

# USER MANUAL

# **EKR Selector**



## General Tools

### Pages filtration

Sets the range of pages to be included in the processing that you want to start.

**Pagine da elaborare**

**Selezione pagine**

- ☒ Tutte le pagine del documento
- ☐ Le pagine del fascicolo corrente
- ☐ Le pagine flaggate
- ☐ Le pagine selezionate

**Condizioni**

- ☐ Applica condizioni

**Stato pagine**

- ☐ Filtra per stati lavorazione

☐ STATO NULLO
 ☐ ATTIVO
 ☐ COMPLETO
 ☐ IN PROGRESS
 ☐ SOSPESO

OK Annulla

**Select pages:** Choice of the range of pages to publish.

**Conditions:** Enables the management of conditions.

**Pages state:** Enables the filtering of the pages to be published based on the page states.

## Console View

Initial window that Creates a new document or opens an existing one. It also offers access to the mode "Multi Document" and the management of the "Hierarchy".

The selection of documents is facilitated from the list of recent projects, also allowing to access to the document folder (documento.ekrs) directly.

**Selector**

DEBUG\_FUNZIONI\_SELECTOR\_PER\_NUOVE\_RELEASE\_01.ekrs  
 file:///W:/Progetti/DEBUG/DEBUG\_FUNZIONI\_SELECTOR\_PER\_NUOVE\_RELEASE\_01.ekrs

fManuale\_Selector.ekrs  
 file:///W:/Progetti/Manuale\_Selector.ekrs

EKR-PE\_Technical\_Document01.ekrs  
 file:///W:/Progetti/EKR-PE\_Technical\_Document01.ekrs

Ekr\_PE\_Tech\_Doc\_01.ekrs  
 file:///W:/Progetti/Ekr\_PE\_Tech\_Doc\_01.ekrs

Ekr\_Tech\_Doc\_01.ekrs  
 file:///W:/Progetti/Ekr\_Tech\_Doc\_01.ekrs

Ekr\_Manualistica\_correzioni.ekrs  
 file:///W:/Progetti/Ekr\_Manualistica\_correzioni.ekrs

Ekr\_Manualistica.ekrs  
 file:///W:/Progetti/Ekr\_Manualistica.ekrs

ReferencesManual.ekrs  
 file:///W:/Progetti/EKR-PE\_DOCS/ReferencesManual.ekrs

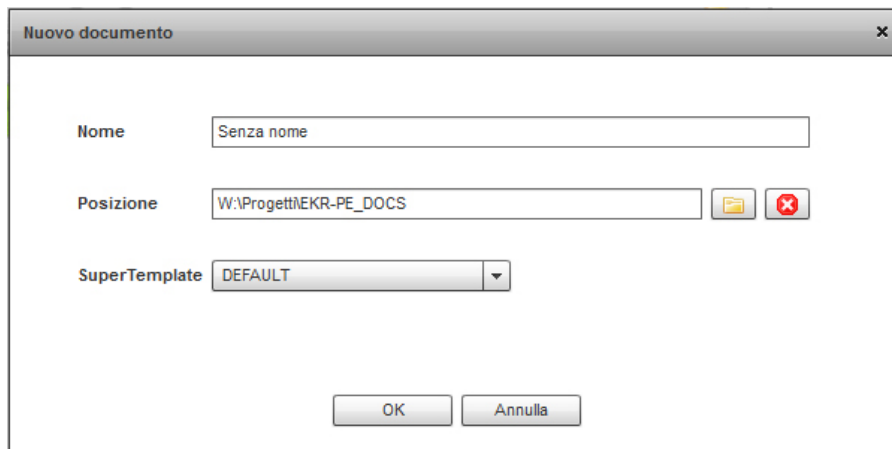
ELECT-L\_RID.ekrs  
 file:///T:/Progetti/ELECT-L\_RID.ekrs

ELECT-L.ekrs  
 file:///T:/Progetti/ELECT-L.ekrs

Nuovo Documento  
 Apri Documento  
 Multi Documento  
 Gerarchia

## New Document [CTRL+N]

Creates a new document.



**Name:** Name of the new document.

**Position:** Document destination path.

**Supertemplate:** Supertemplate name to be applied to the document you are creating.

## Open Document [CTRL+O]

Enables the research window for the selection of the "documento.ekrs" to open.

## Multi Document

Enables the "Multi Document" mode that Creates a new document as a union of several documents (see the section).

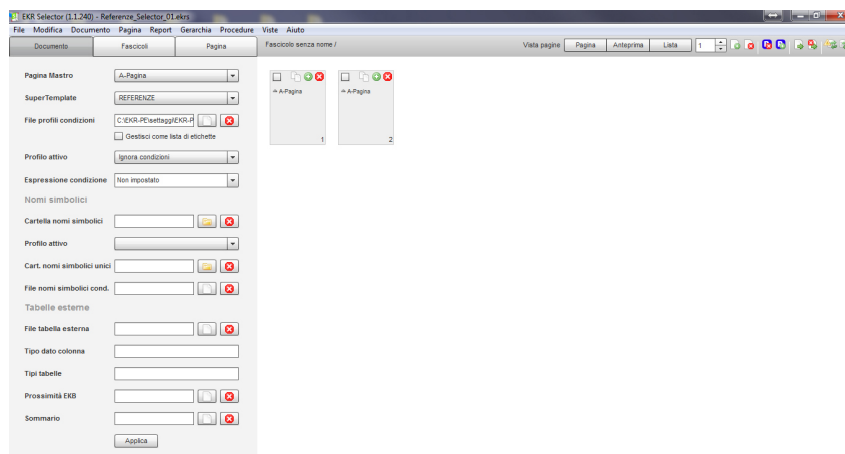
## Hierarchy

Accesses to the complete management of the "Hierarchy" to change the structure (add, move and delete levels) and edit the information matched (see the section).

# Document View

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Environment that enables the management of the document.



## Main menu

### File [ALT + F]

#### New ... [CTRL+N]

Creates a new document.

#### Open... [CTRL+O]

Enables the research window for the selection of the "documento.ekrs" to open.

#### Saves [CTRL+S]

Saves the active document.

#### Saves Copy with Name...

Saves a new copy of the active document, with the saving of the current.

#### Close [CTRL+W]

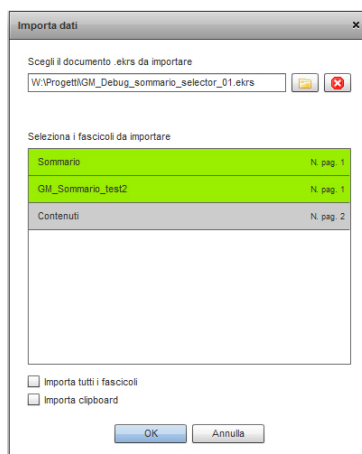
Closes the active document and opens the Console view.

### Open project in system resources

Opens the folder of source files in the active document on a new window of the operating system.

### Imports ...

Selected a reference document, imports files and clipboards into the active document.



**Choose the documento.ekrs to import:** Reference document from which you can import.

**Selects the files to import:** List of files in the reference document. The multiple selection is active using the SHIFT and CTRL buttons.

**Imports all the files:** If active, imports all the files of the reference document ignoring the selection.

**Imports clipboard:** If active, imports all the elements saved in the clipboard from the reference document.

## Publish as... [CTRL+SHIFT+P]

Defines the settings for the publication to various output: InDesign, Tablet and Web.

**OK:** Launches the publishing process.

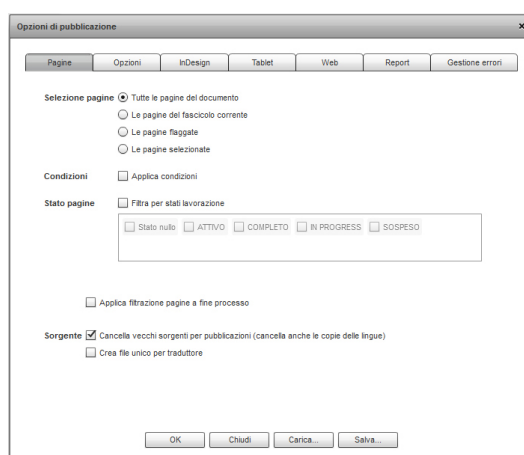
**Close:** Closes the window but stores the selected options.

**Loads...:** Loads from an external file the publication settings of a previous export.

**Saves...:** Saves the settings of publication in an external file for a possible re-use.

## Pages form

Defines which parts of the document to publish.



**Select pages:** Choice of the range of pages to publish.

**Conditions:** Enables the management of conditions.

**Pages state:** Enables the filtering of the pages to be published based on the page states.

**Applies pages filtration at the end of the process:** Allows you to apply options generally activated only when you publish the entire document (eg.: cross reference, reports, etc.), Even when you make a partial publication.

**Source (Delete old...):** Enables the cancellation of source files produced by Selector in previous publications.

**Source (Create file ...):** Enables the creation of the XML file in the set path in the settings (see chapter) to be used for the extraction in Translator during the management of translations.

## Options form

Defines what features to enable in publication.

Opzioni di pubblicazione

Pagine Opzioni InDesign Tablet Web Report Gestione errori

- ☒ Rigenera sommario
- ☒ Compatta flussi
- ☒ Cancella pagine vuote
- ☒ Usa Layout Cell con tipo COMPOUND\_PAGE\_NAME per nominare il file della pagina
- ☒ Risolvi numerazione automatica
- ☒ Risolvi numeri pagina
- ☒ Ricalcola numero iniziale fascicoli
- ☒ Cancella ultima pagina fascicolo se dispari
- ☒ Risolvi nomi simbolici
- ☒ Traduci nomi simbolici (utilizzabile solo se si risolvono i nomi simbolici)
- ☒ Crea sorgente multilingua
- ☒ Dividi sotto elementi
- ☒ Risolvi cross reference
- ☒ Inserisci spazi bianchi nelle cross references

Sorgente icone/loghi W:\icone\gestione\_icone\_master\_ekrpedocs.id

OK Chiudi Carica... Salva...

**Regenerates the table of contents:** Enables the update of an existing table of contents.

**Compact flows:** Enables the compaction of the inserted Units, moving toward previous pages to avoid empty spaces.

**Deletes empty pages:** Enables the cancellation of pages without Unit.

**Uses Layout Cell with type that starts for COMPOUND\_PAGE\_NAME to appoint the page file:** Specific for the Web, it appoints the page file with the content of "COMPOUND\_PAGE\_NAME" layout cell type

**Solve automatic numbering:** Enables the resolution of numbering calculation (numbering chapters, numbered lists, numbering figures, etc..).

