

DEXembed, WordEmbed, and IndexDeconstructor: How Do They Work and Why Would I Want to Use Them?

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How do DEXembed and WordEmbed work?

- Import CINDEX, MACREX, Sky (C/M/S) index entries into MS Word in one fell swoop
- □ Third-party (.dot file) add-ons to MS Word
 - Jack Lyon (www.editorium.com/dexembed.html)
 - MAC and Windows versions
 - 45-day free trial
 - \$79.95 for single user
 - Docbook XML and LaTeX
 - James Lamb (www.jalamb.com/wordembed.html)
 - MAC (Parallels) and Windows versions
 - Demo version limited to 10 index headings
 - \$130 user license
 - CUP-XML

Why would I want to use them?

- Bypass limitations of Word's indexing module
- Take advantage of powerful features in C/M/S dedicated indexing packages
 - Real-time previews of indexes
 - Autocomplete during data entry
 - Sophisticated formatting options
 - Powerful editing capabilities (cascading changes)
 - Temporary groupings

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Step 1. Creating embedded index entries using Word's indexing module

- 1. Insert cursor at desired location for index entry.
- 2. Select References tab.
- 3. Select Mark Entry option.
- 4. Mark Index Entry dialog box opens. Create index entry. (Alt+Shift+X shortcut)
- 5. XE field (index entry) is inserted in desired location.

Step 2. Generating index in MS Word

Option A: Generating at end of single document

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- 1. Position cursor at end of document.
- 2. Open References tab.
- 3. Select Insert Index option.
- In Index dialog box, select format options desired.
- 5. Click OK to generate index.

Step 2. Generating index in MS Word

Option B: Generating in separate file for *multiple documents*



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- Create new file.
- 2. Open Insert tab.
- B. Select Quick Parts option.
- Select Fields from dropdown box.
- . The Field dialog box displays.
- From the Field names: section, select the RD field.
- Click on Field Codes (which turns into Hide Codes) then Options.
- The Field Options dialog box will display identifying supported switches for the Index field.
- 9. Select the switches desired and click OK.
- 10. Repeat steps 6-9, one time for each chapter to be included for indexing.
- 11. Position cursor at end of RD example above and follow Step 1. instructions for generating index.

DEXembed and WordEmbed embedding process

- 1. Index "as usual" in C/M/S software using:
 - Various locator options (DEXembed)
 - Bookmark locators (WordEmbed)
- 2. Save index file for import as:
 - DAT file (DEXembed)
 - RTF or MBK file (WordEmbed)
- 3. Import index file into Word documents
- 4. Remove temporary locators
- 5. Generate MS Word index

1. Index "as usual" in C/M/S programs -- using DEXembed locator options

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	Register [EXembed					<u>81</u> /	An Exa	mple	Interact	tion			
About DEXembed				82 At this point, you might be wondering what a typical Ajax interaction looks like. Figure 1-										
_						4 shows the standard interaction paradigm in an Ajax application.								

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84Figure 1-4. Standard Ajax interaction

85Unlike the standard request/response approach found in a standard web client, an Ajax application does things a little bit differently.

8.6 1. A client-side event triggers an Ajax event. Any number of things can trigger this, from a simple onchange event to some specific user action. You might have code like this:

87<input type="text" d="email" name="email" onblur="validateEmail()";>

88 2. An instance of the XML HttpRequest object is created. Using the open method, the call is set up. The URL is set along with the desired HTTP method, typically GET or POST. The request is actually triggered via a call to the send method. This code might look something like this:

89 var xmlHttp;

- 90 function validateEmail() {
- 91 var email = document.getElementById("email"); 92 var url = "validate?email=" + escape(email.value);
- 93 if (window.ActiveXObject) {
- 94 xmlHttp = new ActiveXObject("Microsoft.XMLHTTP");
- 95 }
 96 else if (window.XMLHttpRequest) {
- 97 xmlHttp=newXMLHttpRequest();
- 98 }
- 99xmlHttp.open("GET", url); 100xmlHttp.onreadystatechange = callback;

? × DEXembed Options -For locators, use:-O Word numbers Paragraph numbers C Page numbers Add comment when getting locator Require chapter designators for multiple chapters -Mark ranges automatically with: Automatically named Bookmarks C Codes (case-sensitive) Start code: O Nothing (don't mark ranges) Mark embedded entries as tracked revisions OK Cancel

1. Index "as usual" in C/M/S programs -- using WordEmbed locator option (Click-Copy-Paste)

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2. Save index as RTF or MBK file for import (WordEmbed)

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– CMS (RTF file)

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– MBK (Macrex) style format

3. Import index file into Word documents (DEXembed)

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- 1. Open Word document.
- 2. Open DAT file.
- 3. Import process completes.

