



Hints and tips

Overview

This chapter provides some hints to speed up your work.

Section FAQ gives you tips which result from the daily work with FrameMaker. For experts they may seem obvious, but not so for beginners.

For a complete list of all FrameMaker 6 commands (both for the German and English FrameMaker) see www.daube.ch/docu/fmaker08.html

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Keyboard input

Short-cuts

Any FrameMaker function can be invoked from the keyboard. ESC sequences (for example, ESC, o, F) are independent of platform, but depend on the User Interface (UI) language. Short-cuts using special keys depend on platform and (often) UI.

Purpose	English FrameMaker version (Win)	Deutsche FrameMaker version (Win)
Format paragraph ^{a)}	F9, <i>para_stylename</i> , RET	F9, <i>para_stylename</i> , RET
Format characters ^{a.)}	F8, <i>char_stylename</i> , RET	F8, <i>char_stylename</i> , RET
Select graphic object	CTRL+click on object	CTRL+click on object
Select 1st / next drawn object	ESC, o, F	ESC, o, F
Select next drawn object	ESC, o, n	ESC, o, n
Keep graphic tool	SHIFT+click the tool	SHIFT+click the tool
Properties of selected / current object	ALT+g, p	ALT+g, o
Open Paragraph designer	CTRL+m	CTRL+m
Open Character designer	CTRL+d	CTRL+d
Open Table designer	CTRL+t	CTRL+t
Repeat last character modification	ESC, c, c	ESC, z, w
Repeat last paragraph modification	ESC, j, j	ESC, A, W
Straight single quote	ESC, CTRL+'	
Straight double quote	ESC, " (SHIFT+2)	
· (bullet) appearance strongly depends!	CTRL+q, % / ALT 0149	CTRL+q, % / ALT 0149
† (dagger)	CTRL+q, SPACE	CTRL+q, SPACE
‡ (double dagger)	CTRL+q, ' (grave accent)	CTRL+q, ' (grave accent)
™ (trade mark)	CTRL+q,, *	CTRL+q, *
© (copyright)	CTRL+q,)	CTRL+q,)
® (registered)	CTRL+q, (CTRL+q, (
¶ (paragraph symbol)	CTRL+q, &	CTRL+q, &
§ (section symbol)	CTRL+q, \$	CTRL+q, \$
... (ellipsis)	CTRL+q, I (uppercase í)	CTRL+q, I (uppercase í)
— m-dash	CTRL+q, Q / ALT 0151	CTRL+q, Q / ALT 0151
- n-dash	CTRL+q, P / ALT 0150	CTRL+q, P / ALT 0150
■ ■ m-space	ESC, blank, m / SHIFT+CTRL+blank	ESC, s, m / SHIFT+CTRL+leerstelle
■ ■ n-space (m/2)	ESC, blank, n / ALT+CTRL+blank	ESC, s, n / ALT+CTRL+leer
■ ■ thin space (m/12)	ESC, blank, t	ESC, s, t
numeric space	ESC, u , l	ESC, u , l
■ ■ non breaking space (m/3.5)	ESC, blank, h / CTRL+blank	ESC, s, z / CTRL+leerstelle
nonbreakable hyphen	ESC, -, h	ESC, -, w
optional hyphen	ESC, -, D / CTRL+minus	ESC, -, t / CTRL+minus
suppress hyphenation	ESC, n, s (front of word)	ESC, k, t (am wort-anfang)
TAB in table cell	ESC, TAB	ESC, TAB
Select entire table	triple click in any cell	triple click in any cell
Select table column	Double click close to R/L border of cell	Double click close to R/L border of cell
Select table row	Double click in the middle of a cell	Double click in the middle of a cell
Add row after current row in table	CTRL+RET	CTRL+RET
Go to anchor position (behind anchor)	ESC, t, SHIFT+i (cursor to be in table)	ESC, t, w (cursor in tabelle)

Purpose	English FrameMaker version (Win)	Deutsche FrameMaker version (Win)
Insert variable <i>name</i> ^{a.)}	ESC, q, v, <i>name</i> , RET CTRL+0, <i>name</i> , RET	ESC, k, v, <i>name</i> , RET CTRL+0, <i>name</i> , RET
Refresh display	CTRL+I (lower case L)	CTRL+I (lower case L)
Hyperjump from references	ALT+CTRL+click on the reference	ALT+CTRL+click on the reference
Previous view (goback) in same file	ESC, v, P	ESC, v, v
Pick up graphic properties	ESC, g, O (upper case letter o)	ESC, g, O (upper cas letter o)
Lock / unlock document (view / edit)	ESC, F, I (lower case L), k	ESC, d, Y
Heroic open ^{b)}	ESC o, H	ESC o, H
Open without updating references	CTRL+click on the Open button in the Open dialogue	

a. Name can be abbreviated to significant length

b. Another (empty) document must be open. This bypasses all sorts of checks to 'force' a file to open. Before any changes save the file and reopen it normally.

Special characters in dialogue boxes

Some of the most used special characters can be entered into dialogue boxes with a meta notation `\xxx` (the `\` 'escapes' from the literal meaning of the character). These meta-notations are independent of the UI language and platform.

Desired character	Meta notation	hex	Desired character	Meta notation	hex
TAB	<code>\t</code>	<code>\x08</code>	per thousand (‰)	<code>\%</code>	
forced return	<code>\r</code>	<code>\x09</code>	guillemet single left (‹)	<code>\(</code>	
start of paragraph	<code>\P</code>		guillemet single right (›)	<code>\)</code>	
end of paragraph	<code>\p</code>	<code>\0a</code>	quote base single (,)	<code>\,</code> (comma)	
start of word	<code>\<</code>		quote base double („)	<code>\g</code>	
end of word	<code>\></code>		quote double left 66 (")	<code>\' (grave)</code>	<code>\xd2</code>
end of flow / end of table cell	<code>\f</code> ^{a)}	<code>\x0b</code>	quote double right 99 (")	<code>\' (single q.)</code>	<code>\xd3</code>
non breaking hyphen	<code>\+</code>		quote single (')	<code>\" (double q.)</code>	<code>\x27</code>
optional hyphen	<code>\-</code>	<code>\x04</code>	accent circumflex (^)	<code>\@</code>	
suppress hyphenation	<code>_ (underscore)</code>	<code>\x05</code>	accent grave (`)	<code>\{</code>	
backslash	<code>\\</code>		accent tilde (~)	<code>\~</code>	
non breaking space	<code>\u (space)</code>	<code>\x11</code>	hungarian umlaut (ü)	<code>\&</code>	
numeric space	<code>\s#</code> or <code>\#</code>	<code>\x10</code>	registered (®)		<code>\xa8</code>
thin space	<code>\st</code> or <code>\i</code>	<code>\x12</code>	copyright (©)		<code>\xa9</code>
n-space	<code>\sn</code> or <code>\N</code>	<code>\x13</code>	trademark (™)	<code>\TM</code>	<code>\xaa</code>
m-space	<code>\sm</code> or <code>\M</code>	<code>\x14</code>	ligature fi	<code>\fi</code>	only on Mac
n-dash	<code>\=</code>	<code>\xd0</code>	ligature fl	<code>\fl</code>	only on Mac
m-dash	<code>\m</code>	<code>\xd1</code>	micro sign (μ)	<code>\u</code>	only on Mac
bullet (·)	<code>\b</code>	<code>\xa5</code>	ligature Œ	<code>\OE</code>	
dagger (†)	<code>\d</code>	<code>\xa0</code>	ligature œ	<code>\oe</code>	
double dagger (‡)	<code>\D</code>	<code>\xe0</code>	ß (sharp s)	<code>\xa7</code> or <code>ALT+0223</code>	
ellipsis (...)	<code>\e</code>	<code>\xc9</code>	Y-trema (ÿ)	<code>\Y:</code>	
florin (f)	<code>\F</code>		z-caron (ž)	<code>\k</code>	
fraction, non breaking slash (/)	<code>\ / (slash)</code> ^{b)}	<code>\xda</code>	Z-caron (Ž)	<code>\.</code>	

a. `\f` does not work in Windows, `\x0b` finds the end-of-flow mark correctly

b. This is taken from the Symbol font, hence does normally not match the body font

Wildcard-characters for Find dialogue

Use Wildcard must be set ON

Matching	Wild-card char.
Any number of characters	* (asterisk)
Any one character	?
White space or punctuation	(vertical bar)
Start of line	^
End of line	\$
any character from list xyz (or alphanumeric)	[abcd] or [a-zA-Z0-9]
any character except the listed	[^abcd]
brackets	\[and \]
Special characters such as TAB or m-dash	See table above

To find a \$ or ^ while searching with Wild cards use \\$ or \^

Example To find *manually numbered* paragraphs (start the line with a figure, followed by a period and a TAB symbol), use this pattern
`^[0-9].\t`

Note: *There are no wildcard notations for the replacement text.*

Characters with diacritical marks etc.

For platform independence FrameMaker uses a special *Internal code table* on page 16 which differs from any standard platform code table. Hence various methods must be used to get special characters into text or into a dialogue box.

Text entry

A rich keyboard (e.g. the Swiss one) gives you direct access to all accented characters (except those with ring). These can be entered both in text and dialogue boxes.

Characters not on your keyboard you either use an escape sequence (3 key strokes) or a CTRL-q sequence (2 keystrokes).

- enter a CTRL+q sequence (if such a sequence is given) to get the desired results, or
- enter an esc sequence. For example, to get an å into the text, type esc, *, a (three distinct key strokes). This method can not be applied in dialogue boxes.

