
Working Smarter, not Harder, with KPS Indexing Plugins

Lucie Haskins
luciehaskins@gmail.com



ASI 2015 Conference
Seattle, Washington

KPS plugins — background

Rich Bines (Kerntiff Publishing Systems)

(<http://www.kerntiff.co.uk/>)

- ◆ number of plugins (17)
- ◆ packaging (Index Utilities; individual)
- ◆ identifying purpose and best usage
- ◆ documentation



1. Quick Index
2. Quick Index Search
3. Index Import
4. Marker Mover
5. Remove Temp Import Boxes*
6. Index Editor
7. Index Ref Remover*
8. Orphaned Marker Remover*
9. Orphan Killer*
10. Orphan Merger*
11. Page Ranger*
12. Index Navigator
13. Index ToolTip
14. PDF InDex Stickies
15. Index 2 Bookmarks*
16. HyperLinker
17. Export Index

*on Extra Tools menu

<http://luciehaskins.com>
(resources page)



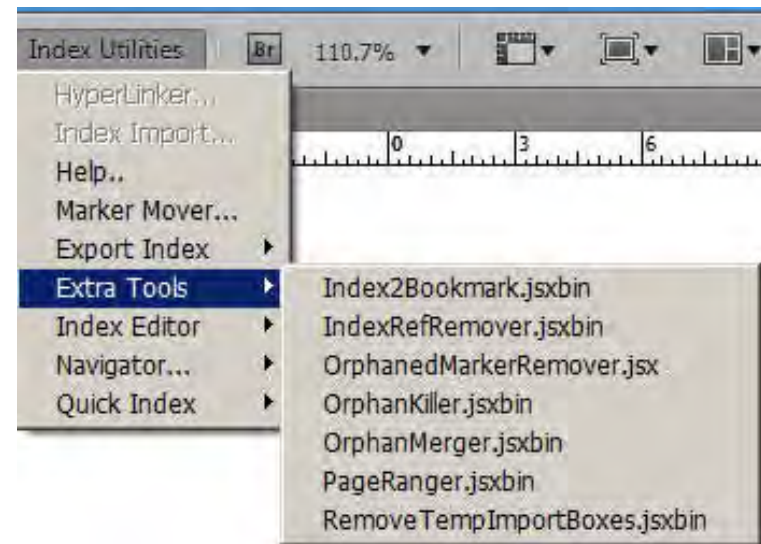
KPS plugins — installing and accessing

Installation

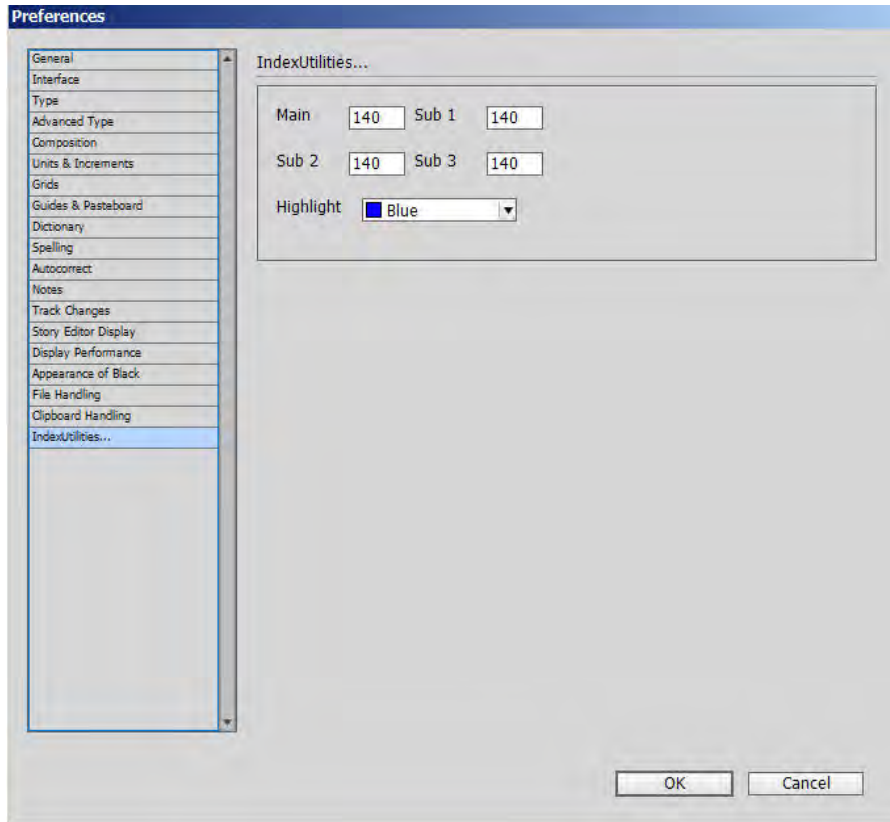
- ◆ install in Plugins folder in InDesign folder structure
- ◆ plugin container unique to each version (.pln extension)
- ◆ scripts interchangeable among versions (.jsx. and .jsxbin extensions)
- ◆ most scripts execute from InDesign menu bar

Opening menu display

- ◆ Alt+I/Option+I
- ◆ then down/up arrows
(or first character of word phrase)

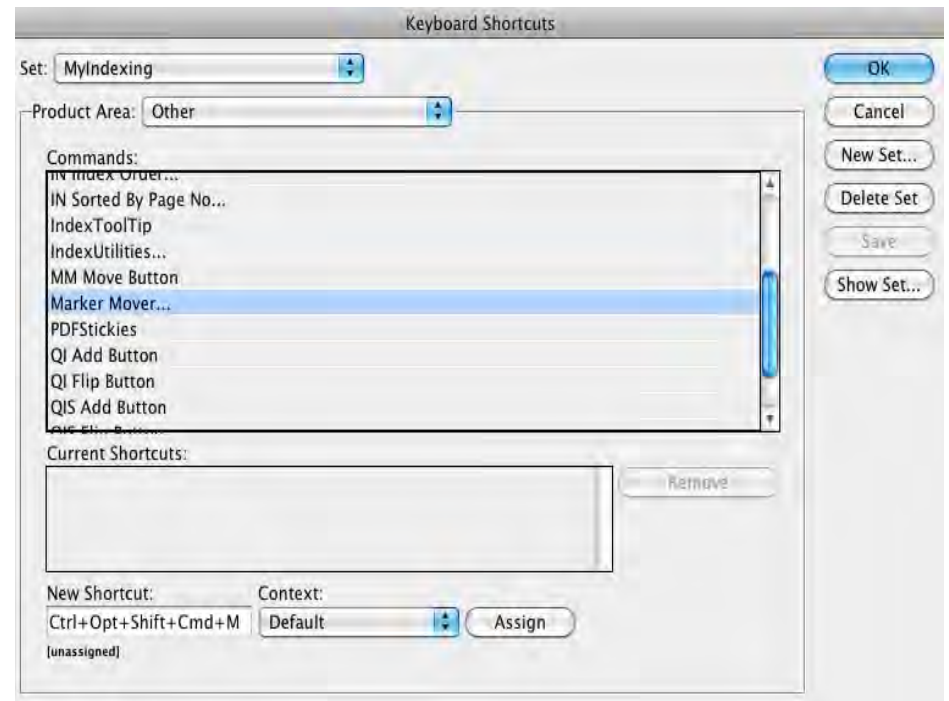


KPS plugins — preferences and keyboard shortcuts



Edit → Preferences → IndexUtilities

Edit → Keyboard Shortcuts ...



KPS plugins — categories

1. Quick Index
2. Quick Index Search

{ Creating index entries

3. Index Import
4. Marker Mover
5. Remove Temp Import Boxes*

{ Importing existing indexes

6. Index Editor
7. Index Ref Remover*
8. Orphaned Marker Remover*
9. Orphan Killer*
10. Orphan Merger*
11. Page Ranger*

{ Editing index entries

12. Index Navigator
13. Index ToolTip
14. PDF InDex Stickies
15. Index 2 Bookmarks*

{ Navigating, searching, viewing entries

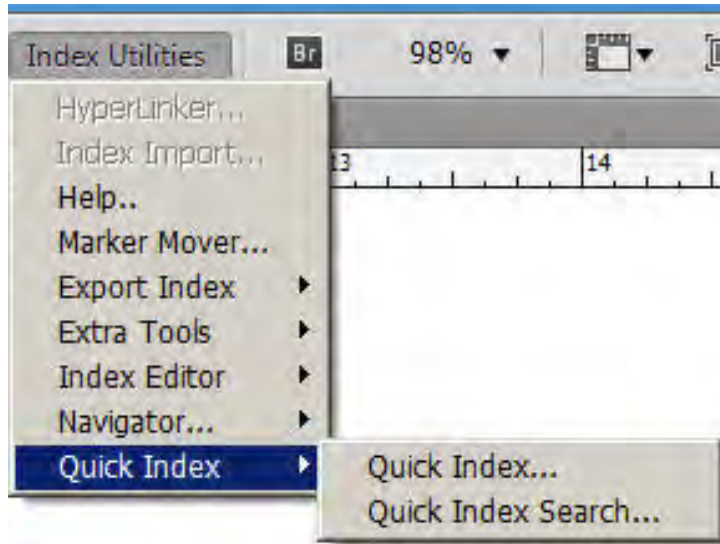
16. HyperLinker
17. Export Index

{ Exporting or hyperlinking entries

*on Extra Tools menu

<http://luciehaskins.com> (resources page)

