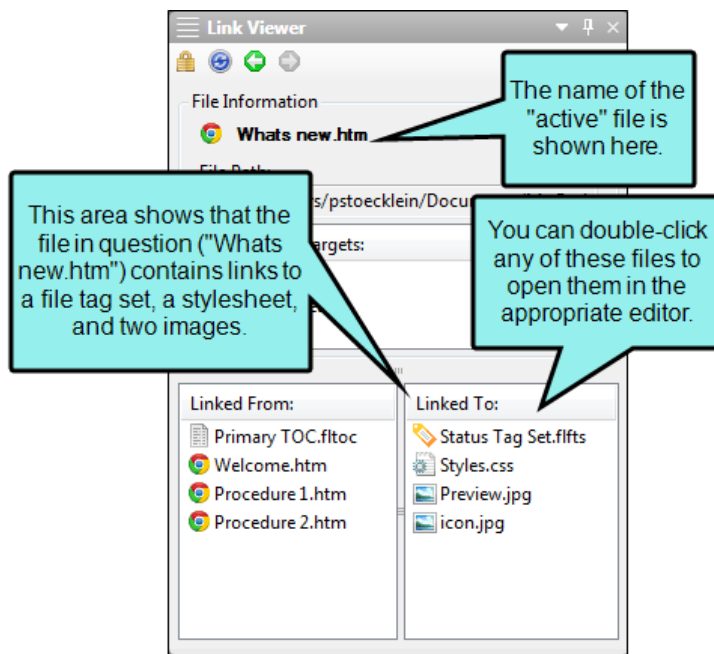


OUTGOING LINKS TO OTHER FILES

You can see which other files are linked from the file that has focus.

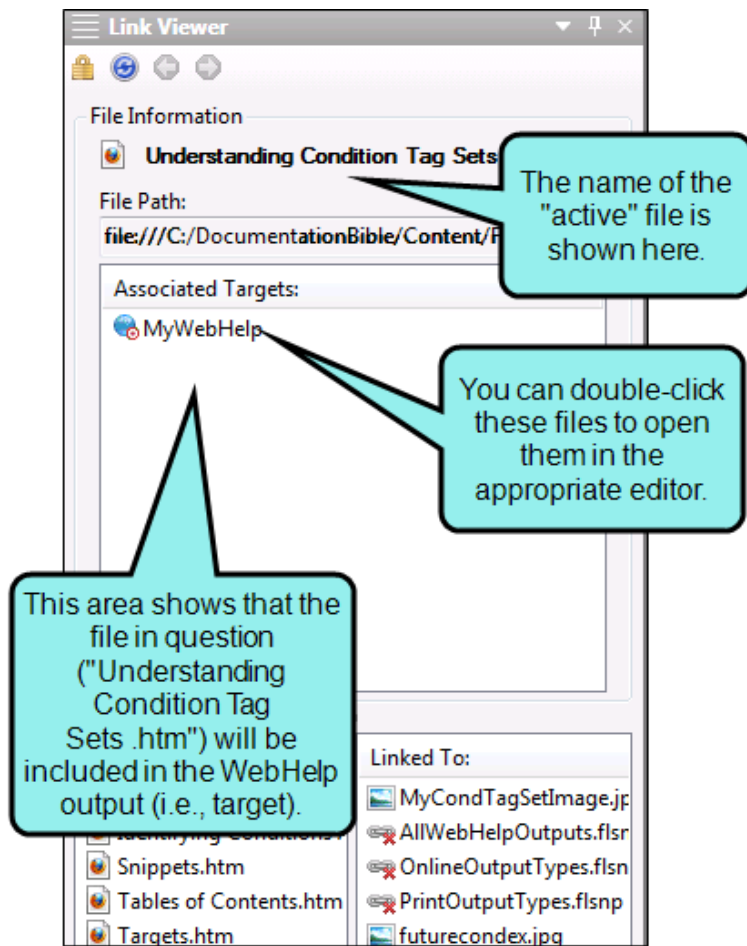
☆ EXAMPLE

Let's say you have a topic called "What's New", which contains a snippet, which you want to edit. One way to edit the snippet file is to go look for them in the Content Explorer and double-click it. That method can take a lot of time. Another method is to right-click on the snippet within the topic and select **Open Link**. But another quick method is to use the Link Viewer window pane, which not only lets you open the snippet quickly, but also see the file name of the snippet and other linked files at a glance. Therefore, you open the Link Viewer window pane. You then open the "What's New" topic. Because that topic is the file containing focus (i.e., it's the most recent file you've opened or clicked in), the Link Viewer window pane provides you with a list of all the other files linked from it.