**Solve page numbers:** Specific for InDesign, it enables the resolution and the application of pages numbering defined in Selector.

**Recalculate the initial number of files:** Specific for InDesign, it enables the redefinition of the starting page number of the files, eliminating any manual changes.

**Deletes last page of the file if odd:** Specific for InDesign, it enables the elimination of the odd last page of each file.

**Solve symbolic names:** Enables the resolution of symbolic names.

**Translate symbolic names (used only if you have to solve symbolic names):** Enables the translation of symbolic names.

**Creates multilingual source:** Enables the multilingual translation of the pages, managed by the Set Language.

**Divide sub elements:** Enables the resolution of sub elements.

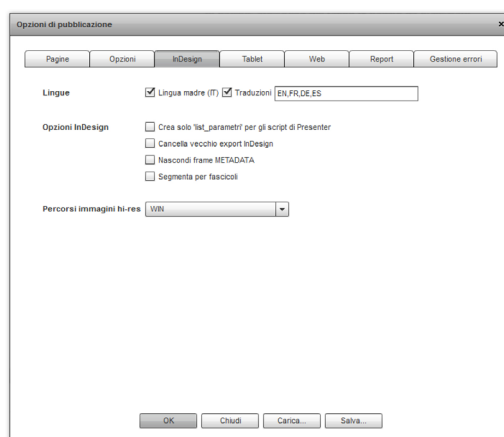
**Resolve cross reference:** Enables the resolution of cross reference.

**Insert whitespaces in cross references:** Enables the insertion of the separation whitespaces in the resolution of different consecutive cross reference.

**Source icons/logos:** Indicates the \*.indd file containing the icons.

## ***InDesign form***

Defines publication modes to InDesign.



**Mother tongue (IT):** Enables the publication for the mother tongue.

**Translations:** Enables the translation and the publication of mentioned languages (in capital letters separated by a comma).

**Creates only 'list\_parameters' for Presenter scripts:** Enables the creating mode only for the reference file for InDesign "list\_parameters" without the publication of the document.

**Deletes old InDesign export:** Enables the cancellation of files previously published.

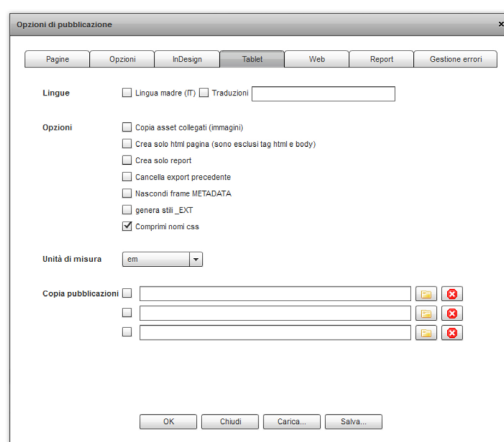
**Hide METADATA frame:** Hides the anchored frames of METADATA type that contain information about the images.

**Segments for files:** Creates a separate \*.indd file for each file.

**Hi-res images paths:** Sets the mode of redefining images paths in the publication depending on the operating system.

## Tablet form

Defines publication modes to Tablet.



## Languages

**Mother tongue (IT):** Enables the publication for the mother tongue.

**Translations:** Enables the translation and the publication of mentioned languages (in capital letters separated by a comma).

## Options

**Copies related assets (images):** Enables the automatic creation of the images folder.

**Only creates html page (html and body tags are excluded):** Enables the creation of the page content structure in html format in a partial structure.

**ONLY creates report:** Enables the creation of report mode, without the publication of the document.

**Deletes previous export:** Enables the cancellation of files previously published.


**Hide METADATA frame:** Hides the anchored frames of METADATA type that contain information about the images.

**Generates \_EXT styles:** Generates \_EXT class in HTML and the css file that contains the empty styles.

**Compress css names:** It will use in the css and pages short names for styles.

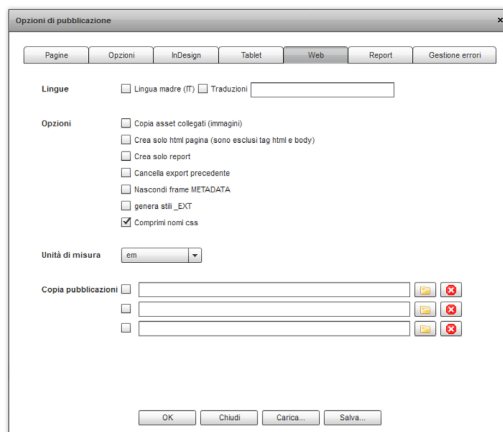
**Unit of measure:** Sets the elements unit of measure in the exported pages.



**Copy publication:** Copies automatically the files of the publication in other paths. By checking the flag and inserting the path through the  button, it enables the copy of the publication files in the indicated path. You can activate 3 paths.

## Web form

Defines publication modes to Web.



## Languages

**Mother tongue (IT):** Enables the publication for the mother tongue.

**Translations:** Enables the translation and the publication of mentioned languages (in capital letters separated by a comma).

## Options

**Copies related assets (images):** Enables the automatic creation of the images folder.

**Only creates html page (html and body tags are excluded):** Enables the creation of the page content structure in html format in a partial structure.

**Only creates report:** Enables the creation of report mode, without the publication of the document.


**Deletes previous export:** Enables the cancellation of files previously published.

**Hide METADATA frame:** Hides the anchored frames of METADATA type that contain information about the images.

**Generates \_EXT styles:** Generates \_EXT class in HTML and the css file that contains the empty styles.

**Compress css names:** It will use in the css and pages short names for styles.

**Unit of measure:** Sets the elements unit of measure in the exported pages.

**Copy publication:** Copies automatically the files of the publication in other paths. By checking the flag and inserting the path through the  button, it enables the copy of the publication files in the indicated path. You can activate 3 paths.

## Report form

Creates reports related to the various types of contents present in the document.

## Languages

**Mother tongue (IT):** Enables the creation of reports for the mother tongue.

**Translations:** Enables the translation and the publication of mentioned languages (in capital letters separated by a comma).

**Creation hierarchy report:** Selects the reference hierarchy for the creation of related reports.

**Hierarchy report:** Enables the creation of the hierarchy report.

**Flat hierarchy report:** Enables the creation of the hierarchy report by creating a report for each father-son relationship.

**Web menu hierarchy report:** Enables the creation of the web hierarchy report for the definition of the navigation menu.

## Creation of additional reports

**Tables report:** Enables the creation of the tables report inserted in the document, as provided for the configuration file.

**Report Pallet:** Enables the creation of the report of the pallets inserted in the document, as provided for the configuration file.

**Pages report:** Enables the creation of pages report, as provided for the configuration file.

**Vertical report SKU:** Creates a table obtained from the KB which offers on an open plan all useful properties for researches on the presenter tablet.

## Report exported files

**Show files names:** Enables the creation of files report.

**First page:** Enables the insertion of information of the first page file.

**Last page:** Enables the insertion of information of the last page file.

**File Name:** Enables the insertion of the page file name (first and/or last) of the file.

**Name:** Enables the insertion of the page name (first and/or last) of the file.

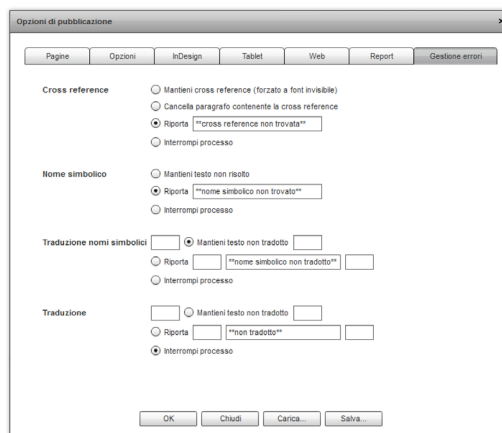
**Number:** Enables the page number insertion (first and/or last) of the file.

**Assets tablet reports folder:** Added reference path, save the selected reports in the specified folder.

**Report web assets folder:** Added reference path, save the selected reports in the specified folder.

## Errors management form

Sets how manage different error situations in the resolution of some publishing options.



### Cross reference

**Keep cross reference (forced to invisible font):** Repeats the ID OI reference of non resolved cross reference.

**Deletes the paragraph containing the cross reference:** Deletes the paragraph that contains the not resolved cross reference.

**Report:** Inserts a substitute message to the cross reference which is not resolved.

**Stop process:** Stops publication.

### Symbolic name

**Maintain text not resolved:** Repeat the symbolic name which is not resolved.

**Report:** Inserts a substitute message to the symbolic name which is not resolved.

**Stop process:** Stops publication.

### Translation of symbolic names

**Prefix:** It will be added to the placeholder text in case of not found translation of the symbolic name.

**Keep non translated text:** Reproduces the text not translated.

**Suffix:** It will be added to the placeholder text in case of not found translation of the symbolic name.

**Prefix:** It will be added to the placeholder text in case of not found translation of the symbolic name.

**Report:** Inserts a substitute message to the text untranslated.

**Suffix:** It will be added to the placeholder text in case of not found translation of the symbolic name.

**Stop process:** Stops publication.

### Translation

**Prefix:** It will be added to the placeholder text in case of not found translation of the symbolic name.

**Keep non translated text:** Reproduces the text not translated.

**Suffix:** It will be added to the placeholder text in case of not found translation of the symbolic name.

**Prefix:** It will be added to the placeholder text in case of not found translation of the symbolic name.

**Report:** Inserts a substitute message to the text untranslated.

**Suffix:** It will be added to the placeholder text in case of not found translation of the symbolic name.

**Stop process:** Stops publication.

## **Public [CTRL + P]**

Performs the publication according to the options set with "Publish As...".

## **Print...**

Performs the print of the document by calling the management of available printers.

## **Print on the default printer**

Performs the print of the document directly to the default printer of the operating system.

## **Exit [CTRL+Q]**

Exits from Selector.

## **Edits [Alt + M]**

## **Cancel [CTRL+Z]**

Cancels the last operation performed.

## **Repeat [CTRL+SHIFT+Z]**

Restore the last canceled operation.

## **Selects all pages**

Selects all pages of the active file.

## **Deselects all pages**

Deselects all the pages of the active file.

## **Copies charger**

### **Source**

Clipboard

Uses the Clipboard as a source of Copies Charger.

Parking

Uses the Parking as a source of copies charger.

### **Cut and Paste**

Cuts and pastes using the Copies charger.

### **Pastes**

Pastes using the Copies Charger.

## **Document [ALT+D]**

## **Check for update Unit**

Points out and reports any changes in the Units inserted in the document.