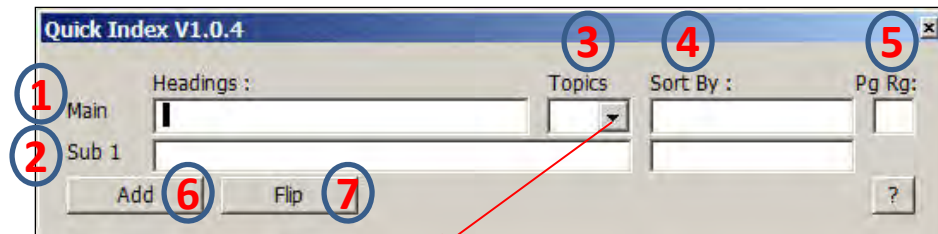
Creating index entries



- Quick Index
- Quick Index Search*

- Also available in standalone free version
(which doesn't include ability to display extra subfields)

Creating index entries — Quick Index



Quick Index V1.0.4

Headings : Main Sub 1

Topics

Sort By :

Pg Rg:

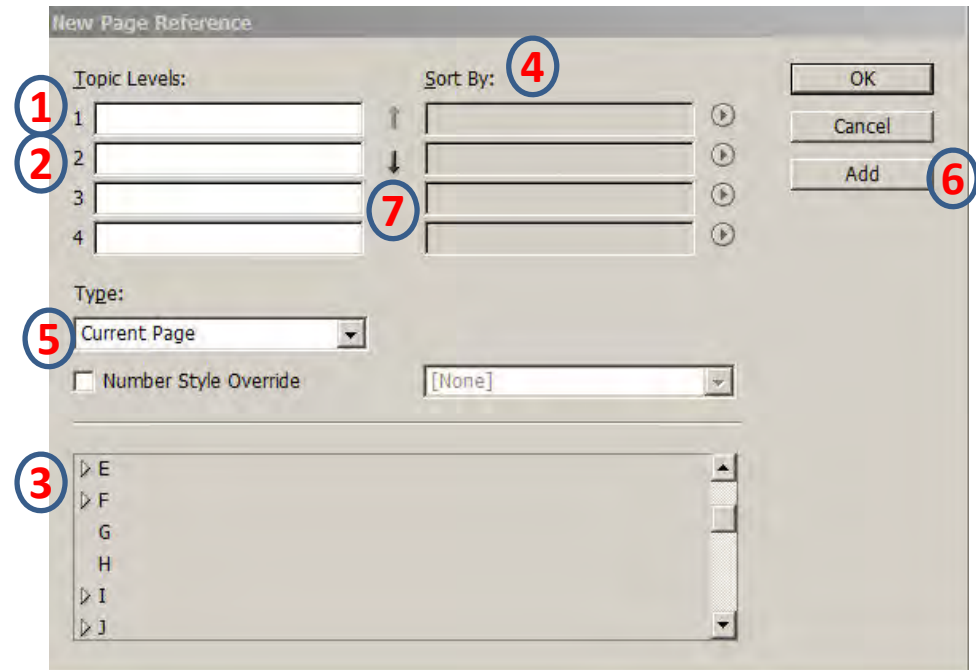
Add Flip ?

Annotations: 1 points to Main, 2 points to Sub 1, 3 points to Topics, 4 points to Sort By, 5 points to Pg Rg, 6 points to Add, 7 points to Flip.

KPS equivalent for scaled down version of **New Paragraph Reference** dialog box.

authenticity in communication
belief systems (panel members)
Bennett, Cathy
biased panel members
catchall questions
cause coffin
challenges for cause
closed-ended questions; open-ended questions; scaled questions
damage awards
education questions
elimination questions
favorable panel members
impartiality of jurors
inoculating favorable panel members
juror questionnaires
litigation cases
objectivity of jurors
open-ended questions
patent cases, plaintiff's voir dire in
personal injury cases
personal questions
plaintiff's voir dire
power statements
primacy and recency (psychological principle)
product liability cases
psychological principle of primacy and recency
questions
sensitive topics
Spence, Gerry
themes

Topics dropdown list prefills
main heading only.



New Page Reference

Topic Levels:

1 2 3 4

Sort By:

Type:

Current Page

☐ Number Style Override [None]

E F G H I J

Annotations: 1 points to Topic Levels 1, 2 points to Topic Levels 2, 3 points to Topic Levels 3, 4 points to Sort By, 5 points to Type, 6 points to Add, 7 points to Topic Levels 4.

Creating index entries — Quick Index Search

Searches **content** in text (not index entries).

Red outlines indicate functionality shared with Quick Index.

Recent enhancements (**green**): searching by whole words or case sensitivity.

1

Double-click to view location in text.

2

Create index entry to insert at highlighted location.

Quick Index + Search V3.0.8b.3

Pg.	Found / Main
69	essible course, the object name for -==-graphics==-
61	y learned how to add text boxes and -==-graphics==-
87	already learned how to add text and -==-graphics==-. Now it's time to learn how to add
95	can be moved and resized just like -==-graphics==-
151	on any other slide, such as videos, -==-graphics==-, action triggers, etc.
247	Portable network -==-graphics==-

Paragraph [No Paragraph Style] Character [None]

Search graphics Search ☐ Words ☒ Case Add All

Headings : Topics Sort By : Pg Rg:

Main graphics

Sub 1

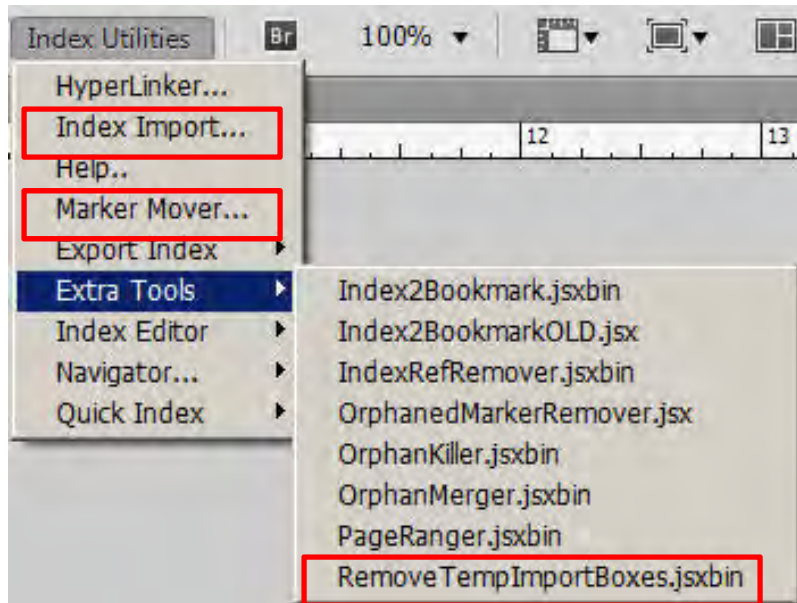
Sub

Add Flip ☐ Jump to index on single click...



Importing existing indexes

1. Prepare index file for import
2. Import into InDesign using



- Index Import
- Marker Mover
- Remove Temp Import Boxes

Import existing indexes — preparations

37Signals · 115¶
A/B testing · 67–90¶
Adobe Fireworks program · 66¶
Adobe Flash tool · 67¶
Adobe Test&Target · 91¶
aesthetics in organizational shifts · 115–116¶
affinity mapping exercise · 53–54¶
agencies, interactive · 117–118¶
Agile software development¶
 → about · XIV, 6¶
 → communication in teams · 35¶
 → cycle times and · 3, 6¶
 → integrating Lean UX and · 97–108¶
 → terminology for · 98–99¶
analytics tools · 90¶
assumptions¶
 → Business Assumptions Worksheet · 21¶
 → declaring · 18–22¶
 → defined · 17¶
 → formulating problem statements · 19–20¶
 → prioritizing · 22¶
 → testing · 22–25¶
Axure RP tool · 66¶
backlog, defined · 98¶
Balsamiq tool · 64¶
batch size concept · 9¶
BDUF (Big Design Up Front) · 114–115¶
benchmarks · 25¶
Big Bang approach to style guides · 42, 51¶
Big Design Up Front (BDUF) · 114–115¶
Blank, Steve · 9¶
brainstorming¶
 → features · 29¶
 → in GE case study · 43¶
 → personas · 29¶
broadcasting software · 80¶
Brown, Tim · 5¶
¶