TARGETS LINKED TO A FILE

You can see which targets are associated with the file that has focus. This is useful, for example, because it lets you know which outputs will be affected when you make changes to that file. The link to the target might be direct (e.g., the active file is a topic that is included in the table of contents for a target) or indirect (e.g., the active file is a snippet that has been inserted into a topic that is included in the table of contents for a target).




Tasks Associated with the Link Viewer Window Pane

Following are the basic tasks involved with using the Link Viewer window pane in Analyzer:


OPEN WINDOW PANE

Whenever you want to view links to and from a file, you simply need to open the Link Viewer window pane and give focus to the file in question. To do this select **View > Links > Link Viewer**. The Link Viewer window pane opens by default on the right side of the workspace. Next, open a file. As long as that file has focus (e.g., click in it), the related links are shown in the Link Viewer window pane.

LOCK WINDOW PANE

Normally when you click in a different file, giving it focus, the links for that file are shown in the Link Viewer window pane. However, there may be times when you want a previous set of links to continue to show in the Link Viewer, even when you click in other files. In that case, you can lock the Link Viewer by clicking the **Lock** button  in the local toolbar. To unlock the window pane, click the button again.



REFRESH

You can click  in the local toolbar to refresh the Link Viewer window pane at any time. This ensures you are seeing the most up-to-date links for the active file.

☆ EXAMPLE

Let's say you are using the Link Viewer window pane to see the links for a topic. While doing this, suppose you decide to delete one of the targets in your project, and that target is linked to the topic file. After the file is deleted, it still is shown in the Link Viewer window pane. But if you click the Refresh button, the window pane no longer shows that file link.

GO TO PREVIOUS/NEXT

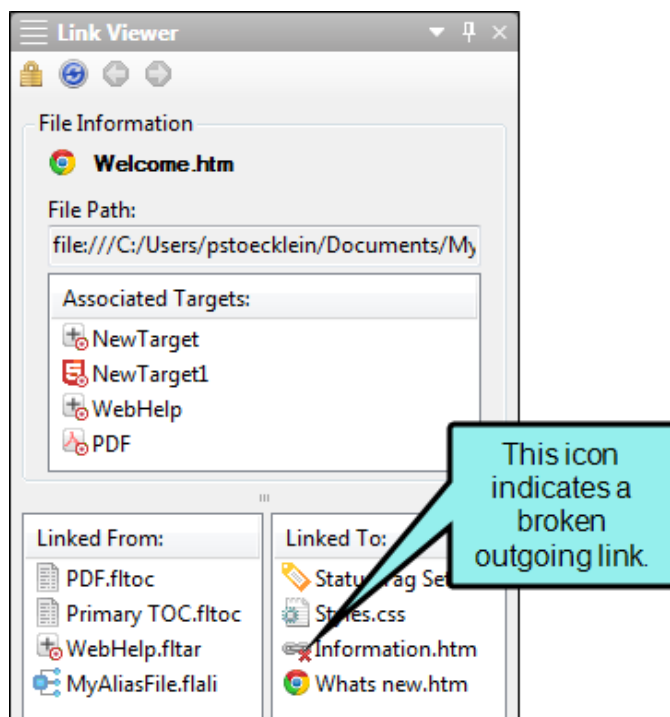
If you have been viewing links for multiple files, the Link Viewer window pane remembers those files and their links. You can click the **Previous**  or **Next**  buttons in the local toolbar to see file links that you have already viewed.

VIEW BROKEN LINKS

If the active file contains broken links, this will be indicated by a broken link icon in the Link Viewer window pane.

☆ EXAMPLE

Let's say the active file contains a hyperlink to another file, but the link is broken. In that case, you will see something like this in the Link Viewer window pane:



Viewing Non-XML Topics

You can view a list of non-XML files (e.g., HTML files) that have been added to your project. You can also convert those HTML files to XHTML files in a single batch.

☆ EXAMPLE

Let's say that you have many HTML files that you want to add to your Flare project. So you copy and paste them into the Windows folder where your project is stored (i.e., within the Content folder). If you were to try to open each of those files within the Flare project, a dialog would open, directing you to convert each HTML file to an XHTML file (one at a time). However, if you have hundreds of these files, you may not want to take the time to convert each one individually. So instead, you open the Flare project in Analyzer so that you can view a list of all of the non-XML files in the project. Then you can quickly convert the entire list of HTML files to XHTML files.


HOW TO VIEW NON-XML TOPICS


1. Open a project.
2. Do one of the following, depending on the part of the user interface you are using:
 - **Ribbon** Select the **View** ribbon. In the Dynamic Reports section select **More Reports > Non-XML Topics**.
 - **Analyzer Summary Window Pane** Double-click the row that mentions these items.