Escape sequences Characters in rows 80 and 90 (of the internal code page) are created with esc sequences. For example, to get a Å type ESC, *, A (3 key strokes). See *Internal code table* on page 16.

CTRL-q sequence Characters in rows a0 ... f0 (of the internal code page) are created with CTRL+q, followed by a character from the ASCII code page at a corresponding location ($loc_{ascii} = loc_{fm} - 80_{hex}$). For example, to get a Þ type CTRL+q, w (2 keys).

Entry into dialogue fields

For characters not supported by the keyboard neither the CTRL-q sequence nor the ESC sequences work. You need the hexadecimal value of the code point within the FrameMaker code. For example, to get an å into the entry field, type \x8c.

Symbols and dingbats

Place symbols into text

To get a symbol or dingbats, such as φ or \mathbb{N} into text):

- 1 Use your keyboard to enter the base character (À or à).
- 2 If not available on the keyboard, use the CTRL-q sequence (CTRL-q K) or the ESC sequence (esc ' a)
- 3 Apply the font property by character format (symbol) or font (Webdings).

Note: *If you first define the font and then enter a character, you get different results, which are not correct.*

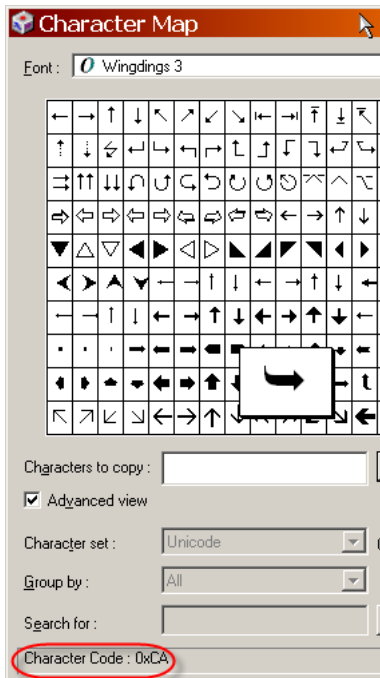
Place symbol into dialogue box

To get a symbol or dingbats, such as φ or \mathbb{N} into text):

- 1 Use your keyboard to enter the base character (À or à).
- 2 If not available on the keyboard, use the code notation (\xcb or \x88)
- 3 Define the special font by a character format.

This table contains 217 lines, hence all codes in a Windows character set are covered. For an interactive PDF table see [Microtype](#)

Symbols from other fonts



To insert a symbol which you do not find in the table hereafter (for example \mathbb{N} located in font wingdings 3):

- 1 Get the Character Code from the Windows tool **Character Map** and look it up in the *Internal code table* on page 16.

For example the symbol \mathbb{N} has code CA (row C0, column 0A) representing p (which you can enter with CTRL+Q, J).

- 2 Insert the base character p into the text, then apply a character format specifying the font or just apply the font (Wingdings 3). \mathbb{N} will appear in the text.

More examples:

Symbol	Font	Code	Base character
\mathbb{N}	Wingdings 3	0x59	Y
\mathbb{P}	Wingdings 3	0xEE	CTRL+Q, n
\mathbb{X}	MS Reference Specialty	0x44	D
\sqrt{XY}	MS Reference Specialty	0xCB	CTRL+Q, K

Note about the following table

Although every effort was taken to get a complete and accurate table, the author can not be held responsible for any errors. Various sources had to be consulted and MIF had to be examined to get as much information as possible.

PostScript font Zapf Dingbats has not been included, because the role of PS fonts (T1 type) has dwindled since 2000, when TrueType fonts were supported reliable even by Acrobat.

Standard chars							
char	Ctrl+q or esc	\x (hex)	Symbol	D+DD	Wing dings	Wing- dings2	Web dings
A		41	A	☐			
a		61	α	☑			✓
À	K	cb	∕	☐		+	
à	esc ' a	88	☐	☐	⑧		
Á	g	e7		☐	←	✦	
á	esc ' a	87	☐	☐	⑦		
Â	e	e5	Σ	☐	↙	✦	
â	esc ^ a	89	☐	☐	⑨		
Ã	L	cc	∩	☐		+	
ã	esc ~ a	8b	☐	☐	⑩		
Ä	esc : A	80	☐	☐	⑩		
ä	esc : a	8a	☐	☐	⑩		
Å	esc * A	81	☐	☐	①	○	
å	esc * a	8c	☐	☐			
Æ	.	ae	→	☐			
æ	>	be	—	☐		+	
b		62	β	☑			
B		42	B	☐			
C		43	X	☐			
c		63	χ	↘			☐
Ç	esc , C	82	☐	☐	②	☾	
ç	esc , c	8d	☐	☐	②		
D		44	Δ				

Standard chars							
char	Ctrl+q or esc	\x (hex)	Symbol	D+DD	Wing dings	Wing- dings2	Web dings
d		64	δ	□	☞	☞	☞
Ð	C	c3	ð	□	☞	☞	☞
ø	2	b2	"	□	☞	☞	☞
E		45	E	☞	☞	☞	☞
e		65	ε	☞	☞	☞	☞
È	i	e9	┌	□	☞	☞	☞
è	esc ' e	8f	□	□	④	🕒	📊
É	esc ' E	83	□	□	③	🌙	👤
é	esc ' e	8e	□	□	③	🕒	🚗
Ê	f	e6	┌	□	☞	☞	☞
ê	esc ^ e	90	□	□	⑤	🕒	🗿
Ë	h	e8	┌	□	☞	☞	☞
ë	esc : e	91	□	□	⑥	🕒	💰
F		46	Φ	☞	☞	☞	☞
f		66	φ	☞	☞	☞	☞
G		47	Γ	☞	☞	☞	☞
g		67	γ	☞	☞	☞	☞
H		48	H	☞	☞	☞	☞
h		68	η	☞	☞	☞	☞
I		49	I	○	☞	☞	☞
i		69	ι	☞	☞	☞	☞
ì	m	ed	┌	□	☞	☞	☞
ì	esc ' i	93	□	□	⑧	☞	☞

Standard chars							
char	Ctrl+q or esc	\x (hex)	Symbol	D+DD	Wing dings	Wing- dings2	Web dings
Í	j	ea		□	↓	★	△
í	esc ´ i	92	□	□	7	⌚	🔑
Î	k	eb	L	□	↖	✦	📌
î	esc ^ i	94	□	□	9	🌸	👥
Ï	l	ec	ƒ	□	↗	✦	🎓
ï	esc : i	95	□	□	10	•	🔪
J		4a	Œ	H	😊	👉	🌴
j		6a	φ	S	et	①	✈️
K		4b	K	⊞	😐	👉	🏠
k		6b	κ	⊞	&	②	🌿
L		4c	Λ	↗	😞	👉	🔍
l		6c	λ	↗	●	③	🧭
M		4d	M	⊞	💣	👉	🏔️
m		6d	μ	⊞	🌑	④	⚠️
N		4e	N	▼	☠️	👋	👁️
n		6e	v	▼	■	⑤	●
Ñ	esc ~ N	84	□	□	④	⌘	👣
ñ	esc ~ n	96	□	□	8	•	👄
O		4f	O	▲	📄	x	👂
o		6f	o	▲	□	⑥	🚶
Ò	q	f1	>	□	↑	📐	✈️
ò	esc ´ o	98	□	□	8	●	★
Ó	n	ee	l	□	↘	✦	‘\’

Standard chars			Symbol	D+DD	Wing dings	Wing-dings2	Web dings
char	Ctrl+q or esc	\x (hex)					
Ó	esc ´	97	☐	☐	☚	●	💡
Ô	o	ef		☐	↶	✳	≡
ô	esc ^	99	☐	☐	☚	○	✉
Õ	M	cd	∩	☐	☚	×	💾
õ	esc ~	9b	☐	☐	🎵	⦿	📄
ö	esc :	9a	☐	☐	☚	○	📄
Ö	esc :	85	☐	☐	⑤	+	👽
Œ	N	ce	€	☐	☚	×	🔧
œ	O	cf	⊘	☐	☚	×	🔒
Ø	/	af	↓	☐	✳	◇	🎵
ø	?	bf	↵	☐	🕒	◆	💻
P		50	Π	➡	☚	✓	🌲
p		70	π	▶	☐	⑦	🚗
Q		51	⊕	⬅	✈	☒	🌲
q		71	θ	◀	☐	⑧	↻
R		52	P	∅	☀	☑	🏠
r		72	ρ	⊘	☐	⑨	✗
S		53	Σ	🍏	💧	☒	🏟
s		73	σ	⬅	◆	⑩	?
ß	single quote	a7	♣	☐	■	☐	📖
Š	3	b3	≥	☐	☚	◊	🎮
š	p	f0	☐	☐	↷	✳	≡

Note

On a Swiss (and many other European) keyboard the tilde is an accent, hence you must type a character (e.g. blank) after it.