1. Output index in RTF format

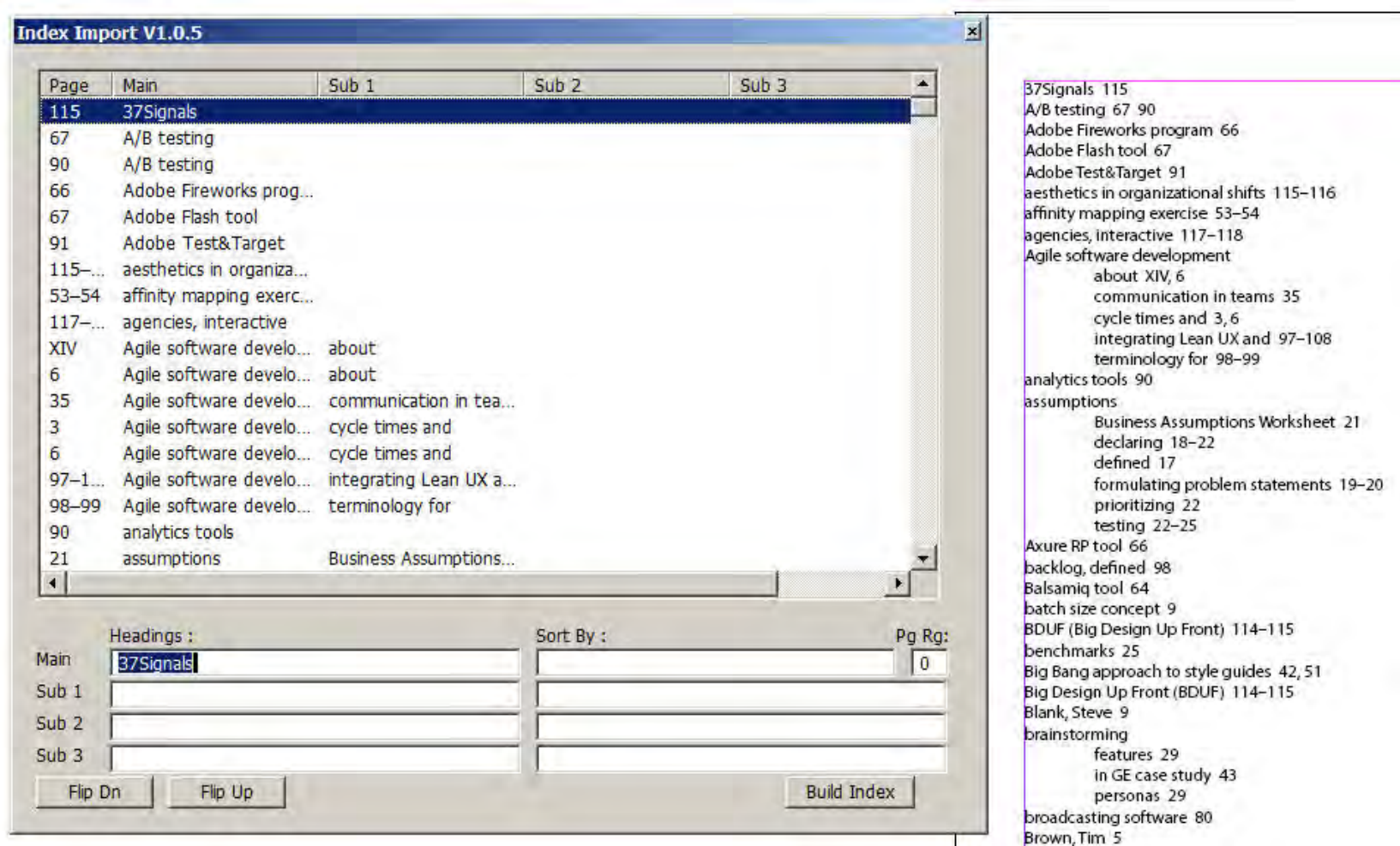
- PNO (page number order) or alpha order
- two spaces as field delimiters
- one-column format
- tabs for indentations
- Remove cross-references from index [Manually re-add later]
- Manipulate entries that end in numbers

2. Add RTF file to InDesign

- Create and save new document for index file [File → New → Document...]
- Add document to book file and leave focus on it
- Use **File → Place** command to open RTF index file
- InDesign cursor loads with index text
- Place loaded cursor at top left of new document
- Press Shift key and click once

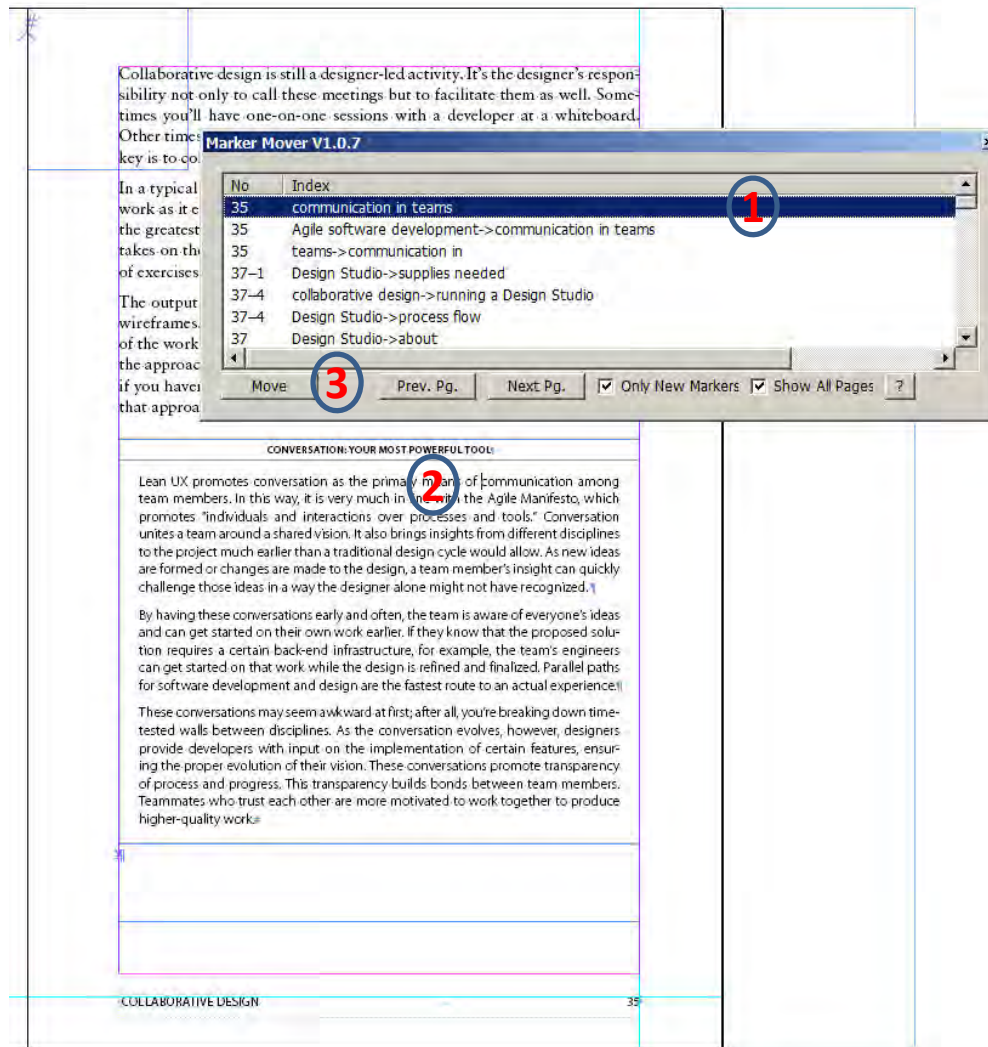
3. Index has been added

Import existing indexes — Index Import



In new document, highlight all/part of index. Open **Index Import** dialog box. Select **Build Index**.

Import existing indexes — Marker Mover

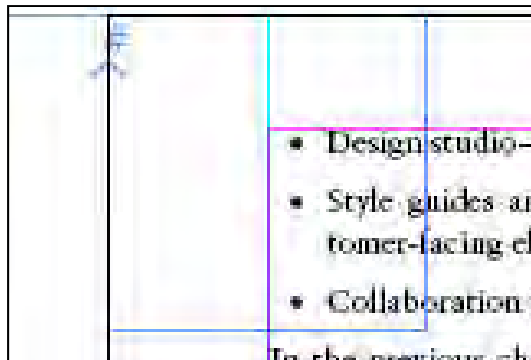


1. Highlight index entry in **Marker Mover**.

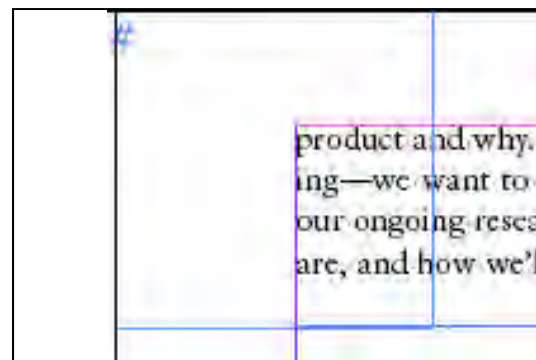
2. Position cursor to text location.