The Non-XML Topics window pane opens, listing all non-XML files in the project.

3. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **Apply** Displays a check box next to the files. If you decide to convert the non-XML file to XML, you need to make sure the check box is selected. If you do not want to convert the file, but you do want to convert other files in the list, you can click the check box to remove the check mark.
 - **File** Displays the name of the non-XML file.
 - **Title** Displays the title of the non-XML topic (if any).
 - **Folder** Displays the folder where the file is found.
4. If a certain number of items have been found, page navigation buttons in the local toolbar may be enabled. You can use these buttons to go to additional pages to display more items. You also have the option to view all items at once in one long list. This is called the View All option. You can toggle these views by clicking the View All/View as Pages button in the local toolbar. The button displays the opposite of whatever view is currently activated (e.g., If the View All option is currently active, the button shows View as Pages to indicate that if clicked, the button will switch the window pane to the View as Pages option).

HOW TO CONVERT NON-XML TOPICS

1. In the window pane, select all files that you want to convert. If you want to select all rows click . You can hold the **SHIFT** key to select a range, or you can hold the **CTRL** key to select individual items.
2. In the local toolbar, click the **Convert Topics** button.
3. In the message that opens, click **OK**. If you selected a single topic row only, the HTML to XHTML Conversion dialog opens. Click **Convert**.
4. If you selected multiple topic rows, another message lets you know how many files were changed. Click **OK**. All of the selected files are converted to XHTML files.

 **NOTE:** If you want to undo the conversions, you can use the Backups window pane (**View > Backups**).

Validating XML Files

If you are unable to open a file, it is possible that the file has invalid XML code (e.g., unclosed tags, starting tag is uppercase with a lowercase end tag). When you have files with invalid XML, they are added to the non-XML Topics window pane. Files such as these can be fixed by validating the file in Analyzer.

In this example, two non-XML topics were found.

File	Folder
HTML.html	Content/
Whats new.htm	Content/

The first file is included because it is an HTML file, rather than an XHTML file.

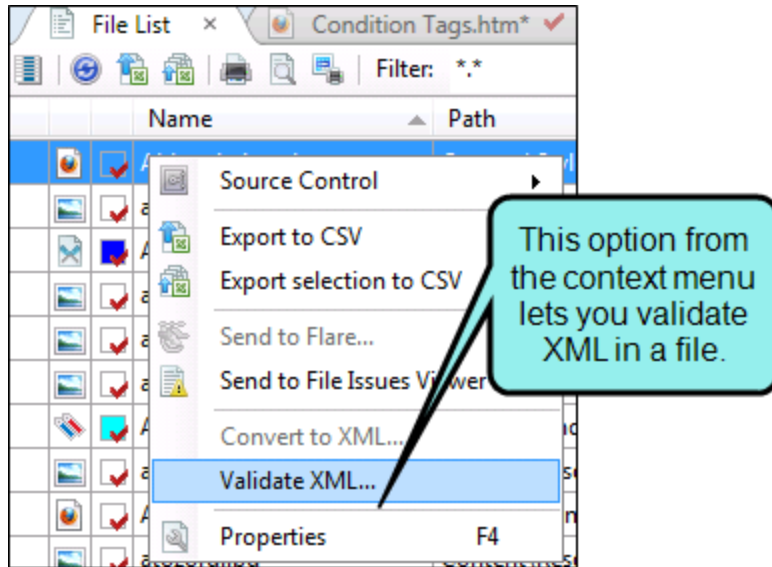
The second file is included because it has invalid XML in it (in this case, a paragraph tag that does not have a closing bracket).