The operation can be applied to the specific pages range (see "General Tools > Filtration pages")

## **Updates Units without date control**

Updates Units directly in the document without control.

The operation can be applied to the specific pages range (see "General Tools > Filtration pages")

## **Reloads supertemplate**

Reloads the supertemplate applied to the document by updating the viewing.

## **Reloads external tables data**

Updates data inserted in the document, loaded from external tables.

## Reloads symbolic names

Reloads the data for the resolution of symbolic names.

## Reloads set languages

Reloads the settings for the sets languages resolution.

## Reloads tables presets

Reloads the data for the tables presets resolution and their graphical representation.

## Recharges and resets local settings

Reloads presets eliminating any local settings applied directly to tables in the document.

## Reloads and keep local settings

Reloads presets maintaining any local settings applied directly to tables in the document.

## Reload and keep show/hide

Reloads presets maintaining any local settings related only to the viewing or not of certain parts of the table applied directly in the document.

## State management

Manages processing states of pages, also relating them to the processing states of Pallets.

The operation can be applied to the specific pages range (see "General Tools > Filtration pages")

## Aligns page state with Pallet state

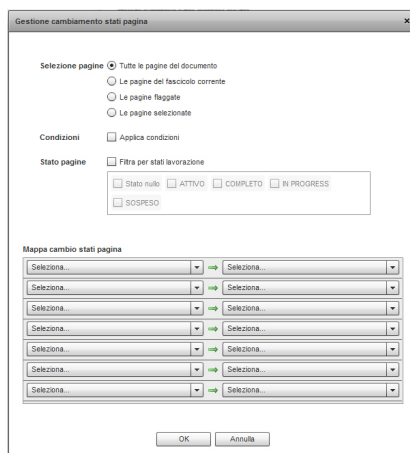
Assigns to the processing state of the page the value of the processing state of the first significant Pallet inserted into the page.

## Aligns Pallet state with page state

Assigns to the processing state of Pallets inserted on the page, the value of the processing state of the page.

## Changes states page...

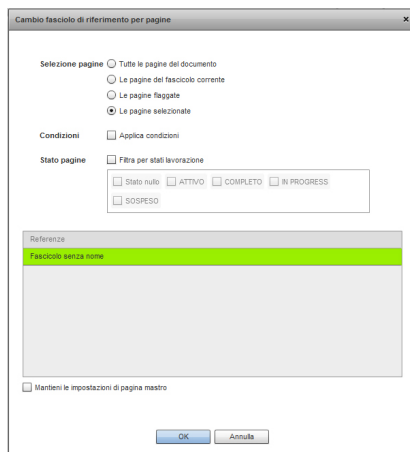
Changes a processing state of the page in another.



**Maps change of page state:** Changes the page processing state indicated in the first column in the states indicated in the second column. There are 7 combinations.

## Moves pages in another file...

Moves pages from the current file to another file of the same document.



**Select pages:** Choice of the pages range to move.

**List of document files:** Lists the files available in the document, blocking the active file and leaving the others to be selected in order to indicate the destination of the pages to move.

**Keep the settings of the master page:** Enables the maintenance of master pages applied to individual pages. If the option is not enabled, it is applied to the master page set in the file.

### Sets reference Pallet...

Recovers the list of Pallets on each page.

The operation can be applied to the specific pages range (see "General Tools > Filtration pages")

### Deletes Pages massive

Allows the elimination of the pages based on the criteria.

### Empties pages massive...

Deletes all Units placed in a page preserving the structure of the layout cells, according to the selected pages range, any conditionality and any filtering for processing state page.

### Compacts pages...

Compacts Units inserted in the file, moving toward the previous pages. The operation is performed on a new file that has the name of the starting file with the suffix "\_comp."

The operation can be applied to the specific pages range (see "General Tools > Filtration pages")

### Recalculates files numbering

Realigns the initial numbering of all the files in the document based on the pages number of each file, eliminating any values manually set,

### Recreates document pages

Recreates the page viewing as a result of temporary problems of Selector rendering.

### Recreates preview pages

Recreates pages preview to use in "Preview" viewing mode (document view).

The operation can be applied to the specific pages range (see "General Tools > Filtration pages")

### Creates table of contents

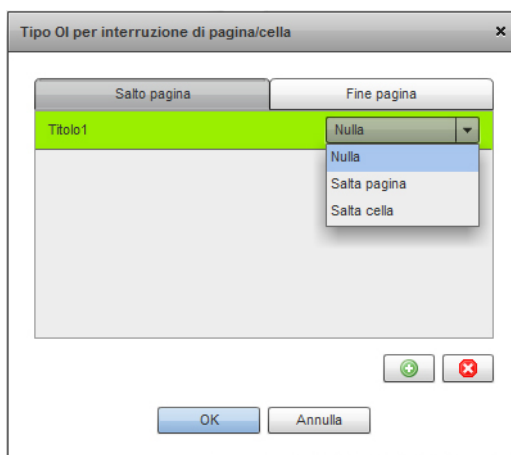
Creates one or more table of contents directly in Selector, according to a special configuration file where you define all the settings.

## Check the presence of conditional labels

Check which conditionality among those available in the document have not been applied yet.

## Sets jump page types...

Manages the page skips based on the flow Box type or Unit type. These settings will be considered during layout in mode flow (Flow Control, Compact pages..., Parking use).

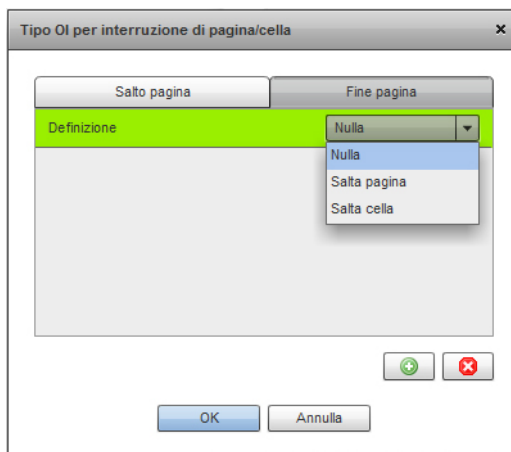


For the expected type it is possible to associate a behavior:

**Nothing:** Does not enable any behavior.

**Skip page:** The flow box or the Unit is always placed first in the page.

**Skip cell:** The flow box or the Unit is always placed first in the cell.



For the expected type it is possible to associate a behavior:

**Nothing:** Does not enable any behavior.

**Skip page:** The flow box or the Unit can not be the last on the page, so if this happens, it is moved to the next page.

**Skip cell:** The flow box or the Unit can not be the last in the cell, so if this happens, it is moved to the next cell.

## Page [ALT+P]

### Solve all the markers

Show in Selector resolved markers and then you get a viewing with the contents as in the publication.

### Renders tables

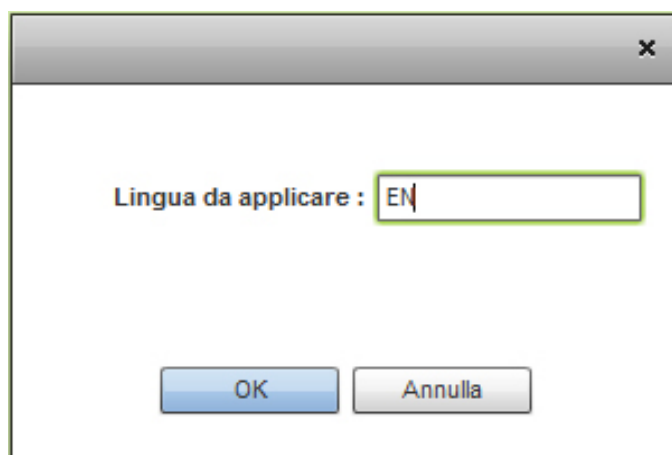
Avoid making the rendering of tables, as for complex tables, it may take more time.

### Renders the first 3 rows of the tables

Restricts the rendering of tables to only the first 3 lines, a good compromise between performance and graphics.

### Set of languages massive application

Applies massively the value of the attribute "set language" of the paragraphs in the selected container (page, cell or box flow).



## Updates Units

Points out and reports any changes in the Units inserted on the page.

### Updates Units without date control

Updates the Units directly on the page without control.

### Fills in PAF

Deletes the Units from the page by assigning the respective layout cells, the parameters to the PAF in order to create other pages on that basis.

### Add Space Unit from IDML

Allows you to insert portions of layout which are called complex object in a IDML file form previously created in InDesign.

## Report [ALT+R]

### Tabular hierarchy report

Creates and exports a report file of the active hierarchy structured in a tabular way with the "father-son" relation between nodes, with other additional information related to Pallets associated with the node.

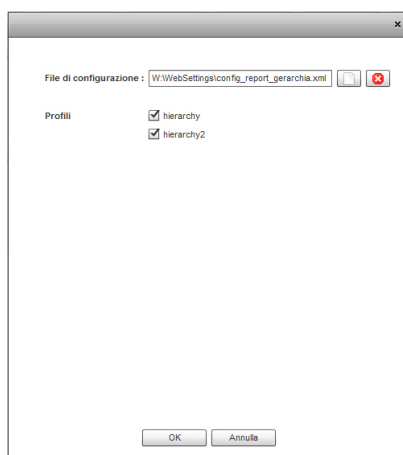
### *Performs report hierarchy*

Performs the creation and export of the report.

### *Configure...*



Matches the XML configuration file for the report creation.



**Configuration file:** Name of the configuration file.

**Profiles:** List of the reports creation profiles provided for the configuration file, which can be activated by the flag.

## Extended hierarchy report

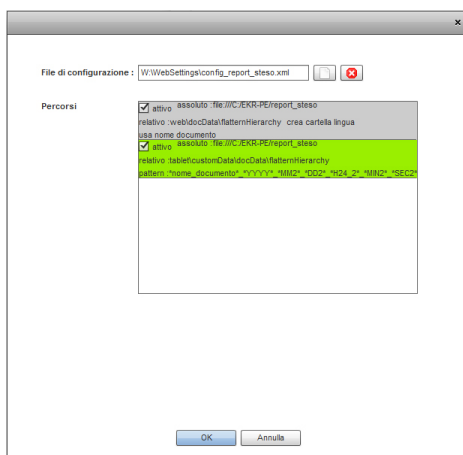
Creates and exports a file report of the active structured hierarchy in a linear way where for each node is indicated its hierarchical path.

### *Performs hierarchy report*

Performs the creation and export of the report.

### *Configure...*

Matches the XML configuration file for the report creation.