3. Click **Move**.

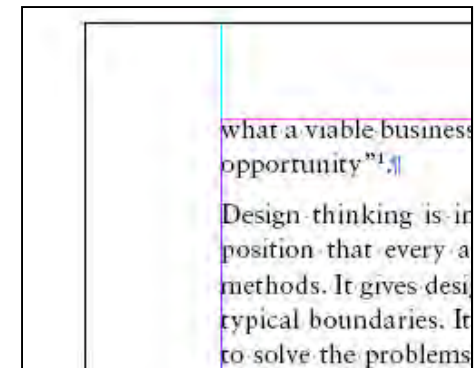
Import existing indexes – Remove Temp Import Boxes



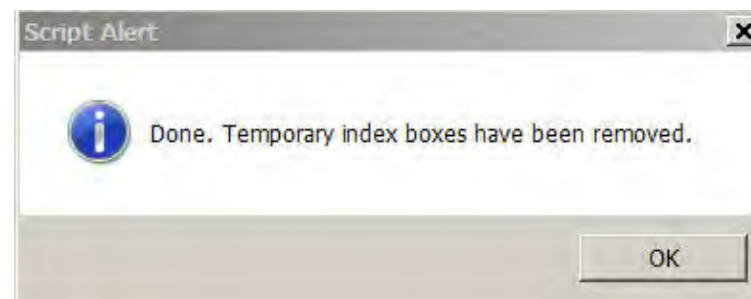
Blue caret identifies
temp box containing
index entries.



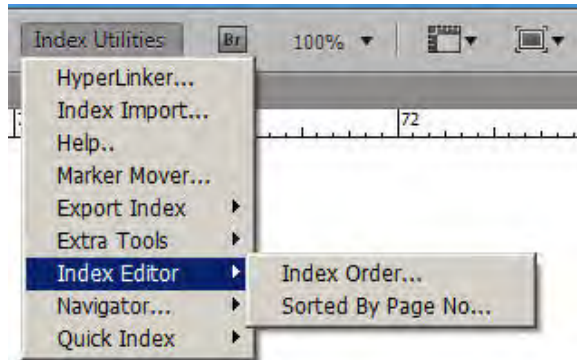
Empty temp box.



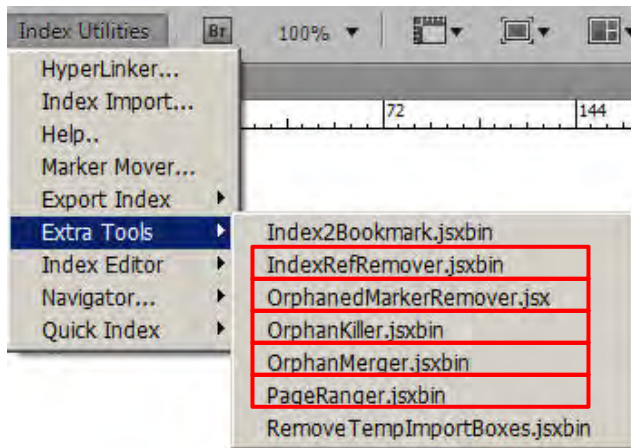
NO temp box.



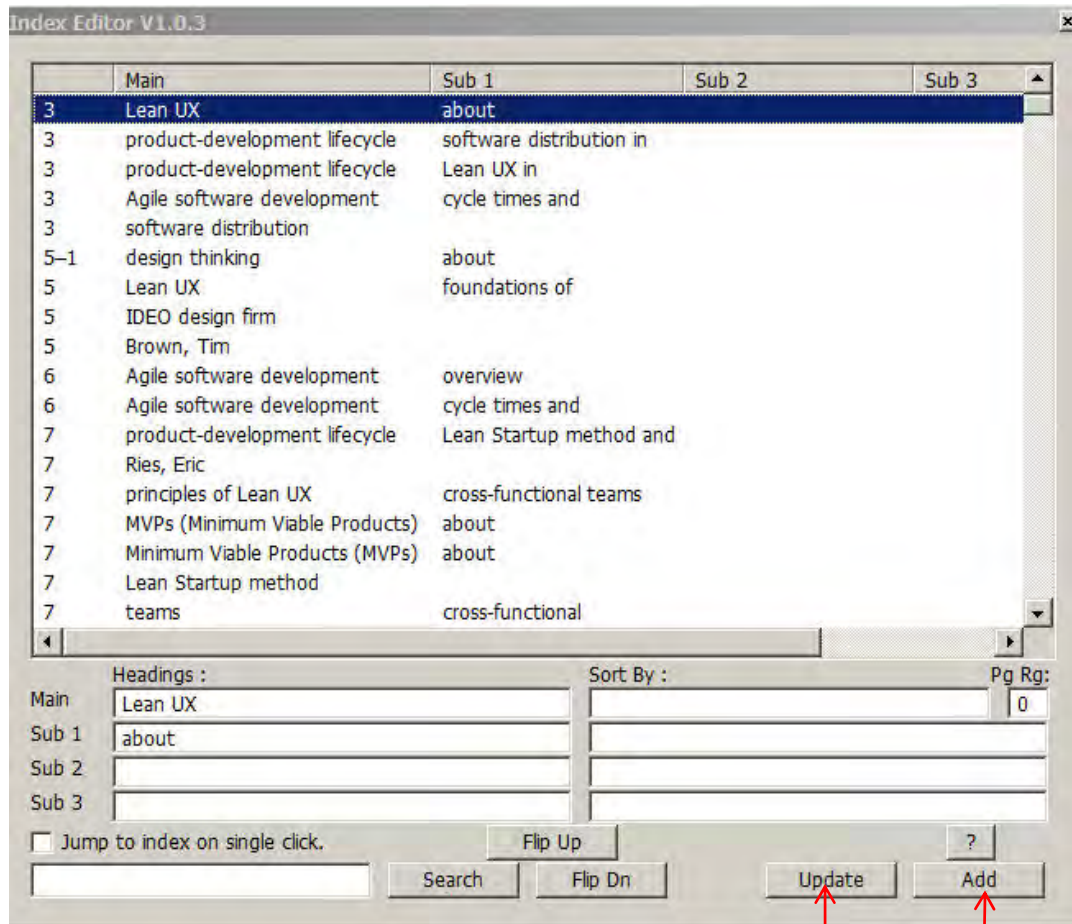
Editing index entries



- Index Editor
- Index Ref Remover
- Orphaned Marker Remover
- Orphan Killer
- Orphan Merger
- Page Ranger



Editing entries — Index Editor



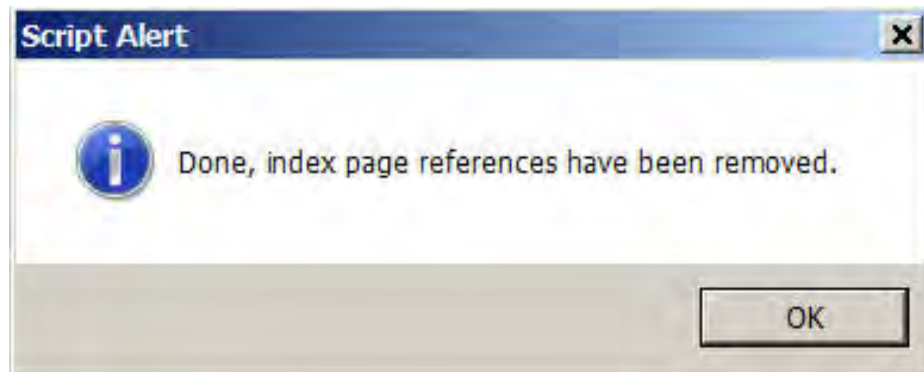
Update the current index. Hold the Alt key down to move the marker to a new insertion point.

Add a new index marker. Hold the Alt key down to remove the index marker.

1. Alpha or PNO order
2. Expanded viewing area
3. Larger font
4. Ability to:
 - relocate entries
 - edit entries
 - add entries
 - flip entries
 - delete entries
 - search entries*

