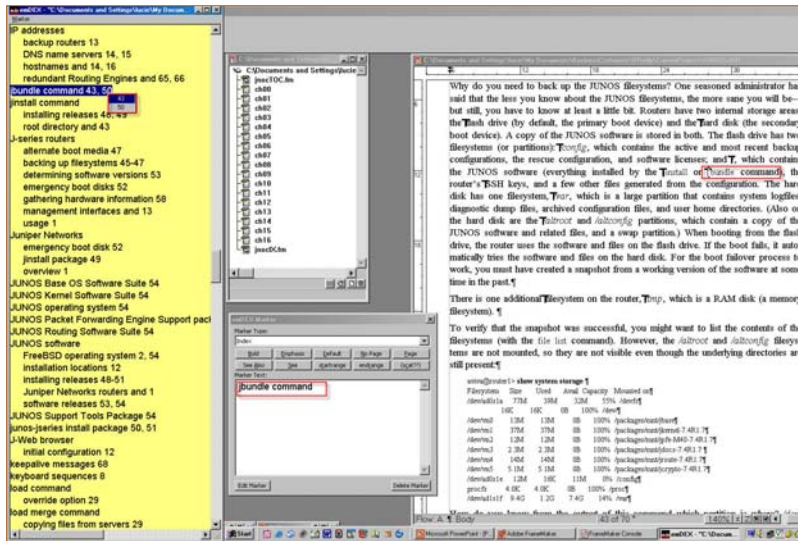




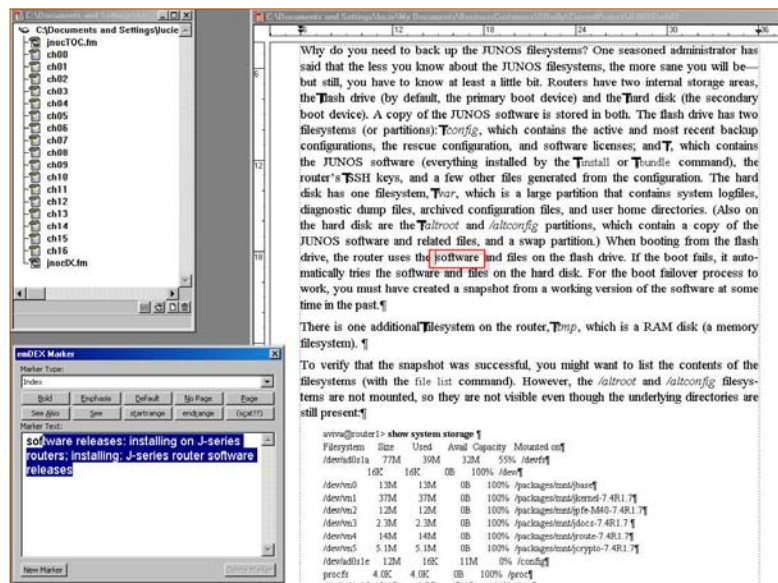
Indexing Plugins for FrameMaker

Index preview (emDEX)



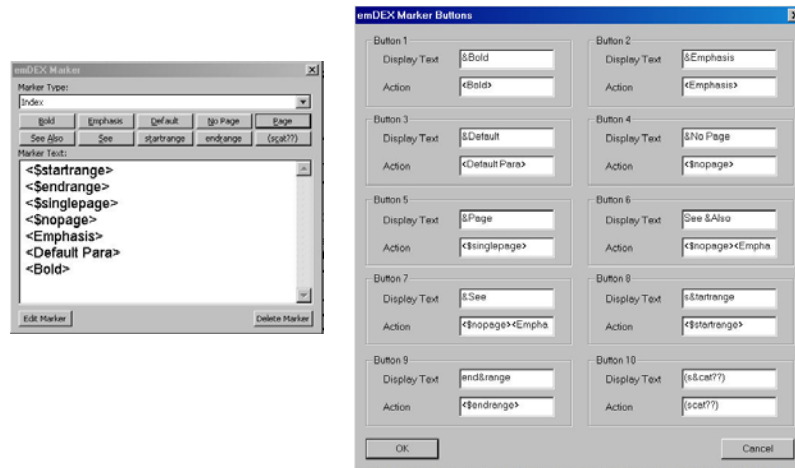
3

Autocomplete for entries (emDEX)