ESC, ~, o creates the same as ~, o

Straight single quote

To get the straight single quote either «Smart Quotes» must be switched off in **Format > Document > Text Options...** or you type ESC, CTRL+'

Standard chars							
char	Ctrl+q or esc	\x (hex)	Symbol	D+DD	Wing dings	Wing- dings2	Web dings
Þ	W	d7	·	□	↖	✳	☁
þ	J	ca	⊃	□	↗	✚	📄
Ƨ		54	Ƨ	⌘	❄	☒	🚢
Ƨ		74	τ	⏪	◆	⓪	🎷
Ƨ		55	Ƨ	☒	✚	⊗	📢
Ƨ		75	Ƨ	□	◆	①	🔒
Ƨ	t	f4		□	↕	✳	🦋
Ƨ	esc ' u	9d	□	□	∞	⦿	📄
Ƨ	r	f2	∫	□	↓	✳	🦋
Ƨ	esc ' u	9c	□	□	∞	⦿	📄
Ƨ	s	f3	∫	□	↔	★	🦋
Ƨ	esc ^ u	9e	□	□	·	⦿	📄
Ƨ	esc : U	86	□	□	⑥	✚	🦋
Ƨ	esc : u	9f	□	□	•	·	📄
Ƨ		56	Ƨ	☒	✚	⊗	📢
Ƨ		76	Ƨ	□	❖	②	🚗
Ƨ		57	Ƨ	↑	⊕	⊘	📢
Ƨ		77	Ƨ	□	◆	③	🎷
Ƨ		58	Ƨ	🏠	⊗	⊘	📢
Ƨ		78	Ƨ	□	☒	④	⊘
Ƨ		59	Ƨ	^	✳	er	♥
Ƨ		79	Ƨ	□	☒	⑤	⊘
Ƨ	E	c5	⊕	□	↗	●	📄

Standard chars			Symbol	D+DD	Wing dings	Wing-dings2	Web dings
char	Ctrl+q or esc	\x (hex)					
ý	F	c6	∅	□		+	
ÿ	Y	d9	^	□		*	
ÿ	X	d8	┘	□		*	
Z		5a	Z	⋈	☾	&	
z		7a	ζ	€	⌘	Ⓜ	
ž	z	fa		□	◻	□	
ž	~	fe	∩	□		□	
0		30	0	□1		□	—
1		31	1	>			□
2		32	2	<			
3		33	3	⌵			◀
4		34	4	—			▶
5		35	5	⌴			▲
6		36	6	T			▼
7		37	7	L			◀◀
8		38	8	→			▶▶
9		39	9	↗			◀◀
!		21	!	!			
"	esc "	22	∇	⚠			
#		23	#	☞			
\$		24	€				
%		25	%	⚡			
&		26	&	⚠			

Straight double quote

To get the straight double quote either «Smart Quotes» must be switched off in **Format > Document > Text Options...** or you type ESC, "

Straight single quote

To get the straight single quote either «Smart Quotes» must be switched off in **Format > Document > Text Options...** or you type ESC, CTRL+'.

Standard chars			Symbol	D+DD	Wing dings	Wing-dings2	Web dings
char	Ctrl+q or esc	\x (hex) \q					
'	ctrl+single quote	27 \q	☺	☐	☪	☎	☯
(28	(☐	☎	☎	☯
)		29)	☐	☎	☐	☯
*		2a	*	☐	☐	☐	☯
+		2b	+	☐	☐	☐	☯
,		2c	,	☐	☐	☐	☯
-		2d	-	☐	☐	☐	☯
.		2e	.	☐	☐	☐	☯
/		2f	/	☐	☐	☐	☯
:		3a	:	☐	☐	☐	☯
;		3b	;	☐	☐	☐	☯
<		3c	<	☐	☐	☐	☯
=		3d	=	☐	☐	☐	☯
>		3e	>	☐	☐	☐	☯
?		3f	?	☐	☐	☐	☯
@		40	≈	☐	☐	☐	☯
[5b	[☐	☐	☐	☯
\		5c \\	∴	☐	☐	☐	☯
]		5d]	☐	☐	☐	☯
^		5e	⊥	☐	☐	☐	☯
_		5f	—	☐	☐	☐	☯
`	grave	60 \Q	—	☐	☐	☐	☯

Grave

On a Swiss keyboard (and other European) this is an accent. Nevertheless you can not create it like a tilde.

CTRL+Q, CTRL+' creates `

Vertical bar

On a Swiss keyboard the key | (ALTGR+7) must be used!

Example

To get an Aleph symbol (ℵ) into the text, enter CTRL+q, @ (two key strokes) and apply to the appearing ℵ a character format which provides the Symbol font.

Standard chars							
char	Ctrl+q or esc	\x (hex)	Symbol	D+DD	Wing dings	Wing- dings2	Web dings
{		7b	{	⌘	☼	⑦	☀
		7c		⌘	☼	⑧	
}		7d	}	⌘	“	⑨	☀
~		7e	~	⌘	”	⑩	⚡
·	a	e1	<	⌘	↑	*	🌡
ı	A	c1	ℵ	⌘	🕒	⬠	📞
¿	@	c0	ℵ	⌘	🕒	⬠	📄
£	#	a3	≤	⌘	⦿	◻	☒
¥	4	b4	×	⌘	⬢	·	🎞
f	D	c4	⊗	⌘	↩	⬢	🎮
¢	"	a2	,	⌘	⦿	■	🏠
⌘	[db	↔	⌘	⦿	*	☁
®	(a8	◆	⌘	◻	◻	📖
©)	a9	♥	⌘	▲	◻	🔦
™	*	aa	♠	⌘	✦	◻	📄
¼	9	b9	≠	⌘	🕒	◊	📠
½	:	ba	≡	⌘	🕒	◐	📻
¾	=	bd		⌘	🕒	◑	📻
a	;	bb	≈	⌘	🕒	◑	📻
o	<	bc	...	⌘	🕒	◑	📻
±	1	b1	±	⌘	⊕	◊	💡
×	0	b0	◦	⌘	⊕	◊	🏢
÷	V	d6	√	⌘	⊗	*	🔍

Standard chars							
char	Ctrl+q or esc	\x (hex)	Symbol	D+DD	Wing dings	Wing- dings2	Web dings
/	Z	da	∇	□	▽	*	☁
μ	5	b5	∞	□	⊛	·	📷
¶	&	a6	f	□	◯	■	📅
§	\$	a4	/	□	⊙	■	📄
†	blank	a0 \d	□	□	·	▪	👤
¬	B	c2	℞	□	🕒	⬛	🏠
‰	d	e4	™	□	↗	✱	🍴
¹	6	b6	∂	□	☆	◆	📶
²	7	b7	●	□	🕒	◆	🎬
³	8	b8	÷	□	🕒	◇	🎬
	-	ad	↑	□	✱	◆	🖼️
°	!	a1	Υ	□	◯	■	🕒
•	%	a5	∞	□	🎯	■	📅
–	P	d0	∠	□	⌘	✕	🔧
—	Q	d1	∇	□	⌘	✕	🔑
…	I	c9	⤵	□	👉	+	📞
—	X	f8)	□	👈	✱	🔪
^	V	f6)	□	👈	✧	🐱
~	W	f7		□	👈	✧	🔪
'	+	ab	↔	□	★	·	📦
..	,	ac	←	□	★	·	🏢
°	{	fb	┘	□	✕	□	🌍
t´	}	fd \&	┘	□	☒	□	🌐

Broken vertical bar

On a Swiss keyboard the key | (ALTGR+1) must be used!

























Double dagger

On a Swiss keyboard the grave character can not be entered directly into FM. A CTRL-Q sequence is needed:

CTRL+Q, ` creates ‡ You type the ` as ALTGR+`

Vertical bar (solid)

On a Swiss keyboard the broken vertical must be used (ALTGR+7).

Standard chars							
char	Ctrl+q or esc	\x (hex)	Symbol	D+DD	Wingdings	Wingdings2	Webdings
“	R	d2	®	□		✕	
”	S	d3	©	□		✕	
‘	T	d4	™	□		✳	
’	U	d5	∏	□		✳	
„	C	e3	©	□		✳	
,	b	e2	®	□		✳	
‡	acc. grave	e0 \D	◇	□		✳	
,		fc		□		□	
<	\	dc	←	□		✳	
>]	dd	↑	□		✳	
«	G	c7	⌒	□		+	
»	H	c8	⌒	□		+	

Example

To enter the ✓ symbol in text, type the | character and apply a character format which defines the font **Wingdings**

To get a list ‘numbered’ with the ✓ symbol, enter the sequence \xfc into the numbering field and apply a character format which defines the font **Wingdings**.

Internal code table

The small character (sequences) below a row indicate the reference characters needed in ESC sequence or the CTRL-q sequence (see note).

	00	01	02	03	04	05	06	07	08	09	0a	0b	0c	0d	0e	0f
00					descr. hyph	suppr hyph			TAB	NL	para end	flow end				
10	num space	nonbr space	thin space	en space	em space	nonbr hyph										
20	blank	!	"	#	\$	%	&	'	()	*	+	,	-	.	/
30	0	1	2	3	4	5	6	7	8	9	:	;	<	=	>	?
40	@	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
50	P	Q	R	S	T	U	V	W	X	Y	Z	[\]	^	_
60	'	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o
70	p	q	r	s	t	u	v	w	x	y	z	{		}	~	DEL
80	Ä	Å	Ç	É	Ñ	Ö	Ü	á	à	â	ä	ã	å	ç	é	è
	: A	* A	, C	' E	~ N	: O	: U	' a	' a	^ a	: a	~ a	* a	, c	' e	' e
90	ê	ë	í	ì	î	ï	ñ	ó	ò	ô	ö	õ	ú	ù	û	ü
	^ e	: e	' i	' i	^ i	: i	~ n	' o	' o	^ o	: o	~ o	' u	' u	^ u	: u
a0	†	°	¢	£	§	•	¶	ß	®	©	™	'	¨	¡	Æ	Ø
	blank	!	"	#	\$	%	&	'	()	*	+	,	-	.	/
b0	×	±	ð	š	¥	µ	¹	²	³	¼	½	¾	¸	º	»	¼
	0	1	2	3	4	5	6	7	8	9	:	;	<	=	>	?
c0	¿	¡	¬	Ð	ƒ	Ý	ý	«	»	…	þ	À	Ã	Õ	Œ	œ
	@	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
d0	–	—	“	”	‘	’	÷	þ	ÿ	ÿ	/	œ	<	>	Ž	ff
	P	Q	R	S	T	U	V	W	X	Y	Z	[\]	^	~
e0	‡	•	,	„	%o	Â	Ê	Á	Ë	È	Í	Î	Ï	Ì	Ó	Ô
	'	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o
f0	š	Ò	Ú	Û	Ù	€	ˆ circum flex	˜ tilde	– macron	˘ breve	Ž	˚ ring	¸ cedilla	t'	ž	undef
	p	q	r	s	t	u	v	w	x	y	z	{		}	~	

Use one of these methods for characters not on the keyboard:

Escape sequences

Characters in rows 80 and 90 are created with esc sequences, e.g. to get a Å type ESC, *, A (3 key strokes).

