

**Oracle® Insurance**

**Control Panel**

**User guide**

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## Chapter 1

# Introduction

## ABOUT THIS GUIDE

This guide provides the information you need to install and use the Control Panel, which gives you easy access to the tools you need to configure and coordinate the performance of Oracle products.

Here is a list of the other manuals that you might need to refer to when you work with the Control Panel.

- The *Printcommander* guide addresses using Printcommander to create device-specific print data streams in the Windows NT environment..

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**Note** When the UNIX operating system is mentioned, the term refers to IBM AIX, Linux (Intel), and Sun Solaris.

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**Note** Please note that the images or screenshots that follow in the upcoming explanation of the topics may not resemble those as encountered in the actual installation, un-install or other related functions performed on the application.

---

## WHAT IS THE CONTROL PANEL?

The Control Panel is a centralized hub that coordinates the operation and configuration of most Oracle products. As such, the Control Panel comprises several small applications, or "applets." This guide is arranged to discuss the operation of each applet in the order in which it's displayed on the main window.

Use the Control Panel to perform many of the tasks required to configure and coordinate Oracle products.

To perform this task	See
Object updating	Using the Control Panel
Printer Definitions setup	The Printer Definitions Object
Electronic Document Libraries maintenance (database-based)	The Electronic Document Libraries Object
Electronic Document Libraries maintenance (file-based)	The File-Based EDL Object
Production Definitions setup	The Production Definitions Object
Merge Definitions setup	The Merge Definitions Object
Documaker fp Job Submission	The Documaker fp Job Submission Object
Output System Viewer	The Output System Viewer Object
16- and 32-bit Database Definitions setup	The Database Definitions Object

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To perform this task	See
Printcommander NT Font Matching Table editor	The Font Matching Table Editor Object

## System Requirements

The minimum hardware requirements to install and run the Control Panel are:

- Intel® Core™ 2 CPU.2.13GHz
- 400 MB of available hard drive space
- 1.99 GB of memory
- Microsoft Windows
- A high-capacity hard disk

The minimum software requirements to install and run the Control Panel are:

- ODBC client for the following Windows databases:
  - IBM DB2 5.0 or higher
  - Microsoft SQL Server 6.5 for Windows or higher
  - Oracle 11.2.03 or higher
  - Sybase SQL AnyWhere 5.5 for Windows or higher
  - Sybase 11.1 or higher

**-or-**

- Oracle 9.2 (**Linux and Solaris**)

**-or-**

- Sybase 12.5.1 (**AIX 5.2**)
- Common Objects 11.3 (32-bit/64-bit version)

## INSTALLING THE CONTROL PANEL

Control Panel application is available for download at the Oracle Software Delivery Cloud web site. The process includes:

- Logging in and agreeing to the terms and restrictions
- Searching for the applications you want to download
- Downloading those applications

Go to the Oracle Software Delivery Cloud web site to download the application:

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<https://edelivery.oracle.com>

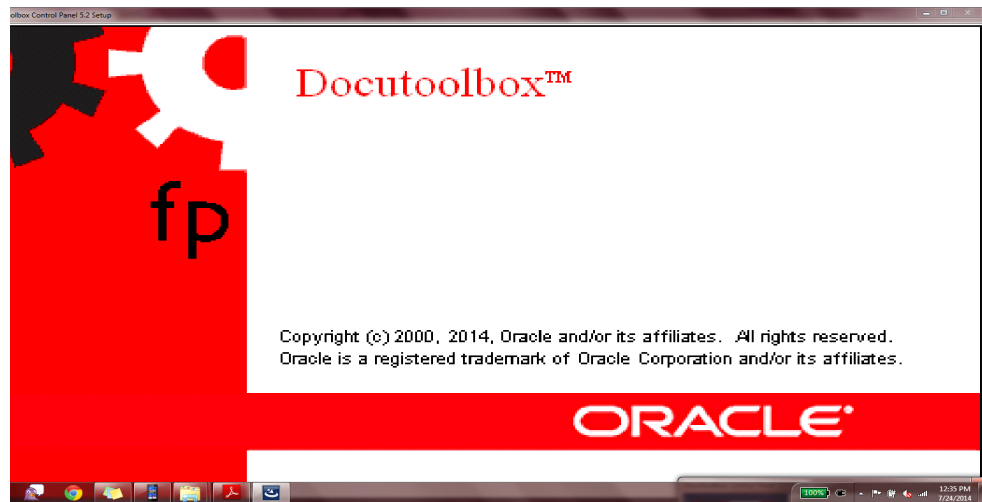
To Install the Control Panel:

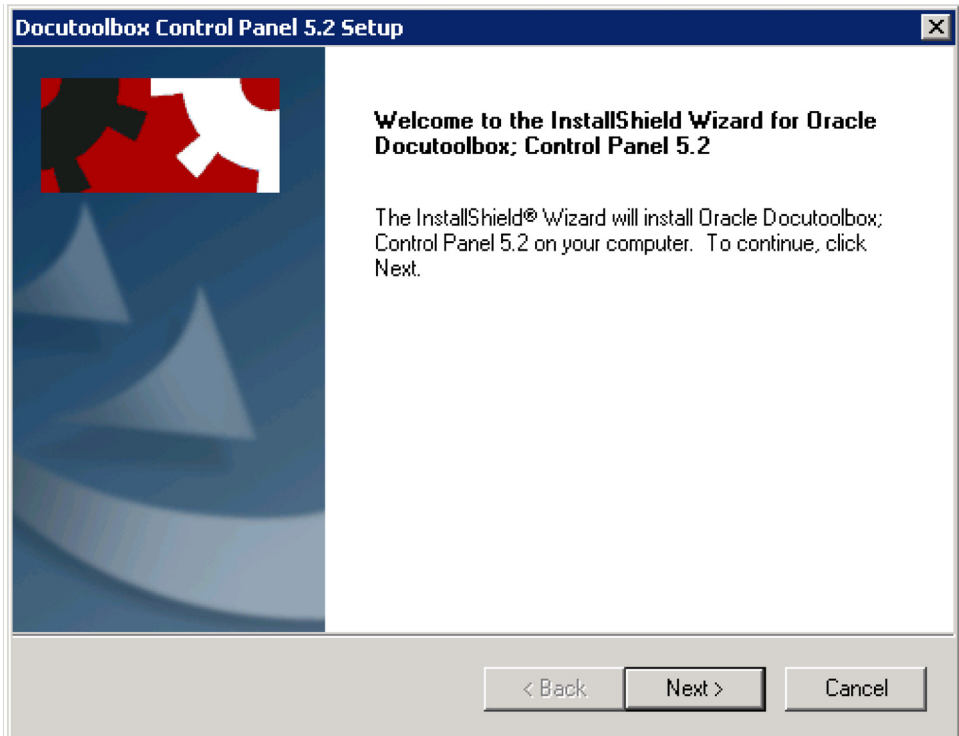
From the directory into which you downloaded the media pack, unzip the media pack.

Click on the setup.exe located in Control Panels' Disk1 directory.

...

The installation routine displays a window indicating the InstallShield Wizard's progress, followed by the Welcome screen.

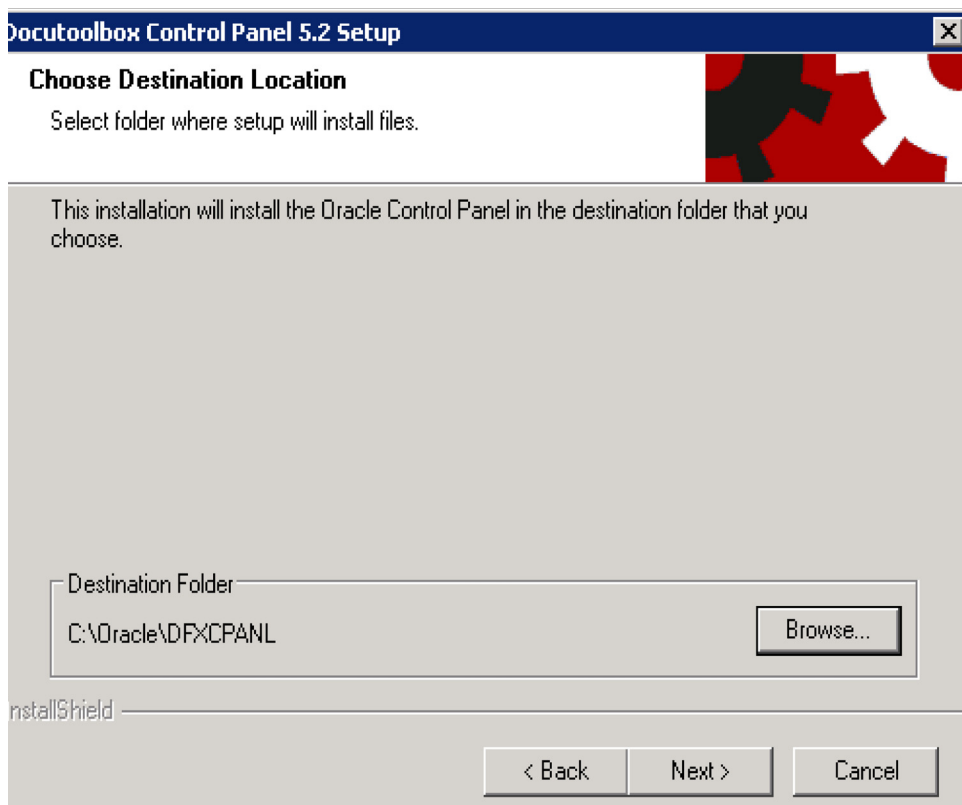






1. Click on **Next** to continue with the installation or **Cancel** to quit the program.

The installation routine then displays the Choose Destination Location window, prompting you for the folder name/directory path into which you want to install the program.

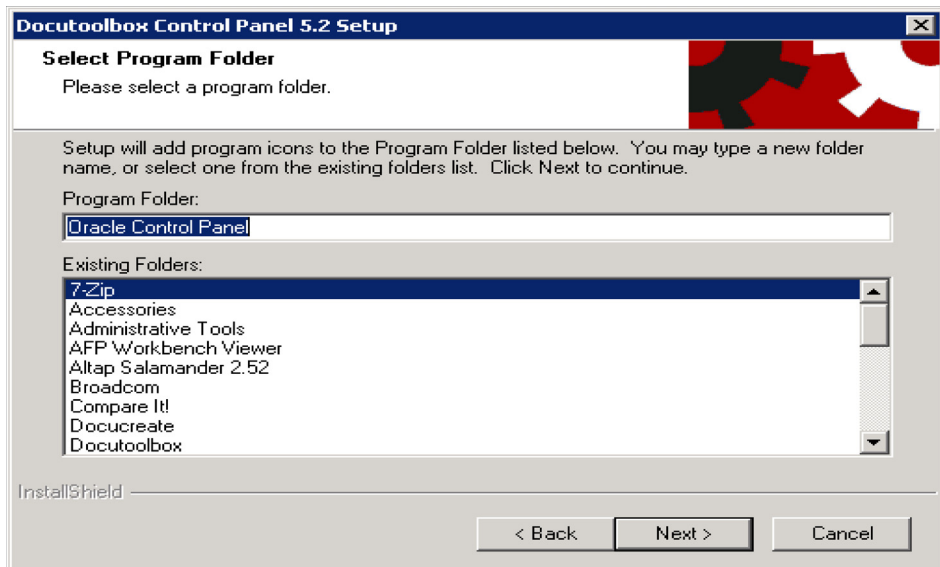


2. Perform one of the following procedures:

To	Perform this action
Accept the default path the installation routine proposes	Choose <b>Next</b> .
Enter another path for the installation	Click on <b>Browse...</b> , choose a new <b>path</b> , and then choose <b>Next</b> . <b>Note:</b> The Destination Folder lists the last location to which the program was installed. If you're re-installing the program to a different location, you should <b>Cancel</b> the routine, un-install the program from its previous location, and then install the program to the desired location.

3. Choose **Next** to continue with the installation if you haven't already done so. You can also choose **Back** to return to the previous screen or **Cancel** to abort the routine.

The Select Program Folder window displays the folder where you will store the program files.

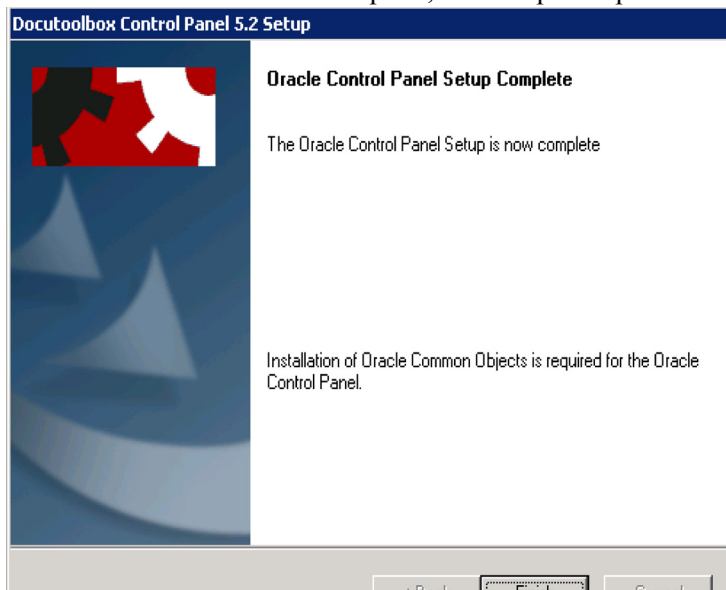


4. Perform one of the following procedures:

To	Perform this action
Accept the default program folder the installation routine proposes	Choose <b>Next</b> .
Select an existing folder for the installation	Use the scroll bar to click on an existing folder; then choose <b>Next</b> .

5. Choose **Next** to continue with the installation if you haven't already done so. You can also choose **Back** to return to the previous screen or **Cancel** to abort the routine.

When the installation is complete, the Setup Complete window appears:



6. Choose **Finish** to complete the installation program and return to Windows.

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## Chapter 2

# Using the Control Panel

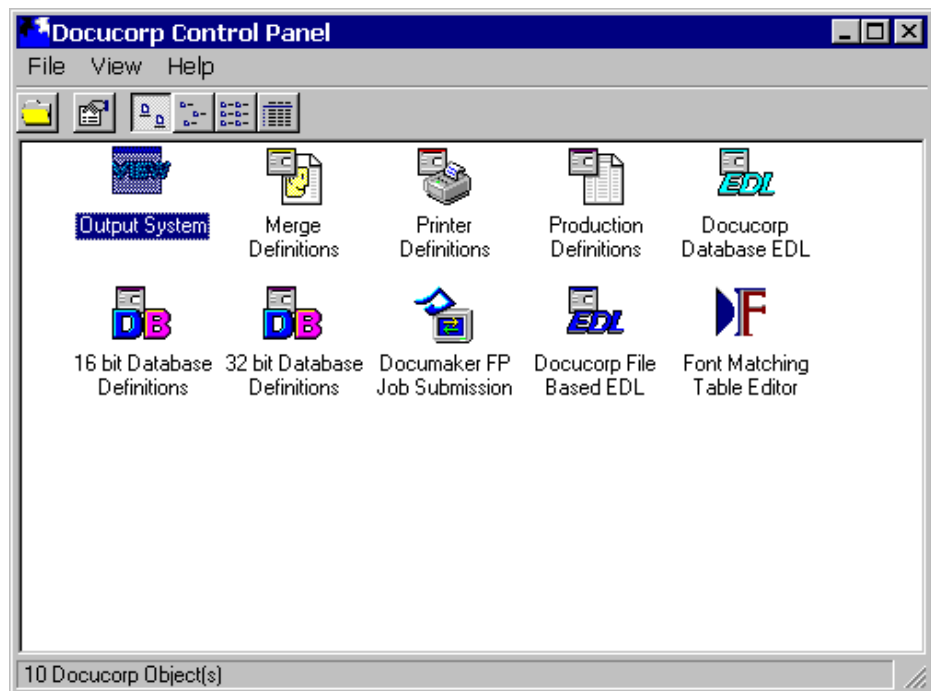
## NAVIGATING THE CONTROL PANEL

The Control Panel follows all Windows standards for launching, terminating, and otherwise manipulating icons and objects.

### To Start the Control Panel


After you install the Control Panel in your Windows system, your **Start** menu **Programs** sub-menu shows the **Docutoolbox** folder.

- Click the Oracle Control Panel icon to display the Control Panel main window.



### To Open an Object

You can use several methods to launch an object, involving single-, double-, and right-clicking on the object's icon.

- Double-click the appropriate icon in the main Control Panel window.
- Single-click the icon to highlight it, then choose **Open** from the File menu.
- Single-click the icon to highlight it, then choose the  (Open) icon from the Toolbar.


- 
- Right-click the icon, then choose **Open** from the pop-up menu

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**Tip** The Control Panel makes extensive use of pop-up menus, both here on the main window and in each of the individual object modules. Whenever possible, all menu options from the pull-down menus are replicated in the pop-up menus.

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### To Exit the Control Panel

- In the upper-right-hand corner of the Control Panel, click on the  (Close) button.

-or-

From the File menu, choose **Close**.

The Control Panel closes and returns control to Windows.

## CHANGING CONTROL PANEL APPLICATIONS (OBJECTS)

To keep your Control Panel up-to-date with the most recent versions of Oracle products, you can perform the following operations:

- Change the object application (drive/folder/filename) and caption for an object.
- Change the icon and icon description for an object.
- Add command line parameters to alter the behavior of an object.


### Editing an Existing Control Panel Object

You can change the application path and caption of an object, as well as change the icon and icon description for an object in the Control Panel.

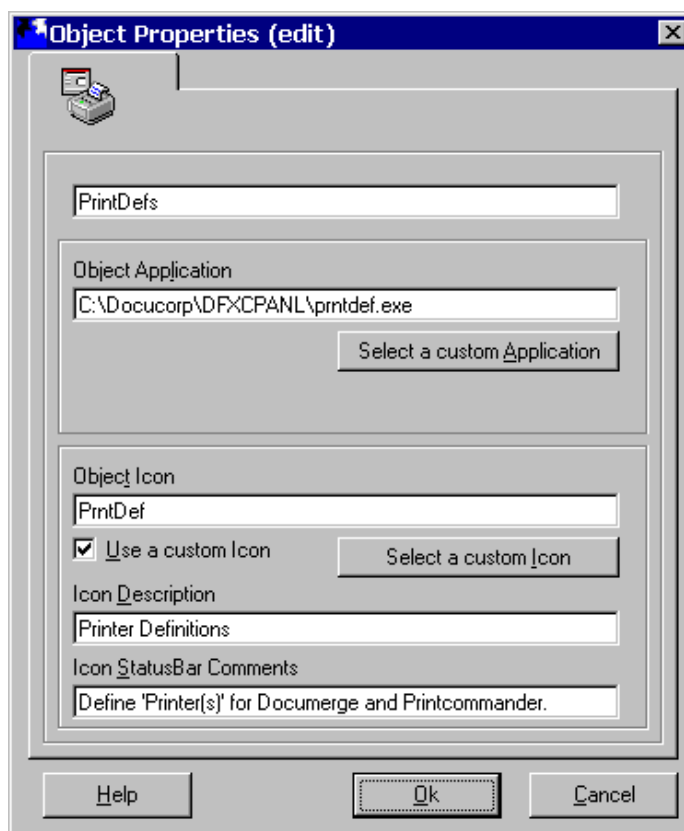
#### To Edit an Existing Control Panel Object

1. Single-click the object whose characteristics you want to change. This action highlights the object.
2. From the File menu, choose **Properties**.

-or-

From the Toolbar, choose the  (Properties) icon.

The **Object Properties (edit)** window appears.



3. Click an insertion point in the **Object Application** text box, and then perform one of the following:

To edit	Do this
The path for the Object Application	Type the drive, folder, and file name of the object
The application to run instead of the current one	Choose <b>Select a custom Application</b> .  The <b>Select an Application</b> window appears. Choose the desired application and click <b>Open</b> .

4. Press **TAB** to reach the **Object Icon** text box, and then perform one of the following:

To use	Do this
The default icon for the Object	Ensure the <b>Use a custom icon</b> check box is unchecked.
A custom icon for the Object	Select the <b>Use a custom icon</b> check box. Choose <b>Use a custom icon</b> .  The <b>Select a Custom Icon</b> window appears. Choose the desired icon and click <b>Open</b> .

5. Press **TAB** to reach the **Icon Description** text box, and then type the description of the icon.

- 
6. Press **TAB** to reach the **Icon StatusBar Comments** text box, and then type the description to be displayed in the status bar.

---

**Tip** If you need to activate a Merge or Production Definitions object without connecting to a database, you can add "space 1" (space followed by the number 1) as a command line argument after the executable file name in the **Object Application** text box (e.g., "C:\Oracle\DFXCPANL\MERGDEF.EXE 1").

---

7. Choose **OK** to activate the changes. Otherwise, choose **Cancel**.

---

## Chapter 3

# The Printer Definitions Object

## Using Printer Definitions

The Control Panel - Printer Definitions object lets you define and update Print Definitions or virtual printers based on different configurations of the physical printers defined for your Windows environment.

The Control Panel's Print Definition is similar to the PRINTDEF PEDEF, which is required for IBM MVS or VSE versions of Documaker fp. You must specify an appropriate Print Definition before you can specify an Output Destination for a Production Definition.

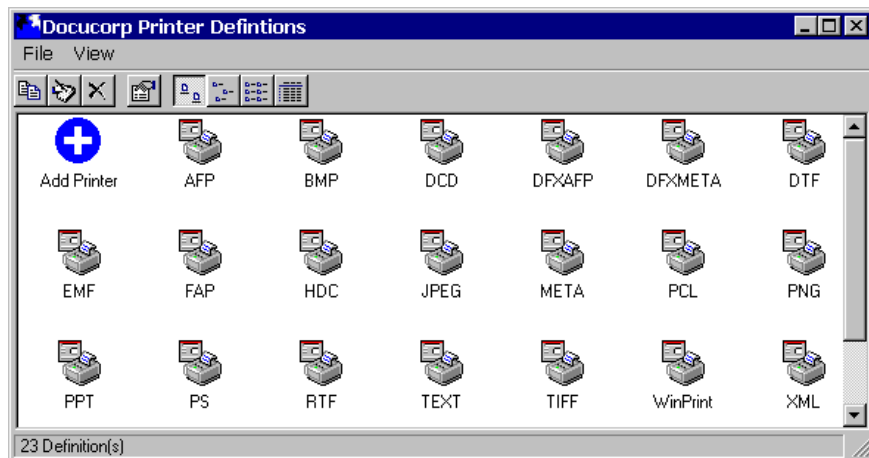
To define or update a Print Definition, you must first start the Printer Definitions object.

## Starting or Ending Printer Definitions

### To Start Printer Setup

- In the Control Panel, double-click the  (Printer Definitions) icon.

The Printer Setup window displays.



Because you can use the Printer Setup window to add, modify, activate, rename, or delete a printer, this guide provides separate topics for these procedures.

To	Go to
Add a printer (Print Definition)	Adding A Printer
Change the properties of a printer (Print Definition)	Changing a Printer Definition
Copying a printer	Copying a Printer Definition


---

Rename a printer	Renaming a Printer Definition
Delete a printer	Deleting a Printer Definition

### To Exit Printer Setup


From the File menu, choose **Close**.

-or-

In the upper-right-hand corner of the Printer Setup window, click on the  (Close) button.

Printer Setup closes and returns control to the Control Panel.

## ADDING A PRINTER

The  (Add Resource) icon lets you specify a new virtual printer or *Printer Definition*. This type of definition contains printer control specifications and options for any of the following classes of printing resources:

- Xerox Metacode
- IBM Advanced Function Presentation (AFP)
- Windows printers
- Printer Control Language (PCL)
- PostScript (PS)
- Rich Text Format (RTF)
- Adobe Portable Document Format (PDF)
  - (PDF only writes PDF)
  - (PDL reads and writes PDF)


---

**Note** The PDF and PDFL Printer Definition Languages are only available if you're currently using Docupresentation.

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- Portable Network Graphics (PNG)
- Microsoft PowerPoint Interface (PPT)
- Oracle Compound Document (OCD) data streams

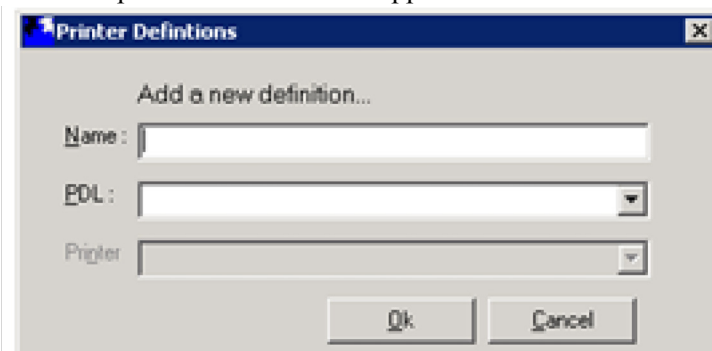
### To Add a New Printer

1. In the Printer Setup window, click on the  icon.



---

The Printer Setup - Add New window appears.



2. In the **Name** text box, type a name (up to 8 characters) for the virtual printer (Print Definition).
3. In the **PDL** drop-down list, select the name of a printer description language (i.e., print data stream) for the new printer.

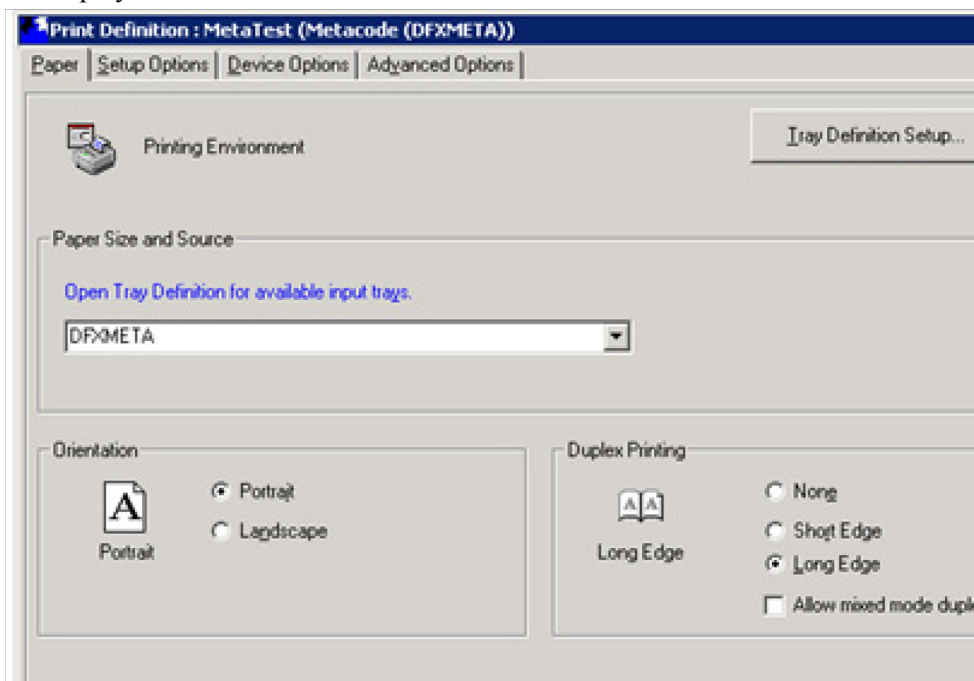
---

**Note** If you're using a Windows printer driver to print to a Xerox PostScript printer, choose **Windows Print Driver**. Then, select your destination printer from the Printer drop-down list.

---

4. If you chose any PDL *other* than **Windows Print Driver**, skip to **Step 6**.
5. In the **Printer** drop-down list, select the desired printer from the list of available Windows printers.
6. When you've completed the entries, click **OK**.

Print Setup saves the Print Definition with the name you specified, and then displays the Print Definition window.



---

## USING THE PRINT DEFINITION DIALOG AND TABS

The Print Definition window contains four tabs. You complete a Print Definition by specifying printing environment-related items in panels under these tabs.

### To Use a Print Definition Tab

- Do any of the following:

To specify	Go to this topic
Paper dimensions, processing, and handling options	Using the Paper Tab
Processing options for Documaker fp and fonts	Using the Setup Options Tab
Printer device performance and configuration options	Using the Device Options Tab
Advanced Options such as Xerox JDLs/DJDEs or AFP CopyGroups	Using the Advanced Options Tab

### To Close or Save the Printer Definitions Dialog

- Do one of the following:

To	Do this
Apply the Printer Definition specifications you've provided without closing the window	Choose the <b>Apply</b> button.
Apply the specifications you've provided and return to the Printer Setup window	Choose the <b>OK</b> button.
Return to the Printer Setup window without applying the specifications you've provided	Choose the <b>Cancel</b> button.

## Using the Paper Tab

Use the first tab in the Print Definition window to specify

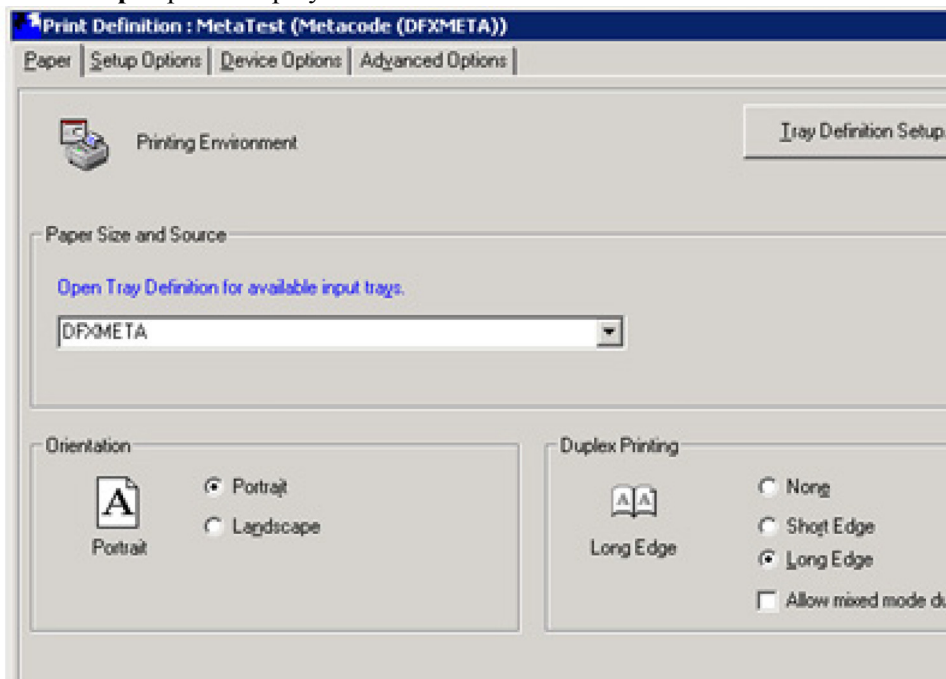
- Paper size and source, or custom sheet dimensions
- Portrait or Landscape page orientation
- None (simplex), Short Edge duplex (tumble), or Long Edge duplex print orientation
- The number of output copies

### To Activate the Paper Panel

- If the Paper panel is not already showing in the Print Definition window, click on the **Paper** tab.

---

The **Paper** panel displays.



Because the Paper panel contains several group boxes of specifications, this guide provides a separate topic for each group.

If you need to specify	Go to
Paper size and source	To Select the Paper Size and Source
Page orientation	To Specify Page Orientation
Simplex, duplex, or tumble printing	To Specify the Print Layout on the Page
Closing or saving the Paper tab panel	To Close or Save the Printer Definitions Dialog

### To Select the Paper Size and Source

1. Press **TAB** to reach the **Paper Size and Source** group box.
2. Select the correct paper size and source from the drop-down list box of tray definitions.

If the necessary paper size isn't displayed, see To Specify the Tray Definition.

3. **(PDFL only)** Enable the **Ignore Output Page Rotation** check box if you want to display each page in a horizontal, right-reading fashion even if the document indicates that a page is rotated.

If you want to close or save the Paper panel, go to To Close or Save the Printer Definitions Dialog.

---

## To Specify Page Orientation

1. Press **TAB** to reach the **Orientation** group box.
2. Choose one of the following:
  - **Portrait** — displays the pages in a form in portrait orientation despite the presence of orientation comment records or landscape text.
  - **Landscape** — displays the pages in a form in landscape orientation despite the presence of orientation comment records or portrait text.

If you want to close or save the Paper panel, go to To Close or Save the Printer Definitions Dialog.

## To Specify the Print Layout on the Page

1. Press **TAB** to reach the **Duplex Printing** group box.
2. Choose one of the following:
  - **None** — forces printing on only one side of the page (e.g., Simplex).
  - **Short Edge** — provides Duplex printing (front and back sides of the page) for portrait output or Tumble printing for landscape output.
  - **Long Edge** — provides Duplex printing for landscape output or Tumble printing for portrait output.
  - **Allow mixed mode duplexing** — provides the flexibility to dynamically switch between Duplex and Simplex mode, if possible. More specifically, if a sheet contains a printable front page, but a blank back page, the printer driver prints the page in Simplex mode. Then, the printer driver switches back to Duplex mode once a sheet with both a printable front and back is detected.

Note that the availability of this option depends on the printer you are defining.

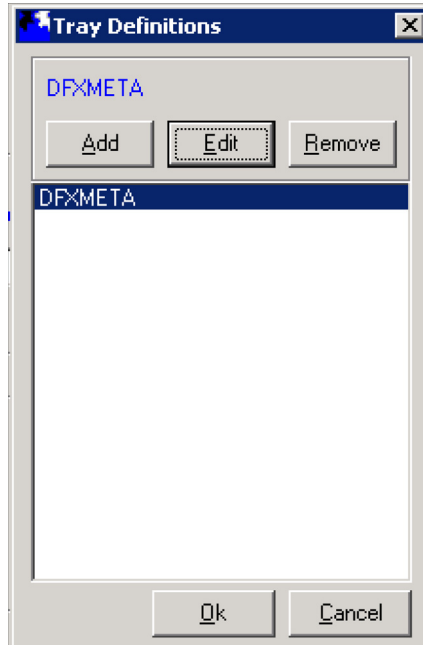
If you want to close or save the Paper panel, go to To Close or Save the Printer Definitions Dialog.