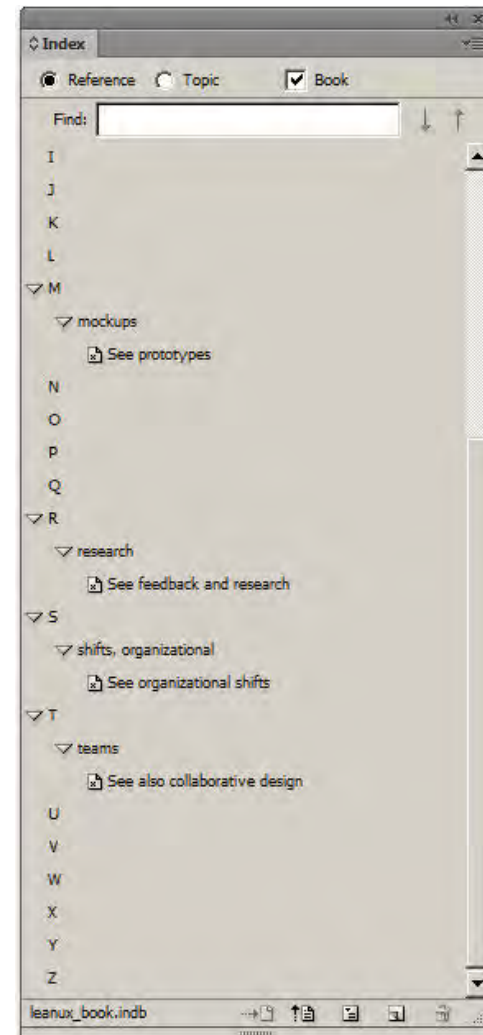


Editing entries — Index Ref Remover

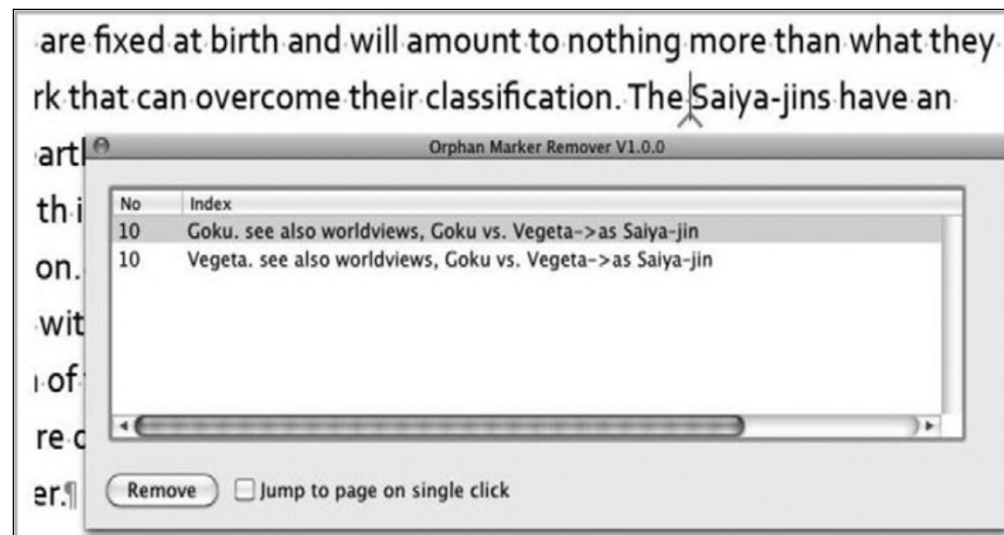


No undo!!!

Cross-references need
to be deleted manually



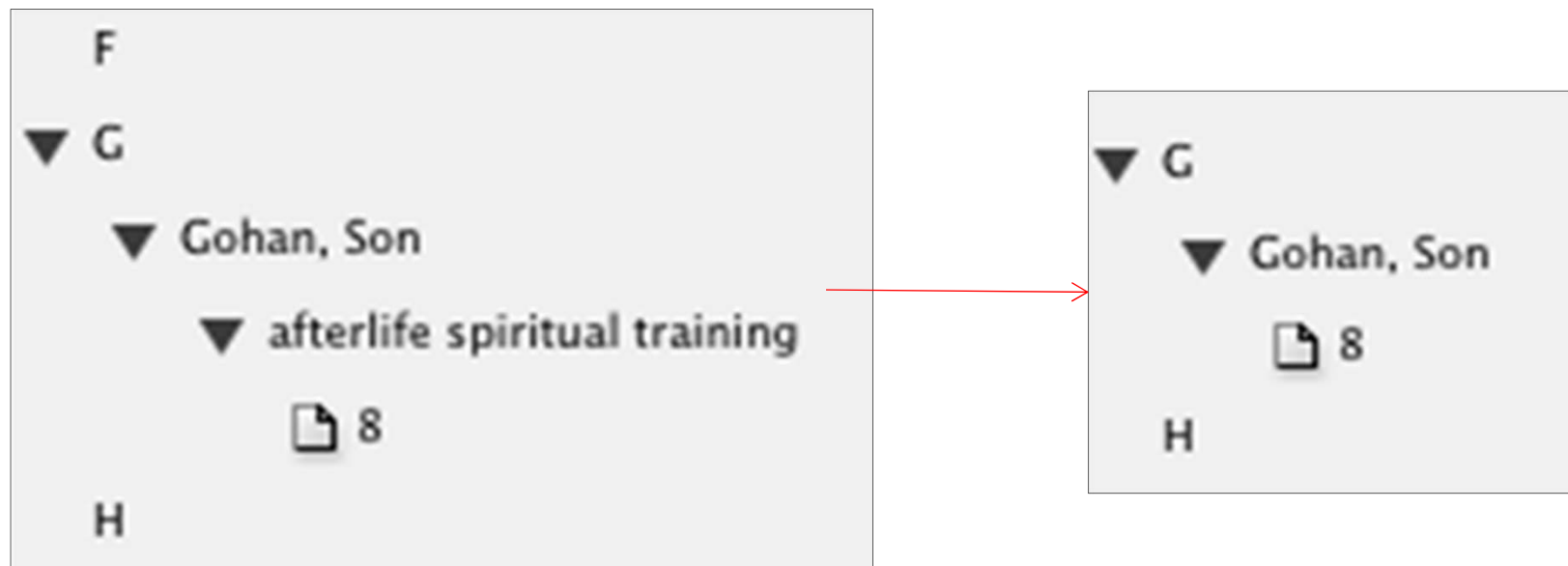
Editing entries — Orphaned Marker Remover



Scenario:

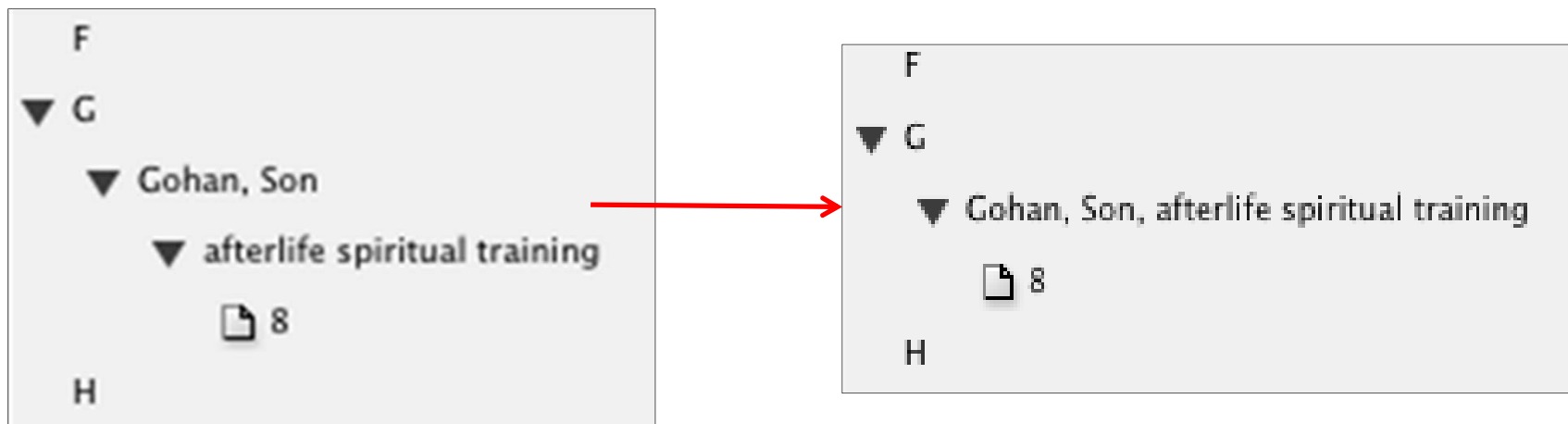
1. Delete entries from index itself (but embedded entries remain).
2. Run **Orphaned Marker Remover** to identify *orphaned* markers.
 - Select (highlight) all entries in generated index.
 - Run **Orphaned Marker Remover**.
 - Orphaned markers are displayed.
 - Highlight orphaned marker to permanently delete it and press **Remove**.

Editing entries — Orphan Killer



No windows associated with plugin. No undo.

Editing entries — Orphan Merger



No windows associated with plugin. No undo.

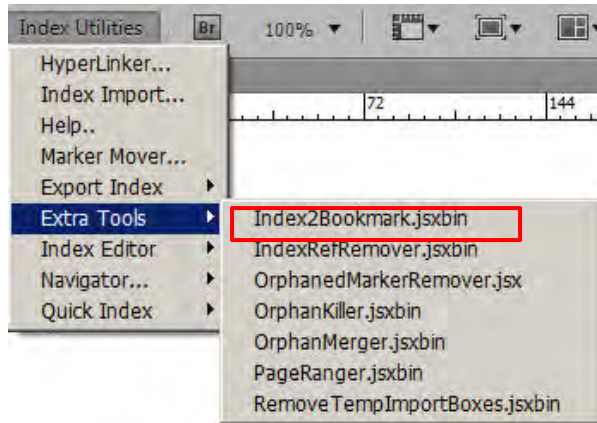
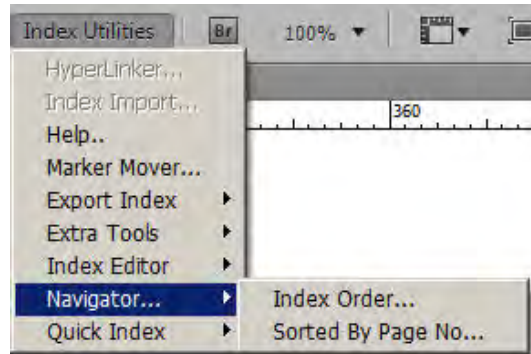
Editing entries — Page Ranger

Aardvarks, 1,2,3,4 → Aardvarks, 1-4

Sea lions, 1,2,3,4,9,21,22,23,24 → Sea lions, 1-4, 9, 21-24

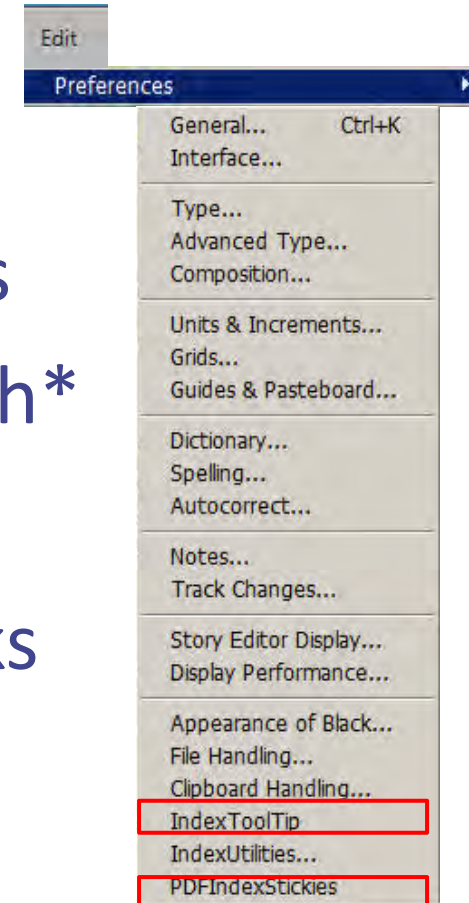
No windows associated with plugin. No undo.

