MADCAP FLARE 2020

Print-Based Output
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CHAPTER 1

Introduction

You can create print-based output in Flare by generating a target based on PDF or Word.

The purpose of this guide is not to cover every single aspect of Flare, but rather to focus on the primary features and procedures revolving around the development of print-based output. For information not covered in this guide, please refer to the online Help or one of the other PDF guides (see “PDFs” on page 201).

This chapter discusses the following:

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Step 1: Create, Edit, and Design Content

Creating and editing content for print-based output typically consists of the following tasks:

1. **Create Regular Topics** Some of the content in topics that you create might be used for both print-based and online output, some might be used only for print output, and some might be used only for online output. In a later step in this process, you'll use condition tags to separate which content is used for which type of output.

   **Create Special Topics** In addition to the regular topics that make up your chapter content, you can create special topics with a proxy (placeholder) for displaying generated content. These special topics are often used for your manual's front matter and back matter. The most common type of generated content is a table of contents. Other kinds of output for which you can create topics include indexes, glossaries, endnotes, lists of elements, and lists of concepts. For more information see the online Help.

   - **(Optional) Topic for a Print TOC** If you want your print-based output to include a table of contents (TOC), create a topic specifically for this purpose and insert a TOC proxy into it. Please note that you do not create the TOC itself in your project. Instead, the TOC is automatically generated in the output based on the heading styles that you apply to the content in your topics, or it can be based on the structure or your outline.

   - **(Optional) Topic for a Print Index** If you want your print-based output to include the index from your Flare project, create a topic specifically for this purpose and insert an Index proxy into it.

   - **(Optional) Topic for a Print Glossary** If you want your print-based output to include the glossary from your Flare project, create a topic specifically for this purpose and insert a Glossary proxy into it.

   - **(Optional) Topic for Collection of Endnotes** If you have inserted footnotes throughout your project and want the print-based output to display all of them in one location (as opposed to, say, the bottom of each page), create a topic specifically for this purpose and insert an Endnotes proxy into it.

   - **(Optional) Topic for a List of Elements** If you want your print-based output to include a list of certain elements that you have inserted in the project (e.g., images, tables), create a topic specifically for this purpose and insert a List-Of proxy into it.
(Optional) **Topic for a List of Concepts** If you want your print-based output to include a list of the concepts that you have inserted in the project, create a topic specifically for this purpose and insert a Concepts proxy into it.

**NOTE** Options in the Advanced tab of print-based targets let you automatically add glossary, index, and TOC proxies to output. This means you do not need to create unique topics and insert proxies into them manually. The auto-generate method is much quicker and easier than the manual method. The manual method is more flexible but requires you to perform a number of extra steps, such as creating topics, inserting proxies, and adding files to the outline TOC. So if you simply want to quickly create print output with generated TOCs, glossaries, or indexes, the auto-generate option might be best for you. But if you want more control over the placement and look of the generated TOCs, glossaries, and indexes, you should use the manual method.

2. **Include Print Topics in "Outline Table of Contents"** You need to make sure that all of the topics for your print-based output are added to an "outline table of contents" (TOC). The outline TOC is used to determine which topics from the project are to be included in a particular manual (i.e., target), as well as their sequence in the output. See "Adding Print Topics to an Outline TOC" on page 11.

An outline TOC is also used for specifying chapter breaks and autonumbering flow in output.

3. **Add Optional Content and Features** In addition to topics (which are required), there are many optional features that you can add to your project to suit your needs, such as condition tags, images, tables, snippets, variables, index markers, cross-references, text boxes, and footnotes. For more information see the online Help.

4. **Design** There are numerous features for designing print-based output. Styles are always preferred over local formatting. It is recommended that you use the print medium when setting style properties that are intended specifically for print-based output. For more information see "Styles for Print Output" on page 117 and the online Help.

5. **Create Page Layouts** A page layout is used for page specifications (e.g., size, margins) and to apply certain content (e.g., headers, footers, page numbers) to many (or all) topics in print-based output. It allows for easy configuration through the use of content frames, bleeds, crop marks, registration marks, margins, padding, alignment features, and more. See "Page Layouts" on page 125.
Step 2: Develop Print-Based Targets

Before generating your output, you need to develop a target:

1. Create a PDF or Word target.

2. Open the target and edit the settings, including any condition tags you want to include or exclude from the output. The target settings provide Flare with the information it needs to produce the kind of output you want.

   For PDF targets, there are special options that you can choose in addition to the general settings.

   For more information see the online Help.

Step 3: Build and Distribute Output

Now you need to generate the appropriate print target and distribute it to your end users. For more information see the online Help.

What’s Noteworthy?

NOTE You can follow many of the same steps to create EPUB output that you use to create print-based output types. EPUB is sort of a hybrid format. The output is designed to be viewed electronically; in that way, it is like an online format. On the other hand, its structure is like a book or manual; in that way, it is like a print-based format.
Adding Print Topics to an Outline TOC

You need to make sure that all of the topics to be included in your printed output are added to an outline table of contents (TOC). We refer to it as an "outline TOC" because for print-based output it really serves more as an outline than a TOC. You have a couple of options.

This chapter discusses the following:

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- How to Incorporate Print Topics Into a TOC (Shared With Other Outputs) .......................................................... 13
How to Create a TOC (Intended for Print-Based Output Only)

1. Add a new TOC file to the project.
2. Open the Content Explorer.
3. (Optional) If you want to select and add multiple topics to the TOC at the same time (as opposed to one topic at a time), complete these steps.
   a. In the local toolbar of the Content Explorer, click the Show Files button. The Content Explorer splits into two halves.
   b. On the right half of the Content Explorer, find and select the folder and topic files that you want to include in the TOC. You can hold the SHIFT key to select a range, or you can hold the CTRL key to select individual items.

   **NOTE** Make sure you do not select the Resources folder in the Content Explorer, which holds your ancillary content files (e.g., images, stylesheets). If you do, that folder and its contents will also be included in the TOC.

4. Drag the topics that are to be included in the printed manual from the Content Explorer to the appropriate locations in the TOC Editor.

   **EXAMPLE** Drag the topic that contains a TOC proxy (for displaying a generated TOC) near the top of the TOC (since you will want the TOC in your printed output to be placed near the front of it). Drag the topic that contains an Index proxy (for displaying a generated index) near the bottom of the TOC (since you will want the index to be placed at the end of your printed manual).

   Also, you can use the buttons in the TOC Editor local toolbar to add elements (e.g., books, topic pages) to the TOC and to determine how they behave (e.g., link them to topics).

5. Click to save your work.
How to Incorporate Print Topics Into a TOC (Shared With Other Outputs)

1. Open the TOC.
2. Open the Content Explorer.
3. (Optional) If you want to select and add multiple topics to the TOC at the same time (as opposed to one topic at a time), complete these steps:
   a. In the local toolbar of the Content Explorer, click the Show Files button. The Content Explorer splits into two halves.
   b. On the right half of the Content Explorer, find and select the folder and topic files that you want to include in the TOC. You can hold the SHIFT key to select a range, or you can hold the CTRL key to select individual items.

   **NOTE** Make sure you do not select the Resources folder in the Content Explorer, which holds your ancillary content files (e.g., images, stylesheets). If you do, that folder and its contents will also be included in the TOC.

4. Drag the topics that are to be included in the printed manual from the Content Explorer to the appropriate locations in the TOC Editor.

   **EXAMPLE** Drag the topic that contains a TOC proxy (for displaying a generated TOC) near the top of the TOC (since you will want the TOC in your printed output to be placed near the front of it). Drag the topic that contains an Index proxy (for displaying a generated index) near the bottom of the TOC (since you will want the index to be placed at the end of your printed manual).

5. Create condition tags for your topics.
6. Apply these condition tags to the appropriate entries in your print TOC. The easiest way to do this is to double-click an entry in the TOC and use the Conditional Text tab in the Properties dialog to choose the condition tag(s) to be associated with that entry. For more details, see the online Help.
7. Associate the condition tags with your print target.
CHAPTER 3

Breaks

When developing print-based output, you can perform various tasks related to breaks.

This chapter discusses the following:

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- Setting Page, Column, and Frame Breaks on Tables ...................... 25
- Setting Page and Column Breaks for Lists .................................. 42
- Editing the Wrap Behavior on Line Breaks .................................. 47
- Specifying Chapter and Page Layout Breaks ............................... 52
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Setting Page and Column Breaks

For print-based output, you can apply a page or column break to a paragraph or heading (either via styles or local formatting). For example, you might do this if you want the paragraph or heading to start at the beginning of the next page or column. Alternatively, you can insert a manual page break on a line by itself, independent of any HTML element.
Manual vs. Style Page Breaks

Placing a page break on a style may be the preferred method in many cases, but there may be times when you find that it makes more sense to use an independent page break directly in the content file. This might be the case, for example, if you need a page break to occur after a paragraph and just before a heading, but only in some outputs.

EXAMPLE You have a heading in the middle of a file that looks like this:

```
Delete this text and replace it with your own content.
Delete this text and replace it with your own content.
Delete this text and replace it with your own content.

Heading 2
Delete this text and replace it with your own content.
Delete this text and replace it with your own content.
Delete this text and replace it with your own content.
```
All by itself, this heading is not too difficult to deal with. However, suppose you are producing several outputs that include this content, and in some PDFs this heading should be an H2, in others an H3, and yet in others an H4.
Then, to make things even more complicated, let’s say that you want there to be a page break before some of these headings (at each level) and no page break before others. If you relied solely on page breaks placed on styles, you might end up with two styles for each heading level and multiple conditions placed on each heading.

Delete this text and replace it with your own content.
Delete this text and replace it with your own content.
Delete this text and replace it with your own content.

Heading 2 (No Page Break)
Heading 2 (Page Break)

Heading 3 (No Page Break)
Heading 3 (Page Break)

Heading 4 (No Page Break)
Heading 4 (Page Break)
You can see how this might get very difficult to manage over time. So instead of relying on page breaks placed on styles, you might decide to simplify the content by inserting an independent page break and putting conditions on it that are appropriate for your various PDFs. Also, if you use Flare’s TOC Depth setting for PDF targets, you only need one heading, and when the output is generated, Flare will automatically convert it to H3 or H4 as necessary.

How to Insert a Manual Page Break

1. Open the content file.
2. Place your cursor on an empty line where you want to insert the page break. When you generate print-based output, the break occurs after this insertion point.
3. Select Insert > Page Break. If your application is resized so that you cannot see the text, look for the Page Break icon.
A gray bar is displayed in the XML Editor, and it is also represented by a structure bar on the left side of the XML Editor. You can apply conditions to the break, in case it should be used in some outputs but not others.

In the code, Flare uses the MadCap:pageBreak element where a page break is inserted.
How to Use a Style to Set a Page or Column Break

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays View: Simplified (which means that the Simplified view is currently shown in the editor). If the button displays View: Advanced instead, then click it.

   NOTE For steps using the Advanced view, see the online Help.

   NOTE With the Advanced view, you can set page breaks only. With the Simplified view, you can set both page and column breaks.

3. In the upper-left corner of the Stylesheet Editor, click in the drop-down field and select Paragraph Styles.

4. Select the appropriate style. For example, you can select the base p tag, or you can select a class that you may have created for that tag (e.g., p.Tip, p.Note). You can also place a page break on a heading style (such as h1).

5. In the local toolbar of the editor, click . The Properties dialog opens.

6. Select the Breaks tab.

7. Use the Page Break and Column Break sections on the tab to specify the settings for a page or column break, respectively.

BEFORE

You can select one of the options for setting a page or column break before the element.

- Automatic A break will neither be forced nor prevented before the element.
- Always A break will always occur before the element.
- Avoid A break will not occur before the element.
- Force to 'left page' One or two breaks will occur before the element so that the next page is formatted as a left page.
- **Force to 'right page'** One or two page breaks will occur before the element so that the next page is formatted as a right page.

**AFTER**

You can select one of the options for setting a page or column break after the element.

- **Automatic** A break will neither be forced nor prevented after the element.
- **Always** A break will always occur after the element.
- **Avoid** A break will not occur after the element.
- **Force to 'left page'** One or two breaks will occur after the element so that the next page is formatted as a left page.
- **Force to 'right page'** One or two breaks will occur after the element so that the next page is formatted as a right page.

**INSIDE**

To the right of the property, click and set a page break *inside* the "rendering box" of the element.

- **Automatic** A break will neither be forced nor prevented inside the rendering box of the element.
- **Avoid** A break will not occur inside the rendering box of the element.

8. In the Properties dialog, click **OK**.

9. Click to save your work.
Icon Types

If you are working on a document in the Print Layout mode, you may see icons in the margins next to text. These icons indicate where a paragraph has been moved to another page or column as a result of a page or column break, or due to widow or orphan control.

Following are the types of icons that you might see in a document.

- **Explicit Page Break** This icon displays if you have created a page break before a paragraph.
- **Explicit Page Break by Previous** This icon displays if you have created a page break after a paragraph.
- **Explicit Column Break** This icon displays if you have created a column break before a paragraph.
- **Explicit Column Break by Previous** This icon displays if you have created a column break after a paragraph.
- **Orphan Controlled** This icon displays if a paragraph has been adjusted due to orphan control.
- **Widow Controlled** This icon displays if a paragraph has been adjusted due to widow control.

Here is an icon that shows a column break that was automatically created due to widow control settings.
What’s Noteworthy?

- **NOTE** In online outputs, page breaks are ignored.

- **NOTE** If you are using a multi-column page layout and set an "Inside" break to "Avoid," you must specify this in both the "Page Break" and "Column Break" fields.

- **NOTE** It is also possible to use styles to set breaks on lists and tables. For more information see the online Help or the Flare *Styles Guide*.

- **NOTE** The method to insert page breaks independent of an HTML element is not supported for lists or tables. However, you can split a list or table into two separate lists or tables and then insert an independent page break in an empty paragraph between the two.
Setting Page, Column, and Frame Breaks on Tables

Supported In:

You can set page, column, and frame breaks on tables using a couple of different options. For additional information about frame breaks and why you might use them, see the online Help.

In regular stylesheets, you can set breaks on the standard HTML table tags. The most common approach for page breaks is to set them on table rows through the tr style. Another option is that you can set breaks on rows (and on entire tables) through a table stylesheet. And because you can create patterns in table stylesheets, each pattern item might have different settings for breaks.

You might use standard HTML table tags in a regular stylesheet if you want all tables to follow the same behavior when it comes to breaks. On the other hand, you might use table style settings if you have complex tables and patterns requiring some table elements to break in a certain way and other elements to behave differently.
How to Set Breaks for Tables in a Regular Stylesheet

1. From the Content Explorer, open the stylesheet that you want to modify.

2. From the **Medium** drop-down in the Stylesheet Editor, make sure the proper medium is selected before you begin. In the Advanced view, you can open multiple mediums at once; you just need to look at the title at the top of the medium pane and make sure you are working in the correct one. If you are not using stylesheet mediums for your different outputs or if you want all mediums to have the same settings, just leave the medium set to default and continue.

Mediums can be used if you want to use one group of settings for online output types and another group of settings for print-based output types. For example, you might use the default medium for your online outputs and the print medium for your print outputs.

Please note that Flare remembers the last medium that you used when working in the stylesheet, so it may or may not be the one that you want to use the next time around.

3. In the local toolbar, make sure the first button displays ![View Advanced](image). If the button displays ![View Simplified](image) instead, then click it.

4. In the upper-left corner of the editor, click in the drop-down field and select **Table Styles**.

5. From the list below, select the appropriate style. Usually you want to put a break on `table` (which sets the break on the entire table) or `tr` (which sets the break on rows, allowing you to easily end a page with one row due to the amount of content, and begin the next page with the following row).

6. From the **Show** drop-down list on the upper-right side of the editor, select ![Show All Properties](image).

7. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view ![Group View](image) or an alphabetical view ![Alphabetical View](image).

8. If you are using the grouped view, expand the **PrintSupport** group.

9. Select the appropriate property and set a value for it. For example, you can click ![Page-Break-Inside](image) to the right of **page-break-inside**, and select **avoid**. If you do this for the `tr` style, Flare will automatically create a break between rows so that row content does not continue from one page to another.
COLUMN-BREAK-BEFORE
To the right of the property, click ▶ and set a column break before the element.
- **always** A break will always occur before the element.
- **auto** A break will neither be forced nor prevented before the element.
- **avoid** A break will not occur before the element.
- **inherit** The break setting of the parent tag is used.

COLUMN-BREAK-AFTER
To the right of the property, click ▶ and set a column break after the element.
- **always** A break will always occur after the element.
- **auto** A break will neither be forced nor prevented after the element.
- **avoid** A break will not occur after the element.
- **inherit** The break setting of the parent tag is used.

COLUMN-BREAK-INSIDE
To the right of the property, click ▶ and set a column break inside the "rendering box" of the element.
- **auto** A break will neither be forced nor prevented inside the rendering box of the element.
- **avoid** A break will not occur inside the rendering box of the element.
- **inherit** The break setting of the parent tag is used.

FRAME-BREAK-BEFORE
To the right of the property, click ▶ and set a frame break before the element.
- **always** A break will always occur before the element.
- **auto** A break will neither be forced nor prevented before the element.
- **avoid** A break will not occur before the element.
- **inherit** The break setting of the parent tag is used.
FRAME-BREAK-AFTER
To the right of the property, click and set a frame break after the element.
- **always** A break will always occur after the element.
- **auto** A break will neither be forced nor prevented after the element.
- **avoid** A break will not occur after the element.
- **inherit** The break setting of the parent tag is used.

FRAME-BREAK-INSIDE
To the right of the property, click and set a frame break inside the "rendering box" of the element.
- **automatic** A break will neither be forced nor prevented inside the rendering box of the element.
- **avoid** A break will not occur inside the rendering box of the element.
- **inherit** The break setting of the parent tag is used.

PAGE-BREAK-BEFORE
To the right of the property, click and set a page break before the element.
- **always** A break will always occur before the element.
- **auto** A break will neither be forced nor prevented before the element.
- **avoid** A break will not occur before the element.
- **inherit** The break setting of the parent tag is used.
- **left** One or two breaks will occur before the element so that the next page is formatted as a left page.
- **right** One or two page breaks will occur before the element so that the next page is formatted as a right page.
PAGE-BREAK-AFTER
To the right of the property, click and set a page break after the element.
- **always** A break will always occur after the element.
- **auto** A break will neither be forced nor prevented after the element.
- **avoid** A break will not occur after the element.
- **inherit** The break setting of the parent tag is used.
- **left** One or two breaks will occur after the element so that the next page is formatted as a left page.
- **right** One or two breaks will occur after the element so that the next page is formatted as a right page.

PAGE-BREAK-INSIDE
To the right of the property, click and set a page break inside the "rendering box" of the element.
- **auto** A break will neither be forced nor prevented inside the rendering box of the element.
- **avoid** A break will not occur inside the rendering box of the element.
- **inherit** The break setting of the parent tag is used.

10. Click to save your work.
How to Set Breaks in a Table Stylesheet

1. From the Content Explorer, open the stylesheet that you want to modify.
2. In the Table Style Editor, select the appropriate tab, depending on the table element that you want to create the break for.
   - General tab This tab lets you set breaks for the entire table.
   - Rows tab This tab lets you set breaks for regular rows in the table.
3. If the tab has multiple pattern items, select the one that you want to set the break for (e.g., in the Row Styles section).
4. Toward the bottom of the tab click the Print Options button. (You may need to use the scroll bar to view this button.) The Breaks dialog opens.
5. Use the Page Break, Column Break, and Frame Break sections in the dialog to specify the settings for a page, column, or frame break, respectively.

BEFORE
You can select one of the options for setting a page or column break before the element.
- Automatic A break will neither be forced nor prevented before the element.
- Always A break will always occur before the element.
- Avoid A break will not occur before the element.
- Force to 'left page' One or two breaks will occur before the element so that the next page is formatted as a left page.
- Force to 'right page' One or two page breaks will occur before the element so that the next page is formatted as a right page.

AFTER
You can select one of the options for setting a page or column break after the element.
- Automatic A break will neither be forced nor prevented after the element.
- Always A break will always occur after the element.
- Avoid A break will not occur after the element.
- Force to 'left page' One or two breaks will occur after the element so that the next page is formatted as a left page.

- Force to 'right page' One or two breaks will occur after the element so that the next page is formatted as a right page.

**INSIDE**

You can select one of the options for setting a break inside the ‘rendering box’ of the element.

- **Automatic** A break will neither be forced nor prevented inside the rendering box of the element.

- **Avoid** A break will not occur inside the rendering box of the element.

6. (Optional) If you have selected the General tab, you can also set widow and orphan properties for the table. By default, table widows and orphans are set at 1, which means that it is possible for there to be a single row from a table left at the top or bottom of a page or column (if you use multi-column page layouts). But you can change the setting in order to ensure that multiple rows are always shown at the top or bottom of a page or column.

   a. In the **Widows** section, click the down arrow in the upper-right corner and select **Number**. Then enter a number in the field. This determines the number of leftover rows allowed at the top of a page or column.

   b. In the **Orphans** section, click the down arrow in the upper-right corner and select **Number**. Then enter a number in the field. This determines the number of leftover rows allowed at the bottom of a page or column.

7. Click **OK**.

8. Click to save your work.

**EXAMPLE — Page Break in Regular Stylesheet**

You have a long table. In the output, the first part of the table might be shown on page 14, and the second part of it is shown on page 15. Suppose the final table row on page 14 has so much content that it wraps around to page 15, in essence splitting that row. If you would rather not split rows such as this, but rather keep them entirely on one page or another, you can set a page break on the tr style in a regular stylesheet. In this situation, you would set the "page-break-inside" property to "avoid." Therefore, all tables in your output would simply break automatically at the end of pages when necessary.
EXAMPLE — Page Break in Table Stylesheet

You have many tables where you have not only main headings with a gray background at the top of each table, but subheadings with a blue background every so many rows. And whenever a new subheading is needed, you want a page break to occur before it so that the subheading row begins a new page.