HOW TO VALIDATE XML FILES

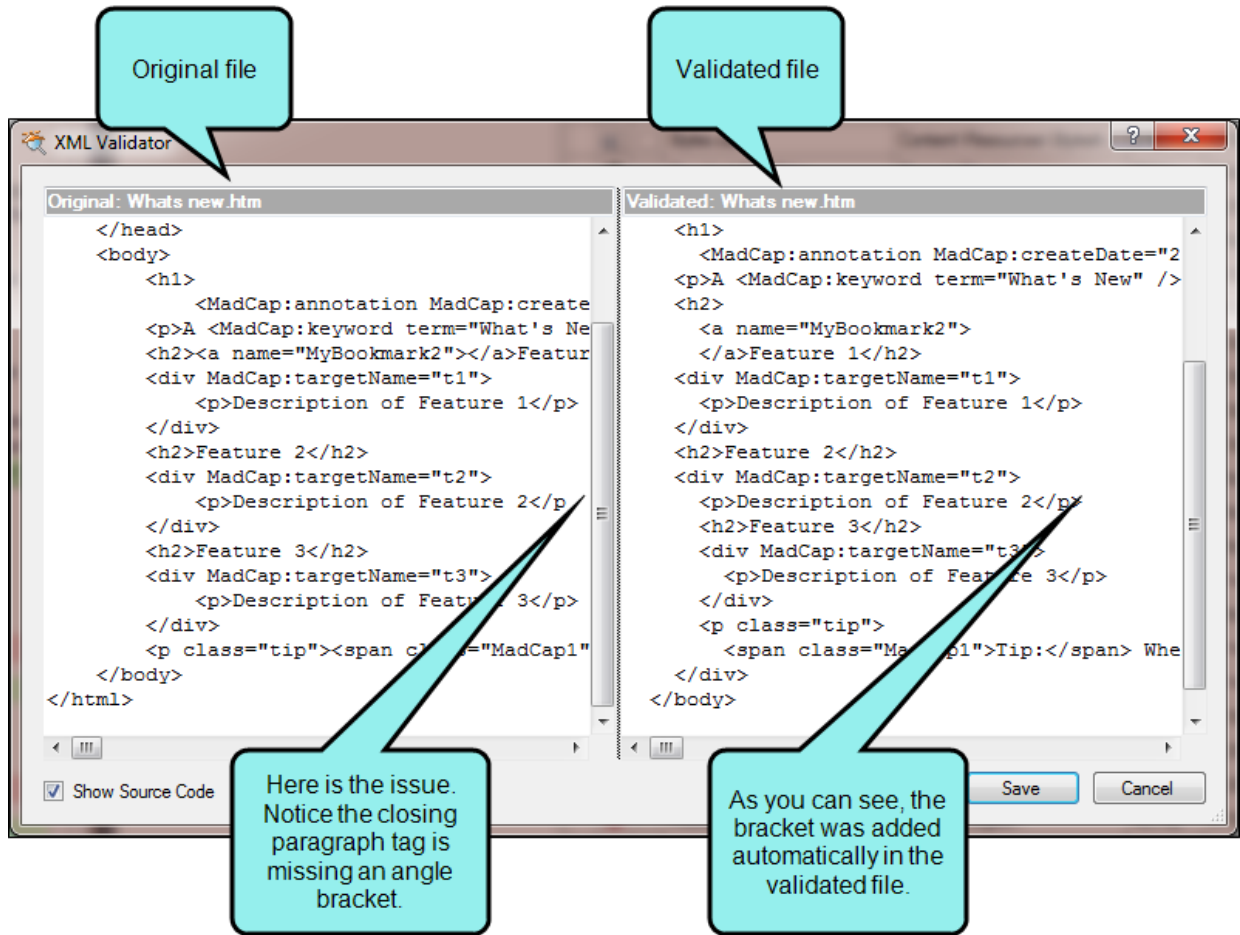
1. Do one of the following, depending on the part of the user interface you are using:
 - **Ribbon** Select the **View** ribbon. In the **Explorer** section select **File List**.
 - **Keyboard Shortcut** Press **CTRL+SHIFT+J**.

The File List window pane opens.

2. Right-click on a file with invalid XML and select **Validate XML**.



The XML Validator dialog opens. The left side shows the markup for the original file, and the right side shows the markup for the file after the invalid XML has been fixed. You can switch to the WYSIWYG view by clicking **Show Source Code** to remove the check mark.



3. (Optional) You can click **Create Backup File** if you want to keep a copy of the original file in your Backups window pane.
4. Click **Save**.

Viewing Topics for a Selected Item

You can view a list of topics associated with a segment (as selected in the Frequent Segments window pane or Similar Segments window pane). This is simply a quick way to open a file where a particular segment exists.

HOW TO VIEW TOPICS FOR A SELECTED ITEM

1. Open a project.
2. Select the **View** ribbon. In the **Analysis** section select **Topics For Selected**. The Topics For Selected window pane opens (by default on the right side of the interface).
3. Do one of the following, depending on the part of the user interface you are using and the type of segments.

FREQUENT SEGMENTS

- **Ribbon** Select the **View** ribbon. In the **Dynamic Reports** section, select **Suggestions > Frequent Segments**.
- **Tool Strip** Select **View > Suggestions > Frequent Segments**.

The Frequent Segments window pane opens, displaying segments that occur a certain number of times throughout your project.

SIMILAR SEGMENTS

- **Ribbon** Select the **View** ribbon. In the **Dynamic Reports** section, select **Suggestions > Similar Segments**.
- **Tool Strip** Select **View > Suggestions > Similar Segments**.