Navigating, searching, viewing entries

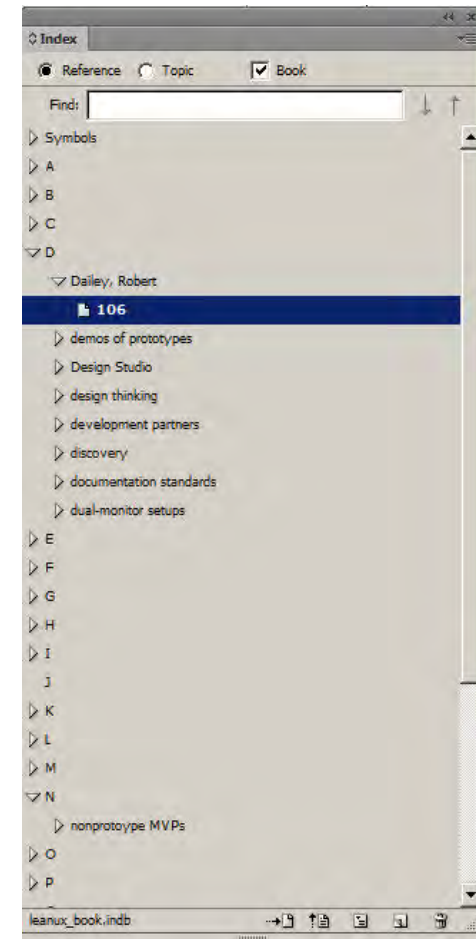
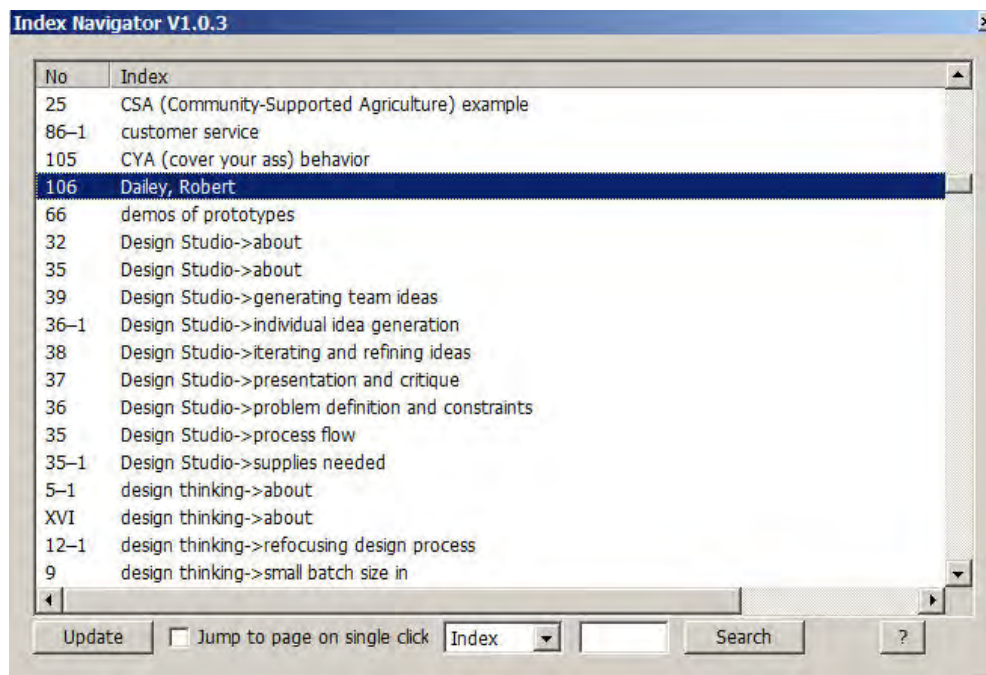


- Index Navigator
- Index Tooltip
- PDF InDex Stickies
- Quick Index Search*
- Index Editor*
- Index 2 Bookmarks