After designing your main header row in the Header tab of the Table Style Editor, you open the Rows tab. In the Rows tab you create two pattern items—one for the main table rows and another for rows used as subheadings.

You leave the "RegularRows" item set as a "Pattern" type, which means that this style will be applied to rows in the table automatically. On the other hand, you change the type of the "SubHeadings" item to "Custom." This means that the style will not automatically be applied to rows to be used as subheadings; instead, you must apply the style to those rows manually. Why? Because you can't predict when you're going to need a subheading in a table. So you simply apply that look whenever it's needed.
As mentioned, subheading rows should have a blue background, so that’s what you set in the **Background** area.

---

**The “RegularRows” item has a “Pattern” type.**

**The “SubHeadings” item has a “Custom” type.**

**With the “SubHeadings” item selected...**

...you set the background color to blue.
With the "SubHeadings" item still selected, you can click the **Print Options** button at the bottom of the tab.

![Diagram with page layout settings and instructions to click the Print Options button to set page layout breaks.](image-url)
In the Breaks dialog you select *Always* in the *Before* field in the *Page Break* section.

In this case, we have set the rows to always create a page break before them.

After you are finished designing your table stylesheet, you insert a table into a topic and apply the table stylesheet to it. But because the "SubHeading" pattern item was set to "Custom," none of the rows initially have the blue background or the page break setting.
### Table Breaks Example

Following is a table that contains page breaks on subheading rows.

<table>
<thead>
<tr>
<th>Heading 1</th>
<th>Heading 2</th>
<th>Heading 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Subheading 1</td>
<td>Subheading 2</td>
<td>Subheading 3</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
</tbody>
</table>

Here is a table with the stylesheet applied. Let's say we want this row to use the subheading settings.
In PDF output the table might look like this:

### Table Breaks Example

Following is a table that contains page breaks on subheading rows.

<table>
<thead>
<tr>
<th>Heading 1</th>
<th>Heading 2</th>
<th>Heading 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Subheading 1</td>
<td>Subheading 2</td>
<td>Subheading 3</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
</tbody>
</table>
In order for a row to be treated as a subheading row with a page break, you need to right-click on the `tr` tag bar and select the custom "SubHeadings" style.

## Table Breaks Example

Following is a table that contains page breaks on subheading rows.

<table>
<thead>
<tr>
<th>Heading 1</th>
<th>Heading 2</th>
<th>Heading 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
</tbody>
</table>

In the context menu, select the custom pattern type that was created in the table stylesheet.
In the XML Editor, the table might now look like this (in this example, the topic is being viewed with the Default medium, which is why we don't see the page break in action):

### Table Breaks Example

Following is a table that contains page breaks on subheading rows.

<table>
<thead>
<tr>
<th>Heading 1</th>
<th>Heading 2</th>
<th>Heading 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Subheading 1</th>
<th>Subheading 2</th>
<th>Subheading 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content</td>
<td>Here is some content</td>
<td>Here is some content</td>
</tr>
</tbody>
</table>
And in the PDF output, it would look like this:

Table Breaks Example

Following is a table that contains page breaks on subheading rows.

<table>
<thead>
<tr>
<th>Heading 1</th>
<th>Heading 2</th>
<th>Heading 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
<tr>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
<td>Here is some content for a regular table row.</td>
</tr>
</tbody>
</table>

A page break occurs on the subheading row. Therefore, a new page starts.
NOTE Because you can often control the look of a table in multiple ways—(1) local formatting tools, (2) local table properties, (3) a table stylesheet, or (4) a regular stylesheet—it’s possible that you might encounter conflicting settings from time to time. When this happens, the settings closest to the content typically has precedence. So any explicit setting in the Table Properties dialog (or other local formatting) has precedence over both stylesheet options, and the table stylesheet setting has precedence over the regular stylesheet setting.

You open a regular stylesheet and specify that the outer borders of the table should be green. Then you open the table stylesheet and specify that the outer borders should be red. And then you open the Table Properties dialog and specify that the outer borders should be blue. You’ve told Flare to do three different things to the same table. So in this case, the table would display blue borders, because the local properties rule over the other settings. But if you remove that setting from the Table Properties dialog and use the default setting, the table would then display red borders, because the table stylesheet has precedence over the regular stylesheet. And finally, if you remove the settings from both the Table Properties dialog and table stylesheet, using the default setting in both, the table would take its command from the regular stylesheet and display green borders.

NOTE If you are using a multi-column page layout and set an “Inside” break to “Avoid,” you must specify this in both the “Page Break” and “Column Break” fields.

NOTE Frame breaks are supported only in PDF output.
Setting Page and Column Breaks for Lists

You can apply a page or column break to lists or items within them. You might do this if you want a list to end with a particular item on one page and begin with another list item on the next page or column, without interrupting the flow of the list. You can do this by setting manual page breaks (Insert > Page Break) or by using style settings. For example, you could create a class of the li style and you could call it something like "PageBreakBefore" (li.PageBreakBefore). For most items in a list, you could use the parent li style, but if you want a page break to occur on a particular list item, you could apply your li.PageBreakBefore style to it. This feature is used for print-based output.
How to Insert a Manual Page Break for a List

1. Place your cursor on an empty line in the list where you want to insert the page break. When you generate print-based output, the break occurs after this insertion point.

   If this is between list items, you will initially see a number next to that empty line, but it will be removed after inserting the page break.

   1. Step
   2. Step
   3.
   4. Step
   5. Step

2. Select Insert > Page Break.

   A gray bar is displayed in the XML Editor, and it is also represented by a structure bar on the left side of the XML Editor. You can apply conditions to the break, in case it should be used in some outputs but not others.

   In the code, Flare uses the MadCap:pageBreak element where a page break is inserted.

   1. Step
   2. Step
   3. Step
   4. Step
   Page Break
How to Use a Style to Set a Page or Column Break for Lists

1. From the Content Explorer, open the stylesheet that you want to modify.

2. From the Medium drop-down in the Stylesheet Editor, make sure the proper medium is selected before you begin. In the Advanced view, you can open multiple mediums at once; you just need to look at the title at the top of the medium pane and make sure you are working in the correct one. If you are not using stylesheet mediums for your different outputs or if you want all mediums to have the same settings, just leave the medium set to default and continue.

Mediums can be used if you want to use one group of settings for online output types and another group of settings for print-based output types. For example, you might use the default medium for your online outputs and the print medium for your print outputs.

Please note that Flare remembers the last medium that you used when working in the stylesheet, so it may or may not be the one that you want to use the next time around.

3. In the local toolbar, make sure the first button displays View: Advanced. If the button displays View: Simplified instead, then click it.

4. In the upper-left corner of the editor, click in the drop-down field and select List Styles.

5. Select a list style. For example, you can select ol for ordered (numbered) lists, ul for unordered (e.g., bullet) lists, or li for individual list items. You can select the parent style (e.g., li), or you can select a class that you may have created for that tag (e.g., li.Bold, li.Italic).

6. From the Show drop-down list on the upper-right side of the editor, select Show: All Properties.

7. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.

8. If you are using the grouped view, expand the PrintSupport group.

9. To the right of page-break-before, click and select one of the options for setting a page break before the list item.
   - always A page break will always occur before the list item.
   - auto A page break will neither be forced nor prevented before the list item.
   - avoid A page break will not occur before the list item.
   - inherit The page break setting of the parent tag is used.
- **left** One or two page breaks will occur before the list item so that the next page is formatted as a left page.

- **right** One or two page breaks will occur before the list item so that the next page is formatted as a right page.

10. To the right of **page-break-after**, click and select one of the options for setting a page break after the list item:

   - **always** A page break will always occur after the list item.
   - **auto** A page break will neither be forced nor prevented after the list item.
   - **avoid** A page break will not occur after the list item.
   - **inherit** The page break setting of the parent tag is used.
   - **left** One or two page breaks will occur after the list item so that the next page is formatted as a left page.

   - **right** One or two page breaks will occur after the list item so that the next page is formatted as a right page.

11. To the right of **page-break-inside**, click and select one of the options for setting a page break inside the "rendering box" of the list item:

   - **auto** A page break will neither be forced nor prevented inside the rendering box of the list item.
   - **avoid** A page break will not occur inside the rendering box of the list item.
   - **inherit** The page break setting of the parent tag is used.

12. Click to save your work.

**NOTE** Let's say you've created a class for the li style (e.g., li.PageBreakBefore) and you've specified a page break for it. Suppose you want to apply that style class to an item in one of your lists so that it starts on the next page. However, you also want to add a paragraph tag to it (e.g., so that you can add a comment after the item without altering the overall sequence of the list). In that case, you should make sure to apply the list style class to the item first and then add the paragraph tag to it afterward.
It is also possible to use styles to set breaks on tables. For more information see the online Help or the Flare Styles Guide.
You can apply line breaks and then determine the wrap behavior on line breaks using styles.

The line break tag in XHTML is `<br/>`. Line breaks end the current line and the text or image after it will be moved to the very next line, in a way similar to pressing the Return key in a word processor.

However, there is a difference. Pressing the Return key will start a new paragraph with a `<p>` tag. Using the line break tag will start a new line without creating a new paragraph tag.

You might want to use line breaks for adjusting particular areas of a topic or for placing text immediately below images. You can use the line break tag inside many other XHTML elements such as tables, lists and headings.

Line breaks are best used for solving minor formatting issues on individual cases. Large formatting issues across many topics are best handled by using styles.

How to Insert Line Breaks

1. Open a topic.

2. At the bottom of the XML Editor, click the Text Editor tab to see the markup. You can also use split the editor between the XML Editor and the Internal Text Editor.

3. With the topic open in the Internal Text Editor, identify the location in the code where you want the line break to be. This will usually be in a paragraph element. Then type the following.

   `<br/>
   
   This is the line break tag.

4. Click to save your work.
How to Use a Style to Determine Wrap Behavior on Line Breaks

Wrap behavior on line breaks determines how and when the line ends and begins (or "wraps") on <br/> tags from one line to the next. It also determines how white space is treated when the line wraps. Wrap behavior is controlled by the **white-space** property.

1. From the Content Explorer, open the stylesheet that you want to modify.
2. In the local toolbar, make sure the first button displays [View: Advanced]. If the button displays [View: Simplified] instead, then click it.
3. In the upper-left corner of the Stylesheet Editor, click in the drop-down field and select [Paragraph Styles].
4. Select the appropriate paragraph style. For example, you can select the parent p tag, or you can select a class that you may have created for that tag (e.g., p.Tip, p.Note).
5. From the **Show** drop-down list on the upper-right side of the editor, select [Show: All Properties].
6. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.
7. If you are using the group view, expand the **Block** group.
8. To the right of **white-space**, click and select one of the following:
   - **default**: Sets the property to the default value, which is "normal." See below.
   - **inherit**: The value for line breaks will be inherited from the parent element.
   - **normal**: Any sequences of white-space will be converted to a single white-space. The text will wrap on line breaks when necessary.
   - **nowrap**: Any sequences of white-space will be converted to a single white-space. The text will never wrap to the next line and will continue on the same line until a <br/> tag appears.
   - **pre**: The white-space will be preserved by the browser. The text will only wrap on line breaks.
   - **pre-line**: Any sequences of white-space will be converted to a single white-space. The text will wrap on line breaks when necessary.
   - **pre-wrap**: The white-space will be preserved by the browser. The text will wrap on line breaks when necessary.
9. Click to save your work.
EXAMPLE Below are two lines that were created by pressing Return. Notice that they are contained in separate paragraph <p> tags.

Here are two separate lines, which are in two separate paragraphs.

Here is what these lines look like when viewing the XHTML code in the Internal Text Editor.

Here are the same two paragraphs in the XHTML code. Note that there is no space between them in the code.
If you insert the line break tag into the XHTML code, it might look like this.

Here is the line break tag inserted into the code. The text "line 2" will now appear directly below "line 1."

There is no line break in the second paragraph.

Here is how that code will appear in the XML Editor. Notice that the first two lines are in the same paragraph, even though they are on separate lines.

Notice that the line break inserted in the Internal Text Editor is represented in the XML Editor with this span bar.

Note that both lines are contained within one <p> tag.
Specifying Chapter and Page Layout Breaks

Supported In:

- PDF
- WORD
- EPUB

After you create a page layout and configure its frames and settings as necessary, you need to associate the page layout with the appropriate content. In most cases, you will probably want to associate different page layouts with various entries in your outline TOC (so that different page layouts can be used for different parts or chapters in a manual). Otherwise, you would associate a single “master” page layout with an entire target or project; in that case, the same page layout will be applied to all topics in that target or project. You can associate a page layout with an outline TOC entry with or without creating a chapter break at the same time.

Following are steps for creating chapter breaks and associating page layouts with TOC entries. Before completing these steps, you must first create an outline TOC. See “Adding Print Topics to an Outline TOC” on page 11.

In addition to specifying page layouts, chapter breaks also allow you to generate output in multiple files (as opposed to just one file), although a “multi-chapter” output can also be contained in a single file, depending on the output type. With chapter breaks, you can also take advantage of autonumbering at the chapter level and automatically include endnotes at the end of each chapter. Finally, setting a chapter break can have an effect on whether a generated TOC can be included in the output (if you are producing Word output).
How to Specify Chapter Breaks and Page Layouts

1. Open the Project Organizer.
2. Double-click the TOCs folder.
3. Double-click the TOC that you plan to use for the printed output. The TOC Editor opens to the right.
4. Select the entry in the TOC where you want to insert a chapter or page layout break.
5. In the local toolbar, click.
6. Click the Printed Output tab.
7. In the Break Type field, select one of the following.
   - **None** This prevents a break from being used for the outline TOC entry.
   - **Chapter Break** This creates a chapter break on the outline TOC entry. You can then select the page layout to be used until another break occurs in the outline TOC. The chapter break also allows chapter autonumber settings to be applied.
   - **Page Layout Break** This lets you change the page layout used, starting at a certain outline TOC entry, without creating a new chapter. You might use this option, for example, if you have a wide table in the middle of a chapter and need to switch to a landscape page layout on the pages displaying that table.
EXAMPLE You have an outline TOC for print-based output that looks like this.

- A chapter break has been placed on this entry, and a portrait page layout is being used.
- This entry links to a topic containing a wide table. We do not want a new chapter to begin at this point, but we do want to use a different page layout. Therefore, we place a page layout break on this entry and select a landscape page layout.
- Another page layout break has been placed on this entry, so that a portrait page layout is used once the table ends.
This is actually easier to see in Grid View (click the toggle button in the local toolbar of the TOC Editor to switch views), and by customizing the columns to remove those you don't want to display.

<table>
<thead>
<tr>
<th>Or...</th>
<th>Icon</th>
<th>Title</th>
<th>Brief Type</th>
<th>Page Layout</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Title</td>
<td>Chapter</td>
<td>/Content/Resources/7x9/Chapters7x9.fipgl</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Copyright</td>
<td>Page Layout</td>
<td>/Content/Resources/7x9/Chapters7x9.fipgl</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>PrintTOC</td>
<td>Chapter</td>
<td>/Content/Resources/7x9/Chapters7x9.fipgl</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>CH1 Welcome</td>
<td>Chapter</td>
<td>/Content/Resources/7x9/Chapters7x9.fipgl</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>Headings</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>Drop-Downs</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>CH 2 Links and...</td>
<td>Chapter</td>
<td>/Content/Resources/7x9/Chapters7x9.fipgl</td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>Links</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td>Lists</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td>CH 3 Condition...</td>
<td>Chapter</td>
<td>/Content/Resources/7x9/Chapters7x9.fipgl</td>
</tr>
<tr>
<td>11</td>
<td></td>
<td>Conditions</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td>A Topic with a...</td>
<td>Page Layout</td>
<td>/Content/Resources/7x9/Chapters7x9.fipgl</td>
</tr>
<tr>
<td>13</td>
<td></td>
<td>Notes Example...</td>
<td>Page Layout</td>
<td>/Content/Resources/7x9/Chapters79.fipgl</td>
</tr>
<tr>
<td>14</td>
<td></td>
<td>CH 3 images</td>
<td>Chapter</td>
<td>/Content/Resources/7x9/Chapters7x9.fipgl</td>
</tr>
<tr>
<td>15</td>
<td></td>
<td>Positioned Left</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
<td>Positioned Right</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

Make sure you are in Grid View.

These are the topics discussed in the previous image.

Notice that the first topic has a chapter break, and the other two have page layout breaks.

The topic with the wide table is using a landscape page layout.
If you build print-based output such as PDF, the results would look something like this.

8. If you selected a chapter or page layout break type, click in the Page Layout field and select the layout that you want to use.
9. (Optional) If you want a particular page type from the layout to be used for the first page that is displayed, select it from the Page Type field. Depending on the pages that have been included in the selected page layout, any of the following may be available in this drop-down field.

For details and graphics that show how breaks and page types work together to create output that flows the way you want, see the online Help.

- (default) This lets Flare choose the default page type for you, depending on the type of break.
- (continue L/R) Select this option to specify a Left/Right page sequence, using whichever page comes next in the normal flow.
- (continue FL/FR) Select this option to continue the First Left/First Right page sequence, using whichever page comes next in the normal flow.
- Title Select this type if you want the settings to be applied to the first page in your output, which typically displays the manual title. If you include an Empty page type in your page layout, the title page in the output will be followed by the empty page. It is not mandatory that you use this page type for a title. Instead, you can use one of the other types, such as Normal.
- First Select this type for the first page of a new chapter. This page type can be used in a situation where you are creating a simple configuration and you are not concerned with left and right pages (e.g., a document for electronic distribution only). In most cases, a First page type would be followed by Normal pages.
- First Left Select this page type if you want chapters to begin on left-sided pages, and you need a different look for those pages than would be used for a regular left page.
- First Right Select this page type if you want chapters to begin on right-sided pages, and you need a different look for those pages than would be used for a regular right page.
- Left Select this type if you want the settings to be applied to a page in the output when it appears on a left (or even) page (e.g., page 42).
- Right Select this type if you want the settings to be applied to a page in the output when it appears on a right (or odd) page (e.g., page 43).
- Normal Select this type if you do not want a Left/Right type of page flow, but instead just want the same layout on every page, perhaps like a screenplay.
NOTE It is recommended that you do not use more than one of each kind of page type in a page layout. If you have more than one instance of a page type, you will not be able to specify which type to use for a particular entry in the TOC Editor.

NOTE When setting chapter breaks and page layouts, empty page types are not shown in the Page Type field. If you are using empty pages in your PDF output, make sure your page layout has an empty page type and the target is set to automatically apply empty pages when necessary. To do this, open the target. On the Advanced tab, click **Inject empty pages as needed to ensure TOC nodes start on their selected pages.** This is recommended over the older "Auto-end on left page" option. For more information see the online Help.

10. (Optional) If you want to specify a particular file name for the chapter being created, enter it in the **Chapter File Name** field.

When setting chapter breaks and page layouts, empty page types are not shown in the Page Type field. If you are using empty pages in your PDF output, make sure your page layout has an empty page type and the target is set to automatically apply empty pages when necessary. To do this, open the target. On the Advanced tab, click **Inject empty pages as needed to ensure TOC nodes start on their selected pages.** This is recommended over the older "Auto-end on left page" option.

For PDF and Word outputs, the default setting is to create a single file for the entire output. However, you can use an option in the Advanced tab of the Target Editor to generate a new PDF or Word file for each chapter break. The Chapter File Name field in the Properties dialog would be applicable if you decide to generate multiple PDF or Word files instead of just one.

11. (Optional) In the **Page Number** section, you can specify how you want page numbers treated (if you have inserted them into the page layout).

- **Reset to** If you want the first page number in the chapter to begin at a specific number, you can select this option and enter the number in the field. If you select the "text" option from the Format field, you can type any kind of text into this field. That text will be used instead of numbering.

- **Format** If you want a particular format of numbering to be used (e.g., decimal, upper Roman, lower alpha, text), select it from this drop-down. If you select the "text" option,
you can type any kind of text into the "Reset to" field. That text will be used instead of numbering.

- **Increment number** If you want the first page number in the page layout to continue from the previous layout, you can select this option.

**NOTE** If you want to include autonumbers in the page numbering (e.g., the chapter autonumber followed by a period and then the page number), you can do so using a couple of different methods. With the first method, you can insert the appropriate autonumber variable next to the page number variable in a page layout. With the second method, you can select "text" from the Format field. Then in the "Reset to" field, you can enter the appropriate codes for the autonumbering. For example, if you want each page to show the chapter autonumber followed by a period and the page number, you would type `{chapnum}.n` in the “Reset to” field. Using this second method ensures that your page autonumbers are also displayed accurately in a print index. For more information see the online Help.

12. **Click OK.**
13. Repeat these steps for each area in the content where you want to specify a new chapter or page layout break.

**TIP** If you want to apply the same settings to many TOC entries, you can hold down the CTRL or SHIFT key and select those entries. Then open the Properties dialog and specify the settings.

**NOTE** You do not have to follow these steps for every single TOC entry within that chapter—only for the TOC entries where you want a chapter or page layout break. The page layout will be used in the print-based output starting at that location in the content and continuing to the end of the document, or until it comes across another chapter or page layout break.

14. **Click to save your work.**
How Chapter Breaks Affect the Output Types

When creating chapter breaks, you should keep the following in mind.

Word Output

The following points are relevant if you are sending output to Word.