---

## To Specify the Tray Definition

1. Choose the **Tray Definition Setup** button.

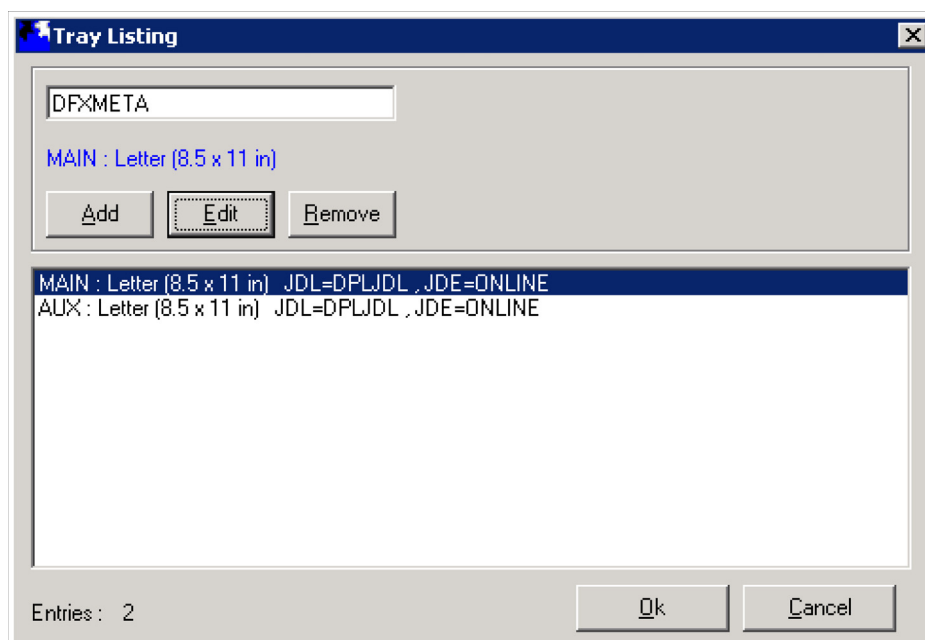
The Tray Definitions window displays a list of tray definitions.



2. Do one of the following:

To	Do this
Add a new tray definition to the list	<ol style="list-style-type: none"><li>1 Choose the Add button.</li><li>2 Type a new tray definition name.</li><li>3 Choose the OK button.</li></ol>
Edit an existing tray definition	<ol style="list-style-type: none"><li>1 Select the name of an existing tray definition from the list. The name displays in the upper portion of the window.</li><li>2 Choose the Edit button.</li></ol> <p>-or-</p> <ol style="list-style-type: none"><li>1 Double-click on the tray definition.</li></ol>
Remove an existing tray definition from the list	<ol style="list-style-type: none"><li>1 Select the name of an existing tray definition from the list. The name displays in the upper portion of the window.</li><li>2 Choose the Remove button.</li><li>3 Choose the Yes button in response to the confirmation message.</li><li>4 Choose the OK button to return to the Print Definition window.</li></ol>

The Tray Listing window displays a list of trays within the tray definition.



**Note** Before you complete the following step, you need to know the names of the main and/or auxiliary source paper trays for your printer. You can usually get these names from the Paper Source area of the printer setup window.

When specifying paper tray (cluster) names for Metacode printers, verify that cluster name is defined in the stock set in the JDE being used.

3. Do one of the following:

To	Do this
Add a new tray to the list	<ol style="list-style-type: none"> <li>1 Choose the <b>Add</b> button.</li> <li>2 Type a new tray name or Cluster Name (the name or bin number assigned to the paper tray from which you want the printer to pull the paper).</li> <li>3 Choose the <b>OK</b> button.</li> </ol>
Edit an existing tray	<ol style="list-style-type: none"> <li>1 Select the name of an existing tray from the list. The name of the tray displays beneath the Tray Definition name.</li> <li>2 (Windows print driver for PostScript) If you're using a Windows printer driver for a Xerox PostScript printer and you want to specify the tray (stock), enable the <b>Insert PostScript media commands</b> check box.</li> <li>3 Choose the <b>Edit</b> button. -or- Double-click on the tray.</li> </ol>
Change the name of an existing tray	<ol style="list-style-type: none"> <li>1 Select the name of the Tray Definition.</li> <li>2 Type a new Tray Definition name.</li> <li>3 Choose the <b>OK</b> button.</li> </ol>

To	Do this
Remove an existing tray from the list	<ol style="list-style-type: none"> <li>1 Select the name of an existing tray from the list. The name displays in the upper portion of the window.</li> <li>2 Choose the <b>Remove</b> button.</li> <li>3 Choose the <b>Yes</b> button in response to the confirmation message.</li> <li>4 Choose the <b>OK</b> button to return to the Print Definition manager window.</li> </ol>

4. Enter the paper characteristics for your printer (see Using the Tray Dialog and Tabs).
5. If you're ready to quit specifying paper settings, choose the **OK** button. Printer Setup returns you to the **Tray Listing** window.
6. If you want to continue specifying paper settings, repeat the procedure from Step 3. Otherwise, choose the **OK** button. Print Definition returns you to the **Tray Definitions** window.
7. If you want to continue specifying tray definitions, repeat the procedure from Step 2. Otherwise, choose the **OK** button. Print Definition returns you to the **Paper** panel.

## USING THE TRAY DIALOG AND TABS

The Tray window contains three tabs. You define a tray by specifying print -related items in panels under these tabs.

### To Use a Tray Tab

- Do any of the following:

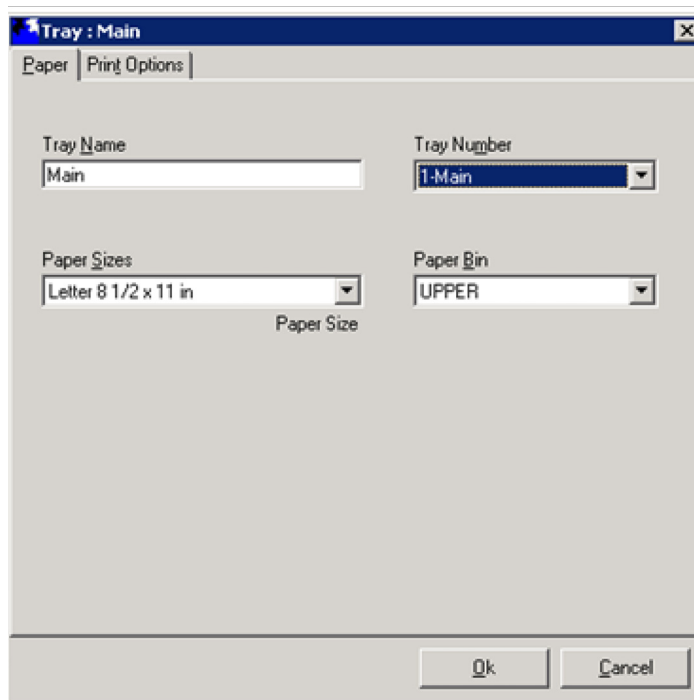
To specify	Go to this topic
The Tray name, number, and paper stock as defined on the printer.	Using the Paper Tab
Miscellaneous print options or AFP, Metacode, and PostScript printers	Using the Print Options Tab
<b>(AFP only)</b> Front (Odd) and Back (Even) CopyGroup Overlays	Using the CG Overlays Tab (AFP only)

## Using the Paper Tab

### To Activate the Paper Panel

- If the Paper panel is not already showing in the Tray window, click on the **Paper** tab.

The **Paper** panel displays.



Note that the fields that you see on the Paper tab depend on the type of printer you are defining.

Setting	Applies to
Tray Name	Metacode
Cluster Name	AFP
Copy Group Name	All other PDLs
Tray Number	All other PDLs
Paper Sizes	Windows and PCL
Paper List	All other PDLs
Paper Bin	Windows and PCL
Custom Paper	All PDLs except Windows and PCL

Because the Paper panel contains several specifications, this guide provides a separate topic for each.

If you need to specify	Go to
Tray Name (Cluster Name/CopyGroup Name)	To Specify the Tray Name
Tray Number	To Specify the Tray Number
Paper List (Paper Sizes)	To Specify the Paper Stock
Paper Bin	To Specify the Paper Bin



---

### To Specify the Tray Name

- In the **Tray Name** (Cluster Name / Copy Group Name) text box, if the correct name isn't already displayed, enter the name of the tray you're defining (as established on the printer).

If you want to close or save the Paper panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify the Tray Number

- In the **Tray Number** (Paper Bin) drop-down list box, use the mouse or arrow keys to select the number for the tray (as established on the printer).

If you want to close or save the Paper panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify the Paper Stock

- In the **Paper List** (Paper Sizes) drop-down list box, use the mouse or arrow keys to choose a paper type or size.

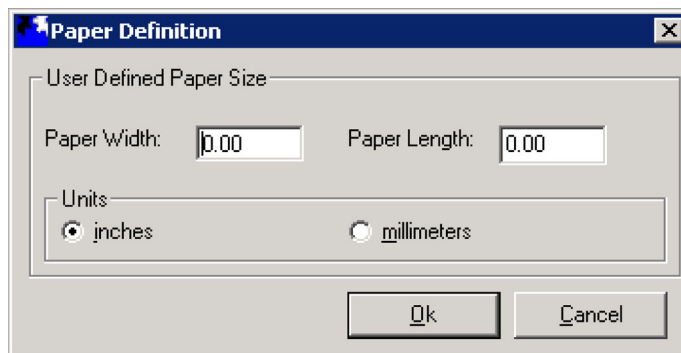
If you chose **User Defined** from the list, see To Specify a Custom Paper Size.

If you want to close or save the Paper panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify a Custom Paper Size

1. Choose **User Defined** from the **Paper List** drop-down list box.
2. Click the **Custom Paper** button.

The Paper Definition window appears.



---

**IMPORTANT** For some Metacode printing environments, use of newer FRMs requires an exact specification of paper size fields. For Documaker fp, you can specify exact values for the Dot Origin and Scan Origin that define the following paper sizes.

---

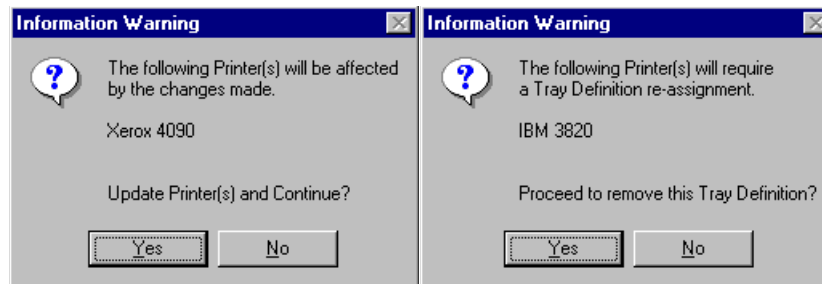
Paper Size	Paper Width (dots per inch)	Horizontal Location	Paper Height (dots per inch)	Vertical Location
8.5 — 11	2550	21	3300	100
8.5 — 14	2550	21	4200	0
17 — 11	5100	21	3300	100
A3	4962	21	3507	100
A4	2480	56	3508	46
B4	3036	21	4299	100

3. Do the following:

To choose	Do this
A custom paper size for a non-Metacode printer • -or- a Metacode printer that doesn't require exact specification of paper size fields.	1 In the Paper Width text box, type the value. 2 Press TAB to reach the Paper Length text box, then type the value. 3 Click on either inches or millimeters as the unit of measure.

4. If you're ready to quit specifying paper settings, choose the **OK** button.

**WARNING!** Each Printer Definition references a particular Tray Definition. Since Documaker fp uses the first Tray Listing in a Tray Definition to establish *sheet width*, *sheet length*, and *paper size*, you should be careful when altering Tray Definitions.



### To Specify the Paper Bin

- In the **Paper Bin** drop-down list box, use the mouse or arrow keys to select the designation of the tray (as established on the printer).

If you want to close or save the Paper panel, go to To Close or Save the Printer Definitions Dialog.

### Using the Print Options Tab

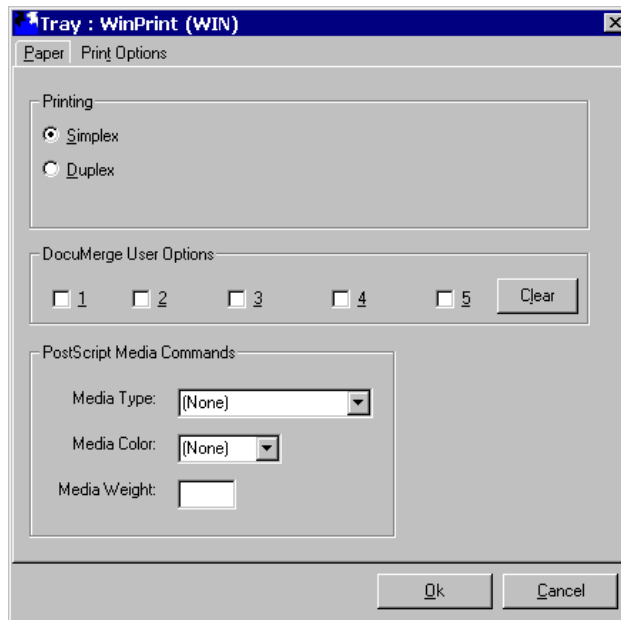
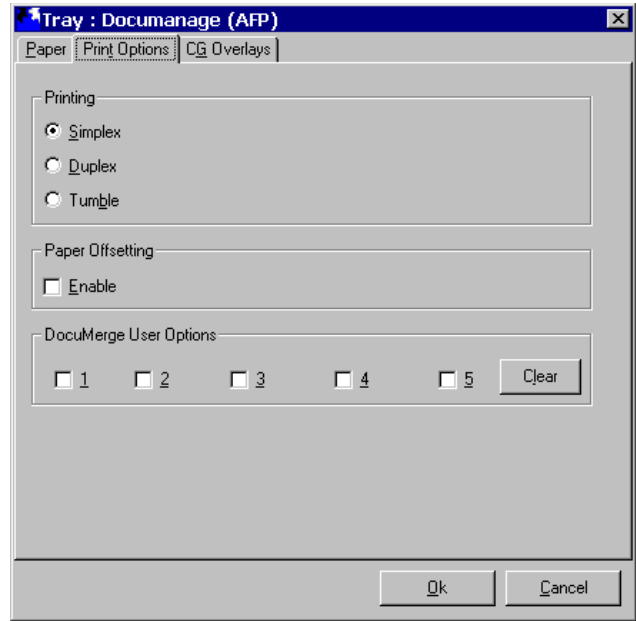
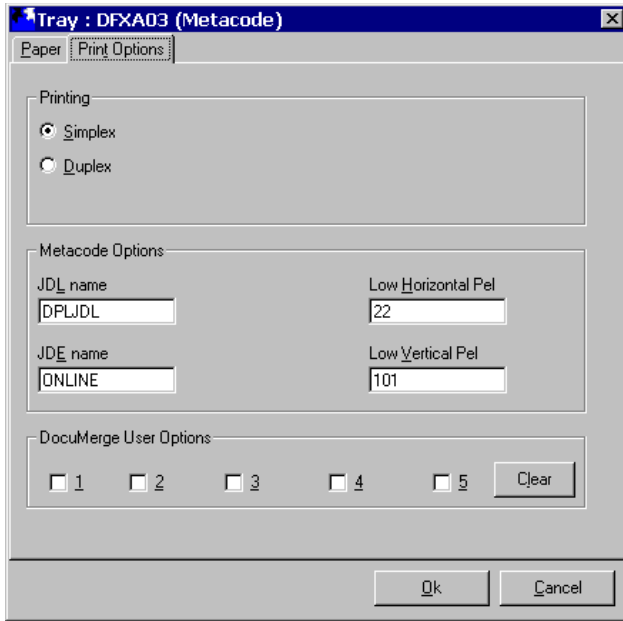
Use the second tab in the Tray window to specify

- Simplex or Duplex printing
- Tumble printing (AFP only)
- Paper Offsetting (AFP only)
- DJDE information (Metacode only)

- Documaker fp User Options
- PostScript media commands (Windows print driver for PostScript only)

### To Activate the Print Options Panel

- If the Print Options panel is not already showing in the Tray window, click on the **Print Options** tab. The **Print Options** panel displays.



---

Because the Print Options panel contains several group boxes of specifications, this guide provides a separate topic for each group.

<b>If you need to specify</b>	<b>Go to</b>
Simplex, Duplex, or Tumble printing	To Specify Simplex, Duplex, or Tumble Printing
Paper Offsetting (AFP only)	To Specify Paper Offsetting (AFP only)
DJDE information (Metacode only)	To Specify DJDE Information (Metacode only)
Documaker fp User Options	To Specify Documaker fp User Options
PostScript media commands (Windows print driver for PostScript only)	To Specify PostScript Media Commands

### **To Specify Simplex, Duplex, or Tumble Printing**

---

**Tip** For Metacode and HP printers, these selections are only used as scoring criteria for the cross-matching of input trays to output trays. The Metacode environment does not determine whether a particular tray can print simplex or duplex, based on this parameter.

For AFP printers, these selections indicates how the Copy Group being defined within this Tray Definition will handle the print stream.

---

- In the **Printing** group box, do one of the following:

<b>To specify</b>	<b>Do this</b>
Printing on only one side (front) of the page	Select the <b>Simplex Printing</b> option button.
Printing on both sides of the page	Select the <b>Duplex Printing</b> option button.
Printing head-to-toe (AFP only)	Select the <b>Tumble Printing</b> option button.

If you want to close or save the Print Options panel, go to To Close or Save the Printer Definitions Dialog.

### **To Specify Paper Offsetting (AFP only)**

Paper Offsetting indicates whether the Copy Group being defined within this Tray Definition will offset the paper in the output bin.

- In the **Paper Offsetting** group box, click the Enable check box if paper offsetting is to occur.

If you want to close or save the Print Options panel, go to To Close or Save the Printer Definitions Dialog.

---

## To Specify DJDE Information (Metacode only)

---

**Tip** The JDL and JDE values are only used if you selected **Allow JDE to change** on the Advanced Options tab.

---

- In the Metacode Options group box, do one or more of the following:

To specify	Do this
A default JDL	In the <b>JDL Name</b> text box, enter a new string value.
A default JDE	In the <b>JDE Name</b> text box, enter a new string value.
A default Low Horizontal Pel	In the <b>Low Horizontal Pel</b> text box, enter an exact location measurement.
A default Low Vertical Pel	In the <b>Low Vertical Pel</b> text box, enter an exact location measurement.

If you want to close or save the Print Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Specify Documaker fp User Options

---

**Tip** For Metacode and HP printers, these selections are used when you're processing AFP input forms and generating another type of output print stream. These selections match the User Options (Copy Groups) in the VRF to the appropriate output tray.

For AFP printers, the **USR#** specified in the Rulebase is matched to the User number selected for this Copy Group by Documaker fp.

---

- In the **Documaker fp User Options** group box, use the mouse to enable any combination of User options by clicking on the respective check boxes.

You can use the **Clear** button to clear all Documaker fp User Options choices.

If you want to close or save the Print Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Specify PostScript Media Commands

The PostScript Media Commands allow you to specify the settings that create a PostScript print stream which can use different paper stocks from multiple sources on Xerox DocuTech & DocuPrint printers.

Using Xerox's DocuPrint Print Service, the SetTray command defines the types of paper stock loaded in the available paper bins (trays). The SetTray command defines the current paper properties:

**SetTray n Size:Type:Color:Weight**

where:

<b>n</b>	the Tray number (e.g., 1)
<b>Size</b>	the dimensions of the stock in the Tray (e.g., USLetter)
<b>Type</b>	the type of stock (e.g., Plain, CoverStock)
<b>Color</b>	the color of the stock (e.g., White, Yellow)
<b>Weight</b>	the weight of the stock (e.g., 75)

---

In the following commands, you should type in, or select from the drop-down list, the name that matches the corresponding SetTray parameter on your printer. The default value is either (None) or a blank.

- In the **PostScript Media Commands** group box, do one or more of the following:

To specify the	Do this
Media type	In the <b>Media Type</b> combo box, type or select the name that matches the tray designation on your printer.
Media color	In the <b>Media Color</b> combo box, type or select the name that matches the tray designation on your printer.
Media weight	In the <b>Media Weight</b> text box, type the number that matches the tray designation on your printer.

If you want to close or save the Print Options panel, go to To Close or Save the Printer Definitions Dialog.

### Using the CG Overlays Tab (AFP only)

Use the third tab in the Tray window to specify

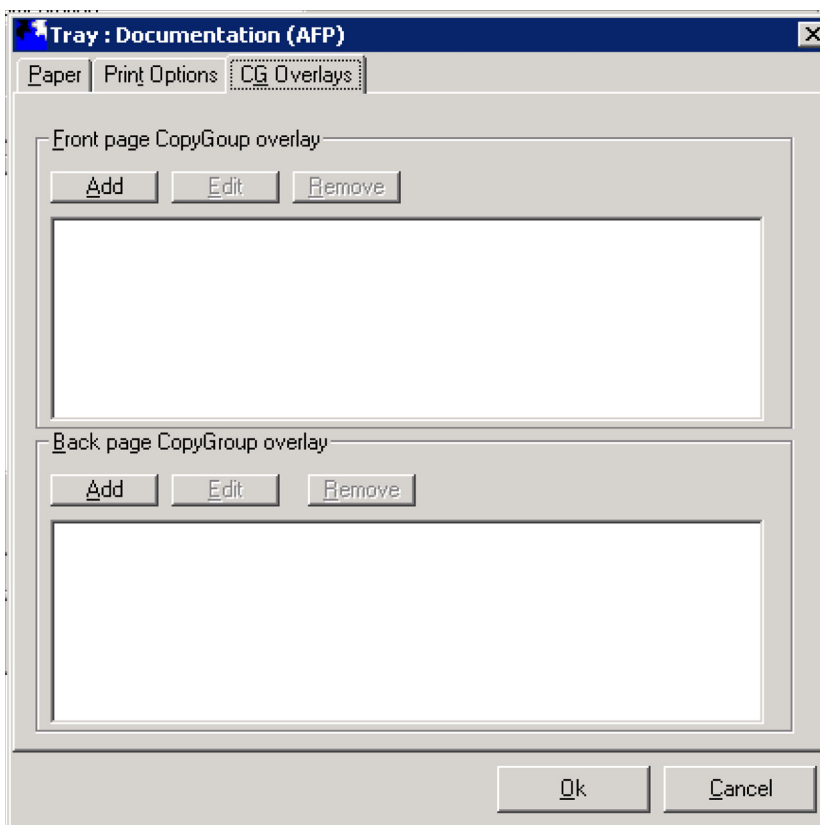
- Front page CopyGroup Overlay (Odd)
- Back page CopyGroup Overlay (Even)

#### To Activate the CG Overlays Panel

- If the CG Overlays panel is not already showing in the Tray window, click on the **CG Overlays** tab.

---

The **CG Overlays** panel displays.



The CopyGroup Overlays specified here represent the Overlays that a Copy Group pulls from an AFP resource library. If the AFP forms entering Documaker fp contain a Copy Group referencing Overlays and the Documaker fp output print stream isn't AFP, you should enter the names of the Overlays referenced by that CopyGroup.

### To Specify CopyGroup Overlays

- In either the **Front page CopyGroup Overlay** or **Back page CopyGroup Overlay** group boxes, do one of the following:

To	Do this
Add a new CopyGroup Overlay name to the list	<ol style="list-style-type: none"><li>1 Choose the Add button.</li><li>2 Type a new CopyGroup Overlay name.</li><li>3 Choose the OK button.</li></ol>
Edit an existing CopyGroup Overlay	<ol style="list-style-type: none"><li>1 Highlight the name of an existing CopyGroup Overlay from the list.</li><li>2 Choose the Edit button.</li></ol> <p>-or-</p> <ol style="list-style-type: none"><li>1 Double-click on the name.</li><li>2 Enter the modified name.</li></ol>

---

Remove an existing CopyGroup Overlay from the list

- 1 Highlight the name of an existing CopyGroup Overlay from the list.
- 2 Choose the Remove button.
- 3 Choose the Yes button in response to the confirmation message.

If you want to close or save the CG Overlays panel, go to To Close or Save the Printer Definitions Dialog.

## Using the Setup Options Tab

You can use the second tab in the Print Definition window to

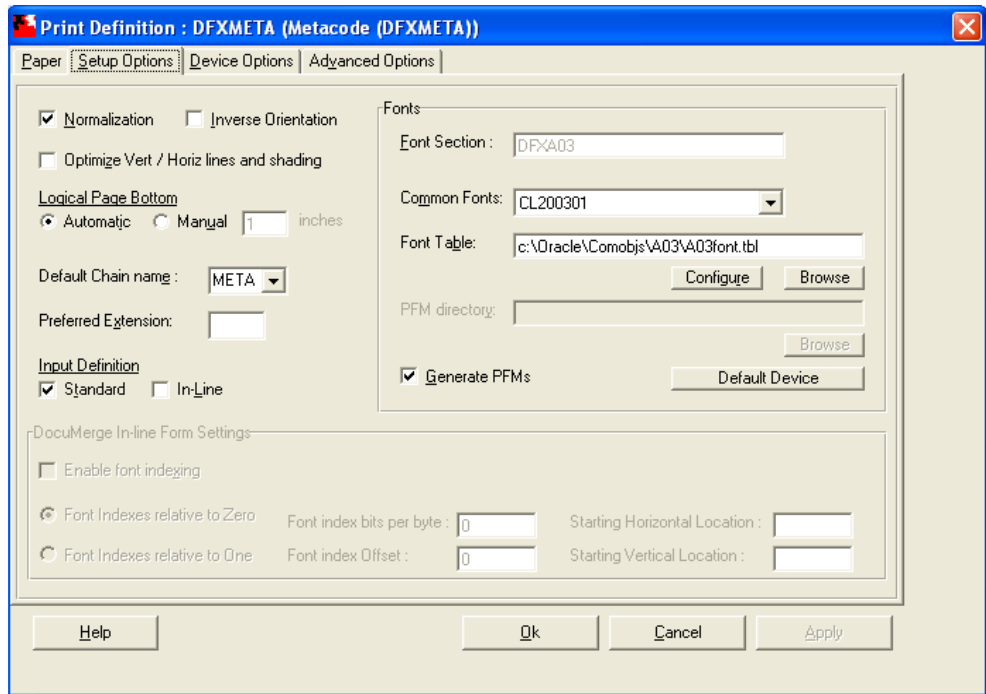
- Specify Documaker fp normalization options
- Optimize lines and shading for smaller output
- Define a Logical page bottom for output that uses concatenated forms
- Specify the default chain name from the EDL
- Specify the preferred filename extension
- Indicate whether to use this print definition as an input PrintDef to Documaker fp
- Choose the appropriate in-line forms settings
- Specify a font section name for the Font Section
- Designate the current Common Font list for your setup
- Specify a font substitution table
- Select a directory containing printer font metrics (PFMs) for your device fonts
- Generate PFMs to match a screen font with a device font

### To Activate the Setup Options Panel

- If the Setup Options panel is not already showing in the Print Definition window, click on the **Setup Options** tab.

The **Setup Options** panel displays





Because the Setup Options panel contains more than one group box of specifications, this guide provides a separate topic for each group.

If you need to	See
Specify Documaker fp normalization	To Specify Documaker fp Normalization
To rotate the text and graphics by 180 degrees. Some specialized Documerge applications make use of this upsidedown printing.	To Specify Inverse Orientationn
Specify lines and shading reductions	To Specify Lines and Shading Reduction
Define the logical page bottom for printed output	To Define the Logical Page Bottom
Specify the default chain name from the EDL	To Specify the Default Chain Name
Specify the preferred extension of the output file	To Specify the Preferred Filename Extension
Indicate whether to use this print definition as an input print definition	To Indicate the Input Definition Status
Choose the appropriate in-line form settings	To Choose In-line Form Settings
Specify the common Font Section	To Specify a Font Section Name
Select the current Common Fonts list	To Choose the Common Fonts (Metacode, DCD, DTF)
<b>(Printcommander)</b> Specify the location of the Font Matching Table	To Select a Font Table

If you need to	See
(Printcommander) Specify the location of the PFM directory	To Specify the PFM Directory
(Printcommander) Generate PFM equivalent fonts for scalable fonts	To Generate Printer Font Metric (PFM) Files
(Printcommander) Display the default device fonts	To View the Default Device Fonts
Close or save the Setup Options panel	To Close or Save the Printer Definitions Dialog

## To Specify Documaker fp Normalization

**Note** If the **Normalization** check box is not checked, Documaker fp prints the document without invoking normalization routines.

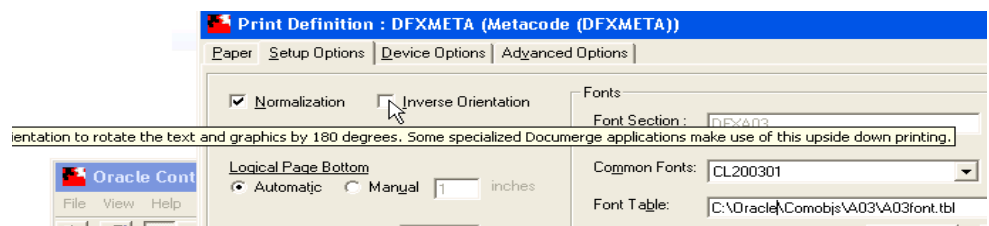
- Select the **Normalization** check box to invoke Documaker fp normalization routines.

**Tip** If normalization is enabled for a Metacode Printer Definition, the Font Section text box displays the name of the *current* Common Font list.  
If normalization is disabled for a Metacode Printer Definition, the Font Section text box displays **Metacode Printer,FILE:.**

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Specify Inverse Orientation

Select the Inverse Orientation checkbox if upside down metacode output is desired.



## To Specify Lines and Shading Reduction

Using lines and shading in your text can greatly enhance the readability of the document, but they also greatly enhance the file size, too. The Control Panel can take the vertical and horizontal line segments and attempt to reduce their numbers, thereby reducing the file size. The same procedure is applied to shading line segments.

- Select the **Optimize Vert / Horiz lines and shading** check box if you want the Control Panel to attempt to reduce the number of horizontal, vertical, and shading line segments.

---

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Define the Logical Page Bottom

---

**Note** **Automatic** is the default Logical Page Bottom setting. Use **Manual** only when the document contains concatenated forms or has Rulebase structure table overlays.

---

- **(AFP, Metacode, DCD, EMF only)** In the **Logical Page Bottom** group box, do one of the following:

To	Do this
Set the logical page bottom to the location of the lowest text or rule on the page	Under <b>Logical Page Bottom</b> , choose the <b>Automatic</b> option button. <b>TIP:</b> The <i>logical</i> height specifies the height of all the forms that can fit on the page, whereas the <i>physical</i> height is the actual page height dimension (e.g., 11", 14"). If forms don't fill the entire physical page, the logical page bottom is above the physical page bottom.
Manually specify the logical page bottom	1 Under Logical Page Bottom, choose the Manual option button. 2 In the associated text box, enter an integer value, in inches, from the top page margin to the bottom of the logical page.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify the Default Chain Name

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**Tip** The correct default chain name should be displayed; however, you can always change the name, if necessary.

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- In the **Default Chain** drop-down list box, select the appropriate default chain name for this printer definition. This chain name should represent the correct chains which will be retrieved from the EDL.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify the Preferred Filename Extension

- In the **Preferred Extension** text box, type the appropriate filename extension for output from this printer definition (e.g., *file\_name.extension*).

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

---

## To Indicate the Input Definition Status

- (N/A for PostScript, PowerPoint, or PDF) In the **Input Definition** group box, highlight the appropriate check box(es) to enable the feature. Depending on your situation, you may have one, both, or neither option(s) selected.

---

**Tip** For Documaker fp purposes, you should specify one printer definition, or *PrintDef*, as the Standard Input Definition by enabling the **Standard** check box (i.e., you should inform Control Panel which data stream should be considered the Standard Input data stream). This is the case regardless of whether the input and output data streams are of the same type (e.g., Metacode input to AFP output, AFP input to PCL output). Indicating a Standard Input data stream advises the Common Object PDL as to the type of print data stream being read (or input).

---

- **Standard** — indicates that this printer definition (PrintDef) is the Standard Input data stream.

---

**WARNING!** You should **only** enable the In-Line check box if you use in-line forms.

---

- **In-Line** — designates that you use in-line forms in your Documaker fp processing.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Choose In-line Form Settings

1. In the **Documaker fp In-line Form Settings** group box, select the **Enable font indexing** check box to enable the feature.

The Font Indexing option specifies the particular column in the print data stream record where the font index byte is located.

2. Do one of the following:

If the first font in the font list is labeled as	Do this
Font0	Select the <b>Font Indexes relative to Zero</b> option button.
Font1	Select the <b>Font Indexes relative to One</b> option button.

3. In the **Font index bits per byte** text box, type the number of bits of the font index byte occupied by the font index.
4. In the **Font index Offset** text box, type the Offset value, from the beginning of each record, to the font index byte.
5. (**Xerox Metacode only**) In the **Starting Horizontal Location** text box, type an integer value representing the exact dot measurement. For more information, see To Specify a Custom Paper Size.
6. (**Xerox Metacode only**) In the **Starting Vertical Location** text box, type an integer value representing the exact dot measurement. For more information, see To Specify a Custom Paper Size.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

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## To Specify a Font Section Name

---

- Tip** If normalization is enabled for a Metacode Printer Definition, the Font Section text box displays the name of the *current* Common Fonts list.
- If normalization is disabled for a Metacode Printer Definition, the Font Section text box displays **Metacode Printer,FILE:**.
- 

- In the **Font Section** text box, type the name of the section in the ISI.INI file that contains the printer fonts.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Choose the Common Fonts (Metacode, DCD, DTF)

In the Setup Options panel, the **Common Fonts** combo box shows any Common Fonts that were created by Font Manager and is the Common Fonts entry in the ISI.INI file.

- In the **Common Fonts** drop-down list box, select the desired font you want to designate the Common Font.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Select a Font Table

1. (N/A for PostScript, PDF, and PNG) If not already checked, select the **Generate PFMs** check box.

-or-

Specify a PFM directory (see To Specify the PFM Directory).

2. Do any of the following:

To	Do this
Specify the location of a font matching table	In the <b>Font Table</b> text box, type the directory path and file name of the font table file. -or- Click <b>Browse</b> and navigate the selection dialog to locate a font table.
Edit an existing font table	Click <b>Configure</b> to launch the Font Matching Table Editor. For more information, see The Font Matching Table Editor Object.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Specify the PFM Directory

---

- Tip** The **PFM Directory** text box and the **Generate PFMs** check box are mutually exclusive, meaning you can't select both at the same time. This feature allows the use of PFM files on disk.
- 

The PFM directory is the repository for the Printer Font Metrics files (PFMs) that are referenced in the font table.

- 
- (N/A for PostScript, PDF, and PNG) In the **PFM Directory** text box, type the directory path of the PFM directory.

-or-

Click **Browse** and navigate the selection dialog to locate the proper directory.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Generate Printer Font Metric (PFM) Files

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**Tip** The **Generate PFMs** check box and the **PFM Directory** text box are mutually exclusive, meaning you can't select both at the same time.

---

(N/A for PostScript, PDF, and PNG) In general, mainframe printers, such as IBM AFP and Xerox Metacode, use printer-specific fonts, called *device* fonts. Windows, on the other hand, only uses *scalable* fonts, such as TrueType or ATM Type 1. The Generate PFMs feature creates in-memory PFMs on-the-fly in order to match a device font to a scalable one.

When you enable the Generate PFMs feature, the application that uses the PrintDef, such as Documaker fp, builds Printer Font Metrics files (PFMs) dynamically, based on the scalable (e.g., TrueType) fonts you're using. Please note that this method could result in incorrect printing if the font metrics of the scalable font(s) don't exactly match the metrics of the corresponding device font(s).

---

**Example** Suppose Documaker fp, which reads composed data streams (e.g., AFP or Metacode), uses a given PrintDef as its Input Printdef. If the 'PFM Directory' and 'Font Table' entries on the Setup Options tab are populated, then Documaker fp expects that the device fonts within the AFP or Metacode document(s) have corresponding PFM files on disk in the 'PFM Directory'. Furthermore, Documaker fp also expects the names of the PFMs to exactly match the device font names within the incoming AFP or Metacode data stream.