**Configuration file:** Name of the configuration file.

**Paths:** List of saving paths provided for the configuration file, which can be activated by the flag.

## WEB hierarchy report

Creates and exports HTML files for the construction of the navigation menu, depending on the active hierarchy and according to the nodes with prefixes (MENUNAV\_, NONAV\_, etc.).

### *Performs WEB hierarchy report*

Performs the creation and export of the report.

## Documents report

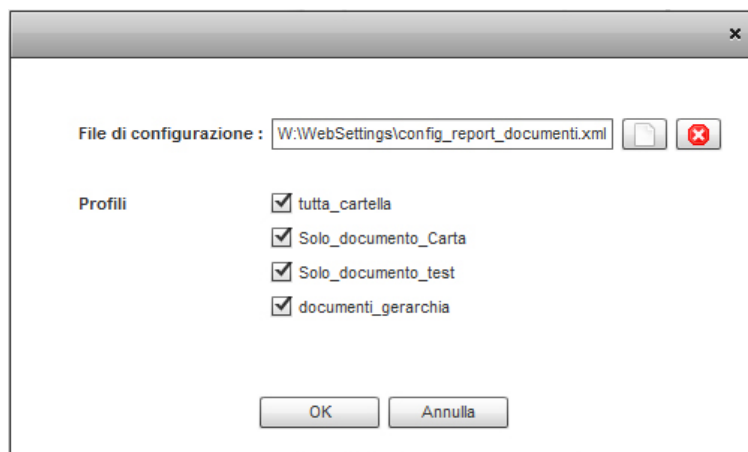
Creates and exports a report file with all of the Units present in the documents of the configuration file.

### ***Performs documents report***

Performs the creation and export of the report.

### ***Configure...***

Matches the XML configuration file for the report creation.



**Configuration file:** Name of the configuration file.

**Profiles:** List of the reports creation profiles provided for the configuration file, which can be activated by the flag.

## Differences report

Creates and exports a report file that, as a result of a comparison between the active hierarchy and the active document, indicates which Pallets and Units in the hierarchy are also present in the document.

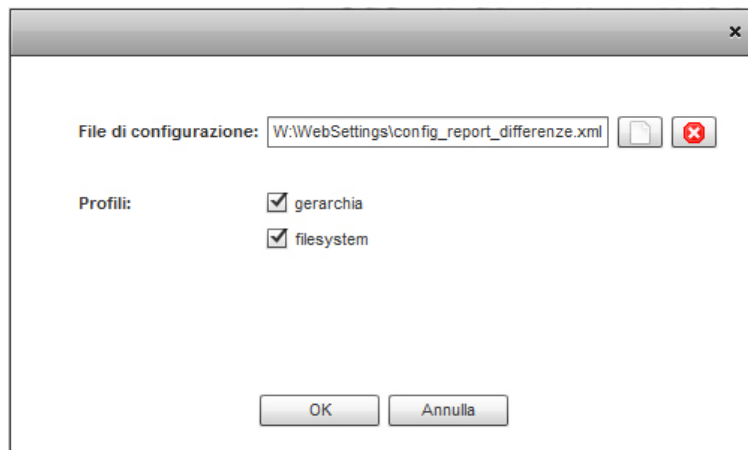
You can also export only the Pallets and the Units present in the hierarchy but not in the document, or the Pallets and the Units present in the document but not in the hierarchy.

### ***Performs differences report***

Performs the creation and export of the report.

### ***Configure...***

Matches the XML configuration file for the report creation.



**Configuration file:** Name of the configuration file.

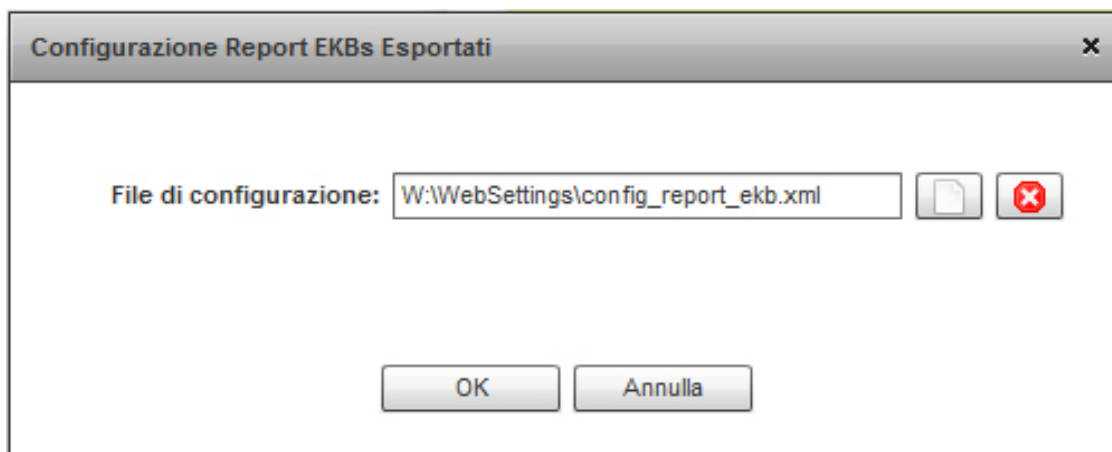
**Profiles:** List of the reports creation profiles provided for the configuration file, which can be activated by the flag.

## Exported Pallet report

Creates and exports a report file of Pallets present in the document in relation to the entry pages, extended with various information provided for the configuration file.

### Configure...

Matches the XML configuration file for the report creation.



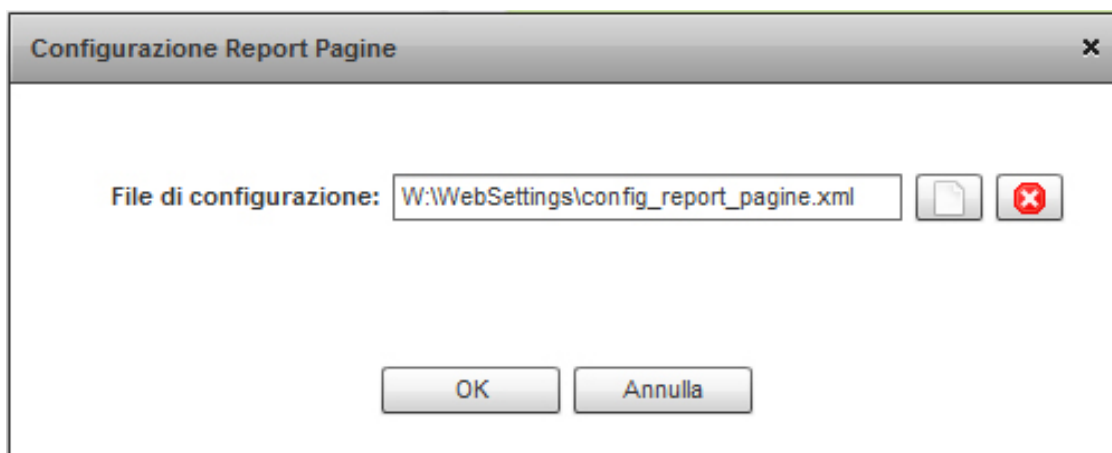
**Configuration file:** Name of the configuration file.

## Pages report

Creates and exports a report file of Pallets present in the document in relation to the entry pages.

### Configure...

Matches the XML configuration file for the report creation.



**Configuration file:** Name of the configuration file.

## Exported tables report

Creates and exports a report file of the tables present in the document, in relation with the membership Units and entry pages.

## Configure...

Inserts the parameters for the report creation.

**Tables Unit Types:** Types of Units that contain tables that you want to include in the report.

**Accessories data Unit types:** Types of Units that are part of the same table Pallet on the same page.

**Columns to put at the beginning:** Content Types set in the tables presets that you want to include in the report as first columns.

**Page numbers:** Enables the number insertion of page membership in the table report.

**Behavior if the same content in the same row:** Defines the behavior of the report at the time when more cells are identified with the same content type indicated in presets, for a same row. There are several possible behaviors:

**Behavior if the same content in the same row> Keep the first cell:** For a cell content type presents several times, it keeps only the value of the first cell.

**Behavior if the same content in the same row> Keep last cell:** For a cell content type presents several times, only maintains the value of the last cell.

**Behavior if the same content in the same row > Keep all cells:** For a cell content type presents several times, it keeps the values of all the cells, adding the appropriate columns in the report.

## Unit updating report

Creates and exports a file with the list of Units that are being updated.

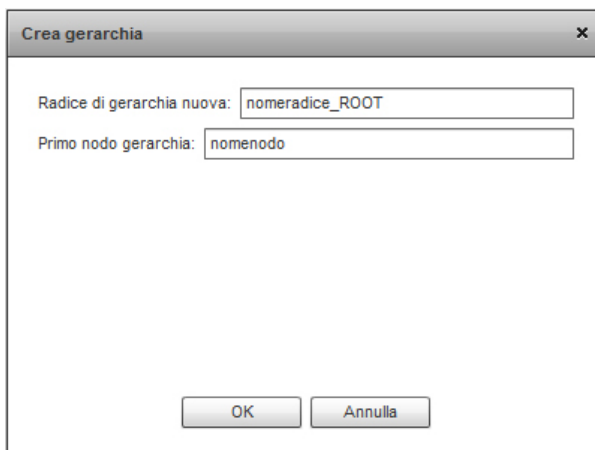
### Enables

Enables the creation of the report.

## Hierarchy [ALT+G]

### Creates hierarchy

Creates a new hierarchy.



**Crea gerarchia**

Radice di gerarchia nuova:

Primo nodo gerarchia:

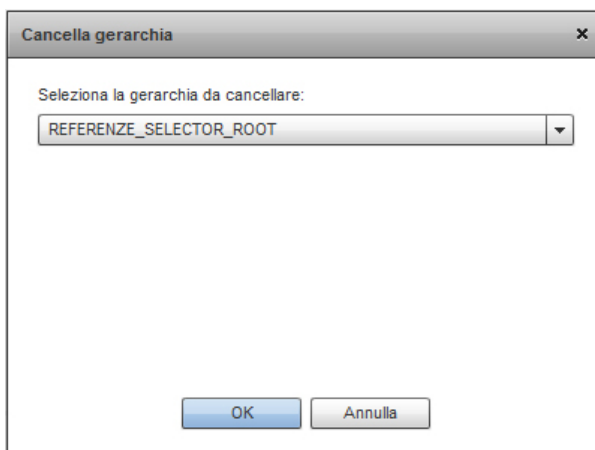
OK Annulla

**Root code:** Inserts the code of the new hierarchy root node, which must end in \_ROOT.

**Code first node:** Inserts the code of the new hierarchy first node.

## Deletes hierarchy

Deletes a hierarchy already present in KB.