IF YOU SELECT THE OPTION TO CREATE A CHAPTER BREAK

- It determines where a new chapter will be created at this point in the output TOC. However, it will not necessarily create a new Word file in the output for each chapter. If you want multiple Word documents in the output, you must also select the "Generate multiple documents for native PDF output" option in the Advanced tab of the Target Editor. If you do not select the "Generate multiple documents for native PDF output" option, only one Word document will be created in the output (but it will contain chapter breaks).

- You will not be able to include a generated TOC in the Word output (if you also select the "Generate multiple documents for native PDF output" option in the Target Editor). However, if you create a chapter break in the Properties dialog but do not select the "Generate multiple documents for native PDF output" option in the Target Editor, you will be able to include a generated TOC in the Word output. In other words, you must have only a single Word document in order to have a generated TOC.

- You will be able to use chapter autonumbering, even if you only have one Word document as a result of the output.

- You will be able to insert footnotes in your topics that are consolidated and placed at the end of each chapter.

IF YOU DO NOT SELECT THIS OPTION FOR ANY OF YOUR TOC ENTRIES

- Only one Word file will be created when you build your output. Even if you select the "Generate multiple documents for native PDF output" option in the Advanced tab of the Target Editor, only one Word file will be created, because you must create a chapter break in the Properties dialog to tell Flare where you want new documents to start.

- You will be able to include a generated TOC in the Word output (because only one Word document will be generated).

- You will not be able to use chapter autonumbering (because no chapter breaks exist).
EPUB Output

The following points are relevant if you are sending output to EPUB.

**IF YOU SELECT THE OPTION TO CREATE A CHAPTER BREAK**

- A new HTM file is created at each point where a chapter break occurs. This can be seen if you extract the EPUB file using another tool.

**IF YOU DO NOT SELECT THIS OPTION FOR ANY OF YOUR TOC ENTRIES**

- The EPUB contains just one HTM file.

What’s Noteworthy?

- **NOTE** Some aspects of this feature (e.g., page layouts) are used only in the print-based outputs. EPUB supports this feature only in the sense that it uses chapter breaks to determine how many HTM files are created as a result.

- **NOTE** There is an order of precedence with the three levels where you can specify a page layout. Specific entries in an outline TOC have the highest precedence, followed by page layouts at the target level, followed by page layouts at the project level. So if you've got a page layout set at the project or target level and it doesn't seem to be working the way you think it should, you might check to see if you have any page layouts set on specific TOC entries that are overriding the target- or project-level setting.
NOTE When it comes to associating page layouts with entries in an outline TOC, it is important to understand the meaning of the word "chapter" in the Properties dialog. In that dialog, a "chapter" is simply the designation for a new portion of content that will use a particular page layout. It does not mean a chapter in the traditional sense of a manual. For example, if you have a title page, a TOC, 10 chapters, and an index in your manual, each one of those might be considered a separate chapter as far as the dialog is concerned, because you are creating a chapter break with a particular page layout specified at each of those locations in the outline TOC. Therefore, although you only have 10 chapters in the traditional meaning of the word, you might have 13 chapters as far as the dialog is concerned (one for the title page, one for the TOC, one for each traditional chapter, and one for the index).

NOTE If you extract the EPUB file using another tool, you will find that it contains one or more HTM files. If you have used chapter breaks in the outline TOC, a new HTM file is created at each point where a chapter break occurs. If you do not use chapter breaks, the EPUB contains just one HTM file.
Setting Frame Breaks on Paragraphs and Headings

Supported In:

For PDF output, you can apply breaks to page layout frames, similar to the way you can apply page breaks to content such as headings or paragraphs.

In a stylesheet, the following properties are used: frame-break-before, frame-break-after, frame-break-inside. These are not part of the W3C’s CSS specification. Instead, they were created by MadCap Software specifically to support this functionality.

By applying these style properties, you can automatically move content to the next frame on the current page in a layout. If no more frames are available on the current page, a page break occurs instead.

This feature can be especially useful when you want to make sure that heading text is the only content in a particular body frame.
How to Use a Style to Set a Frame Break

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays View: Advanced. If the button displays View: Simplified instead, then click it.

3. In the upper-left corner of the Stylesheet Editor, click in the drop-down field and select Paragraph Styles.

4. Select the appropriate style. In most cases, this will be a heading style (e.g., h1, h2, h3). But you can also place a frame break on other block-level styles, such as paragraphs.

5. From the Show drop-down list on the upper-right side of the editor, select Show: All Properties.

6. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.

7. If you are using the grouped view, expand the PrintSupport group.

8. Select the appropriate property and set a value for it.

**FRAME-BREAK-BEFORE**

To the right of the property, click and set a frame break before the element.

- **always** A break will always occur before the element.
- **auto** A break will neither be forced nor prevented before the element.
- **avoid** A break will not occur before the element.
- **inherit** The break setting of the parent tag is used.

**FRAME-BREAK-AFTER**

To the right of the property, click and set a frame break after the element.

- **always** A break will always occur after the element.
- **auto** A break will neither be forced nor prevented after the element.
- **avoid** A break will not occur after the element.
- **inherit** The break setting of the parent tag is used.
FRAME-BREAK-INSIDE

To the right of the property, click [ ] and set a frame break *inside* the "rendering box" of the element.

- **automatic** A break will neither be forced nor prevented inside the rendering box of the element.
- **avoid** A break will not occur inside the rendering box of the element.
- **inherit** The break setting of the parent tag is used.

9. Click [ ] to save your work.
How to Use Local Formatting to Set a Frame Break

1. Open the content file.
2. Click on the paragraph that you want to modify.
3. Do one of the following, depending on the part of the user interface you are using:
   - **Ribbon** Select Home >
   - **Keyboard Shortcut** Press CTRL+ALT+B.
   - **Right-Click** Right-click on the paragraph and from the context menu choose Paragraph. The Paragraph Properties dialog opens.
4. Select the **Breaks** tab.
5. Use the Frame Break section to specify the settings.

**BEFORE**
You can select one of the options for setting a frame break before the element.

- **Automatic** A break will neither be forced nor prevented before the element.
- **Always** A break will always occur before the element.
- **Avoid** A break will not occur before the element.

**AFTER**
You can select one of the options for setting a frame break after the element.

- **Automatic** A break will neither be forced nor prevented after the element.
- **Always** A break will always occur after the element.
- **Avoid** A break will not occur after the element.
INSIDE

You can select one of the options for setting a frame break inside the "rendering box" of the element.

- **Automatic** A break will neither be forced nor prevented inside the rendering box of the element.
- **Avoid** A break will not occur inside the rendering box of the element.

6. In the Paragraph Properties dialog, click **OK**.

7. Click ![save](image) to save your work.

---

**NOTE** You can also set frame breaks on tables. For more information see the online Help.
In Flare, you can specify section breaks for print-based output. Doing this lets you accomplish the following:

- **Add Section Breaks** You can add actual section breaks into Microsoft Word output. Section breaks are a feature unique to Word.

- **Autonumber Sections** You can take advantage of section autonumbering.

- **Start a New Section Using Master Pages** You can use a section break to apply a master page to Microsoft Word output, starting at that location in the content. Master pages can be used to add header and footer content, insert page numbers, and specify the page size and orientation. The rest of this topic deals with using section breaks to apply master pages.

**NOTE** As an alternative to master pages, you can use page layouts for print-based output. Whereas master pages are used only for Word output, page layouts can be used for all print-based outputs. For more information see the online Help.

If you create one or more master pages for Word output, you need to specify how those master pages will be used. You have a couple of options:
How to Specify Section Breaks and Master Pages for Print-Based Output

If you are producing Microsoft Word output, you can specify places in your outline TOC where you want to create section breaks for your print-based output. A primary reason for using a section break is to specify that a particular chunk of Word output should use a certain print master page. The output uses the specified master page for the rest of the document, or until it comes across another section break/master page that you have included in the outline TOC.

**EXAMPLE** You are producing a print-based document that includes a title page, a TOC, 15 chapters, and an index. If you want to include page numbering in the printed document, starting with the first chapter (i.e., no page numbers on the title page or TOC) and continuing to the end of the document, you can create a print master page for this purpose. You can specify in the print master page that the even numbers are placed at the bottom-left of those pages and the odd numbers are placed at the bottom-right of those pages. Then, in your outline TOC, you can create a section break where the first page of the first chapter occurs and associate the master page with that section.

Use these steps if you want to use this method:

1. Open the Project Organizer.
2. Double-click the TOCs folder.
3. Double-click the TOC that you plan to use for the print-based output. The TOC Editor opens to the right.
4. Select the entry in the TOC where you want to insert a section break, and where you want a print master page to start being displayed in the print-based output.
5. In the local toolbar, click ▶️. The Properties dialog for the TOC entry opens.
6. Click the Printed Output tab.
7. Click **Start a new section**.
8. Click the down arrow in the field **Configure section using this Master Page**, and select the print master page that you want to use.
9. Click **OK**.
10. Repeat steps 4-9 for each print master page that you want to associate with a particular section.

**TIP** If you want to apply the same settings to many TOC entries, you can hold down the CTRL or SHIFT key and select those entries. Then open the Properties dialog and specify the settings.

**NOTE** You do not have to follow these steps for every single TOC entry within that section—only for the first TOC entry in that section. The master page will be used in the print-based output starting at that location in the content and continuing to the end of the document, or until it comes across another section break/master page that you have designated.

11. Click ![Save](image) to save your work.
How to Associate a Master Page With a Print Target

Use the following steps if you want to include only one master page in your Word output, displaying that master page on every page of the output.

1. Open the Word target that you are using to create the output.
2. Click the Advanced tab.
3. Click the drop-down arrow in the Master Page field, and select the print master page that you want to associate with the target.
4. Click to save your work.
Conditions

Condition tags can be used to tell Flare which content is to be used for some outputs and which is to be used for other outputs. Flare provides you with some initial condition tags that are ideal for this purpose. However, if you want, you can always create additional condition tags or rename the default tags provided to meet your needs.

This chapter discusses the following:

- Creating Conditions ................................................................. 73
- Applying Conditions for Print-Based Output .............................. 74
- Associating Conditions With a Print Target .............................. 77
Creating Conditions

Within a condition tag set, you can create as many condition tags as you need.

How to Create a Condition

1. In the Project Organizer, expand the Conditional Text folder and double-click a condition tag set.
   If it is a new condition tag set, some condition tags may already be provided for you. Each condition tag is associated with a color, making it easy to identify conditioned content in the Flare interface.

2. In the Condition Tag Set Editor, click  

3. On the NewTag row, press F2 and give the condition a name.
   You can also do any of the following:

   **RENAME A TAG**
   a. Click the tag row and press F2.
   b. Type a new name and press Enter.

   **CHANGE THE COLOR OF A TAG**
   a. Click the Background drop-down arrow and select Pick Color.
   b. Select a new color and click OK.

   **ADD COMMENTS TO A TAG**
   You can add internal comments to indicate the purpose of a tag. Comments will not be displayed in the output.
   a. Click in the Comment cell of the tag row.
   b. Press F2.
   c. Type the comment and press Enter.

4. Click  to save your work.
Applying Conditions for Print-Based Output

By applying condition tags to content, you can separate what is intended for printed output and what is not. That way, content intended for online output does not show up in your printed manuals, and content intended for print is left out of the online documentation.

Keep in mind that condition tags are not used only to separate online from print-based output. That’s simply a very common use for condition tags. You could have 12 print-based targets and you might use condition tags in all of them so that they each have some unique content.

Applying Conditions

After you create your condition tags (or determine that you will use the tags provided by Flare, you need to apply them to the appropriate portions of content in your topics (e.g., text, blocks of content, tables). For example, the content to be included only in the printed output could be assigned a "PrintOnly" condition tag, the content to be included only in the online output could be assigned a "ScreenOnly" condition tag, and the content to be included in both outputs would be left alone. For more information see the online Help or the Condition Tags Guide.
Using Conditions to Unbind Hyperlinks

In addition to applying condition tags to various content in your project, you may want to use them to unbind hyperlinks from the printed output, displaying the text only.

⭐ EXAMPLE You are creating both online and printed output from your project. You might have some content where you have inserted hyperlinks, and you might want this content to be included in both the online and printed output. However, let’s say that a particular hyperlink connects to another topic that you are not including in the printed output. When you generate the online output, everything is fine. But when you generate the printed output, an error is displayed in the log because Flare cannot find the topic referenced in the hyperlink. The way to avoid seeing the error (and to avoid users experiencing a broken link in the output) is to apply a condition tag (e.g., “OnlineOnly”) to the hyperlink and select the option in the Condition Tags dialog to unbind the link. If you then exclude that condition tag from your print target, you will still see the hyperlink text in the printed output, but the link will be removed. Therefore, you will no longer receive an error and the link will not be broken.
How to Use a Condition to Unbind a Hyperlink

1. Open the content file.

2. Make sure the span bars are visible at the top of the XML Editor. If they are not, click in the local toolbar at the bottom of the editor to show them.

3. Right-click on the span bar above the topic that corresponds with the link.

   **NOTE** If you first click on the link in the topic, the corresponding span bar is highlighted above. For hypertext links, the span bar is labeled "a." For cross-references, the span bar is labeled "MadCap:xref."

4. In the context menu, select **Conditions**. The Condition Tags dialog opens, with the first condition tag set selected and the associated condition tags shown on the right.

5. If you want to see condition tags for a different condition tag set, select it.

6. Click the check box next to the tags where you want the hyperlink to remain. A check mark appears in the box.

7. In the **Exclude Action** section, select **Unbind**.
   
   In other words, you are telling Flare this: Keep the hyperlink in the targets that are associated with the tags that I selected. For the targets not associated with those tags, get rid of the hyperlink, but do not remove the text.

   On the other hand, if you had selected the "Remove" option, you would have been telling Flare this: Keep the hyperlink in the targets that are associated with the tags that I selected. For the targets not associated with those tags, remove both the hyperlink and the text.

8. Click **OK**.

9. Click to save your work.
Associating Conditions With a Print Target

After you apply the condition tags to the appropriate content for print-based output, you'll need to specify in a target (based on one of the print-based output types) which condition tags to include in the output and which to exclude.

How to Associate Conditions With a Print Target

1. Open the target that you plan to build for your printed output. The Target Editor opens.
2. Click the Conditional Text tab.
3. In the Condition Tag Sets area, you can choose to view tags for all condition tag sets or you can select a specific set. The tags associated with the selected set are shown to the right, with their associated colors. An Action cell appears next to each condition tag. When Basic is selected, the Action cell is shown and the Advanced section below is disabled. In the Tags area, select a condition tag in the grid to set its action. (You can also hold down the SHIFT or CTRL key and choose multiple rows to set the same action on all of them at once.)
4. The Action cell in the grid indicates the current setting for the condition. The text is gray if you have not explicitly chosen an option. To change the setting, choose one of the options in the area to the right.

   By default, all tags will be included in the target unless you specify otherwise. If you want to exclude a condition from the output for this target, select the condition row and choose Exclude. If you want to make sure a condition is included in the output for this target, select Include.

   🌟 EXAMPLE If you use the default condition tags provided by Flare, you might select Include for the PrintOnly tag, and you might select Exclude for the Mobile, ScreenOnly, Tablet, and Web tags.

5. Click to save your work.
CHAPTER 5

Footnotes

Supported In:

A footnote is a comment that is used to explain a specific area of the text. It is used primarily for print-based output. Both the area in the text and the comment contain a number or symbol that ties the two together. A footnote comment is typically placed at the end of a page where the corresponding number or symbol is placed in the text. Otherwise, you can place a comment later in the manual, such as at the end of a document, chapter, section, or book; in this case, the comment is usually referred to as an endnote.

This chapter discusses the following:

- Inserting Footnotes and Endnotes ........................................... 79
- Editing Footnotes ..................................................................... 81
- Viewing Footnotes in Topics ....................................................... 98
- Creating an Endnotes Proxy ....................................................... 99
Inserting Footnotes and Endnotes

You can insert a footnote or endnote marker at any spot in a topic. When doing this, you can specify where the accompanying footnote or endnote text should be placed.

How to Insert a Footnote or Endnote

1. Open the content file.
2. Place your cursor where you want to insert the footnote marker.
3. Select Insert > Footnote.
   The Insert Footnote/Endnote dialog opens.
4. In the first part of the dialog, you can select the location where the accompanying footnote or endnote will be placed in the output. However, there is an alternative to selecting a location from this list. In Step 5, you can select a style that can already have the footnote position specified. If you select a style that has the footnote position specified, you do not need to make a selection from this list.
   - **End of Page** This places the footnote comment at the end of the page where the in-text footnote number is inserted.
   - **End of Topic** This places the footnote comment at the end of the topic where the in-text footnote number is inserted. This is similar to the previous option. However, a single topic may result in multiple pages in the output. This option ensures that the footnote is placed at the end of the topic, not necessarily on the same page where the corresponding number or symbol is placed.
   - **End of Section** This places the footnote comment at the end of the section where the footnote number is inserted. You can create section breaks in the TOC Properties dialog.
   - **End of Chapter** This places the footnote comment at the end of the chapter where the footnote is inserted. You can create chapter breaks in the TOC Properties dialog.
   - **Endnote Proxy** This is designed to place the footnote comment at a specific location in the output, such as at the end of the book. It works in conjunction with an Endnotes proxy, which you create separately. The comment displays wherever you insert the Endnotes proxy.
5. In the next area, you can select a style class for the footnote to determine its look and placement. The MadCapFootnote style is the default option.

6. Click OK. The footnote marker is added in the topic. The footnote comment area is added at the bottom of the page or topic, depending on the footnote type you select.

**NOTE** Like other markers, a footnote marker can be hidden in the editor so that only the number can be seen. The marker is not shown in the output, whether you hide or show it in the editor when you are working.

7. Click in the footnote area at the bottom of the page or topic and change the text as necessary.

8. (Optional) You can add other elements (e.g., images) and provide formatting for the content, just as you would in a topic. If you have markers turned on, you can right-click the footnote icon and select Footnote Properties from the context menu. This lets you select a format for the footnote number (e.g., uppercase alpha, lowercase Roman), as well as specify other settings in the Footnote Properties dialog.

9. Click to save your work.
Editing Footnotes

After inserting a footnote, you can edit it in various ways, such as changing the text or modifying the look of the footnote number. You can also specify whether footnote numbering should be restarted at a certain section or chapter.

Footnote Styles

The following styles can be used for editing footnotes.

- **MadCap|footnote** This style is used for both the footnote number (or symbol) where it is inserted in the topic, as well as the number and accompanying comment text (at the bottom of the page, or wherever else you specify its location).

- **MadCap|footnoteBlock** This style is used for the container (or block) holding individual footnote comments. For example, if you want to add a border around each footnote comment on a page, you would use this style.

- **MadCap|footnotesBlock** This style is used for the container (or block) holding all footnote comments. For example, if you want to add a border around the collection of all footnote comments on a page, you would use this style.

- **MadCap|endnoteBlock** This style is used for the container (or block) holding individual endnote comments. For example, if you want to add a border around each endnote comment created from an Endnotes proxy, you would use this style.

- **MadCap|endnotesBlocks** This style is used for the container (or block) holding all endnote comments. For example, if you want to add a border around the collection of all endnote comments created from an Endnotes proxy, you would use this style.
Editing the Border Above Footnotes

You can modify the default border that is added above footnote comments. You can change the border thickness, color, style, and other settings. You can also remove the border altogether.

How to Edit the Border Above Footnotes

1. From the Content Explorer, open the stylesheet that you want to modify.

2. From the Medium drop-down in the Stylesheet Editor, make sure the proper medium is selected before you begin. In the Advanced view, you can open multiple mediums at once; you just need to look at the title at the top of the medium pane and make sure you are working in the correct one. If you are not using stylesheet mediums for your different outputs or if you want all mediums to have the same settings, just leave the medium set to default and continue.

   Mediums can be used if you want to use one group of settings for online output types and another group of settings for print-based output types. For example, you might use the default medium for your online outputs and the print medium for your print outputs.

   Please note that Flare remembers the last medium that you used when working in the stylesheet, so it may or may not be the one that you want to use the next time around.

3. In the local toolbar, make sure the first button displays View: Advanced. If the button displays View: Simplified instead, then click it.

4. In the upper-left corner of the editor, click in the drop-down field and select Footnote Styles.

5. Select MadCap|FootnotesBlock.

6. From the Show drop-down list on the upper-right side of the editor, select Show: All Properties.

7. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.
8. Do any of the following:

**TO CHANGE THE BORDER COLOR**

a. If you are using the grouped view, expand the **Border** group.

b. To the right of `border-top-color`, click and select a color. For advanced color options, click and use the fields in the Color Picker dialog, or click to select a color already used elsewhere on your screen.

**TO CHANGE THE BORDER STYLE (E.G., DASHED, DOTTED, DOUBLE, SOLID)**

a. If you are using the grouped view, expand the **Border** group.

b. To the right of `border-top-style`, click and select a style.

**TO CHANGE THE BORDER THICKNESS**

a. If you are using the grouped view, expand the **Border** group.

b. To the right of `border-top-width`, click enter a number and a unit of measurement, and click **OK**.

**TO CHANGE THE BORDER ALIGNMENT**

By default, the alignment of the border is set to "left," but you can change this setting.

a. If you are using the grouped view, expand the **Border** group.

b. To the right of `border-top-align`, click and select one of the options.

**TO CHANGE THE BORDER LENGTH**

By default, the length of the border is set at 66% of the size of the "box" holding the footnotes. You can adjust this percentage.

a. If you are using the grouped view, expand the **Border** group.

b. To the right of `border-top-length`, click enter a percentage number, and click **OK**. You can also use the drop-down on the right side of the popup to select a unit of measurement other than percentage.
TO REMOVE THE BORDER

a. If you are using the grouped view, expand the Border group.

b. To the right of border-top-width, click ▶️ enter 0, and click OK.