CTRL-q sequence

Characters in rows a0 ... f0 are created by CTRL+q, followed by a character from the ASCII code page at a resp. location (loc_{ascii} = loc_{fm} - 80_{hex}); e.g. to get a Þ type CTRL+q, w (2 keys).



Characters require FrameMaker 7.2p158 and Win CE font.



These characters are available only on the Mac.

Note: Characters CTRL-q v ... } are accents. For example CTRL-q v (^) and ^ are different characters. The code table is based on Mac-Roman.

Non-width characters

With **View > Text Symbols** active FrameMaker displays special symbols such as anchors, optional hyphens etc. This display must not disturb the layout - hence these characters have no width.

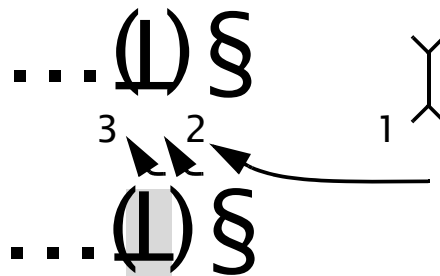
No width characters can be stacked at a place - for example, anchoring several tables at the same place. This makes it very difficult, to select a distinct element, which is either the special character itself (e.g. optional hyphen) or the anchored item. Even with 500% zoom factor you can not grab an individual anchor.

Select a non-width character (or narrow characters)

- 1 Place the cursor behind the last recognisable character or the end of the paragraph (as in this diagram)
- 2 With the **arrow left key** move through the characters (in this case, before the closing parenthesis)
- 3 Hold down **shift key** while moving with the **arrow left key** over the anchor. This «extends the selection» (GUI term).
- 4 The anchored object becomes selected also. So you know, whether you have selected the right stuff...

This is any text with an anchor for the following table just here

(⌞)

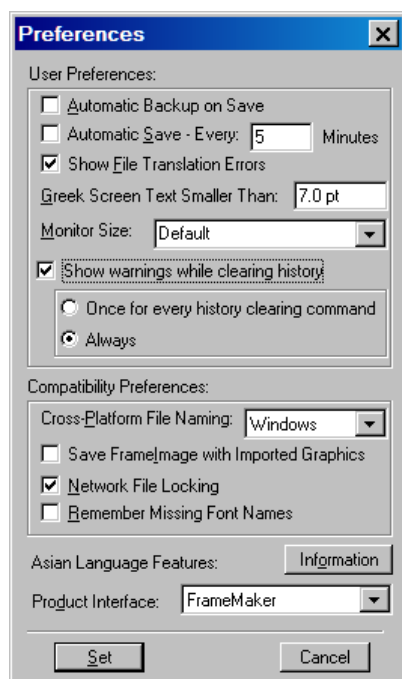


If you didn't catch the right thing, release the **shift key**, move back one character (in our case with the **arrow right key**) and repeat step 3 for any anchor which may be present left to the already found one.

Of course you can apply this procedure also from left to right.

FrameMaker set up

General preferences



With **File > Preferences > General** you set the most used preferences:

Saving a file in FrameMaker does not take much time. Even for large files (200 pages) it is possible to **automatically save** every 10 minutes without significant delay of the work.

Automatic backup creates a backup file whenever you open the file. This file is over written at the next open. If you want to preserve versions, you need to rename the backups.

Sharing files in a network requires the option **Network File Locking** to be set. FrameMaker will create a file *document.1ck* which existence is checked at open to prevent an additional open by an other user.

After selecting a different **Product Interface** (standard FrameMaker or Structured FrameMaker) you need to restart the program.

Since FM 7.2 the warnings about clearing the **Undo History** can be specified.

Be aware of unavailable fonts

In the preferences dialogue you can set **Remember Missing Font Names**. Always set this option when you receive documents from other platforms.

Set this option also, if you receive a document for revision and need to give it back again. The font situation differs on most systems - even with the same operating system!

If a document contains fonts which are not available on the Windows platform and this option is not set then all unknown fonts are replaced by Times Roman and the information concerning the original fonts used is lost.

Units of measure

www.cl.cam.ac.uk states:

The length of an inch changed from 1/0.3937 cm to 2.54 cm in 1959; the size of a point did not. Consequently, the imperial 'size' of a point changed from 1/72 inch to 1/72.27 inch. [Knuth 1984, The T_EXbook, p. 58]

DTP point = PostScript point.

1 ATA pt (American Typefounders Association) = 0.013837".

1 T_EX pt = 1/72.27"

When entering just a numeric value into an entry field in a dialogue, FrameMaker uses the default unit (which depends on purpose). Hence for clarity always enter also the unit.

Unit	Enter into dialogue	metric Equivalent	Imperial equivalent	Definition
cm	cm	10 mm	03937. inch	
mm	mm	0.1 cm	0.03937 inch	
inch	in, "	2.54 cm	1 inch	USA, UK
pica	pc, pi, pica	4.2175176 mm	1/6 inch	12 points (ATA)
DTP point	pt, point	0.35278 mm	1/72 = 0.0139 "	1/72 US inch
Didot point	dd	0.376 mm	1.07 pt	1/72 French inch
Cicero	cc, cicero	4.531 mm	12.84 pt	12 Didot point

Platform specifics

Macintosh system 9

Windows handling

Quick access bar

The quick access bar (button bar) is part of the document interface and hence only available with an open document

Palettes and non-modal windows

Palettes (¶-catalogue, graphic tools etc.) and non-modal windows (Find/Replace etc.) are not automatically kept on top of the displayed windows. To avoid frequent re-calling them, either install an appropriate system extension or reduce the document window width to allow grabbing the ancillary windows at the right of the document window.

Keyboard input

All entries using **ESC** sequences and **CTR+q** sequences are also valid on the Macintosh. The keyboard short cut using the modifier keys are different to those on Windows:

Key	Meaning	Key	Meaning
⇧	Shift	⌥	Option, sometimes called Alt
⌘	Control	⌘	Command

Operations and typographic characters

Style name can be abbreviated to significant length

Purpose	Short cut	Purpose	Short cut
Format paragraph	⇧+9	— m-dash	⇧+⌥+minus
Format characters	⇧+8	- n-dash	⌥+minus
Open Paragraph designer	⌥+⌘+m	n n m-space	⌥+⌘+9
Open Character designer	⌥+⌘+d	n n n-space (m/2)	⌥+⌘+8
Open Table designer	⌥+⌘+t	n n thin space (m/12)	⌥+⌘+7
Repeat last character modification	⌘+C	numeric space	⌥+⌘+0
Repeat last paragraph modification	⌘+A	n n non breaking space (m/3.5)	⌥+blank
Straight single quote	⇧+'	optional hyphen	⌘+minus
Straight double quote	⇧+»	suppress hyphenation	⌥+⌘+minus
		Refresh display	⇧+l (lower case L)




Special characters

Some of these you might have forgotten how to type:

char	keys	char	keys	char	keys
[⌥+5]	⌥+6	\	⇧+⌥+7
{	⌥+8	}	⌥+9	@	⌥+g
'	⇧+'	"	⇧+⇧+'	#	⌥+3

Appearance of check boxes

The «As Is» state occurs, if some of the selected items have set properties and some have not set (cleared) properties.

	checked (active)	unchecked (inactive)	As Is (may be)
Appearance in Mac OS 9			

2007-01-31

E:\FM-course\handout_70\tips.fm

D+D D




Unix (Sun Solaris)

Window handling

Quick access bar, palettes and all non-modal windows are distinct windows and are not 'integrated' into the document window. For easy access reduce the document window width to allow grabbing the ancillary windows at the right of the document window.