**Cancella gerarchia**

Seleziona la gerarchia da cancellare:

OK Annulla

**Selects the hierarchy to be deleted:** Selects the root node of the hierarchy to be deleted.

## Reloads roots

Reloads the list of available hierarchies for the active mandator.

## Clear nodes not connected

Launches an automatic procedure that cleans the database tables (KB) from any orphaned nodes. In case of error message, the procedure must be relaunched until no more messages appear.

## Procedures

### Lancia automatic procedure...

Performs the layout automatic procedures.



### Procedure

**PAFePubblica:** Following the settings of the configuration file by default "PAFePubblica.config" it lay out with PAF and publish the project.

**CreaReport:** Following the settings of the configuration file by default "CreaReport.config" creates reports of the project.

**Configuration file:** Inserts the file.config to recover specific settings that exceed the default ones.

## Views [ALT+V]

### Console

Switch to the Console view (see "Console View").

### Document

Switch to Document view (see "Document View").

### Page (off)

Switch to Page view (see "Page View").

### Multi Document

Switch to Multi Document view (see "Multi Document View").

### Hierarchy

Switch to the Hierarchy view (see "Hierarchy View").

### Settings

Switch to the Settings view (see "Settings View").

### Log

Switch to Log view (see "Log View").

## Help [ALT+A]

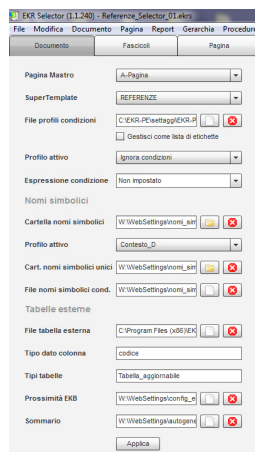
### Info EKR-PE Selector (disabled)

Displays the Selector Guide.

## Top bar

## Document form

Manages the document settings.



**Page master:** Sets the master base page of the document that, as defined in the supertemplate, is applied to each new page created.

**SuperTemplate:** Sets the supertemplate matched to the document in order to define the graphics.

**Conditions profiles file:** Sets the reference file for the conditions profiles.

**Manage as a labels list:** Manages file profiles of special conditions with a single column.

**Active profile:** Sets the conditions profile to be applied to the document elements. It is forced to default if enabled "Manage as a list of labels."

**Condition:** Sets the condition label to apply to the document (considered in the Multi Document mode).

### Symbolic names

**Symbolic names folder:** Sets the file folder path for the resolution of symbolic Names.

**Active profile:** Sets the profile for the symbolic names resolution.

**Cart. only symbolic names:** Sets the path to the files folder to solve unique symbolic Names.

**Conditional symbolic names file.:** Sets the path and file name for the resolution of conditioned symbolic Names.

### External tables

**External table file:** Sets the path and file name of the external table.

**Column data type:** Defines the column to be considered as key to the data recovery from the external table, according to the settings of the table columns content preset.

**Tables types:** Sets Units types containing tables to be updated.

-

**Pallet proximity:** Sets the path and name of the configuration file of proximity Pallets.

**Table of contents:** Sets the path and the configuration file name of the table of contents.

## File form

Selects and manages the files with their settings.

## File property

**Name:** Sets the name of the selected file.

**Version:** Sets the version of the selected file.

**Numbering prefix:** Sets the numbering prefix of the pages in the selected file.

**Numbering style:** Sets the numbering style of the pages in the selected file.

**Page master:** Sets the master page applied to the pages of the selected file.

**Condition:** Sets the condition label to be applied to the selected file.

**Master:** Sets if the file is "Master" type for PAF mode, and if it is active, and so to consider it.

## Page form

Manages the pages and their settings.



## Page property

**Page master:** Sets the master page applied to the selected page.

**To process:** Includes the selected page among those to be processed when in the pages range filtration it enables the "flagged pages".

**Processing State:** Sets the processing state to the selected page.

**Page number:** Sets the number of selected page and determines the number of the next. If the value is "-1" will be resolved automatically.

**Reference Pallet:** Displays the list of reference Pallet of the selected page.

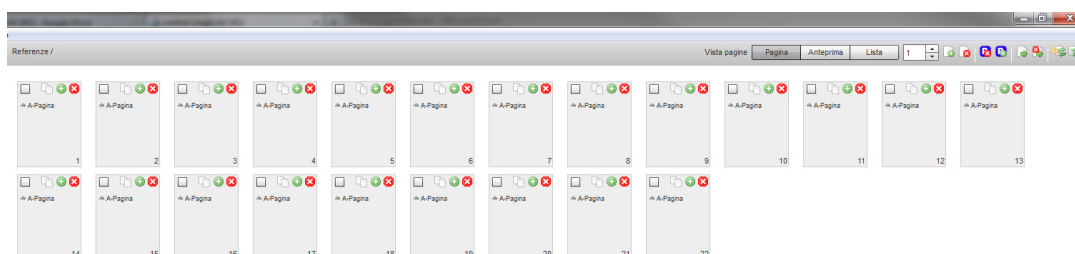
**Condition:** Sets the condition label to be applied to the selected page.

**Preview:** Displays the preview of the selected page.

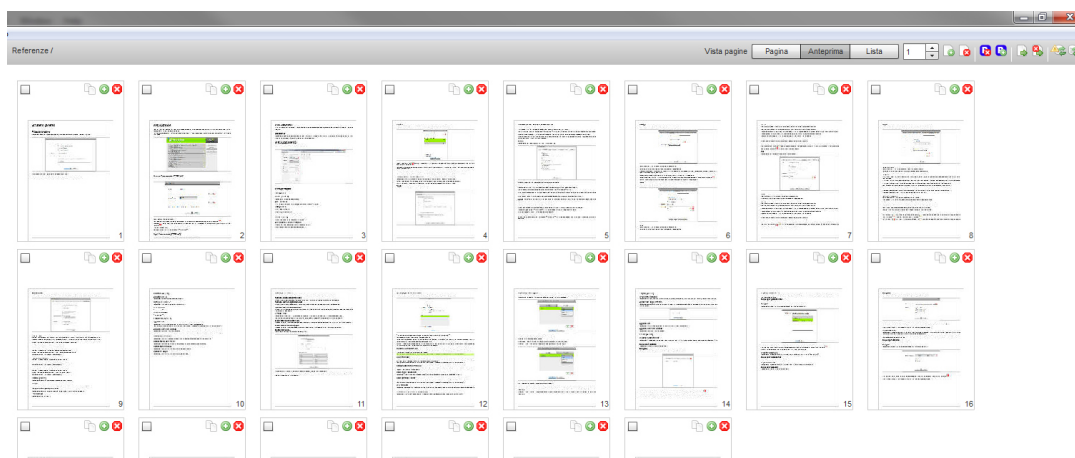
## Pages area

Manages the viewing mode of a file pages.

**Page:** Displays all the pages of the active file and some of their main characteristics (page number, page master, condition label). You can also select (temporarily or with flag), move, add, delete and duplicate pages.



**Preview:** In addition to what is possible in the "page" mode, you can get a preview of the page. To have all the updated previews, it is recommended to first press the button on the main menu "Recreates pages previews".

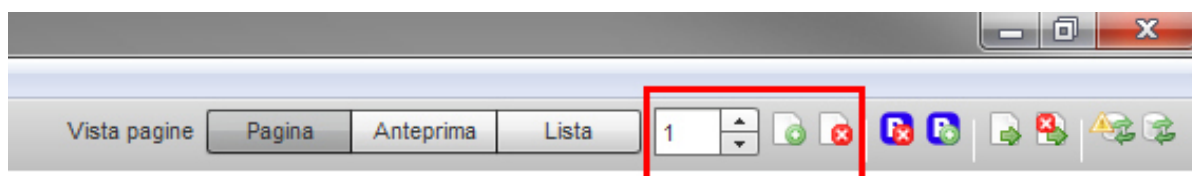



**List:** Displays all the pages of the active file and some of their main characteristics in tabular mode, with the possibility to reorder them for the viewing only by column.


Reference /					
Vista pagine    Pagina    Anteprima    Lista    1    [Icons]					
N.	Mastro	EKB di rif	Stato Lavorazione	Condizione	Nome
1	A-Pagina	REFERENZE_Selector_Strumenti_Generali			Page_26
2	A-Pagina	REFERENZE_Selector_Vista_Console REFERENZE_Selector_Vista_Console_Nuovo_Documento REFERENZE_Selector_Vista_Console_Appli_Documento			Page_1
3	A-Pagina	REFERENZE_Selector_Vista_Console_Multi_Documento REFERENZE_Selector_Vista_Console_Gerarchia REFERENZE_Selector_Vista_Documento REFERENZE_Selector_Vista_Documento_Menu_principale_file REFERENZE_Selector_Vista_Documento_Menu_principale_file_nuovo REFERENZE_Selector_Vista_Documento_Menu_principale_file_appli REFERENZE_Selector_Vista_Documento_Menu_principale_file_salva REFERENZE_Selector_Vista_Documento_Menu_principale_file_salva_copia_con_nome REFERENZE_Selector_Vista_Documento_Menu_principale_file_chiudi REFERENZE_Selector_Vista_Documento_Menu_principale_file_appli_progetto_in_risorsa_sistema			Page_2
4	A-Pagina	REFERENZE_Selector_Vista_Documento_Menu_principale_file_importa REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come_pagine			Page_6
5	A-Pagina	REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come_pagine REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come_opzioni			Page_7
6	A-Pagina	REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come_indegn REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come_label			Page_12
7	A-Pagina	REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come_label REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come_web			Page_39
8	A-Pagina	REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come_report			Page_13
9	A-Pagina	REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica_come_gestione_errori REFERENZE_Selector_Vista_Documento_Menu_principale_file_pubblica REFERENZE_Selector_Vista_Documento_Menu_principale_file_stampa REFERENZE_Selector_Vista_Documento_Menu_principale_file_stampa_su_stampante_predefinita REFERENZE_Selector_Vista_Documento_Menu_principale_file_esdi			Page_14


## Pages management

Adds and removes pages in the active file.



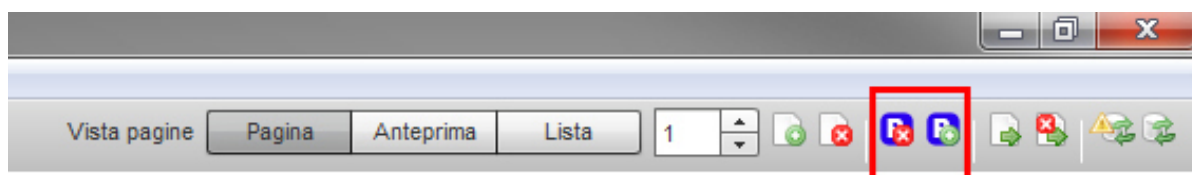
 : Sets the number of pages to add at the end of the current file.


