

# Title\_of\_paper

Revision\_of\_paper

Author1\_of\_paper

Author2\_of\_paper

Author3\_of\_paper



Last Modification: July 25, 2007



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# Preface

## i Example of PrefaceHeading1

### i.i Example of PrefaceHeading2

#### i.i.i Example of PrefaceHeading3

#### i.i.ii Example of PrefaceHeading4

If you have questions or comments regarding this document, please contact:

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**Table 1** Document revision history

Version	Date	Changes



# 1 Chapter template

This is the chapter file template in the official set of engineering templates.

This template discusses:

- Paragraph tags
- Character tags
- Variables
- Cross-reference formats
- Tables and Figures
- Notes, Cautions, and Warnings
- General FrameMaker usage

For information on using this template, read the template. If your questions are not answered here, contact Scott Cox (scox@rsn.hp.com, 497-4710). Also contact Scott Cox with suggestions and comments on this template.

This template is available:

- By selecting the New button in the FrameMaker tool bar, then the Convex directory, then the engineering.template directory
- At the /usr/spool/globdata/etc/FrameTemplates/FM5/Convex/engineering.template/ directory available from most Unix machines

To locate a copy of FrameMaker, ask your colleagues. If none of your colleagues know where it is already installed, see the ITRC web page below. If you have problems, contact the ITRC (x3222).

<http://itweb.rsn.hp.com/HyperNews/get/forums/SiteInfo/4.html>

Now on to the template. This template has four levels of headings.

## **2 Example of Heading1**

Pressing <Enter> at the end of a heading results in a Para paragraph tag. Section numbering is continued from file to file.

### **2.1 Example of Heading2**

#### **2.1.1 Example of Heading3**

##### **2.1.1.1 Example of Heading4**

### 3 List tags

This template supports five types of lists: bullet, plain, numeric, alpha, and definition.

Here is an example of a bullet list.

- The paragraph tag for this line is `Bullet_1_list`.
- This bullet also uses the `Bullet_1_list` paragraph tag.

Use the `Bullet_1_list_para` tag for any paragraphs inside a bullet list.

- If you need another bullet list inside the first list, use the `Bullet_2_list` paragraph tag.

For paragraphs inside a level-two bullet list, use the `Bullet_2_list_para` paragraph tag.

- \* Here is the third-level bullet. Use the `Bullet_3_list` paragraph tag to create this level of bullet.

Paragraphs inside a three-level bullet list use the `Bullet_3_list_para` paragraph tag.

A plain list is shown below.

For a plain list, use the `Plain_list` tag.

The numeric and alpha lists are as follows.

1. Use the `Numeric_list_begin` tag to start a numeric list.
2. Any item in the list after the first one must use the `Numeric_list_continue` tag.

A paragraph can be used inside a numeric list. Use the `Numeric_list_para` paragraph tag for such paragraphs.

- a. Like a numeric list, an alpha list is started with a begin tag: `Alpha_list_begin`.
- b. Again, any item after the first must use a continue tag: `Alpha_list_continue`.

Paragraphs in an alpha list use the `Alpha_list_para` paragraph tag.

A definition list consists of a term and its definition.

**term to define** (`Term_name paragraph tag`)

definition of term (`Term_definition paragraph tag`)

## 4 Code examples

For code examples, use the Code paragraph tag. For proper spacing within an example, use <Shift>-<RETURN> to produce carriage returns. The following example uses the proper returns:

```
for (i = 0; i < 100; i++) {  
  a[i] = b[i] + c[i];  
}
```

For monospace text within a paragraph or list, use the Command character tag.

## 5 Notes to the author

The Writer\_comment paragraph tag is available for highlighting notes to yourself or from you to other persons working on the document. Among other purposes, these notes can be reminders about adding or checking information. These comments can be easily located using FrameMaker's Find feature, as described below:

1. Select Edit->File/Change.
2. In the resulting window, set the Find value to Paragraph Tag.
3. Type Writer\_comment in the field to the right of the Find value.
4. Select the Find button.

" **Here is an example of the Writer\_comment paragraph tag. It stands out quite a bit. Once you address the concerns highlighted in the Writer\_comment paragraph, delete the paragraph. These paragraphs can be easily found as explained above.**

## 6 Table of paragraph tags

The following table lists the paragraph tags available in this template.