Appearance of check boxes

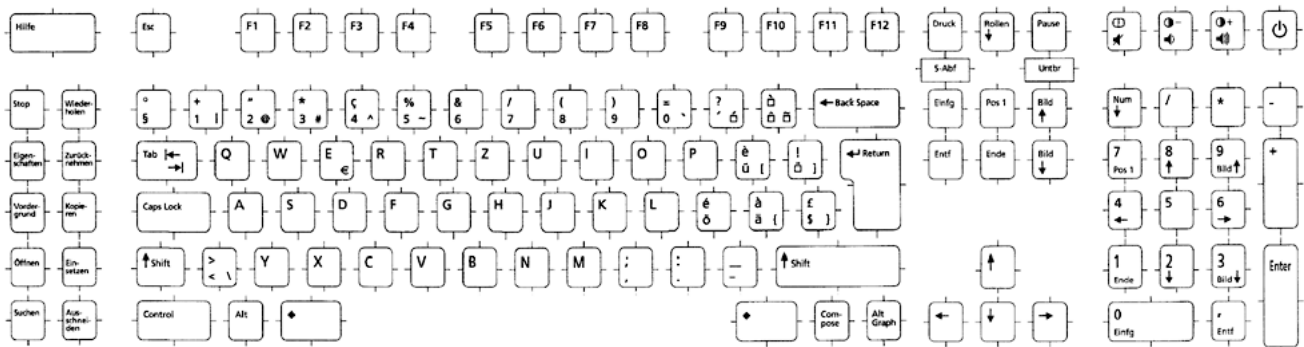
The «As Is» state occurs, if some of the selected items have set properties and some have not set (cleared) properties.

	checked (active)	unchecked (inactive)	As Is (may be)
UNIX Solaris KDE			

Keyboard specials

The following relates to a Swiss-German keyboard only. I do not have experience with other keyboards on Sun Solaris.

- There is no forward delete (deleting character to the right of the cursor) only the Backspace function exists.
- A common keyboard layout includes function keys to the left of the typewriter layout:



Sole accents

These can not be entered by using the compose + accent key followed by a blank (as on Windows and Mac). This method allows only to construct accented characters from the ISO Latin 1 set (e.g. ã ñ). To create accent characters of their own, do the following:

Tilde press ALTGR + 5

Circumflex press ALTGR + 4

Grave press ALTGR + 0 ¹¹⁾

Aigu press ALTGR + ? (key right to the 0)

Closing bracket

The character] can not be entered from the keyboard. It needs to be created in a text editor and then pasted to FM.

Degree symbol

The degree symbol is very unruly when entered with the top left key. In some fonts it does not show up; in others it appears an infinity symbol (∞). When entered into a dialogue field it results in \xb0. Using CTRL+Q, ! results in \xb1. You need to copy this symbol from a text editor or Word ...

11 On the systems I had available this created an aigu accent (´) in text, but a correct grave accent (˘) in dialogue fields.

Copy and paste

Within FrameMaker text

To handle all situations (including copy/paste from other applications), different methods are necessary.

The left key group contains **Again, Undo, Copy, Paste** and **Cut. Within** FrameMaker these keys must be used - if you do not like to use the **ESC** sequences (for example **ESC, e, c** for copy) or menu entries.

This method can not be used to transfer data from the document into a dialogue field.

Into FrameMaker dialogues and across applications

To transfer data from the FM document text into a FM dialogue field the X-windows buffer must be used. The same is true for transferring data between FM and another applications.

The X-buffer is automatically filled if text is selected. It is pasted into a new location by the middle mouse button:

- 1 Select the text to be copied with the left mouse. Get a word including the trailing space by double click or a paragraph by triple click.
- 2 Paste the buffer contents at the new location by placing the cursor and middle click.

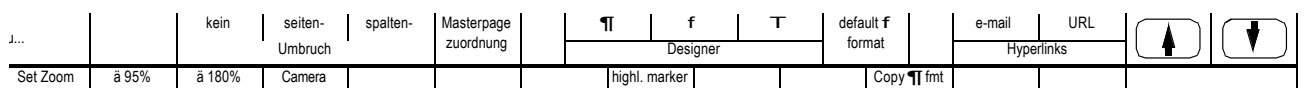
Hyperlinks

Hypertext (e.g. a cross-reference) is activated by **CTRL-right-click**. Under some circumstances (e.g. X-Window client is an emulation on Windows) an additional read-only document is created and jumped into this.

In case of URLs (web link, e-mail) nothing may happen, because no connection to a browser or e-mail client may be established.

Keyboard macros

Unix allows to create keyboard macros via menu **File > Utilities > Macro**. It is good practice to invoke macros with a special key such as the meta key (**⬠**), located on both sides of the space bar:



Code of macro Copy Paragraph Format

For example, to open the ¶ designer: press **⬠ + F5**. Or to copy a paragraph format press **⬠ + 0**.

Copy para format (meta null):

```
<Macro Macro10
  <Label Macro10>
  <Trigger ~0>
  <TriggerLabel ~0>
  <Definition \!bf>
  <Mode NonMath>>
```

Macros can not contain symbolic entries. It is quite difficult also to handle dialog input.

Macros can not ...

- Wait for keyboard input in a dialogue and then continue the macro. You will need to set up two macros.
- Record mouse actions
- Record F10 (put focus on menu bar)
- Record F4 (display context menu)

Macro with dialogue input	<ol style="list-style-type: none">1 Start recording. Use only keyboard input for the actions to be recorded.2 When at the dialogue, press CTRL+TAB to get to the first entry. This start is essential.3 Enter the first value in the first field and jump to the next field with TAB or SHIFT+TAB to jump back.4 Fill all fields, also those which already contain the desired values. Use the UP/DOWN arrow keys to navigate in scroll lists.5 Enter RETURN to close the dialogue and get the values6 Stop the macro and save it with appropriate name and trigger.
Stop macro at dialogue ¹²⁾	<p>To create a macro which stops at a dialogue to enter values manually, enter CTRL+] when the dialogue appears in the recording. Then save the macro.</p> <p>In the running macro (which stops at the open dialogue) enter the values, then press CTRL+] .</p>
Macro with repeated actions	<ol style="list-style-type: none">1 Record the actions to be repeated in a macro A2 Set up a second macro B, in which macro A is invoked as often as necessary.
Location of macros	Macros are located in a text file in the current account, for example at /home/afs99/fmMacros. The name must be fmMacros.

12 Procedure not rally clear - need to verify at LuStat

Solving real and assumed problems

See also hints and tips on the web: www.daube.ch/docu/fmaker00.html

Method to find the cause of problems

The general method to encircle problems is to bisect the document and check each halve.

By further narrowing down to one page and then to paragraphs, tables, graphics etc. you can find the culprit.

General problems

Warning: only one Undo level until version 7.1

Until version 7.1 FrameMaker has only *one undo level*. Hence save the file before you start any experiments or are not certain about the usefulness of a specific manipulation! From my long lasting experience with FrameMaker I can tell You that there is no reason to bemoan this situation. After some time of familiarity with FrameMaker You don't need much undo.

Since version 7.2 FrameMaker provides multiple undo. However there are still operations which can not be undone and which therefore clear the undo-history. See [this Adobe document](#) for details of the function.

Strange behaviour of document

There are situations where FrameMaker seems to have lost all its 'sense'. What's going on?

FrameMaker relies on the Windows system services for storage management, and these are not very water tight. Hence you may get situations which are the result of lost pointers or other garbage in storage.

Most of these situations can be fixed with the following:

- Save the file in MIF
- Close the document (do not save it)
- Open the MIF file
- Save the file again as FrameMaker (you may wish to use a different name to the original one).

In most cases the file now behaves 'normal' again.

Can not copy/paste text



Text selected from a text line (produced with graphic tool **A**) can be copied to the clipboard, however:

- it *can only* be pasted into a text frame (like this one);
- it *can not* be pasted into dialogue boxes;
- it *can not* be pasted into another application.

Find does not find

You may need to switch to the masterpages or the reference pages to find the requested item. You can not search within text inserts - they are independent files.

See also *Can not find words* on page A-27

Display and layout issues

Display jumps back when scrolling

Solution according to
Adobe KNB document
322405

This is a known bug since version 4 at least. The problem is caused by graphics with property «run around» which touches or overlaps a text frame (which may be on a master page).

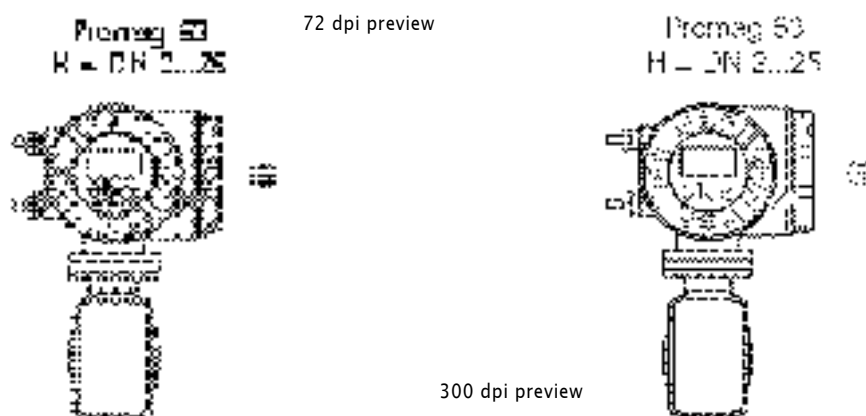
- 1 FrameMaker 6.0 should have cleared this problem.
- 2 Locate the graphic that triggers the jump and
Adjust the adjacent text frame to remove the overlap / touching; or remove the run-around property from the graphic (if applicable).
- 3 Terminate the behaviour for the current FM session:
 - Click outside any text frame and scroll through the complete document.
 - After any close / re-open or File > Revert to Save, this procedure must be repeated.

General solution

Install the free plug-in RunaroundNone
(www.frameexpert.com)

EPS looks awful on screen

An eps may contain a preview image, which is displayed on the screen. The resolution of this preview image can be set in most graphic applications. If not, a default of 72 dpi (dots to the inch) is used. Compare the two screen images:



If you need to position graphic elements (arrows, pointers) precisely or to get an idea of small print on an imported eps, you need to create it with a good preview picture. Just zooming into the image in FrameMaker does not do the job.