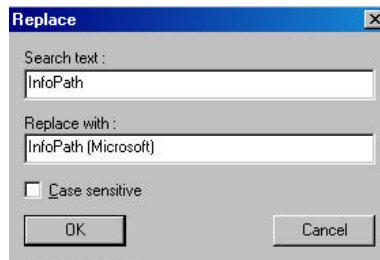
4

Customizable marker box and special strings (emDEX)



5

Change propagation (emDEX)



OLD VERSION:

- InfoPath
 - defined 215
 - Excel and 225-227
 - generating HTML output 261-263
 - linking forms 230-236, 245-247
 - populating controls 236-239
 - scripts and 243-245, 247-255
 - sharing data 227-230

NEW VERSION:

- InfoPath (**Microsoft**)
 - defined 215
 - Excel and 225-227
 - generating HTML output 261-263
 - linking forms 230-236, 245-247
 - populating controls 236-239
 - scripts and 243-245, 247-255
 - sharing data 227-230

6

Change propagation (emDEX and Ixgen)

The screenshot shows the emDEX application interface. On the left is a file explorer showing a directory structure for 'anonymous FTP 48'. The main window displays a table of index entries. The table has columns: RAW, MARKER, TYPE, SOURCE, DOCUMENT, and EDIT MARKER TEXT IN THIS COLUMN. The entries are as follows:

RAW	MARKER	TYPE	SOURCE	DOCUMENT	EDIT MARKER TEXT IN THIS COLUMN
Index	..JUNOS	Index	..JUNOS	Index	anonymous FTP
Index	..JUNOS	Index	..JUNOS	Index	apply-groups statement
Index	..JUNOS	Index	..JUNOS	Index	area statement: comments in
Index	..JUNOS	Index	..JUNOS	Index	<\$endrange>backing up: filesystems, M-series routers: backing up filesystems, T-series routers: backing up filesystems
Index	..JUNOS	Index	..JUNOS	Index	backup routers: IP addresses, IP addresses: backup routers

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Viewing index entries in document (IXgen)

The first screenshot shows a document with the following text:

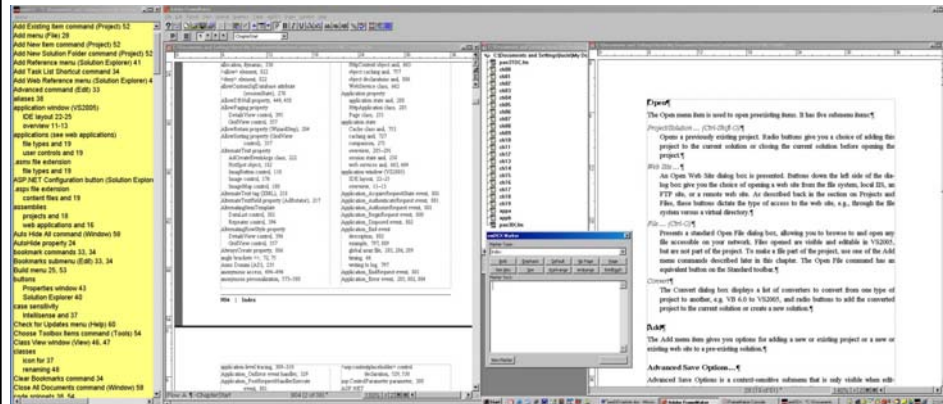
Why do you need to back up the JUNOS filesystems? One seasoned administrator has said that the less you know about the JUNOS filesystems, the more sane you will be—but still, you have to know at least a little bit. Routers have two internal storage areas, the flash drive (by default, the primary boot device) and the hard disk (the secondary boot device). A copy of the JUNOS software is stored in both. The flash drive has two filesystems (or partitions): Tconfig, which contains the active and most recent backup configurations, the rescue configuration, and software licenses; and T, which contains the JUNOS software (everything installed by the Tinstall or Tbundle command), the