**Table 2** Paragraph tags

Paragraph tag	Usage	Example	Does it map to HTML
Alpha_list_begin	Starts an alphabetic list	a. My alpha list	Yes—but as a numeric list
Alpha_list_continue	Continues an alphabetic list	b. My next alpha item	Yes—but as a numeric list
Alpha_list_para	Defines a paragraph inside an alphabetic list	My para inside an alpha list	Yes
AppendixHeading1	Define headings in appendixes	See “Example of AppendixHeading1” on page 31	Yes
AppendixHeading2		See “Example of AppendixHeading2” on page 31	Yes
AppendixHeading3		See “Example of AppendixHeading3” on page 31	Yes
AppendixHeading4		See “Example of AppendixHeading4” on page 31	Yes
Bullet_1_list	First-level bullet list and para	• My Bullet_1_list	Yes
Bullet_1_list_para		My Bullet_1_list_para	Yes
Bullet_2_list	Second-level bullet list and para	– My Bullet_2_list	Yes
Bullet_2_list_para		My Bullet_2_list_para	Yes
Bullet_3_list	Third-level bullet list and para	* My Bullet_3_list	Yes
Bullet_3_list_para		My Bullet_3_list_para	Yes
Caution	Highlights information necessary to avoid damage to equipment, damage to software, or loss of data	<b>CAUTION:</b> My caution	Yes
CellBody	Left-justified text in a table cell	This is a CellBody tag	Yes



**Table 2** Paragraph tags

Paragraph tag	Usage	Example	Does it map to HTML
CellBodyCentered	Centered text in a table cell	This is a CellBodyCentered tag—it is centered in the cell	Yes, but text is not centered
CellHeading	Table headings (the first row of a table))	<b>CellHeading</b>	Yes
Code	Code examples	This paragraph text is monospaced	Yes
FigureTitle	Place above figures	See Figure 1 on page 13	Yes
Footer	Used on the Master Pages	Here is some Footer text (use only on Master pages)	Yes
Header	Used on the Master Pages	Here is some Header text (use only on Master pages)	Yes
Heading1	Titles for the various sections in the main document (as opposed to the preface or appendixes)	See “Example of Heading1” on page 2	Yes
Heading2		See “Example of Heading2” on page 2	Yes
Heading3		See “Example of Heading3” on page 2	Yes
Heading4		See “Example of Heading4” on page 2	Yes
Note	Highlights supplemental information	<b>NOTE: Here is my note information</b>	Yes
Numeric_list_begin	Lists items by number—implying that order is relevant (as in a procedure)	1. First we begin the list	Yes
Numeric_list_continue		2. Then we continue the list	Yes
Numeric_list_para		We can do paragraphs inside the list.	Yes
Para	Paragraphs	Paragraphs are pretty straight forward	Yes
Plain_list	List with no bullet, number, or letter before the list items	This is a plain list.	Yes—as a bullet list
PrefaceHeading1	Titles for various sections in the preface	See “Example of PrefaceHeading1” on page ix	Yes
PrefaceHeading2		See “Example of PrefaceHeading2” on page ix	Yes
PrefaceHeading3		See “Example of PrefaceHeading3” on page ix	Yes
PrefaceHeading4		See “Example of PrefaceHeading4” on page ix	Yes
TableTitle	Place above tables	See Table 2 on page 6	Yes

**Table 2** Paragraph tags

<b>Paragraph tag</b>	<b>Usage</b>	<b>Example</b>	<b>Does it map to HTML</b>
Term_definition	Term_name gives the term; Term_definition is the paragraph that defines the term	this is my term definition, which is indented	Yes
Term_name		<b>this is my term</b>	Yes
Warning	Highlights information necessary to avoid injury	<b>WARNING: Warning info</b>	Yes
Writer_comment	Paragraphs serve as reminders to the writer(s) of the paper to complete various tasks relevant to the paper; these paragraphs should be deleted before the paper is released	" <b>Run the spellchecker.</b>	Yes

## 7 Character tags

The character tags available in this template are given below. Some of these tags are not supported in HTML—as indicated in the second column.

Character tag	Does it map to HTML
<b>Bold</b>	Yes
Command (monospace)	Yes
Dingbat	No
<i>Emphasis</i>	Yes
Subscript	No
Superscript	No
Symbol (greek)	No

## 8 Variables

The user variables available in this template are given below. The intended contents are also discussed. Define these variables in one file, then import the definitions to the other files in the document as explained in section 13.13.5 on page 25.

- Author1—first author's name
- Author1ContactInfo—first author's Telnet phone number and email address
- Author2—second author's name
- Author2ContactInfo—second author's Telnet phone number and email address
- Author3—third author's name
- Author3ContactInfo—third author's Telnet phone number and email address
- Revision—the revision (or version) of the paper
- Title—the title of the paper
- TitleAbbreviated—shorter paper title used for the header

## 9 Cross-reference formats

The available cross-reference formats are described below.