The Similar Segments window pane opens, displaying segments that are similar in your project. (You need to click the **Start Search** button in the local toolbar to initiate a search of similar segments.)

4. In the window pane, select a row. The Topics For Selected window pane lists all of the topics where the frequent segment is found.
5. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **File** Displays the name of the file where the segment occurs.
 - **Title** Displays the properties title of the file (if any).
 - **Folder** Displays the folder where the file is found.
 - **Extension** Displays the extension of the file (e.g., .htm).

6. You can open any file in the list to view or modify it in an editor. You can open the file in the Analyzer interface or in the Flare project.

TO OPEN THE FILE IN THE ANALYZER INTERFACE

Double-click the file in the window pane. The benefit of using this method is that it is quick and convenient. You have access to the features normally available in the editor (but not necessarily to all of the features available elsewhere in Flare).

TO OPEN THE FILE IN FLARE

- a. In the window pane, click on the file.
- b. Select **File > Send to Flare**.

The benefit of using this method is that you have access to all of the features in the application, not just those available from the editor.

Viewing Topics Not in a TOC

You can view a list of all topics that have been created in the project, but they have not yet been linked to any items in a TOC. A drop-down filter lets you select a specific TOC to analyze, or you can select "Any TOC" to analyze all TOCs in a project.

HOW TO VIEW TOPICS NOT YET ADDED TO THE TOC

1. Open a project.
2. Select the **View** ribbon. In the **Dynamic Reports** section select **More Reports > Topics Not In Selected TOC**.

The Topics Not In Selected TOC window pane opens, displaying all topics in your project that have not yet been added to a TOC.

3. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **File** Displays the name of the file.
 - **Title** Displays the properties title of the file (if any).
 - **Folder** Displays the folder where the file is found.
4. If a certain number of items have been found, page navigation buttons in the local toolbar may be enabled. You can use these buttons to go to additional pages to display more items. You also have the option to view all items at once in one long list. This is called the View All option. You can toggle these views by clicking the View All/View as Pages button in the local toolbar. The button displays the opposite of whatever view is currently activated (e.g., If the View All option is currently active, the button shows View as Pages to indicate that if clicked, the button will switch the window pane to the View as Pages option).

- (Optional) You can drag topics from the Topics Not In Selected TOC window pane into an open TOC by selecting a TOC from the **Filter** field in the Topics Not in Selected TOC window pane, then dragging topics from the pane into the TOC. You may need to float and position the TOC so you can see both it and the Topics Not in Selected TOC window pane.

The image consists of two screenshots of a software interface, illustrating the process of opening a TOC from the 'Topics Not In Selected TOC' window.

Top Screenshot: The 'Topics Not In Selected TOC' window is active. The 'Filter' dropdown menu is open, showing a list of TOCs: 'Any TOC', 'DocBibleGuide', 'DocBibleOnline', and 'Master'. A callout bubble points to the 'Filter' field with the text: "You can select a TOC from the Filter field in the Topics Not In Selected TOC window pane....". Another callout bubble points to the 'Master' option in the dropdown with the text: "... then click this button to open the TOC...". A third callout bubble points to the 'TOC Editor' pane on the right with the text: "...and position it in the workspace." The 'TOC Editor' pane shows a tree view of TOC items: 'Getting Started', 'Software Tools', 'Department Checklists', 'General Documentation Information', 'Mimic Features', 'Flare Features', and 'Outputs'.

Bottom Screenshot: The 'Topics Not In Selected TOC' window is still active. The 'Filter' dropdown menu is now closed. A callout bubble points to the 'TOC Editor' pane with the text: "...into the TOC and position them wherever you choose." Another callout bubble points to the 'Topics Not In Selected TOC' window with the text: "Once the TOC is open and positioned in the workspace, you can then drag topics from the Topics Not In Selected TOC window...". The 'TOC Editor' pane shows the same tree view of TOC items as in the top screenshot.

6. (Optional) You can open any topic in the list to view or modify it. You can open the file in the Analyzer interface or in the Flare project.

To open the file in the Analyzer interface The benefit of using this method is that it is quick and convenient. You have access to the features normally available in the editor (but not necessarily to all of the features available elsewhere in Flare).

- In the Topics Not In Selected TOC window pane, double-click the file that you want to open. The file opens in the appropriate editor.

To open the file in Flare The benefit of using this method is that you have access to all of the features in the application, not just those available from the editor.

- In the Topics Not In Selected TOC window pane, select the file that you want to open. Then in the Standard toolbar, click **Send to Flare**. The file opens in the application. You can then open the TOC and add the file to it. For more information about adding a file to a TOC, see the Flare online Help.