The second screenshot shows the same document with additional formatting and underlines:

Why do you need to back up the JUNOS filesystems? One seasoned administrator has said that the less you know about the JUNOS filesystems, the more sane you will be—but still, you have to know at least a little bit. Routers have two internal storage areas, the flash drive:as storage areaflash drive:storage areaflash drive (by default, the primary boot device) and the hard disk:as storage areahard disk:storage areahard disk (the secondary boot device). A copy of the JUNOS software is stored in both. The flash drive has two filesystems (or partitions): Tconfig directory: flash drive andconfig directory:flash drive andconfig, which contains the active and most recent backup configurations, the rescue configuration, and software licenses; and Tboot directory: flash drive and /, which contains the JUNOS software (everything installed by the Tinstall command: root directory and jinstall or Tbundle commandbundle command), the router's SSH (secure shell): router keysSSH keys, and a few other files generated from the configura-

8

My embedding process using FrameMaker and utilities



- two-screen layout
- use index as static (previous chapters) guide
- emDEX window as dynamic (current chapter) guide
- edit by hyperlinking from generated index

9

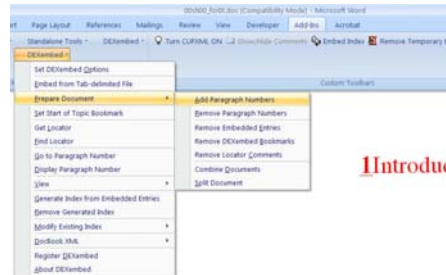
Indexing Plugins for Word

10

Using locators in indexing program

- DEXembed

- WordEmbed



Wow, how times changed. A few years ago a digital camera was still an expensive novelty, or few people. Today, just about everyone has one. If you're like most people, you probably take way more digital photos compared to the days of film when you had to pay to develop each print only that, but most folks have broadband Internet connections, which makes posting and sharing online that much easier.

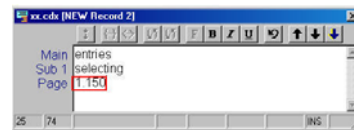
Adobe has kept up right along with you. To begin with, Photoshop Elements was a terrific editing, improving, and printing photos. Then Adobe added the Organizer, which lets you easily sort thousands of photos, as well as whip up all sorts of easy-to-complete projects, like photo greeting cards. With Elements 7, Adobe gives you a free basic account at Photoshop.com, incredibly easy to share photos online, back them up automatically, and sync what you do online to your home computer. You even get your own personal Web page.

4 Why Photoshop Elements?

Adobe's Photoshop is the granddaddy of all image-editing programs. It's the Big Cheese, the standard against which everything else is measured. Every photo you've seen in a book or magazine past 10 years or so has almost certainly passed through Photoshop on its way to being printed. You can't buy anything that gives you more control over your pictures than Photoshop does.

needs of producers and users of it debated, always with the overall ability. These elements are the

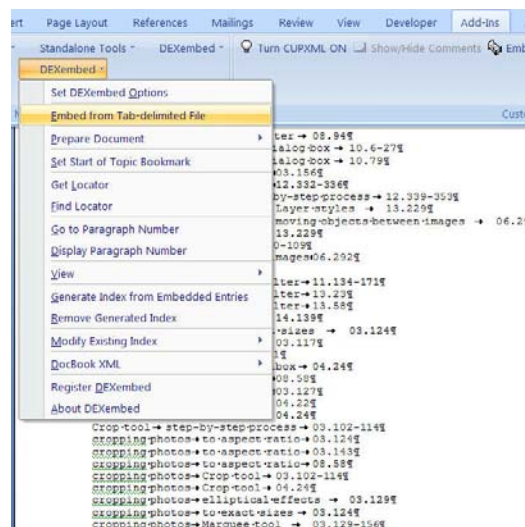
With the inclusion of more precise and other guidelines on how to solve most satisfactory solutions to the majority



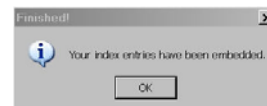
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Importing index into Microsoft Word

- DEXembed



1. Open Word document.
2. Open tab-delimited file.
3. Make sure the tab-delimited file is the "active" file.
4. Select Embed from Tab-delimited File.
5. Import process completes (in less than a minute or so).