3. Import index file into Word documents (WordEmbed)

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- 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.
- After the index has been embedded, press the Remove Temporary Bookmarks button (WordEmbed menu bar) to remove the temporary locators created earlier.

Embedded index in Microsoft Word after import



Servlets make use of the Java classes in these packages: IX XE "javax servlet package"} javas.servlet: The basic Servlet framework K XE "javax.servlet.http package" } javax.servlet.http: Extensions of the servlet framework for servlets that answer HTTP requests I XE "HTTP (Hypertext Transfer Protocol): Java servlets"} Typical uses for HTTP servlets include B XE "HTML (Hypertext Markup Language):Java servlets and"} 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) K XE "HTTP (Hypertext Transfer Protocol):Java serviets"} 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 If 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 serviets.

4. Remove temporary locators

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About DEXembed										

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Learning Curves

- Familiarization with DEXembed and WordEmbed
- □ Establishing new and viable work processes
- □ Training my eye to ignore visual clutter
- □ Indexing and submitting one chapter at a time
- □ Final edit process

Familiarization with DEXembed and WordEmbed

- Learn the utilities by going through the tutorials
- □ Read the really, really, really, really!!! helpful manuals
- Remember it takes time to start from ground zero
- □ Find your indexing rhythm and natural process flow

Establishing new and viable work processes

- Client version control system
- Project prep work
 - □ client preferences (page ranges; insertion points)
 - naming Word documents
 - pagination for multiple chapters
- Determining how edits will be applied after final review

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Training eye to ignore visual clutter in Word documents

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	Filters available in Flash IDE	95	properties visible in the Property Inspector.	4
	ActionScript filters			
	Drop Shadow	96	Insert 532/10305.tif	
	Adding a drop shadow to dynamic to Drop Shadow properties	97	Figure 3-5. Adding a Drop Shadow through the Filters Tab in the Property Inspector.	
	Blur X and Blur Y Color	98	Now that you have created your first Drop Shadow example, let's take a look at the properties in more depth	
	Strength	400	Dron Shadow properties	
	Distance	100		Clutter:
	Quality Knockout	101	The following modifiable properties exist within the Drop Shadow filter.	
	Inner Shadow Hide Object	102	Biur X and Biur Y	I <u> </u>
	Blur filter Clow filter	103	constrained using the small lock icon next to the property input fields. Quite often this generates the most	
	Bevel filter	105	realistic drop shadow effect, however you can also unlock the constraints by clicking the lock icon and set	document map
	Gradient Glow Filter Gradient Bevel filter	106	individual values (0-100) for both the X and Y Blur values. Don't forget that this property, like all others, can be animated on the Timeline to create lighting effects.	
	Adjust Color filter			I instructions to
	Applying the Blur filter with ActionSc	108	Insert 5327f0306.tif	
	Casting dynamic Drop Shadows with Ac Casting dynamic drop shadows with be	109	Figure 3-6. Drop Shadow with Default Blur values of Blur X = 5 and Blur Y = 5.	compositor
	Displacement Map The ColorMatrixFilter		1	
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	Convolution filter	111	Figure 3-7. Drop Shadow with Modified Blur values of Blur X = 5 and Blur Y = 20	
	Summary	112	Color	
		113	The Color property works just as the other Color palette options in the Flash environment do. This property	
		114 115	value, which can be used for the drop shadow. You'll also notice that this Color property includes an alpha value, which can be used to create softer drop shadows when the alpha value approaches 0.	
		116	Insert 5327f0308.tif	
		117	Figure 3-8. Drop Shadow with Default Color Selection	
		118	Insert 532/10309.tlf	
		119	Figure 3-9. Drop Shadow with Color settings modified to value #FF99999 and Alpha = 50%	
		120	Strength	
		121	The Strength property represents the filter strength being used, and creates effects very similar to those	
		122	created when you change the alpha value in the Color property. This property will accept values between 0-	
		123	interesting results by using the upper regions of the property. Like all new things in Flash 8 it's best if you	
		125	experiment and see how these different properties work for you in your own Elash projects	