- Figure—the figure number (example: Figure 1)
- Figure & Page—the figure number and page (example: Figure 1 on page 13)
- Heading—the text of the heading (example: “Cross-reference formats”)
- Heading & Page—the text of the heading and page (example: “Cross-reference formats” on page 11)
- Section—the section (example: section 13.13.3)
- Section & Page—the section and page (example: section 13.13.3 on page 25)
- Table—the table number (example: Table 3)
- Table & Page—the table number and page (example: Table 3 on page 12)

## 10 Tables

Two table types are available: TableNarrow and TableWide. Both tables feature titles and bold headings. Cross-references to tables go to the TableTitle paragraphs. Body cell text can be either flush left or centered, depending on the paragraph tag used.

**Table 3** This is a TableNarrow table

<b>CellHeading</b>			

**Table 4** This, of course, is the TableWide table

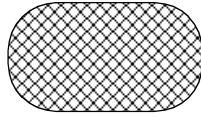
	With the CellBody paragraph tag, text is flush left		
	With the CellBodyCentered paragraph tag, text is centered		

For information on inserting tables, see section 13.10 on page 21.

## 11 Figures

Use the FigureTitle paragraph tag to title your figures. Cross-references to figures go to the FigureTitle paragraphs.

**Figure 1** Here is my figure title



For information on inserting figures, see section 13.11 on page 21.

## 12 Notes, Cautions, and Warnings

Guidelines for determining whether to use a note, caution, or warning are given below.

**NOTE:** A note highlights information of a supplemental nature. The note immediately precedes or follows the highlighted information.

The Note paragraph tag is used for notes.

**CAUTION:** A caution highlights information necessary to avoid damage to equipment, damage to software, loss of data, or invalid test results. The caution should tell the reader exactly what will result from what actions and how to avoid them. The caution immediately precedes the critical information and includes a description of the possible damage.

The Caution paragraph tag is used for cautions.

**WARNING:** A warning highlights information necessary to avoid injury to personnel. The warning should tell exactly what will result from what actions and how to avoid them. The warning immediately precedes the critical information and includes a description of the hazard.

The Warning paragraph tag is used for warnings.



## 13 Using FrameMaker

These sections describe how to use some of FrameMaker's features. Online help is available in FrameMaker by selecting the Help button from the menu bar of any document window. Manuals are available from Peter Cash (cash@rsn.hp.com, 497-4389).

This section uses the following notational conventions:

**<KEY\_NAME>**

Denotes a key on the keyboard; for example, <Shift> represents the Shift key.

**Menu\_bar\_item->Menu\_item**

Denotes a sequence of menu items; for example, Special->Variable represents selecting the Special menu bar item, followed by the Variable menu item.

### 13.1 Using paragraph tags (for headings, lists, code examples, and paras)

FrameMaker works based on paragraph and character tags: every item needs a tag of some kind.

To apply a paragraph tag using the mouse:

1. Place the cursor in the paragraph you want to apply a paragraph tag to.
2. Select from the menu bar Format->Paragraphs.
3. From the transient window that appears, select a paragraph tag to apply to the paragraph where the cursor is currently located.

If you prefer a nontransient window, select Format->Paragraphs->Catalog (keyboard shortcut: <Ctrl>-r opc). Selecting one of the tags in the catalog applies the selected tag to the paragraph where the cursor is currently located.

You can also apply paragraph tags using only the keyboard, as described below.

1. Place the cursor in the paragraph you want to apply a paragraph tag to.
2. Press <Ctrl>-9. The rectangle in the lower, left corner of the FrameMaker document window reverses video and serves as a prompt.
3. Scroll alphabetically through the available tags using the UP arrow or DOWN arrow until you locate the desired tag. Alternatively, you can locate a tag by typing its name, or by typing its initial then using the DOWN arrow.
4. Press <Enter> to apply the tag to the paragraph where the cursor is currently located.

## 13.2 Using character tags

FrameMaker works based on paragraph and character tags: every item needs a tag of some kind.

To apply a character tag using the mouse:

1. Highlight the text that you want to apply a character tag to. (For information on highlighting, see section 13.3 on page 16.)
2. Select from the menu bar Format->Characters.
3. From the transient window that appears, select a character tag to apply to the currently highlighted text.  
If you prefer a nontransient window, select Format->Characters->Catalog (keyboard shortcut: <Ctrl>-r occ). Selecting one of the tags in the catalog applies the selected tag to the currently highlighted text.

You can also apply character tags using only the keyboard, as described below.

1. Highlight the text that you want to apply a character tag to. (For information on highlighting, see section 13.3 on page 16.)
2. Press <Ctrl>-8. The rectangle in the lower, left corner of the FrameMaker document window reverses video and serves as a prompt.
3. Scroll alphabetically through the available tags using the UP arrow or DOWN arrow until you located the desired tag. Alternatively, you can locate a tag by typing its name, or by typing its initial then using the DOWN arrow.
4. Press <Enter> to apply the tag to the currently highlighted text.