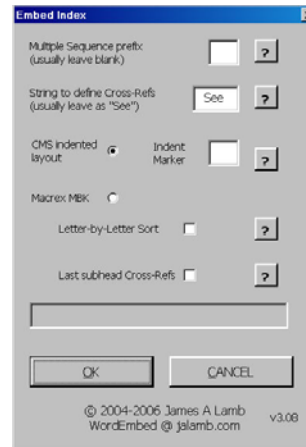


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Importing index into Microsoft Word - WordEmbed



1. Select the Embed Index button from the WordEmbed menu bar.
2. The Embed Index dialog box displays.
3. Select the format desired.
4. WordEmbed import process completes.
5. After the index has been embedded, press the Remove Temporary Bookmarks button (WordEmbed menu bar) to remove the temporary locators created earlier.



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Embedded index in Microsoft Word

Servlets make use of the Java classes in these packages:

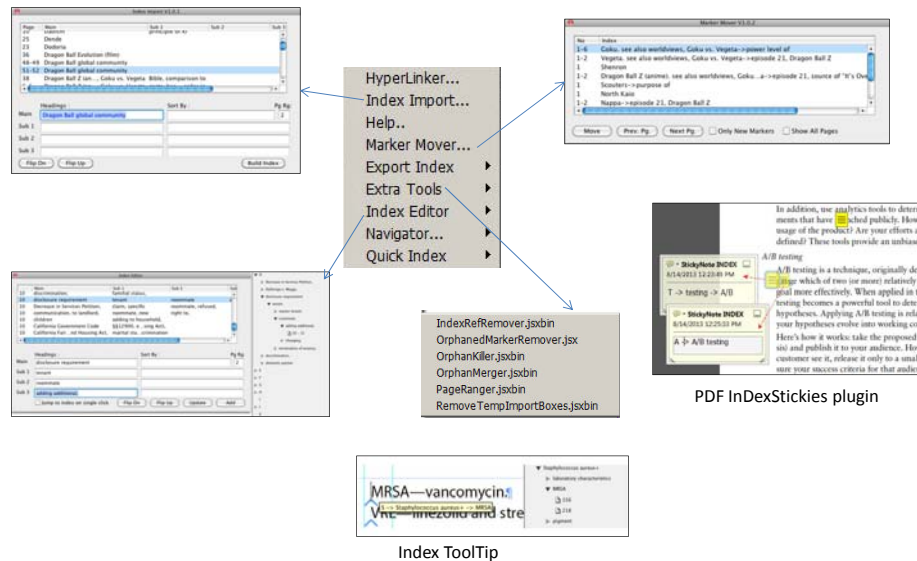
- `{ XE "javax.servlet package" }` * `javax.servlet`: The basic Servlet framework
- `{ XE "javax.servlet.http package" }` * `javax.servlet.http`: Extensions of the servlet framework for servlets that answer HTTP requests
- `{ XE "HTTP (Hypertext Transfer Protocol) Java servlets" }` Typical uses for HTTP servlets include
 - `{ XE "HTML (Hypertext Markup Language) Java servlets and" }` `{ XE "dynamic content" }`
 - * Processing and/or storing data submitted by an HTML form
 - * Providing dynamic content, for example, returning the results of a database query to the client (as HTML, XML)
 - `{ XE "HTTP (Hypertext Transfer Protocol) Java servlets" }` * Managing state information on top of the stateless HTTP, for example, for an online shopping cart system that manages shopping carts for many concurrent customers and maps every request to the right customer
- `{ XE "Java servlets:overview" }` `{ XE "Java servlet engine:defined" }` `{ XE "Apache Tomcat" }` A *Java servlet engine* is the Java application that executes the Java servlet. It is a mechanism by which a Java application can be written to provide dynamic web content. For example, Tomcat (<http://jakarta.apache.org/tomcat/>) has a servlet engine that you can use to execute Java servlets.