---

- Enable the **Generate PFMs** check box if you want to dynamically create PFMs; otherwise, leave the check box blank.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

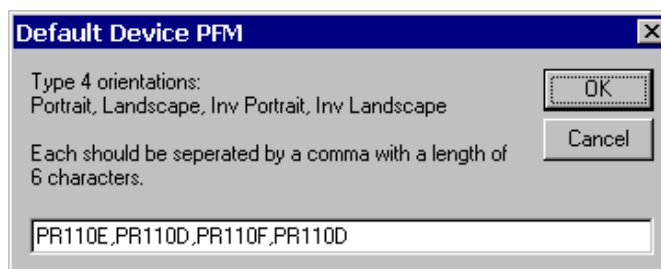
### To View the Default Device Fonts

The Default Device button displays a list of default fonts (in all orientations) to be substituted if a device font match can't be found in the Font Matching Table.

1. Click **Default Device** to display the list.

---

The Default Device PFM window appears.



2. In the text box, make any necessary changes to the list of displayed font names.
3. Click **OK** to save the PFMs; otherwise, click **Cancel** to exit without saving.

If you want to close or save the Setup Options panel, go to To Close or Save the Printer Definitions Dialog.

## Using the Device Options Tab

You can use the third tab in the Print Definition window to specify

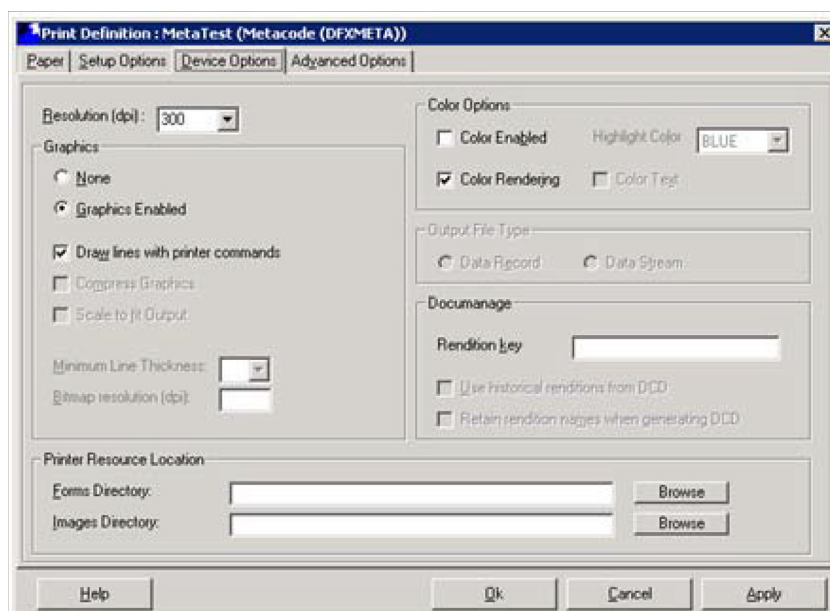
- A color printing environment
- The dots per inch printing resolution
- The method for printing graphical output
- The color printing options
- (AFP only) The format for output data
- (DCD only) Whether to embed printing resources
- The locations of all the forms

### To Activate the Device Options Panel

- If the Device Options tab panel is not already showing in the Print Definition window, click on the **Device Options** tab.

---

The **Device Options** panel displays.



Because the Device Options panel contains several group boxes of specifications, this guide provides a separate topic for each group.

If you need to specify	Go to
A printing resolution	To Specify the Printing Resolution
How to print graphics	To Specify Graphics Printing Capabilities
Color printing options	To Specify Color Printing Options
(AFP) Record or stream output formats	To Specify the Output File Data Format for AFP Printers
(DCD) Whether to embed printer resources	To Embed Printer Resources for DCD Printers
Documanager options for Docuflex Studio (Renditions)	To Specify Documanager Options
The location of all necessary printer resources	To Specify the Location of Printer Resources
Closing or saving the Device Options panel	To Close or Save the Printer Definitions Dialog

## To Specify the Printing Resolution

---

**WARNING!** If it is an AFP printer, you can specify the 300 or 480 DPI resolution only if the printer supports one of these resolutions.  
If it is a Metacode printer, you can select the 600 DPI resolution only if the printer supports this resolution.

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- In the **Resolution (dpi)** drop-down list box, use the mouse keys or arrow to select the desired printing resolution.



---

If you want to close or save the Device Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify Graphics Printing Capabilities

1. In the **Graphics** group box, do one of the following:

If	Do this
Your data stream only contains text or your printer doesn't support graphics	Select <b>None</b> .
Your data stream contains both text and graphics	Select <b>Graphics Enabled</b> . Depending on the contents of your document, Printcommander takes advantage of a combination of printer fonts, printer commands for drawing lines (if the option is enabled), and graphic images. In most cases, the document prints faster and requires less storage space than if it were a single graphic image.
You want Printcommander to treat your print stream as graphics only, meaning it contains no text	Select <b>Graphics Only</b> . The entire document is processed as a single graphic image. <b>TIP:</b> If you select either <b>None</b> or <b>Graphics Enabled</b> , all converted fonts, signature fonts, and logo fonts display in your application's font list.

2. Click the **Draw lines with printer commands** check box for routine printing or leave the check box cleared when the document makes extensive use of lines and shading. When checked, Printcommander uses printer commands to generate lines, boxes, and shading instead of using graphic images. The result is faster printing speeds and smaller output files.
3. **(PCL only)** Click the **Compress Graphics** check box if you want Printcommander to reduce the size of any graphics present in the print data stream. By compressing the graphics in your data stream, you reduce the time necessary for transferring the data stream to another location or application.
4. **(AFP only)** Click the **Scale to fit Output** check box if you want IBM's InfoPrintManager to scale images to fit the resolution of the output printer (e.g., scaling upward a 300 dpi image destined for a 600 dpi printer).

---

**Note** This option is only available if you've selected Graphics Enabled.

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5. **(AFP only)** Click the drop-down arrow beside **Minimum Line Thickness** to force lines to conform to a minimum thickness, in pels, for AFP output (e.g., 0 to 5, with 5 being the thickest).

- 
6. (**PDF and PostScript only**) In the **Bitmap resolution** text box, type the resolution of the graphical output comparable with the target printer.

If you want to close or save the Device Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify Color Printing Options

- In the **Color Options** group box, do one of the following:

If you're printing in a	See:
color environment	To Activate Color Printing
monochrome (black-and-white) environment	To Activate Monochrome Printing

### To Activate Color Printing

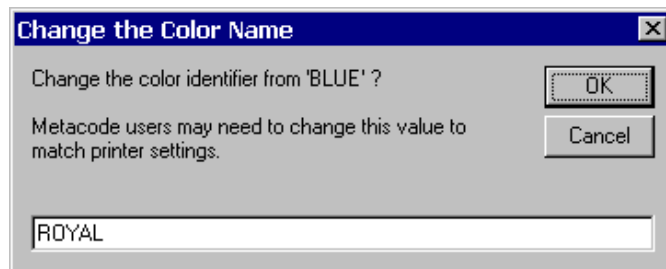
1. Select the Color Enabled check box.
2. For the Highlight Color, choose one of the following colors from the drop-down list box:
  - **Red**
  - **Blue**
  - **Green**

---

**Note** Docuflex prints all non-black text and graphics with the highlight color you specify for this option. If you don't specify a color, Docuflex defaults to **BLUE**.

---

3. If you then need to match the Highlight Color name stored in the Control Panel with the InkColor setting on your printer, click the color box next to the Highlight Color drop-down list box.
  - a. The Change the Color Name window appears.



- b. Type the InkColor name you want to assign to this color, and then click **OK**.
- c. The displayed name of the color is changed and you're returned to the Device Options panel.

If you want to close or save the Device Options panel, go to To Close or Save the Printer Definitions Dialog.

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## To Activate Monochrome Printing

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**Tip** You can specify that this printer definition should print in monochrome, even if you're producing output to a color printer.

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- Do any of the following:

If you	Do this:
have color images that you want to render, or convert, to monochrome	Click <b>Color Rendering</b> .
want any text to print in color ( <b>AFP only</b> )	Click <b>Color Text</b> .

If you want to close or save the Device Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Specify the Output File Data Format for AFP Printers

- In the **Output File Type** group box, do one of the following:

If	Do this
The Documaker fp output needs to be sent to a channel-attached AFP printer in a blocked data stream	Choose <b>Data Record</b> .
The printer uses the OS/2 or RS/6000 Print Services Facility (PSF/2 or PSF/6000) and Documaker fp output needs to be sent to a PC- or UNIX-attached AFP printer in an unblocked data stream	Choose <b>Data Stream</b> .

If you want to close or save the Device Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Embed Printer Resources for DCD Printers

- In the **Resources** group box, enable the Embed Resources check box.

For more information about the embedding printer resources feature, see the *Docuflex User Guide*.

If you want to close or save the Device Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Specify Documange Options

The Control Panel plays an important role in effecting Renditions for Docuflex composition. If the output Printer Definition contains a value for the **Rendition key**, the Docuflex composition engine can use both the Rendition Set and Rendition Key from Documange to include the proper document in the Docuflex output printstream.

- In the **Documange** group box, do one of the following:

If you want to	Do this:
( <b>Not available for DCD</b> ) Enable the Renditions feature in Docuflex and Documange	<ol style="list-style-type: none"><li>1 In the <b>Rendition key</b> text box, type the RenditionKey value that you entered in Documange.</li><li>2 Check <b>Use renditions when producing output</b>.</li></ol> <p><b>Note:</b> The value you type here <b>must</b> match a RenditionKey in Documange for the feature to work.</p>

If you want to	Do this:
(DCD only) Enable historical Renditions	<ul style="list-style-type: none"> <li>Check the <b>Retain rendition names when generating DCD</b> box.</li> </ul> Docuflex acquires the current renditions of documents <i>at the time of project composition</i> and saves the information as a token in the DCD file.

For more information about using Renditions in Documanage and Docuflex, see the Docuflex documentation.

If you want to close or save the Device Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify the Location of Printer Resources

- In the **Printer Resource Location** group box, do any of the following:

If you're print data stream is	Do this:
<b>AFP</b> • -and- you're specifying where the AFP Overlays (.OVL) are stored	In the <b>Overlay Directory</b> text box, type the drive letter and directory containing the Overlays. • -or- Click <b>Browse</b> .
<b>AFP</b> • -and- you're specifying where the AFP Page Segments (.PSG) are stored	In the <b>Page Segment Directory</b> text box, type the drive letter and directory containing the Page Segments. • -or- Click <b>Browse</b> .
<b>Metacode or DCD</b> • -and- you're specifying where the Metacode Forms (.FRM) are stored	In the <b>Forms Directory</b> text box, type the drive letter and directory containing the Forms. • -or- Click <b>Browse</b> .
<b>Metacode or DCD</b> • -and- you're specifying where the Metacode Images (.IMG) are stored	In the <b>Images Directory</b> text box, type the drive letter and directory containing the Images. • -or- Click <b>Browse</b> .

If you want to close or save the Device Options panel, go to To Close or Save the Printer Definitions Dialog.

### Using the Advanced Options Tab

You can use the fourth tab in the Print Definition window to define advanced Printer Setup specifications such as AFP CopyGroups or Metacode DJDE identifiers.

### To Activate the Advanced Options Panel

- If the Advanced Options panel is not already showing in the Print Definition window, click on the **Advanced Options** tab.

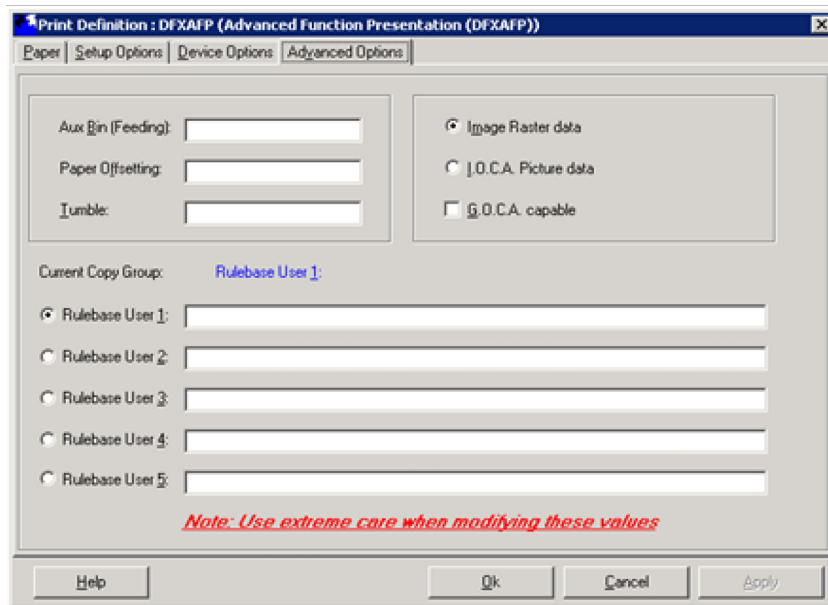
Because the Control Panel changes the Setup options available in the Advanced Options panel to those required for the **printer description language** (PDL) you chose in step 3 of To Add a New Printer, this guide provides a separate topic for each of these PDLs.

2. Do one of the following:

If you specified this PDL	Go to:
IBM Advanced Function Presentation (AFP)	To Specify Advanced Options for an AFP Print Definition
Xerox Metacode	To Specify Advanced Options for a Metacode Print Definition
Windows Print Driver	To Specify Advanced Options for a Windows Printer
Printer Control Language (PCL) Printer	To Specify Advanced Options for a PCL Printer
PostScript	To Specify Advanced Options for PostScript Output
RTF	To Specify Advanced Options for RTF Output
PDF	To Specify Advanced Options for PDF Output
PNG	To Specify Advanced Options for PNG Output
PowerPoint	To Specify Advanced Options for PowerPoint Output

### To Specify Advanced Options for an AFP Print Definition

Following is an illustration of the Advanced Options panel for the AFP PDL.



1. Enter as many of the following CopyGroup names (not to exceed eight characters each) as required for your AFP environment:

To specify the CopyGroup to	Enter its name in this text box
Define the auxiliary paper tray to the printer	Aux Bin (Feeding)
Stagger documents for separation in the printer's output bin	Paper Offsetting
Enable both sides of a page to be printed so that it can be bound along its shorter edge	Tumble

<b>To specify the CopyGroup to</b>	<b>Enter its name in this text box</b>
Provide a combination of printing functions for a particular application as defined in your Rulebase	Rulebase User 1, 2, 3, 4, or 5

- If you want one of the five Rulebase User CopyGroups to be the current CopyGroup, choose the option button for that User (1 – 5).
- Do one of the following:

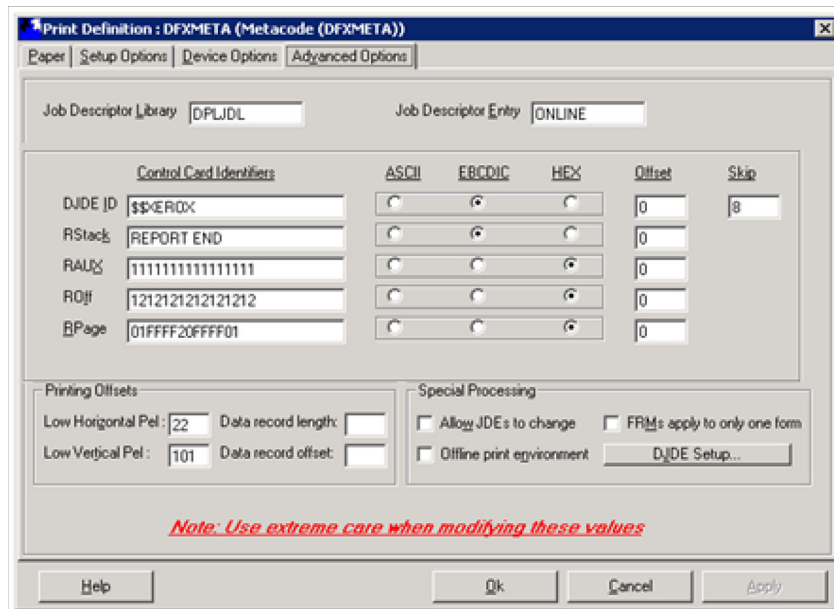
<b>If your printer can print</b>	<b>Do this:</b>
Image Raster data	Click the <b>Image Raster data</b> check box.
I.O.C.A. Picture data	Click the <b>I.O.C.A. Picture data</b> check box.

- If your printer is set up to print G.O.C.A. images, click the **G.O.C.A. capable** check box.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify Advanced Options for a Metacode Print Definition

Following is an illustration of the Advanced Options panel for the Metacode PDL.



Because the Advanced Options panel contains more than one group box of specifications, this guide provides a separate topic for each group.

<b>If you need to</b>	<b>Go to</b>
Define DJDE control card identifiers	To Specify DJDE Control Card Identifiers
Specify horizontal and vertical printing offsets	To Specify Printing Offsets
Define special processing options such as allowing DJDEs to change, off-line printing, additional DJDEs or fonts, and FRM requirements	To Define Special Processing Conditions

If you need to	Go to
Close or save the Advanced Options panel	To Close or Save the Printer Definitions Dialog

## To Specify DJDE Control Card Identifiers

Control Card Identifiers control printing or screen formatting functions such as

- JDE start and end identifiers for form printing and screen formatting (DJDE ID and RSTACK).
- Paper positioning and handling identifiers for printed output (RAUX, ROFF, RPAGE).

Additionally, you can change the following Control Card Identifier formatting options:

- The data format (ASCII, EBCDIC, or Hex coding scheme). For example, DJDE ID and RSTACK values are typically EBCDIC formatted, while RAUX, ROFF, and RPAGE values are Hex formatted.
- The character string starting position (Offset). For example, a default Offset zero value indicates that the Control Card Identifier starts in column 1. Whereas an Offset value of 8 would indicate that it starts in column 9.

---

**WARNING!** You should only change the default DJDE values if one of the following conditions occurs:

- The Metacode printer you use requires Job Descriptor Entries which differ from the Xerox defaults.
- Different values are required to control the screen formatting of a particular form.

All values you enter must show as upper-case (capital) characters. If you are uncertain about how to change DJDE values, coding schemes, or offsets; please consult your system administrator or resident Xerox specialist.

---

1. Type the **Job Descriptor Library** and **Job Descriptor Entry** names for which you're specifying settings.
2. Change as many of the following as required:

If you need to change the	Click an insertion point in the	And then enter the new
DJDE identifier (ID)	DJDE ID text box	DJDE identifier
RSTACK character string that indicates the end of the JDE	RSTACK text box	End of JDE character string
RAUX character string that indicates the auxiliary paper tray to use	RAUX text box	Auxiliary paper tray identifier
ROFF character string that activates page offsets for collating document sections in the printer output bin	ROFF text box	Character string for the number of collating offsets
RPAGE character string used to request that a new DJE begins duplex printing on a right-hand page	RPAGE text box	Starting page-face specification

---

**WARNING!** The data format you specify for each of the Control Card Identifiers must match the one used by your Metacode printer. If you are uncertain about which data format to select, please consult your system administrator or resident Xerox specialist.

---

3. To change the data format for a Control Card Identifier, select the corresponding **ASCII** or **EBCDIC**, or **Hex** option button.
4. To change the starting position offset for a Control Card Identifier, click an insertion point in the corresponding Offset text box, and then type the new **Offset** value.
5. To change the starting position of DJDEs (for example, font references) in the Metacode print stream, click an insertion point in the **Skip** text box, and then type the new **Skip** value.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify Printing Offsets

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**Tip** For more information on entering dots-per-inch measurements, see To Specify a Custom Paper Size.

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1. In the **Low Horizontal Pel** text box, type the starting printing position of your data, relative to the left margin of the page (i.e., the lower, left-hand corner of a portrait page).
2. In the **Low Vertical Pel** text box, type the starting printing position of your data, relative to the bottom margin of the page (i.e., the lower, left-hand corner of a portrait page).
3. In the **Data record length** text box, type the maximum length of the data record containing the In-line Form text.
4. In the **Data record offset** text box, type the offset value to the beginning of the print data.

### To Define Special Processing Conditions

1. Do any of the following:

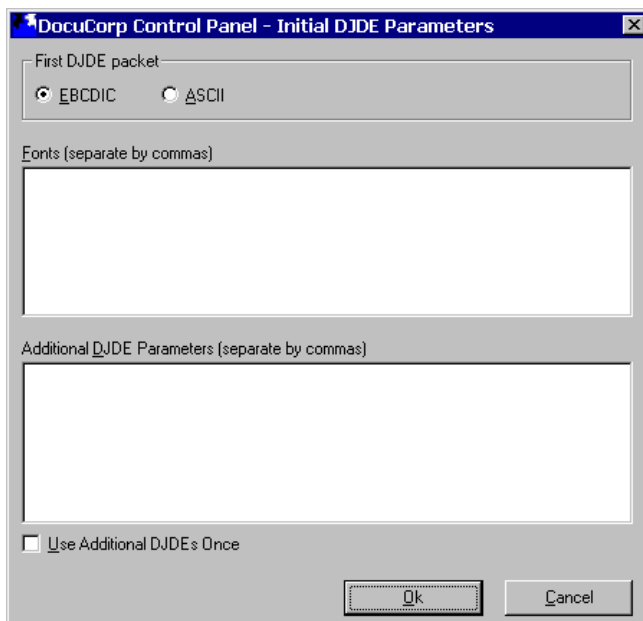
To specify that	Do this
The JDEs in the data streams of your forms can change as they print	Select the <b>Allow JDE to change</b> check box.
Graphics in on-line format be converted to the format required for printing off-line	Select the <b>Off-line Print Environment</b> check box.
<b>FORMS=</b> — statements be replaced with <b>FORMS= NONE</b> statements so that <i>FRMs</i> (Metacode print objects) won't carry over on succeeding forms	Select the <b>FRMs apply to only one form</b> check box.

2. If you need to specify a Common Fonts list or additional DJDE commands, choose the **DJDE Setup** command button.



---

The Control Panel - Initial DJDE Parameters window appears.



Do any of the following:

To specify	Do this
The format of the initial DJDE packet	In the <b>First DJDE packet</b> group box, choose either the <b>EBCDIC</b> or <b>ASCII</b> option button.
A Common Fonts List	In the <b>Fonts</b> text box, enter the font name(s) separated by commas.
Any additional DJDE commands	In the <b>Additional DJDE Parameters</b> text box, enter the set of DJDE printer control commands (that is, DJDE packet).

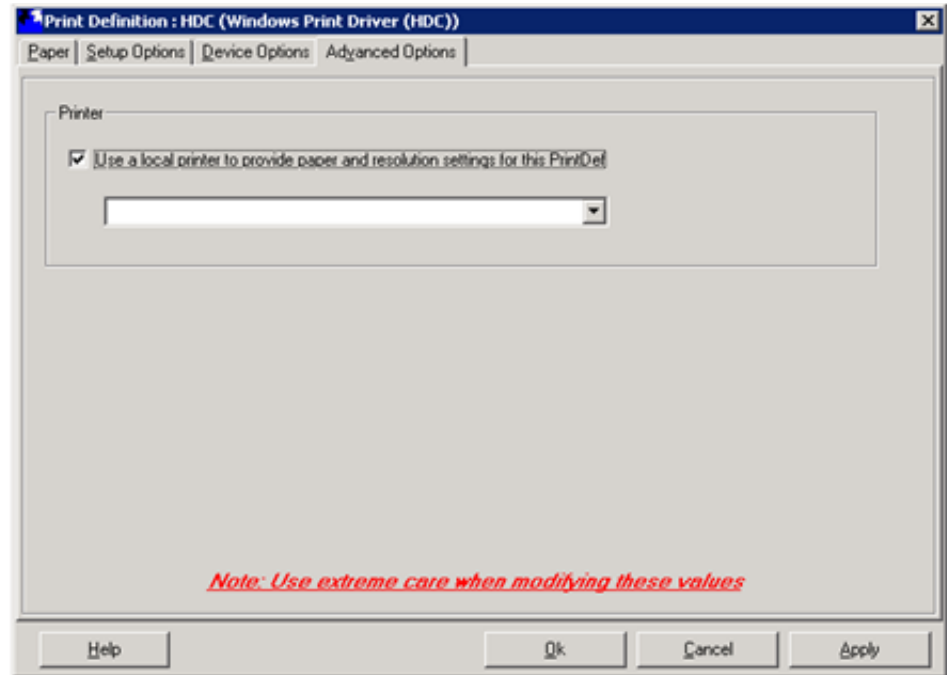
3. Click the **Use Additional DJDEs Once** check box if you only want to use additional DJDE parameters once.
4. To keep your entries, choose the **OK** button. Otherwise, choose the **Cancel** button.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

---

## To Specify Advanced Options for a Windows Printer

Following is an illustration of the Advanced Options panel for the Windows printer PDL.



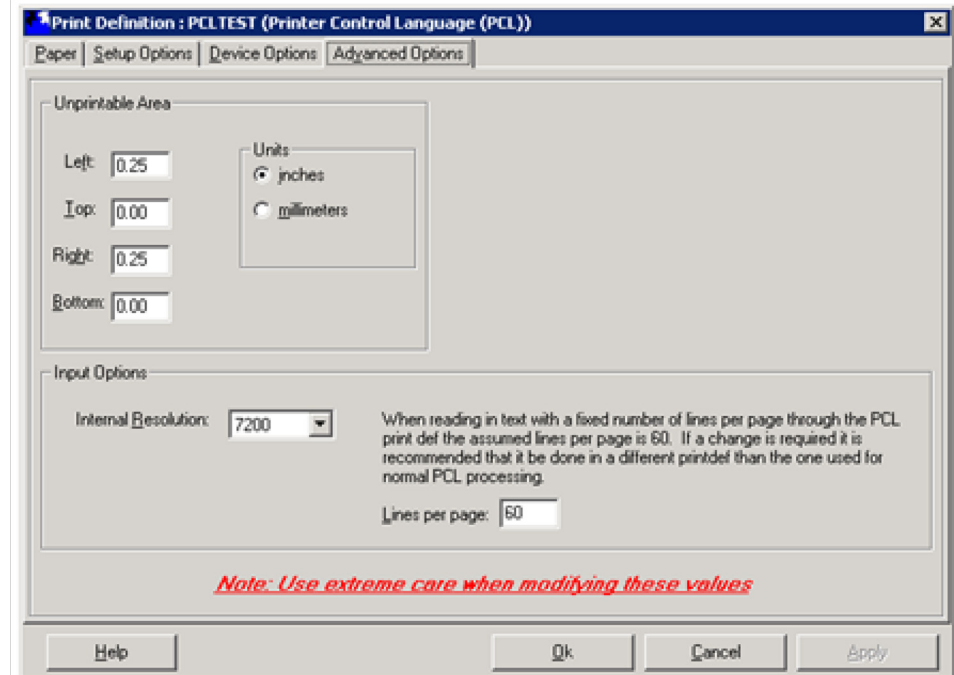
1. Enable the check box if you want this printer definition to read printer settings from the Windows Control Panel (e.g., Start/Settings/Printers).
2. If you want to change the source printer for this printer definition, choose a different printer in the drop-down list box.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

---

## To Specify Advanced Options for a PCL Printer

Following is an illustration of the Advanced Options panel for the PCL printer PDL.



The "Un-Printable Area" is necessary when you're using edge-to-edge-capable print stream forms, such as AFP or Metacode, as input and sending them to a non-edge-to-edge printer, such as a laser printer.

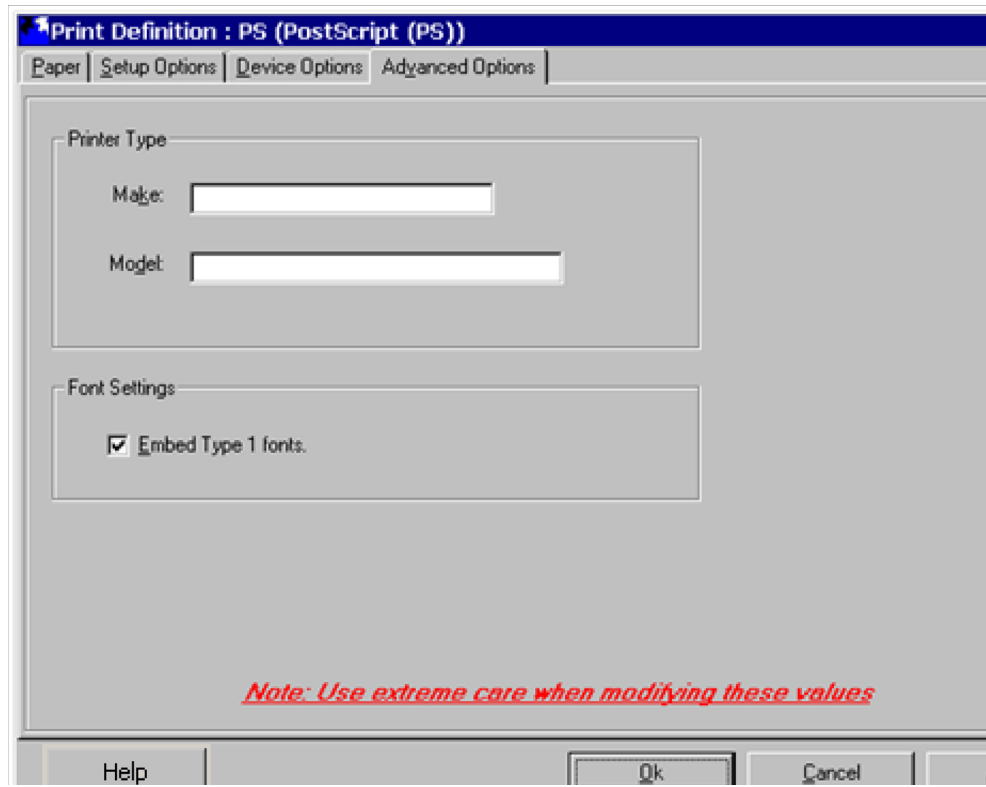
1. In the **Left**, **Top**, **Right**, and **Bottom** text boxes, type the decimal measurement of the margin (from the edge of the paper) that is considered off-limits to the printer. Some laser printers can not print within one-quarter inch of the edge of the paper. If this is the case, you should type *0.25* in each box.
2. In the **Units** group box, select the option button of the unit of measurement for your margin measurements.
3. In the **Input Options** group box, click the drop-down arrow beside the Internal Resolution to choose the appropriate DPI measurement.
4. In the **Lines per page**, if the page size is not the standard size then enter the number of lines per page. The default is 60.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

---

## To Specify Advanced Options for PostScript Output

Following is an illustration of the Advanced Options panel for the PostScript PDL.



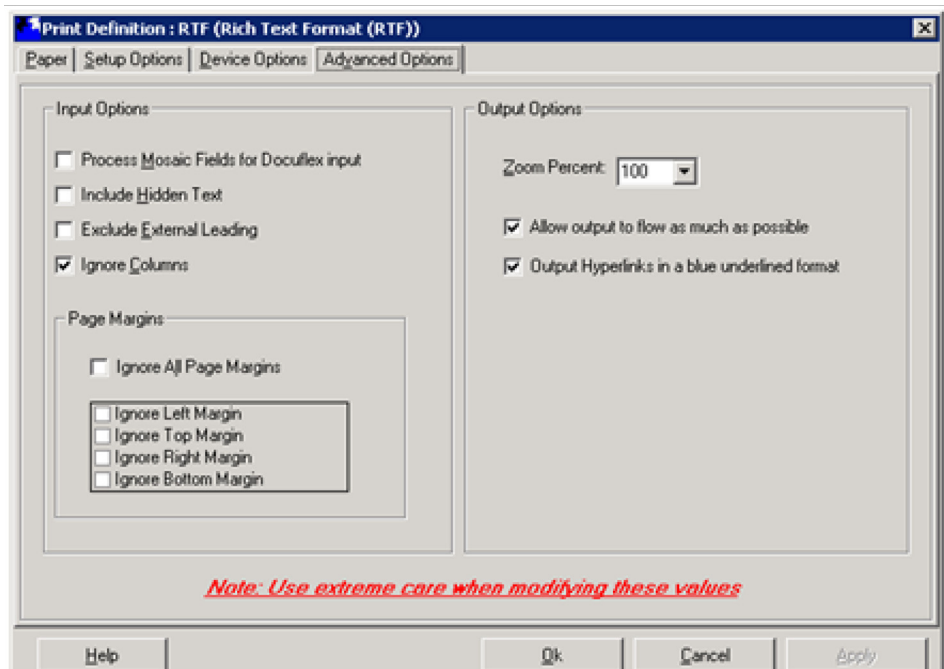
1. In the **Printer Type** group box, specify the printer manufacturer's name and model number.
2. In the **Font Settings** group box, enable the **Embed Type 1 fonts** check box if you want to use Type1 fonts when device fonts are missing or mismatched.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

---

## To Specify Advanced Options for RTF Output

Following is an illustration of the Advanced Options panel for the RTF PDL.



1. In the Input Options group box, click the **Process Mosaic Fields for Docuflex input** check box if you want to convert Mosaic fields to Docuflex variable space definition (VSD) tags.
2. Click the **Include Hidden Text** check box if you want to include hidden text within RTF files imported into Docuflex.
3. The **Exclude External Leading** check box specifies whether to exclude the extra line spacing (leading) necessary to coincide with the leading that Microsoft Word uses—this method is disabled by default, meaning that Docuflex includes extra leading between rows of formatted text within a paragraph. When you enable this option, extra leading is not included between the rows of text within a paragraph and won't match Word.
4. The **Ignore Columns** check box specifies whether to ignore column commands while reading RTF—this option is enabled by default. This option allows Docuflex to take an RTF document and format it into a multiple-column Page Frame.

When you disable the option, the incoming RTF document is built with a mixture of single- and multiple-columns. This action requires that the RTF be read into a single-column frame which then displays as multiple-column when necessary.

5. In the Page Margins group box, click the **Ignore All Page Margins** check box if you want to ignore ALL margins on the page.

**-or-**

Click one or more check boxes of the specific margins you want to ignore.

- 
6. In the Output Options group box, click the **Zoom Percent** drop-down arrow to specify the magnification you want to use when viewing an RTF file.
  7. The **Allow output to flow as much as possible** check box specifies whether you want the document contents in the RTF to expand or contract as you edit the information—this option is enabled by default. If you disable this option, all document contents are absolutely positioned in text boxes to provide high document fidelity; however, any editing you perform must fit within the allotted space.
  8. The **Output Hyperlinks in a blue underlined format** check box specifies whether you want to generate hyperlinks in the RTF as blue and underlined (as they appear in Microsoft Word)—this option is enabled by default. If you disable this option, all hyperlinks appear as you formatted them in Docuflex.