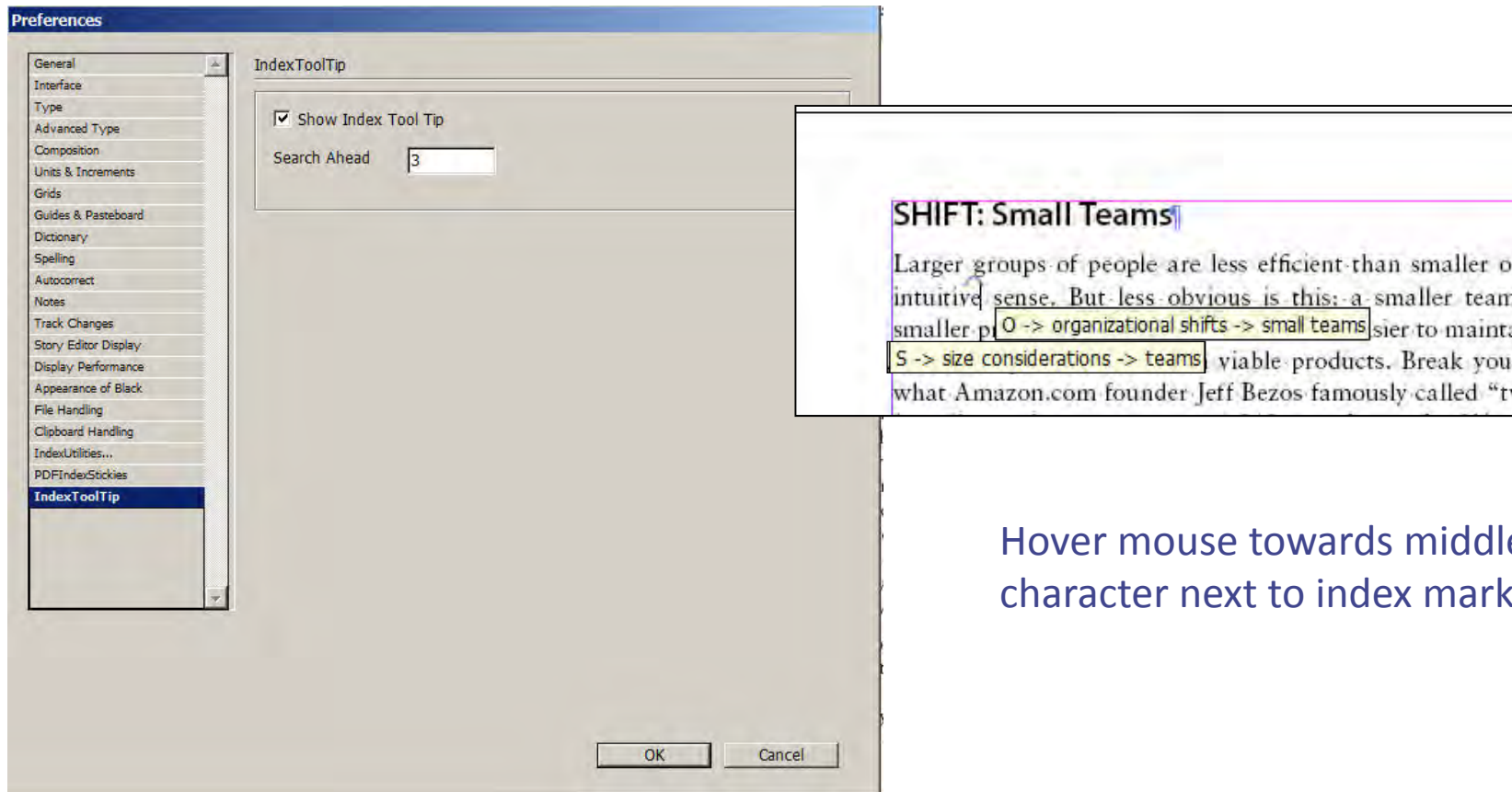
* previously discussed



Navigating, searching, viewing entries – Index Navigator



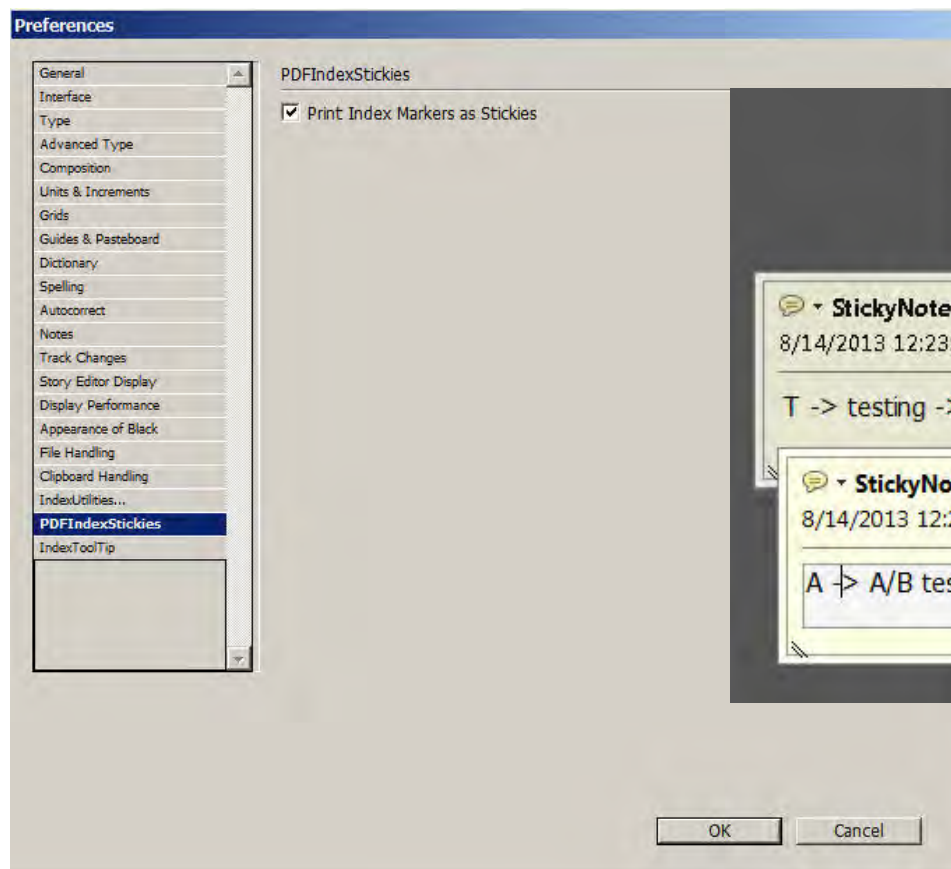
Navigating, searching, viewing entries – Index Tooltip



Hover mouse towards middle of
character next to index marker.



Navigating, searching, viewing entries – PDF InDex Stickies



In addition, use analytics tools to determine elements that have  been launched publicly. How is the usage of the product? Are your efforts as defined? These tools provide an unbiased

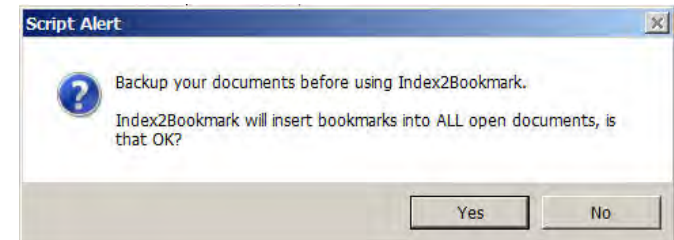
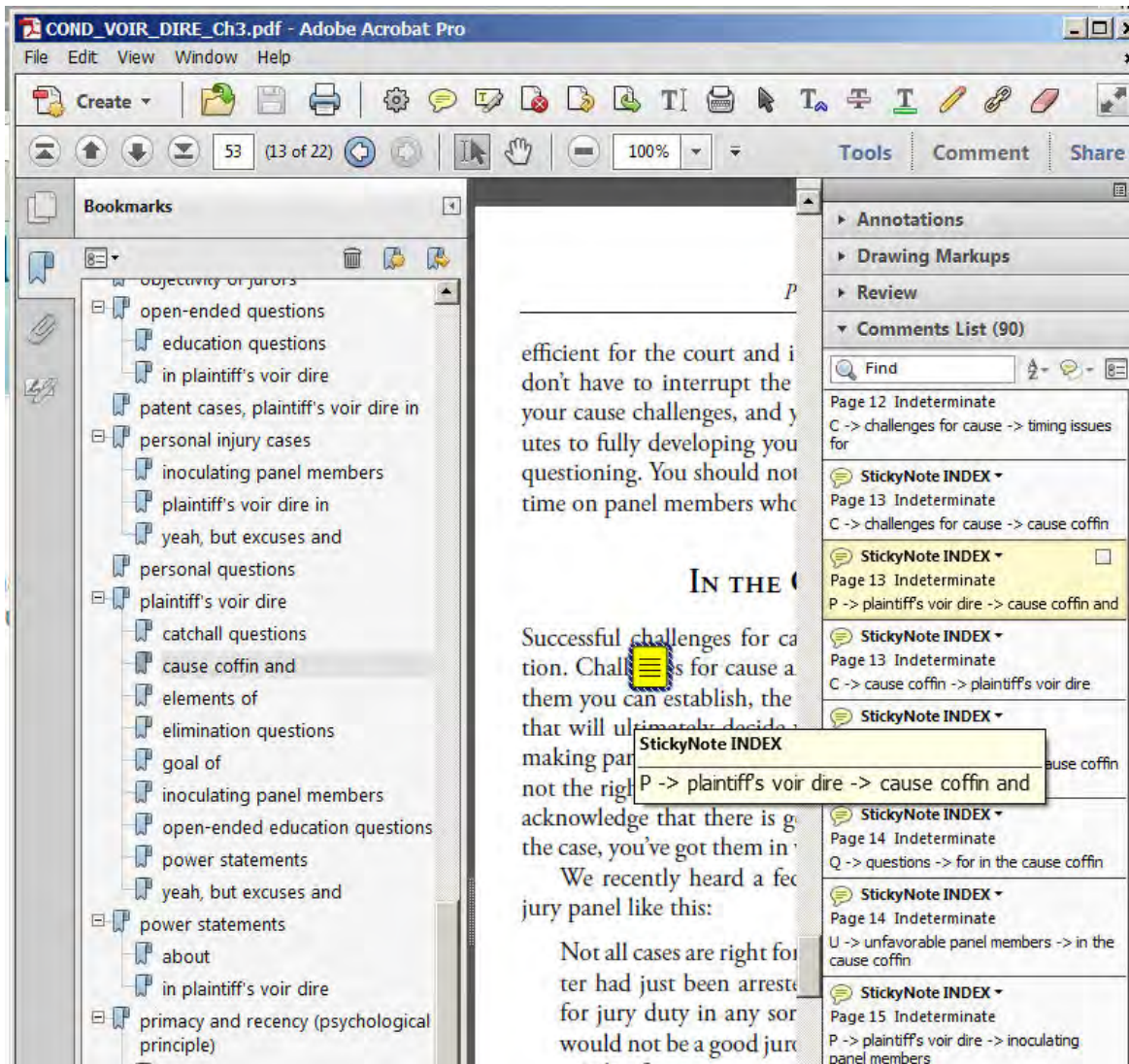
A/B testing

A/B testing is a technique, originally developed to gauge which of two (or more) relatively simple designs will achieve a goal more effectively. When applied in the context of product testing becomes a powerful tool to determine which hypotheses. Applying A/B testing is relatively simple: your hypotheses evolve into working code. Here's how it works: take the proposed (analysis) and publish it to your audience. However, ensure your customer see it, release it only to a small group to ensure your success criteria for that audience.

Exports contents of index markers
to *interactive* PDF.

Navigating, searching, viewing entries –

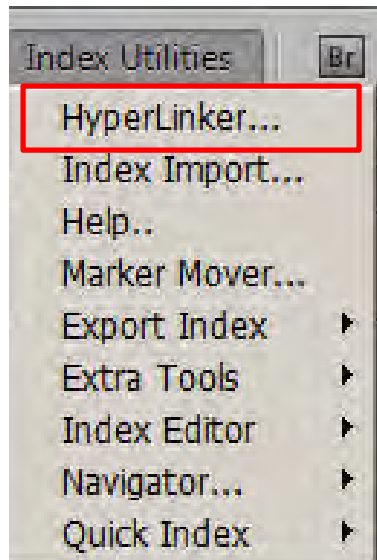
Index 2 Bookmarks



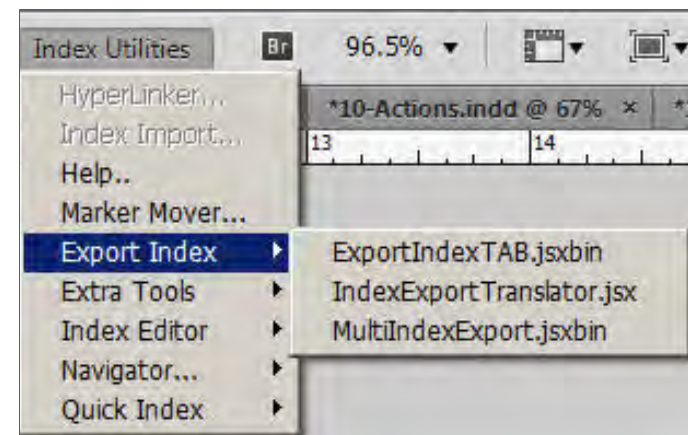
1. Invoke **Index 2 Bookmarks**.
2. Creates bookmarks at same location as index markers.
3. Export document(s) to *interactive PDF*.