CHAPTER 6

Viewing Topics Not Indexed

You can view a list of all topics where you have not yet inserted index keywords. Therefore, no references to those topics will be found in the generated index. You can also double-click a row to open the topic in question.

HOW TO VIEW TOPICS NOT YET INDEXED

1. Open a project.
2. Select the **View** ribbon. In the **Dynamic Reports** section select **More Reports > Topics Not In Index**.

The Topics Not In Index window pane opens, displaying all topics in your project where you have not yet inserted index keywords.

3. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **File** Displays the name of the file.
 - **Title** Displays the properties title of the file (if any).
 - **Folder** Displays the folder where the file is found.
4. If a certain number of items have been found, page navigation buttons in the local toolbar may be enabled. You can use these buttons to go to additional pages to display more items. You also have the option to view all items at once in one long list. This is called the View All option. You can toggle these views by clicking the View All/View as Pages button in the local toolbar. The button displays the opposite of whatever view is currently activated (e.g., If the View All option is currently active, the button shows View as Pages to indicate that if clicked, the button will switch the window pane to the View as Pages option).
5. You can open any topic in the list to view or modify it. You can open the file in the Analyzer interface or in the Flare project.

TO OPEN THE FILE IN THE ANALYZER INTERFACE

Double-click the file in the window pane. The benefit of using this method is that it is quick and convenient. You have access to the features normally available in the editor (but not necessarily to all of the features available elsewhere in Flare).

TO OPEN THE FILE IN FLARE


- a. In the window pane, click on the file.
- b. Select **File > Send to Flare**.

The benefit of using this method is that you have access to all of the features in the application, not just those available from the editor.

Viewing Topics Not Linked

You can view a list of all topics that are not linked from anywhere else in the project. Let's say you were to create a text hyperlink to this topic from another topic, or perhaps link to the topic from a table of contents (Flare). In that case, the topic would no longer be displayed in the Topics Not Linked window pane. You can double-click a row to open the topic in question. You can also add condition tags to the topic.

HOW TO VIEW TOPICS NOT LINKED

1. Open a project.
2. Select the **View** ribbon. In the **Dynamic Reports** section, select **More Reports > Unused Items**.
The Unused Items window pane opens, which allows you to view various unused elements in the project (such as bookmarks, condition tags, content files, CSH IDs, images, variables, styles, file tags, and topics not linked).
3. Click the drop-down field at the top of the window pane and select **Topics Not Linked**. The unlinked topics in the project are listed.
4. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **File** Displays the name of the topic or file that is not linked.
 - **Title** Displays the properties title of the file (if any).
 - **Folder** Displays the folder where the file is found.
5. If a certain number of items have been found, page navigation buttons in the local toolbar may be enabled. You can use these buttons to go to additional pages to display more items. You also have the option to view all items at once in one long list. This is called the View All option. You can toggle these views by clicking the View All/View as Pages button in the local toolbar. The button displays the opposite of whatever view is currently activated (e.g., If the View All option is currently active, the button shows View as Pages to indicate that if clicked, the button will switch the window pane to the View as Pages option).
6. If you want to remove any unlinked topics from Analyzer, as well as from the project being analyzed, select the topic in the list and click  in the local toolbar.
7. (Optional) You can add condition tags to the topics not linked. To add condition tags, do the following.
 - a. Select **Topics Not Linked** from the drop-down menu in the Unused Items window pane.
 - b. Do one of the following.
 - Right-click the unlinked topic and from the context menu, select **Properties**.
 - Right-click the unlinked topic and press **CTRL+SHIFT+P** on the keyboard.
The Properties dialog opens.

- c. In the Properties dialog, click the **Conditional Text** tab.
 - d. Select condition tags, then click **OK**.
8. You can open any topic in the list to view or modify it in the XML Editor. You can open the topic in the Analyzer interface or in the Flare project.

TO OPEN THE FILE IN THE ANALYZER INTERFACE

Double-click the file in the window pane. The benefit of using this method is that it is quick and convenient. You have access to the features normally available in the editor (but not necessarily to all of the features available elsewhere in Flare).

TO OPEN THE FILE IN FLARE

- a. In the window pane, click on the file.
- b. Select **File > Send to Flare**.

The benefit of using this method is that you have access to all of the features in the application, not just those available from the editor.

CHAPTER 8

Viewing Topics Not Linked by a Map ID

You can view a list of all topics that are not linked to context-sensitive Help (CSH) map IDs. You can also double-click a row to open the topic in question.

HOW TO VIEW TOPICS NOT LINKED BY A MAP ID

1. Open a project.
2. Do one of the following, depending on the part of the user interface you are using:
 - **Ribbon** Select the **View** ribbon. In the Dynamic Reports section, select **More Reports > Topics Not Linked By Map ID**.
 - **Analyzer Summary Window Pane** Double-click the row that mentions these items.