These settings apply when you're generating an RTF printstream from content provided by a Oracle Compound Document (DCD) memory image. Listed below are some considerations of which you should be aware:

- All processing is done in color mode (i.e., Monochrome dithering is not supported).
- The emitted RTF printstream conforms to the Microsoft Office Word 2003 Rich Text Format (RTF) Specification, Version 1.8, published April 2004. The emitted printstream displays correctly using MS Word 2003 (Office 2003, or Word 11), and on earlier Word versions to the maximum practical extent.
- Supports only features available in DCD.
- The view presented by Word 2003 from a generated RTF printstream will match that in the Docuflex Studio Preview window exactly, or as closely as possible. Features offered in the Stylized Content Editor, as displayed in the Docuflex Studio Preview window, are also supported.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

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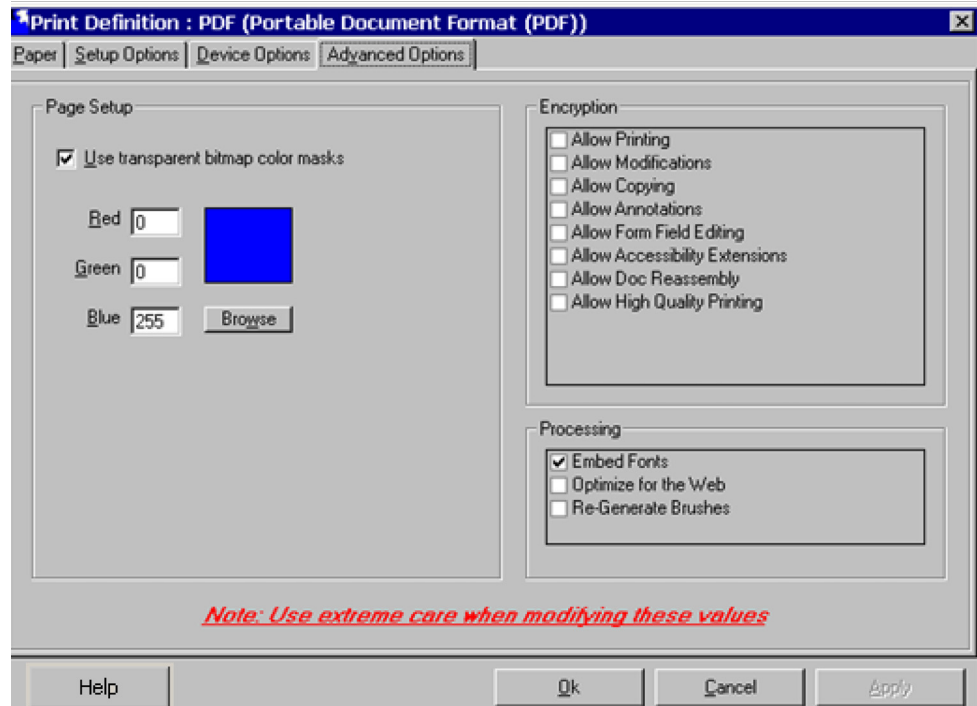
## To Specify Advanced Options for PDF Output

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**Note** The PDF and PDFL Printer Definition Languages are only available if you're currently using DocuPrint.

---

Following is an illustration of the Advanced Options panel for the PDFx PDLs.



Because the Advanced Options panel contains more than one group box of specifications, this guide provides a separate topic for each group.

If you need to	Go to
(PDF only) Specify the color for bitmap color masks	To Enable Transparent Color Masks
Choose encryption options	To Specify Encryption Options
Choose processing options	To Specify Processing Options
Close or save the Advanced Options panel	To Close or Save the Printer Definitions Dialog

### To Enable Transparent Color Masks

1. Click the **Use transparent bitmap color masks** check box if you want to use transparency bitmap color for transparency RGBs.
2. In the **Red**, **Green**, and **Blue** text boxes, type the color values you want to use for the mask. The color is displayed in the box to the right. Valid values are from 0 - 255, with 0 being black and 255 being white.

**-or-**

Click **Browse** to select a standard color.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

---

## To Specify Encryption Options

- In the **Encryption** group box, select any applicable special processing setting for use in creating the PDF output.

Option	Meaning
<b>Allow Printing</b>	Print the document (possibly not at the highest quality level, depending on whether <b>Allow High Quality Printing</b> is also set). Check to enable; leave blank to disable.
<b>Allow Modifications</b>	Modify the contents of the document by operations other than those controlled by <b>Allow Annotations</b> , <b>Allow Form Field Editing</b> , and <b>Allow Doc Reassembly</b> . Check to enable; leave blank to disable.
<b>Allow Copying</b>	Copy or otherwise extract text and graphics from the document by operations other than that controlled by <b>Allow Accessibility Extensions</b> . Check to enable; leave blank to disable.
<b>Allow Annotations</b>	Add or modify text annotations, fill in interactive form fields, and, if <b>Allow Modifications</b> is also set, create or modify interactive form fields (including signature fields). Check to enable; leave blank to disable.
<b>Allow Form Field Editing</b>	Fill in existing interactive form fields (including signature fields), even if <b>Allow Annotations</b> is disabled. Check to enable; leave blank to disable.
<b>Allow Accessibility Extensions</b>	Extract text and graphics (in support of accessibility to users with disabilities or for other purposes). Check to enable; leave blank to disable.
<b>Allow Doc Reassembly</b>	Assemble the document (insert, rotate, or delete pages and create bookmarks or thumbnail images), even if <b>Allow Modifications</b> is disabled. Check to enable; leave blank to disable.
<b>Allow High Quality Printing</b>	Print the document to a representation from which a faithful digital copy of the PDF content could be generated. When this option is disabled (and <b>Allow Printing</b> is enabled), printing is limited to a low-level representation of the appearance, possibly of degraded quality. Check to enable; leave blank to disable.

**Note:** The preceding *Allow...* descriptions were derived from the Adobe PDF Reference, 5th Edition.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Specify Processing Options

- In the **Processing** group box, select any applicable encryption settings for use in creating the PDFx output.

Option	Meaning
<b>Embed Fonts</b>	Whether to embed Type 1 fonts that are legally embeddable. (Information is embedded only for the characters that are actually used in the document.) Check to enable; leave blank to disable.
<b>Optimize for the Web</b>	Places all information needed for the display of the first page at the front of the PDF output file. (This option does <b>not</b> benefit single-page output.) Check to enable; leave blank to disable.
<b>Re-Generate Brushes</b>	(PDF only) Brushes produced by the Windows GDI are usually at too small of a resolution for printed output. This option causes regeneration of the brushes so that the PDF output matches the screen's display of brush-filled regions. Check to enable; leave blank to disable.

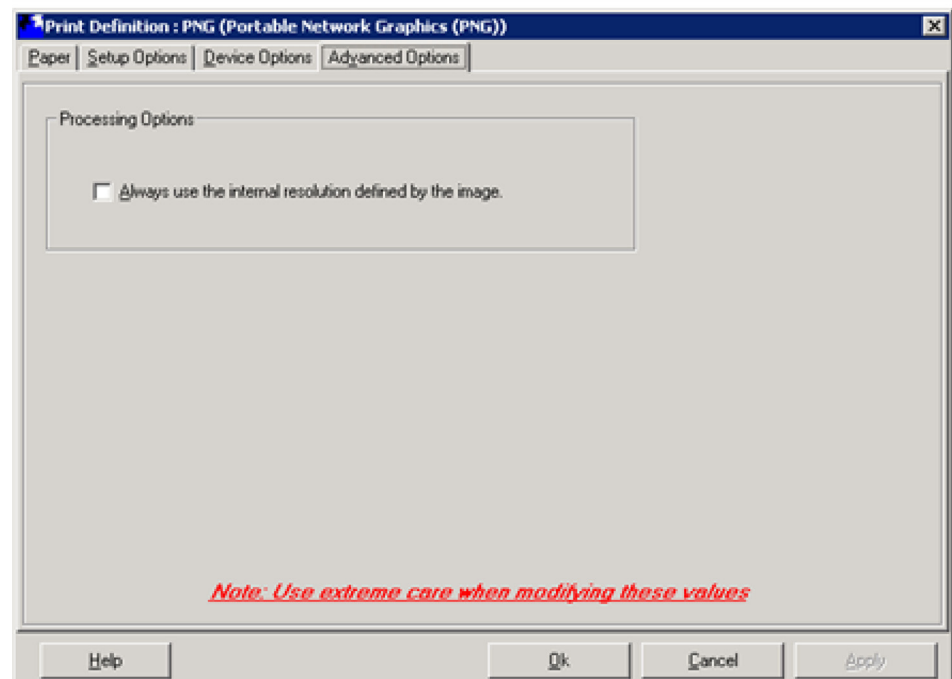


Option	Meaning
Auto Close	(PDFL only) Auto Close indicates that a single output file will contain one or many individual PDF documents. When unchecked, the output will be one PDF file with one or more transactions. When checked, the output will be a series of single-transaction PDF documents in the same file.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

### To Specify Advanced Options for PNG Output

Following is an illustration of the Advanced Options panel for the PNG PDL.

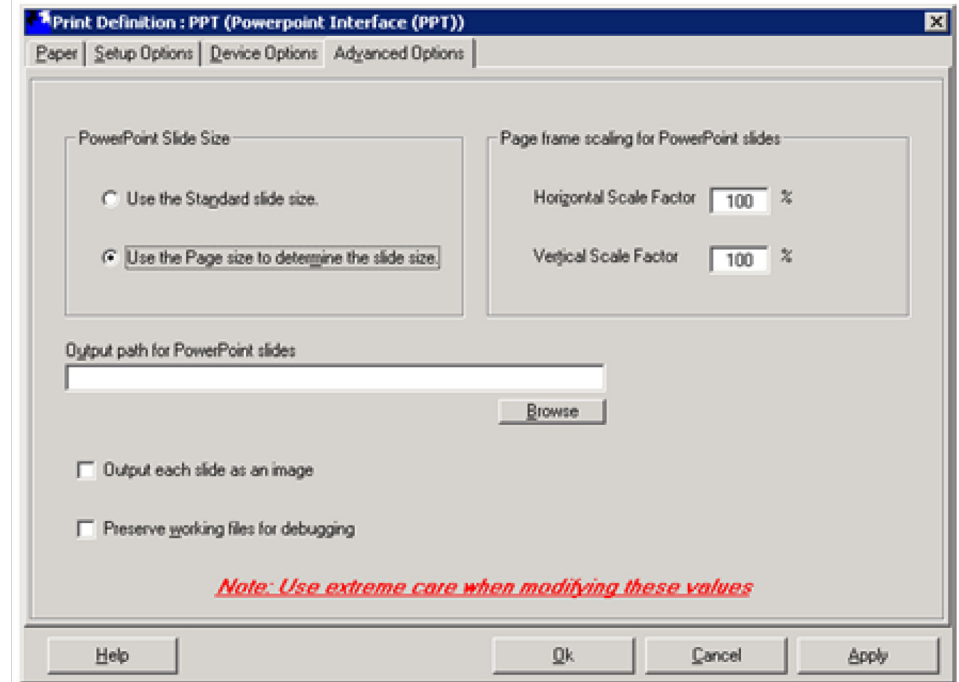


- Enable the **Always use the internal resolution defined by the image** check box to extract image resolution information from the image itself. This feature is turned off by default.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

## To Specify Advanced Options for PowerPoint Output

Following is an illustration of the Advanced Options panel for the PowerPoint PDL.



The PowerPoint Interface printer definition creates a PowerPoint Presentation file (slideshow) from Docuflex output. You have the option of making the PowerPoint slides the same size as the output page from Docuflex or the standard PowerPoint slide size (10" W x 7" H).

You can also scale the output to make sure it fits on the slide. As a starting point, the slide area is based on the Docuflex output's "internally-calculated value"—the page size converted into millimeters. A percentage of 100 means that the slide area is equal to the page size of the output. You can scale this value up or down to customize the fit.

Horizontal and vertical scaling change only the slide area, not the image size. If your output is cropped (cut off) at the right or bottom edges, you can increase the slide area to eliminate the problem.

1. In the PowerPoint Slide Size group box, do one of the following:

If you want to produce PowerPoint slides as	Do this
standard PowerPoint slide size (10" W x 7" H)	Click Use the Standard slide size.
size of the Docuflex output page size	Click Use the Page size to determine the slide size.

2. In the **Horizontal Scale Factor** text box, type the percentage representing the amount by which you want to alter the PowerPoint slide in relation to the output. The default value of **97** results in a slide area that's three percent narrower than the internally-calculated value.

- 
3. In the **Vertical Scale Factor** text box, type the percentage representing the amount by which you want to alter the PowerPoint slide in relation to the output. The default value of **104** results in a slide area that's four percent taller than the internally-calculated value.

---

**Note** After you've specified the scaling factor, which adjusts only the slide area, Docuflex scales the image to fit. The larger of the Height or Width is adjusted to fit without cropping into the PowerPoint Slide area. The image is scaled equally in both dimensions to maintain proper appearance.

---

4. In the **Output path for PowerPoint slides** text box, type the fully-qualified path name where you want to store the files.

**-or-**

Click **Browse** to select the appropriate directory.

---

**Tip** The default value for this box is NOT to have a path specified. Therefore, all output is directed to the Windows Current Working Directory (which is usually where the Docuflex composition engine is running). If you want to specify a path, be aware of the following rules:

- The path you type into the Printer Definition is prefixed to the output file name you type in the Docuflex Studio Channel. If your Docuflex Channel already includes a fully-qualified path name (e.g., **C:\Oracle\Docuflex\PowerPoint\Slides.ppt**, or **\Output\Slides.ppt**), it takes precedence over the one you type here.
- The path must begin with a slash or backslash, or include a drive letter and colon (:). If the slash is the first character, the Docuflex composition engine uses the root level of the current disk drive (e.g., **C:\outputdir**, **outputdir**).
- A trailing slash or backslash is optional; forward or backward slashes are permitted and you can mix them.

The folders you specify must exist prior to executing the Docuflex composition engine—they are NOT automatically created.

---

5. The **Output each slide as an image** check box specifies whether you want to generate a single EMF-based image for each slide. By default, this option is disabled so that each slide consists of actual PowerPoint elements (such as shapes, tables, and text boxes) that you can edit.
6. Enable the **Preserve working files for debugging** check box if you want to save individual EMF files of each slide in the presentation file. Each EMF file includes the path name, file name with an appended sequential digit, and an extension of .EMF (e.g., **slides1.emf**, **slides2.emf**).

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

The PowerPoint Interface (PPT) Printer Definition works in conjunction with Docuflex Studio output Channels. For more information about configuring Channels in Docuflex to produce PowerPoint Presentation files, see the Docuflex documentation.

If you want to close or save the Advanced Options panel, go to To Close or Save the Printer Definitions Dialog.

---

## CHANGING A PRINTER DEFINITION

The Printer Definitions object lets you change printer control specifications and options (Printer Definitions) for any of the following classes of printing resources:

- IBM Advanced Function Presentation (AFP)
- Xerox Metacode printers
- Oracle Compound Document (DCD) data streams
- Oracle text format
- Line Printers
- Printer Control Language (PCL)

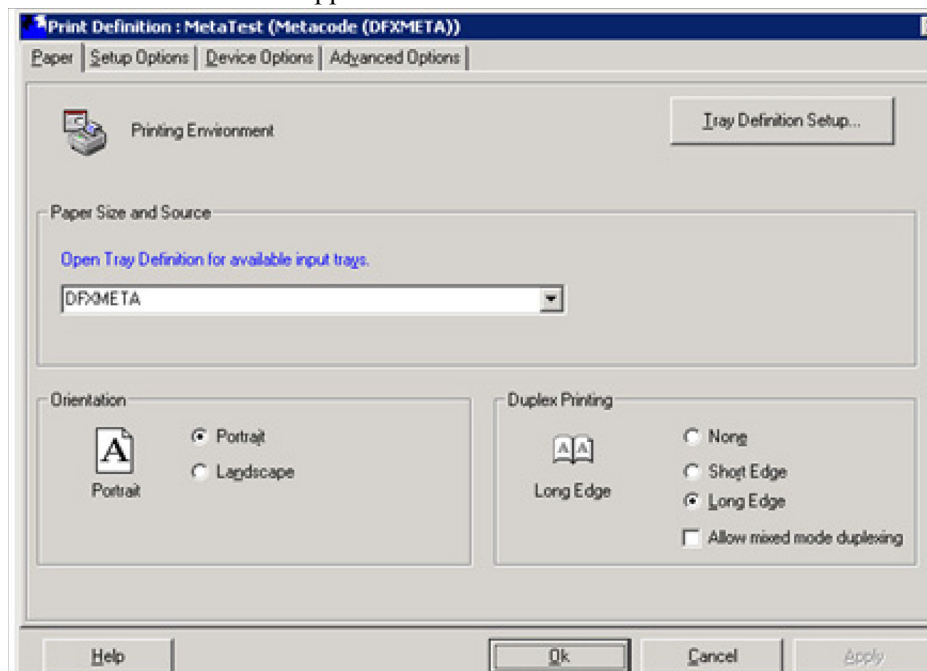
### To Change a Printer Definition

1. If the Printer Setup window doesn't already show on your screen, perform the instruction(s) under To Start Printer Setup, and then return to this topic.
2. To select the Printer Definition to change, click on the icon for that Printer Definition.

The darkened appearance of the icon indicates that it is selected.

3. From the Edit menu, choose **Properties**.

The Print Definition window appears. The Printer Definition name you selected and its associated PDL appear in the title bar.



Because the Print Definition window contains four panels that you can use to change Printer Definition specifications for four types of printers, this guide provides a separate topic for each panel.

To change	Go to this topic
Paper dimensions, processing, and handling options	Using the Paper Tab
Printer device performance and configuration options	Using the Device Options Tab
Processing options for Documaker fp and fonts	Using the Setup Options Tab
Advanced Options such as Xerox JDLs/DJDEs or AFP CopyGroups	Using the Advanced Options Tab

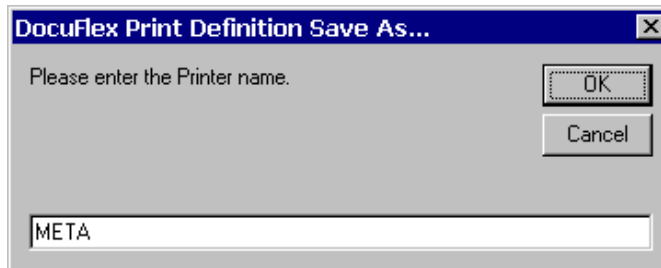
## COPYING A PRINTER DEFINITION

You can copy a virtual printer / Printer Definition using the File>Save As command in the Printer Setup window.

### To Copy a Printer Definition

1. If the Printer Setup window doesn't already show on your screen, perform the instruction(s) under To Start Printer Setup, and then return to this topic.
2. To select the printer / Printer Definition to copy, click on the icon for that printer. The darkened appearance of the icon indicates that it is selected.
3. From the **File** menu, choose **Save As**.

The Save As window appears, showing the name of the printer you want to copy.



4. Type the name for the new Printer Definition.
5. Choose the **OK** button to save the new printer; otherwise, choose the **Cancel** button.

The virtual printer / Printer Definition you copied displays on the Printer Setup window.

## RENAMING A PRINTER DEFINITION

You can rename a virtual printer / Printer Definition using the File>Rename command in the Printer Setup window.

### To Rename a Printer

1. If the Printer Setup window doesn't already show on your screen, perform the instructions under To Start Printer Setup, and then return to this topic.

- 
2. To select the printer / Print Definition to rename, click on the icon for that printer.

The darkened appearance of the icon indicates that it is selected.

3. From the **File** menu, choose **Rename**.

The menu closes and returns to the Printer Setup window where the selected printer name now shows in a text box with a cursor for editing.

4. Type a new name, and then press **ENTER**.

Printer Setup changes the name of the selected icon to the one you entered.

## DELETING A PRINTER DEFINITION

You can remove a virtual printer / Printer Definition using the File>Delete command in the Printer Setup window.

### To Remove a Printer Definition

1. If the Printer Setup window doesn't already show on your screen, perform the instruction(s) under To Start Printer Setup, and then return to this topic.

2. To select the printer / Printer Definition to remove, click on the icon for that printer.

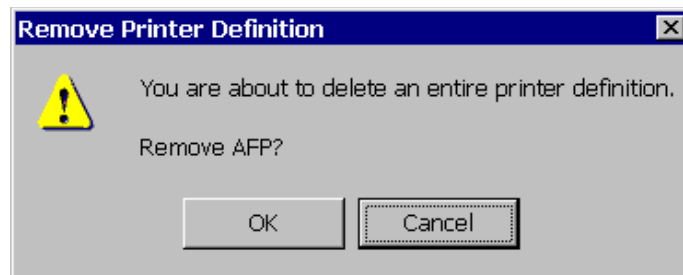
The darkened appearance of the icon indicates that it is selected.

3. From the **File** menu, choose **Delete**.

-or-

Press **DELETE**.

The Remove Printer window appears, showing the name of the printer to remove.



4. To delete the Printer Definition, choose the **OK** button. Otherwise, choose the **Cancel** button.

The virtual printer / Printer Definition you selected disappears from the Printer Setup window.

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## Chapter 4


# The Electronic Document Libraries Object

## USING ELECTRONIC DOCUMENT LIBRARIES (EDLs)

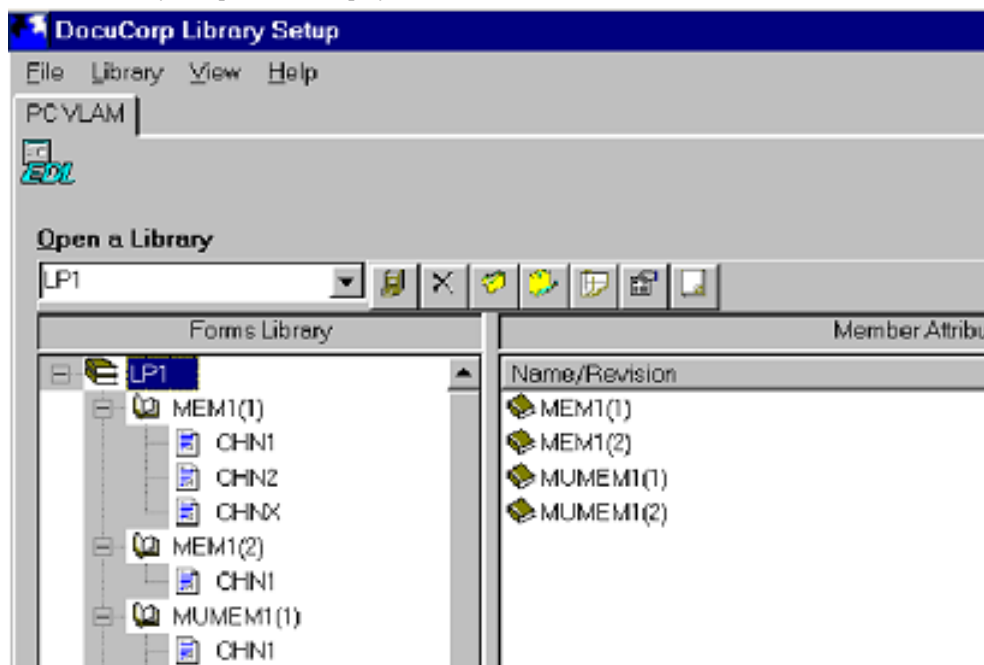
The Control Panel- Database EDL object lets you create and maintain Form Libraries and Library members.

### Starting or Ending EDL Setup

#### To Start EDL Setup

- In the Control Panel, double-click the  (Database EDL) icon.

The Library Setup window displays.



The Electronic Document Libraries object opens the first library on the list. If you want to open a different Library, see To Open a Library.

Because you can use the Library Setup window to add, modify, or delete a Library, member, or chain, this guide provides separate topics for these procedures.

To	Go to
Select the interface type of your Library	To Select the Database Interface
Open a Library	To Open a Library
Create a new Library	To Create a New Library
Delete a Library	To Delete a Library
Perform various Backup and Restore routines	Backing Up and Restoring Libraries
Generate Reports and customize report Styles	Generating a Library Report
View information about a Library	To View Information about a Library
Create a new Member	To Create a New Member
Add a Chain to a Member	To Add a File to a Member
Create a new revision of a Member	To Create a New Revision
Delete the contents of the Member, leaving the Member intact	To Delete the Contents of a Member
Delete a Member	To Delete a Member
Rename a Member	To Rename a Member
View information about a Member	To View Information about a Member
Dump (Save) a Chain to a disk file	To Save a Chain to a Disk File
Delete a Chain	To Delete a Chain
Rename a Chain	To Rename a Chain

## To Exit EDL Setup

- From the **File** menu, select **Close**.

-or-

In the upper-right-hand corner of the Library Setup window, click on the  (Close) button.

Library Setup closes and returns control to the Control Panel.

## To Select the Database Interface

Electronic Document Libraries (EDLs) have typically been stored in a database (e.g., WATCOM, SQLAnyWhere, DB2). Control Panel gives you the option to store those EDLs in either of two places. You can continue to store them in a database or you can store them on a hard drive in a text file.

Use the **Database Interface** command to select the file type of your Library. You can use two types of Library interfaces:

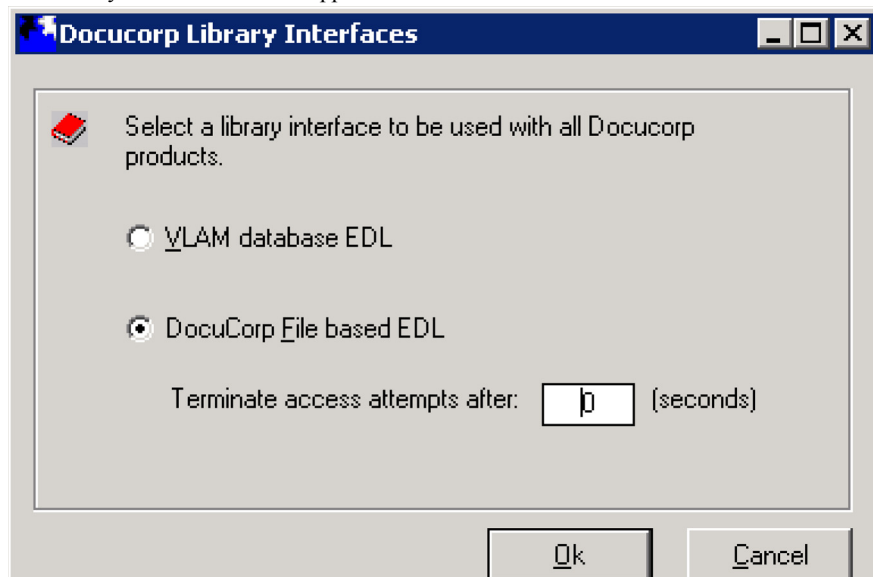
- VLAM** — your Library members and chains are stored in a VLAM database
- File-based** — your Library members and chains are stored on your hard drive in flat files (text files)

Once you've saved this selection, other objects within the Control Panel use this setting to correctly interact with your Library.

- From the **File** menu, select **Oracle Database Interface**.



The Library Interfaces window appears.



2. Select the option button which identifies the correct interface to use with your Library.
  3. In the **Terminate access attempts after** text box, type the length of time you want to wait to complete a successful connection with the data repository.
  4. Click **OK** to save your selection. Otherwise, click **Cancel**.
- Control Panel saves your selection and reports it to other objects.

#### To Open a Library

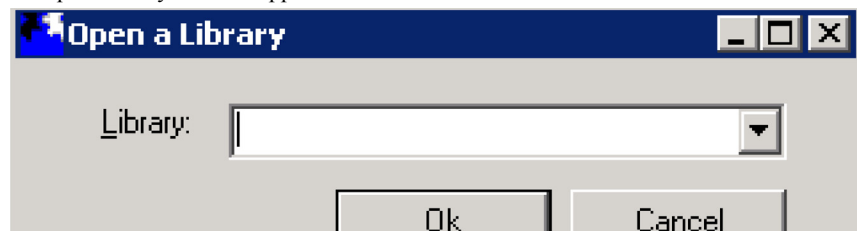
Use the Library>Open Library command to open a Library containing forms, members, and chains. You must open the Library to which you want to apply Library commands.

1. From the **Library** menu, select **Open Library**.

-or-

Select the proper Library from the **Open a Library** drop-down list box.

The Open Library window appears.



2. Do one of the following:

If the currently selected Library is	Do this
The one containing the forms or documents you want process	Choose <b>OK</b> .
Not the one containing the forms or documents you want process	Click the arrow to the right of the drop-down list, and select the Library you want to access. Then choose <b>OK</b> .

Library Setup opens the Library.

---

## Creating a New Library

Use the Library>New Library command to set up a new Library. The name and description you enter for the new Library should indicate the type of library.

---

**WARNING!** To ensure compatibility with all SQL-based databases, you must use the following conventions when naming Libraries:

- The first character of the Library name must be alphabetic.
- After the first character, other characters can be alphabetic, numeric, or the underscore character.


The Library name must not contain any embedded spaces.

---

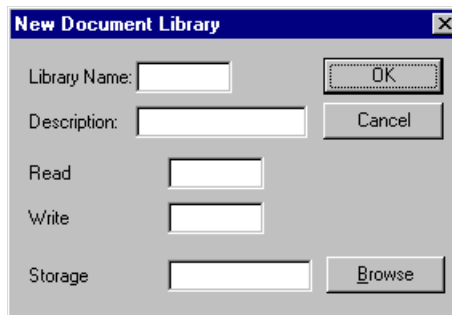
### To Create a New Library

1. From the **Library** menu, select **New Library**.

-or-

From the Tool Bar, click on the  (New Library) icon.

The New Document Library window appears.



2. Press the **TAB** key to reach the **Library Name** text box, then type a name for the new Library (up to 8 characters).
3. Press the **TAB** key to reach the **Description** text box, then type a brief (up to 32 character) description that identifies the Library type and/or the Product associated with the Library.
4. (Optional) Press the **TAB** key to reach the **Read** text box, then type a **Read Password** (up to 8 characters) for the new Library.
5. (Optional) Press the **TAB** key to reach the **Write** text box, then type a **Write Password** (up to 8 characters) for the new Library.

- 
- Press the **TAB** key to reach the **Storage** text box, then type the drive letter and path of the directory to hold the new Library's chain files. If you're unsure of the path, click **Browse** and the **Select the directory for storing library data files** window is displayed. Select the proper directory and choose **Save**.

---

**Note** To specify the path (drive and directory) with a variable format that allows different users to use different mappings for the same file spaces, you must do the following in step 6:

- Create the directory to hold the Library chain files in the appropriate network directory file space (e.g., J:\EDL\CHAINS).
- Define a variable name (place holder) for the Library's path. The variable name must differ from any current drive mapping, and can be up to 32 characters in length.
- For example, you can define the variable name: *User1dir*.
- To complete step 6 using the variable format, type a dollar sign and a left-parenthesis, the variable name you defined, and a right parenthesis.
- To continue with the example, you must type *\$(User1dir)* in the Storage text box.
- In the [PCVLAM] section of the ISI.INI file, you must insert the variable name you defined in step B, an equals sign, and the actual drive mapping or file space definition for the drive or root directory where the directory you created in step A resides.
- To continue with the example, in the [PCVLAM] section of the ISI.INI files, you must make the following entries:
- `user1dir=(whatever directory mapping points to the directory for the Library)`

For example, *User1dir=J:\EDL\CHAINS*.

- 
- Check to ensure that you have made the required entries, and then choose **OK** to save the changes or **Cancel** to exit.

Library Setup creates the library you specified.

#### To Delete a Library

Use the Library>Delete Library command to erase a library and all its members.


---

**WARNING!** If you delete a library, you will also automatically delete all its members. Be sure you want this to occur before deleting the library.

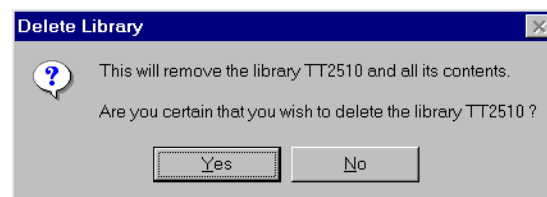
---

- From the **Library** menu, select **Delete Library**.

-or-

From the Tool Bar, click on the  (Delete Library) icon.

The Delete Library window appears.



- Make sure the library name is correct.
  - Choose **Yes** to delete the Library. Otherwise, choose **No**.
- If you chose Yes, Library Setup deletes the Library you specified.

---

## Backing Up and Restoring Libraries

The Library Setup module contains several routines that control backing up, restoring, and exporting Libraries.

### To Back Up and Restore Libraries

- From the **Libraries** menu, select **Backup/Restore**.

Because you can use the Backup/Restore menu to back up, restore, and export Libraries, this guide provides separate topics for each procedure.


To	See this topic
Back up the entire Library	To Back Up a Library
Edit Backup Styles to back up only those members meeting specific conditions	Editing Backup Styles
Back up members based on Backup Styles	To Perform a Selective Backup
Restore the Library from a backup	To Restore a Library

### To Back Up a Library

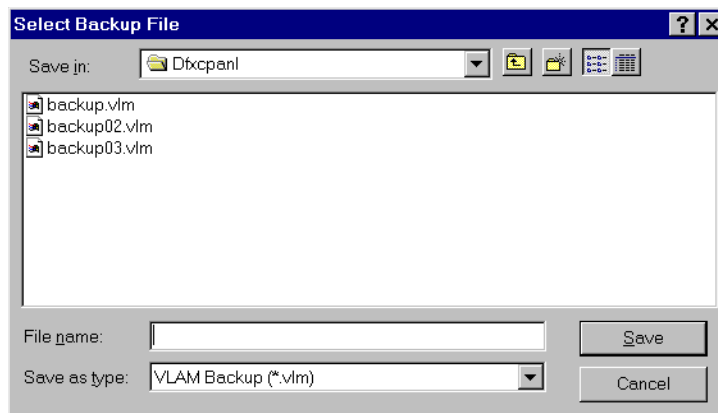
Use the Library>Backup Library command when you want to back up a Library to a file that can be read and restored by your host system's VLAM software utility.

- From the **Library** menu, select **Backup/Restore**, then select **Backup Library**.

-or-

From the Tool Bar, click on the  (Backup Library) icon.

The Select Backup File window appears.



- In the **Save In** drop-down list box, use the mouse to select a folder in which to store the Backup.
- In the **File Name** text box, type the name of the Backup File.
- In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type (**VLAM Backup file** should be selected).
- To start backing up the Library, choose the **Save** button. Otherwise, choose the **Cancel** button. Library Setup backs up the Library.
- It is possible to configure the restore to continue processing when it encounters an error. The "ContinueOnEDLConversionError" in VLM2FLAT.INI may be changed to "Y".

For example:

```
c:\oracle\DFXCPANL>type VLM2FLAT.INI
[VLM2FLAT]
ContinueOnEDLConversionError=Y
```

This would allow more members in the backup to be restored, even though an error has occurred.

## Editing Backup Styles

Use the **Edit Backup Styles** command to specify member names, and historical and identifying information to use in searching a Library for the appropriate members to back up. The Edit Backup Style command accomplishes the search by issuing standard SQL (Structured Query Language) commands to your VLAM database.

### To Edit Backup Styles

- From the **Libraries** menu, select **Backup/Restore**, then select **Edit Backup Styles...**  
The Edit Backup Style window appears.