EPS prints, but on screen is only gray area

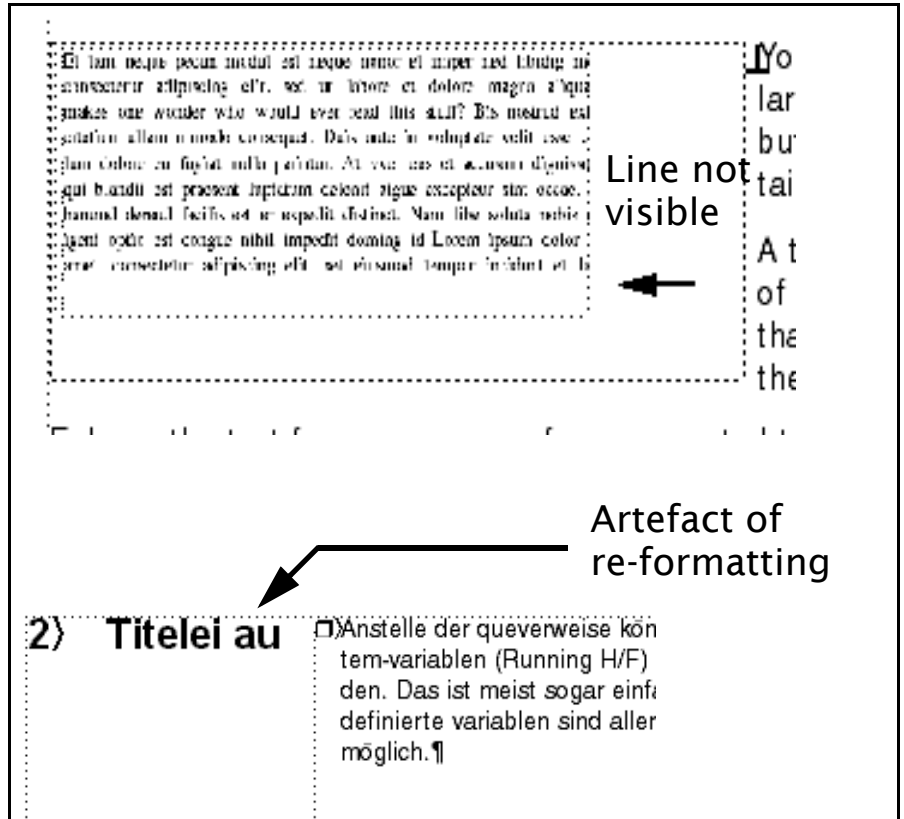
The cause is trivial: the eps does not contain a preview image. If you need to overlay some information on such an image, you do not have a clue where to place things. Hence you need to recreate the eps with a preview image.

If the source image and/or application not available, these steps may help you:

- 1 Print the page with the image to a PostScript file
- 2 Make a PDF from the page using Acrobat Distiller
- 3 Crop the page in Acrobat to the size of the image and export as eps with preview.
- 4 Import the eps to FrameMaker

Destroyed file contents?

After some work (e.g. delete rows in tables, heavy editing of text) your screen may look very strange:



- line thicknesses are wrong
- lines are lost
- text lines are intermingled
- graphics are incomplete
- etc.

Don't panic, force a screen refresh either with CTRL+l (lower case L) or PageUp, then PageDown or other scrolling and do not forget to enlarge the image (the line may simply 'fall between the pixels' as in the depicted case).

Text can not be selected



You can not select text, as long as the cursor has the shape of a hollow arrow. Wherever you click with this cursor, the object (text frame) is selected (you see the handles of the object) - not the contents (the text).

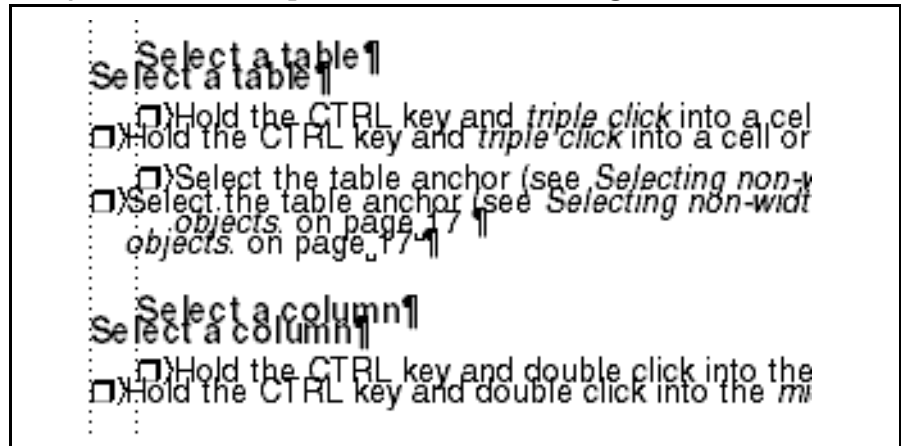
Check the tools palette for the cursor setting. It will look as displayed in the image.

You must select the 'intelligent' type of cursor (left button with the two cursor shapes on it).

Ghost objects

Real duplicates

You can access any object (e.g. a text frame) with CTRL+click. But you create a duplicate with CTRL+drag...



The current (selected) object is the duplicate which you can delete. It is also possible to undo the duplication operation.

Additional table headers

Another type of ghost object is an additional table header on subsequent table pages

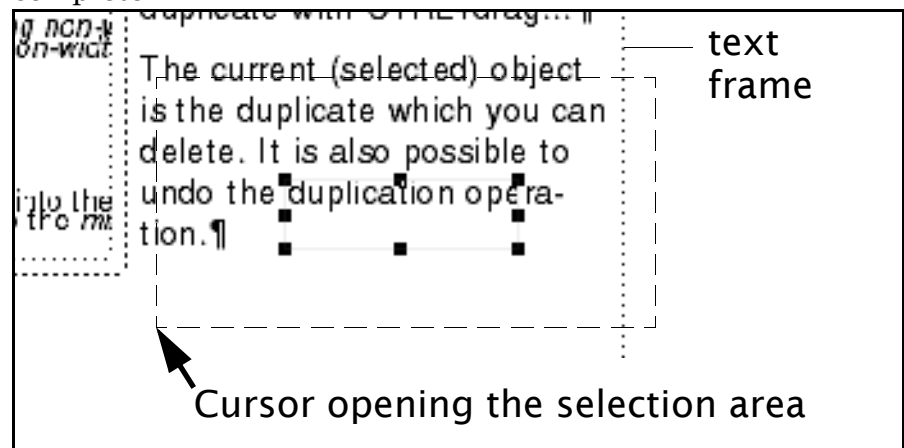
The original heading row	Original heading row
This is something you can not get rid of, but you can not select it!	
The first table cell	the second table cell
and the next table cell	the fourth table cell
the last line in the table	the last cell in the table

Try to cure this situation by

- Switching to the master pages, to look whether there is something wrong.
- Switching back to the body pages with **Remove Overrides** activated.

Concealed objects

Sometimes you can just see the black handles during the build-up of the screen. They are invisible when the screen is complete

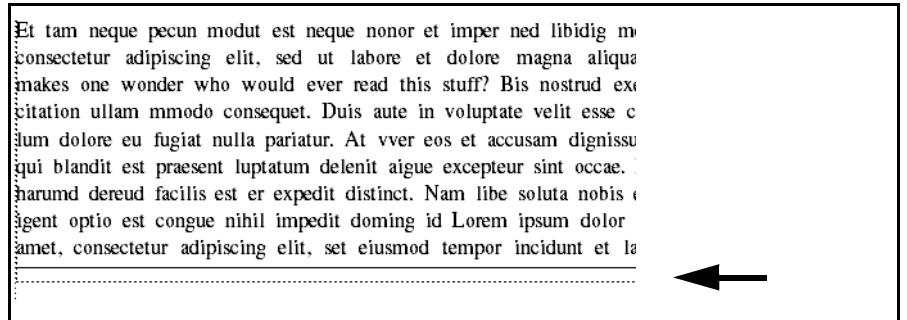


If you suspect invisible objects,

- Start a selection rectangle **outside** the text frame and sweep the suspected area.
- This will select the hidden objects (if there are any).
- Bring them to the foreground with **Graphics > Bring to Front**

Where is the text?

You have just imported a large text into a text frame, but the frame does not contain all the text.



A thin solid line at the bottom of the text frame indicates that there is more text than the frame can hold.

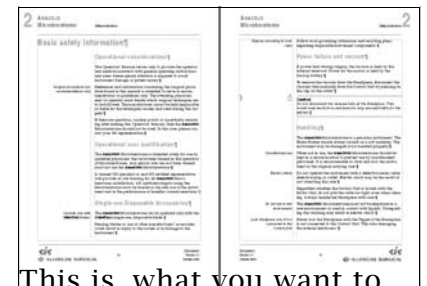
Enlarge the text frame or arrange for a connected text frame with the same text flow name.

Can not see facing pages

You have reduced the zoom factor to a value with which pages could be arranged face to face (for example, to check the layout), but they do not:



What you see



This is, what you want to see.

You may need a low zoom factor if rotated pages are in the document.

The view of a document is saved in the file, hence you can have a different view on each open document.