The Topics Not Linked By Map ID window pane opens.

3. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **File** Displays the name of the file.
 - **Title** Displays the properties title of the file (if any).
 - **Folder** Displays the folder where the file is found.
4. If a certain number of items have been found, page navigation buttons in the local toolbar may be enabled. You can use these buttons to go to additional pages to display more items. You also have the option to view all items at once in one long list. This is called the View All option. You can toggle these views by clicking the View All/View as Pages button in the local toolbar. The button displays the opposite of whatever view is currently activated (e.g., If the View All option is currently active, the button shows View as Pages to indicate that if clicked, the button will switch the window pane to the View as Pages option).

CHAPTER 9

Files with Snippet Conditions

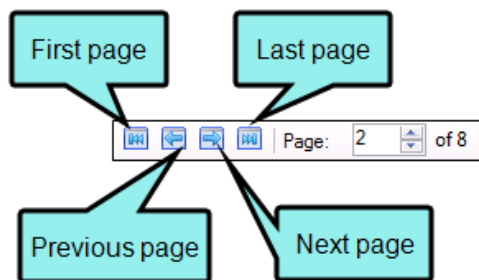
You can view a list of all files where snippet conditions have been applied. You can also double-click a row to open the topic in question.

HOW TO VIEW TOPICS WITH SNIPPET CONDITIONS

1. Open a project.
2. Select the **View** ribbon. In the **Dynamic Reports** section select **More Reports > Files With Snippet Conditions**.

The Files With Snippet Conditions window pane opens, displaying all files in your project where snippet conditions have been applied.

3. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **File** Displays the name of the file.
 - **Location** Displays the location of the snippet condition (e.g., topic, snippet block).
 - **Folder** Displays the folder where the file is found.
 - **Expression** Displays the condition expression used.
4. If a certain number of items have been found, page navigation buttons in the local toolbar may be enabled. You can use these buttons to go to additional pages to display more items. You also have the option to view all items at once in one long list. This is called the View All option. You can toggle these views by clicking the View All/View as Pages button in the local toolbar. The button displays the opposite of whatever view is currently activated (e.g., If the View All option is currently active, the button shows View as Pages to indicate that if clicked, the button will switch the window pane to the View as Pages option).



5. You can open any file in the list to view or modify it. You can open the file in the Analyzer interface or in the Flare project.

TO OPEN THE FILE IN THE ANALYZER INTERFACE

Double-click the file in the window pane. The benefit of using this method is that it is quick and convenient. You have access to the features normally available in the editor (but not necessarily to all of the features available elsewhere in Flare).

TO OPEN THE FILE IN FLARE

- a. In the window pane, click on the file.
- b. Select **File > Send to Flare**.

The benefit of using this method is that you have access to all of the features in the application, not just those available from the editor.

CHAPTER 10

Viewing Topics without Concepts

You can view a list of all topics in the project that do not have concepts inserted. You can then open a topic and insert concepts into it.

For more information about concepts and how they are used in projects, see the online Help in Flare.

HOW TO VIEW TOPICS THAT DO NOT HAVE CONCEPTS

1. Open a project.
2. Do one of the following:
 - **Ribbon** Select the **View** ribbon. In the **Dynamic Reports** section, select **More Reports > Topics Without Concepts**.
 - **Analyzer Summary Window Pane** Double-click the row that mentions topics without concepts.

The Topics Without Concepts window pane opens, listing all topics that do not have concepts inserted into them.

3. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **File** Displays the name of the file.
 - **Title** Displays the properties title of the file (if any).
 - **Folder** Displays the folder where the file is found.
4. If a certain number of items have been found, page navigation buttons in the local toolbar may be enabled. You can use these buttons to go to additional pages to display more items. You also have the option to view all items at once in one long list. This is called the View All option. You can toggle these views by clicking the View All/View as Pages button in the local toolbar. The button displays the opposite of whatever view is currently activated (e.g., If the View All option is currently active, the button shows View as Pages to indicate that if clicked, the button will switch the window pane to the View as Pages option).
5. You can open a file and insert concepts into it. You can open the file in the Analyzer interface or in the Flare project.

TO OPEN THE FILE IN THE ANALYZER INTERFACE

Double-click the file in the window pane. The benefit of using this method is that it is quick and convenient. You have access to the features normally available in the editor (but not necessarily to all of the features available elsewhere in Flare).

TO OPEN THE FILE IN FLARE


- a. In the window pane, click on the file.
- b. Select **File > Send to Flare**.

The benefit of using this method is that you have access to all of the features in the application, not just those available from the editor.