9. Click 📋 to save your work.
Editing Footnote Comment Font Settings

You can modify the font in a footnote comment. This includes changing the font family, size, color, case, and more.

How to Use a Style to Edit Footnote Font Settings

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays View: Advanced. If the button displays View: Simplified instead, then click it.

   NOTE For steps using the Simplified view, see the online Help.

3. In the upper-left corner of the editor, click in the drop-down field and select Footnote Styles.

4. On the left side of the editor, select the appropriate footnote style. If you used the default style when inserting the footnotes, select MadCap|footnote. Otherwise, if you have used a class of that style (e.g., MadCap|footnote.BeginnersManual) that you created previously, then select it instead.

5. From the Show drop-down list on the upper-right side of the editor, select Show: All Properties.

6. (Optional) You can use the toggle button in the local toolbar to show properties below in a grouped view or an alphabetical view.

7. If you are using the grouped view, expand the Font group.

8. Locate and select the font property that you want to change, depending on what you are trying to accomplish. Following are some of the more common elements that you might change.

   - **Bold** Use the font-weight property.
   - **Color** Use the color property.
   - **Font family (e.g., Arial)** Use the font-family property.
   - **Italic** Use the font-style property.
   - **Size** Use the font-size property.
- **Small caps** Use the `font-variant` property.
- **Underline** Use the `text-decoration` property. You need to type the word `underline` in the value column.
- **Uppercase/lowercase** Use the `text-transform` property.

9. The area to the right of the property is used for selecting and entering values. If you know how to enter the information correctly, you can click in the value field and type it directly. Otherwise, click the ellipsis button to the right of the property. Depending on the type of property, the appropriate controls and options display, allowing you to choose or enter values (e.g., select from a drop-down list, click a button, complete fields in a dialog or popup). If you completed values in a popup, click **OK** at the bottom of the box.

10. Click **[ ]** to save your work.
Editing Footnote Comment Position

You can change the location where a footnote comment is placed in the output (e.g., end of page, document, chapter, section, book).

How to Use a Style to Edit Footnote Comment Positions

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays . If the button displays instead, then click it.

   ![NOTE](image)
   For steps using the Simplified view, see the online Help.

3. In the upper-left corner of the editor, click in the drop-down field and select .

4. On the left side of the editor, select the appropriate footnote style. If you used the default style when inserting the footnotes, select . Otherwise, if you have used a class of that style (e.g., .) that you created previously, then select it instead.

5. From the drop-down list on the upper-right side of the editor, select .

6. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.

7. If you are using the grouped view, expand the Unclassified group.

8. To the right of , click and select one of the following:

   - **chapter** This places the footnote comment at the end of the chapter where the in-text footnote number is inserted. You can create chapter breaks in the TOC Properties dialog.

   - **endnote** This is designed to place the footnote comment at a specific location in the output, such as at the end of the book. It works in conjunction with an Endnotes proxy, which you create separately. The comment displays wherever you insert the Endnotes proxy.
- **Page** This places the footnote comment at the end of the page where the in-text footnote number is inserted.

- **Section** This places the footnote comment at the end of the section where the in-text footnote number is inserted. You can create section breaks in the TOC Properties dialog.

- **Topic** This places the footnote comment at the end of the topic where the in-text footnote number is inserted. This is similar to the previous option. However, a single topic may result in multiple pages in the output. This option ensures that the footnote is placed at the end of the topic, not necessarily on the same page where the corresponding number or symbol is placed.

9. Click to save your work.
Editing Footnote Comment Spacing

You can modify the spacing for the footnote comment text. This includes the ability to change the spacing above or below the comment text, the white space between words or characters, or the indentation before the number and text.

How to Use a Style to Edit Footnote Comment Spacing (Advanced View)

1. From the Content Explorer, open the stylesheet that you want to modify.
2. In the local toolbar, make sure the first button displays [View: Advanced]. If the button displays [View: Simplified] instead, then click it.
3. In the upper-left corner of the editor, click in the drop-down field and select [Footnote Styles]
4. On the left side of the editor, select the appropriate style to be used for the footnote comment. If you used the default style when inserting the footnotes, then select [MadCap|footnote]. Otherwise, if you have used a class of that style (e.g., MadCap|footnote.BeginnersManual) that you created previously, then select it instead.
5. From the [Show] drop-down list on the upper-right side of the editor, select [Show: All Properties] 
6. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view [ ] or an alphabetical view [ ]
7. Do any of the following:

TO ADD SPACE (INDENTATION) IN FRONT OF COMMENT NUMBER AND TEXT

a. If you are using the group view, expand the [Box] (for indenting all lines in the comment) or [Block] (for indenting the first line in the comment) group.
   b. Click [ ] to the right of [margin-left] in the "Box" group (for indenting all lines in the comment), or [text-indent] in the "Block" group (for indenting the first line in the comment).
   c. In the popup, enter a number and a unit of measurement, and click [OK].
TO ADJUST SPACE ABOVE AND/OR BELOW COMMENT

a. If you are using the group view, expand the Box group.

b. To the right of margin-bottom and margin-top (for setting the space below or the space above, respectively), click enter a number and a unit of measurement, and click OK.

TO ADJUST SPACE BETWEEN CHARACTERS OR WORDS IN COMMENT

a. If you are using the grouped view, expand the Block group.

b. To the right of letter-spacing and word-spacing (for setting the space between characters or words, respectively), click enter a number and a unit of measurement, and click OK.

8. Click to save your work.

NOTE If you want to adjust the spacing between the number and text in the footnote comment, you can do so by modifying the number format. See “Editing Footnote Number Formats” on page 92.
Editing Footnote Comment Text
You can modify the text and other content contained in the footnote comment.

How to Edit Footnote Text and Content

1. Open the content file.

2. Make sure markers are turned on. To turn markers on, click the down arrow next to the *Show tags* button in the XML Editor. Then select *Show Markers.*

3. Right-click on the footnote marker icon where it is inserted in the topic, and from the menu select *Edit Footnote.* The cursor moves to the footnote comment text at the end of the page or topic.

4. Edit the text as necessary.

5. Click to save your work.
Editing Footnote Number Formats

By default, a decimal number (e.g., 1, 2, 3) is used when you insert a footnote. However, you can select a different format. For example, you can change the format to uppercase alpha (e.g., A, B, C) or lowercase Roman (e.g., i, ii, iii). You can also replace the number with a symbol, such as an asterisk.

How to Use a Style to Edit a Footnote Number Format

1. From the Content Explorer, open the stylesheet that you want to modify.
2. In the local toolbar, make sure the first button displays (which means that the Simplified view is currently shown in the editor). If the button displays instead, then click it.

   **NOTE** One benefit of using the Simplified view is that you can set one format for the number that displays in the text and a different format for the number that displays next to the footnote comment. With the Advanced view, you can set only one format for both numbers.

   **NOTE** For steps using the Advanced view, see the online Help.

3. In the upper-left corner of the editor, click in the drop-down field and select Footnote Styles.
4. Select the appropriate footnote style. If you used the default style when inserting the footnotes, then select MadCapfootnote. Otherwise, if you have used a class of that style (e.g., MadCapfootnote.BeginnersManual) that you created previously, then select it instead.
5. In the local toolbar of the editor, click . The Properties dialog opens.
6. Select the Footnote tab.
7. Use the Format field to select the format for the footnote number that is displayed in the text. If you want to use a different format for the number displayed next to the footnote comment, you can use the Format for number in comment field. If you complete only the "Format" field, your setting will be used for both footnote numbers in the content.

- {n} This is the default format, which displays decimal numbering (e.g., 1, 2, 3, 4).
- {r} This displays lowercase Roman numerals (e.g., i, ii, iii, iv).
- {R} This displays uppercase Roman numerals (e.g., I, II, III, IV).
- {a} This displays lowercase alpha numerals (e.g., a, b, c, d).
- {A} This displays uppercase alpha numerals (e.g., A, B, C, D).
- If you want to use a symbol such as an asterisk, instead of a number, simply type it in the field.

You can add extra characters, punctuation, formatting tags, and spacing around the number format to enhance it. Additional formats are available from the drop-down list for this reason.

🌟 **EXAMPLE** You want to see an extra space between the footnote number and the comment text that follows. If so, simply type a space after the format that you provide.

Let’s say you want to see decimal numbers, followed by a period and then a closing parentheses. If so, simply type this:

{\text{n}.)}

Let’s say you want to see lowercase Roman numerals in bold. If so, simply type this:

{\text{b}\text{r}\text{b}}

8. In the Properties dialog, click OK.

9. Click to save your work.
Editing the Look of Footnote Numbers

You can change the look of the footnote numbers (both in-text and in-comment), by creating and modifying span style classes. Alternatively, you can use the MadCap|footnote style or a class of it to modify the look of both the in-text and in-comment footnote numbers. The difference is that the span style lets you change the look of one or the other, rather than both at the same time.

First you need to create the span class and provide your settings (e.g., font color, size, and so on). After inserting a footnote, you can open its properties and select the span class to change the look.

How to Create and Edit a Span Class for Footnote Numbers

1. From the Content Explorer, open the stylesheet that you want to modify.
2. In the upper-left of the editor, make sure the drop-down field is set to All Styles.
3. On the left side of the editor, find and select the span tag.
4. In the local toolbar, click Add Selector. The New Selector dialog opens.
5. In the Class Name field, type a name for the new style class, without using any spaces (e.g., MyInTextFootnoteNumber).
6. Click OK. The new style class is added under the tag you selected.
7. Edit the properties for the span class. The most common settings to change are those for the font.
8. Click to save your work.
9. Complete the following steps for selecting the span class for the footnote.
How to Select a Span Class for a Footnote

1. Open the content file.
2. Make sure markers are turned on. (Click the down arrow next to the Show tags button in the XML Editor. Then select Show Markers.)
3. Right-click on the footnote marker icon where it is inserted in the topic, and from the menu select Footnote Properties. The Footnote Properties dialog opens.
4. Select the Footnote tab.
5. From one of the Style fields, select the appropriate span class. If you select a span class in the first Style field, it will affect the look of the footnote number that appears in the topic content. If you select a span class in the second Style field, it will affect the look of the footnote number that appears before the footnote comment wherever you have positioned it (e.g., end of page, end of chapter).

NOTE The span class can also be set on a style in the Advanced view of the Stylesheet Editor using the mc-footnote-style and mc-footnote-comment-style properties. The mc-footnote-style property will select the span class for footnotes and the mc-footnote-comment-style will select the span class for footnote comments.

6. In the Properties dialog, click OK.
7. Click to save your work.

What’s Noteworthy?

NOTE This task lets you change the footnote number only (either the number in the topic text or the number in the footnote comment). If instead you want to change the look of both numbers, as well as the comment text, see "Editing Footnote Comment Font Settings" on page 85.
Restarting Footnote Numbering

When you insert footnotes, the numbers are incremented throughout your manual. However, you can restart the numbering at a certain location (e.g., at the beginning of the next chapter or section).

How to Use a Style to Restart Footnote Numbering

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays View: Advanced. If the button displays View: Simplified instead, then click it.

   NOTE For steps using the Simplified view, see the online Help.

3. In the upper-left corner of the editor, click in the drop-down field and select Footnote Styles.

4. On the left side of the editor, select the appropriate footnote style. If you used the default style when inserting the footnotes, select MadCap|footnote. Otherwise, if you have used a class of that style (e.g., MadCap|footnote.BeginnersManual) that you created previously, then select it instead.

5. From the Show drop-down list on the upper-right side of the editor, select Show: All Properties.

6. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.

7. If you are using the grouped view, expand the Unclassified group.

8. To the right of mc-footnote-number, click and select one of the following:

   - **chapter** This restarts the footnote numbering at each chapter of the output. You can create section breaks in the TOC Properties dialog.
   - **endnote** This is designed to maintain the numbering with a group of endnotes inserted at a specific location in the output, such as at the end of the book. It works in conjunction with an Endnotes proxy, which you create separately. The endnote comments and their numbers are displayed wherever you insert the Endnotes proxy.
   - **page** This restarts the footnote numbering on each page of the output.
- **section** This restarts the footnote numbering at each section of the output. You can create section breaks in the TOC Properties dialog.

9. Click to save your work.
Viewing Footnotes in Topics

You can use the Footnotes window pane to see all of the footnotes that have been inserted into the open topic. See "Footnotes" on page 78.

How to View All Footnotes in a Topic

1. Open a topic.
2. Select View > Footnotes.

The Footnotes window pane opens, listing each footnote in the topic, with information about the position, sequence, and comment text of each. You can also change the position or sequence of any of the footnotes by using the drop-down fields in the local toolbar. See "Editing Footnote Comment Position" on page 87 and "Restarting Footnote Numbering" on page 96.
Creating an Endnotes Proxy

Supported In:

PDF  WORD  EPUB

If you intend to consolidate your endnotes at the end of a manual, you can use an Endnotes proxy. This proxy lets you start the list of endnotes on a new page.

This is what a topic with an Endnotes proxy might look like in a project.

This is what a topic with an Endnotes proxy might look like in output.
How to Use an Endnotes Proxy

1. Add a new topic as you normally would.

2. At the top of the topic, enter a title for your endnotes section. If you apply any of the h1 through h6 styles to it, the endnotes title will be displayed in the print TOC (if you create one).


4. (Optional) From the Stylesheet class for proxy field, you can select a style for the endnotes.

   You might create and use style classes if you want to generate multiple endnotes sections with different looks for each output. Otherwise, the endnotes section will use the style settings from the parent MadCap|endnotesProxy style. You can create a style class for this purpose in the Stylesheet Editor. To do this, select the MadCap|endnotesProxy style and in the local toolbar click Add Selector to create a class. The class will then be available from this field. For more information see the online Help or the Flare Styles Guide.

   **NOTE** You can also use the MadCap|endnoteBlock and MadCap|endnotesBlock styles in the Stylesheet Editor.

5. Click OK. The proxy is added to the topic.

6. Click to save your work.
Proxies

A proxy acts as a placeholder for auto-generated content or content that you have created elsewhere. When you build output, the content takes the place of that proxy. Proxies can be added to regular topics, as well as to master pages. The difference is that a proxy added to a topic will display that information in the output only once (wherever the topic occurs), but if a proxy is added to a master page, the content will show up everywhere that the master page has been applied. Proxies are quite often used for print-based outputs, especially to create navigation-like elements, such as TOCs, indexes, and glossaries. However, proxies can be used in online output as well. They can be especially useful if you are creating HTML5 Top Navigation output, where the traditional Tripane format is replaced by a more modern design that relies heavily on proxies.

For a list of proxies and details on using each one, see the online Help.

NOTE Options in the Advanced tab of print-based targets let you automatically add glossary, index, and TOC proxies to output. This means you do not need to create unique topics and insert proxies into them manually. The auto-generate method is much quicker and easier than the manual method. The manual method is more flexible but requires you to perform a number of extra steps, such as creating topics, inserting proxies, and adding files to the outline TOC. So if you simply want to quickly create print output with generated TOCs, glossaries, or indexes, the auto-generate option might be best for you. But if you want more control over the placement and look of the generated TOCs, glossaries, and indexes, you should use the manual method. For more information see the online Help.
NOTE When you generate content from a proxy (e.g., list-of, mini-TOC proxies), keep in mind that some content may not show up in the output if you have used the option in the target to exclude content based on links. For more information see the online Help.
Numbering

When developing print-based output, you can work with autonumbers and page numbers.

This chapter discusses the following:

- Autonumbers .................................................................104
- Inserting Page Numbers Into Frames .................................105
- Suppressing Page Numbers in a Print Mini-TOC ..................107
- Suppressing Page Numbers in a Print TOC ..........................112
Autonumbers

Autonumbering is a feature where content is numbered automatically. It is often used to place numbers on headings, chapter titles, table captions, image captions, and so on.

For details, see the online Help or the Autonumbers Guide.
Inserting Page Numbers Into Frames

Supported In:

PDF

One type of content that you are likely to add to a frame is a page number, which is actually a snippet that serves as a placeholder for a page number in the output.

How to Insert a Page Number Into a Frame

1. Open a page in a page layout.
2. Click on the header, footer, or decoration frame to which you want to add a page number.

![NOTE] You cannot insert a page number into a body frame (which automatically displays content from your topics).

3. In the local toolbar, click or right-click the frame and select Select Frame Text.
4. In the Templates section, select one of the page number snippets.
   - - page -.flsnp Displays a page number surrounded by dashes (e.g., - 53 -).
   - page (pagecount).flsnp Displays the current page number, followed by the total number of pages in parentheses.
   - Page n of N.flsnp Displays the current page number and the total number of pages in the document (e.g., Page 13 of 70).

![TIP] You can change the look of the page number (e.g., remove the dashes or parentheses). To edit the text or content around a page number, continue inserting the page snippet as it is. After it is added to the frame, click on the frame and press F2. In the Frame Contents window pane, modify it as necessary.
5. Click OK.

6. Click to save your work.

- **NOTE** In addition to inserting page numbers, you can add regular text, Heading variables, and Running Head variables into frames. For more information see the online Help.

- **NOTE** If you are using chapter or volume autonumbers and want them to be reflected in a print index, you can do so by specifying the autonumbers at the appropriate locations in your outline TOC (instead of inserting Chapter or Volume Number variables in a page layout). For more information see the online Help.

**What’s Next?**

After you insert a page number into a frame, you can specify the format of the number (e.g., decimal, lowercase Roman, uppercase alpha). You can also specify whether the numbering should begin at a certain number. Both of these tasks can be accomplished when you associate the page layout with a TOC entry. For more information see the online Help.
Suppressing Page Numbers in a Print Mini-TOC

If you are generating PDF output, you can suppress page numbers for specific levels in the table of contents (TOC) or mini-TOC. This can be done by modifying the TOC or mini-TOC style (e.g., p.TOC1, p.TOC2, p.MiniTOC1) and selecting an option in the mc-pagenum-display property.

How to Suppress Page Numbers in a Print Mini-TOC

1. From the Content Explorer, open the stylesheet that you want to modify.
2. In the local toolbar, make sure the first button displays View: Advanced. If the button displays View: Simplified instead, then click it.
3. In the upper-left corner of the editor, click in the drop-down field and select Generated Content Styles.
4. On the left side of the editor, expand the p style. Classes of the style are shown below it.
5. Find and select the mini-TOC class that you want to customize (e.g., MiniTOC1, MiniTOC2, Mini-TOC3). MiniTOC1 is used for the first-level heading in the print mini-TOC, MiniTOC2 is used for the second-level heading, and so on.
6. From the Show drop-down list on the upper-right side of the editor, select Show: All Properties.

7. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.

8. If you are using the group view, expand PrinterPageNumbers to see the properties within it.
9. To the right of `mc-pagenum-display`, click ▸ and select one of the following:

- **(default)/all** This displays the page number, just as it has for previous versions of Flare.

Notice that page numbers are shown for all heading levels.
- **leaf**: This does not display the page number if lower-level entries exist. However, it does display the page number if no lower-level entries exist.

- **none**: This does not display the page number for that heading level.

---

<table>
<thead>
<tr>
<th>Preface</th>
<th>V</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH1 Title Here</td>
<td></td>
</tr>
<tr>
<td>CH1 Sub-Topic 1</td>
<td>2</td>
</tr>
<tr>
<td>CH1 Sub-Topic 2</td>
<td>3</td>
</tr>
<tr>
<td>CH2 Title Here</td>
<td></td>
</tr>
<tr>
<td>CH2 Sub-Topic 1</td>
<td>6</td>
</tr>
<tr>
<td>CH2 Sub-Topic 2</td>
<td>7</td>
</tr>
<tr>
<td>CH3 Title Here</td>
<td></td>
</tr>
<tr>
<td>CH3 Sub-Topic 1</td>
<td>10</td>
</tr>
<tr>
<td>CH3 Sub-Topic 2</td>
<td>11</td>
</tr>
<tr>
<td>Glossary</td>
<td></td>
</tr>
<tr>
<td>Index</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

---

In this example, pMiniTOC1 has been set to "none." Therefore, none of the first-level headings have page numbers.
10. Click to save your work.
Suppressing Page Numbers in a Print TOC

If you are generating PDF output, you can suppress page numbers for specific levels in the table of contents (TOC) or mini-TOC. This can be done by modifying the TOC or mini-TOC style (e.g., p.TOC1, p.TOC2, p.MiniTOC1) and selecting an option in the mc-pagenum-display property.

How to Suppress Page Numbers in a Print TOC

1. From the Content Explorer, open the stylesheet that you want to modify.
2. In the local toolbar, make sure the first button displays View:Advanced. If the button displays View:Simplified instead, then click it.
3. In the upper-left corner of the editor, click in the drop-down field and select Generated Content Styles.
4. On the left side of the editor, expand the p style. Classes of the style are shown below it.
5. Find and select the TOC class that you want to customize (e.g., TOC1, TOC2, TOC3). TOC1 is used for the first-level heading in the print TOC, TOC2 is used for the second-level heading, and so on.
6. From the **Show** drop-down list on the upper-right side of the editor, select ![Show All Properties](image).

7. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view ![Group View](image) or an alphabetical view ![Alphabetical View](image).

8. If you are using the group view, expand **PrinterPageNumbers** to see the properties within it.

---

**In this example, the p.TOC1 style is selected. Therefore, the settings we select will be applied only to the first heading level in the TOC.**
9. To the right of \texttt{mc-pagenum-display}, click \textbullet{} and select one of the following:

- This property lets you show or hide page numbers.
- Here are the available options.
- **(default)/all** This displays the page number, just as it has for previous versions of Flare.