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Indexing Plugins for InDesign

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KPS (Kerntiff Publishing System) plugins for InDesign



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Indexing Processes

17

Training my eye to ignore clutter

Error Extensions

{XE "25914.5.02.02.048.1"} The Error type extensions of the AJAX library extend the native Error type by providing a richer API around exception details. Just as specific exceptions can be thrown in the .NET Framework, specific errors can be thrown in the AJAX Library, providing more meaningful errors than the general purpose Error. The Error type provides one factory method, nine methods to create specialized errors, and one utility method that adds exception details. {XE "25914.5.02.02.048.9"}

Creating Errors with Error.create

{XE "25914.5.02.02.049.1"} Error.create is a factory method that simplifies the process of creating an error. It is used by all the specialized error types in the AJAX library. The message of the error is used as the main parameter. Additional information passed into the errorinfo dictionary is added to the error object. {XE "25914.5.02.02.049.9"}

{XE "25914.5.02.02.050.1"} To raise an exception using Error.create, pass a display message and error details as parameters. The following code sample creates a generic error, passing a second object containing additional error information that could be used in debug code. {XE "25914.5.02.02.050.9"}

```
throw Error.create("Unexpected error.",
    { name: "SOAjax.Examples.Foo", argument: "bar" });
```

{XE "25914.5.02.02.051.1"} The methods listed in Table 5-5 create specific errors. They are used within the AJAX library and are also useful for custom code. For each error, the method that creates the error is listed along with usage guidelines. {XE "25914.5.02.02.051.9"}

{XE "25914.5.02.02.052.1"} Method	Description
{XE "25914.5.02.02.054.1"} Error.argument(paramName, message)	Use when an argument is passed that is the wrong type, such as when a string is passed when a Boolean value is expected.
{XE "25914.5.02.02.055.1"} Error.argumentNotAnInstanceOf(message, expectedType)	Use when a required parameter is null.

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Kitchen sink indexing?

(Throw everything into the index and sort it out at the end?)

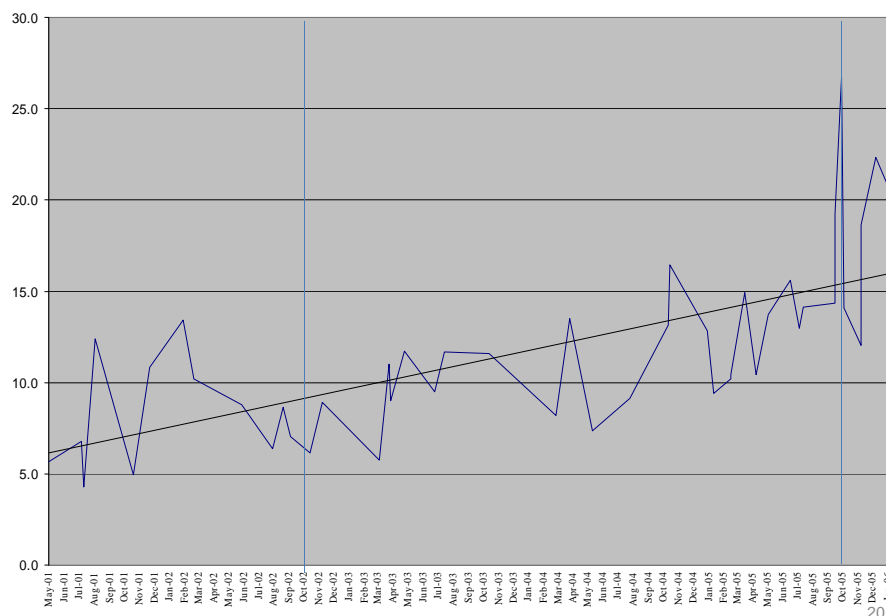
-- or --

Editing as you index?