 : Adds the number of pages in the counter at the end of the active file.


 : Deletes the selected pages in a massive way in the active file.

## Parking

Allocates temporarily Units of the selected pages, for their next reuse.

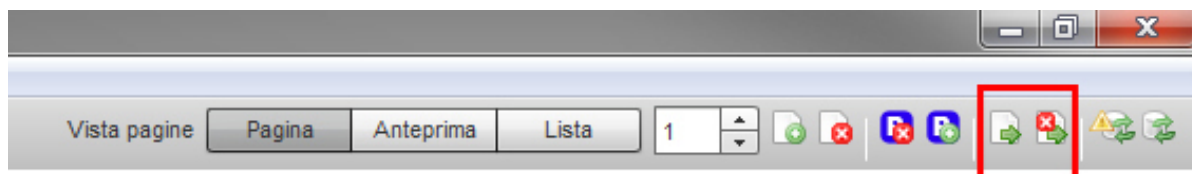



: Cuts and inserts the Units in the parking on the selected pages.


: Copies and inserts the Units in the parking presents on the selected page.

## Pages marking

Marks all pages of the active file for the publication with "pages flagged" range.



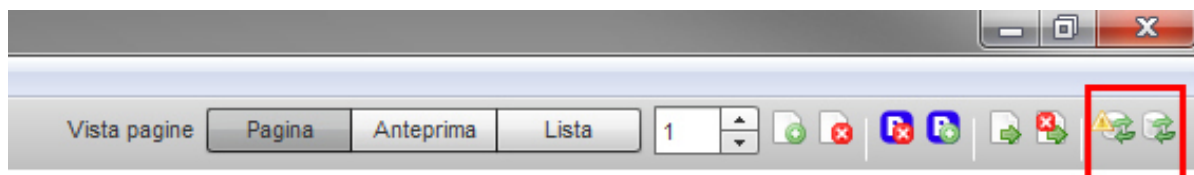
: Applies the marking to all pages of the active file.

: Removes the marking to all pages of the active file.

## Unit updating

Updates Units in the document.

The operation can be applied to the specific pages range (see "General Tools > Filtration pages")



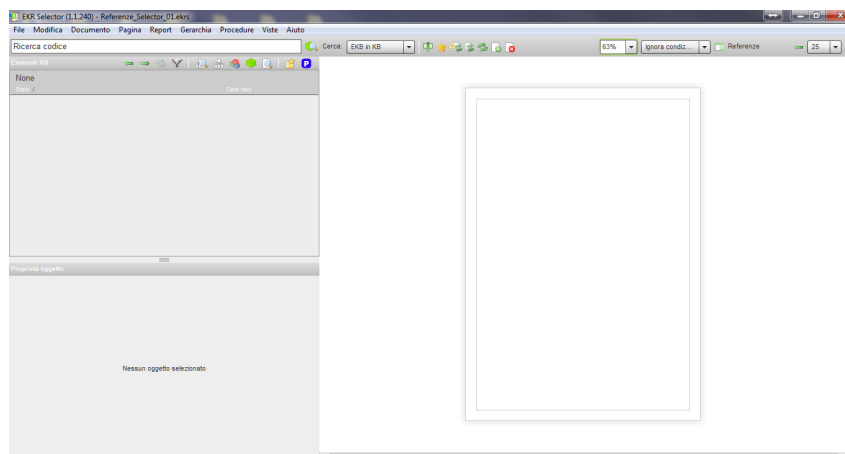
: Points out and reports any changes in the Units inserted in the document.



: Updates Units directly in the document without control.

## Page View

Environment that enables the management of page content

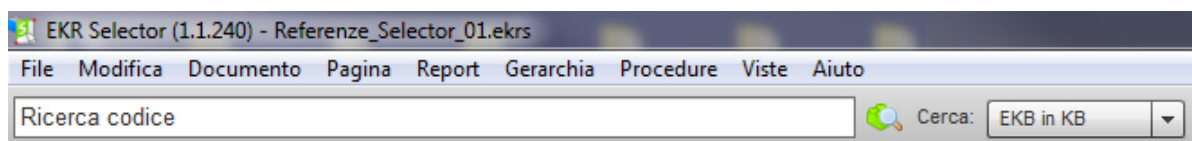


## Top bar



## Research

Does different kinds of researches, you can select them from the pull-down menu.



**Code research:** Inserts text for the research. To do a research on non-contiguous texts you can use the "%" character.



**Search:** Performs the research according to the set parameters.

### Pull-down menu

**Pallet in KB:** Performs the Pallet research in the database "KB". The research on non-contiguous texts is allowed, so it is possible to insert more parts of the Pallet code to research.

**UNIT in the document:** Performs the research of the Units in the document. The research on non-contiguous texts is not allowed, but is possible to insert only a part of the Pallet code.

**PALLET in the document:** Performs the Pallet research in the document. The research on non-contiguous texts is not allowed, but is possible to insert only a part of the Pallet code.


**Reference Pallet:** Performs the reference Pallet research in the document. The research on non-contiguous texts is not allowed, but is possible to insert only a part of the Pallet code.

## Add floating box



**Add floating box:** Inserts a floating box on the page.

## Adds the selected item to the clipboard

: Adds the selected item to the clipboard.


## Checks Unit updating of the page

: Points out and reports any changes in the Units inserted on the page.


## Updates the Unit of the page without date control

: Updates Units on the page directly, without control.

## Adds a page...

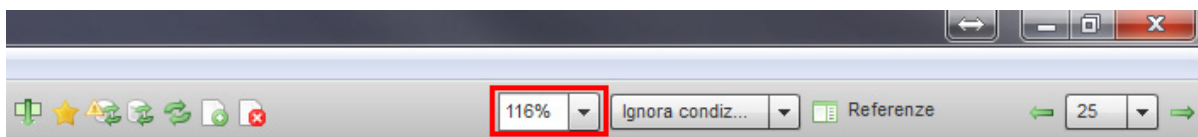
: Adds a new empty page after the active one. The viewing of the page detail is moved to the new page.

## Removes the current page...

: Deletes the active page. The viewing of the page detail is moved to the previous page.

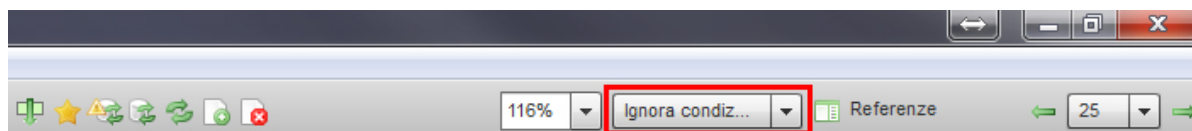
## Zoom

- Edits the percentage of the page viewing, using default values, or by inserting them manually.



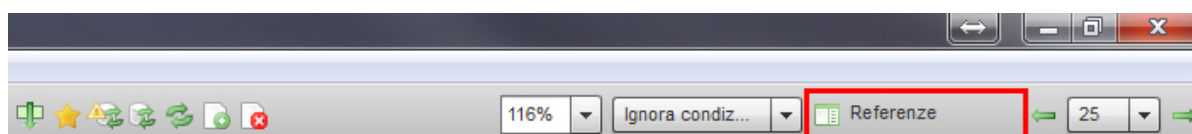
## Conditions profiles

- Applies a condition profile to the page.



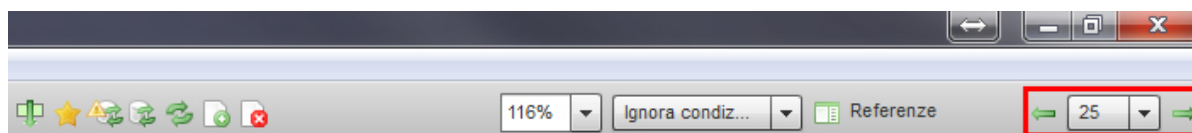
## Document Management

- Exits from the page detail and return in the view of the file whose name is reported next to the button.

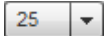


## Page navigation

- It allows you to move among the pages of the files remaining in the page detail.



: Switch from the previous page detail to the viewing page, even if it is in the previous file.

: Select the page number to display from those of the active file.

: Switch from the next page detail to the viewing page, even if it is in the next file.


## Research results

### Top bar


- Allows the management not only of the research in hierarchies but also of the different types of results.




### Results research previous Pallet

: Switch to the previous results block.


### Research results next Pallet

: Switch to the next results block.

### Updates detail

: Recharges the detail of active Pallet.

### Applies filters when searching Pallet

: Enables the filtration for processing states and life of Pallets in the research.

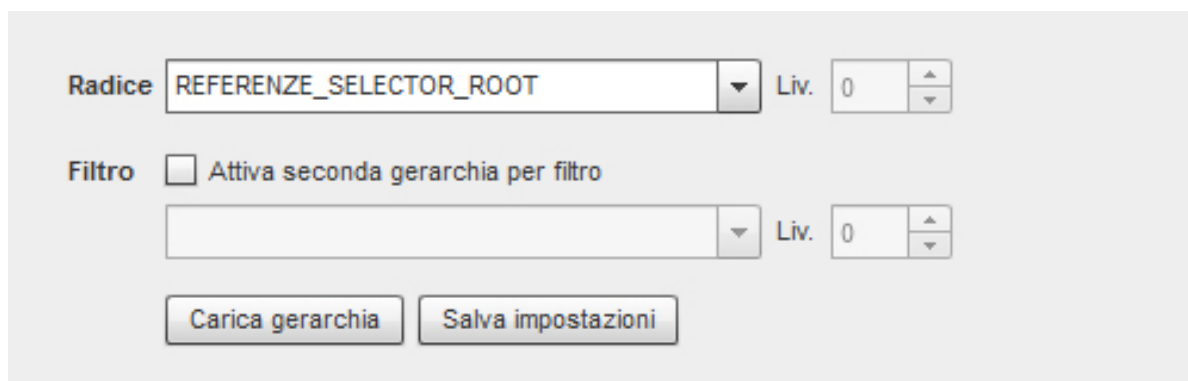




## Hierarchical research



Uploads the selected hierarchy among those available for the active mandator.