Indexing and submitting one chapter at a time

- □ Index chapter in C/M/S indexing software
- Embed chapter's index entries into MS Word
- Submit chapter containing embedded index entries to client
- Establish mechanism that tracks submitted chapters and edits that still need to be applied globally
- At book completion, edit final index in proprietary software and submit as RTF file

Learning curve: Indexing and submitting one chapter at a time

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Learning curve: Final edit process

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Final suggestions

Read instruction manuals and follow tutorials! □ Start with a small project! □ Give yourself plenty of time! □ Verify client preferences access and delivery methods hot potato naming conventions for files marker placement (special areas/inside content) page ranges final review and edits

Questions about DEXembed or WordEmbed?

IndexDeconstructor

How does it work?Why would I want to use it?

How does IndexDeconstructor work?

□ Third-party (.dot file) add-on to MS Word

- Jack Lyon (www.editorium.com/dexembed.html)
- \$29.95 for single user
- MAC and Windows
- 45-day trial period

Converts indexes in RTF/PDF format into DAT files importable into C/M/S

Why would I want to use it?

- Useful in repagination projects where prior version's index is available as a starting point.
- Imported into C/M/S, the "deconstructed" index can provide significant time savings over re-indexing from scratch.
- □ No significant technical knowledge required



Constraints importing indexes from DOC/RTF files

Example of typical index saved as DOC/RTF file

Addition

of complex numbers, 176 of functions, 149 of matrices, 502 of polynomials, 640 of radicals, 669 of rational expressions, 654

Division of complex numbers, 179 of functions, 149 of polynomials, 232 of rational expressions, 653 synthetic, 235

Imported as-is in CINDEX using DAT (or TXT) file

Addition

of complex numbers, 176 of functions, 149 of matrices, 502 of polynomials, 640 of radicals, 669 of rational expressions, 654

Division

of complex numbers, 179 of functions, 149 of polynomials, 232 of rational expressions, 653 synthetic, 235



Compare the two structures

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Α Addition Addition of complex numbers, 176 of functions, 149 < D of matrices, 502 Division of polynomials, 640 \cap of radicals, 669 of complex numbers, 176 of rational expressions, 654 of complex numbers, 179 of functions, 149 Division of functions, 149 of complex numbers, 1794 ≤of matrices, 502 of functions, 149 < of polynomials, 232 of polynomials, 232< of polynomials, 640 of radicals, 669 of rational expressions, 653 < of rational expressions, 653 synthetic, 235 🔨 of rational expressions, 654

> S synthetic, 235

Partially correct import in CINDEX







Alternative solutions: Index conversion (deconstruction) services

Indexing Research – Frances Lennie (<u>http://www.indexres.com/home.php</u>)

Leverage Technologies – David Ream (<u>http://www.levtechinc.com</u>)

Process for deconstructing an index

- 1. Preparing PDF files (if necessary)
- 2. Preparing MS Word files
- 3. Running IndexDeconstructor
- 4. Importing deconstructed file into C/M/S
- 5. Validating imported records
- 6. Saving validated records

Step 1. Preparing PDF files (if necessary)

Saving PDF file into TXT format

- extraneous lines (header/footer information)
- formatting stripped out
- diacritics and special characters don't convert
- □ Saving PDF file into RTF/DOC format
 - retains PDF column structure
 - line breaks often lost
 - subentries run-in with no delimiters
 - records sometimes clumped as groups

□ Copying from PDF file to RTF file one column at a time

- Copying and pasting selected text
- Tedious but goes quickly (5 minutes for 2,000 lines)

Step 2. Preparing MS Word files

- 1. Tidy up index
 - remove alpha headers
 - remove blank/extraneous lines
 - pull up runover lines
- Apply styles or tab delimiters as appropriate
 - Apply styles to each line item (Index 1, Index 2, etc.)
 - Apply tab delimiters to subentries line by line
- Save Word document (special prefix appended to name)

2. Correct formatting for cross-reference lines.

andardize Paragraph Styles	?
Standardize styles of Mains and Subs, based on:-	
Tabs (no tab beccomes Index 1, one tab becomes Index 1, one tab becomes Index 1.	omes Index 2, two tabs become Index 3, etc.)
C Existing paragraph styles	
Replace:	With:
	Index 1
Replace:	With:
	Index 2
Replace:	With:
	Index 3
Replace:	With:
	Index 4
OK Cancel	
Figure 6. IndexDecons	tructor Standardize Paragaph Styles dialog box.