The screenshot shows the 'Edit Backup Style' dialog box. It features a title bar with the text 'Edit Backup Style' and a close button. The main area is titled 'Please select the backup criteria:' and contains several input fields: 'Member name' (a dropdown menu and a text box), 'Revision' (a dropdown menu with 'is less than' and a text box with '3'), 'Creation date' (a dropdown menu with 'is after' and a text box with '12-01-1998'), 'Effective date' (a dropdown menu with 'is after' and a text box with '12-01-1998'), 'Mod. date' (a dropdown menu with 'is after' and a text box with '12-01-1998'), 'DTN' (a dropdown menu with 'is greater than' and a text box with '120'), 'Author' (a dropdown menu and a text box), 'Description' (a dropdown menu and a text box), and 'Chain name' (a dropdown menu and a text box). At the bottom, there is a checked checkbox labeled 'Select only those members which:' followed by a dropdown menu showing 'were modified since last backup.'. On the right side of the dialog, there are five buttons: 'Load Style', 'Save Style', 'Delete Style', 'Clear', and 'Exit'.

Because you can use the Edit Backup Style window to view, create, modify, or delete Backup Styles, this guide provides separate topics for each procedure.

If you need to	See
Create a Backup Style	To Create a Backup Style
Modify a Backup Style	To Modify a Backup Style
View the selection criteria associated with a Backup Style	To View a Backup Style
Save a Backup Style	To Save a Backup Style
Delete a Backup Style	To Delete a Backup Style
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Styles editor	To Close the Backup Styles Editor

### To Create a Backup Style

- If you need to specify one or more selection conditions based on
  - Member name** (up to 32 characters)
  - Author** (up to 32 characters)
  - Description** (up to 32 characters)do the following

To Specify	Do this
One or more selection conditions	<ul style="list-style-type: none"> <li>• Press Tab to reach, or click on, the appropriate drop-down list box.</li> <li>• Choose a serial condition for selection:               <ul style="list-style-type: none"> <li>Matches (select all items matching the specified item)</li> <li>Is Before (select all items before the specified item)</li> <li>Is After (select all items after the specified item)</li> <li>Does Not Match (select all items except the specified item)</li> </ul> </li> <li>• Enter the letters to define an item.</li> <li>• TIP: If you don't know the exact spelling for an item, or you want to extend the range of the search, you can include one or more of the following wildcards in your entry:               <ul style="list-style-type: none"> <li>• * (place holder for any number of characters)</li> <li>• ? (place holder for one character only)</li> </ul> </li> </ul>

2. If you need to specify one or more selection conditions based on

- **Revision** (up to 5 digits)
- **DTN** (up to 5 digits)

do the following:

To Specify	Do this
One or more selection conditions	<p>Press Tab to reach, or click on, the appropriate drop-down list box.</p> <p>Choose a serial condition for selection:</p> <ul style="list-style-type: none"> <li>• Equals (select all items equal to the specified item)</li> <li>• Is Less Than (select all items less than the specified item)</li> <li>• Is Greater Than (select all items greater than the specified item)</li> <li>• Is Not Equal To (select all items except the specified item)</li> <li>• Enter the numbers to define an item.</li> </ul> <p>TIP: If you want to extend the range of the search, you can include one or more of the following wildcards in your entry:</p> <ul style="list-style-type: none"> <li>* place holder for any number of characters)</li> <li>? place holder for one character only)</li> </ul>

3. If you need to specify one or more selection conditions based on

- **Creation Date** (10 characters in MM/DD/YYYY format)
- **Effective Date** (10 characters in MM/DD/YYYY format)
- **Mod. Date** (10 characters in MM/DD/YYYY format)

do the following:

To Specify	Do this
------------	---------

One or more selection conditions	<p>Press Tab to reach, or click on, the appropriate drop-down list box.</p> <p>Choose a serial condition for selection:</p> <ul style="list-style-type: none"> <li>• Is (only select the specified item)</li> <li>• Is Before (select all items before the specified item)</li> <li>• Is After (select all items after the specified item)</li> <li>• Is Not (select all items except the specified item)</li> <li>• Enter the numbers to define an item.</li> </ul> <p>TIP: If you want to extend the range of the search, you can include one or more of the following wildcards in your entry:</p> <p>* (place holder for any number of characters)</p> <p>? (place holder for one character only)</p>
----------------------------------	---

4. If you need to specify a selection condition based on
- **Chain name** (up to 4 characters)
- do the following:

To Specify	Do this
A selection condition based on the Chain name	<ul style="list-style-type: none"> <li>• Press Tab to reach, or click on, the Chain name drop-down list box.</li> <li>• Choose a serial condition for selection:</li> </ul> <p>Matches (select all items matching the specified item)</p> <p>Does Not Match (select all items except the specified item)</p> <ul style="list-style-type: none"> <li>• Enter the letters to define an item.</li> <li>• TIP: If you don't know the exact spelling for an item, or you want to extend the range of the search, you can include one or more of the following wildcards in your entry:</li> <li>• * (place holder for any number of characters)</li> <li>• ? (place holder for one character only)</li> </ul>

5. To specify a selection condition based on the latest revision or modification date, choose the **Select only those members which** check box and select one of the following:
- **Are the latest revision** (include only the last revisions for the members)
  - **Are not the latest revision** (include all but the last revisions for the members)
  - **Were modified since last backup** (include only members which have been modified but not backed up)
6. Do any of the following:

If you need to	See
Save a Backup Style	To Save a Backup Style
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Styles editor	To Close the Backup Styles Editor

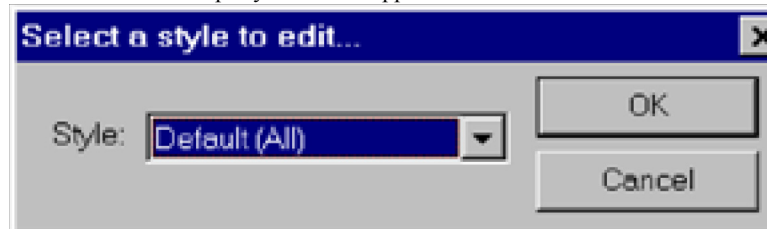
### To Modify a Backup Style

1. If the desired Backup Style isn't displayed in the **Edit Backup Style** window, see To View a Backup Style.
  2. Make any necessary changes to the Backup Style. For more information about editing the Backup Style, see To Create a Backup Style.
- This concludes the procedure for modifying a Backup Style.

---

### To View a Backup Style

1. In the **Edit Backup Style** window, choose the **Load Style** button.  
The Load Backup Style window appears.



2. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to load.
3. Choose the **Ok** button.  
The selection conditions associated with the Style display in the **Edit Backup Style** window.
4. Do any of the following:

If you need to	See
Modify a Backup Style	To Modify a Backup Style
Delete a Backup Style	To Delete a Backup Style
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Styles editor	To Close the Backup Styles Editor

### To Save a Backup Style

1. To save the Style, choose the **Save Style** button.  
The Save Backup Style window appears.



2. In the **Style** drop-down list box, type a name for the Style.
3. Choose the **Ok** button. The Save Style Confirmation window appears.
4. Choose the **Ok** button. Library Setup saves the Backup Style.
5. Do any of the following:

If you need to	See
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Styles editor	To Close the Backup Styles Editor

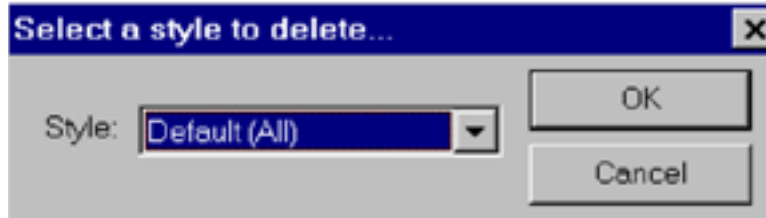
### To Delete a Backup Style

1. If the desired Backup Style isn't displayed in the **Edit Backup Style** window, see To View a Backup Style.
2. In the **Edit Backup Style** window, choose the **Delete Style** button.



---

The Delete Backup Style window appears.



3. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to delete.
4. Choose the **Ok** button. The Delete Style Confirmation window appears.
5. Choose the **Ok** button.

Library Setup deletes the Backup Style.

6. Do any of the following:

If you need to	See
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Styles editor	To Close the Backup Styles Editor

#### To Clear a Backup Style

- In the **Edit Backup Styles** window, choose the **Clear** button.  
The Backup Styles editor clears all previous settings.

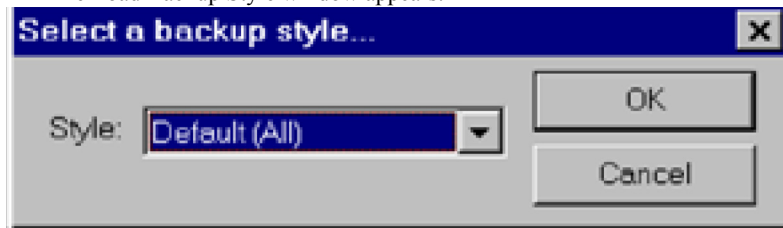
#### To Close the Backup Styles Editor

- In the **Edit Backup Styles** window, choose the **Exit** button.  
Library Setup returns to the main Library Setup window.

#### To Perform a Selective Backup

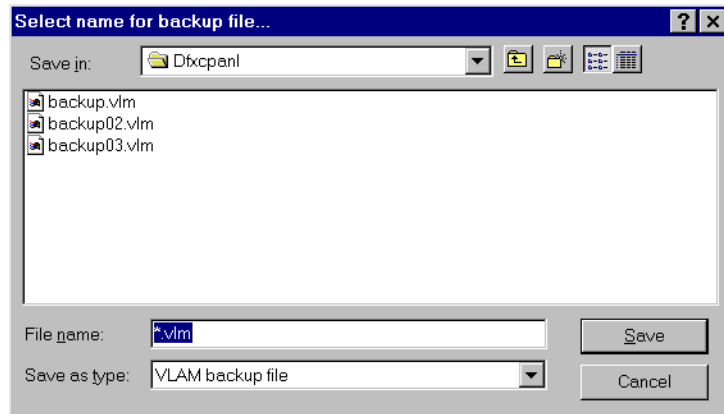
1. From the **Library** menu, select **Backup/Restore**, then select **Selective Backup...**

The Load Backup Style window appears.

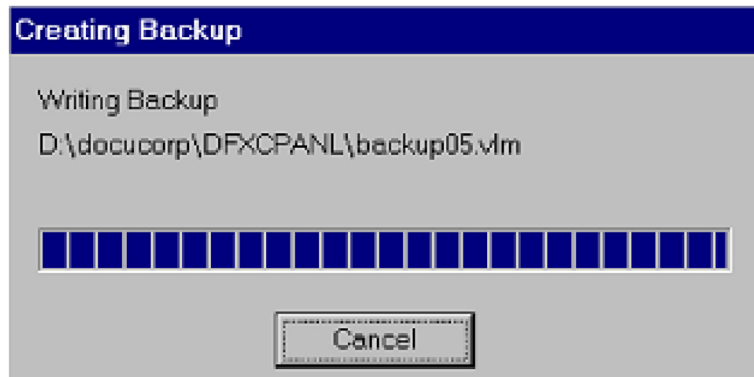


2. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to load.

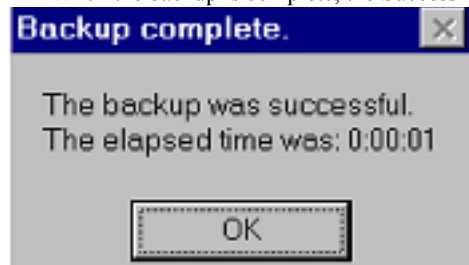
3. Choose the **Ok** button. The Select Backup File window appears.



4. In the **Save In** drop-down list box, use the mouse to select a folder in which to store the Backup.
5. In the **File Name** text box, type the name of the Backup File.
6. In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type (**VLAM Backup file** should be selected).
7. To start backing up the Library, choose the **Save** button. Otherwise, choose the **Cancel** button.  
The Creating Backup window appears.



When the backup is complete, the Successful Backup window appears.




8. Choose the **Ok** button.  
Library Setup returns to the main Library Setup window.

### To Restore a Library

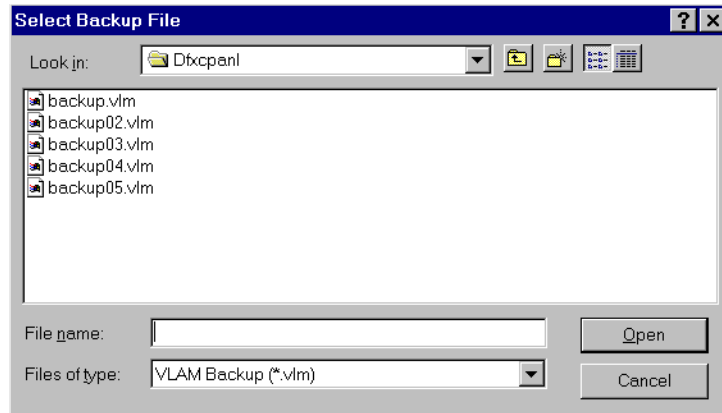
Use the **Restore Library...** command when you want to add members to a Library. The members must have been transferred from your host system's VLAM EDL in a VLAM Backup format.

1. From the **Library** menu, select **Backup/Restore**, then select **Restore Library....**

-or-

From the Tool Bar, click on the  (Restore Library) icon.

The Select Backup File window appears.



2. In the **Look In** drop-down list box, use the mouse to select a folder from which to restore the Backup.
3. In the **File Name** text box, type the name of the Backup File.
4. In the **Files Of Type** drop-down list box, use the mouse to select the appropriate file type (**VLAM Backup file** should be selected).
5. To start restoring the Library, choose the **Open** button. Otherwise, choose the **Cancel** button. Library Setup places the members in the specified Library.

### Generating a Library Report

Use the **Generate Report** command to produce reports that contain the following possible items of information about a Library and its members:

- The Library name
- The member name and revision number
- Member description
- Document Type Number (DTN)
- Creation date
- Modification date and time
- Effective date
- Author
- Chains

### To Generate a Library Report

- From the **Library** menu, select **Generate Report**.  
Because you can use the Generate Report menu to print basic and custom reports, and define reporting styles, this guide provides separate topics for each procedure.


To	See this topic
Print a basic (default) report	To Generate a Basic Library Report
Print a custom report	To Generate a Custom Library Report
Define and maintain custom reporting Styles	To Edit Report Styles

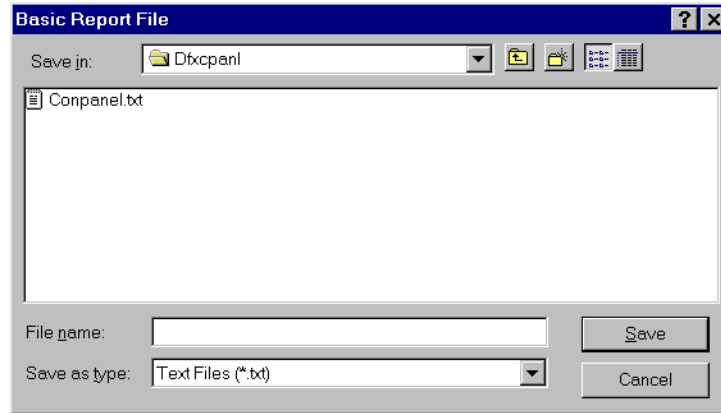
### To Generate a Basic Library Report

1. From the **Library** menu, select **Generate Report**, then select **Basic Report...**

-or-

---

From the Tool Bar, click on the  (Generate Report) icon.  
The Basic Report File window appears.



2. In the **Save In** drop-down list box, use the mouse to select a folder in which to store the report.
  3. In the **File Name** text box, type the name of the report.
  4. In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type (**Text file** should be selected).
  5. To start generating the report, choose the **Save** button. Otherwise, choose the **Cancel** button.
- Library Setup generates the basic Library report.

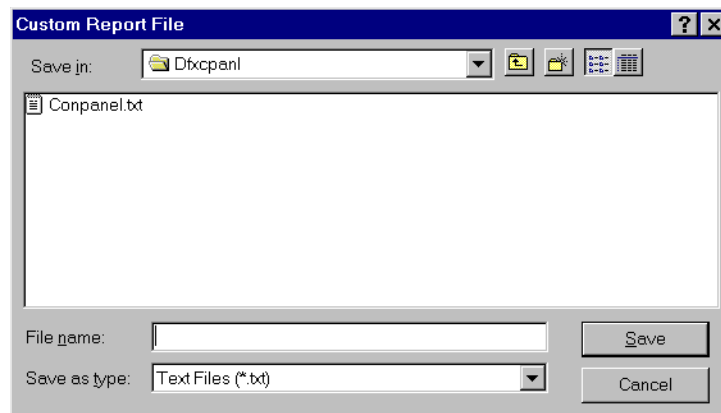
#### To Generate a Custom Library Report

1. From the **Library** menu, select **Generate Report**, then select **Custom Report...**  
The Select Report Style window appears.



2. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to load.
3. Choose the **Ok** button.

The Custom Report File window appears.

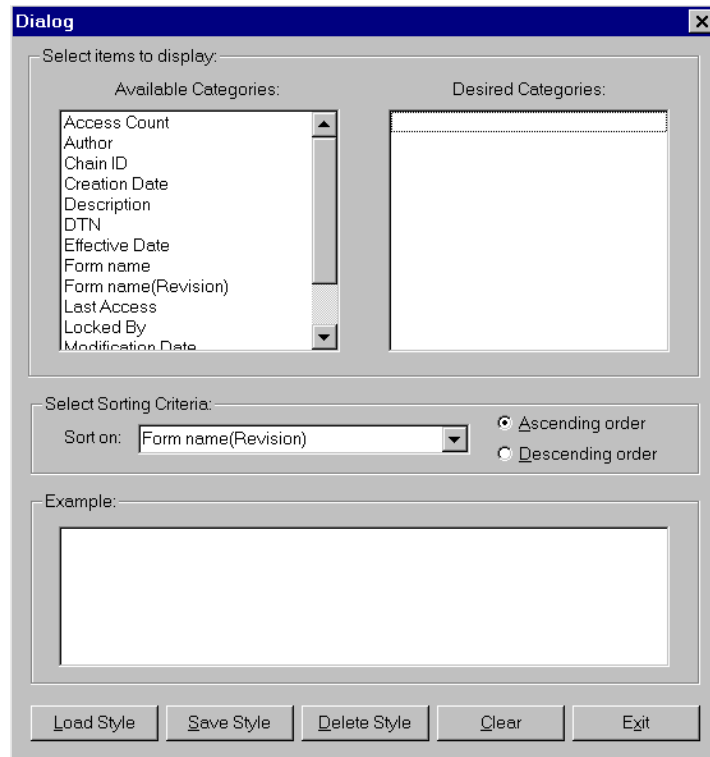


4. In the **Save In** drop-down list box, use the mouse to select a folder in which to store the report.
5. In the **File Name** text box, type the name of the report.
6. In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type (**Text file** should be selected).
7. To start generating the report, choose the **Save** button. Otherwise, choose the **Cancel** button.  
Library Setup generates the custom Library report.

### To Edit Report Styles

Use the Edit Report Styles command to specify which Library items you want to include, plus the sorting order for the items on the Library report.

- From the **Library** menu, select **Generate Report**, then select **Edit Report styles...**  
The Edit Report Style window appears.



Because you can use the Edit Report Style window to view, create, modify, or delete report Styles, this guide provides separate topics for each procedure.

If you need to	See
Create a Report Style	To Create a Report Style
Modify a Report Style	To Modify a Report Style
View the selection criteria associated with a Report Style	To View a Report Style
Save a Report Style	To Save a Report Style
Delete a Report Style	To Delete a Report Style
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Styles editor	To Close the Report Styles Editor

## To Create a Report Style

1. In the Edit Report Style window, do any of the following until the **Desired Categories** list box contains the desired items and sequence of items.

To	Do this
Insert a new item in an empty <b>Desired Categories</b> list box	<ul style="list-style-type: none"> <li>• In the Available Categories list box, point to an item and press-and-hold-down the mouse button.</li> <li>• The mouse pointer changes to a x (no-drop cursor) over the item.</li> <li>• While continuing to hold down the mouse button, drag the cursor into the Desired Categories list box.</li> <li>• The no-drop cursor changes to a placement cursor.</li> <li>• Release the mouse button.</li> <li>• The new item displays in the list box.</li> </ul>
Insert a new item before a specific item in the <b>Desired Categories</b> list box	<ul style="list-style-type: none"> <li>• In the Available Categories list box, point to an item and press-and-hold-down the mouse button.</li> <li>• The mouse pointer changes to a x (no-drop cursor) over the item.</li> <li>• While continuing to hold down the mouse button, drag the cursor into the Desired Categories list box until it is positioned directly on the existing item that the new item will precede.</li> <li>• The no-drop cursor changes to a placement cursor.</li> <li>• Release the mouse button.</li> <li>• The new item displays in the list box before the existing item.</li> </ul>
Append a new item after a specific item in the <b>Desired Categories</b> list box	<ul style="list-style-type: none"> <li>• In the Available Categories list box, point to an item and press-and-hold-down the mouse button.</li> <li>• The mouse pointer changes to a x (no-drop cursor) over the item.</li> <li>• While continuing to hold down the mouse button, drag the cursor into the Desired Categories list box until it is positioned directly under the existing item that the new item will follow.</li> <li>• The no-drop cursor changes to a placement cursor.</li> <li>• Release the mouse button.</li> <li>• The new item displays in the list box after the existing item.</li> </ul>
Move an item in the <b>Desired Categories</b> list box	<ul style="list-style-type: none"> <li>• In the Desired Categories list box, point to an item and press-and-hold-down the mouse button.</li> <li>• While continuing to hold down the mouse button, drag the cursor to the desired position in the list.</li> <li>• A solid bar displays between the two existing items where the current item will be placed.</li> <li>• Release the mouse button.</li> <li>• The current item displays in its new location.</li> </ul>
Remove an item from the <b>Desired Categories</b> list box	<ul style="list-style-type: none"> <li>• In the Desired Categories list box, select the item and choose the Delete button.</li> <li>• The Report Styles editor removes the item from the Desired Categories list box.</li> </ul>

2. To specify a sort key, choose one of the items in the **Sort on** drop-down list.
3. To specify a sorting order, choose one of the following option buttons:
  - **Ascending order** (from lowest to highest value)
  - **Descending order** (from highest to lowest value)
4. To view a sample of the report, use the scroll bar in the **Example** list box.

---

5. Do any of the following:

If you need to	See
Save a Report Style	To Save a Report Style
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Styles editor	To Close the Report Styles Editor

#### To Modify a Report Style

1. If the desired Report Style isn't displayed in the **Edit Report Style** window, see To View a Report Style.

The display items and sorting criteria associated with the Style, along with a sample of the formatted report appear in the Edit Report Style window.

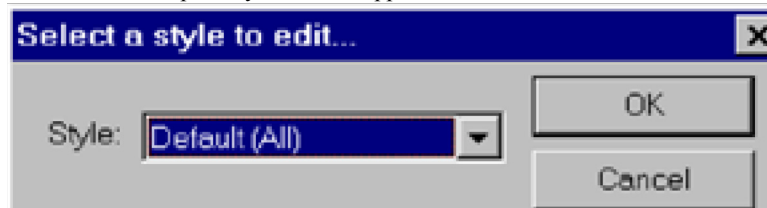
2. To view a sample of the report, use the scroll bar in the **Example** list box.
3. Make any necessary changes to the Report Style. For more information about editing the Report Style, see To Create a Report Style.

This concludes the procedure for modifying a Report Style.

#### To View a Report Style

1. In the **Edit Report Style** window, choose the **Load Style** button.

The Load Report Style window appears.



2. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to load.
3. Choose the **Ok** button.

The selection conditions associated with the Style display in the **Edit Report Style** window.

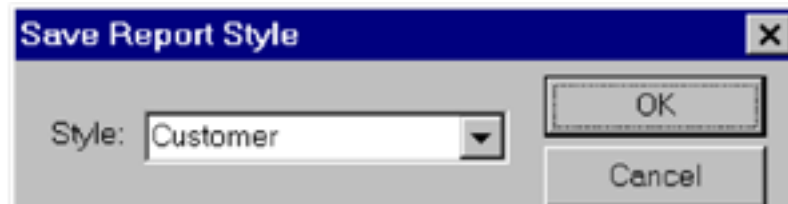
- Do any of the following:

If you need to	See
Modify a Report Style	To Modify a Report Style
Delete a Report Style	To Delete a Report Style
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Styles editor	To Close the Report Styles Editor

#### To Save a Report Style

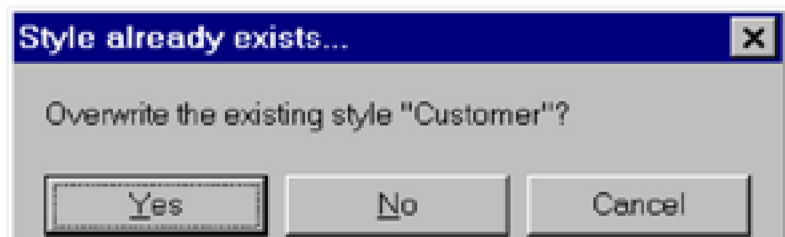
- To save the Style, choose the **Save Style** button.

The Save Report Style window appears.



- In the **Style** drop-down list box, type a name for the Style.
- Choose the **Ok** button.

The Save Style Confirmation window appears.



- Choose the **Ok** button.  
Library Setup saves the Report Style.

- Do any of the following:

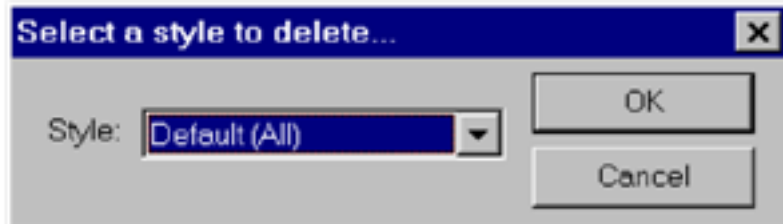
If you need to	See
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Styles editor	To Close the Report Styles Editor

#### To Delete a Report Style

- If the desired Report Style isn't displayed in the **Edit Report Style** window, see To View a Report Style.
- In the **Edit Report Style** window, choose the **Delete Style** button.

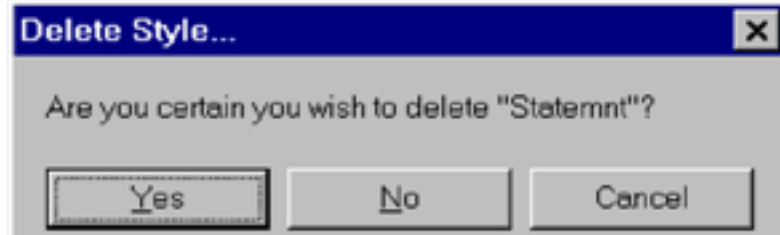


The Delete Report Style window appears.



3. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to delete.
4. Choose the **Ok** button.

The Delete Style Confirmation window appears.



5. Choose the **Ok** button to delete the Style; otherwise, choose **No** to cancel.  
Library Setup deletes the Report Style.
6. Do any of the following:

If you need to	See
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Styles editor	To Close the Report Styles Editor

#### To Clear a Report Style

- In the **Edit Report Styles** window, choose the **Clear** button.  
The Report Styles editor clears all previous settings.

#### To Close the Report Styles Editor


- In the **Edit Report Styles** window, choose the **Exit** button.  
Library Setup returns to the main Library Setup window.

#### To View Information about a Library

Use the **Properties** command to view identifying and historical information for a Library.

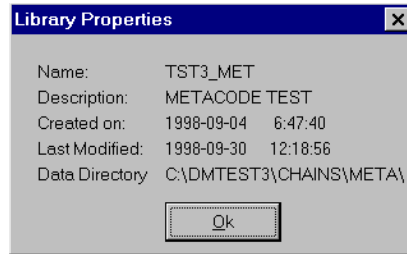
1. Highlight the Library name in the Forms Library panel.
2. From the **Library** menu, select **Properties**.

-or-

From the Tool Bar, click on the  (Library Properties) icon.

---

The Library Properties window appears.



The Modification date and time shown in the window are the last date and time a member of the Library was modified.

The Data directory indicates the location where EDL member chain files are stored. It's important that you have access to those member chain files in order to perform most of the EDL maintenance functions, such as backing up and restoring Libraries, or adding and deleting Library members.

3. When you're finished viewing the information, choose **OK**.

---

**Tip** Once you're returned to the main dialog, you can press **F2** to receive a display of the database name and driver information.


---

### To Create a New Member

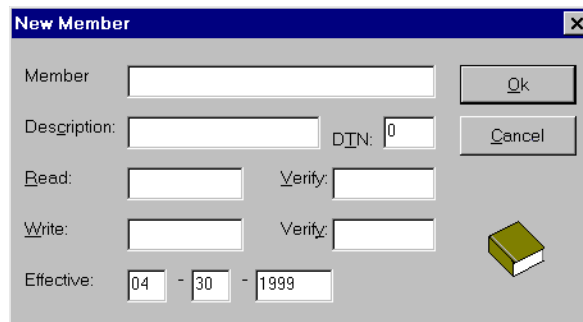
Use the **New Member...** command to add a new form to the Library.

1. Highlight the Library name in the Forms Library panel.
2. From the **Library** menu, choose **Member**, then choose **New Member...**

-or-

From the Tool Bar, click on the  (New Member) icon.

The New Member window appears.



3. Type a name for the new Member (up to 32 characters). Press the **TAB** key.
4. Type a brief (up to 36 characters) description that identifies the member within the Library. Press the **TAB** key.
5. Type the Document Type Number (DTN) of the member, up to 5 digits.
6. If required, type a **Read Password** (up to 8 characters) for the new Member. Press the **TAB** key. Re-type the password in the **Verify** text box.
7. If required, type a **Write Password** (up to 8 characters) for the new Member. Press the **TAB** key. Re-type the password in the **Verify** text box.
8. Type the Effective date of the member — the date on which you plan to begin using the member.
9. Check to ensure that you have made the required entries, and then choose **OK** to save the changes or **Cancel** to exit.

---

Library Setup creates the Member you specified. At this point, the member is *empty*. That is, there are no items or *chains* associated with this member. Choose **Add file to member** to include an item or *chain* in this member.

### Adding a File to a Member (Loading a Chain)

Use the **Add File To Member...** command to add new chains to a Library. As a standard convention, you should use the following chain names when adding new chains to a member:

- **AFP** — IBM AFP forms (.AFP file type)
- **META** — Xerox Metacode forms (.MET and .NOR file types)
- **DCD** — Oracle Compound Document (.DCD file type)
- **DTF** — Oracle (Docuword) Text Format (.DTF file type)

To load a new form, you must specify its DOS file source. This includes the file name and type, and the drive and directory (path) for the file.

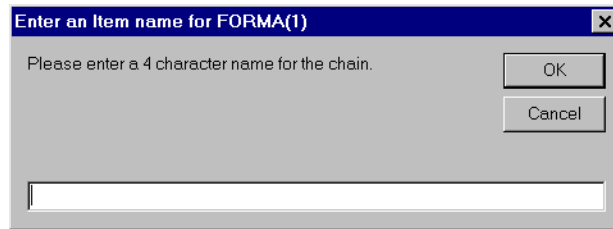
### To Add a File to a Member

1. If the chains of the current Member aren't visible, click the left mouse button on the *plus sign* next to the name of the Library, then on the *plus sign* next to the name of the Member.  
This action expands the tree-and-branch view of the Library, members, and chains.
2. Highlight the name of the Member in the Forms Library panel to which you want to add a new file.
3. From the **Library** menu, select **Member**, then select **Add File to Member...**

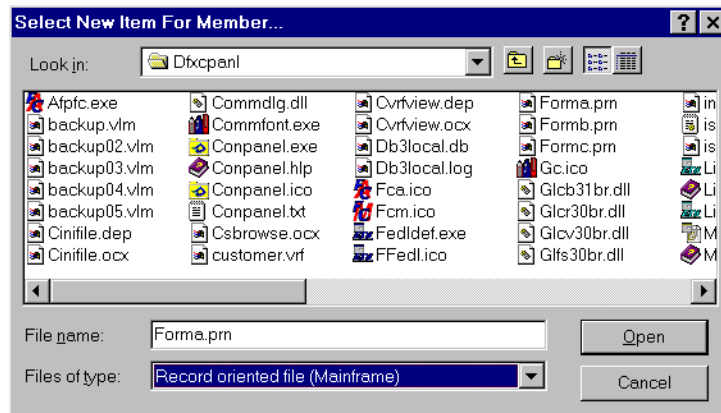
-or-

From the Tool Bar, click on the  (Add File To Member) icon.

The Enter an Item name window appears.



4. Type a name for the new chain (four characters maximum) and click **OK**.  
The Select New Item For Member window appears.



5. In the **Look In** drop-down list box, use the mouse to select a folder from which to load the chain.

- 
- In the **File Name** text box, type the name of the chain file.

---

**Tip** Typically, AFP, Metacode, and Oracle Text Format (DTF) file types are *Record-Oriented file* types, regardless of your operating platform. If you incorrectly identify the file type (e.g., you say the file is Stream-Oriented when in fact it's Record-Oriented), Control Panel prompts you to convert the file.

---

- In the **Files Of Type** drop-down list box, use the mouse to select the appropriate file type.
- To start loading the chain, choose the **Open** button. Otherwise, choose the **Cancel** button.  
Library Setup adds the item or *chain* to the member in the Library and associates it with the newly-added chain name.

### To Create a New Revision

Use the **Create Revision...** command to make a copy of an existing Member. The new revision contains all information about the original, but is assigned then next number in sequence (e.g.,


**DecPage\_12\_1998(1)** becomes **DecPage\_12\_1998 (2)**).

- If the members of the current Library aren't visible, click the left mouse button on the *plus sign* next to the name of the Library.

This action expands the tree-and-branch view of the Library and its members.

- Highlight the Member name in the Forms Library panel.
- From the **Library** menu, choose **Member**, then choose **Create Revision...**

-or-

From the Tool Bar, click on the  (Create Revision) icon.

Library Setup creates a new revision with the next number in sequence.

### To Delete the Contents of a Member


Use the **Empty Member...** command to remove old, unused chains from a member.

- If the members of the current Library aren't visible, click the left mouse button on the *plus sign* next to the name of the Library.

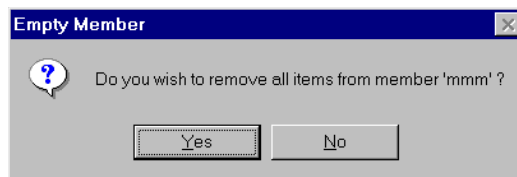
This action expands the tree-and-branch view of the Library and its members.

- Highlight the Member name in the Forms Library panel.
- From the **Library** menu, select **Member**, then select **Empty Member....**

-or-

From the Tool Bar, click on the  (Empty Member) icon.

The Empty Member window appears.



- Verify that the member name is correct.
- Choose **Yes** to delete the chains. Otherwise, choose **No**.

Library Setup empties the selected Library member, leaving the member itself in the Library.