**Root:** List of the roots of available hierarchies.

**Liv.:** Active only when is also enabled the filter , indicates from what level starts the filtration.

**Enables second hierarchy for filter:** If enabled, filters the first hierarchy on the second.

**Filter root:** List of the roots of available hierarchies.

**Liv.:** Indicates from that level starts the filtration.





























**Uploads hierarchy:** Uploads the selected hierarchy.


**Saves Settings:** Saves and reuses the hierarchy research settings.


## Hierarchical research result





Switches to the viewing of the last hierarchy result.

	Vista Gerarchia	1						
	Vista Documento	1						
	Vista Pagina	1						
	Vista Multi Documento	1						
	Vista Console	1						
	Vista Settaggi	1						
	Vista Log	1						
	Strumenti Generali	1						

 : Opens Pallets matched to the corresponding node.

 : Copies in the system clipboard the code of the corresponding node.


 : Inserts Units of all the Pallets of the corresponding node and all nodes using "PAF from clipboard" mode.

 : Inserts Units of all the Pallets of the corresponding node and all nodes using the "PAF" mode, then compacting the contents.

 : Inserts Units of all the Pallets of the corresponding node and all nodes using the "PAF" mode.


 : Inserts all the Units of all the Pallets of the corresponding node and all nodes using "flow control" mode.

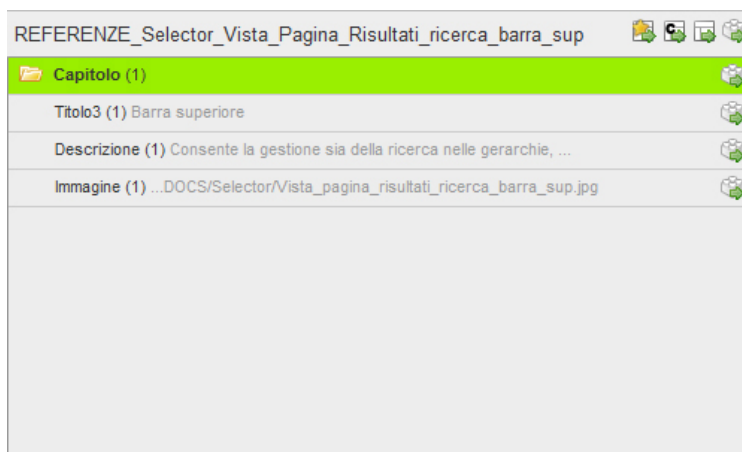
## Result of KB elements research (WAREHOUSE)

 : Switches to the viewing of the result of the last Unit research in KB (WAREHOUSE).

REFERENZE_Selector_Strumenti_Generali	Stato /	Data mod 03/04/13 - 08:36:35
REFERENZE_Selector_Strumenti_Generali_Filtrazione_pagine	Stato /	Data mod 03/04/13 - 08:49:04
REFERENZE_Selector_Vista_Console	Stato /	Data mod 27/03/13 - 07:36:22
REFERENZE_Selector_Vista_Console_Apri_Documento	Stato /	Data mod 26/03/13 - 16:53:59
REFERENZE_Selector_Vista_Console_Gerarchia	Stato /	Data mod 26/03/13 - 10:33:55
REFERENZE_Selector_Vista_Console_Multi_Documento	Stato /	Data mod 26/03/13 - 10:34:36
REFERENZE_Selector_Vista_Console_Nuovo_Documento	Stato /	Data mod 27/03/13 - 07:36:52

## KB element detail

 : Switches to the viewing of the selected Pallet detail.



: Inserts Units of active Pallet using the "PAF from clipboard" mode.



: Inserts Units of active Pallet using the "PAF" mode, then compacting the contents.



: Inserts Units of active Pallet using the "PAF" mode.



: Inserts Units of the active Pallet using the "Flow Control" mode. If it is launched in correspondence of an element it will be inserted only that.

## Results research in the document

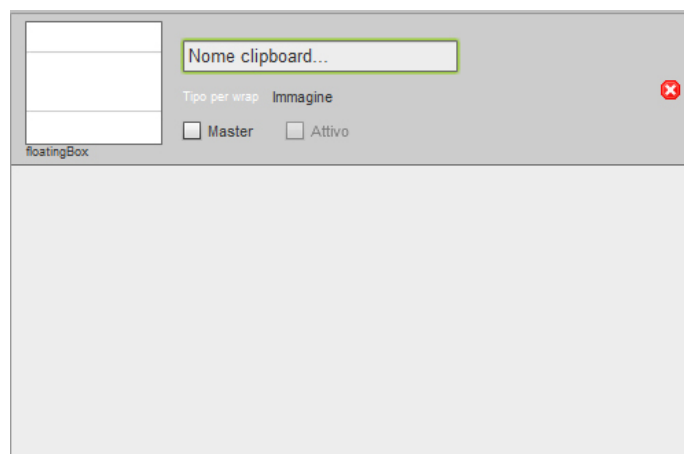


: Switches to the result viewing of the last research performed on the document (see Research a pag. 29).

## Clipboard



: Switches to the viewing of the saved clipboard in the document, and reusable within the same.



: Deletes the corresponding clipboard.

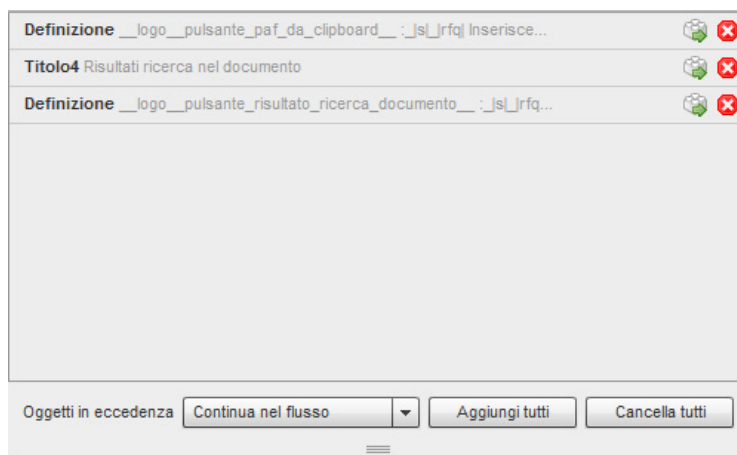
**Type for wrapper:** Indicates the reference Unit type that refers to the corresponding clipboard when the Unit is instantiated in the page. In manual mode you can enable it by holding down the ALT key while you instantiate the Unit, on the other hand in the automatic mode is always active.


**"Master" flag:** Makes the corresponding clipboard of Master type.

**Flag "Active":** Enables the clipboard of the corresponding master type.

## Parking objects

: Switches to the parking view of the "parked" Units for a next reuse in the document.



: Inserts the corresponding Unit in the page flow using the "Flow Control".

: Deletes the corresponding Unit from the parking.

## Objects in excess

**Ask what to do:** If during the insertion of the parked Units, the contents do not fit on the page, Selector asks how it should behave: whether to continue the inclusion of the Units in the flow by adding the pages you need, or if you stop the entry and then leave the Units in excess in the parking.

**Goes on in the flow:** Inserts into the flow of the Units page present in the parking, adding the necessary pages for the Units in excess.

**Parks:** Inserts in the page flow the Units in the parking, stopping the insertion for the Units in excess, leaving them in the parking.

**Add all:** Inserts into the page flow the Units in the parking, implementing the behavior shown in the pulldown menu in case of Unit in excess.

**Deletes all:** Removes all Units in the parking.







## Object properties

### Layout cell

- Manages the properties of the layout cells.

### Contained cells

Proprietà oggetto: **Cella layout**

Celle contenute		Proprietà	PAF
Nome	LayoutCell_2370433	33	  
Nome	LayoutCell_2370437	67	  

Applica

**Name:** Indicates the unique id of the layout cell (not editable).

**Percentage:** Indicates and edits the value in percentage or in millimeters, of the layout cell dimension.



: Adds a layout cell before the corresponding.



: Adds a layout cell after the corresponding.



: Deletes the corresponding layout cell.

**Applies:** Applies edits.

## Property

Proprietà oggetto: **Cella layout**

Celle contenute	Proprietà	PAF
<b>Proprietà cella</b> LayoutCell_236235 - 100 x 100% - notSetted <b>Dimensioni</b> 189.999 x 276.93 mm - 538.582 x 785 px <b>Tipo</b> <input type="text"/> <b>Flusso</b> <input type="text"/> <b>Indice</b> 0 <input type="button" value="▲"/> <input type="button" value="▼"/> <b>Riempimento</b> 100 <input type="button" value="▲"/> <input type="button" value="▼"/> <b>Etichetta grafica</b> <input type="text"/>		

Applica

**Cell properties:** Indicates the basic information of the layout cell.

**Dimensions:** Indicates dimensions in millimeters and pixels of the layout cell.

**Type:** Assigns a style to the layout cell for the management of graphics.

**Flow:** Assigns to the layout cell the name of a flow.

**Index:** Assigns to the layout cell the sequence of the flow.

**Filling:** Indicates the filling percentage of the layout cell.

**Applies:** Applies edits.

## PAF

Proprietà oggetto: **Cella layout**

Cella contenute      Proprietà      PAF

**Istruzioni per riempimento automatico pagina (PAF)**

```
|{(type=GruppoLogico.NomeTipo; range=1; direction=n; space=[width=120; height=140; vertAlign=T; horizAlign=L;])}
```

+ Spaziale con opzioni ▼

Applica



: Adds in the field of PAF instructions, the instruction template shown in the pulldown menu.

**Pull-down menu:** Indicates the PAF instruction templates.

**Applies:** Applies edits.

## Flow Box

- Manages the properties of the flow box.

Proprietà oggetto: **Box in flusso**

Larghezza/Altezza    100 / 30    ☒ % / ☒ %    ☐ Altezza dinamica

Spazio prima/dopo    3 / 5

Allineamento    Centro ▼

Tipo    Immagine

Condizione    ▼

Opzione compattazione    Spostabile ▼

Applica

**Width/Height:** Indicates dimensions of the flow box. If the % flag is on the value indicates a percentage, otherwise it indicates a measure in mm.

**Dynamic height:** If the flag is active, the height of the flow box adapts to the content. This feature is not applicable if the flow box is divided into several layout cells.

**Space before/after:** Indicates the value in mm of the space before and the space after between the flow box and the others contents.

**Aligns:** Indicates the alignment of the flow box in the page. The effect is visible only when the width of the flow box is less than 100%.