## 13.3 Highlighting text

Highlight text using either the mouse or keyboard shortcuts.

Using the mouse:

- A double click highlights the word the cursor is over
- A triple click highlights the paragraph the cursor is over

Using the keyboard:

- <Ctrl>-r hw highlights the word where the cursor is
- <Ctrl>-r hl highlights the line where the cursor is
- <Ctrl>-r hs highlights the sentence where the cursor is
- <Ctrl>-r hp highlights the paragraph where the cursor is

## 13.4 Converting an existing file to this template

If you have existing FrameMaker documents in another template, you have two options in converting to this template.

**NOTE: To convert to the new title template, just edit the template to match your old title information.**

- If you have a large number of files to convert and all these files use the same template, automating the conversion using MifMucker may be the right approach. However, this option requires a convert.map file that is specific to the template being converted from. For information on how to create your own convert.map file, contact Scott Cox (scox@rsn.hp.com, 497-4710).
- If you have just a few files or you have files that do not all use the same template, convert the files (fileA, fileB, and fileC) as follows:
  1. For each file to be converted, make a copy of the corresponding template file (for example, the chapter template). For each template file, delete the contents:
    - a. Place the cursor in the file.
    - b. Select Edit->Select All in Flow (the entire document will be highlighted).
    - c. Select Cut.

So if you have three chapter files to convert, make a copy of the template, delete its contents, then make two copies of the “empty” template you just created.

2. Open the files you are converting and the template copies.
3. In fileA, select Edit->Select All in Flow.
4. Select Edit->Copy.
5. Go to one of the template copies.
6. Click the mouse in the template.
7. In the template, select Edit->Paste.

Procedure is continued on next page.

8. Go through the old text in the new template applying the new template tags to all the text.

You can speed up this task by using FrameMaker's Find/Change feature. For example, assume your old template has a paragraph tag Heading1. The official template has a paragraph tag by that same name. To apply the template version of the tag:

- a. Select Edit->File/Change.
- b. In the resulting window, set the Find value to Paragraph Tag.
- c. Type the name of the tag (Heading1, in this case) in the field to the right of the Find value.
- d. Set the Change value to By Pasting.
- e. Select the Find button.
- f. Manually apply the new tag (again, Heading1 in this case). For information on applying tags, see section 13.1 on page 15.
- g. With the text still highlighted, select Edit->Copy Special->Paragraph Format.
- h. Now that the Paste buffer has the paragraph format, use Find/Change to apply the tag.

Once you have applied the tags, go through your document with the DOWN arrow ensuring that none of the paragraphs show an asterisk in the rectangle in the lower left corner next to the name of the paragraph tag. This asterisk indicates that the paragraph does not adhere to the template. Apply the appropriate paragraph tag to the paragraph in question; the asterisk should then disappear.

This process of using Find/Change also works for applying character tags.

9. Repeat process for fileB and fileC.

## 13.5 Setting page numbering

A file's page numbering is affected by a setting in the book file. This setting can be viewed by highlighting the file and selecting File->Set Up File in the book file window. In the resulting window, change the Page Numbering option to one of the following:

- Continue  
Continues numbering where last file left off
- Restart at 1  
Numbers this file starting at 1
- Read from file  
Reads the value of the field 1st Page #, which can be viewed from the file in question by selecting Format->Document->Numbering (keyboard shortcut: <Ctrl>-r odn)

## 13.6 Renaming files in a book

**NOTE:** Renaming files “breaks” cross-references. For information on resolving broken cross-references, see section 13.9 on page 20.

To rename the files in a book:

1. Make a working directory.
2. Copy all the FrameMaker files to the new directory.
3. Rename each file—except the book file—with the mv command.
4. Open the book file.
5. Change the name of the book file by selecting File->Save As.
6. Delete the old file names from the book file as specified in section 13.13.3 on page 25.
7. Add the renamed (nogenerated) files using the procedure in section 13.13.1 on page 23.
8. Rearrange the added files as stated in section 13.13.4 on page 25.
9. Add generated files as explained in section 13.13.2 on page 24.
10. Resolve cross-references as explained in section 13.9 on page 20.

## 13.7 Editing user variables

The user variables created for this template are Author1, Author1ContactInfo, Author2, Author2ContactInfo, Author3, Author3ContactInfo, Distribution, Revision, Title, and TitleAbbreviated. These variables are described in section 8 on page 10.

The variables, as defined in the template, contain dummy data. Edit this data so it is appropriate for the given paper.