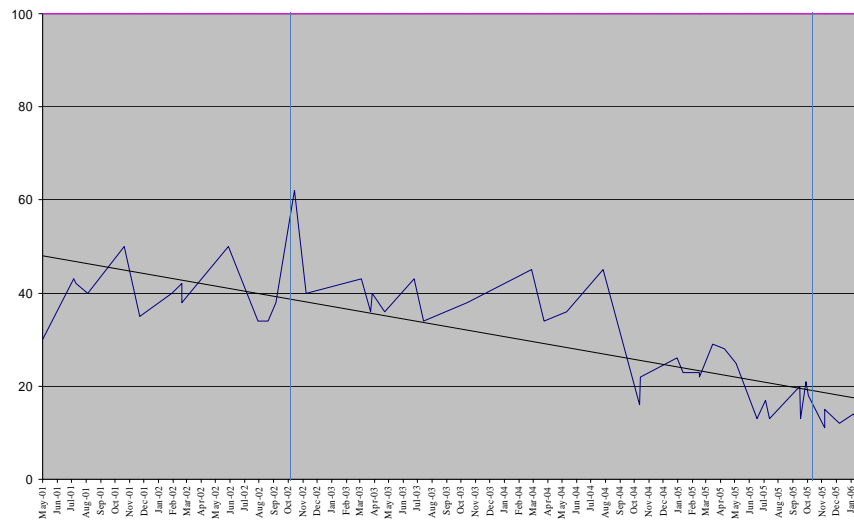


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Pages per hour



Editing as percentage of time



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Specialized Indexing Tools Developed by Clients

22

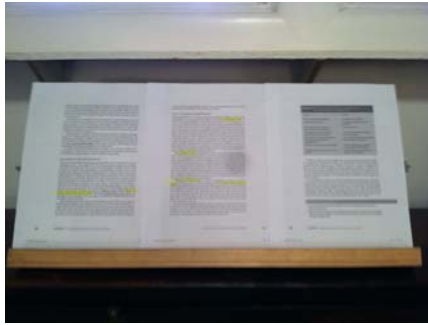
Ergonomic Office Setup

25



26

Editor's Desk



27

Time Management

28

Schedule regular breaks.
Get up... Move around.



29

Have laptop... will travel

30



Hospital bedside



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Marketing

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- direct mailing/emailing
- followup to mailings
- cold calling with prewritten scripts
- client referrals
- networking with other indexers
- SIGs
- advertising
- conferences and trade shows
- mentoring/apprenticeships
- membership in related organizations
- discussion groups
- web sites
- business expansion possibilities