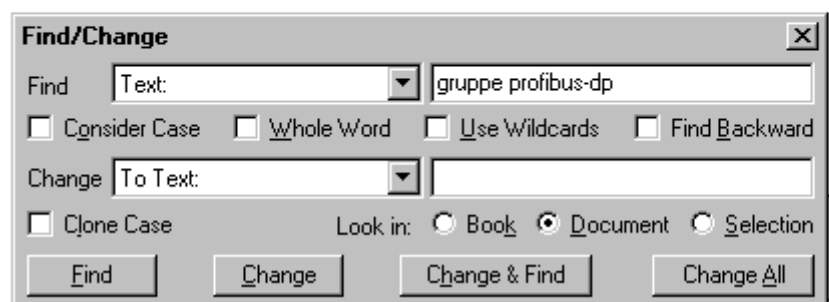
In **View > Options...** select **Variable** for Page Scrolling to get the display of facing pages.

Can not find words

Searching for a sequence of words may not yield any result, if the text is interspersed with markers. In this example, the search reports 'not found':

6.1) ~~T~~Gruppe ~~P~~ROFIBUS-DP / PROFIBUS-I

6.1.1) ~~F~~unktionsgruppe ~~E~~INSTELLUNGEN



To avoid such situations:

- Place cross reference markers at the beginning of a paragraph.
- Insert index markers at the end of a paragraph and combine multiple entries into one marker.

Optional (discretionary) hyphen not working

You may see ample space at the end of a line and try to split the first word in the next line – but the word is not hyphenated...

You have just hit a WYSIWYG problem: with standard installation FrameMaker displays fonts with font metrics for optimised presentation of shape – but what we need is optimised placement similar to the placement of text in the printed page. See *Display character positions correctly* on page 36 for a suggestion.

DisplayUsingPrinterMetrics=Off

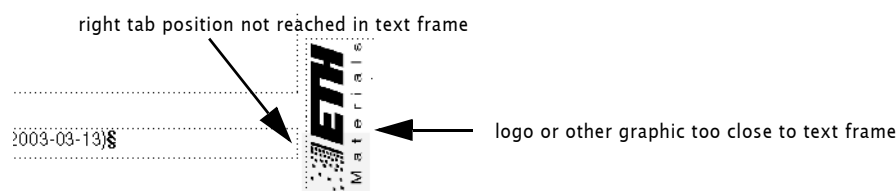
Hecate est Iovis et Latonae filia, soror. Est tr-
icopor et triceps, magicarum artium magistra ac-
fascinationum praeses, cinctra latrantium ca-
num turma; noctu stans in triviis vel prope
sepulcra et ubi loca sunt caedibus contaminata. §

DisplayUsingPrinterMetrics=On

Hecate est Iovis et Latonae filia, soror. Est tr-
icopor et triceps, magicarum artium magistra ac-
fascinationum praeses, cinctra latrantium ca-
num turma; noctu stans in triviis vel prope
sepulcra et ubi loca sunt caedibus contaminata. §

Right tab not working

When setting up text frames the inside text may not behave as expected. For example, a right tab might not be executed:



Reason Watch out for a graphic close to the text frame. The graphic may have the (default) run-around property „Run around Contour« with a gap value > 0.

As soon as this kind of graphic is closer to the text frame than the gap value (or the graphic overlaps the text frame), the graphic will push text away.

Correction Remove any overlap or influence of the graphic by

- placing the graphic far away from the text frame (distance > gap value), or
- setting the run-around property of the graphic to „Don't run around«, or
- Allowing „Run around Contour«, but setting the gap value to zero.

Table does not split at desired row

A table can not split automatically at a certain row, if

- vertically straddled cells hold rows together. Look at all columns to find overlaps of vertically straddles cells.
- the table attribute «start on next page» forces a table start.
- the attribute «float» keeps the first page together
- Rows are kept together with «keep with next» or «keep with previous».

Example for vertically straddled cells

The bordered frame is the text frame simulating 2 pages containing the table

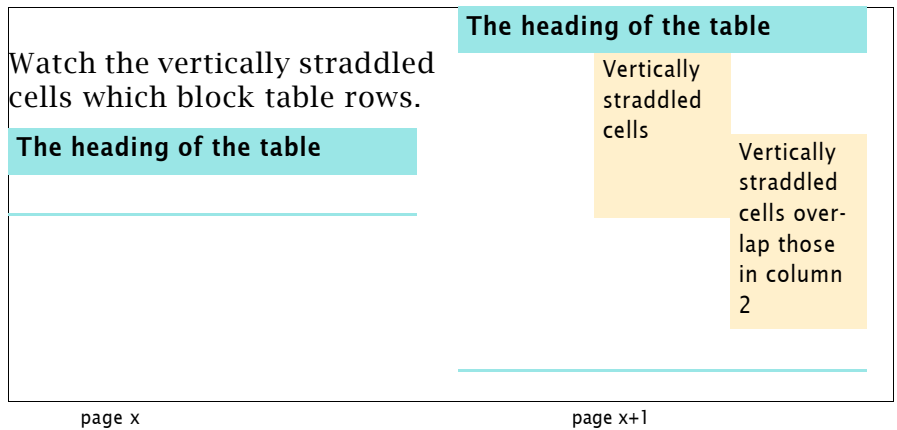


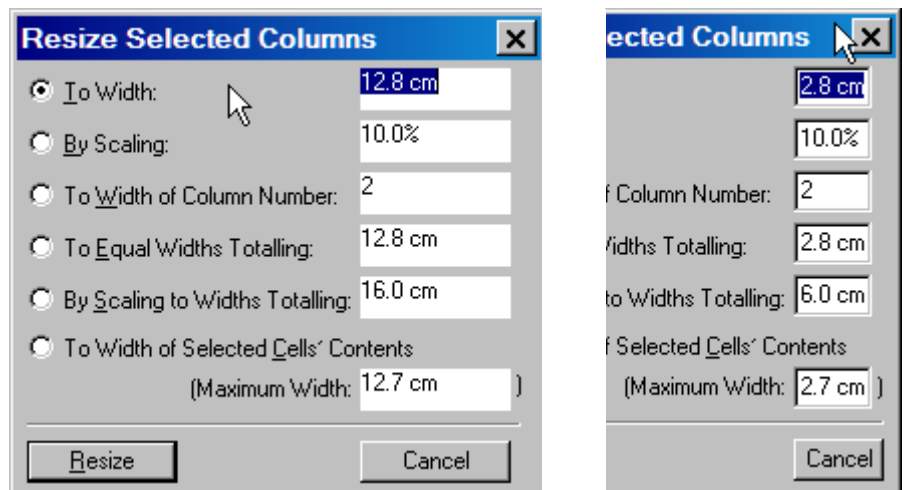
Table width and columns widths are wrong

Some of the FrameMaker dialogues provide too short entry fields. **Table > Resize Columns** may not display all figures in an entry field. Only the right most figures are displayed!

To select a value, *do not sweep with the mouse over the figures* - you might not get all the figures! Instead, *double click on the figures to select all of them* - also the hidden ones.

The real value of the selected figures may be 318.0 cm

For a solution of this problem see http://www.daube.ch/public_html/docu/fmaker20.html and [fmaker36.html](http://www.daube.ch/public_html/docu/fmaker36.html)



Importing and graphics

Problems with imported graphics

Vendors of graphic software tend to modify 'standard' output formats, which are needed to exchange graphics between applications (DXF, EPS, TIFF, WMF, etc.).

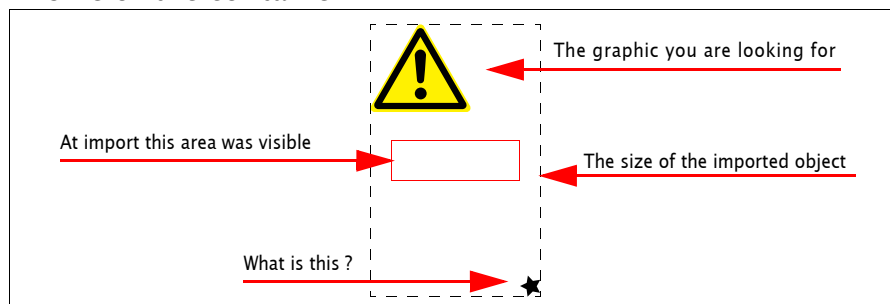
If you encounter problems with a FrameMaker document after importing a graphic, at first blame the graphic or its creating application. To fix the problem:

- Import the graphic to another application - does it create problems also there?
- Try to get another version of the graphic.

Imported graphic is not visible

If you import a graphic and it is not visible in the container (page, anchored frame, graphic frame), you may just see a white portion of it:

- 1 Select the container frame and with **CTRL+a** select all its contents. You will not see the object handles inside the now unselected container.
- 2 If there is really no graphic in the container, all graphic menu items (or buttons) are greyed out. You will re-import the graphic.
- 3 Group the invisible selection just in case more than one object is in the container.
- 4 Scale this contents down very much and **Align Tops** and **L/R Centers** it in the container.
- 5 Now you should see the complete graphic, at least very small. Grab a corner handle and enlarge the graphic to the size of the container:



- 6 Now you may see what (might have) happened:

In most cases a small object is included in the complete graphic - especially if an eps was created from a CAD drawing not all surrounding stuff might have been removed.

The small objects may even be far out of the paper on the pasteboard of the drawing application (e.g. Illustrator). To avoid this error, you should not select all before creating the eps, but select only the desired items and then create the eps.

Colour issues

Inconsistent colour

Import colour from correct document

One of the most pertinent errors is the inconsistent definition of colour in files. You can not get rid of this without major work:

- 1 Open a document from which you know that the colours are OK
- 2 Open the document with incorrect colour definitions.
- 3 Import only the colour definitions (**File > Import > Formats...**) from the clean source document.
- 4 This import is cumulative, that is, special colours in the target document are not removed.
- 5 If the problem persists when updating the book with the file in question, an imported graphic may be the culprit.