<table>
<thead>
<tr>
<th>Preface</th>
<th>v</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH1 Title Here</td>
<td>1</td>
</tr>
<tr>
<td>CH1 Sub-Topic 1</td>
<td>2</td>
</tr>
<tr>
<td>CH1 Sub-Topic 2</td>
<td>3</td>
</tr>
<tr>
<td>CH2 Title Here</td>
<td>5</td>
</tr>
<tr>
<td>CH2 Sub-Topic 1</td>
<td>6</td>
</tr>
<tr>
<td>CH2 Sub-Topic 2</td>
<td>7</td>
</tr>
<tr>
<td>CH3 Title Here</td>
<td>9</td>
</tr>
<tr>
<td>CH3 Sub-Topic 1</td>
<td>10</td>
</tr>
<tr>
<td>CH3 Sub-Topic 2</td>
<td>11</td>
</tr>
<tr>
<td>Glossary</td>
<td>13</td>
</tr>
<tr>
<td>Index</td>
<td>15</td>
</tr>
</tbody>
</table>

- **leaf** This does not display the page number if lower-level entries exist. However, it does display the page number if no lower-level entries exist.

<table>
<thead>
<tr>
<th>Preface</th>
<th>v</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH1 Title Here</td>
<td>1</td>
</tr>
<tr>
<td>CH1 Sub-Topic 1</td>
<td>2</td>
</tr>
<tr>
<td>CH1 Sub-Topic 2</td>
<td>3</td>
</tr>
<tr>
<td>CH2 Title Here</td>
<td>5</td>
</tr>
<tr>
<td>CH2 Sub-Topic 1</td>
<td>6</td>
</tr>
<tr>
<td>CH2 Sub-Topic 2</td>
<td>7</td>
</tr>
<tr>
<td>CH3 Title Here</td>
<td>9</td>
</tr>
<tr>
<td>CH3 Sub-Topic 1</td>
<td>10</td>
</tr>
<tr>
<td>CH3 Sub-Topic 2</td>
<td>11</td>
</tr>
<tr>
<td>Glossary</td>
<td>13</td>
</tr>
<tr>
<td>Index</td>
<td>15</td>
</tr>
</tbody>
</table>
- **none** This does not display the page number for that heading level.

In this example, p.TOC1 has been set to "none." Therefore, none of the first-level headings have page numbers.

In this example, p.TOC1 has been set to "all," but p.TOC2 has been set to "none." Therefore, the first-level headings have page numbers, but the second-level headings do not.

10. Click to save your work.
CHAPTER 8

Styles for Print Output

When it comes to styling your content for print-based output, there are some unique aspects to consider. This is especially true if you are generating online output from the same content files, because you likely want your online output to look one way and your print output to look another way. See “Setting Styles for Print Output in a Regular Stylesheet” on the next page and “Setting Table Styles for Print Output” on page 121.

This chapter discusses the following:

- Setting Styles for Print Output in a Regular Stylesheet ...............118
- Setting Table Styles for Print Output ..................................121
Setting Styles for Print Output in a Regular Stylesheet

A regular stylesheet lets you single-source formatting by setting the properties in one place and reusing them throughout your project. But what if you want your online output to look one way and your printed output to look another way? Rather than creating a style for online output and another style for printed output, you can use a single style and provide it with two sets of properties—one set to use for online output and another set to use with printed output. You can accomplish this through the use of a medium in your stylesheet.
How to Set Styles for Print Output in a Regular Stylesheet

1. From the Content Explorer, open the stylesheet that you want to modify.

2. Set the style properties to be used for your online output as follows:
   a. In the local toolbar of the Stylesheet Editor, click in the **Medium** field and make sure the medium for your online output is selected.
   b. Select a style and set the properties for it. Do this for each style that you want to use in your online output.

3. Set the style properties to be used for your printed output as follows:
   a. In the local toolbar of the Stylesheet Editor, click the down arrow in the **Medium** field and select **Medium: print** or **Medium: [name of print medium]**.

   **NOTE** You can also create a new medium if necessary. You actually might find it preferable to do this. For example, if you want page breaks before a particular heading for print output, but not when users send online topics to the printer, it is a good idea to create a custom print medium. The reason for this is that browsers respect the settings in the "print" medium provided by Flare. Therefore, even though your online output style medium does not have page breaks set before that heading, the application will see that you *do* have a page break specified in the print medium. And when a user tries to print a topic from your online Help, the printer will start a new page at that heading. The solution is to create a custom print medium (perhaps calling it "PDF"), specifying page breaks in that medium, and using it for your print output (instead of using the "print" medium provided by Flare). For more information see the online Help.

   b. Select the same styles that you edited for the online output, and set different properties for them (for the purpose of printed output).

   c. Click to save your work.

4. Apply the styles to the content throughout your project.

   For more information see the online Help or the Flare Styles Guide.
5. Associate the online medium with your online target as follows:
   a. Open the target to be used for online output (HTML5, Clean XHTML, Eclipse Help, Microsoft HTML Help, WebHelp, WebHelp Plus).
   b. In the Target Editor, select the Advanced tab.
   c. In the Stylesheet Medium section, select the medium that you used for online output.

6. Associate the print medium with your print target as follows:
   a. Open the target to be used for print output (Adobe PDF, Microsoft Word).
   b. In the Target Editor, select the Advanced tab.
   c. In the Stylesheet Medium section, select the medium that you used for printed output (e.g., print).

7. Click to save all files.
Setting Table Styles for Print Output

A table stylesheet lets you single-source your formatting by setting the properties in one place and reusing them wherever you insert tables. But what if you want the tables in online output to look one way and the tables in your printed output to look another way? Here are two options...

**Solution #1—Two mediums:** This is recommended. You can have one table stylesheet and use a medium to specify different settings for it—one medium is used for online output and another for print.

**Solution #2—Two table stylesheets:** You can insert a single table at each location, using a special version of the table style for print-based output. This solution requires two table stylesheets—one for online and one for print.
How to Create a Table Style for Print-Based Output—Two Mediums

1. From the Resources\TableStyles subfolder in the Content Explorer, open the table stylesheet.
2. Set the properties to be used for the online output.
   a. In the local toolbar of the Table Style Editor, click in the Medium field and make sure the medium for your online output is selected.
   b. Use the various tabs in the editor to set properties for that medium.
3. Set the properties to be used for the printed output as follows:
   a. In the local toolbar of the Table Style Editor, click the down arrow in the Medium field and select Medium: print or Medium: [name of print medium].
   b. Use the various tabs in the editor to set properties for that medium.
   c. Click to save your work.
4. Apply that table style to the appropriate tables throughout your project as follows:
   For more information see the online Help or the Flare Styles Guide.
5. Associate the online medium with your online target as follows:
   a. Open the target to be used for online output (based on either the HTML5, Clean XHTML, Eclipse Help, Microsoft HTML Help, WebHelp, WebHelp Plus format).
   b. In the Target Editor, select the Advanced tab.
   c. In the Stylesheet Medium section, select the medium that you used for online output.
6. Associate the print medium with your print target as follows:
   a. Open the target to be used for print output (Adobe PDF, Microsoft Word).
   b. In the Target Editor, select the Advanced tab.
   c. In the Stylesheet Medium section, select the medium that you used for printed output (e.g., print).
7. Click to save all files.
How to Create a Table Style for Print-Based Output—Two Table Stylesheets

1. Create one table stylesheet to be used for online output and another to be used for printed output.

   ☑️ **TIP** If you want both tables to share most of the same settings, you can create the online table stylesheet first, make a copy of it for the print version, and then edit the settings in the copy as necessary. You can easily do this by selecting the original table stylesheet in the Content Explorer (Resources\TableStyles subfolder), pressing **CTRL+C**, pressing **CTRL+V**, and renaming the copy to reflect your needs.

2. Insert a table into a topic or edit an existing table.

3. In the Insert Table dialog (if inserting a new table) or the Table Properties dialog (if editing an existing table), click **Table Style** and from the drop-down select the table style to be used for the online output.

4. Click the down arrow next to the **Create Table Style** button and select **Print Style**. Click **OK** in the small dialog that opens. The Select Table Style dialog opens.

5. From the list, select the table style to be used for the printed output.

6. Click **OK**.

7. In the Insert Table or Table Properties dialog, click **OK**.

8. Click to save all files.
EXAMPLE You create a table stylesheet with a pattern design that displays the table with alternating green rows. The problem is that for printed output, you need the rows to display in light gray.

Suppose you decide to use the recommended solution (mediums). Let's say the target for online output is called Target A, and the one for print output is called Target B. The first step is to make sure you have two mediums. Suppose Target A is using the "default" medium, where the rows are set to use a green background. With the properties for Target A already set, you now need to specify style properties for Target B. Therefore, in the Table Style Editor, instead of selecting the "default" medium, you can select another medium (e.g., the "print" medium) and change the properties for the rows to light gray. It's the same table stylesheet and the same pattern that you are working with. The only difference is that one medium is telling Flare to display that table rows with a green background, and the other medium is telling it to use light gray. With Target A using the default medium and Target B using the other medium, the tables will display appropriately in each output.

If you decide instead to use the other solution (two table stylesheets), you first create a table stylesheet and specify settings in it appropriate for online output (e.g., green background for table rows). Then you create a secondary stylesheet. This extra table stylesheet will have design settings that are appropriate for printed output (e.g., light gray table rows). When you insert the table into your content (or edit an existing table), you select the original online table style and also select the special print version of the table style. If you generate any targets based on an online format (HTML5, Clean XHTML, Eclipse Help, Microsoft HTML Help, WebHelp, WebHelp Plus), the end user will see green rows in the table. However, if you generate any targets based on a print format (Adobe PDF, Microsoft Word), the end user will see light gray rows in the table.

NOTE If you used print table styles in the past and want to remove them now in favor of the medium method, you can use an option in the Apply Table Style dialog in the Table Style Editor. When this option is enabled, print table styles will be removed from any tables updated by this dialog.
Page Layouts

Supported In:

A page layout is used for page specifications (e.g., size, margins) and to apply certain content (e.g., headers, footers, page numbers) to many (or all) topics in print-based output. It allows for easy configuration through the use of content frames, bleeds, crop marks, registration marks, margins, padding, alignment features, and more. Page layouts are similar to master pages, but are more flexible and easier to use. The general rule is that page layouts are recommended for print-based output, and master pages continue to be the best method for automatically adding headers, footers, and breadcrumbs in multiple topics for online output. Another difference between page layouts and master pages is that page layouts can be used for either Adobe PDF or Microsoft Word, whereas master pages can be used only for Microsoft Word when creating print-based output.
Like all other files in Flare, a page layout is an XML file. It has an .flpgl extension. The traditional location to store a page layout in the Content Explorer is in the Resources\PageLayouts folder. However, you can store it anywhere in the Content Explorer that you like.
EXAMPLE — Frontmatter/Chapters/Index

Let’s say you are creating a manual that consists of front matter (e.g., title page, copyright page, and table of contents), 10 chapters, and an index. Perhaps you want all of the pages in the manual to measure 8 inches in height and 6 inches in width. Furthermore, you might want some pages (e.g., title and copyright pages) to contain no headers or footers, while you want the other parts of the manual to contain header text and page numbers at the bottom. In a situation such as this, you might create one page layout for your title and copyright pages, a second page layout for your TOC, a third page layout to be used by all of the chapters, and a fourth page layout to be used by the index. Each page layout might contain the same page size settings, but different page headers and footers.

NOTE There is an order of precedence with the three levels where you can specify a page layout. Specific entries in an outline TOC have the highest precedence, followed by page layouts at the target level, followed by page layouts at the project level. So if you’ve got a page layout set at the project or target level and it doesn’t seem to be working the way you think it should, you might check to see if you have any page layouts set on specific TOC entries that are overriding the target- or project-level setting.

NOTE In order to apply styles to content that you add in a page layout, you need to apply a master stylesheet at either the target or project level. Stylesheets cannot be applied to individual page layouts (as they can with topics). For more information see the online Help or the Flare Styles Guide.

This chapter discusses the following:

- General Information for Page Layouts ........................................... 128
- Process for Page Layouts ............................................................. 140
- Other Activities for Page Layouts .................................................. 164
General Information for Page Layouts

There are various pieces of general information you should know if you plan to use this feature.

Page Layouts or Master Pages?

For print-based output, there are two ways to set the configuration (e.g., page size, margins, headers, footers) for pages in the output: page layouts and master pages. Page layouts are newer and are recommended over master pages. One reason for this is that page layouts are easier to use. Another reason is that page layouts can be used with either Adobe PDF or Microsoft Word, whereas master pages can be used only for Microsoft Word targets.
Page Types

Each page layout can consist of several pages. Why would you want more than one page? If you want different settings to be applied to the various pages in your final output—depending on their position in the document—you will want multiple pages. For each page in a page layout, you can designate one of the following types, which determines the behavior of the page.

NOTE It is recommended that you do not use more than one of each kind of page type in a page layout. If you have more than one instance of a page type, you will not be able to specify which type to use for a particular entry in the TOC Editor (see “Specifying Chapter and Page Layout Breaks” on page 151).

- **Title** Select this type if you want the settings to be applied to the first page in your output, which typically displays the manual title. If you include an Empty page type in your page layout, the title page in the output will be followed by the empty page. It is not mandatory that you use this page type for a title. Instead, you can use one of the other types, such as Normal.

- **First** Select this type for the first page of a new chapter. This page type can be used in a situation where you are creating a simple configuration and you are not concerned with left and right pages (e.g., a document for electronic distribution only). In most cases, a First page type would be followed by Normal pages.

- **First Left** Select this page type if you want chapters to begin on left-sided pages, and you need a different look for those pages than would be used for a regular left page.

- **First Right** Select this page type if you want chapters to begin on right-sided pages, and you need a different look for those pages than would be used for a regular right page.

- **Left** Select this type if you want the settings to be applied to a page in the output when it appears on a left (or even) page (e.g., page 42).

- **Right** Select this type if you want the settings to be applied to a page in the output when it appears on a right (or odd) page (e.g., page 43).

- **Normal** Select this type if you do not want a Left/Right type of page flow, but instead just want the same layout on every page, perhaps like a screenplay.

- **Empty** Select this type if you want the settings to be applied to an empty page in the output. You might use this page type after Title pages. Otherwise, you probably want to use the Empty Left and Empty Right page types instead.
- **Empty Left** Select this type if you also have a First Right page type and need empty pages to be injected before them when necessary (i.e., to force a new chapter to begin on the right side).

- **Empty Right** Select this type if you also have a First Left page type and need empty pages to be injected before them when necessary (i.e., to force a new chapter to begin on the left side).

![NOTE] The empty page types are not supported in Microsoft Word output.

- **EXAMPLE** You are creating a page layout to be used only for the title page that occurs at the very first page of your manual. In that case, your page layout might have one page that uses the Title page type. In addition, you can add an Empty page type to that layout. In the output, the Title page will automatically be followed by an empty page.

  Now let’s say that you are creating a second page layout to be used for the chapters in your document. Suppose that on the first page of each chapter, you do not want any header, but you want a page number at the bottom-right of the page. You also want each chapter to begin on a right page. Therefore, you create one page with a page type of First Right.

  Next, suppose you want the pages that appear on the left side of the document to have the name of the manual in the upper-left corner and a page number in the lower-left corner. Therefore, you create another page with a page type of Left.

  Perhaps you want the pages that appear on the right side of the document to have the chapter name of the manual in the upper-right corner and a page number in the lower-right corner. Therefore, you create another page with a page type of Right.

  Finally, in order to ensure that the first page of each chapter starts on the right side of the manual, you create a fourth page with a page type of Empty Left. This allows an empty page to be forced (if necessary) on the left side immediately before the beginning of the next chapter.
Frames

Each page in a layout can contain multiple frames, which are used to hold content (such as page numbers and chapter titles) and determine where that content is positioned. When you add a new page, make sure the page contains at least a body frame (unless that page is using one of the empty page types). By default, certain frames may already be included in a page, depending on the template you select when adding a page layout. Frames are typically displayed as large, clear rectangles or squares on a page.
- **Body Frame** This frame, usually the largest on the page, is basically a placeholder for the content that you add to topics. You cannot add content directly to a body frame. If necessary, you can have multiple body frames on a page. This lets you customize the flow of text from one frame to another on a page.

- **EXAMPLE** You want the body text be displayed in one column on the top quarter of each page, but then you want the text to continue below in two columns. In order to accomplish this, you can create two body frames on a page—one with a single column and the other with two columns.

- **Header Frame** This frame is designed to hold content from the topic (e.g., chapter title, page number) or text that you add. The frame is usually positioned at the top of a page, above the body text.

- **Footer Frame** This frame is designed to hold content from the topic (e.g., chapter title, page number) or text that you add. The frame is usually positioned at the bottom of a page, below the body text.
- **Decoration Frame** This frame can be used to display content for aesthetic purposes on a page. You can add color, a border, text, and images to a decoration frame.

  NOTE Decoration frames are not supported in Microsoft Word output.

- **Image Frame** This frame opens the Insert Image dialog, prompting you to provide an image file. The image is added to a frame of the same size, which you can place on the page as necessary. If you do not want to use an image frame, you can use a decoration frame instead to display a picture.

  NOTE Image frames are not supported in Microsoft Word output.

To position frames on a page, you can simply click on the edge and drag to resize. You can also click in the middle of a frame and drag to move it. In addition, there are various options available from the Layout drop-down button for aligning and positioning frames, as well as for rotating text within a frame.
Page Layout Templates

When you add a new page layout to your project, you select a page layout template as the basis for the new layout. Flare lets you choose from various factory templates, each of which is useful for different circumstances. After adding a new page layout based on a template, you are free to change it in any way you see fit. See "Adding Page Layout Files" on page 141 and "Editing Pages" on page 150.

Following are the factory page layout templates provided by Flare. Many of these layouts already contain multiple page types. And many of the pages already contain content or variables in header or footer frames (e.g., page numbers, Chapter Number variables, Heading variables).

- **ChapterA4** This template can be used for the main chapters in your manual. The pages in the template are already specified to use the international standard (ISO) A4 size (21 cm x 29.7 cm).

- **ChapterLegal** This template can be used for the main chapters in your manual. The pages in the template are already specified to use the legal size (8.5 inches x 14 inches).

- **ChapterLetter** This template can be used for the main chapters in your manual. The pages in the template are already specified to use the letter size (8.5 inches x 11 inches).

- **ChapterResizable** This template can be used for the main chapters in your manual. The pages in the template are already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.

- **Default** This template is a very simple page layout consisting of only one Normal page, with a header frame, body frame, and footer frame. The page is already initially specified to use the letter size (8.5 inches x 11 inches).

- **FrontMatterResizable** This template can be used for pages that precede the main chapters in your manual. For example, if you include a generated table of contents at the beginning of your manual, you might use this template to display those pages. The pages in the template are already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.

- **GlossaryResizable** This template can be used for pages that hold a generated glossary. The pages in the template are already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.
- **IndexResizable** This template can be used for pages that hold a generated index. The pages in the template are already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.

- **NormalResizable** This template is a very simple page layout consisting of only one Normal page, with a header frame, body frame, and footer frame. The page is already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.

Why are some templates called "Resizable"? It's not because only those page layouts contain pages that can be resized. You can resize the pages in any of these templates. The difference is that the resizable templates contain frames that have been anchored to the edges. This means that those frames maintain the same distance from the edges of the page if you choose to resize the page. The frames in other templates are not yet anchored (but they can be), which means that those frames will not automatically be resized if you decide to enlarge or reduce the page.

You can also create your own page layout templates, which can be used in the future when you create new page layouts. See .See the online Help for more information.
Default Page Layout

You might notice a page layout in your project called "Default." This is a very basic page layout provided by Flare when you first create a project, depending on the template you select. Most people want to create their own page layouts, but if you don’t, this page layout will be used instead.
Page Layout Editor

When you create and work on a page layout, you use the Page Layout Editor. This editor contains a few specific areas that let you do your work.

At the top of the editor is the local toolbar, with options that let you perform tasks such as creating new pages and frames, access properties for pages and frames, adjust the layout of frames, and show the bleed, crop marks, registration marks, margins, and padding.

On the right side of the editor are small rectangles that represent each page that has been added to the page layout. When you click on one of these small rectangles a larger version of that page is shown to the left. This large area is where you draw and adjust frames.
Page Layouts in the XML Editor

Flare provides multiple layout modes when working in the XML Editor: Web Layout, Web Layout (Tablet), Web Layout (Mobile), and Print Layout. This lets you see your content in the format that you are most likely concerned about at the moment.

The Print Layout mode lets you see how the pages will look with a page layout applied to it. In other words, it lets you see how the page will look when you generate print-based output. This means that you will be able to view the actual page size and orientation, as well as the margins and any header or footer content.

The default and print mediums are tied to the Web Layout and Print Layout modes, respectively. The tablet and mobile media queries are tied to the Web Layout (Tablet) and Web Layout (Mobile) modes, respectively.
For more information about these features, see the online Help.

If you are viewing content using the Print Layout mode in the XML Editor, you can use another drop-down in the local toolbar to choose a specific page layout. See "Selecting a Page Layout to View Content in the XML Editor" on page 166.
Process for Page Layouts

Certain tasks must be completed in order when using this feature.

1. "Adding Page Layout Files" on the next page
2. "Opening Page Layouts" on page 145
3. "Adding Pages" on page 147
5. "Editing Pages" on page 150
6. "Editing Frames" on page 150
7. "Specifying Chapter and Page Layout Breaks" on page 151
8. "Associating Master Page Layouts With Targets" on page 162 or "Associating Master Page Layouts With Projects" on page 163
Adding Page Layout Files

You can add as many page layouts to a project as you need for generating print-based output. If you want to create a manual where the page headers and footers, orientation, page size, and margins are different for various parts of the manual, you will need multiple page layouts. If the page header and footer content, as well as the configuration, are the same for all pages in the manual, you only need one page layout.

