

Print-Based Output

Concepts	
Autonumber	A feature where content is numbered automatically (often used for chapter titles, table captions, image captions, etc.). Recommend setting this on a style. Page numbers typically use variables, not autonumbers.
Break	A way to designate a particular place to start new content. ▪ Chapter Break Tells Flare Desktop to begin a new chapter. Set this in an outline TOC (Properties dialog > Printed Output tab). ▪ Page Break Tells Flare Desktop to begin the selected content on a new page. Recommend setting this on a style (e.g., h1 style has page-break-before set to "always"). ▪ Frame Break Tells Flare Desktop to begin selected content in the next frame of a page layout. Recommend setting this on a style. ▪ Column Break Tells Flare Desktop to begin selected content in the next column of a page layout. Recommend setting this on a style. ▪ Independent Break Lets you manually insert a page break independent of an HTML element.
Outline TOC	A TOC file from the Project Organizer that acts as an outline for print-based output. Does not create the generated TOC in print output (a proxy is used for that).

Concepts

Page Layout	A file used to determine page specifications and apply certain content (e.g., headers, page numbers) to many (or all) topics in a printed manual. Stored in Content Explorer (usually in Resources/PageLayouts). ▪ Page Each page layout can consist of several pages (if you want different settings to be applied to different pages). Many page types are available (e.g., Title, First, First Right, Left, Right, Empty). ▪ Frame Each page can contain multiple frames—used to hold content and determine where that content is positioned (e.g., Body, Header, Footer).
Proxy	A placeholder for auto-generated content. Appears as a gray bar in the XML Editor. Used to create TOC, index, glossary, and other content in print-based output.
Widows and Orphans	Settings that let you avoid instances where "leftover" lines from a paragraph are shown at the top or bottom of a page or column. Recommend setting this on a style.

Process	
1. Create, Edit, and Design Content	1. Create regular topics, as well as any special ones used for generated TOC, glossary, index, etc. For special topics, insert proxies from Insert ribbon. 2. Add optional content and features, including images, tables, index markers, cross-references, text boxes, footnotes, and anything else detailed in the Help system. 3. Create styles and apply them to content. 4. Create page layouts. 5. Create outline TOC.
2. Develop Target	1. In Project Organizer, add print-based target (e.g., PDF, Word). 2. Open target and edit settings in Target Editor.
3. Build and Distribute Output	Open target, click Build . When finished, click Open Output Folder to retrieve final file(s).

Separation From Online Output	
Conditions	1. Create conditions in Project Organizer—some for use with online targets, others for use with print targets. 2. Apply online conditions to content to be included only in online outputs. Apply print conditions to content to be included only in print outputs. Also apply print conditions to files intended only for print output (otherwise, they may show up in online searches). 3. Open target and select Conditional Text tab. For online targets, include online conditions and exclude print conditions. For print targets, include print conditions and exclude online conditions.
Print Medium	Print-based targets are automatically associated with print medium (in Advanced tab of Target Editor). Print medium in stylesheet inherits settings from default medium. For settings that should be unique to print-based outputs, choose the print medium when editing a style.

How To	
Create Page Layout	1. Select Project > New > Add Page Layout. 2. In Page Layout Editor, use options to add pages, create frames, and more.
Create Outline TOC	1. Select Project > New > Add Table of Contents. 2. Drag topics from Content Explorer to TOC Editor, placing them in order you want them to appear in output (e.g., title page topic, copyright page topic, generated TOC topic, chapter topics, back matter topics).
Create Title Page	1. Create regular topic and enter title page content into it (might be as simple as a few words and/or variables) with styles applied. 2. Create page layout for use by title topic. Design can be done either in topic or in page layout, or both. 3. In outline, make sure link to title page topic is at top (or near top). 4. Double-click outline entry, select Printed Output tab, and choose page layout.

How To	
Create Generated TOC	1. Create regular topic for use as generated TOC. 2. Create page layout for use by generated TOC topic. 3. With cursor in topic, select Insert > Proxy > Insert TOC Proxy. 4. Drag topic to outline TOC, placing it near top (after title page). 5. Double-click outline entry for generated TOC topic, select Printed Output tab, and choose appropriate page layout.
Create Autonumbers	1. Open stylesheet and select print medium. 2. Double-click style (if Simplified view) or select it (if Advanced view). 3. Select Auto-number tab (if Simplified view) or expand AutoNumber property group (if Advanced view). 4. Use fields (mc-auto-number-format in Advanced view) to create autonumber format. See Help system for examples of autonumber formats.

How To	
Create Chapter Breaks	1. Open outline TOC. 2. Double-click entry where new chapter should start. 3. In Properties dialog, select Printed Output tab. 4. In Break Type field, select Chapter Break. 5. In Page Layout field, select appropriate page layout. 6. (Optional) Can also choose page type, page number starting point and format. 7. (Optional) Can also select Auto-numbers tab (if using autonumbers for chapter headings) and choose to reset or increment number. Chapter 1 usually set to reset at 1, others usually set to increment.
Create Column, Frame, and Page Breaks	1. Open stylesheet and select print medium. 2. Double-click style (if Simplified view) or select it (if Advanced view). 3. Select Breaks tab (Simplified) or expand PrintSupport group (Advanced). 4. Use fields to set column, frame, and/or page breaks for style.
Insert Independent Break	1. In XML Editor, place cursor at break location. 2. Select Insert ribbon. In Text section, select Page Break . 3. (Optional) Place condition on page break bar.
Insert Page	1. Open page layout.

How To	
Numbers	2. Click Header or Footer frame and press F2. 3. Place cursor in Frame Contents window pane and click . 4. Select System variable set, and choose Page Number.

Tips	
Auto Glossary, Index, TOC	Instead of creating topics for auto-generated glossaries, indexes, and TOCs (and inserting proxies), you can auto-generate them. Open print-based target, select Advanced tab, and select Generate TOC proxy , Generate index proxy , Generate glossary proxy .
Breaks on Table Rows	Breaks can also be set on table rows, either in a regular stylesheet or table stylesheet. In regular stylesheet, select tr style and set page-break-inside to avoid. In table stylesheet, select Rows tab. Choose Print Options and use break options in dialog.
Collapse Top Margins	When elements with top margins appear on top of page or column, collapsing margin maintains consistent look from page to page. Open print target, select Advanced tab, and select Collapse top margin at top of page/column .
Override Variables	Effective way to reuse content for print output is to create variable and override at target level. For example, create one topic for the title page in all PDF outputs. Create variable with one PDF manual title and insert it into title page topic. In each PDF target, select Variables tab and change definition for that variable.
Preserve Tracked Changes	If using PDF or Word output for internal reviews, track your changes (select Review ribbon and choose Track Changes). Then open target, select Advanced tab, and choose Preserve tracked changes .
Styles to Resize Images	To keep large images from appearing beyond page margins, open stylesheet and create classes of the img style. In print medium, set maximum width on img class (in Simplified view, this is on Size tab; in Advanced view, max-width is in Unclassified group). For example, set value to maximum width of 100%. Apply style class to affected images, which are automatically resized in output.
TOC Depth	Use TOC depth setting to automatically change heading levels based on structure of outline TOC (e.g., a topic with an h1 might change to an h3 in output if it is on third level of outline TOC). Open print target, select Advanced tab, and choose Use TOC depth for heading levels .