To edit a variable:

1. Select from the menu bar Special->Variable (keyboard shortcut: <Ctrl>-sv).
2. In the resulting window, scroll to the bottom of the list of variables until you find the user variable you want to redefine.
3. Select that variable, then press the Edit Definition button.
4. Another window appears. In that window, edit the text in the Definition field, select Change, then select Done.
5. Next, the original Variable window reappears: continue editing variable definitions, or select the Done button in that window.

If you have already defined the variables in one file in your book, you can import those defined variables into the other files in your book. For information on importing variables, see section 13.13.5 on page 25.

**CAUTION:** When converting to HTML or ASCII, only variables on the Body pages are placed in the generated output. (Body pages are the pages in FrameMaker you use for typing your document.) For more information on what to do with variables during conversion, see section 13.16 on page 27 (ASCII) or section 13.17 on page 28 (HTML).

## 13.7.1 Removing extra author variables

This template contains three sets of variables for author information. To remove the extra variables:

1. Open one of the files in your book, say fileA.
2. Edit each of the extra author variable definitions to be a single space. (For information on editing variables, see section 13.7 on page 19.)
3. Import the variable definitions from fileA into the rest of your book as explained in section 13.13.5 on page 25.

## 13.8 Inserting cross-references

Cross-reference formats are defined in section 9 on page 11. Any cross-reference you create will use one of these formats.

To insert a cross-reference:

1. Place the cursor in the location where you want the cross-reference.
2. Select from the menu bar Special->Cross-Reference (keyboard shortcut: <Ctrl>-r sc).
3. In the resulting window, in the left pane, select the paragraph tag of the item to be referenced (the tag will generally be FigureTitle, TableTitle, Heading?, PrefaceHeading?, or AppendixHeading?).
4. In the right pane, select the actual paragraph to be referenced.
5. In the bottom half of the window, select the format of the cross-reference.
6. Select the Insert button.

## 13.9 Resolving cross-references

Cross-references become unresolved when:

- The name of the file containing the referenced item is changed
- The cross-reference marker is deleted

To fix unresolved cross-references:

1. In the book file window, select File->Generate/Update.  
When FrameMaker encounters an unresolved cross-reference, an error appears at the bottom of the book window.
2. Open the file cited in the error message.
3. In that file, select Edit->Update References (keyboard shortcut: <Ctrl>-r eU).
4. In the resulting window, select the All Cross-References option.
5. Select the Update button.

6. In the resulting window, select a file name on the left.

At the bottom of the left pane is a number stating how many unresolved cross-references to the highlighted file exist.

7. If the highlighted file has unresolved references, highlight the new name of the file on the right side and then select Update.

8. Select the Done button when finished.
9. Repeat Steps 1 to 8 until there are no cross-reference errors.

You can also use the Find/Change (Edit->Find/Change from the menu bar) window to locate unresolved cross references.

## 13.10 Inserting tables

To insert a table:

1. Place the cursor in the location where you want the table.
2. Select Table->Insert Table from the menu bar (keyboard shortcut: <Ctrl>-r ti).
3. In the resulting window, select the table type:
  - TableNarrow
  - TableWide
4. Select the number of rows and columns.
5. Select the Insert button.
6. Place a title above the table using the TableTitle paragraph tag.

## 13.11 Inserting figures

To insert a figure:

1. Place the cursor in the location where you want the figure.
2. Select Special->Anchored Frame from the menu bar (keyboard shortcut: <Ctrl>-r sa).
3. Select the Anchoring Position; generally, Below Current Line (the default) is a good choice.
4. Select the Alignment and Size.
5. Select the New Frame button.
6. Place a title above the figure using the FigureTitle paragraph tag.

Once you have the frame inserted, use the Graphics Tools to design your graphic. Select Graphics->Tools from the menu bar to use these tools (keyboard shortcut: <Ctrl>-r gT).

## 13.12 Importing figures

To import a figure:

1. Place the file containing the figure to be imported somewhere FrameMaker can access the file.
2. Place your cursor where you desire to import the figure.
3. Select File->Import->File from the menu bar (keyboard shortcut: <Ctrl>-r fif).
4. In the resulting window, navigate to the file to be imported.
5. Select Import by Reference or Copy into Document. (Unless you are frequently updating your graphics or are importing many graphics, you should probably use Copy into Document.)

When you use Import by Reference, FrameMaker uses a file path to locate and import a graphic. The graphic is kept separate from (and is not stored in) the FrameMaker document that uses it.

6. Select the Import button.
7. You are then prompted to choose a scaling. Select the scaling percentage.
8. Click on the Set button.

## 13.13 Starting a new book

To start a new book:

1. Make a working directory.
2. Copy the desired template files to your working directory.
3. Open the title template.
4. Select File->Generate/Book from the menu bar in the title template.
5. Select the third option: New Multifile book.
6. Add additional files to your book as specified in section 13.13.1 on page 23.
7. Rearrange files in the book as stated in section 13.13.4 on page 25.
8. In a book with multiple chapters, set the first chapter to restart page numbering and each following chapter to continue page numbering.