How to Add a Page Layout File

1. Do one of the following, depending on the part of the user interface you are using:
   - **(Recommended) Right-Click** In the Content Explorer, right-click on a folder and from the context menu select New > Page Layout.

     ![TIP](image)
     
     When adding a new file to the Content Explorer, the recommended method is to right-click on the folder in the Content Explorer and use the New menu option. This is the most efficient way to direct the new file to the folder where you want to store it. That’s because the Add File dialog opens when you add a new content file, and this method ensures that the folder you want is already selected in that dialog.

     ![Tip](image)
     
     Tip When adding a new file to the Content Explorer, the recommended method is to right-click on the folder in the Content Explorer and use the New menu option. This is the most efficient way to direct the new file to the folder where you want to store it. That's because the Add File dialog opens when you add a new content file, and this method ensures that the folder you want is already selected in that dialog.

   - **Ribbon** Select Project > New > Page Layout.

     The Add File dialog opens.

2. In the File Type field at the top, make sure Page Layout is selected.

3. In the Source area select one of the following:
   - **New From Template** Choose either a factory template file or one of your own custom template files as a starting point. The new file will take on all of the settings contained in the template. If you want to use the factory template provided by Flare, expand the Factory Templates folder and click on a template file. If you want to use your own custom template file, expand the appropriate folder and click on a file. For more information about templates, see the online Help.

   - **New From Existing** Choose an existing file of the same type as a starting point for your new file. As with template files, your new file will take on all of the settings contained in
the file you select. To use this option, click [ ] , use the Open File dialog to find a file, and double-click it.

Following are the factory page layout templates provided by Flare. Many of these layouts already contain multiple page types. And many of the pages already contain content or variables in header or footer frames (e.g., page numbers, Chapter Number variables, Heading variables).

- **ChapterA4** This template can be used for the main chapters in your manual. The pages in the template are already specified to use the international standard (ISO) A4 size (21 cm x 29.7 cm).

- **ChapterLegal** This template can be used for the main chapters in your manual. The pages in the template are already specified to use the legal size (8.5 inches x 14 inches).

- **ChapterLetter** This template can be used for the main chapters in your manual. The pages in the template are already specified to use the letter size (8.5 inches x 11 inches).

- **ChapterResizable** This template can be used for the main chapters in your manual. The pages in the template are already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.

- **Default** This template is a very simple page layout consisting of only one Normal page, with a header frame, body frame, and footer frame. The page is already initially specified to use the letter size (8.5 inches x 11 inches).

- **FrontMatterResizable** This template can be used for pages that precede the main chapters in your manual. For example, if you include a generated table of contents at the beginning of your manual, you might use this template to display those pages. The pages in the template are already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.

- **GlossaryResizable** This template can be used for pages that hold a generated glossary. The pages in the template are already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.
- **IndexResizable** This template can be used for pages that hold a generated index. The pages in the template are already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.

- **NormalResizable** This template is a very simple page layout consisting of only one Normal page, with a header frame, body frame, and footer frame. The page is already initially specified to use the letter size (8.5 inches x 11 inches). However, you can easily resize the pages in this layout without having to also resize the frames within them.

Why are some templates called “Resizable”? It’s not because only those page layouts contain pages that can be resized. You can resize the pages in any of these templates. The difference is that the resizable templates contain frames that have been anchored to the edges. This means that those frames maintain the same distance from the edges of the page if you choose to resize the page. The frames in other templates are not yet anchored (but they can be), which means that those frames will not automatically be resized if you decide to enlarge or reduce the page.

You can also create your own page layout templates, which can be used in the future when you create new page layouts. See the online Help for more information.

4. (Optional) The Folder field is automatically populated with the folder that has focus in the Content Explorer. If you want to place the file into a folder that you previously created in the Content Explorer, in the **Folder** field click ![Folder Icon] and select the subfolder. Otherwise, keep the default location.

**NOTE** If you want to place non-topic files in a recommended folder, you must first make sure that folder exists in the Content Explorer. If it does not exist, you can easily add it.
<table>
<thead>
<tr>
<th>Non-Topic File Type</th>
<th>Recommended Default Folder in Content Explorer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Image</td>
<td>Resources &gt; Images</td>
</tr>
<tr>
<td>Master Page</td>
<td>Resources &gt; MasterPages</td>
</tr>
<tr>
<td>Micro Content</td>
<td>Resources &gt; MicroContent</td>
</tr>
<tr>
<td>Multimedia</td>
<td>Resources &gt; Multimedia</td>
</tr>
<tr>
<td>Page Layout</td>
<td>Resources &gt; PageLayouts</td>
</tr>
<tr>
<td>Snippet</td>
<td>Resources &gt; Snippets</td>
</tr>
<tr>
<td>Stylesheet</td>
<td>Resources &gt; Stylesheets</td>
</tr>
<tr>
<td>Table Stylesheet</td>
<td>Resources &gt; TableStyles</td>
</tr>
</tbody>
</table>

5. In the **File Name** field, type a new name for the page layout.

6. (Optional) If you want to apply condition tags to the file, expand the **Attributes** section at the bottom of the dialog. Next to the **Condition Tags** field, click and select the conditions you want to apply. Click **OK**.

7. (Optional) If you want to apply file tags, expand the **Attributes** section at the bottom of the dialog. Next to the **File Tags** field, click and select the file tags you want to apply. Click **OK**.

8. Click **Add**. The page layout is added to the Content Explorer. The Page Layout Editor opens to the right, displaying the page layout.
Opening Page Layouts

There are multiple ways to open page layouts that you have added to your project. You can open layouts from the Content Explorer or from an open topic associated with a page layout.

How to Open a Page Layout From the Quick Launch Bar

The Quick Launch bar lets you search for any Flare file or command. It is located in the upper-right corner of the interface. You can press **CTRL+Q** on your keyboard to move focus to the Quick Launch bar so you can begin typing.

1. In the Quick Launch bar, type a few letters of the name of the file you want to open. Any available results appear in a drop-down list.
2. From the list, click the name of the file.
How to Open a Page Layout From the Content Explorer

1. Open the Content Explorer.

2. Expand the **Resources** folder, and double-click the **PageLayouts** subfolder to open it (unless you have stored these files in a custom folder).

3. Do one of the following:
   - Locate and double-click the page layout file (e.g., NameOfPageLayout.flpgl) that you want to open.
   - Locate and click the page layout file (e.g., NameOfPageLayout.flpgl) that you want to open. In the local toolbar, click [ ].

   The page layout opens in the Page Layout Editor.

How to Open a Page Layout From an Open Topic

1. Open a topic.

2. In the XML Editor, make sure you are working in Print Layout mode. In the local toolbar, if [Layout (Web)] [Layout (Tablet)] or [Layout (Mobile)] is displaying, click the down arrow next to the current layout and select **Print Layout** from the drop-down. This changes the button display to [Layout (Print)] which means the topic is shown in Print Layout mode.

3. Double-click on the margin of the page (i.e., not on a frame). Alternatively, you can right-click on the margin of the page (i.e., not on a frame). Then in the menu, select **Edit Page Layout Document**.

   The page layout opens in the Page Layout Editor.
Adding Pages

In each page layout, you need to decide how many pages you need and add them to the layout. The number of pages that you add depends on the differences that may occur on the various pages. For example, you might add a First Right page to be used only for the first page of the chapter. You also might add a Left page for even pages (e.g., 12, 14, 16, 18) and a Right page for odd pages (e.g., 11, 13, 15, 17). Each of those page types might display header or footer content differently. You also might want to add an Empty Left page to make sure that new chapters start on a right page. In the Page Layout Editor, only one page will be visible at any one time, but you can navigate to the other pages quickly by using the small squares to the right of the editor (one for each page in the page layout).

Using the Page Properties drop-down button in the local toolbar of the Page Layout Editor, you can add a new page to a layout in any of the following ways:

- **Duplicate or Copy a Page** Use one of these methods if you have already created and configured a page and want the new page to share some of the same settings. After the new page is created (which is exactly like the original page, except for the page name), you can change any of the frame content or other settings as needed. The only difference between the duplicate and copy method is that duplicating a page requires one less step.

- **Insert a Page** Use this method if you want to add a new page that initially is completely blank. After inserting a page, it takes on the size and margins of the previous page in the layout. However, you must add frames, content, and other settings to the new page as needed (unless you want to use it as a completely blank “empty page”).

- **Mirror a Page** Use this method if you have already created and configured a page and want the new page to share the same settings, with the page setup "mirrored" (i.e., the left and right margin settings will be reversed). For example, if the left margin on the original page is 1.5 inches and the right margin is .75 inches, the mirrored page will have a left margin of .75 inches and a right margin of 1.5 inches. This feature is typically used if you plan to create a Left page (for even pages) and a Right page (for odd pages). Most of the time, you would want a greater margin on the side of the page closest to any binding (to compensate for the extra space consumed by the binding).
Adding Page Layout Frames

Each page in a layout can contain multiple frames, which are used to hold content (such as page numbers and chapter titles) and determine where that content is positioned. When you add a new page, make sure the page contains at least a body frame (unless that page is using one of the empty page types). By default, certain frames may already be included in a page, depending on the template you select when adding a page layout. Frames are typically displayed as large, clear rectangles or squares on a page. You can add the following types of frames: Body, Header, Footer, Decoration, Image.

How to Add a Page Layout Frame

1. Open the page layout. The Page Layout Editor displays.
2. Open the page where you want to insert the frame.
3. In the local toolbar, click the New Frame button.
4. Select one of the following options.
   - **New Frame Mode** The first time you select this option, it will allow you to draw a body frame. The second time you select this option, it will allow you to draw a header frame. The third time, it will allow you to draw a footer frame. And the fourth time, it will allow you to draw a decoration frame.
   - **New Header Frame Mode** This option lets you draw a header frame. This frame is designed to hold content from the topic (e.g., chapter title, page number) or text that you add. The frame is usually positioned at the top of a page, above the body text.
     
     ![NOTE] You can have only one header frame per page.

   - **New Footer Frame Mode** This option lets you draw a footer frame. This frame is designed to hold content from the topic (e.g., chapter title, page number) or text that you add. The frame is usually positioned at the bottom of a page, below the body text.
     
     ![NOTE] You can have only one footer frame per page.
- **New Body Frame Mode** This option lets you draw a body frame. This frame, usually the largest on the page, is basically a placeholder for the content that you add to topics. You cannot add content directly to a body frame. If necessary, you can have multiple body frames on a page. This lets you customize the flow of text from one frame to another on a page.

- **New Decoration Frame Mode** This option lets you draw a decoration frame. This frame can be used to display content for aesthetic purposes on a page. You can add color, a border, text, and images to a decoration frame.

```
NOTE Decoration frames are not supported in Microsoft Word output.
```

- **New Image Frame** This option lets you draw an image frame. This frame opens the Insert Image dialog, prompting you to provide an image file. The image is added to a frame of the same size, which you can place on the page as necessary. If you do not want to use an image frame, you can use a decoration frame instead to display a picture.

```
NOTE Image frames are not supported in Microsoft Word output.
```

5. Click on the page and drag the mouse to draw a rectangle or square. Release the mouse button when you are finished. (For image frames, you do not need to draw on the page; the frame is automatically added at the same size as the image.)

If you have drawn two frames of the same type on a page (e.g., two body frames) an arrow connects the frames, showing the direction that content flows from one frame to the other. If you right-click on a frame, you can choose **Select Next Frame** to activate the next frame in the flow. If you click directly on the arrow, the direction of the content flow changes from frame to the other.

The frame is added, with a label that indicates the type of frame.

6. Click to save your work.
Editing Pages
After you have the pages and frames that you need in a page layout, you can modify them to affect the content, as well as the look of the pages in the output.
For more details, see the online Help.

Editing Frames
After you have the pages and frames that you need in a page layout, you can modify them to affect the content, as well as the look of the pages in the output.
For more details, see the online Help.
Specifying Chapter and Page Layout Breaks

Supported In:

PDF  WORD  EPUB

After you create a page layout and configure its frames and settings as necessary, you need to associate the page layout with the appropriate content. In most cases, you will probably want to associate different page layouts with various entries in your outline TOC (so that different page layouts can be used for different parts or chapters in a manual). Otherwise, you would associate a single "master" page layout with an entire target or project; in that case, the same page layout will be applied to all topics in that target or project. You can associate a page layout with an outline TOC entry with or without creating a chapter break at the same time.

Following are steps for creating chapter breaks and associating page layouts with TOC entries. Before completing these steps, you must first create an outline TOC. See "Adding Print Topics to an Outline TOC" on page 11.

In addition to specifying page layouts, chapter breaks also allow you to generate output in multiple files (as opposed to just one file), although a “multi-chapter” output can also be contained in a single file, depending on the output type. With chapter breaks, you can also take advantage of autonumbering at the chapter level and automatically include endnotes at the end of each chapter. Finally, setting a chapter break can have an effect on whether a generated TOC can be included in the output (if you are producing Word output).
How to Specify Chapter Breaks and Page Layouts

1. Open the Project Organizer.
2. Double-click the TOCs folder.
3. Double-click the TOC that you plan to use for the printed output. The TOC Editor opens to the right.
4. Select the entry in the TOC where you want to insert a chapter or page layout break.
5. In the local toolbar, click 🔄.
6. Click the Printed Output tab.
7. In the Break Type field, select one of the following.
   - **None** This prevents a break from being used for the outline TOC entry.
   - **Chapter Break** This creates a chapter break on the outline TOC entry. You can then select the page layout to be used until another break occurs in the outline TOC. The chapter break also allows chapter autonumber settings to be applied.
   - **Page Layout Break** This lets you change the page layout used, starting at a certain outline TOC entry, without creating a new chapter. You might use this option, for example, if you have a wide table in the middle of a chapter and need to switch to a landscape page layout on the pages displaying that table.
EXAMPLE You have an outline TOC for print-based output that looks like this.

- A chapter break has been placed on this entry, and a portrait page layout is being used.
- This entry links to a topic containing a wide table. We do not want a new chapter to begin at this point, but we do want to use a different page layout. Therefore, we place a page layout break on this entry and select a landscape page layout.
- Another page layout break has been placed on this entry, so that a portrait page layout is used once the table ends.
This is actually easier to see in Grid View (click the toggle button in the local toolbar of the TOC Editor to switch views), and by customizing the columns to remove those you don't want to display.
If you build print-based output such as PDF, the results would look something like this.

8. If you selected a chapter or page layout break type, click in the Page Layout field and select the layout that you want to use.
9. (Optional) If you want a particular page type from the layout to be used for the first page that
is displayed, select it from the Page Type field. Depending on the pages that have been
included in the selected page layout, any of the following may be available in this drop-down
field.

For details and graphics that show how breaks and page types work together to create output
that flows the way you want, see the online Help.

- **(default)** This lets Flare choose the default page type for you, depending on the type of
  break.

- **(continue L/R)** Select this option to specify a Left/Right page sequence, using
  whichever page comes next in the normal flow.

- **(continue FL/FR)** Select this option to continue the First Left/First Right page sequence,
  using whichever page comes next in the normal flow.

- **Title** Select this type if you want the settings to be applied to the first page in your
  output, which typically displays the manual title. If you include an Empty page type in
  your page layout, the title page in the output will be followed by the empty page. It is not
  mandatory that you use this page type for a title. Instead, you can use one of the other
  types, such as Normal.

- **First** Select this type for the first page of a new chapter. This page type can be used in a
  situation where you are creating a simple configuration and you are not concerned with
  left and right pages (e.g., a document for electronic distribution only). In most cases, a
  First page type would be followed by Normal pages.

- **First Left** Select this page type if you want chapters to begin on left-sided pages, and
  you need a different look for those pages than would be used for a regular left page.

- **First Right** Select this page type if you want chapters to begin on right-sided pages, and
  you need a different look for those pages than would be used for a regular right page.

- **Left** Select this type if you want the settings to be applied to a page in the output when
  it appears on a left (or even) page (e.g., page 42).

- **Right** Select this type if you want the settings to be applied to a page in the output when
  it appears on a right (or odd) page (e.g., page 43).

- **Normal** Select this type if you do not want a Left/Right type of page flow, but instead
  just want the same layout on every page, perhaps like a screenplay.
NOTE It is recommended that you do not use more than one of each kind of page type in a page layout. If you have more than one instance of a page type, you will not be able to specify which type to use for a particular entry in the TOC Editor.

NOTE When setting chapter breaks and page layouts, empty page types are not shown in the Page Type field. If you are using empty pages in your PDF output, make sure your page layout has an empty page type and the target is set to automatically apply empty pages when necessary. To do this, open the target. On the Advanced tab, click Inject empty pages as needed to ensure TOC nodes start on their selected pages. This is recommended over the older "Auto-end on left page" option. For more information see the online Help.

10. (Optional) If you want to specify a particular file name for the chapter being created, enter it in the Chapter File Name field.

When setting chapter breaks and page layouts, empty page types are not shown in the Page Type field. If you are using empty pages in your PDF output, make sure your page layout has an empty page type and the target is set to automatically apply empty pages when necessary. To do this, open the target. On the Advanced tab, click Inject empty pages as needed to ensure TOC nodes start on their selected pages. This is recommended over the older "Auto-end on left page" option.

For PDF and Word outputs, the default setting is to create a single file for the entire output. However, you can use an option in the Advanced tab of the Target Editor to generate a new PDF or Word file for each chapter break. The Chapter File Name field in the Properties dialog would be applicable if you decide to generate multiple PDF or Word files instead of just one.

11. (Optional) In the Page Number section, you can specify how you want page numbers treated (if you have inserted them into the page layout).

- **Reset to** If you want the first page number in the chapter to begin at a specific number, you can select this option and enter the number in the field. If you select the "text" option from the Format field, you can type any kind of text into this field. That text will be used instead of numbering.

- **Format** If you want a particular format of numbering to be used (e.g., decimal, upper Roman, lower alpha, text), select it from this drop-down. If you select the "text" option,
you can type any kind of text into the "Reset to" field. That text will be used instead of numbering.

- **Increment number** If you want the first page number in the page layout to continue from the previous layout, you can select this option.

**NOTE** If you want to include autonumbers in the page numbering (e.g., the chapter autonumber followed by a period and then the page number), you can do so using a couple of different methods. With the first method, you can insert the appropriate autonumber variable next to the page number variable in a page layout. With the second method, you can select "text" from the Format field. Then in the "Reset to" field, you can enter the appropriate codes for the autonumbering. For example, if you want each page to show the chapter autonumber followed by a period and the page number, you would type `{chapnum}.n` in the "Reset to" field. Using this second method ensures that your page autonumbers are also displayed accurately in a print index. For more information see the online Help.

12. Click **OK**.

13. Repeat these steps for each area in the content where you want to specify a new chapter or page layout break.

**TIP** If you want to apply the same settings to many TOC entries, you can hold down the CTRL or SHIFT key and select those entries. Then open the Properties dialog and specify the settings.

**NOTE** You do not have to follow these steps for every single TOC entry within that chapter—only for the TOC entries where you want a chapter or page layout break. The page layout will be used in the print-based output starting at that location in the content and continuing to the end of the document, or until it comes across another chapter or page layout break.

14. Click **Save** to save your work.
How Chapter Breaks Affect the Output Types

When creating chapter breaks, you should keep the following in mind.

Word Output

The following points are relevant if you are sending output to Word.

**IF YOU SELECT THE OPTION TO CREATE A CHAPTER BREAK**

- It determines where a new chapter will be created at this point in the output TOC. However, it will not necessarily create a new Word file in the output for each chapter. If you want multiple Word documents in the output, you must also select the "Generate multiple documents for native PDF output" option in the Advanced tab of the Target Editor. If you do not select the "Generate multiple documents for native PDF output" option, only one Word document will be created in the output (but it will contain chapter breaks).

- You will not be able to include a generated TOC in the Word output (if you also select the "Generate multiple documents for native PDF output" option in the Target Editor). However, if you create a chapter break in the Properties dialog but do not select the "Generate multiple documents for native PDF output" option in the Target Editor, you will be able to include a generated TOC in the Word output. In other words, you must have only a single Word document in order to have a generated TOC.

- You will be able to use chapter autonumbering, even if you only have one Word document as a result of the output.

- You will be able to insert footnotes in your topics that are consolidated and placed at the end of each chapter.

**IF YOU DO NOT SELECT THIS OPTION FOR ANY OF YOUR TOC ENTRIES**

- Only one Word file will be created when you build your output. Even if you select the "Generate multiple documents for native PDF output" option in the Advanced tab of the Target Editor, only one Word file will be created, because you must create a chapter break in the Properties dialog to tell Flare where you want new documents to start.

- You will be able to include a generated TOC in the Word output (because only one Word document will be generated).

- You will not be able to use chapter autonumbering (because no chapter breaks exist).
EPUB Output

The following points are relevant if you are sending output to EPUB.

**IF YOU SELECT THE OPTION TO CREATE A CHAPTER BREAK**
- A new HTM file is created at each point where a chapter break occurs. This can be seen if you extract the EPUB file using another tool.

**IF YOU DO NOT SELECT THIS OPTION FOR ANY OF YOUR TOC ENTRIES**
- The EPUB contains just one HTM file.

What’s Noteworthy?

- **NOTE** Some aspects of this feature (e.g., page layouts) are used only in the print-based outputs. EPUB supports this feature only in the sense that it uses chapter breaks to determine how many HTM files are created as a result.