### To Delete a Member

Use the **Delete Member...** command to remove old, unused forms from a Library.

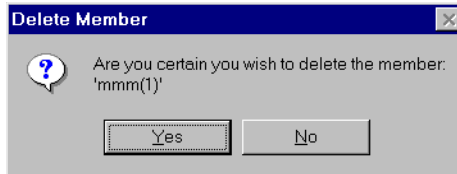
- If the members of the current Library aren't visible, click the left mouse button on the *plus sign* next to the name of the Library.

- 
- This action expands the tree-and-branch view of the Library and its members.
2. Highlight the Member name in the Forms Library panel.
  3. From the **Library** menu, choose **Member**, then choose **Delete Member...**

-or-

From the Tool Bar, click on the  (Delete Member) icon.

The Delete member window appears.



4. Verify that the member name is correct.
5. Choose **Yes** to delete the member. Otherwise, choose **No**.  
Library Setup deletes the selected Library member and all of its contents (chains).

### To Rename a Member


Use the **Rename Member...** command to specify another name for a Library member.

1. If the members of the current Library aren't visible, click the left mouse button on the *plus sign* next to the name of the Library.

This action expands the tree-and-branch view of the Library and its members.

2. Highlight the Member name in the Forms Library panel.
3. From the **Library** menu, select **Member**, then select **Rename Member...**

-or-

From the Tool Bar, click on the  (Rename Member) icon.

The current name for the member is highlighted, allowing you to change it.

4. Type a new name for the member and press **ENTER**.

Library Setup renames the Library member. The revision level for the member (stored in the member name) is automatically reset after the member is renamed.

### To View Information about a Member


Use the **Properties** command to view identifying and historical information for a Member.

1. If the members of the current Library aren't visible, click the left mouse button on the *plus sign* next to the name of the Library.

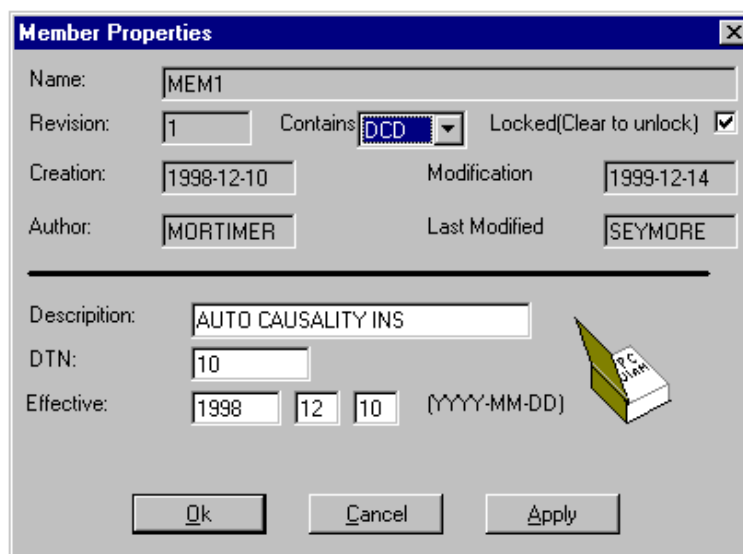
This action expands the tree-and-branch view of the Library and its members.

2. Highlight the Member name in the Forms Library panel.
3. From the **Library** menu, select **Member**, then select **Properties**.

-or-

From the Tool Bar, click on the  (Member Properties) icon.

The Member Properties window appears.



The **Items Contained:** drop-down list box displays the Chains associated with that member, along with each Chain's Description, DTN, and Effective Date.

The window also indicates whether the Chain is locked by another user. For more information about controlling and modifying access to the member, see *To Specify Command Line Arguments*.

4. Enter any necessary changes to the Description, DTN, and Effective Date fields, then choose **Apply**.
5. When you're finished editing the information, choose **OK**. Otherwise, choose **No**.

### To Specify Command Line Arguments

The EDL management object provides two command line arguments for greater control over member access and modification:

- **Admin** — enables the capability, within the Member Properties window, to unlock a given member.
  - **View** — enables restricted menu and tool bar access to members (e.g., neither Members nor Chains can be added or modified).
1. View the Properties for the Oracle Database EDL. For more information, see *Editing an Existing Control Panel Object*.
  2. In the **Object Application** text box, type the desired command line argument after the name of the executable file. Be sure to separate the executable and the argument with a space (e.g., **E:\Docucorp\Dfxcpan\Librdef.exe Admin**).
  3. Click **OK** to save the changes.

### Saving a Chain to a Disk File (Dumping a Chain)

Use the **Save Chain As...** command when you want to dump (extract and store) a chain of a member that resides in a Library. Library Setup dumps the chain into a disk file. If associated with the member, you can dump any of the following chains, one chain a time.

- **META (Xerox Metacode)** — contains the Metacode print stream for a form.
- **AFP (IBM Advanced Function Presentation)** — contains the AFP print stream for a form.
- **IRF (Integrated Replacement File)** — contains BPSD tag specifications for a Windows MetaFile form.
- **IMF (Integrated MetaFile)** — contains the information needed to display a form in Microsoft Windows.

- **DTF (Oracle / Docuword Text Format)** — contains the data stream of a form composed in Docuword.


For example, you can use the Save As command to extract a form’s Metacode chain for export to your host system Xerox printer.

**Tip** Some of your Library members can be forms which originally came from your host system in a variable blocked record format. When you dump one of these members, you have the option of preserving the variable blocked record format or transferring the unformatted member.

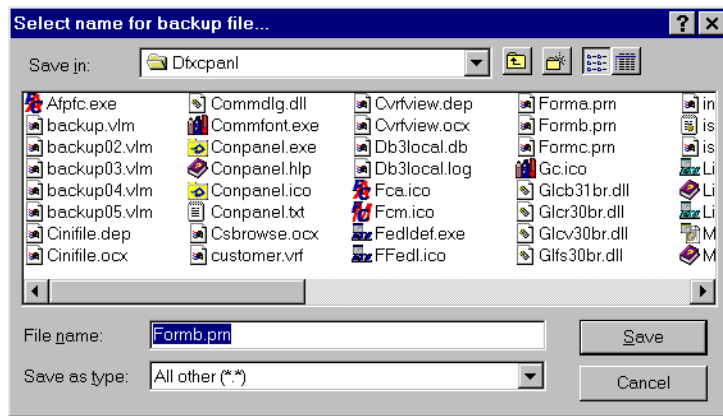
**To Save a Chain to a Disk File**

1. If the chains of the current Library aren’t visible, click the left mouse button on the *plus sign* next to the name of the Library, then on the *plus sign* next to the name of the member.  
This action expands the tree-and-branch view of the Library, members, and chains.
2. Highlight the Chain name in the Forms Library panel.
3. From the **Library** menu, select **Member**, select **Chain**, then select **Save Chain As...**

-or-

From the Tool Bar, click on the  (Save Chain) icon.

The Save Chain As window appears.



4. In the **Save In** drop-down list box, use the mouse to select a folder into which to dump the chain.
5. In the **File Name** text box, type the name of the file to receive the chain.
6. In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type:

If the EDL resides	Choose
On the mainframe in a variable-blocked data stream	Record oriented file
On a PC in an unblocked data stream	Stream oriented file

Typically, AFP, Metacode, and Oracle Text Format (DTF) file types are *Record Oriented file* types, regardless of your operating platform.

7. To start storing the chain, choose the **Save** button. Otherwise, choose the **Cancel** button.  
Library Setup stores the form chain in the file you specified.

**Deleting a Chain**

Use the **Delete Chain...** command when you want to delete one or more of the chains of a form that resides in a Library. For a form member, you can delete any of the following chains:

- **META (Xerox Metacode)** — contains the Metacode print stream for a form.

- 
- **AFP (IBM Advanced Function Presentation)** — contains the AFP print stream for a form.
  - **IRF (Integrated Replacement File)** — contains BPSD tag specifications for a Windows MetaFile form.
  - **IMF (Integrated MetaFile)** — contains the information needed to display a form in Microsoft Windows.
  - **DTF (Oracle / Docuword Text Format)** — contains the data stream of a form composed in Docuword.

For example, you can delete the Metacode or AFP chain for a form if you no longer need it, because you always use a local HP printer. Thus, you only need the IMF and IRF chains.


#### To Delete a Chain

1. If the chains of the current Library aren't visible, click the left mouse button on the *plus sign* next to the name of the Library, then on the *plus sign* next to the name of the member.  
This action expands the tree-and-branch view of the Library, members, and chains.
2. Highlight the Chain name in the Forms Library panel.

---


**WARNING!** You will **NOT** receive a deletion confirmation box; therefore, double check the chain name before choosing **Delete**.

---

3. From the **Library** menu, select **Member**, select **Chain**, then select **Delete Chain...**  
-or-  
From the Tool Bar, click on the  (Delete Chain) icon.  
Library Setup deletes the chain.

#### To Rename a Chain

Use the **Rename Chain...** command to specify another name for a Member's chain.

1. If the chains of the current Member aren't visible, click the left mouse button on the *plus sign* next to the name of the member.  
This action expands the tree-and-branch view of the member and its chains.
2. Highlight the Chain name in the Forms Library panel.
3. From the **Library** menu, select **Member**, select **Chain**, then select **Rename Chain...**  
-or-  
From the Tool Bar, click on the  (Rename Chain) icon.  
The current name for the chain is highlighted, allowing you to change it.
4. Type a new name for the chain and press **ENTER**.  
Library Setup renames the chain.



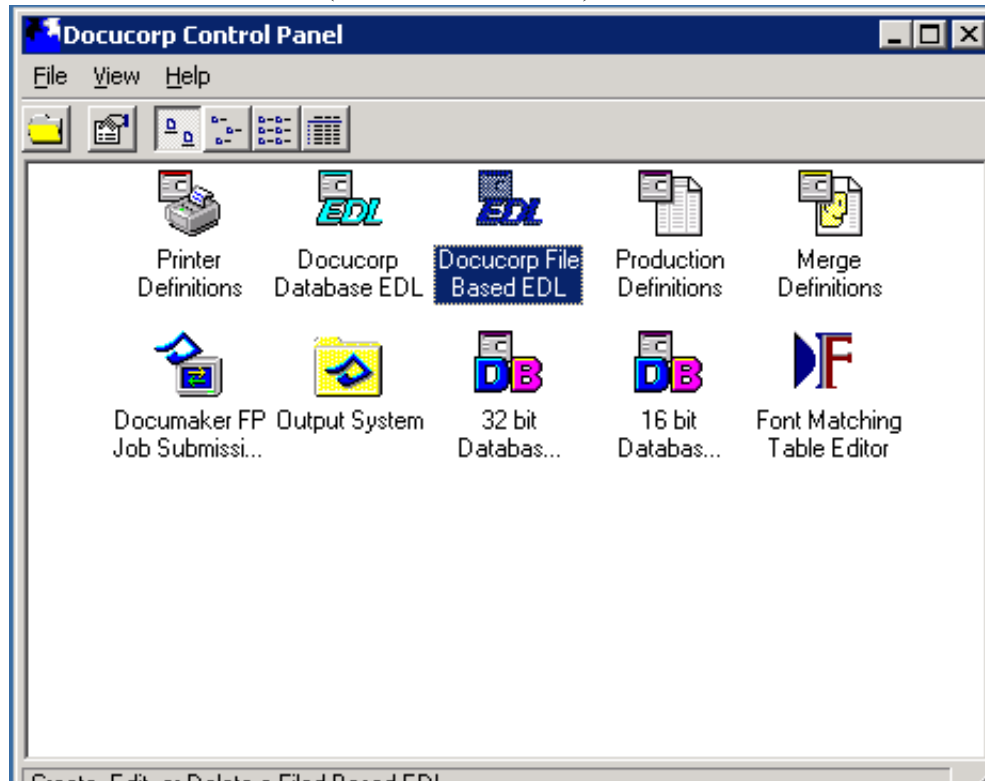
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## Chapter 5

# The File-Based EDL Object

## USING FILE-BASED EDLS

The File-Based EDL object in the Control Panel lets you create and update Form Libraries stored in flat-file (non-VLAM database) formats.



## Starting and Ending the File-Based EDL Object

The first time you start the File-Based EDL object, it prompts you to create a database file which serves as the root folder for all EDLs you will add to the database. The object also prompts you to create at least one EDL.

Once you've specified the database folder and created at least one file-based EDL, the File-Based EDL main window will appear the next time you start the object.

### To Start the File-Based EDL Object

- In the Control Panel, double-click the  (File-Based EDL) icon.

If you have started the object for the first time, follow the instructions under Creating the Database and the First EDL to set up a File-based EDL database and create your first EDL.

---

If you've already set up the database and your first File-based EDL, go to Working in the File-Based EDL Main Window.

### To Exit the File-Based EDL Object

- From the **File** menu, select **Close**.

-or-

In the upper-right-hand corner of the File-Based EDL object window, click on the  (Close) button.

The File-Based EDL object closes and returns control to the Control Panel.

## Creating the Database and the First EDL

### Before You Create Your First File-Based EDL

Before you create your first EDL, you need to determine the following:

- The platform or operating system to use:

Windows

UNIX

You can establish EDLs that can be accessed on both platforms, but if you're using UNIX, you need to set the File-based EDL interface to display UNIX directory information. See **step 4** of the following procedure.

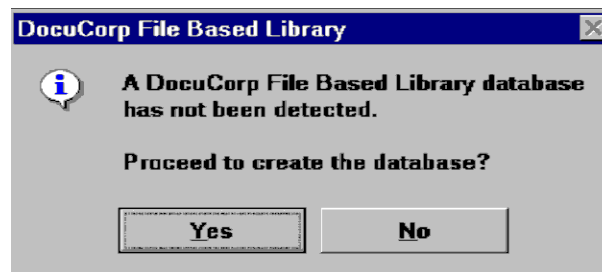
- Where to place the file-based database file — if you want the EDL database to be available to other users, then you must place the database file in a network directory to which those users have access rights.
- Where to place the Libraries you'll create and associate with the database — if you want the Libraries to be available to other users, then you must place the Library INI files in a network directory that

Has sufficient space to store the Libraries.

Has access rights for those users who will use the Libraries.

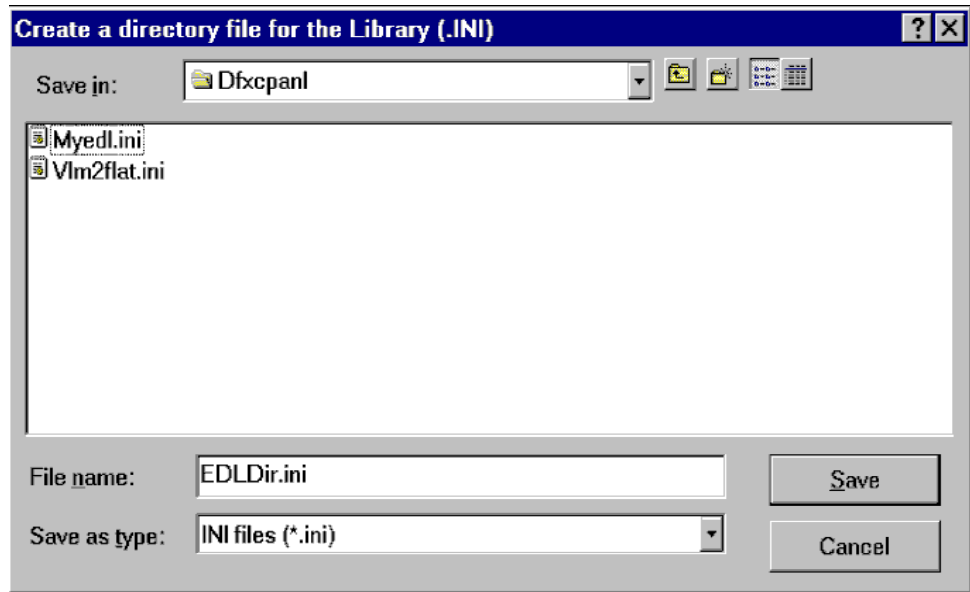
### To Create the File-Based EDL Database and Your First Library

1. When the following message displays, choose **Yes**.



---

The Create a directory file... window appears.



---

**Tip** By default, the **Create a directory file...** dialog shows the folder where the Control Panel has been installed. If you want to, you can place the database in a different folder. For example, if the database needs to be in a network folder for network access and the Control Panel installation is not in the appropriate network folder, then you can specify that folder in the following step.

---

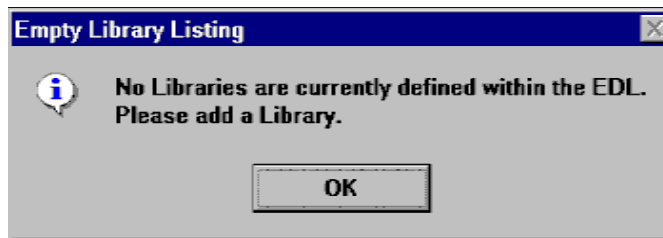
2. Do one or more of the following, as required:

If	Do this
The incorrect folder shows in the <b>Save in</b> text box	Click the arrow on the right of the <b>Save in</b> drop-down list, and then select the correct drive and/or folder.
The default file name isn't the one you want to use	In the <b>File name</b> text box, type the name of the file to use as the EDL database.
The correct file type (*.ini) doesn't show in the <b>Save as type</b> drop-down list	Click the arrow on the right of the <b>Save as type</b> drop-down list, and then select the *.ini file type.
You want to create the database file using the current specifications	Choose the <b>Save</b> button.

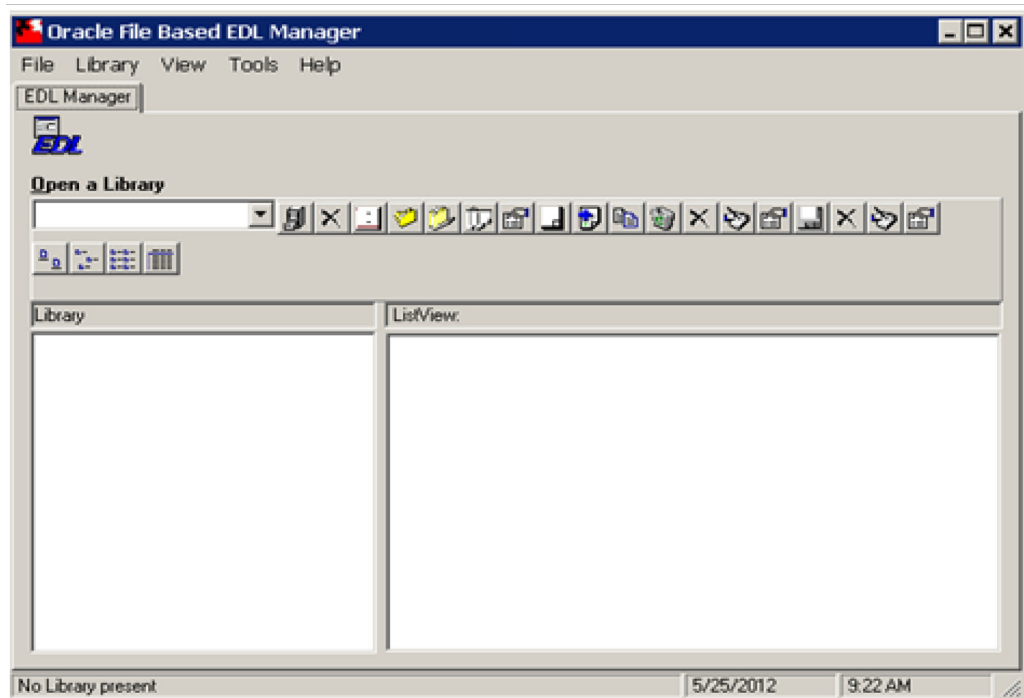
The object creates the database file you specified, and it creates entries similar to the following in your system's ISI.INI file:

```
[EDLINI]
EDLINI=C:\Oracle\DFXCPANL\EDLDir.ini
```

3. When the Empty Library Listing message displays, prompting you to define at least one EDL, choose **OK**.



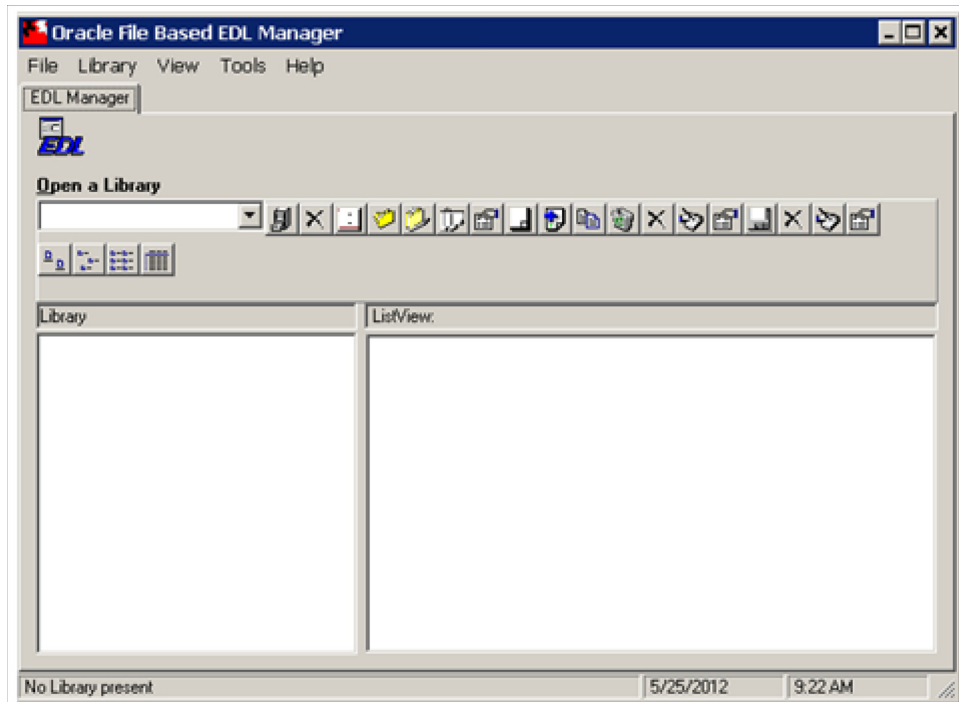
The File-Based EDL main window displays.



4. If you want to create and maintain EDLs on a UNIX platform, set up the File-based EDL interface for UNIX viewing. For details, see About Setting File-Based EDL Preferences.
5. Define a new Library. For details, see To Create a Library.

## Working in the File-Based EDL Main Window

After you've defined the EDL database and specified at least one Library, the next time you start the File-Based EDL object a window similar to the following displays.



Because you can use the File-Based EDL object window to add, modify, or delete a Library, Member, or Chain; this guide provides separate topics for these operations.

	To	Go to
Library	Open a Library	To Open a Library
Operations	See the path to the file-based EDL database file	EDL Manager opens the Library, displays the EDL name in the left-hand work area, and displays information about any Library members in the right-hand work area.
	Set the Oracle Library interface	To Set the Oracle Library Interface
	Close the File-Based EDL object	To Exit the File-Based EDL Object
	Create a new Library	To Create a Library
	Delete a Library	To Delete a Library
	Import/restore a VLAM Library to a new or existing File-based EDL	About Importing/Restoring a Library
	Automatically generate DCD chains when restoring Library members	To Generate DCD Chains from Other Chains During Library Restore
	Back up an EDL	To Back Up a File-Based EDL

	To	Go to
	Create/Modify a Backup Style	Editing Backup Styles
	Specify the Chain directories for a Library	About Specifying Library Chain Directories
	Automatically open the last-used Library on startup	About Setting File-Based EDL Preferences
	Sort alphabetically the EDL Members	About Setting File-Based EDL Preferences
	Generate a Library Report	Generating a Library Report
	View information about a Library	To View Information about a Library
Member	Create a new Member	To Create a Member
Operations	Add a Chain file to a Member	To Add a Chain File to a Member
	Create a new revision of a Member	To Create a New Member Revision
	Empty the contents of the Member, leaving the Member intact	To Delete the Contents of a Member
	Delete a Member	To Delete a Member, Members, or a Range of Members
	Rename a Member	To Rename a Member
	Find a Member	To Find a Member
	View information about a Member	To View Information about a Member
Chain	Dump a Chain	To Dump a Chain
Operations	Delete a Chain	To Delete a Chain
	Rename a Chain	To Rename a Chain
	View information about a Chain	To View Information about a Chain
UNIX View	Enable/disable UNIX interface items	About Setting File-Based EDL Preferences

### To Open a Library

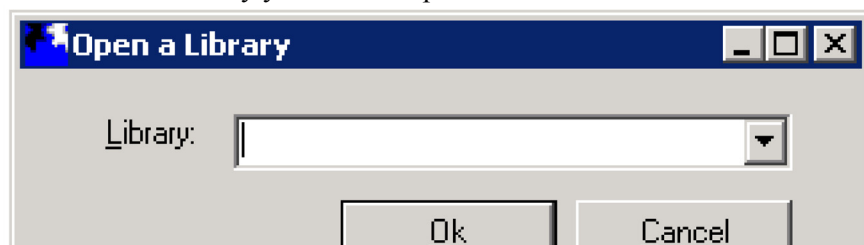
- In the File Based EDL main windows, click the arrow to the right of the **Open a Library** drop-down list, and select the Library you want to open.

-or-

In the **Open a Library** drop-down list text box, type the name of the Library and press **ENTER**.

-or-

From the Library menu, choose **Open a Library...**; in the dialog that displays, click the arrow to the right of the **Open a Library** drop-down list, and then select the Library you want to open.



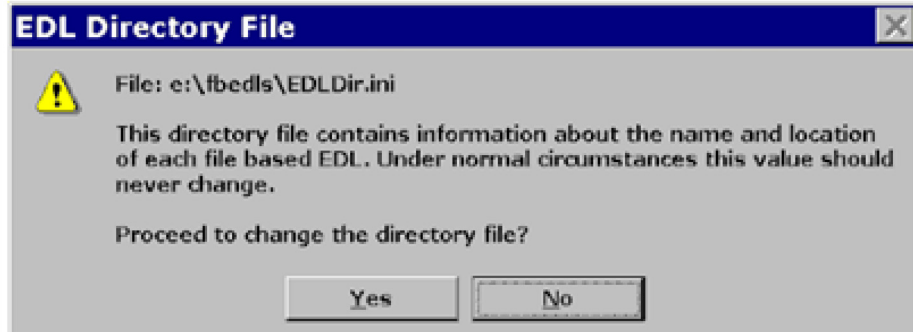
---

EDL Manager opens the Library, displays the EDL name in the left-hand work area, and displays information about any Library members in the right-hand work area.

### To See and/or Change the File-Based Database Directory File (EDLDir.ini)

1. From the **File** menu, choose **EDL Directory File**.

The EDL Directory File information window appears.



---

**Important** The EDL directory file (**EDLDir.ini** in the illustration above), which is similar to a pcVLAM database, contains pointers to one or more defined EDLs. As you add any new EDLs, the File Based EDL object will automatically add their specifications to the current EDL Directory file.

Because the object can only access one EDL Directory file at a time, **you should not change the path or name for this file unless you**

- Need forms that are not available in any of your current EDLs

-and-

- Are certain that the forms are available from another EDL Directory file setup for which you have directory access rights

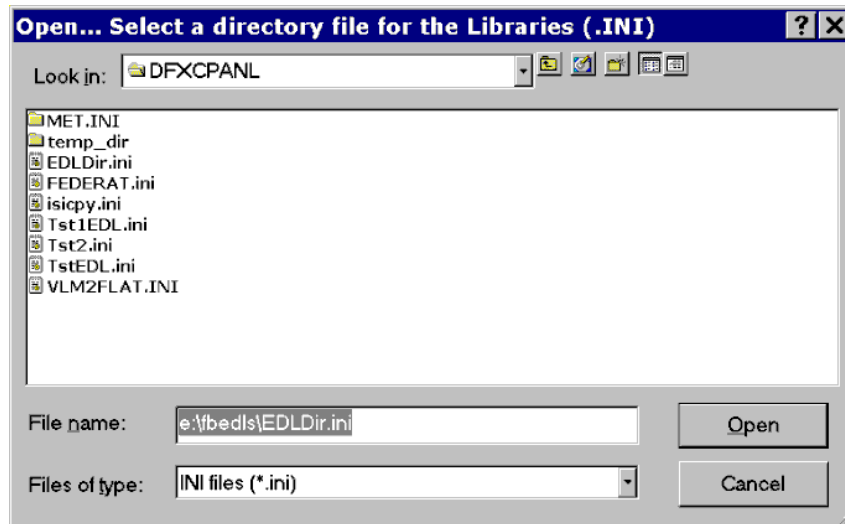
- 
2. Do one of the following:

- View the location of the EDL Directory file, and then choose **No**.

-or-

- To change the path and/or name for the file when you're finished viewing the current location, choose the **Yes** button.

The Open... Select a directory file ... window appears.



Do the following, as required:

If	Do this
The incorrect drive or folder shows in the Look in text box	Click the arrow on the right of the Look in text box, and then select the drive and/or folder where the EDL Directory file is located.
The correct folder doesn't show in the Look in list box	In the Look in list box, scroll to see more folders, or double-click a root folder to see its subfolders.
The correct EDL Directory file name doesn't show in the Look in list box	In the Look in list box, double-click the correct folder to see its contents.
The name of the EDL Directory file doesn't show in the File name text box	In the Look in list box, click to select the EDL Directory file and place it in the File name text box.
You want to load the EDL Directory file indicated by the current specifications	Choose the <b>Open</b> button.

The dialog closes and returns to the File Based EDL window.

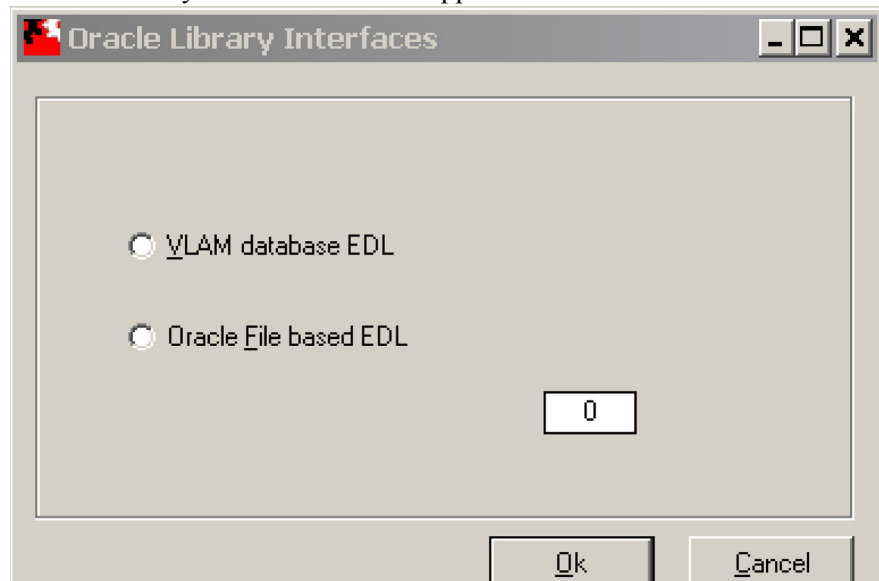
### To Set the Oracle Library Interface

1. From the **File** menu, choose **Oracle Library Interface**.



---

The Library Interfaces window appears.



2. Do one of the following:

To set the Library interface to	Choose this option button
A pcVLAM populated SQL compliant database, such as Sybase or Oracle.	VLAM database EDL
The proprietary file-based database which is populated with DOS path mappings to Library members and Chains.	File-based EDL

---

**Tip** If you chose the **File-based EDL** option in step 2, you can specify the amount of time that the File Based EDL object and other applications (e.g., a VDR, the Documaker fp Server, etc.) can use to contend for access to a File-based EDL.

The more time you specify, the more time the application(s) will have to attempt access. If you specify less time, the duration of an access attempt will be shorter, but there will also be a decreased probability of success.

If you chose the **File-based EDL** option in step 2, you can specify the amount of time that the File Based EDL object and other applications (e.g., a VDR, the Documaker fp Server, etc.) can use to contend for access to a File-based EDL.

The more time you specify, the more time the application(s) will have to attempt access. If you specify less time, the duration of an access attempt will be shorter, but there will also be a decreased probability of success.

---

3. If you want to specify the amount of time one or more Oracle applications can take to attempt to read a File-based EDL, type the time in seconds in the **Terminate access attempts after** text box.

The File-Based EDL object then sets the `RetryTimes=key` parameter in the `[DATABASE INTERFACES]` section of your `isi.ini` file. This parameter represents the number of attempts to make at opening a File-Based EDL that is locked. Each number represents about ½ second of actual time.


4. Choose **OK** to set the interface or **Cancel** to exit.

If you chose **OK**, the object sets the Control Panel's Library interface to the option you chose.

### To Create a Library

1. From the **Library** menu, choose **New Library...**

-or-

From the Tool Bar, click on the  (New Library) icon.

-or-

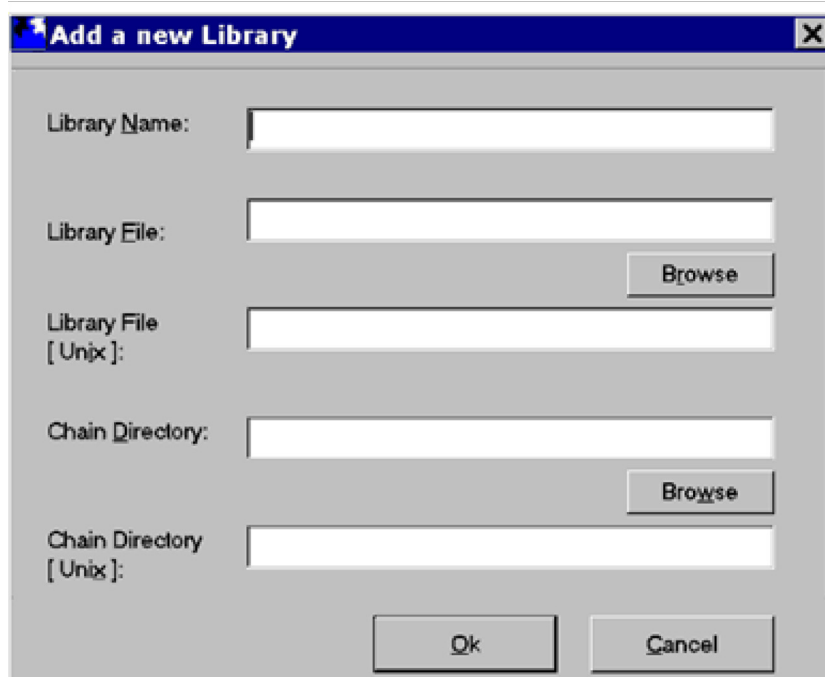
Press **CTRL + N**.

The Add a new Library window appears.

---

**Note** The following dialog shows items for working with UNIX-based Libraries. Unless you have the UNIX view turned on, the dialog you see will not have the UNIX-related items. You need the UNIX view only if you're working with a UNIX-based Oracle product that uses File-based EDLs. For details about turning the UNIX view on or off, see About Setting File-Based EDL Preferences.