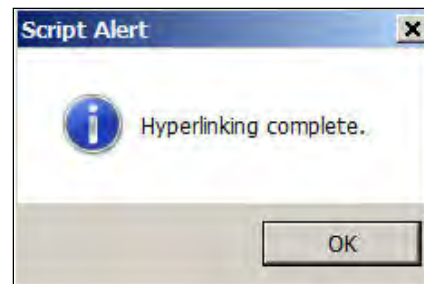
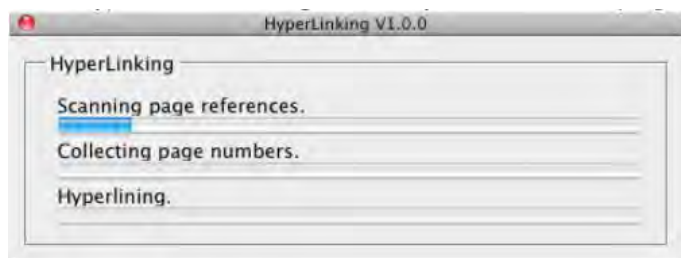
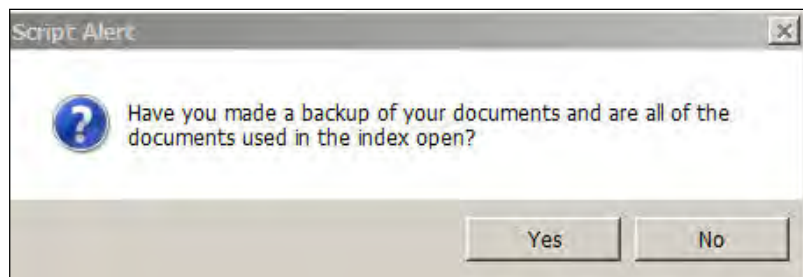
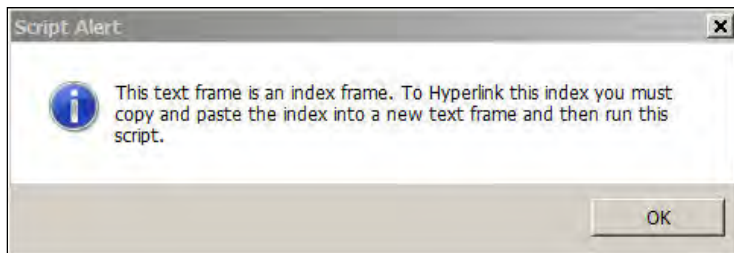
Exporting or hyperlinking entries



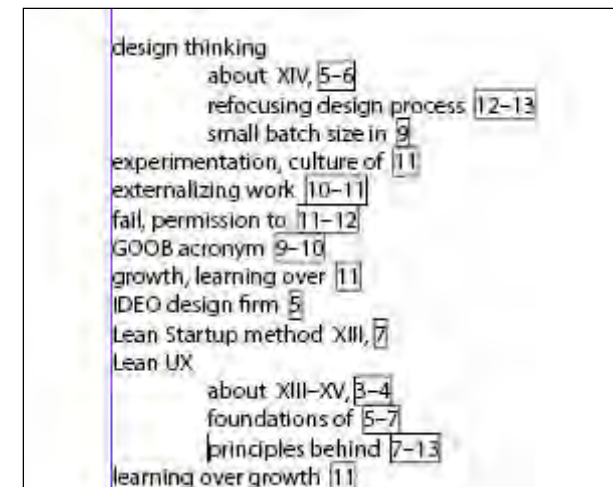
- HyperLinker
- Export Index



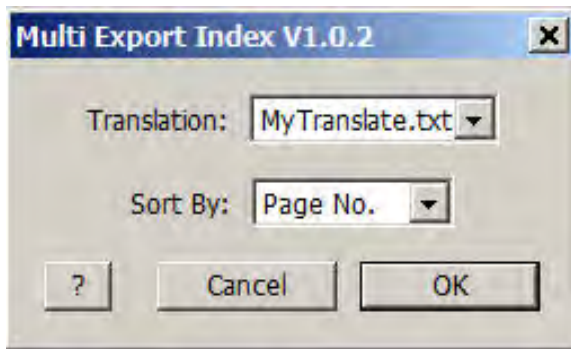
Exporting or hyperlinking entries – HyperLinker



1. Detach index (reload into new document).
2. Select (highlight) all index entries in index.
3. Execute HyperLinker.
4. Once hyperlinked, export index to ePUB or PDF.

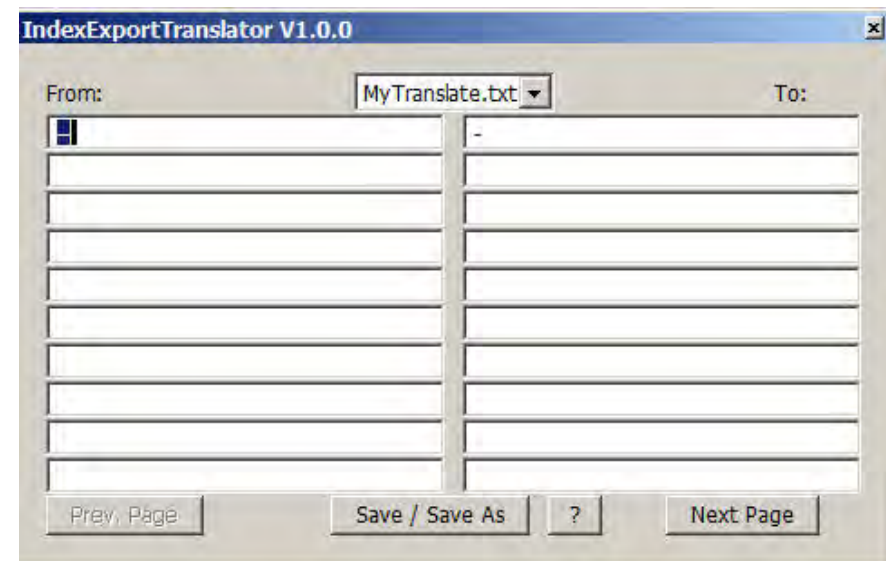


Exporting or hyperlinking entries – Export Index



- Export one or multiple chapters
- Forced sorting ignored
- Cross-references ignored
- Translation table for special characters

1. Highlight all text in at least one chapter.
2. Execute **Export Index** (single/multiple).
3. TXT file created with index entries in tab-delimited format.



Exporting or hyperlinking entries – Export Index

Index Navigator V1.0.3

No	Index
109	37Signals
109	A/B testing
65	A/B testing
88	A/B testing
64	Adobe Fireworks program
89	Adobe Test&Target
109	aesthetics in organizational shifts
50	affinity mapping exercise
111	agencies, interactive
33	Agile software development->communication in teams
6	Agile software development->cycle times and
3	Agile software development->cycle times and
91	Agile software development->integrating Lean UX and
XVI	Agile software development->overview
6	Agile software development->overview
XVII	Agile software development->overview
92-1	Agile software development->terminology for
88	analytics tools

Update ☐ Jump to page on single click Index

```

37Signals→ → → → 109¶
A/B·testing→ → → → 109¶
A/B·testing→ → → → 65¶
A/B·testing→ → → → 88¶
Adobe·Fireworks·program → → → → 64¶
Adobe·Test&Target → → → → 89¶
aesthetics·in·organizational·shifts → → → → 109¶
affinity·mapping·exercise → → → → 50¶
agencies·interactive→ → → → 111¶
Agile·software·development→ communication·in·teams→ → → → 33¶
Agile·software·development→ cycle·times·and→ → → → 6¶
Agile·software·development→ cycle·times·and→ → → → 3¶
Agile·software·development→ integrating·Lean·UX·and → → → → 91¶
Agile·software·development→ overview → → → → XVI¶
Agile·software·development→ overview → → → → 6¶
Agile·software·development→ overview → → → → XVII¶
Agile·software·development→ terminology·for→ → → → 92-1¶
analytics·tools→ → → → 88¶

```

How to best use KPS plugins

- Familiarize yourself with what they do
- When you run into an InDesign indexing limitation, review the plugins to see if any might do what you need, such as:
 - viewing entries in page number order
 - moving index markers within page
 - viewing entries in larger, more functional area
 - duplicating or editing entries more efficiently
 - what else??

What we've covered

- ◆ KPS plugins overview
- ◆ Creating indexes
- ◆ Importing existing indexes
- ◆ Editing index entries
- ◆ Navigating, searching, viewing entries
- ◆ Exporting or hyperlinking entries
- ◆ How to best use the KPS plugins



luciehaskins@gmail.com

<http://luciehaskins.com> (resources page)