- **NOTE** There is an order of precedence with the three levels where you can specify a page layout. Specific entries in an outline TOC have the highest precedence, followed by page layouts at the target level, followed by page layouts at the project level. So if you've got a page layout set at the project or target level and it doesn't seem to be working the way you think it should, you might check to see if you have any page layouts set on specific TOC entries that are overriding the target- or project-level setting.
NOTE When it comes to associating page layouts with entries in an outline TOC, it is important to understand the meaning of the word “chapter” in the Properties dialog. In that dialog, a "chapter" is simply the designation for a new portion of content that will use a particular page layout. It does not mean a chapter in the traditional sense of a manual. For example, if you have a title page, a TOC, 10 chapters, and an index in your manual, each one of those might be considered a separate chapter as far as the dialog is concerned, because you are creating a chapter break with a particular page layout specified at each of those locations in the outline TOC. Therefore, although you only have 10 chapters in the traditional meaning of the word, you might have 13 chapters as far as the dialog is concerned (one for the title page, one for the TOC, one for each traditional chapter, and one for the index).

NOTE If you extract the EPUB file using another tool, you will find that it contains one or more HTM files. If you have used chapter breaks in the outline TOC, a new HTM file is created at each point where a chapter break occurs. If you do not use chapter breaks, the EPUB contains just one HTM file.
Associating Master Page Layouts With Targets

Supported In:

PDF  WORD

After you create a page layout and configure its frames and settings as necessary, you need to associate the page layout with the appropriate content. In most cases, you will probably want to associate different page layouts with various entries in your outline TOC (so that different page layouts can be used for different parts or chapters in a manual). Otherwise, you would associate a single "master" page layout with an entire target or project; in that case, the same page layout will be applied to all topics in that target or project. You can associate a page layout with an outline TOC entry with or without creating a chapter break at the same time.

The following steps show how to associate a "master" page layout at the target level.

How to Associate a Mater Page Layout With a Target

1. Open the target. The Target Editor opens.
2. Select the General tab.
3. Click in the Master Page Layout field, and from the drop-down select the page layout that you want to use for all topics in the target.
4. Click ✉️ to save your work.
Associating Master Page Layouts With Projects

Supported In:

PDF  WORD

After you create a page layout and configure its frames and settings as necessary, you need to associate the page layout with the appropriate content. In most cases, you will probably want to associate different page layouts with various entries in your outline TOC (so that different page layouts can be used for different parts or chapters in a manual). Otherwise, you would associate a single "master" page layout with an entire target or project; in that case, the same page layout will be applied to all topics in that target or project. You can associate a page layout with an outline TOC entry with or without creating a chapter break at the same time.

The following steps show how to associate a "master" page layout at the project level.

How to Associate a Master Page Layout With a Project

1. Select Project > Project Properties.
2. Select the Defaults tab.
3. Click in the Master Page Layout field, and from the drop-down, select the page layout that you want to use for all topics in the project.
4. Click OK.
5. Click to save your work.

NOTE There is an order of precedence with the three levels where you can specify a page layout. Specific entries in an outline TOC have the highest precedence, followed by page layouts at the target level, followed by page layouts at the project level. So if you've got a page layout set at the project or target level and it doesn't seem to be working the way you think it should, you might check to see if you have any page layouts set on specific TOC entries that are overriding the target- or project-level setting.
Other Activities for Page Layouts

In addition to the main activities, there are some other tasks you might perform regarding this feature.

Copying and Renaming Page Layouts

After determining the number of page layouts that are needed to produce the kind of output you want, you can add the page layout files to the project. The best course of action is usually to use the factory templates provided by Flare and edit them as necessary. Another approach is to make copies of finished page layouts. After you configure a page layout as needed (adding pages, frames, page size settings, content), you can copy that page layout to create the additional ones that you need. That way, much of the work may already be completed in the subsequent page layouts, with only some tweaking necessary.

How to Copy and Rename a Page Layout

1. Open the Content Explorer.
2. Expand the Resources folder, and double-click the PageLayouts subfolder (unless you have stored these files in a custom folder).
3. Click on the page layout that you want to copy.
4. Press CTRL+C on your keyboard.
5. Press CTRL+V on your keyboard. Another page layout is added, with the same name and the words "Copy of" before it. The settings in that page layout are identical to the settings of the page layout that you copied.
6. Click once on the new page layout name, so that the main name is highlighted but the file extension is not.
7. Type a new name for the page layout and press Enter.
Importing Page Layouts

You can import individual page layout (FLPGL) files (such as those from another Flare project or those sent to you by a contributor).

How to Import a Page Layout

1. Select Project > New > Page Layout
   The Add File dialog opens.

2. Select New from existing and click ...

3. In the Open dialog, navigate to the FLPGL file that you want to import. Then select it and click Open. The Source File field now contains the path to the file that you are importing. Also, the name of the file is displayed in the File Name field.

4. In the File name field, type a new name for the page layout.

5. (Optional) If you want to apply condition tags to the file, expand the Attributes section at the bottom of the dialog. Next to the Condition Tags field, click ... and select the conditions you want to apply. Click OK.

6. (Optional) If you want to apply file tags, expand the Attributes section at the bottom of the dialog. Next to the File Tags field, click ... and select the file tags you want to apply. Click OK.

7. Click Add. The page layout is added to the Resources\PageLayouts subfolder in the Content Explorer. The Page Layout Editor opens, displaying the page layout.
Selecting a Page Layout to View Content in the XML Editor

Flare provides multiple layout modes when working in the XML Editor: Web Layout, Web Layout (Tablet), Web Layout (Mobile), and Print Layout. This lets you see your content in the format that you are most likely concerned about at the moment.

The Print Layout mode lets you see how the pages will look with a page layout applied to it. In other words, it lets you see how the page will look when you generate print-based output. This means that you will be able to view the actual page size and orientation, as well as the margins and any header or footer content.
If you are viewing content using the Print Layout in the XML Editor, you can use another drop-down in the local toolbar to choose a specific page layout.

Not only can you select a certain page layout to display a topic in the XML Editor, but you can also choose a specific page type within that layout. This can be especially useful when you know for certain that a particular topic will display on the first page of a chapter, a left page, a right page, etc. The reason Flare does not automatically show a topic in the appropriate page type is because it won't assign page types to content until you generate the output. However, sometimes you may know in advance which page type will be used because of its placement in the outline TOC, so you can choose any page type contained in the layout to display the topic in the XML Editor.
EXAMPLE You have a project where you will be producing both online and PDF output using the same topics. You open one of your topics and in the Web Layout view in the XML Editor, it might look something like this.
Now you want to see how it will look in the PDF output, so you switch to the Page Layout view.

But just because the topic is being displayed in Print Layout view with print styles, this does not mean the specific page layout intended for this topic in the output is being used here. In this case, you notice that the XML Editor is using a page layout that is intended for your PDF guide title page. This particular topic should be using your Chapters page layout instead.
To get a more accurate preview of how the topic will look in the output, you switch to the page layout that will be used for chapters. You also select a specific page type.
The result of your selection might make the topic look something like this:
This particular view happens to be using the Left page type from your Chapters page layout. But then you realize that this topic is actually going to be used at the very beginning of a chapter. So you once again select the drop-down and choose the First page type.
As a result, the view changes, showing the topic with the heading appearing part way down the page, with no header. This is how you want the first page of a chapter to look, so you know you're looking at the correct view.
How to Select a Page Layout and Page Type to View Content

1. Open the content file.

2. If the Print Layout mode is not already being used, click the down arrow next to Layout (Web) in the local toolbar. From the drop-down, select Print Layout to switch to the Print Layout view.

3. In the local toolbar, click the Page Layout drop-down and select a page layout. If you want to select a particular page type included in that layout, select it from the submenu.

   NOTE Because topics can end up anywhere in your output, based on your settings, Flare won't know exactly how a particular page will look until you generate the output. Once you generate the output, Flare takes all of the information that you've given it in different places (e.g., Target Editor, outline TOC) and puts it all together according to your rules.

   NOTE You can get an even more accurate look at how a topic will look in the output by associating conditions with it while you are editing. This is similar to the feature that you can use to preview a document with certain conditions set. The difference is that this associates the conditions to the document as you edit it in the XML Editor.
CHAPTER 10

Other Activities for Print-Based Output

In addition to the main activities, there are some other tasks you might perform regarding this feature.

This chapter discusses the following:

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- Creating Multiline Indentation ............................................. 182
- Specifying How Online Features are Converted in Printed Output ........................................... 185
- Editing the Page Type for Page Footers and Headers .................. 188
- Redacted Text ....................................................................... 189
- Repeating Table Captions and Header Rows .......................... 194
- Setting Widow and Orphan Control ..................................... 199
Creating Hanging Punctuation

Supported In:

PDF

You can use styles to create hanging punctuation on block items such as paragraphs in Flare. Hanging punctuation lets you "hang" certain punctuation characters outside the block element, allowing the text to align.

Without Hanging Punctuation

"Here is some general text for a topic. Replace this with your own content. Here is some general text for a topic. Replace this with your own content. Here is some general text for a topic. Replace this with your own content."

With Hanging Punctuation

"Here is some general text for a topic. Replace this with your own content. Here is some general text for a topic. Replace this with your own content. Here is some general text for a topic. Replace this with your own content."

With hanging punctuation, notice that the opening quotation mark in this example is hanging outside the container holding the paragraph.

Therefore, the "H" at the beginning of the paragraph is aligned with the characters below it on the left edge.
How to Use a Style to Create Hanging Punctuation

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays [View: Simplified]. If the button displays [View: Advanced] instead, then click it.

3. In the upper-left corner of the Stylesheet Editor, click in the drop-down field and select [Paragraph Styles - ].

4. Select the style you want to edit.

5. From the Show drop-down list on the upper-right side of the editor, select [Show All Properties - ].

6. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view [ ] or an alphabetical view [ ].

7. If you are using the grouped view, expand the Block group.

8. To the right of hanging-punctuation, click [ ] and select one of the following:

   - allow-end A stop (e.g., period) or comma at the end of a line hangs if it does not otherwise fit prior to justification. This value works in conjunction with text that is justified.

   ![Allow-end example]

   Using the value "allow-end," you can allow periods and commas to hang outside the container when the paragraph is using justified alignment.
- **first** An opening bracket or quote at the start of the first formatted line of an element hangs. This applies to all characters in the Unicode categories Ps, Pf, Pi (e.g., brackets, parentheses, and quotation marks).

  Using the value "first," you can force opening punctuation, such as a quotation mark, to hang outside the container.

  ```plaintext
  "Here is some general text for a topic. Replace this with your own content. Here is some general text for a topic. Replace this with your own content. Here is some general text for a topic. Replace this with your own content."
  ```

- **force-end** A stop (e.g., period) or comma at the end of a line hangs.

  Using the value "force-end," you can ensure that periods and commas hang outside the container.

  ```plaintext
  Here is some general text for a topic. Here is some general text for a topic. Replace this with your own content. Here is other general text for a topic. Replace this text with your own content.
  ```

- **inherit** The parent element's property is inherited.
- **last** A closing bracket or quote at the end of the last formatted line of an element hangs. This applies to all characters in the Unicode categories Pe, Pf, Pi (e.g., brackets, parentheses, and quotation marks).

  Using the value "last," you can force punctuation, such as this parentheses, to hang outside the container.

- **none** No character hangs.
It is significant to note that the "first" and "last" property values apply to one specific set of punctuation symbols, while "force-end" and "allow-end" apply to a separate set. Therefore, combinations of these properties are also allowed. Valid combinations would be: "first last," "first force-end," "first allow-end," "first force-end last," "first allow-end last," "force-end last," and "allow-end last." These combinations are not available from the drop-down list in the Stylesheet Editor, but you can type the value directly into the field.

9. Click to save your work.
NOTE For more information about the hanging punctuation CSS property, see:
http://www.w3.org/TR/css3-text/#hanging-punctuation

NOTE The hanging punctuation property is available only in the Advanced view of the Stylesheet Editor.
Creating Multiline Indentation

Using a style property called "mc-multiline-indent" you can specify additional indentation for content that wraps to more than one line. Although this property can be used for any block-level element (such as paragraphs), it is most useful when applied to print index, table of contents (TOC), and mini-TOC entries.
How to Use a Style to Create Multiline Indentation

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays View: Advanced. If the button displays View: Simplified instead, then click it.

3. In the upper-left of the editor, make sure the drop-down field is set to All Styles.

4. Select the appropriate style. For example, you might select any of the following.
   - p.Index These styles (from p.Index1 through p.Index9) control the different levels of index entries in print-based output.
   - p.TOC These styles (from p.TOC1 through p.TOC9) control the different levels of TOC entries in print-based output.
   - p.MiniTOC These styles (from p.MiniTOC1 through p.MiniTOC9) control the different levels of mini-TOC entries in print-based output.

5. From the Show drop-down list on the upper-right side of the editor, select Show: All Properties.

6. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.

7. If you are using the group view, expand the Unclassified group.

8. To the right of mc-multiline-indent, click ...

9. Use the lower-left area of the popup to enter a number.

10. Use the lower-right area to select a unit of measurement.

11. Click OK.

12. Click to save your work.
EXAMPLE The following images show how the mc-multiline-indent style property works alongside the margin-left property in a print index and TOC.
Specifying How Online Features are Converted in Printed Output

The online features from your project (e.g., text hyperlinks, expanding text, Help controls) are converted to print-based output in various ways, as described in the following table.

## Default Behavior of Online Features in Print-Based Output

<table>
<thead>
<tr>
<th>Online feature</th>
<th>How it is converted in print-based output</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breadcrumbs</td>
<td>Not included in the document</td>
</tr>
<tr>
<td>Browse sequences</td>
<td>Not included in the document</td>
</tr>
<tr>
<td>Context-Sensitive Help</td>
<td>Not included in the document</td>
</tr>
<tr>
<td>Cross-references</td>
<td>You can convert the cross-references to page number references (e.g., &quot;See My Topic&quot; can become &quot;See page 36&quot;). This is done by using a stylesheet medium and changing the property settings for the cross-reference style for the print medium. You also need to make sure the print medium is associated with the target you want to build.</td>
</tr>
<tr>
<td>Drop-down text</td>
<td>Hotspot converted to text; body expanded inline</td>
</tr>
<tr>
<td>Expanding text</td>
<td>Hotspot converted to text; body can be converted (in the Target Editor) to (1) footnotes, (2) inline text, or (3) removed. See steps below.</td>
</tr>
<tr>
<td>Favorites</td>
<td>Not included in the document</td>
</tr>
<tr>
<td>Glossary term links</td>
<td>Converted to footnotes at the bottom of pages</td>
</tr>
<tr>
<td>Online feature</td>
<td>How it is converted in print-based output</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Help controls (related topics, concept links, keyword links)</td>
<td>Not included in the document</td>
</tr>
<tr>
<td>Popups</td>
<td>Hotspot converted to text; body can be converted (in the Target Editor) to (1) footnotes, (2) inline text, or (3) removed. See steps below.</td>
</tr>
<tr>
<td>Rules (horizontal lines)</td>
<td>Not included in the document</td>
</tr>
<tr>
<td>Scripts</td>
<td>Not included in the document</td>
</tr>
<tr>
<td>Search</td>
<td>Not included in the document</td>
</tr>
<tr>
<td>Text hyperlinks</td>
<td>Converted; for some outputs (e.g., Word), users can press CTRL key and click link to go to destination</td>
</tr>
<tr>
<td>Togglers</td>
<td>Hotspot converted to text; destination converted to inline text</td>
</tr>
<tr>
<td>Topic popups</td>
<td>Converted to text with link removed</td>
</tr>
</tbody>
</table>
How to Specify the Way Online Features are Converted in Print-Based Output

Some online features in your project are automatically handled in one way or another when you produce printed output. However, there are some features (expanding text and popup effects) where you can specify how you’d like them to be treated in the printed output.

1. Open the target that you plan to build for your printed output. The Target Editor opens.
2. Click the Advanced tab.
3. In the Expanding Text Effects and Text Popup Effects sections, select an option for each type of online feature:
   - **Convert to footnote** The body for the expanding text or popup effect is displayed as a footnote in the printed output.
   - **Expand text inline** The body for the expanding text or popup effect is displayed as a text (after the "hotspot" text) in the printed output.
   - **Remove the "body"** The body for the expanding text or popup effect is not included in the printed output.
4. Click to save your work.
Editing the Page Type for Page Footers and Headers

When you add page footer and header proxies for Microsoft Word output, you can specify which types of pages (all, even pages, first page, odd pages) should display the footers or headers. This can be done at the time you insert the proxy, but you can also use the following steps to set the page type on a style. Therefore, that page type will always be used as the default setting, unless you override it at the spot where you have inserted the proxy.

How to Edit the Page Type for Page Footers and Headers

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays [View: Advanced]. If the button displays [View: Simplified] instead, then click it.

3. In the upper-left corner of the editor, click in the drop-down field and select [Reusable Content Styles]

4. In the Styles section on the left of the editor, find and select either MadCap|pageFooter or MadCap|pageHeader (or a style class you have created within either style).

5. From the Show drop-down list on the upper-right side of the editor, select [Show: Set Properties]. This displays only the properties that have been set for that particular selector.

6. From the Properties section, expand the Unclassified property group.

7. To the right of mc-feader-type click [ ] and select one of these options:
   - all Displays the footer or header on all pages in the output.
   - even Displays the footer or header only on even pages in the output.
   - first Displays the footer or header only on the first page of each section.
   - odd Displays the footer or header only on the odd pages in the output.

8. Click [ ] to save your work.
Flare supports redacted text, which is text that is "blacked out" in Adobe PDF output. This is much more efficient than attempting to black out text or other content after the document has been printed. Redaction occurs when content is permanently eliminated from a printed or electronic document. In place of that content, end users will see black rectangles that indicate where the original content was found.

**EXAMPLE** You are generating a sensitive legal document, and the names of individuals and other personal information need to be hidden. In that case, you can perform redaction for those areas so that they are blacked out when you build the output.

Here is what a topic with redacted text might look like in the output:

<table>
<thead>
<tr>
<th>General Information</th>
<th>Process</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;Purpose of Redacted Text&quot; on the next page</td>
<td>1. &quot;Setting Redacted Text on Content&quot; on page 192</td>
</tr>
<tr>
<td>&quot;Types of Content for Redaction&quot; on the next page</td>
<td>2. &quot;Setting Redacted Text on Targets&quot; on page 193</td>
</tr>
<tr>
<td>&quot;Redacted Text vs. Conditions&quot; on page 191</td>
<td></td>
</tr>
</tbody>
</table>

**Top Secret**
In light of the [ ] was determined to [ ]. After the attacks of last May, [ ] , which led to a meeting between the Pres-ident and [ ]. As a result, it was decided that [ ].
IMPORTANT When you use this feature, the text in the generated output is truly gone. There is no way a user can peek into the output and find it.

Purpose of Redacted Text

Redaction is useful for distributing or selectively releasing classified, sensitive, or private information. You might want to redact your output so that hackers cannot extract certain information in it that needs to remain hidden.

The consequences of failing to completely redact text in a document can range from the inadvertent release of sensitive information to legal liability, unwanted media exposure, or in the worst case, material harm to property or personnel.

Types of Content for Redaction

You can set redacted text on any kind of content (e.g., characters, paragraphs, images, tables). You can do this locally at the font level by highlighting each piece of content, or you can specify redaction on a style and then apply that style to content whenever necessary. It is recommended that you use styles whenever possible.

EXAMPLE You plan to redact both individual words, as well as entire paragraphs. In that case, you might open your stylesheet and create a class of the span character style, calling it "Redacted." You also might create a class of the p style, naming it "Redacted." After specifying the redaction value for each of those style classes, you can then apply those classes to your content as needed. If you highlight a few words within a paragraph, you can select span.Redacted to black out those words. If you want to redact an entire paragraph, you can click the tag bar to the left of that paragraph and select the p.Redacted style class.
Redacted Text vs. Conditions

Whereas condition tags allow you to remove text from output, redacting text lets you black out the necessary information but show that the original document once contained that information. If necessary, you could retrieve the redacted content in your project. This may be important for legal purposes.
Setting Redacted Text on Content

At each place in a document where you need to perform redaction, you can select the necessary content and apply the redaction via a style (recommended) or locally. Redaction occurs when content is permanently eliminated from a printed or electronic document. In place of that content, end users will see black rectangles that indicate where the original content was found.

How to Use a Style to Set Redacted Text on Content

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays View: Advanced. If the button displays View: Simplified instead, then click it.

   ![NOTE] For steps using the Simplified view, see the online Help.

3. In the upper-left of the editor, make sure the drop-down field is set to All Styles.

4. Select a style (e.g., character, heading, paragraph).

5. From the Show drop-down list on the upper-right side of the editor, select Show: All Properties.

6. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.

7. If you are using the grouped view, expand the Redaction group.

8. To the right of mc-redacted, click and select redacted.

9. Click to save your work.

10. After editing a style, you can apply it to content in a topic or snippet.
    
    The text becomes shaded in the editor, letting you know that it will be redacted when the output is generated.

11. Click to save your work.
Setting Redacted Text on Targets

For each PDF document that needs to include redacted content, you can open the target. Then you can use the Advanced tab to specify how the content marked as "redacted" should be treated in the output.

How to Set Redacted Text on a Target

1. Open the appropriate PDF target.
2. In the Target Editor, select the Advanced tab.
3. In the Redacted text section, select one of the following.
   - **Black out** Displays black rectangles in places of content that has been redacted.
   - **Highlight** Displays content that has been redacted with a highlighted background.
   - **Display as normal text** Displays content that has been redacted in the same way that it displays other content.

Why are there choices other than "black out"? Those options are available in case you need to generate another output that shows the redacted text.

**EXAMPLE** You need to generate one PDF that blacks out the redacted text (e.g., the version being released to the public) and another PDF that shows the text rather than hiding it (e.g., the version being distributed to authorized individuals). In that case, you can open the target to be used for public release and set the redacted text option to "Black out." For the target to be used for authorized individuals, you can set the redacted text option to either "Highlight" or "Display as normal text."