Set page numbering for a file by:

- a. Highlighting the file in the book file window.
  - b. Selecting File->Set Up File.
  - c. Setting the Page Numbering option list as desired. (For more information on numbering, see section 13.5 on page 18.)
9. Generate the Table of Contents, List of Figures, and List of Tables files as desired according to section 13.13.2 on page 24.
  10. Save the book file.



### 13.13.1 Adding a nongenerated file to an existing book

To add a nongenerated file (such as a chapter or appendix) to an existing book:

1. Open the book file.
2. Copy the file being added to the book to the same directory where the rest of the files in the book are kept.  
If you are adding a new file that you are going to write from scratch, copy the appropriate template (the template matching the type of file to be added; for example, the chapter template) to the same directory where the rest of the files in the book are kept.
3. From the book file window, select File->Add File.
4. In the resulting window, select:
  - a. The name of the file to be added.
  - b. The position in the book where you want to insert the new file.
5. Select the Add button.
6. Continue adding files as desired, or select the Done button.

### 13.13.2 Adding a generated file (TOC, LOF, LOT) to an existing book

To add a Table of Contents (TOC), List of Figures (LOF), or List of Tables (LOT), follow the steps below. You can create only one generated file at a time; however, the procedure below explains the creation of the TOC, LOF, and LOT files.

1. From the book file window, select File->Add File.
2. In the resulting window (near the top of the window), select Table of Contents (List of Figures, or List of Tables).
3. Another window appears and prompts you for the paragraph tags to include in the Table of Contents (List of Figures, or List of Tables). Select a tag by double clicking it.
  - a. For the Table of Contents, select all the Heading tags (AppendixHeading?, Heading?, PrefaceHeading?) that are relevant for your document. (In other words, if you do not have an appendix, don't include the AppendixHeading? tags.)
  - b. For the List of Figures, select the FigureTitle tag.
  - c. For the List of Tables, select the TableTitle tag.
4. Once you have selected the tags to include in your generated file, select the Set button.
5. Continue setting up other generated files as needed, or select Done.
6. Begin file generation by selecting File->Generate/Update from the book window.
7. In the resulting window, select the file(s) to generate (or update) by placing them in the left pane (the pane titled Generate).
8. Select the Update button.
9. For each generated file, import the formats from the corresponding template, as indicated below:
  - a. Open the corresponding template file.
  - b. In the newly generated file, select from the menu bar File->Import->Formats.
  - c. In the resulting window, change the Import from Document value to be the appropriate template.
  - d. Turn on all the choices in the "Import and Update" and "While Updating, Remove" boxes.
  - e. Select the Import button.
10. Go to the first page of the newly generated file and select Format->Page Layout->Master Page Usage.
11. In the resulting window, in the Use Master Page box, change the value of Custom to be First.
12. Select the Apply button.
13. Regenerate the book by selecting File->Generate/Update.

### 13.13.3 Deleting files from a book

To remove a file from a book:

1. In the book file window, select File->Rearrange files.
2. In the resulting window, highlight the file to be deleted.
3. Select the Delete button.
4. Repeat Steps 2 and 3 as needed to delete additional files.
5. Select Done when finished deleting files.

Removing a file from a book does not delete the file from the file system.

### 13.13.4 Rearranging files in a book

To rearrange the order of files in a book:

1. In the book file window, select File->Rearrange files.
2. In the resulting window, highlight the file you want to rearrange/relocate.
3. Select the Move Up or Move Down button to reposition the file within the book.
4. Repeat Steps 2 and 3 as needed to move additional files.
5. Select Done when finished rearranging files.

### 13.13.5 Importing a set of defined variables

Once you have defined the user variables (Author?, Author?ContactInfo, Distribution, Revision, Title, TitleAbbreviated) in one file, you can import those definitions to all the other files in your book file.

To import defined variables:

1. Open the file in which the variables have their desired definitions.
2. In the book file window, select File->Import->Formats.
3. In the resulting window, change the Import from Document value to be the file opened in Step 1.
4. Select only the Variable Definitions option (the second item in the right column).
5. At the bottom of the window, move into the left column (the Update column) the files for which you want the variable definitions updated/imported. Move all other files into the right column (the Don't Update column).
6. Select the Import button.

## 13.14 Changing margins

You can change the margins for an individual page, all the “Right” pages, all the “Left” pages, or all pages.

To change the margin for the current page:

1. If the page border is not visible, turn it on by selecting View->Borders from the menu bar (keyboard shortcut: <Ctrl>-r vb).
2. Press and hold down <Ctrl>.
3. Single click the mouse inside the border. The border is now highlighted by three squares along each edge.
4. Single click and hold on a square to reposition the border.