33

Scheduling Projects

34



35

Digital post-its

<p>July 2007</p> <p>7/02/07 Gibbs-Smith (\$3.25 x 50022)</p> <p>7/12/07 WWW Norton (\$4 x 22) 2 indexes</p> <p>7/16/07 O'Reilly (834 x \$5.50)</p> <p>7/16/07 Addison-Wesley (\$3 x 1051)</p> <p>7/25/07 TFH (272 pg x .)</p> <p>7/25/07 WestWords (\$2.50 x 400)</p> <p>7/27/07 Norton (300 x \$4)</p> <p>7/27/07 Management Concepts (\$2.50 x 183)</p> <p>7/30/07 ICC/MS (\$4 x 300) TIM tool</p> <p>August 2007</p> <p>8/06 SAS (375 x ??)</p> <p>8/08 nSight (\$3.25 x 600) TIM tool</p>	<p>FRIDAY (7/13)</p> <p>O'Reilly -- ch 18</p> <p>prep for 7/14/07 mtg</p> <p>fix salad for Saturday</p> <p>SATURDAY (7/14)</p> <p>Colorado Chapter meeting (sitter: 9-7)</p> <p>O'Reilly -- ch 19/20</p> <p>SUNDAY (7/15)</p> <p>O'Reilly -- ch 21/22/23</p> <p>O'Reilly edit</p> <p>MONDAY (7/16)</p> <p>O'Reilly due</p> <p>Dr. Sperber 8am (sitter 11-3)</p> <p>Coumadin check -- 3:15pm</p> <p>cancel ortho appt</p> <p>schedule hearing exam for Dean</p> <p>TV note to church</p> <p>TV note to seniors center</p> <p>download nSight chapters</p> <p>Norton -- 60 pages</p> <p>Norton -- 60 pages</p> <p>TUESDAY (7/17)</p> <p>Karen -- cleaning AM</p> <p>schedule driveway rework</p> <p>Norton -- 60 pages</p> <p>TFH -- 90 pages</p> <p>WEDNESDAY (7/18)</p> <p>garbage day</p> <p>deadline for Relay for Life donations</p> <p>call Mike Mason</p> <p>Dr. Daugherty 4:45pm</p> <p>Norton -- 60 pages</p> <p>TFH -- 90 pages</p>
---	---