4. Click to save your work.
Repeating Table Captions and Header Rows

For print-based output, table captions and header rows can be repeated so at the top of pages when a table covers more than one page. Repeating table captions is supported in PDF output only. Repeating table header rows is supported in PDF and Word outputs.
How to Repeat Captions in a Single Table

1. Insert a new table, or right-click inside an existing table and select Table Properties.
2. On the General tab, in the Table Caption section, enter a caption in the Text field.
3. Select Repeat.
4. (Optional) In the Continuation field, you can add text to the end of captions that repeat on subsequent pages (e.g., Continued).
5. Click OK.
6. Click to save your work.
How to Repeat Captions in All Tables

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays \(\text{View: Advanced}\). If the button displays \(\text{View: Simplified}\) instead, then click it.

3. In the upper-left corner of the editor, click in the drop-down field and select \(\text{Table Styles} \ldots\).

4. On the left side of the editor, select \text{table}.

5. From the \text{Show} drop-down list on the upper-right side of the editor, select \(\text{Show: Assorted Relevant Properties} \ldots\). The most relevant properties for that style are shown on the right side of the editor.

6. If you are using the group view \(\ldots\), expand the \text{Table} group.

7. Locate the property you want to change.

   - \text{mc-caption-repeat} If you want captions to repeat on tables that span multiple pages in print-based output, click \(\ldots\) and select \text{true}.

   - \text{mc-caption-continuation} You can add text to the end of captions that repeat on subsequent pages (e.g., continued)."
8. Click [ ] to save your work. Captions are repeated for any tables where you have added them in the table properties.
How to Repeat Table Header Rows

1. Insert a new table, or right-click inside an existing table and select Table Properties.

2. On the General tab, in the Table Size section, enter a number in the Number of header rows field. Usually this is 1. These rows will automatically be repeated at the top of pages in print-based output.
Setting Widow and Orphan Control

You can use widow and orphan control to avoid instances where "leftover" lines from a paragraph are shown at the top (widow) or bottom (orphan) of a page or column. For more about widows and orphans, see the online Help.

How to Use a Style to Set Widow and Orphan Control

1. From the Content Explorer, open the stylesheet that you want to modify.

2. In the local toolbar, make sure the first button displays View: Advanced. If the button displays View: Simplified instead, then click it.

   NOTE For steps using the Simplified view, see the online Help.

3. In the upper-left corner of the Stylesheet Editor, click in the drop-down field and select Paragraph Styles.

4. Select the appropriate paragraph style. For example, you can select the parent p tag, or you can select a class that you may have created for that tag (e.g., p.Tip, p.Note).

5. From the Show drop-down list on the upper-right side of the editor, select Show: All Properties.

6. (Optional) You can use the toggle button in the local toolbar to show properties below in a group view or an alphabetical view.

7. If you are using the grouped view, expand the PrintSupport group.

8. To the right of orphans, click and enter the number of leftover lines that you want to allow at the bottom a page or column.

9. To the right of widows, click and enter the number of leftover lines that you want to allow at the top of a page or column.

10. Click to save your work.
In order to see the results of this feature in the XML Editor, you must be using Print Layout mode, as opposed to Web Layout mode. For more information about layout modes, see the online Help.
The following PDFs are available for download from the online Help.

### Tutorials
- Getting Started Tutorial
- Autonumbers Tutorial
- JavaScript Tutorial
- Lists Tutorial
- Micro Content Tutorial
- Product Foldout Tutorial
- Snippet Conditions Tutorial
- Word Import Tutorial

### Cheat Sheets
- Context-Sensitive Help Cheat Sheet
- Folders and Files Cheat Sheet
- Lists Cheat Sheet
- Micro Content Cheat Sheet
- Print-Based Output Cheat Sheet
- Search Cheat Sheet
- Shortcuts Cheat Sheet
- Structure Bars Cheat Sheet
- Styles Cheat Sheet
User Guides

Accessibility Guide
Analysis and Reports Guide
Architecture Guide
Autonumbers Guide
Condition Tags Guide
Context-Sensitive Help Guide
Eclipse Help Guide
Getting Started Guide
Global Project Linking Guide
HTML5 Guide
Images Guide
Import Guide
Indexing Guide
Key Features Guide
Lists Guide
MadCap Central Integration Guide
Master Pages Guide
Micro Content Guide
Movies Guide
Navigation Links Guide
Plug-In API Guide
Print-Based Output Guide
Project Creation Guide

QR Codes Guide
Reviews & Contributions Guide
Scripting Guide
Search Guide
SharePoint Guide
Skins Guide
Snippets Guide
Source Control Guide: Git
Source Control Guide: Perforce Helix Core
Source Control Guide: Subversion
Source Control Guide: Team Foundation Server
Styles Guide
Tables Guide
Tables of Contents Guide
Targets Guide
Templates Guide
Topics Guide
Touring the Workspace Guide
Transition From FrameMaker Guide
Translation and Localization Guide
Variables Guide
What’s New Guide
Output Type Comparison Tables

Following are tables that show the various output types available, with the distinguishing features of each.

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Accessibility

Following are accessibility features (e.g., Section 508, WCAG) supported in each output type.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accessibility Supported</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Alt Text and Title Attributes</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>ARIA Tags</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Compiler Warnings</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Empty Alt Text for Images</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Keyboard Navigation</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Scrolling for Toolbars and Navigation Frames (Enable)</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Search Results</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Skip to Main Content</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>User Interface Text</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
</tbody>
</table>
# Generated Content

Following are generated content features supported in each output type.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Autonumbers¹</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Breadcrumbs</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Browse Sequences</td>
<td>✗²</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Central Account Links</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Concept Links</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Glossaries From Proxies</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✗</td>
</tr>
<tr>
<td>Indexes From Proxies</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Keyword Links</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>List of Concepts</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
</tbody>
</table>

¹ Autonumbers are supported in HTML5, PDF, Word, Clean XHTML, and HTML Help.
² Browse Sequences are supported in HTML5.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>List of Elements</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
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<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>List of Endnotes</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td></td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Lists (Numbered and Bulleted)</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Menus From Proxies</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Mini-TOCs From Proxies</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
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<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
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</tr>
<tr>
<td>Related Topics Links</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Relationship Links</td>
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<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Scripts</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✔³</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td></td>
<td>HTML5</td>
<td>PDF</td>
<td>Word</td>
<td>Clean XHTML</td>
<td>Eclipse Help</td>
<td>EPUB</td>
<td>HTML Help</td>
</tr>
<tr>
<td>--------------------------</td>
<td>-------</td>
<td>------</td>
<td>------</td>
<td>-------------</td>
<td>--------------</td>
<td>------</td>
<td>-----------</td>
</tr>
<tr>
<td>Search Bars From Proxies</td>
<td>✔️</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Search Results From Proxies</td>
<td>✔️</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Shortcut Controls</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>TOCs From Proxies</td>
<td>✔️</td>
<td>✔️</td>
<td>✔️</td>
<td>✗</td>
<td>✗</td>
<td>✔️</td>
<td>✔️</td>
</tr>
</tbody>
</table>
It is possible to use autonumbering in online outputs, but only in a limited way. For example, if you have notes throughout your project, you can create an autonumber format on a paragraph style class that simply has the text "Note:" followed by a space. Then whenever you want to apply that style class to note content, it will automatically start with "Note:" so that you don’t have to type it each time. However, in the traditional sense where autonumbering is used to increment numbers for elements such as chapters, figures, and tables, it is really only intended for print-based outputs. If you are creating both online and print output and want the autonumbering to be used only for content in the print output, you can use a print medium to specify the autonumbering settings for the print output.

In most cases, browse sequences are generated via a skin. This method is supported in HTML5 Tripane output, but not in HTML5 Side Navigation, Top Navigation, or skinless output. However, another way to use a browse sequence is by associating it with a menu proxy. With this method, browse sequences are supported in all HTML5 output formats.

For Clean XHTML output, MadCap-injected JavaScript is removed. In other words, features such as drop-downs, Help controls, text popups, and footnotes rely on JavaScript to work. Therefore, with Clean XHTML output, these elements are converted to text. However, custom scripts that you might have added to topics will not automatically be removed when you generate Clean XHTML; if you want to exclude these custom scripts, you must do so manually (i.e., by deleting them or using conditions).

In HTML5, the proxies and related skin components for search bars and search results are supported only in Side Navigation, Top Navigatino, and skinless outputs. They are not supported in Tripane output.
## Glossaries

Following are glossary features supported in each output type.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glossaries Supported (via Proxy)¹</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Glossaries Supported (via Skin)</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Auto-Generate</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Glossary Term Links</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Sorting</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
</tbody>
</table>

¹For most online outputs, creating a glossary via a skin is the preferred method. However, it is possible to use a proxy to include glossaries in these outputs as well.
# Images

Following are image features supported in each output type.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Absolute Positioning</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Image Hyperlinks</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
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<tr>
<td>Image Maps</td>
<td>✔</td>
<td>✔</td>
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<td>✔</td>
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<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Thumbnail Images</td>
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<td>✗</td>
<td>✗</td>
<td>✔ ¹</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>Web-Safe (Convert From Non-Web-Safe)</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
</tbody>
</table>

¹For Clean XHTML output, thumbnail images that are set as popups are converted to linked thumbnail images (i.e., the enlarged image opens in a new window instead of in a popup).
# Indexes

Following are index features supported in each output type.

<table>
<thead>
<tr>
<th></th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Indexes Supported (via Proxy)</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
</tr>
<tr>
<td>Indexes Supported (via Skin)</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Auto-Generate</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Binary Indexes</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Bookmarks in Index Entries</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Index Links</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Search (Can Exclude Index Entries From Search)</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Sorting (Index Links)</td>
<td>HTML5</td>
<td>PDF</td>
<td>Word</td>
<td>Clean XHTML</td>
<td>Eclipse Help</td>
<td>EPUB</td>
<td>HTML Help</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------</td>
<td>-----</td>
<td>-------</td>
<td>-------------</td>
<td>--------------</td>
<td>------</td>
<td>-----------</td>
</tr>
<tr>
<td></td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>×</td>
<td>×</td>
<td>✓</td>
<td>×</td>
</tr>
</tbody>
</table>

For online outputs, creating an index is typically done via a skin. By default, the MadCap style that controls index proxies is set to support only print-based outputs. However, you can change this. To do so, open your stylesheet, select the `MadCapIndexProxy` style, and set the `mc-output-support` property to `all` (all-print is the default setting). By doing this, you can use the index proxy method to generate an index in some online outputs as well.
## MadCap Central

Following are MadCap Central features supported in each output type.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analytics</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Build Output From Central</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Private Ouptut</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Publish Directly to Central</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>View Output From Central</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
</tr>
</tbody>
</table>
# Master Pages and Page Layouts

Following are master page and page layout features supported in each output type.

<table>
<thead>
<tr>
<th></th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master Pages Supported</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Page Layouts Supported</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
</tr>
</tbody>
</table>
## Miscellaneous Features

Following are miscellaneous features supported in each output type.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Code Snippets</td>
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<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Equations</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Footnote(^1)</td>
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<td>✔</td>
<td>✔</td>
<td>X</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Horizontal Rules</td>
<td>✔</td>
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<td>X</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
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<td>Micro Content</td>
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<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
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<td>Object Positioning</td>
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<td>✔</td>
<td>X</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Preview Topics in Output Type</td>
<td>✔</td>
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<td>✔</td>
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<td>QR Codes</td>
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</tr>
<tr>
<td>Redacted Text</td>
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<td>X</td>
</tr>
<tr>
<td>Salesforce® Publishing</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>✔</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>HTML5</td>
<td>PDF</td>
<td>Word</td>
<td>Clean XHTML</td>
<td>Eclipse Help</td>
<td>EPUB</td>
<td>HTML Help</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------</td>
<td>-----</td>
<td>------</td>
<td>-------------</td>
<td>--------------</td>
<td>------</td>
<td>----------</td>
</tr>
<tr>
<td>ServiceNow® Publishing</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
</tr>
<tr>
<td>Slideshow</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
</tr>
<tr>
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</tr>
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<td>✔</td>
</tr>
<tr>
<td>Text Boxes</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>❌</td>
<td>✔</td>
</tr>
<tr>
<td>Zendesk Publishing</td>
<td>✔³</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
</tr>
</tbody>
</table>

¹For online outputs, footnotes are converted to popups.

²This is supported only if you are using Elasticsearch or MadCap Search, but not Google Search.

³If you publish output to Zendesk, you should use HTML5 skinless output, instead of HTML5 Side Navigation, Top Navigation, or Tripene outputs.
# Multimedia

Following are multimedia features supported in each output type.

<table>
<thead>
<tr>
<th>Multimedia Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB¹</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>3D Models (U3D)</td>
<td>✓</td>
<td>✓²</td>
<td>×</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>✓³</td>
</tr>
<tr>
<td><strong>Audio/Video</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ASF</td>
<td>✓</td>
<td>×</td>
<td>×</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>✓</td>
</tr>
<tr>
<td>ASX</td>
<td>✓</td>
<td>×</td>
<td>×</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>✓</td>
</tr>
<tr>
<td>AU</td>
<td>✓</td>
<td>×</td>
<td>×</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>✓</td>
</tr>
<tr>
<td>AVI⁴</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>✓</td>
</tr>
<tr>
<td>M4V⁴</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>×</td>
</tr>
<tr>
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<td>✓</td>
<td>×</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>✓</td>
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<tr>
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<td>✓</td>
<td>×</td>
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<td>×</td>
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<td>MP4⁴</td>
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<td>×</td>
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<tr>
<td>MPA</td>
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<td>×</td>
<td>✓</td>
<td>✓</td>
<td>×</td>
<td>✓</td>
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</table>

APPENDIX B

218
<table>
<thead>
<tr>
<th>Format</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB¹</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
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<td>MPE</td>
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<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
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</tr>
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<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
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<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
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<tr>
<td>OGG⁴</td>
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<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✗</td>
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<td>☑</td>
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<td>OGV⁴</td>
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<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✗</td>
<td>☑</td>
<td>☑</td>
</tr>
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<td>OPUS</td>
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<td>✗</td>
<td>✔²</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
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<td>✔</td>
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<td>✔</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>WEBM⁴</td>
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<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
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<tr>
<td>WMA</td>
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<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
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<td>WMV</td>
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<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
</tbody>
</table>

MadCap Mimic Movie Links

<table>
<thead>
<tr>
<th>Format</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB¹</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flash (SWF)</td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
<tr>
<td>HTML5 Format (Depending on Browser)</td>
<td>HTML5</td>
<td>PDF</td>
<td>Word</td>
<td>Clean XHTML</td>
<td>Eclipse Help</td>
<td>EPUB¹</td>
<td>HTML Help</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>-------</td>
<td>-----</td>
<td>------</td>
<td>-------------</td>
<td>--------------</td>
<td>--------</td>
<td>-----------</td>
</tr>
<tr>
<td>HTML5 Format (Depending on Browser)</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Mimic Movie Format</td>
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<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Silverlight Format</td>
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<td>✗</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Vimeo Embedded Videos</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td></td>
<td>HTML5</td>
<td>PDF</td>
<td>Word</td>
<td>Clean XHTML</td>
<td>Eclipse Help</td>
<td>EPUB(^1)</td>
<td>HTML Help</td>
</tr>
<tr>
<td>---------------------</td>
<td>-------</td>
<td>------</td>
<td>------</td>
<td>-------------</td>
<td>--------------</td>
<td>------------</td>
<td>-----------</td>
</tr>
<tr>
<td><strong>YouTube Embedded Videos</strong></td>
<td>✔</td>
<td>✗</td>
<td>✗</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
<td>✔</td>
</tr>
</tbody>
</table>

\(^1\)EPUB support for each element or file type depends on if a particular reader supports it.

\(^2\)PDF support for 3D Models requires Adobe Reader 7.0+.

\(^3\)For this output, the 3D Model opens in a separate window.

\(^4\)To view HTML5 movie output, end users must have a newer browser that supports these types of videos.

\(^5\)This file format does not work in Internet Explorer.

\(^6\)If you generate Microsoft HTML Help, YouTube videos are rendered smaller than in other outputs and Vimeo Advanced settings are not supported. However, you can make it work by adding the default meta tag to your target: `<meta http-equiv="X-UA-Compatible" content="IE=Edge" />`. 
## Navigation Links

Following are navigation link features supported in each output type.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cross-References Supported</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Cross-References (Context-Sensitive)</td>
<td>❌</td>
<td>✔</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
<td>❌</td>
</tr>
<tr>
<td>Drop-Down Text</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
<td>❌</td>
<td>✔</td>
</tr>
<tr>
<td>Expanding Text</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
<td>❌</td>
<td>✔</td>
</tr>
<tr>
<td>Text Hyperlinks</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
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<td>✔</td>
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<tr>
<td>Text Popups</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
<td>❌</td>
<td>✔</td>
</tr>
<tr>
<td>Togglers</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
<td>❌</td>
<td>✔</td>
</tr>
<tr>
<td>Topic Popups</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
<td>❌</td>
<td>✔</td>
</tr>
<tr>
<td>Topic Toolbars</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
</tr>
<tr>
<td>Web Toolbars</td>
<td>✔</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>❌</td>
<td>✔</td>
</tr>
</tbody>
</table>

1This is available in the Tripane output only. It is not available in Side or Top Navigation outputs.
# Tables of Contents and Mini-TOCs

Following are table of contents (TOC) and mini-TOC features supported in each output type.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOCs (via Proxy)</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
</tr>
<tr>
<td>TOCs (via Skin)</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Auto-Generate</td>
<td>✗</td>
<td>✓</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Binary TOCs</td>
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<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Mark as New</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Mini-TOCs</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Skin (Select for TOC Entry)</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Synchronize With Topics</td>
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<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
</tbody>
</table>

1 Some ebook readers have a built-in TOC.
## Target Settings

Following are target features supported in each output type.

<p>| Feature                                                        | HTML5 | PDF | Word | Clean XHTML | Eclipse Help | EPUB | HTML Help |
|                                                               |       |     |      |             |              |      |           |
| Auto-Generate Glossary, Index, TOC for Print                    | ✗     | ✓   | ✓    | ✗           | ✗            | ✓    | ✗          |
| Characters and Spaces (Replace With Underscores)              | ✓     | ✗   | ✗    | ✓           | ✓            | ✓    | ✓          |
| CMYK                                                           | ✗     | ✓   | ✗    | ✗           | ✗            | ✗    | ✗          |
| Content Folder (Omit From Output)                             | ✓     | ✗   | ✗    | ✓           | ✓            | ✗    | ✓          |
| Crop and Registration Marks (Include in Output)              | ✗     | ✓   | ✗    | ✗           | ✗            | ✗    | ✗          |
| DOCTYPE Declaration                                           | ✗     | ✗   | ✗    | ✗           | ✗            | ✗    | ✓          |
| Empty Pages (Inject Automatically)                            | ✗     | ✓   | ✗    | ✗           | ✗            | ✗    | ✗          |
| File Extensions (Custom)                                      | ✓     | ✗   | ✗    | ✓           | ✓            | ✗    | ✗          |</p>
<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Languages (Link to External Projects—Create Multilingual Output)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Mark of the Web</td>
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<td>✗</td>
<td>✗</td>
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<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Meta Tags (Custom)</td>
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<td>✗</td>
<td>✓</td>
<td>✓</td>
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</tr>
<tr>
<td>Micro Content Featured Snippets in Search</td>
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<td>✗</td>
<td>✗</td>
<td>✗</td>
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<td>✗</td>
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<tr>
<td>Navigation Elements (Synchronize With TOC Entries)</td>
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<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Startup Topic</td>
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<td>✗</td>
<td>✗</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>Stylesheet Medium</td>
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<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Stylesheets (Convert Styles to Inline)</td>
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<td>✗</td>
<td>✗</td>
<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Tracked Changes (Preserve)</td>
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<td>✓</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>Warnings (Ignore)</td>
<td>HTML5</td>
<td>PDF</td>
<td>Word</td>
<td>Clean XHTML</td>
<td>Eclipse Help</td>
<td>EPUB</td>
<td>HTML Help</td>
</tr>
<tr>
<td>-------------------</td>
<td>-------</td>
<td>-----</td>
<td>------</td>
<td>-------------</td>
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<td>----------</td>
</tr>
<tr>
<td></td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
</tbody>
</table>

1. We recommend disabling this option for non-English content.

2. This feature is supported in HTML5 Side and Top Navigation outputs, but not in HTML5 Tripane output. Navigation elements are always automatically synchronized with TOC entries in Tripane output without selecting an option to enable it.
## Translation and Localization

Following are translation features supported in each output type.

<table>
<thead>
<tr>
<th>Feature</th>
<th>HTML5</th>
<th>PDF</th>
<th>Word</th>
<th>Clean XHTML</th>
<th>Eclipse Help</th>
<th>EPUB</th>
<th>HTML Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Author and Generate Output in Left-to-Right (LTR) and Right-to-Left (RTL) Languages</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Invert Image Callouts to RTL</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Invert Page Layouts to RTL</td>
<td>✗</td>
<td>✔</td>
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1As an alternative to using language skins, you can use the UI Text tab in the Skin Editor to perform all of the localization tasks for HTML5 targets. Be aware that translations in the Skin Editor are prioritized over translations in a language skin, so you should try to perform your localization tasks in one place to avoid conflicts.

2This is controlled on the UI Text tab in a regular HTML5 skin.

3PDF stitching allows you to add PDFs to Flare output, but you cannot link to content in that PDF. In online outputs, the PDF is simply added to the TOC and can be opened from there; it is not technically "merged" into the output.
## Variables

Following are variable features supported in each output type.

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