Selecting a square in the middle of one of the edges allows you to move a border either horizontally (top and bottom edges) or vertically (right and left edges). Selecting a square on a corner allows you to move the border both horizontally and vertically.

To change the margin for all the “Right” pages, all the “Left” pages, or all the pages:

1. Go to the Master Pages by selecting View->Master Pages from the menu bar (keyboard shortcut: <Ctrl>-r vM).
2. Page up or down to the appropriate Master Page (Right or Left).
3. Press and hold down <Ctrl>.
4. Single click the mouse inside the border. The border is now highlighted by three squares along each edge.
5. Single click and hold on a square to reposition the border.

Selecting a square in the middle of one of the edges allows you to move a border either horizontally (top and bottom edges) or vertically (right and left edges). Selecting a square on a corner allows you to move the border both horizontally and vertically.

6. Repeat for the other Master Page (Right or Left) if desired.
7. Return to the Body Pages (or document pages) by selecting View->Body Pages from the menu bar (keyboard shortcut: <Ctrl>-r vB).

## 13.15 Setting tab stops

You can use a Left, Center, or Right tab stop. With a Left tab stop, the text appears to the right of the tab. With a Center tab stop, text centers on the tab. With a Right tab stop, the text appears to the left of the tab.

To insert a tab:

1. Place the cursor in the paragraph in which you want to add a tab.
2. Open the Paragraph Designer by selecting Format->Paragraph->Designer (keyboard shortcut: <Ctrl>-r opd).
3. In the Paragraph Designer, in the upper, left corner, set the Properties value to Basic.
4. In the Basic properties pane, the currently defined tab stops are displayed on the right side. Select the Edit button below the tab stops information.
5. Enter a position (the number of inches from the left margin).
6. Choose the alignment (Left, Center, or Right).
7. Select the Continue button.
8. Return to the Paragraph Designer and select the Apply button.

## 13.16 Generating ASCII

To generate an ASCII version of your FrameMaker document, you need the MifMucker application and its associated products. To locate a copy of MifMucker, ask your colleagues. If none of your colleagues know where it is already installed, you can get MifMucker from a depot as described in section 13.20 on page 29.

For MifMucker user information, see the <http://doctools.rsn.hp.com/solutions/mifmucker/index.html> web page.

**NOTE: Do not use MifMucker over the network. Place your files on the same machine on which MifMucker is installed for processing.**

To generate an ASCII version of your files, close all FrameMaker files that are going to be converted. Then, use the following command:

```
% mifmucker ascii <your_book_file> -Pascii "-clip 28 -adjust"
```

This command tells MifMucker to use the `ascii` filter in processing `<your_book_file>`. The `-clip 28` option removes whitespace from the beginning of each line. The `-adjust` option produces output that wraps nicely. The `-clip` and `-adjust` options are passed directly to the `ascii` filter because of the `-Pascii` option.

**NOTE: The `-adjust` option causes tables to be poorly converted. You may want to convert once without the `-adjust` option to get clean tables and once with the option to get nicely formatted text, then cut and paste tables as needed.**

**CAUTION: Unless they appear on Body pages, the user variables Author?, Author?ContactInfo, Distribution, Revision, Title, and TitleAbbreviated are not automatically placed in the generated ASCII.**

Options to place these variables in the ASCII include:

- Manually adding these variables as frequently as desired in FrameMaker on the Body pages, then hiding the variables using conditional text
- Manually adding these variables on the Body pages at the beginning of each FrameMaker file

## 13.17 Generating HTML

To generate an HTML version of your FrameMaker document, you need:

- The MifMucker application and its associated
- The html.map file for the Engineering template from <http://www.press.rsn.hp.com/procedures/frame/templates/templates.html>

To locate a copy of MifMucker, ask your colleagues. If none of your colleagues know where it is already installed, you can get MifMucker from a depot as described in section 13.20 on page 29.

For MifMucker user information, see the <http://doctools.rsn.hp.com/solutions/mifmucker/index.html> web page.

**NOTE: Do not use MifMucker over the network. Place your files on the same machine on which MifMucker is installed for processing.**

**CAUTION: Avoid creating new paragraph and character tags. The MifMucker works on a defined set of tags. If you create any new tags, the MifMucker will probably not handle them correctly.**

To generate an HTML version of your book file, close all FrameMaker files that are going to be converted. Then, use the following command:

```
% mifmucker html <your_book_file> -Phtml "<filter_options>"
```

where `<filter_options>` is a space-separated list of the options described in the help page displayed by executing the command

```
% mifmucker -usage html
```

The filter options allow you to control inlining of graphics, choose a graphics format (for example, gif), and generate an internal or external Table of Contents, as well as other features.