---



2. In the **Library Name** text box, type a name for a new Library (up to 8 characters).
3. Press **TAB**.

The object automatically populates the **Library File** text box (and the **Library File [UNIX]** text box if the UNIX View has been turned on) with default path(s) for the new Library INI file.

4. If you don't want the Library file to be placed in the default path(s) shown as the result of step 3, do the following:

If	Do this
You want to change the default <b>Library File</b> MS DOS path	In the <b>Library File</b> text box, enter the MS DOS path and file name to hold the EDL specifications — including the <b>.ini</b> extension for the file name. -or- Choose the <b>Browse</b> button, and then locate the path and specify the file name to hold the EDL specifications. For details about using the Browse feature for Library files, see To Browse for the Location to Save a Library File.
You have the UNIX view turned on (you're also setting up a UNIX path for the Library specifications)	<b>Important:</b> If you changed the DOS path, you must also change the UNIX path to the equivalent directory structure. In the <b>Library File (UNIX)</b> text box, enter the equivalent UNIX path and file name to hold the EDL — including the <b>.ini</b> extension for the file name.

---

**Note** The default Chain directory **.../Chn** stores Chain files of any type. Use this directory exclusively if you want a single directory to contain all of these files. You cannot delete the **.../Chn** directory once you create it.

---

5. Do the following:

To	Do this
Specify a DOS directory to hold the EDL Chains	In the <b>Chain Directory</b> text box, enter the MS DOS directory path to hold the Chains.  -or-  Choose the <b>Browse</b> button, and then locate the path to hold the Chains. For details about using the Browse feature for locating Chain directories, see To Browse for a Folder.
Specify a UNIX directory to hold the EDL Chains when you have the UNIX view turned on	<b>Important:</b> The DOS path and the UNIX path for the Chain directories must have equivalent directory structures.  In the <b>Chain Directory (UNIX)</b> text box, enter the equivalent UNIX path to hold the Chains.

6. If the Library name and path are correct, choose **OK**.

The object generates entries similar to the following (UNIX entries are also shown) in the database directory INI file:

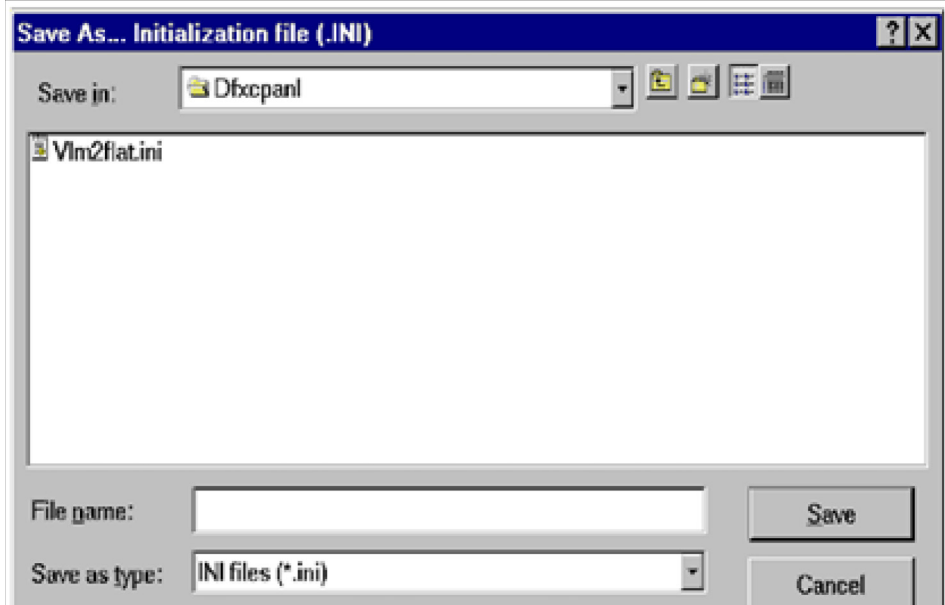
```
[EDL Directory]
EDLs=1
EDL1=MREDL_2
EDL1_INI=E:\FBEDLS2\mredl_2.ini
EDL1_ux_INI=/FBEDLS2/mredl_2.ini
```

Also, the object creates entries similar to the following in the Library INI file you've defined:

```
[*MREDL_2*]
ChnDir=E:\FBEDLS2\
Chn_ux_Dir=/FBEDLS2/
```

### To Browse for the Location to Save a Library File

After you choose the Browse button, the Save As... Initialization file window appears.



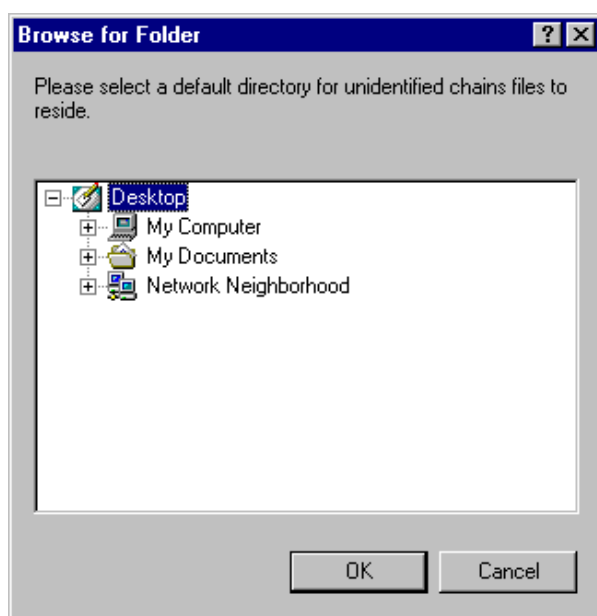
- Do the following, as required:

To	Do this
Specify a different folder to hold the Library	Click the arrow on the right of the <b>Save in</b> drop-down list, and then select a different drive and/or folder.
Enter the name of the file to hold the Library	In the <b>File name</b> text box, type the name of the file (the dialog will automatically append the <b>.ini</b> extension to the name).
Save the Library file using the current specifications	Choose the <b>Save</b> button.

The dialog closes and the path and file name you've specified appear in the text box.

### To Browse for a Folder

After you choose the Browse button, the Browse for Folder window appears.



- To locate the appropriate directory, navigate through your directory structure by doing as many of the following as required:

If	Do this
The path to the directory doesn't appear in the browser	Click the left mouse button on the <b>plus sign</b> — <b>+</b> — next to the name of the appropriate domain to expand its contents.
The correct directory doesn't show in the browser	Click the left mouse button on the <b>plus sign</b> — <b>+</b> — next to the name of the appropriate drive and/or root directory to expand its contents.
The correct directory isn't highlighted in the browser	Click the left mouse button on the directory to highlight it.
You want to open the directory with the current specifications	Choose the <b>OK</b> button.

The dialog closes and the path you've specified displays in the text box.

---

## To Delete a Library

Use the Library>Delete a Library command to erase a library and all its members.


---

**WARNING!** If you delete a library, you will also automatically delete all its members. Be sure you want this to occur before deleting the library.

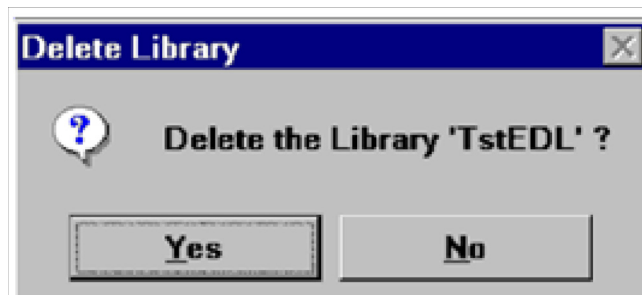
---

1. From the **Library** menu, select **Delete a Library**.

-or-

From the Tool Bar, click on the  (Delete Library) icon.

The Delete Library window appears.



2. Verify that the Library name is correct.
3. Choose **Yes** to delete the Library. Otherwise, choose **No**.  
If you chose **Yes**, the object deletes the Library you specified.

## About Importing/Restoring a Library

Use the Restore>Import a Library command when you want to restore a VLAM-based mainframe or pcVLAM-based client/server Library that has been backed up with the Library>Backup/Restore>Backup Library command of the Control Panel's Electronic Document Libraries object (or equivalent function in another VLAM backup utility).

You can

- **Import a new Library.** This option lets you create a File-based EDL from a VLAM Library backup file when the File-based EDL is not already defined.
- or-
- **Restore an existing Library.** This option lets you load data from a VLAM backup file to a File-based EDL if it is already defined.

## Automatic DCD Chain Generation During a Restore

As you restore the Library, you can also generate DCD (Oracle Compound Document) Chains from the META, AFP, or DTF Chains of the Library Members.

Because Oracle new-generation products use DCD Chains to convert between mainframe and Windows print-data streams, we recommend that you generate DCD Chains for all your File-based EDL members.

---

## File-Based EDL Restore Limitations

The data that you restore to a File-based EDL is constructed from a flat **.ini** file (libraryname.ini). The following list contains the fields that are present in the pcVLAM database table; however, these fields are NOT restored to a File-based EDL:

DIRECTORY	FLAGS	SPARE
PDS_NAME	DESC_ID	INFO_ID
NEW_ROWID	ARCV_TIME	ARCV_DATE
RESERVED1	RESERVED2	RESERVED3
RESERVED4	RESERVED5	RESERVED6
LOCK_UID	ROWID	

### To Import to a New Library or Restore to an Existing Library

1. If you want to restore a backed up VLAM Library to an **existing File-Based Library**, you must already have that Library open before you proceed. For details about opening a Library, see To Open a Library.
2. From the **Library** menu, choose **Backup/Restore Library**, and then choose **Restore/Import a Library...** from the sub menu.

-or-

On the Tool Bar, click the  (Restore ... EDL ...) icon.

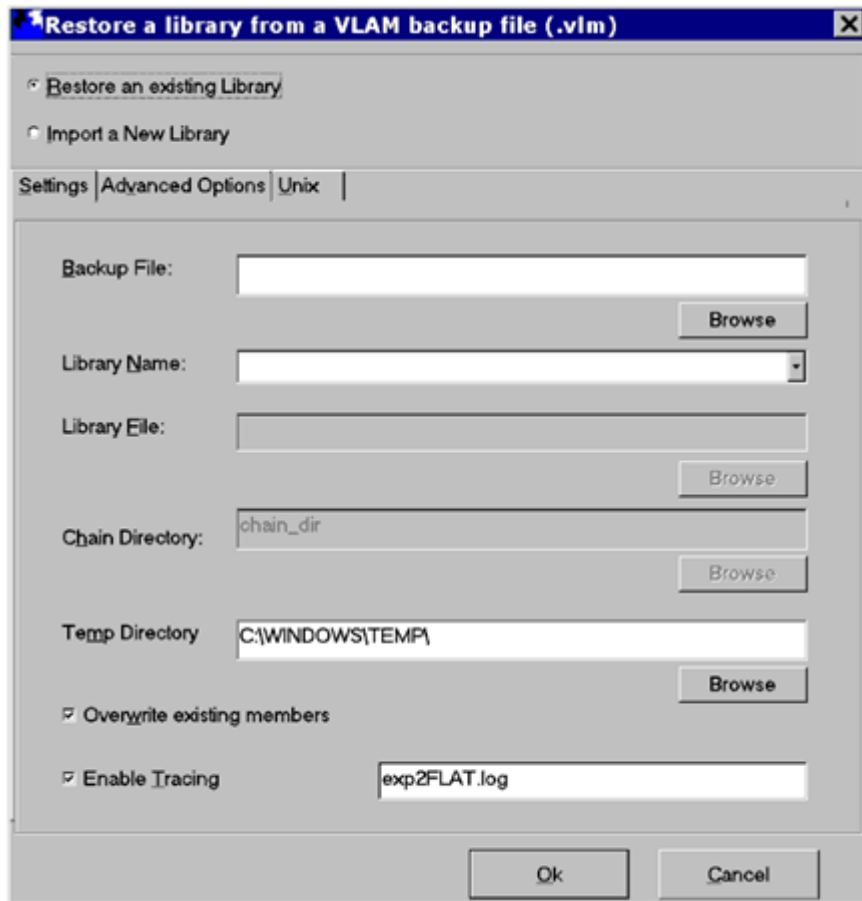
The Restore/Import a Library ... window appears..

---

**Note** The following dialog shows a tab for working with UNIX-based Libraries. Unless you have the UNIX view turned on, the dialog you see will not have the UNIX tab.

You need the UNIX view only if you're working with a UNIX-based Oracle product that uses File-based EDLs. For details about turning the UNIX view on or off, see the two topics starting with About Setting File-Based EDL Preferences.

---



3. Do one of the following:

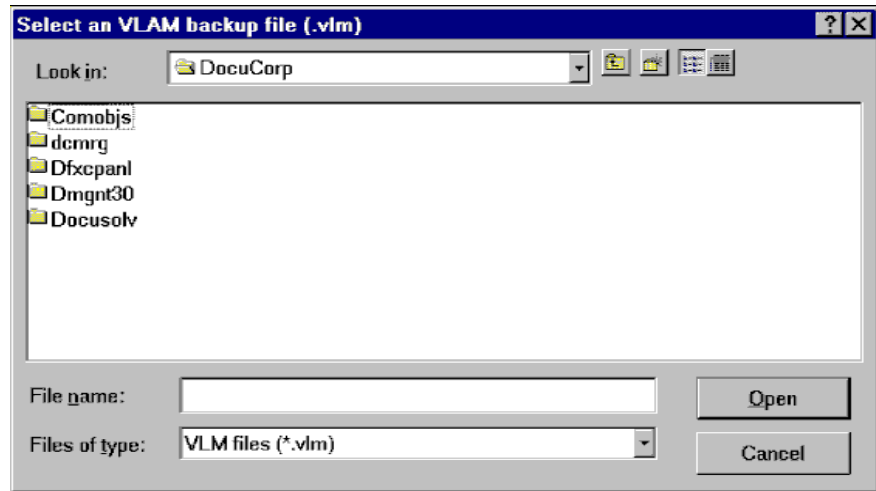
To	Choose this option button
Load data from a VLAM Library backup file to a previously opened File-based EDL	<b>Restore an existing Library</b>
Populate a new File-based EDL with data from a VLAM Library backup file	<b>Import a New Library</b>

4. Under **Backup File**, do one of the following:

- Enter the path and backup file name — including the **.vlm** extension for the file name.
- or-
- Choose the **Browse** button.



The Select a VLAM backup file... window appears.



Do any of the following, as required:

If	Do this
The incorrect drive or folder shows in the Look in text box	Click the arrow on the right of the Look in text box, and then select the drive and/or folder where the backup file is located.
The correct folder doesn't show in the Look in list box	In the Look in list box, scroll to see more folders, or double-click a root folder to see its subfolders.
The correct backup file name doesn't show in the Look in list box	In the Look in list box, double-click the correct folder to see its contents.
The name of the backup file doesn't show in the File name text box	In the Look in list box, click to select the backup file and place it in the <b>File name</b> text box.
You want to load the backup file indicated by the current specifications	Choose the <b>Open</b> button.

The dialog closes and the path and file name you've specified appear in the **Backup File** text box.

5. Do one of the following:

To	Do this
Load data from a backup file into a File-based EDL you've already opened (Import)	Click on the drop-down arrow next to the <b>Library Name</b> text box, and select the name of the EDL from the list
Populate a new File-based EDL with data from a backup file (Restore)	In the <b>Library Name</b> text box, type the name of a new EDL (of up to eight characters)

6. If you're going to load data from a backup file to a **previously opened** File-based EDL, go to **step 8**.

Otherwise, if you're going to populate a **new File-based EDL** with data from a backup file, do one of the following:

To	Do this
Specify an EDL that has Windows naming conventions and is located in a Windows directory	In the <b>Library File</b> text box, enter the MS DOS path and file name for the EDL — including the <b>.ini</b> extension for the file name. -or- Choose the <b>Browse</b> button, and then locate the path and file name for the EDL. For details about using the Browse feature for Library files, see To Browse for a Library File.
Specify an EDL that has UNIX naming conventions and is located in a UNIX directory	<b>1</b> In the Restore/Import a Library ... dialog, choose the <b>UNIX</b> tab. <b>2</b> In the <b>Library File</b> text box, enter the UNIX path and file name for the EDL — including the <b>.ini</b> extension for the file name.

7. If you're going to populate a **new File-based EDL** with data from a VLAM Library backup file, do one of the following:

To	Do this
Specify the Windows directory that holds the EDL Chains	In the <b>Chain Directory</b> text box, enter the MS DOS directory path for the Chains. -or- Choose the <b>Browse</b> button, and then locate the directory for the Chains. For details about using the Browse feature for locating Chain directories, see To Browse for a Folder.
Specify a UNIX directory that holds the EDL Chains	In the <b>Chain Directory</b> text box located on the UNIX tab, enter the UNIX directory path that contains the Chains.

8. If you want to change the default or existing directory for temporary files, under **Temp Directory**, do one of the following:

---

**Note** Choose a drive for the Temp Directory that has sufficient space (300 MB or more) to contain all the temporary files.

---

- Enter the path for the directory to temporarily hold the Chain files.  
-or-
  - Choose the **Browse** button, and then locate the Temp Directory. For details about using the Browse feature, see To Browse for a Folder.
9. If you're going to populate a **new File-based EDL** with data from a VLAM Library backup file, go to **step 10**.

Otherwise, if you're going to load data from a VLAM Library backup file to a previously opened File-based EDL, do one of the following:

If	Do this
You don't want to replace existing Library members with like-named members from the backup file	Deselect the <b>Overwrite existing members</b> check box.
You want to replace existing Library members with like-named members from the backup file	Select the <b>Overwrite existing members</b> check box.

---

10. Do one of the following:

If	Do this
Your restores have been successful and you want to lessen the time it takes to do the next restore	Deselect the <b>Enable Tracing</b> check box.
Your attempt to restore a backed up Library failed and you want to use a trace program to determine the cause	Select the Enable Tracing check box. Accept the default trace log file path and name, or enter a path and name of your choosing in the Enable Tracing text box.

---

**Tip** When you restore a pcVLAM-based EDL into a File-based EDL, you have the option of automatically generating Oracle Compound Document (DCD) Chains for Library members that already have the following Chains:

- Xerox Metacode (MET)
- IBM AFP (AFP)
- Oracle Text Format (DTF)

Because Oracle new-generation products use DCD Chains to convert between these mainframe and Windows print-data streams, we recommend that you generate DCD Chains for all your File-based EDL members. For details, see the following step.

---

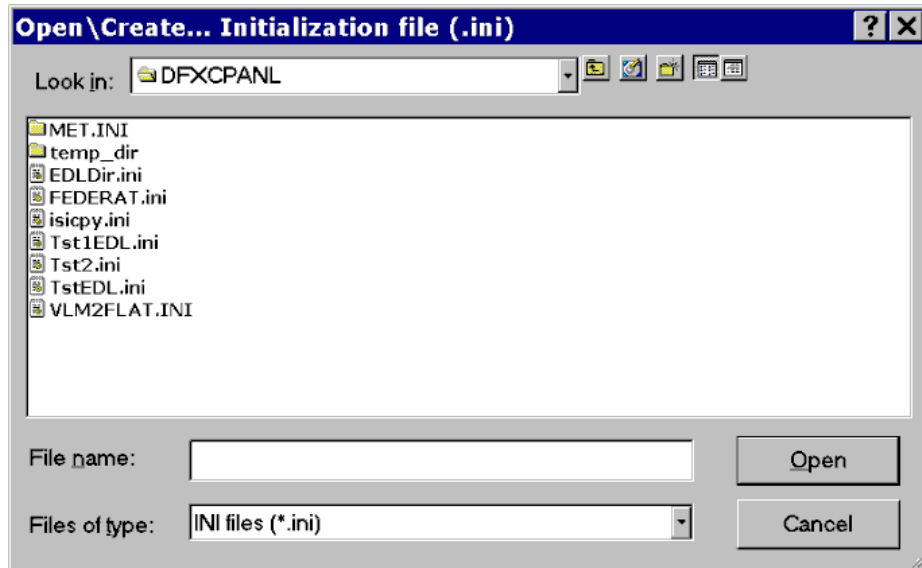
11. If you want to automatically generate DCD Chains from Metacode, AFP, or DTF Chains as the EDL is restored, perform the procedure under To Generate DCD Chains from Other Chains During Library Restore, before returning to this procedure.
12. To start restoring to the Library, choose the **OK** button. Otherwise, choose the **Cancel** button.

If you chose OK, the object restores the VLAM backup file you specified.

---

## To Browse for a Library File

After you choose the Browse button, the Open\Create... Initialization file ... window appears.



Do the any of the following, as required:

To	Do this
Specify a different folder for the Library	Click the arrow on the right of the <b>Look in</b> drop-down list, and then select a different drive and/or folder.
Enter the name of the file to hold the Library	In the <b>File name</b> text box, type the name of the file (the dialog will automatically append the .ini extension to the name).
Open the Library file using the current specifications	Choose the <b>Open</b> button.

The dialog closes and the path and file name you've specified appear in the text box.

## To Generate DCD Chains from Other Chains During Library Restore

---

**Important** To automatically generate DCD Chains from Library-Member Metacode, AFP, or DTF Chains as you do a restore, **you must have defined a Print Definition for each of the Chain types involved, including the DCD Chain.**

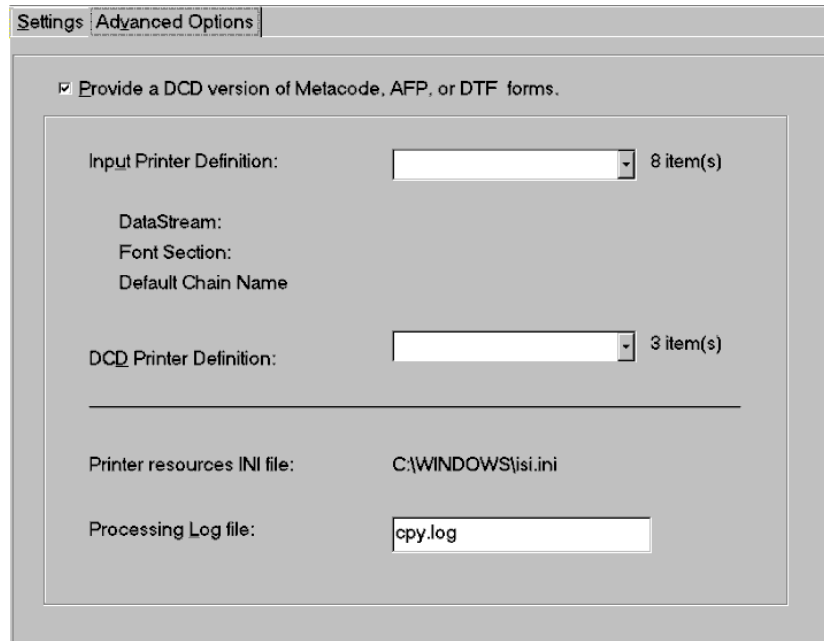
For details about defining Print Definitions, see Using Printer Definitions.

**The system on which you do the restore must also have access to the original ISI.INI file which was active when the Library Members were composed.** This ISI.INI must contain the following:

- All PFMs that were used to compose the EDL form Members
- All PrintDefinitions that were used to compose the EDL form Members

- 
1. In the Restore/Import a Library ... dialog, choose the **Advanced Options** tab.
  2. Choose the **Provide a DCD version of Metacode, AFP, or DTF forms** check box.

The Advanced Options tab changes to resemble the following:



3. Click on the drop-down arrow next to the **Input Printer Definition** text box, and then select the name of a Metacode, AFP, or DTF Print Definition.
4. Click on the drop-down arrow next to the **DCD Printer Definition** text box, and then select the name of a DCD Print Definition.
5. If you want to change the name of the log file for the DCD conversion (the File-based EDL object writes the file to the same directory that contains the isi.ini file), in the **Processing Log file** text box, enter a new DOS-formatted name for that file.

### To Back Up a File-Based EDL

1. To back up a File-based EDL, you must already have that Library open before you proceed. For details about opening a Library, see To Open a Library.
2. Do any of the following

If	Do this
You want to back up the entire Library, including all of its Chain types -And- You don't want to change the name of the log file for the EDL backup	Go to <b>step 3</b> following this table.
You want to back up one or more specific Chain types (META, AFP, DCD, or DTF), but not all Chain types	<ol style="list-style-type: none"> <li>1 From the Tools menu, choose <b>Options</b>. The Options dialog opens.</li> <li>2 If it's not already showing, choose the <b>Backup</b> tab. The Backup tab changes to resemble the following:</li> </ol>

Preferences Backup


Select only specific chain identifier (META, AFP, DCD...)

Processing log : Flt2Vlm.log

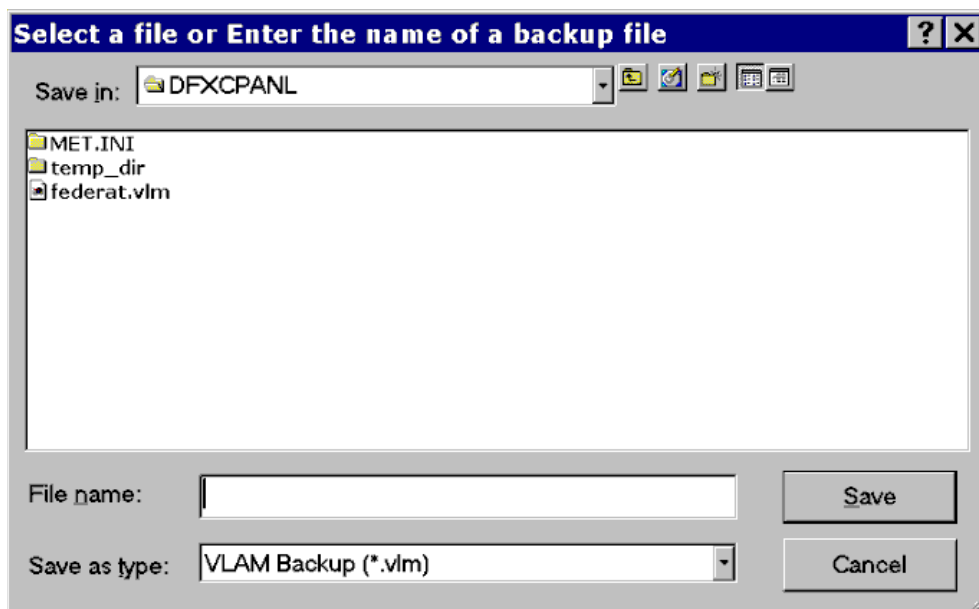
	<ol style="list-style-type: none"> <li>3 Choose the <b>Select only specific chain identifier ....</b> check box.</li> <li>4 In the associated text box, enter one or more of the Chain identifiers you want to back up, separating each except the last with a space and comma.</li> </ol>
<p>You want to change the name of the <b>log file</b> for the EDL backup</p>	<ol style="list-style-type: none"> <li>1 From the Tools menu, choose <b>Options</b>. The Options dialog opens.</li> <li>2 If it's not already showing, choose the <b>Backup</b> tab as shown above.</li> <li>3 In the <b>Processing Log file</b> text box, enter a new DOS-formatted name for that file.</li> </ol>

1. From the **Library** menu, choose **Backup/Restore Library**, and then choose **Back Up a Library...** from the sub menu.

-or-

On the Tool Bar, click the  (Backup an existing EDL ...) icon.

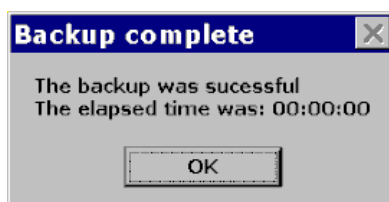
The Select a file ... name of a backup file window appears.



2. Do the following, as required:

If	Do this
The incorrect drive or folder shows in the Save in text box	Click the arrow on the right of the Save in text box, and then select the drive and/or folder to hold the backup file.
The correct folder doesn't show in the Save in list box	In the Save in list box, scroll to see more folders, or double-click a root folder to see its subfolders.
The correct backup file name doesn't show in the Save in list box	In the Save in list box, double-click the correct folder to see its contents.
The name of the backup file doesn't show in the File name text box	In the Save in list box, click to select the backup file name and place it in the <b>File name</b> text box. -or- In the <b>File name</b> text box, type a name of eight characters or less for the backup file.
You're ready to use the backup file indicated by the current specifications	Choose the <b>Save</b> button.

The dialog closes and the object performs a back up of the specified Library to the specified backup file, and then displays the following message:



3. Choose **OK** to complete the backup operation.

---

## Editing Backup Styles

Use the Library>Edit Backup Styles command to specify member names, and historical and identifying information to use in searching a Library for the appropriate members to back up.

### To Edit Backup Styles

- From the **Library** menu, select **Backup/Restore Library**, then select **Edit Backup Styles...**

The Backup Style Editor window appears.

The screenshot shows the Backup Style Editor window. At the top, there is a 'Style:' dropdown menu with 'NewStyle1' selected and a 'count=1' label. On the right side, there are buttons for 'Add Style', 'Delete Style', 'Save Style', 'Clear Style', and 'Done'. The main area contains several fields: 'Member:' with a dropdown 'is after' and a text box 'B\*'; 'Revision:' with a dropdown 'is less than' and a text box '3'; 'Description:' with a dropdown and a text box; 'Effective:' with a dropdown and a text box; 'Modification:' with a dropdown 'is after' and a text box '2001-02-01'; and 'DIN(s):' with a dropdown and a text box. At the bottom, there are two checkboxes: 'Select only those members with the latest revision.' and 'Select only members with these chains:' followed by a text box.

Because you can use the Backup Style Editor window to view, create, modify, or delete Backup Styles, this guide provides separate topics for each procedure.

If you need to	See
Create a Backup Style	To Create a Backup Style
Modify a Backup Style	To Modify a Backup Style
View the selection criteria associated with a Backup Style	To View a Backup Style
Save a Backup Style	To Save a Backup Style
Delete a Backup Style	To Delete a Backup Style
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Style Editor	To Close the Backup Style Editor

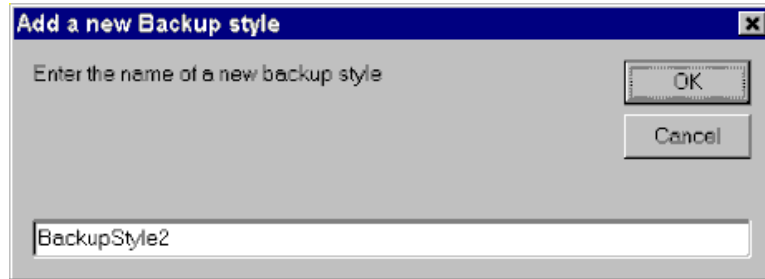


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## To Create a Backup Style

1. Click **Add Style** in the Backup Style Editor window.

The Add a new Backup style window appears.



2. Type the name of the backup style you want to create, and then click **OK**. You're returned to the Backup Style Editor dialog. For more information about modifying a backup style, see [To Modify a Backup Style](#).

## To Modify a Backup Style

1. If the desired Backup Style is displayed in the Backup Style Editor window, see [To View a Backup Style](#).
2. If you need to specify one or more selection conditions based on

**Member name** (up to 32 characters)

**Description** (up to 36 characters)

do the following:

To specify	Do this
One or more selection conditions	<p>Press <b>TAB</b> to reach, or click on, the appropriate drop-down list box.</p> <p>Choose a serial condition for selection:</p> <ul style="list-style-type: none"><li>• <b>Matches</b> (select all items matching the specified item)</li><li>• <b>Is Before</b> (select all items before the specified item)</li><li>• <b>Is After</b> (select all items after the specified item)</li><li>• <b>Does Not Match</b> (select all items except the specified item)</li></ul> <p>Enter the letters to define an item.</p> <p><b>TIP:</b> If you don't know the exact spelling for an item, or you want to extend the range of the search, you can include one or more of the following wildcards in your entry:</p> <ul style="list-style-type: none"><li>* (place holder for any number of characters)</li><li>? (place holder for one character only)</li></ul>

3. If you need to specify one or more selection conditions based on

**Revision** (up to 5 digits)

**DTN** (up to 5 digits each; you may enter multiple DTNs separated by commas)

do the following:

To specify	Do this
One or more selection conditions	<p>Press Tab to reach, or click on, the appropriate drop-down list box.</p> <p>Choose a serial condition for selection:</p> <ul style="list-style-type: none"> <li>• Equals (select all items equal to the specified item)</li> <li>• Is Less Than (select all items less than the specified item)</li> <li>• Is Greater Than (select all items greater than the specified item)</li> <li>• Is Not Equal To (select all items except the specified item)</li> </ul> <p>Enter the numbers to define an item.</p> <p>TIP: If you want to extend the range of the search, you can include one or more of the following wildcards in your entry:</p> <ul style="list-style-type: none"> <li>* (place holder for any number of characters)</li> <li>? (place holder for one character only)</li> </ul>

- If you need to specify one or more selection conditions based on
  - Effective Date** (10 characters in YYYY/MM/DD format)
  - Modification Date** (10 characters in YYYY/MM/DD format)

do the following:

To specify	Do this
One or more selection conditions	<p>Press Tab to reach, or click on, the appropriate drop-down list box.</p> <p>Choose a serial condition for selection:</p> <ul style="list-style-type: none"> <li>• Is (only select the specified item)</li> <li>• Is Before (select all items before the specified item)</li> <li>• Is After (select all items after the specified item)</li> <li>• Is Not (select all items except the specified item)</li> </ul> <p>Enter the numbers to define an item.</p> <p>TIP: If you want to extend the range of the search, you can include one or more of the following wildcards in your entry:</p> <ul style="list-style-type: none"> <li>* (place holder for any number of characters)</li> <li>? (place holder for one character only)</li> </ul>

- To specify a selection condition based on the latest revision, choose the **Select only those members with the latest revision** check box.
- To specify a selection condition based on the chain files stored with a member, choose the **Select only members with these chains** check box and enter the chain(s) associated with this member. The chain name(s) consist(s) of up to four characters; you can enter multiple chain names, separated by commas.
- Do any of the following:

If you need to	See
Save a Backup Style	To Save a Backup Style
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Style Editor	To Close the Backup Style Editor

This concludes the procedure for modifying a Backup Style.

---

## To View a Backup Style

1. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to view.

The selection conditions associated with the Style display in the Backup Style Editor window.

2. Do any of the following:

If you need to	See
Modify a Backup Style	To Create a Backup Style
Delete a Backup Style	To Delete a Backup Style
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Style Editor	To Close the Backup Style Editor

## To Save a Backup Style

1. To save the Style, choose the **Save Style** button.

Library Setup saves the Backup Style.

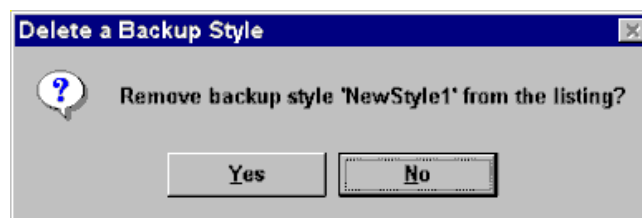
2. Do any of the following:

If you need to	See
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Style Editor	To Close the Backup Style Editor

## To Delete a Backup Style

1. If the desired Backup Style isn't displayed in the Backup Style Editor window, see To View a Backup Style.
2. In the Backup Style Editor window, choose the **Delete Style** button.