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Tracking Progress

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workfortotalcustomers.xls

	A	B	C	D	E	F	G	H	I	L	M	N	O	P	Q	R	S
1	Date	Client/ Manuscript	Company	Pages	Vet	Mark/ 2nd dft	%	Input	%	Edit	%	Del/ File	Total Hrs	Pg/Hr	Pg/Hr Rate	Total Fee	Hr/ Avg
2	1/11/02	Demographics	HW Wilson	141	0.25	9.25	37.0%	7.75	31.0%	5.25	21.0%	2.50	25.00	5.6		500.00	20.00
3	2/4/02	Web-based Training	ICC	317	0.50			9.75	58.2%	6.00	35.8%	0.50	16.75	18.9	3.25	1,030.25	61.51
4	2/4/02	Access Cookbook	O'Reilly	688	3.25			27.25	63.2%	20.25	39.5%	0.50	51.25	13.4	5.50	3,784.00	73.83
5	2/8/02	Chemistry	ICC	431	1.25			27.75	67.7%	11.50	28.0%	0.50	41.00	10.5	3.25	1,400.75	34.16
6	2/22/02	Computer Validation	HIS	195	0.75			8.50	52.3%	6.50	40.0%	0.50	16.25	12.0	3.25	633.75	30.00
7	2/25/02	Psych Handbook	ICC	377	2.50	2.25	7.4%	17.00	55.7%	8.25	27.0%	0.50	30.50	12.4	3.25	1,225.25	40.17
8	2/26/02	802.11 Wireless Networks	O'Reilly	435	1.25			20.25	47.6%	18.00	42.4%	3.00	42.50	10.2	5.50	2,392.50	56.29
9	2/26/02	Web Perf Tuning	O'Reilly	434	0.75			24.25	57.1%	16.00	37.6%	1.50	42.50	10.2	5.50	2,387.00	56.16
10	5/3/02	Return Blessings	Pilgrim Press	205	0.50			6.75		3.00		1.00	11.25	18.2	3.00	615.00	54.67
11	5/6/02	Religion in Politics	HW Wilson	155	2.50	7.50	23.4%	9.25	28.9%	7.75	24.2%	5.00	32.00	4.8		940.00	20.00
12	5/7/02	Handbook SED Adolescents (sub/auth)	NMSG	466	0.75	3.25		40.00		22.25		1.50	67.75	6.9	4.00	1,864.00	27.51
13	5/14/02	QA in Healthcare	HIS	450	0.50			17.75	58.2%	11.75	38.5%	0.50	30.50	14.8	3.50	1,575.00	51.64
14	5/22/02	Michal Rouner	Whitney	254	0.75			8.75	58.7%	3.50	30.4%	0.50	11.50	22.1	4.00	1,016.00	88.35
15	6/31/02	Business Memoir	Overlook Press	232	0.75			8.75	60.3%	4.75	32.8%	0.25	14.50	16.0	3.25	754.00	63.00
16	6/3/02	FrontPage	Black Dot	30				4.00	34.8%	7.50	65.2%		11.50	2.6	3.50	105.00	6.13
17	6/3/02	Windows XP	Black Dot	33				4.50	51.4%	4.25	48.6%		8.75	3.8	3.50	115.50	13.20
18	6/3/02	Practical VoIP	O'Reilly	491	2.50			24.75	44.2%	27.75	49.6%	1.00	56.00	8.8	5.50	2,700.50	48.22
19	6/18/02	Service-Learning	WestWord	289	0.50			14.50	56.9%	10.00	30.2%	0.50	25.50	11.3	4.00	1,156.00	45.33
20	7/2/02	Creating Maps with SAS/GRAPH Software	SAS	129	0.25			11.50	52.3%	9.25	42.0%	1.00	22.00	5.9		770.00	35.00
21	7/3/02	Outlook	Black Dot	182	0.25	7.50	12.7%	37.00	62.7%	14.25	24.2%		59.00	3.1	3.50	637.00	10.80
22	7/8/02	Econometric Analysis (sub/auth)	ICC	958	2.00			53.75	70.7%	19.50	25.7%	0.75	76.00	12.6	3.25	3,113.50	40.97
23	7/22/02	Understanding IPv6	ICC	431	0.50			31.50	65.3%	15.75	32.6%	0.50	48.25	8.9	3.50	1,508.50	31.26
24	8/6/02	Music Lover's Guide	ICC	301	0.25			21.75	68.5%	9.25	29.1%	0.50	31.75	9.5	3.50	1,053.50	33.18
25	8/6/02	Dynamic HTML	O'Reilly	195	2.50			16.75	54.9%	10.25	33.6%	1.00	30.50	6.4	5.50	1,072.50	35.16
26	8/13/02	Cookbooks	Dix Type	776	3.75				13.50	67.5%	2.75		20.00	38.8		900.00	45.00
27	8/27/02	JXTA	O'Reilly	378	1.00	4.00	9.1%	22.25	50.9%	15.00	34.3%	1.50	43.75	8.6	5.50	2,079.00	47.52
28	9/4/02	China	HW Wilson	148	0.50	11.25	35.2%	9.75	30.5%	8.25	25.8%	2.25	32.00	4.6		940.00	20.00
29	9/11/02	DNS Cookbook	O'Reilly	211	0.75			17.25	57.5%	11.25	37.5%	0.75	30.00	7.0	5.50	1,160.50	38.68
30	9/23/02	Reading Ext. Data File	SAS	260	0.50			15.75	68.5%	4.50	19.6%	2.25	23.00	11.3		805.00	35.00
31	10/7/02	Health, Illness, Social Body	ICC	337	2.25	2.00	5.2%	21.50	55.5%	13.00	33.5%		38.75	8.7	3.25	1,095.25	28.26
32	10/21/02	Macintosh Pocket Reference Guide	O'Reilly	60				3.75	38.5%	6.00	61.5%		9.75	6.2	5.50	330.00	33.85
33	10/28/02	Zone Collection	Dix Type	857	5.75	2.50	8.3%			16.50	55.0%	5.25	30.00	28.6		1,350.00	45.00
34	11/7/02	Programming Web Services with Perl	O'Reilly	451	0.50			28.25	55.9%	20.00	39.6%	1.75	50.50	8.9	5.50	2,490.50	49.12
35	11/19/02	Women's Rites	Pilgrim Press	284	0.25			8.00	66.7%	3.25	27.1%	0.50	12.00	23.7	3.00	852.00	71.00
36																	
37	Totals			11,581	40.25	49.50	4.5%	578.25	52.9%	383.75	35.1%	40.50	1,692.25	10.6	3.78	43,741.75	49.65
38				pages									hours	pg/ph	avg/pg	fees	hr/avg
39	Total Number of Books		34														

7/13/2007 10:19 PM

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