**CAUTION: Unless, they appear on Body pages, the user variables Author?, Author?ContactInfo, Distribution, Revision, Title, and TitleAbbreviated are not automatically placed in the generated HTML.**

Options to place these variables in the HTML include:

- Using a local html.map file to automatically inserting these variables at the top and bottom of each HTML page
- Using a local html.map file to insert these variables every time a certain paragraph is encountered during conversion to HTML
- Manually adding these variables as frequently as desired in FrameMaker on the Body pages, then hiding the variables using conditional text
- Placing this information on Body pages in the FrameMaker files at the beginning of each file

## 13.18 Generating PDF

To generate a PDF version of your FrameMaker document, you need the Acrobat Distiller that converts PostScript to PDF. For information on obtaining a copy of Distiller, see the [www.adobe.com](http://www.adobe.com) web page.

The HP Richardson writing group, HPSL Press, does not currently have any expertise in generating PDF.

## 13.19 Generating PostScript

To generate a PostScript version of your FrameMaker document:

1. In the book file window, select File->Print.
2. Select the files you wish to print.
3. Select other print options as desired.
4. Select the Print button.

When generating PostScript, you can set a watermark to appear on every page. For information, see section 13.22 on page 30.

## 13.20 Installing MifMucker

To install MifMucker, you need an HP workstation with:

- 128MB of memory
- FrameMaker V5.x installed
- Perl V5.x installed
- ghostscript installed

MifMucker is available from the depot at `icewater:/work/depot/doctools`. You need both the MifMucker and netpbm files available from the icewater depot. As root, execute the following commands:

```
% /usr/sbin/swinstall -s icewater:/work/depot/doctools MifMucker
% /usr/sbin/swinstall -s icewater:/work/depot/doctools netpbm
```

The netpbm package is installed at `/opt/netpbm/` and is ready for use. MifMucker is installed at `/tmp/mifmucker/` and needs to be set up as described below.

1. Extract the MifMucker tar file:

```
% tar -xof /tmp/mifmucker/MifMuckerV2.5.tar
```

The actual version (V2.5 in this case) may be different when you install MifMucker.

2. Change to the `/tmp/mifmucker/mifmucker` directory:

```
% cd /tmp/mifmucker/mifmucker
```

3. Execute the `mminstall` script:

```
% mminstall
```

The script asks several questions.

4. Edit your `PATH` and `MANPATH` environment variables to reflect the install locations of the mifmucker and its man page.
5. Execute the `rehash` command.

Procedure is continued on next page.

6. Once MifMucker installation is complete, edit the psconvert file. This file is at <library\_directory>/mm/psconvert, where <library\_directory> is the library directory you specified during MifMucker installation.

Edit the two following strings so that the empty strings ( " " ) point to the paths of the netpbm directory and the ghostscript directory:

```
$PBMPATH = ""; # path to directory with PBM tools
$GSPATH  = ""; # path to directory with GhostScript that supports
           converting to pbm
```

After editing, these lines might look like the following lines:

```
$PBMPATH = "/opt/netpbm/bin"; # path to directory with PBM tools
$GSPATH  = "/usr/contrib/bin"; # path to directory with GhostScript that
           supports converting to pbm
```

For MifMucker user information, see the <http://doctools.rsn.hp.com/solutions/mifmucker/index.html> web page.

## 13.21 Referring to trademarks

The web site below lists the trademarks HP recognizes.

<http://hpweb.corp.hp.com/publish/legal/tradeack.htm>

## 13.22 Using a watermark (background text)

You can place a watermark in your printed files. Generally, a watermark is used for placing the string DRAFT diagonally on a page. However, you can use any other string (such as “HP Private - do not copy”) as well. The default text is DRAFT, but you can change it as explained below.

To use a watermark in a FrameMaker V5.x product:

1. Make the directory fminit in your home directory on the machine where you are running FrameMaker.
2. Grab the file ps\_prolog.watermark from the /usr/spool/lobdata/etc/FrameTemplates/FM5/Convex/engineering.template/ directory.
3. Place the ps\_prolog.watermark file in your ~/fminit directory.
4. Rename the ps\_prolog.watermark file ps\_prolog.
5. Replace the string ( DRAFT ) with another string of the form ( <my\_string> ) if you wish.
6. Print your FrameMaker document either to a printer or to a PostScript file.
7. Remove the ps\_prolog file, or copy it to another file name.



## A1 Example of AppendixHeading1

### A1.1 Example of AppendixHeading2

#### A1.1.1 Example of AppendixHeading3

##### A1.1.1.1 Example of AppendixHeading4

Figure 2 Here is another figure