Viewing Unused Content Files

You can view a list of the content files (e.g., topics, images, multimedia, page layouts, master pages, snippets) within your project that are not being used. For example, if an image file is added to your project but not yet inserted into any topic, it is considered an unused file. Also, if you have created a topic, but no other files link to that topic (or if no index keywords or concepts have been inserted into it), the topic is considered unused. You can quickly delete any of the files that you do not plan to use. You can also add condition tags to the content files.

HOW TO VIEW UNUSED CONTENT FILES

1. Open a project.
2. Select the **View** ribbon. In the **Dynamic Reports** section, select **More Reports > Unused Items**.
The Unused Items window pane opens, which allows you to view various unused elements in the project (such as bookmarks, condition tags, content files, CSH IDs, images, variables, styles, file tags, and topics not linked).
3. Click the drop-down field at the top of the window pane and select **Unused Content Files**. The unused content files in the project are listed.
4. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **File** Displays the name of the content file not being used.
 - **Folder** Displays the folder where the file is found.
5. If a certain number of items have been found, page navigation buttons in the local toolbar may be enabled. You can use these buttons to go to additional pages to display more items. You also have the option to view all items at once in one long list. This is called the View All option. You can toggle these views by clicking the View All/View as Pages button in the local toolbar. The button displays the opposite of whatever view is currently activated (e.g., If the View All option is currently active, the button shows View as Pages to indicate that if clicked, the button will switch the window pane to the View as Pages option).
6. If you want to remove any unused content files from Analyzer, as well as from the project being analyzed, select the content file in the list and click  in the local toolbar.
7. (Optional) You can add condition tags to the unused content files .To add condition tags, do the following.
 - a. Select **Unused Content Files** from the drop-down menu in the Unused Items window pane.
 - b. Do one of the following.
 - Right-click the content file and from the context menu, select **Properties**.
 - Right-click the content file and press **CTRL+SHIFT+P** on the keyboard.
The Properties dialog opens.

- c. In the Properties dialog, click the **Conditional Text** tab.
 - d. Select condition tags, then click **OK**.
8. You can open any content file in the list to view or modify it in the appropriate editor. You can open the content file in the Analyzer interface or in the Flare project.

TO OPEN THE FILE IN THE ANALYZER INTERFACE

Double-click the file in the window pane. The benefit of using this method is that it is quick and convenient. You have access to the features normally available in the editor (but not necessarily to all of the features available elsewhere in Flare).

TO OPEN THE FILE IN FLARE

- a. In the window pane, click on the file.
- b. Select **File > Send to Flare**.

The benefit of using this method is that you have access to all of the features in the application, not just those available from the editor.


CHAPTER 12

Viewing Empty Content Folders

You can scan for empty content folders in a project with the Unused Items window pane. Empty content folders are those that have been created, but do not contain files of any type. You can quickly delete any empty content folders in the Unused Items window pane.

HOW TO VIEW EMPTY CONTENT FOLDERS

1. Open a project.
2. Select the **View** ribbon. In the **Dynamic Reports** section, select **More Reports > Unused Items**.

The Unused Items window pane opens, which allows you to view various unused elements in the project (such as bookmarks, condition tags, content files, CSH IDs, images, variables, styles, file tags, and topics not linked).
3. Click the drop-down field at the top of the window pane and select **Empty Content Folders**. The empty content folders in the project are listed.
4. To see more of the information in the window pane, drag the divider bar to make the pane wider:
 - **Folder** Displays the name of the empty content folder.
5. If a certain number of items have been found, page navigation buttons in the local toolbar may be enabled. You can use these buttons to go to additional pages to display more items. You also have the option to view all items at once in one long list. This is called the View All option. You can toggle these views by clicking the View All/View as Pages button in the local toolbar. The button displays the opposite of whatever view is currently activated (e.g., If the View All option is currently active, the button shows View as Pages to indicate that if clicked, the button will switch the window pane to the View as Pages option).
6. If you want to remove any empty content folders from Analyzer, as well as from the project being analyzed, select the empty content folder in the list and click  in the local toolbar.

APPENDIX

PDFs

The following PDFs are available for download from the online Help.

Concepts Guide

Condition Tags Guide

Context-sensitive Help Guide

File Tags Guide

Frequent Segments Guide

Getting Started Guide

Index Guide

Key Features Guide

Links Guide

Reports Guide

Shortcuts Guide

Snippets Guide

Statistics & Charts Guide

Styles Guide

Suggestions Guide

Tables of Contents Guide

Topics Guide

Touring the Workspace Guide

Track Changes Guide

Undefined Items Guide

Unused Items Guide

Variables Guide

What's New Guide