Step 3. Running IndexDeconstructor

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			Document1 - Microsoft Word 2							
	Home Insert	Page Layout	References	Mailings	Review	View	Developer	Add-Ins	Acrobat	
	IndexDeconstructor									
	Standardize Styles									
3	<u>C</u> onvert to Tab-Delimit	ted File								
4	Register IndexDeconst	ructor								
	About IndexDeconstru	ctor								
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C <u>R</u> un-in		

- 1. Open Word document previously prepared.
- 2. Access IndexDeconstructor from Add-Ins menu.
- 3. Select Convert to Tab-Delimited File from dropdown menu.
- 4. Selected indented or run-in option.
- 5. IndexDeconstructor starts processing.
- 6. IndexDeconstructor closes RTF file and opens newly created DAT file (input for import process.)

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Step 4. Importing deconstructed file into C/M/S

- □ Create new index file in C/M/S.
- Follow C/M/S software instructions on how to import DAT files.
- Records are imported and index file is now populated with imported records.

Step 5a. Validating imported records Review imported records in C/M/S file for...

- □ Review imported records in C/M/S file for....
 - Blank page number fields ←
 - Blanks in main entry
 - Garbage records with nonsensical information
 - Orphan subentries in main entry Quick visual scan

Sort in page number order

Pattern-matching searches

Sort alphabetically

Find feature

- Page numbers in wrong location <-
- Cross references ←

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- Diacritics and symbols <
- Formatting (bold, italics)⁴
- "continued" text
- Truncated page numbers⁴
- □ Save modified C/M/S file in RTF format (with unique name)

Step 5b. Validating imported records Invoke Compare Documents command in Word

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Document1 - Microsoft Word Home Insert Page Layout References Mailings Review View Developer Add-Ins Acrobat 📝 🔌 Reject + 🛱 Research 🛗 -Final Showing Markup ABC Delete --🚿 Thesaurus 🚳 Previous Show Markup * Previous Spelling & New Track Balloons Accept how Source Protect ompare a Translate 🚵 Next 🎲 Next 💽 Reviewing Pane 👻 Grammar Comment Changes • • Documents - Document Comments Tracking Changes Compare... Compare two versions of a document (legal blackline). Combine... Combine revisions from multiple Compare Documents ? × authors into a single document. Original document Revised document -2 • Label changes with Label changes with << Less Cancel Comparison settings Original document (Step 2) ✓ Insertions and deletions Tables Moves Headers and footers Revised document (Step 5a) Comments Footnotes and endnotes Eormatting Textboxes Case changes Fields White space Show changes Show changes at: Show changes in: C Character level O Original document Word level C Revised document New document Figure 9. Compare Documents dialog box.

Step 5c. Validating imported records

Review comparison document and modify C/M/S records as appropriate

Most likely differences between two documents:

- □ Sort order different
 - change sort order



Missing index entries – add manually

decreasing, 91 increasing, 91 Contradiction, 56 Convergent sequence, 822 Converse of the Pythagorean theorem, 6 Coordinate plane, 3 Coordinate system Cartesian, 3 polar, 629, 793 rectangular, 2 Coordinate(s) of a point, 3 Corner point of a region, 541 Correlation coefficient, 43 Cosecant function, 582, 646–647



<u>Cauchy's Cauchy's</u> Mean Value Theorem, 259–260 Cavalieri, Bonaventura, 365 <u>Cavalieri's Cavalieri's</u> principle, 365

Step 5c. Validating imported records

Review comparison document and modify C/M/S records as appropriate

Most likely differences between two documents:

□ Incorrect import – correct manually

- subentries in wrong location
- page numbers in wrong location
- extraneous characters

Feasible solutions, region of, 541 Fibonacci, 823 <u>finite, 822</u> <u>general term of, 821</u> <u>geometric, 839</u> <u>infinite, 822</u> <u>nth term of, 821</u> <u>recursively defined, 822</u> <u>terms of, 821</u> Fibonacci sequence, 823 Finite sequence, 822 Finite series, 825 First-degree equation, 467 First octant, 936 Fixed cost, 69, 154

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Poisson, simion Sim@on-Denis, 820



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Step 6. Saving validated records

This is the recovery file.
Save with unique suffix.
Save in safe place in case you need it!

Questions about IndexDeconstructor?