Start with an empty document

- 1 Set up an empty file with **File > New > Document > Portrait**
- 2 Delete all entries in the catalogues (paragraph, character), the table designer, the cross-reference formats.
- 3 Import the desired formats from the file with the colour error - *but do not import the colour specifications!*
- 4 If you really have a special colour set up, do it again.
- 5 Select the text in the file with the error and paste it into the new file. You may use **Select All (CTRL+A)** to get everything.

Note: *In many cases, however, this method import the error with the selected text (and graphics included etc.)*

Just live the annoyance

Ignoring the problem is only possible if you do not intend to take this document to a commercial printer!

Imported graphics

Imported graphics can be the source of invalid colour definitions. To find the graphic which causes the problem,

- Remove one by one of the graphics and check for the problem. As soon the problem disappears, you have found the graphic in error.
- The colour definition in the erroneous graphic can only be handled in the application in which the graphic was created.
- If the problematic graphic is an eps (Encapsulated PostScript), a TIFF or JPEG the original application can not be determined by the graphic type. Only Your intelligence can help here ...

Huge number of colours

You may notice a huge number of colours in your colour catalogue after importing graphics of format png (portable network graphic). These colours are named RGB nnn, nnn, nnn. You should not delete these, but also not apply to any objects, since these colours may get lost when the file is saved as MIF (see www.microtype.com).

Note: *You get these colours only for 256-colour (8-bit) PNG files. Hence use also for screen dumps PNG with 'millions of colours'.*

Font issues

Font xxx missing

See also *Be aware of unavailable fonts* on page 18

When opening a file, the following error message may occur:

Document named abc uses unavailable fonts.

To reformat the document using available fonts, click OK

In the FrameMaker console window you see what has been found and substituted:

The "Gugus" Font is not available.

"Times-Roman" will be used in this session.

Situation	Action
The unknown fonts are important and they must not be substituted permanently by the FrameMaker default Times.	Cancel
Activate File > Preferences > Remember missing Font names. Now open the file again (you get the same message).	OK
The unavailable font is not essential or just a variation of Times. Whether the substitution is permanent or just in this session, depend on the setting of File > Preferences > Remember missing Font names	OK
You want to get rid of the unavailable fonts in the document	Cancel
Activate File > Preferences > Remember missing Font names. Now open the file again (you get the same message).	OK
Save the file; Deactivate File > Preferences > Remember missing Font names	

Note: *If you can not get rid of the unavailable font by these measures, the font may be used in an imported graphic or an empty document. See hereafter for methods to find these occurrences.*

Where is the unavailable font used?

Make a copy of your document before you start your research!

- Use the **Edit > Find/Change** dialogue to search for a Character Format. In the character definitions dialogue set all but the font family name **to as** is.
Search the body pages, the master pages and the reference pages for the font and correct any use of it.
- The font in question may be used in imported graphics (also in an eps). You need the original application to change the font. In an eps file you can at least search with an ordinary text editor - but do not modify the font name just in the editor! Recreate the eps file in case.
- The font in question may be used in empty text lines of FrameMaker graphics. Text lines are created with the **A**-tool. To find these, do for each anchored frame with a graphic:
 - Select the anchored frame, then select all objects with CTRL+A.
 - If you get grouped objects, ungroup them until ungroup is not possible anymore.
 - Check for empty objects and deselect them by holding the shift-key while you click on such an object.
 - Group everything which is left selected

- Select all again, deselect the grouped object. Only the empty objects are selected now. Delete them.

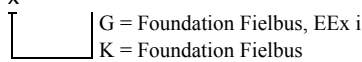
Note: *A FrameScript script is available from Carmen Publishing for deleting empty graphic lines. This requires FrameScript from Finite Matters to be installed in your FrameMaker. See Extensions by API clients on page 1-15 for these resources.*

Printing and presentation issues

Misalignment between text and graphics

Sometimes graphic elements are needed as an overlay to the text on the page (The U shaped line in the example below).

Messsystem Promag 53 (Kompakt-Ausführung)

Promag 53***_*****x


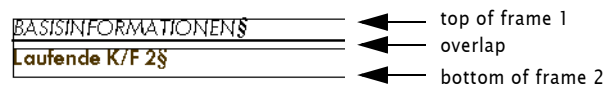
To place the graphic correctly you will use a large zoom level. However, the printed version may still be different and not accurate.

To avoid this effect, change the maker.ini file according to *Display character positions correctly* on page 36.

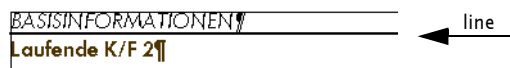
Accents not displayed in running header



Reason The running header is overlapped by another graphic element - in this case with the top text frame of the first header line. In the figure below the text frames are visualised with a border.



Correction Remove the overlap of the text frame, for example by replacing the two text frames by one of proper height containing both header lines. The separating line must be *moved to front*.



EPS prints badly

If an eps looks pixelated (check with slanted lines) in the printed output, the reason might be:

- inadequate printer driver (or wrong PPD for PS-printer)
- non-PostScript printer


Recommended modifications to FM

Set reasonable default for your work

Zoom factors

To get reasonable zoom factors in your session, adapt the zoom factors to the screen size and resolution. The following is for an 20" display. In section [Preferences]

set to `Zoom=28, 36, 50, 74, 90, 125, 200, 353, 500, 1000`

When zoomed to 353% a nudge (moving an object by **ALT+arrow** key or ) moves by 0.1mm steps ¹³.

Dash patterns

The following setting provide finer patterns than the FM default settings. In section [DashPatterns]

```
set 1=Dash, 8, 4
    2=Hidden, 4
    3=Longdash, 16, 8
    4=Dot, 2, 4
    5=Dash-Dot, 8, 4, 2, 4
    6=Dash-Dot-Dot, 8, 4, 2, 4, 2, 4
    7=Chain, 8, 4, 4, 4
    8=Phantom, 20, 4, 4, 4, 4, 4
```

Line widths

The default line widths for graphics are rather coarse. In the section [Preferences]

set (for example) to `Penwidths=0.28pt, 0.7pt, 1pt, 1.4pt`
or (will display as values converted to pt)
`Penwidths=0.1mm, 0.25mm, 0.35mm, 0.5mm`

Snap and grid

Be aware, that some of these settings from the section [Preferences] are overridden by document settings.

```
Snap=On
Gravity=Off
DefaultRulerCm=0.1cm
DefaultGridCm=1cm
DefaultSnapCm=0.1cm
```

Template path

If you want to get document templates from a special location, change in section [Directories]

```
from  TemplateDir=templates
      Templatesr=templates

to (for example) TemplateDir=D:\_doc-std\Fram
                Templates=D:\_DOC-STD\Fram\FM-templates
```

Smart quotes

Depending on the main language of your document you should define the proper typographic quotes in section [Spelling]. Select the appropriate set from the comment block:

```
; Deutsche anführungszeichen
SmartQuotes=\xe2\xbd\xe3\xbd
```

¹³ A nudge is defined as 1pt at zoom factor 100. Hence a factor of 253 nudges by 0.1mm (1 pt = 25.4mm/72 = 0.3527 mm)

Note: After installation of FrameMaker¹⁴ the definition of French quotes (*guillemets*) is incorrect for the single guillemets. They must be `\xdc\xdd` .

A more user friendly definition includes the display of the used characters:

```
; Smart Quote Characters
; English      ‘ ’ “ ”
; SmartQuotes=\xd4\xd5\xd2\xd3
; German      ‚ ‹ › « »
; SmartQuotes=\xe2\xd4\xe3\xd2
; French      < > « »          v-- activated
; SmartQuotes=\xdc\xdd\xc7\xc8
; Swedish/Finn. ’ ’ ” ”
; SmartQuotes=\xd5\xd5\xd3\xd3
; Italian     ‘ ’ “ ”
; SmartQuotes=\xd4\xd5\xd2\xd3
```

Modifications to maker.ini

Have FrameMaker closed when modifying `maker.ini`. It is also good practice to keep a copy of the original file (`maker.ini.ori`) and make remarks at the beginning of the file about the changes, for example:

```
; 2004-10-12 default zoom factors changed to
;   Zoom=28, 36, 50, 74, 90, 125, 200, 353, 500, 1000
; 2006-02-08 Patch b144
```

Paste prefers text

The default for Paste (from none FM files) creates OLE (Object Linking and Embedding) connections. To paste the contents rather than the object property, change in section [Preferences]:

```
from ClipboardFormatsPriorities=FILE, OLE 2, EMF, META, DIB,
BMP, MIF, RTF, TEXT
to ClipboardFormatsPriorities=TEXT, RTF, FILE, OLE 2, EMF,
META, DIB, BMP, MIF
```

Note: *ClipboardFormatsPriorities* only affects pasting from the Windows clipboard. It does **not** affect the paste operation for content that is coming from a FrameMaker file. To paste without formats within FrameMaker use **Paste Special (CTRL+SHIFT+v) > Text**.

Display character positions correctly

In section [Fonts] change

```
from DisplayUsingPrinterMetrics=Off
to DisplayUsingPrinterMetrics=On
```

Match colours in FrameMaker and PDF

In section [Preferences] change

```
from GetLibraryColorRGBFromCMYK=Printer
to GetLibraryColorRGBFromCMYK=None
```

¹⁴ This is an error since FM 5.5