**Type:** Assigns a style to the flow box for graphics management.

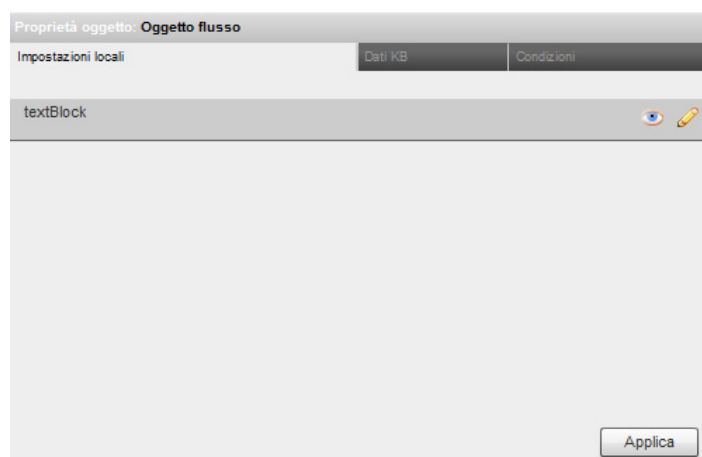
**Condition:** Assigns to the flow box the conditionality.

**Compaction option:** Indicates the behavior of the flow box during the compaction operation of the contents.

**Applies:** Applies edits.

## Inseparable objects (UNIT)

### Flow: Local settings



: Shows or hides the text block.



: Applies edits to the paragraphs of the text block.

**Applies:** Applies edits.

### ***Edits***

Proprietà oggetto: **Oggetto flusso**

Impostazioni locali		Dati KB	Condizioni
Est. Tipo	<input type="text"/>	Set lingue	<input type="text"/>
Est. Tipo	<input type="text"/>	Set lingue	<input type="text"/>
Est. Tipo	<input type="text"/>	Set lingue	<input type="text"/>
Est. Tipo	<input type="text"/>	Set lingue	<input type="text"/>
Est. Tipo	<input type="text"/>	Set lingue	<input type="text"/>
Est. Tipo	<input type="text"/>	Set lingue	<input type="text"/>
Est. Tipo	<input type="text"/>	Set lingue	<input type="text"/>
Est. Tipo	<input type="text"/>	Set lingue	<input type="text"/>

 : Shows or hides the paragraph.

**East. Type:** Inserts the extension to the paragraph type.

**Languages set:** Assigns a languages set to the paragraph.

**Back:** Goes back to the local settings.

**Applies:** Applies edits.

## Flow: KB data

Proprietà oggetto: **Oggetto flusso**

Impostazioni locali		Dati KB	Condizioni
<b>Codice</b>	d6d80ba4-687b-4753-b6dc-ba481f22f9b9		
<b>Versione</b>	1		
<b>Data Modifica</b>	21/05/13 - 09:44:53		
<b>Tipo</b>	Definizione		
<b>Tipo risolto</b>	Capitolo.Definizione		
<b>EKB</b>	REFERENZE_Selector_Vista_Pagina_proprieta_oggetto_box_flusso		
<b>Misure</b>	539 x 162		
<b>Sorgente xml</b>	<input type="button" value="Copia"/>		

**Code:** Indicates the unique id of the selected Unit.

**Version:** Indicates the version of the selected Unit.

**Edit date:** Indicates the last edit date of the selected Unit.

**Type:** Indicates the type of selected Unit.

**Resolved type:** Indicates the selected Unit type complete of the higher level types.

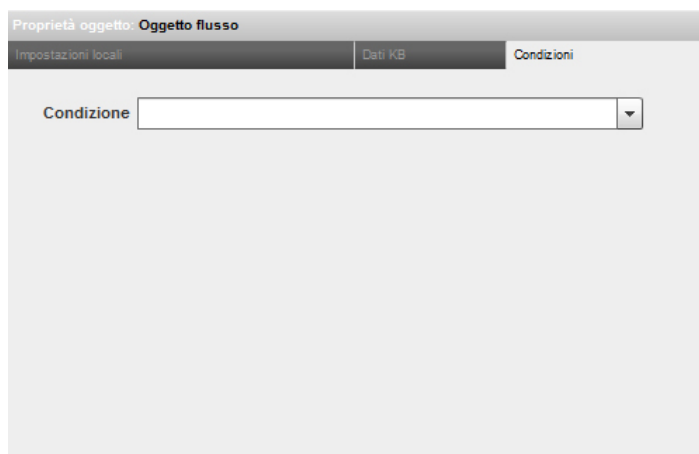
**Pallet:** Indicates the origin of the Pallet code of the selected Unit.

**Measures:** Indicates the overall dimensions of the selected Unit in pixels.

**XML Source:** Copies in the clipboard the XML source of the selected Unit.



## Flow: Conditions



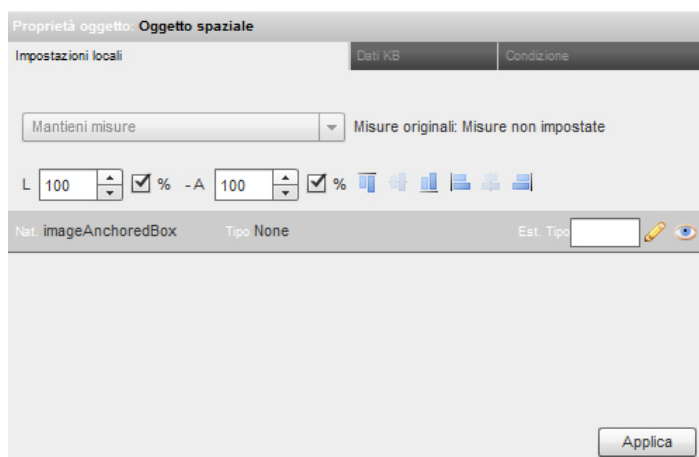
Proprietà oggetto: **Oggetto flusso**

Impostazioni locali    Dati KB    **Condizioni**

Condizione

**Condition:** Assigns the label or the expression of conditionality to the selected Unit.

## Space: Local settings



Proprietà oggetto: **Oggetto spaziale**

**Impostazioni locali**    Dati KB    Condizioni

Mantieni misure  Misure originali: Misure non impostate

L  ☐ % - A  ☐ %

Net. imageAnchoredBox    Tipo None    Est. Tipo

Applica

**Original measures:** Indicates the absolute dimensions in the data.

**Keep measures:** Keeps the original dimensions of the Unit.

**Fits:** Adapts measures of the Unit without maintaining the original proportions.

**Fits in proportion:** Adapts measures of the Unit maintaining the proportions.

**L - A:** Respectively the width and height of the anchored box. If the % flag is on, the value indicates a percentage, otherwise it indicates a measure in mm.



: Indicates and allows edit both the vertical and horizontal alignment of the anchored box. The different alignments are visible only with the size of the anchored box less than 100%.

**East. Type:** Inserts the extension to the anchored box type.



: Shows or hides the anchored box.



: Applies changes to the anchored box.

**Applies:** Applies edits.

## Edits

Proprietà oggetto: **Oggetto spaziale**

Impostazioni locali    Dati KB    Condizione

**Impostazioni box ancorato**

Variazioni posizione    Var X     Var Y

Variazioni dimensioni    Largh     Alt

Indietro    Applica

**Changes in positions:** Edits the position of the anchored box (in millimeters).

**Changes in dimensions:** Increases or decreases dimensions of the anchored box (in millimeters).

**Back:** Goes back to the local settings.

**Applies:** Applies edits.

## Space: KB data

Proprietà oggetto: **Oggetto spaziale**

Impostazioni locali    **Dati KB**    Condizione

Codice	3bbdab12-8f34-4716-bfea-44ce615cf5c8
Versione	1
Data Modifica	21/05/13 - 11:55:32
Tipo	Immagine
Tipo risolto	Capitolo.Immagine
EKB	REFERENZE_Selector_Vista_Pagina_proprieta_oggetto_oi_spaziale_impostazioni_
Sorgente xml	<input type="button" value="Copia"/>

**Code:** Indicates the unique id of the selected Unit.

**Version:** Indicates the version of the selected Unit.

**Edit date:** Indicates the last edit date of the selected Unit.

**Type:** Indicates the type of selected Unit.

**Resolved type:** Indicates the selected Unit type complete of the higher level types.

**Pallet:** Indicates the origin of the Pallet code of the selected Unit.

**Measures:** Indicates the overall dimensions of the selected Unit in pixels.

**XML Source:** Copies in the clipboard the XML source of the selected Unit.

## Space: Conditions



**Condition:** Assigns the label or the expression of conditionality to the selected UNIT.

## Context menu (right click)

### Copies Pallet code

Copies in the Clipboard the reference Pallet code of the selected Unit.

### Uploads Pallet detail

Uploads the Pallet detail from which the selected Unit comes.

### Copies Unit code

Copies in the clipboard the code of selected Unit.

### Open Unit in Author

Direct access in Author to the selected Unit detail.

Nb. Author must already be open to run.

### Open Pallet in Author

Direct access in Author to the Pallet detail from which the selected Unit comes.

Nb. Author must already be open to run.

### Add copies in language

In case of multilingual document, it duplicates the Unit as many times as the languages of the document, and assigns to each copy the correct index of the Language Set.

### Copies Type

Copies in the clipboard the type of selected Unit.

### Copies resolved type

Copies in the clipboard the selected Unit type complete of the higher level types.

### Cuts and parks Unit

Cuts from the flow the selected Unit and inserts it in the parking.

### Copies Unit in the parking

Copies the selected Unit and inserts it in the parking.

### Copies and pastes from charger

Copies and pastes the selected Unit with the charger modes.

### **Cuts and pastes from charger**

Cuts and pastes the selected Unit with the charger modes.

### **Size flow box and parking**

Cuts and inserts the selected flow box in the parking.

### **Copies flow box in the parking**

Copies in the parking the selected flow box.

### **Cuts cell contents and parks**

Cuts and puts in the parking all the Units present in the same layout cell of the selected Unit.

### **Copies cell contents in the parking**

Copies all the Units present in the same layout cell of the selected Unit in the parking.

### **Updates Unit**

Updates the selected Unit.

### **Compare with Unit in KB (WAREHOUSE)**

It compares on a viewing window the contents of the selected Unit instantiated on the page, with the same Unit saved in KB (WAREHOUSE).

### **Marks as updated**

Deletes the highlight that indicates the corresponding Unit is to update.

### **Reassigns Pallet**

Associates to the selected Unit another Pallet of origin.

### **Deletes**

Deletes the instance in the corresponding Unit page.

### **Fills in PAF**

If a layout cell contains Unit, fill in the PAF instructions according to the basic model. The layout cell is emptied automatically.

## **Multi Document view**

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Environment that enables the creation and the management of Multi Documents, that is documents resulting from the sum of other smaller individual documents combined with a hierarchy.