The Delete a Backup Style window appears.



3. Click **Yes** to delete the style; otherwise, click **No** to cancel.

Library Setup deletes the Backup Style.

- 
4. Do any of the following:

If you need to	See
Clear the current specifications and start entering settings for a new Style	To Clear a Backup Style
Close the Backup Style Editor	To Close the Backup Style Editor

### To Clear a Backup Style

- In the Backup Style Editor window, choose the **Clear Style** button.

The Backup Style Editor clears all previous settings.

### To Close the Backup Style Editor

- In the Backup Style Editor window, choose the **Done** button.

Library Setup returns to the main Library Setup window.

### To Perform a Selective Backup

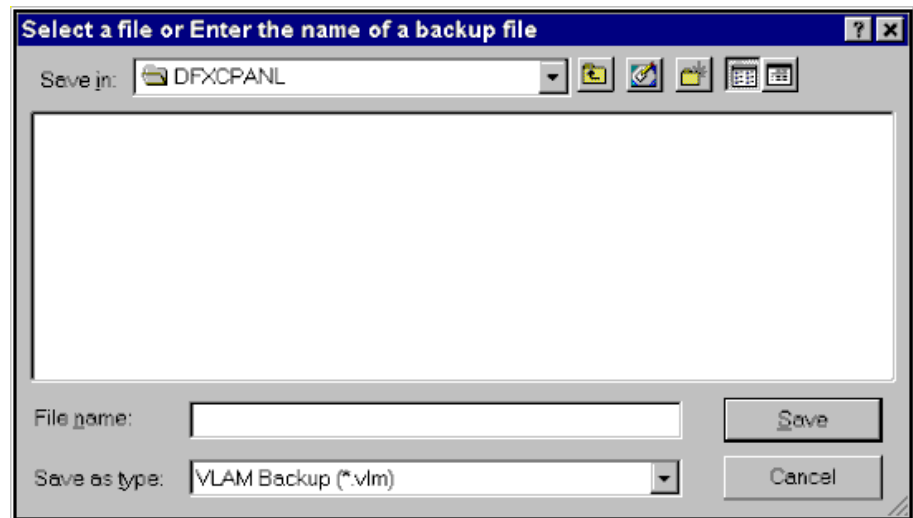
1. From the **Library** menu, select **Backup/Restore Library**, then select **Selective Backup...**

The Select a Backup Style window appears.

2. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to use.

3. Choose the **Ok** button.

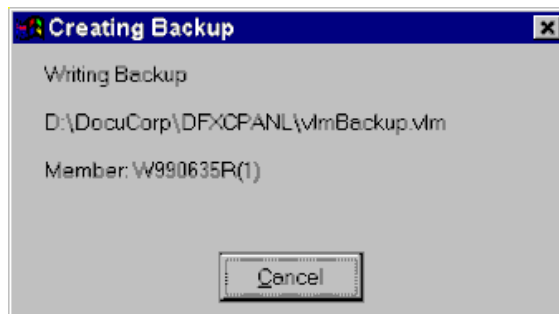
The Select a File ... window appears.



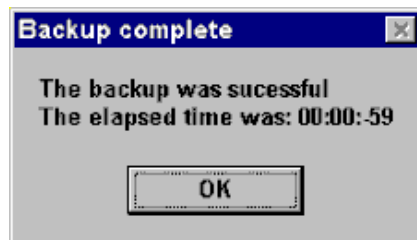
4. In the **Save In** drop-down list box, use the mouse to select a folder in which to store the Backup.
5. In the **File Name** text box, type the name of the Backup File.
6. In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type (**VLAM Backup file** should be selected).

- 
- To start backing up the Library, choose the **Save** button. Otherwise, choose the **Cancel** button.

The Creating Backup window appears.



When the backup is complete, the Backup complete window appears.



- Choose the **Ok** button.

Library Setup returns to the main Library Setup window.

### About Specifying Library Chain Directories

Use the Library>Chain Directories command to update the directories that hold any of the following types of Chains:

- **AFP** (IBM Advanced Function Presentation)
- **META** (Xerox Metacode)
- **DCD** (Oracle Compound Document)
- **DTF** (Docuflex text format)

You can specify both MS DOS- and UNIX-based directories to hold Chains. If you want to specify a UNIX directory path for a chain type, you must first specify the equivalent DOS directory path.

### To Update Library Chain Directories:

---

**Note** The default Chain directory **.../Chn** stores Chain files of any type. Use this directory exclusively if you want a single directory to contain all of these files. You cannot delete the **.../Chn** directory once you create it.

---

---

1. To add, change, or delete an EDL Chain directory, you must already have that EDL open before you proceed. For details about opening a EDL, see To Open a Library.

2. From the **Library** menu, select **Chain Directories...**

-or-

From the Tool Bar, click on the  (Chain file directories) icon.

-or-

Press **F4**.

A **Chain Directories assigned to...** dialog, similar to the following displays.

---

**Note** The following dialog shows a button for switching between DOS and UNIX directories. If you don't have the UNIX view turned on, the dialog won't have the Edit DOS/UNIX button.

You need the UNIX view only if you're working with a UNIX-based Oracle product that uses File-based EDLs. For details about turning the UNIX view on or off, see the two topics starting with About Setting File-Based EDL Preferences.

---



Any Chains that have currently assigned directories appear in the **Standard** (MS DOS) and **UNIX Chain Directories** list boxes.

---

Because you can use the **Chain Directories assigned to...** dialog to add, modify, or delete a Chain directory, this guide provides separate topics for these procedures.

To do this for a Chain directory	Go to
Add	To Add a Chain Directory
Edit	To Edit a Chain Directory
Remove	To Remove a Chain Directory

## To Add a Chain Directory

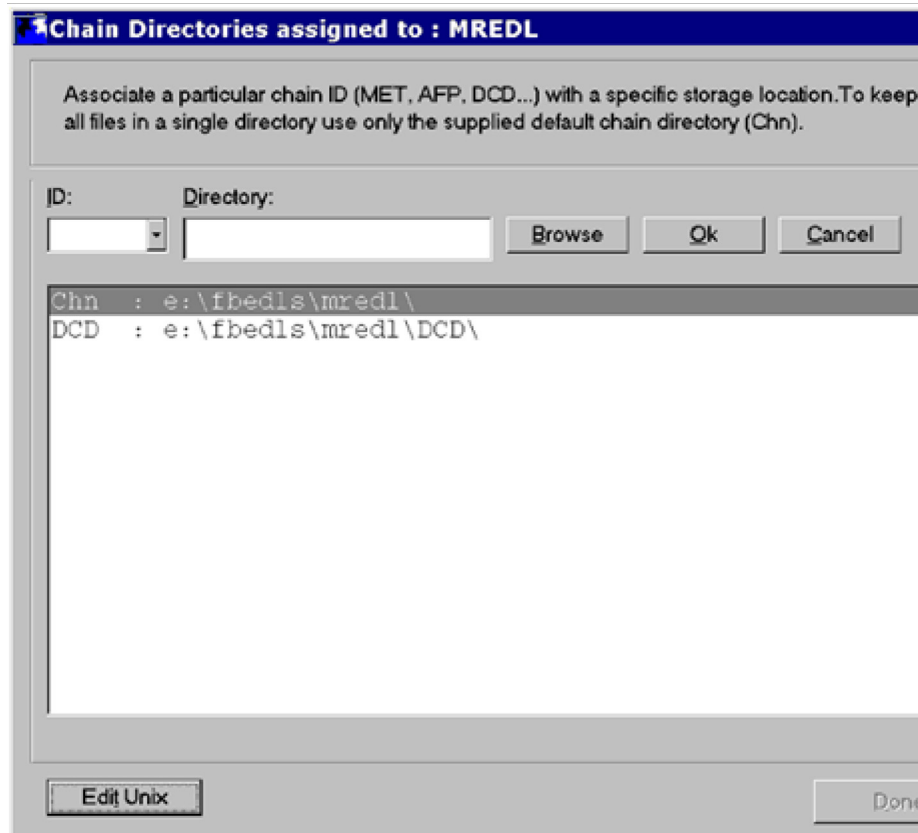
---

**Important** Before you specify a UNIX directory path for a Chain type, you must first specify the equivalent DOS directory path.

---

1. If you have the UNIX view enabled, choose the **Edit DOS** button in the **Chain Directories assigned to...** window.
2. Choose the **Add** button.

The dialog changes into its Add mode (the Edit DOS view shows in the following example).



3. From the ID drop-down list (the list only shows those Chain types for which no current Chain directory exists), choose one of the following types of Chains:

**AFP** (IBM Advanced Function Presentation)

**META** (Xerox Metacode)

---

## DCD (Oracle Compound Document)

## DTF (Docuflex text format)

### 4. Do the following:

To	Do this
(Required.) Specify a Windows path to hold the Chain type	<ul style="list-style-type: none"><li>• In the <b>Directory</b> text box, enter the MS DOS path where the Chains will be located -or-</li><li>• Choose the <b>Browse</b> button, and then locate the path to hold the Chains. For details about using the Browse feature to specify a Chain directory, see To Browse for a Folder.</li><li>• Ensure that you have specified the complete path, including the Chain type directory (e.g.,...\<b>META</b>).</li></ul> <p><b>TIP:</b> If you have not already created the Chain type directory, the object will create this directory for you.</p> <ul style="list-style-type: none"><li>• Choose the <b>OK</b> button.</li></ul>
(Optional, and you have the UNIX view turned on.) Specify a UNIX directory path to hold the Chain type	<ul style="list-style-type: none"><li>• Choose the Edit UNIX button.</li><li>• Choose the Add button.</li><li>• In the ID text box, enter the Chain type to store in the directory (i.e., AFP, META, DCD, or DTF).</li><li>• In the Directory text box, enter the complete UNIX directory path where the Chains will be stored.</li><li>• This path must be the UNIX equivalent of the DOS path you specified above. For example, if you entered E:\FBEDLS\MREDL\META\ for the DOS path, then you must enter /FBEDLS/MREDL/META/ as the UNIX path.</li><li>• Choose the OK button.</li></ul>

### 5. If you're finished adding Chain directories, choose **Done**.

The object lists the new directory in the ... Chain Directories list box, and creates entries similar to the following in the Library INI file:

```
[*MREDL*]  
ChnDir=e:\fbedls\mredl\  
Chn_ux_Dir=/fbedls/mredl/  
METADir=E:\FBEDLS\MREDL\META\  
META_ux_Dir=/FBEDLS/MREDL/META/
```

## To Edit a Chain Directory

---

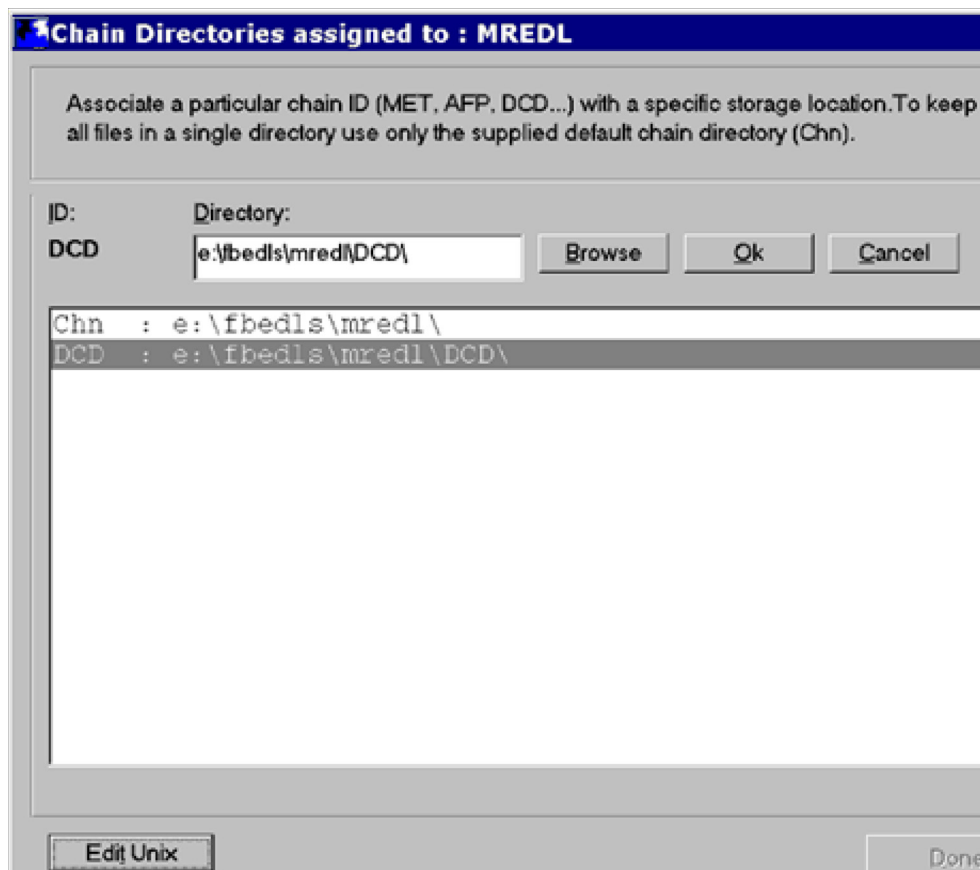
**Important** If you want to change a UNIX directory path for a Chain type, you must also change the corresponding DOS directory path to the equivalent of the UNIX path.

---

1. If you have the UNIX view enabled, choose the **Edit DOS** button in the **Chain Directories assigned to...** window.
2. In the list box of the Chain Directories assigned to... dialog, select the name of the Chain directory to change.
3. Choose the **Edit** button.



The dialog changes into its Edit mode (the Edit DOS view shows in the following example).



4. Do the following:

To	Do this
(Required.) Edit the DOS path for the Chain type	<ul style="list-style-type: none"> <li>• In the <b>Directory</b> text box, edit the DOS path where the Chains are stored.</li> <li>-or-</li> <li>• Choose the <b>Browse</b> button, and then locate the path for the Chains. For details about using the Browse feature to specify a Chain directory, see To Browse for a Folder.</li> <li>• Ensure that you have specified the complete path, including the Chain type directory (e.g., ...\<b>META</b>).</li> <li>• <b>TIP:</b> If you have not already created the Chain type directory, the object will create this directory for you.</li> <li>• Choose the <b>OK</b> button.</li> </ul>
Edit the UNIX path for the Chain type. (You must have the UNIX view turned on.)	<ul style="list-style-type: none"> <li>• Choose the Edit UNIX button.</li> <li>• Choose the Edit button.</li> <li>• In the Directory text box, edit the UNIX directory path where the Chains are stored.</li> <li>• This path must be the UNIX equivalent of the DOS path you specified above. For example, if you edited the DOS path to read E:\FBEDLS\META\ , then you must edit the UNIX path to read /FBEDLS/META/.</li> <li>• Choose the OK button.</li> </ul>

1. If you're finished changing Chain directories, choose **Done**.

The object lists the changed path(s) in the ... Chain Directories list box, and updates the entries in the Library INI file.

---

## To Remove a Chain Directory

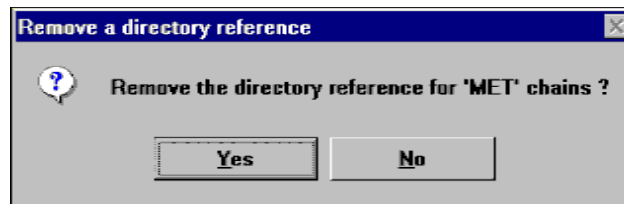
---

**Important** If you remove a DOS directory path for a Chain type, you should also remove the equivalent UNIX path.

---

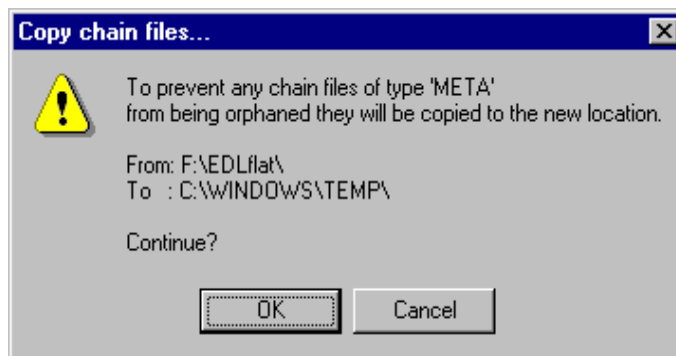
1. If you have the UNIX view enabled, and you want to delete a MS DOS directory for Chains, choose the **Edit DOS** button in the **Chain Directories assigned to...** window.
2. In the list box of the Chain Directories assigned to... dialog, select the name of the Chain directory to delete.
3. Choose the **Remove** button.

The following confirmation window appears.



4. To delete the Chain directory, choose the **Yes** button in response to the confirmation message; otherwise choose **No**.

A dialog similar to the following displays.



The Copy Chain files... window appears when a Chain directory is edited or deleted and Chain files are present.

5. Select **OK** to continue or **Cancel** to escape the operation.
6. If you're finished deleting Chain directories, choose **Done**.

The object deletes directory in the ... Chain Directories list box, and removes the Chain directory entries in the Library INI file.

---

## Generating a Library Report

Use the Library>Generate a Report command to produce reports that contain the following possible items of information about members:

- The Member names and revision numbers
- Member descriptions
- Effective dates
- Modification date and times
- Document Type Number (DTN)s
- Chains

### To Generate a Library Report

- From the **Library** menu, select **Generate a Report...**


Because you can use the Generate Report menu to print basic and custom reports, and define reporting styles, this guide provides separate topics for each procedure.

To	See this topic
Print a basic (default) report	To Generate a Basic Library Report
Print a custom report	To Generate a Custom Library Report
Define and maintain custom reporting Styles	To Edit Report Styles

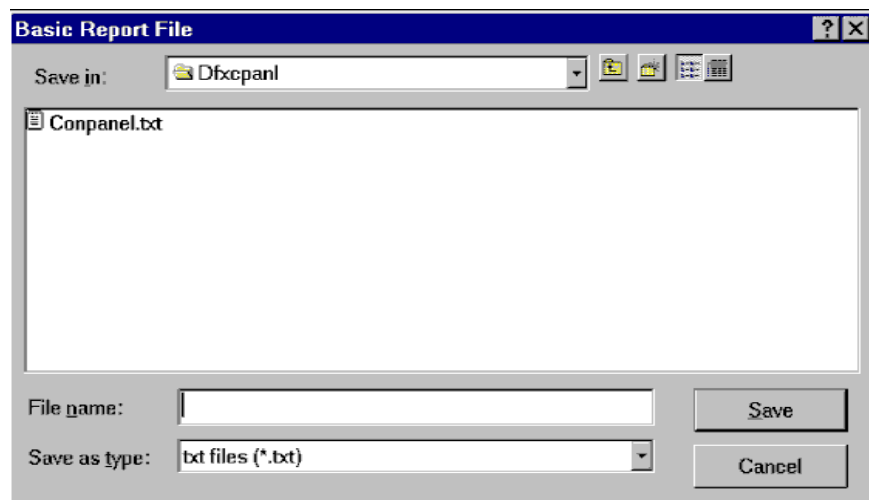
### To Generate a Basic Library Report

- From the **Library** menu, select **Generate a Report...**, then select **Basic Report...**

-or-

From the Tool Bar, click on the  (Generate Report) icon.

The Basic Report File window appears.



- 
2. In the **Save In** drop-down list box, use the mouse to select a folder in which to store the report.
  3. In the **File Name** text box, type the name of the report.
  4. In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type (**Text file** should be selected).
  5. To start generating the report, choose the **Save** button. Otherwise, choose the **Cancel** button.

The object generates the basic Library report.

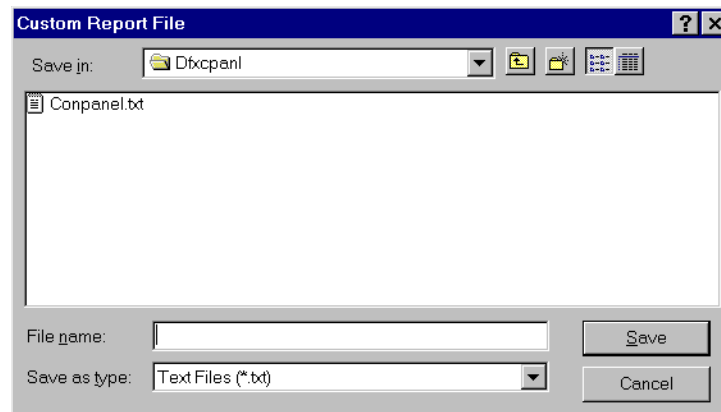
### To Generate a Custom Library Report

1. From the **Library** menu, select **Generate a Report**, then select **Custom Report...**

The Select a Report Style window appears.

2. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to use.
3. Choose the **Ok** button.

The Custom Report File window appears.



4. In the **Save In** drop-down list box, use the mouse to select a folder in which to store the report.
5. In the **File Name** text box, type the name of the report.
6. In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type (**Text file** should be selected).
7. To start generating the report, choose the **Save** button. Otherwise, choose the **Cancel** button.

Library Setup generates the custom Library report.

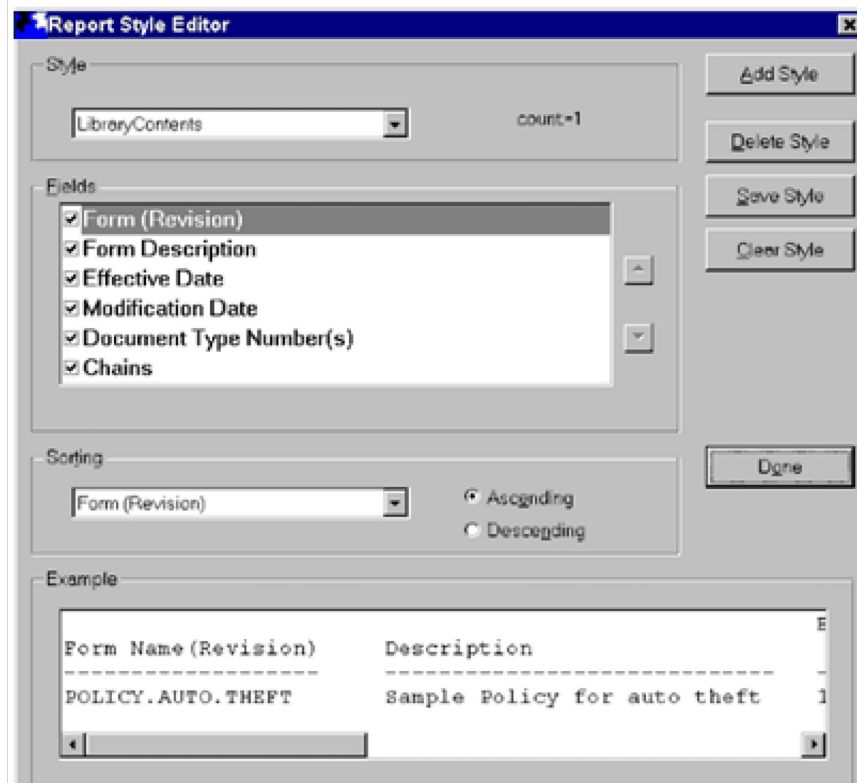
---

## To Edit Report Styles

Use the Library>Edit Report Styles command to specify which Library items you want to include, plus the sorting order for the items on the Library report.

- From the **Library** menu, select **Generate a Report**, then select **Edit Report Styles...**

The Report Style Editor window appears.



Because you can use the Report Style Editor window to view, create, modify, or delete report Styles, this guide provides separate topics for each procedure.

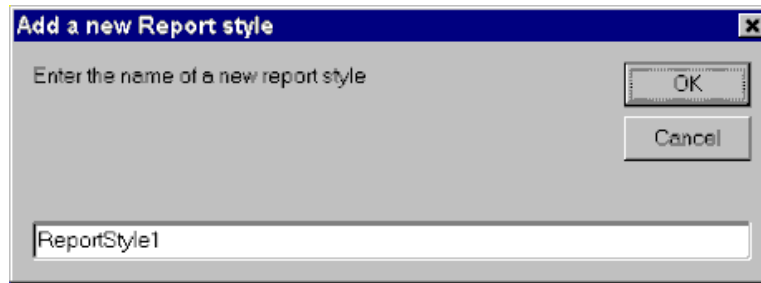
If you need to	See
Create a Report Style	To Create a Report Style
Modify a Report Style	To Modify a Report Style
View the selection criteria associated with a Report Style	To View a Report Style
Save a Report Style	To Save a Report Style
Delete a Report Style	To Delete a Report Style
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Style Editor	To Close the Report Style Editor

## To Create a Report Style

1. Click **Add Style** in the Report Style Editor window.

---

The Add a new Report style window appears.



2. Type the name of the report style you want to create, and then click **OK**.



You're returned to the Report Style Editor dialog. For more information about modifying a report style, see [To Modify a Report Style](#).

### To Modify a Report Style

1. If the desired Report Style isn't displayed in the Report Style Editor window, see [To View a Report Style](#).

The display items and sorting criteria associated with the Style, along with a sample of the formatted report, are displayed in the Report Style Editor window.

2. To view a sample of the report, use the scroll bar in the **Example** group box.
3. In the Report Style Editor window, do any of the following until the **Example** group box contains the desired items and sequence of items.

To	Do this:
Include a category in the Report Style	<ol style="list-style-type: none"><li>1 In the <b>Fields</b> group box, highlight the item you want to include in the Report Style.</li><li>2 Select the item by clicking in the check box. The new item displays in the <b>Example</b> group box.</li></ol>
Adjust the sequence of categories in the Report Style	<ol style="list-style-type: none"><li>1 In the Fields group box, highlight the item whose order in the sequence you want to adjust.</li><li>2 If you want to promote the item (move it toward the top of the list), click the  arrow.</li><li>3 If you want to demote the item (move it toward the bottom of the list), click the  arrow. The current item displays in its new location and the display in the Example group box is updated.</li></ol>
Remove a category from the Report Style	<ol style="list-style-type: none"><li>1 In the Fields group box, highlight the item you want to remove from the Report Style.</li><li>2 Remove the item by clicking in the check box. The display in the Example group box is updated.</li></ol>

4. To specify a sort key, choose one of the items in the **Sorting** drop-down list.
5. To specify a sorting order, choose one of the following option buttons:
  - Ascending** (from lowest to highest value)
  - Descending** (from highest to lowest value)
6. To view a sample of the report, use the scroll bar in the **Example** list box.

- 
7. Do any of the following:

If you need to	See
Save a Report Style	To Save a Report Style
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Style Editor	To Close the Report Style Editor

### To View a Report Style

1. From the **Style** drop-down list box, use the mouse or arrow keys to choose a Style to view.

The selection conditions associated with the Style display in the Report Style Editor window.

2. Do any of the following:

If you need to	See
Modify a Report Style	To Modify a Report Style
Delete a Report Style	To Delete a Report Style
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Style Editor	To Close the Report Style Editor

### To Save a Report Style

1. To save the Style, choose the **Save Style** button.

Library Setup saves the Report Style.

2. Do any of the following:

If you need to	See
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Style Editor	To Close the Report Style Editor

### To Delete a Report Style

1. If the desired Report Style isn't displayed in the Report Style Editor window, see To View a Report Style.

2. In the Report Style Editor window, choose the **Delete Style** button. The Delete a Report Style window appears.

3. Click **Yes** to delete the Style; otherwise, click **No** to cancel.

Library Setup deletes the Report Style.

---

4. Do any of the following:

If you need to	See
Clear the current specifications and start entering settings for a new Style	To Clear a Report Style
Close the Report Style Editor	To Close the Report Style Editor

### To Clear a Report Style

- In the Report Style Editor window, choose the **Clear** button.  
The Report Style Editor clears all previous settings.

### To Close the Report Style Editor


- In the Report Style Editor window, choose the **Done** button.  
Library Setup returns to the main Library Setup window.

### To View Information about a Library

Use the Library>Properties command to view identifying and historical information for a Library.

1. Select the Library name in the Library panel.
2. From the **Library** menu, select **Properties**.

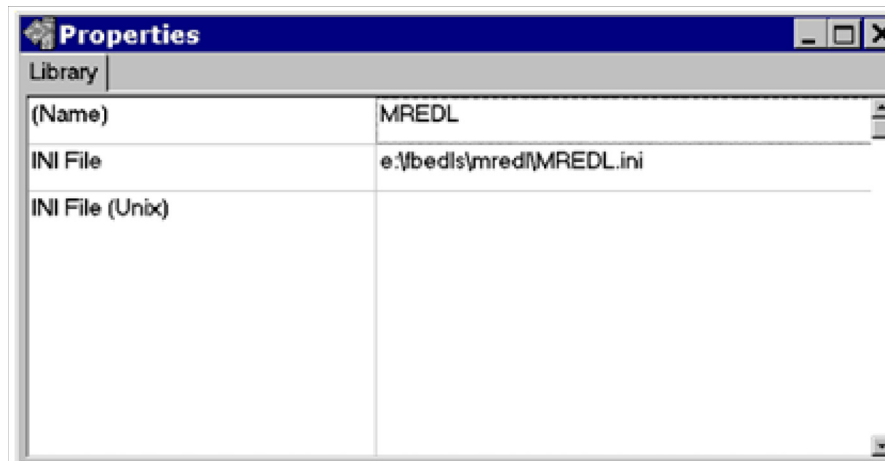
-or-

From the Tool Bar, click on the  (Library Properties) icon.

-or-

Press **F8**.

The Properties-Library window displays.



---

**Note** The following dialog shows an item for UNIX-based Libraries. Unless you have the UNIX view turned on, the dialog you see will not have the UNIX-related item.

You need the UNIX view only if you're working with a UNIX-based Oracle product that uses File-based EDLs. For details about turning the UNIX view on or off, see About Setting File-Based EDL Preferences.

---




- 
- When you're finished viewing the information, close the window.

### To Create a Member

Use the Library>New Member command to add a new form to the currently opened Library.

- From the **Library** menu, choose **Member**, then choose **New Member**.

-or-

From the Tool Bar, click on the  (New Member) icon.

-or-

In the left panel, select the EDL, and then press **F5** or **INSERT**.

The New Member window appears.



- Type a name for the new Member (up to 32 characters), and then press the **TAB** key.
- Type a brief (up to 36 characters) description that identifies the Member within the Library, and then press the **TAB** key.
- If today's date is not the effective date (the date on which you plan to begin using the Member) you want for the Member, type an effective date for the Member in (MM-DD-YYYY format), and then press the **TAB** key.
- Type one or more Document Type Numbers (DTN) for the Member, each can be up to 5 digits in length and can be separated by spaces and/or commas.
- Check to ensure that you have made the required entries, and then choose **OK** to save the changes or **Cancel** to exit.

The object creates the Member you specified. At this point, the Member is *empty*. That is, there are no Chains associated with this Member.


---

## To Add a Chain File to a Member

Use the Library>Add file to Member command to add new Chains to a Member. As a standard convention, you should use the following Chain names when adding new Chains to a Member:

- **AFP** — IBM AFP forms (.AFP file type)
- **MET** — Xerox Metacode forms (.MET file type)
- **DCD** — Oracle Compound Document (.DCD file type)
- **DTF** — Docuflex (Docuword) Text Format (.DTF file type)

To load a new form Chain, you must specify its DOS file source. This includes the file name, type, and the drive and folder (path) for the file.

1. If the members of the current Library aren't visible, click the left mouse button on the **plus sign** —  — next to the name of the Library, and then select the Member to which you want to add a Chain file.

2. From the **Library** menu, select **Member**, then select **Add file to Member**

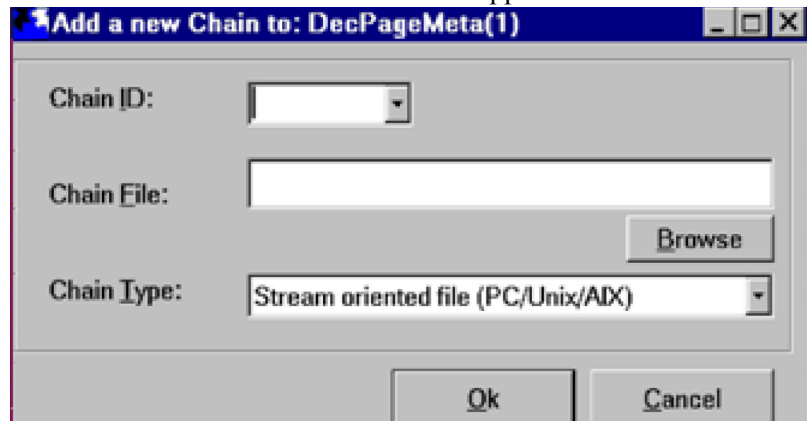
-or-

From the Tool Bar, click the (Add Chain to Member) icon.

-or-

In the left panel, select the Member, and then press **F5** or **INSERT**.

The Add a new Chain to... window appears.



3. From the **Chain ID** drop-down list, choose the type of Chain that you want to add a file for:

**AFP** (IBM Advanced Function Presentation)

**MET** (Xerox Metacode)

**DCD** (Oracle Compound Document)

**DTF** (Docuflex text format)

4. Do one of the following:

- Enter the path for the file that contains the Chain in the **Chain File** text box.

---

-or-

- Choose the **Browse** button.

The Select a Chain file window appears.

5. Do the following, as required:

If	Do this
The incorrect drive or folder shows in the Look in text box	Click the arrow on the right of the Look in text box, and then select the drive and/or folder where the Chain file is located.
The correct folder doesn't show in the Look in list box	In the Look in list box, scroll to see more folders, or double-click a root folder to see its subfolders.
The correct Chain file name doesn't show in the Look in list box	In the Look in list box, double-click the correct folder to see its contents.
The name of the Chain file doesn't show in the File name text box	In the Look in list box, click to select the Chain file to place it in the <b>File name</b> text box.
The correct file type for the Chain file doesn't show in the Files of Type drop-down list	From the Files of Type drop-down list, choose the appropriate one of the following file extensions: <ul style="list-style-type: none"><li>• AFP (IBM Advanced Function Presentation)</li><li>• MET (Xerox Metacode)</li><li>• DCD (Oracle Compound Document)</li><li>• DTF (Docuflex text format)</li></ul>
You want to add the Chain file indicated by the current specifications	Choose the <b>Open</b> button.


The dialog closes and returns to the Add a new Chain to... window, where the path and file name you've specified appear in the **Chain file** text box.

6. From the **Chain Type** drop-down list, choose one of the following:
  - **Stream oriented file** (PC/UNIX) — for client-server formats like DCD and DTF.
  - **Record oriented file** (mainframe) — Typically, AFP and Metacode file types are Record-Oriented file types, regardless of your operating platform.
7. Choose the **OK** button.

The object adds the Chain file to the Member.


### To Create a New Member Revision

Use the Create a new revision command to make a copy of an existing Member. The new revision contains all information about the original, but is assigned then next number in sequence (e.g., **DecPage\_12\_1998(1)** becomes **DecPage\_12\_1998 (2)**).

1. If the members of the current Library aren't visible, click the left mouse button on the **plus sign** —  — next to the name of the Library in the Library panel.  
This action expands the tree-and-branch view of the Library and its members.
2. In the Library panel, select the Member name for which you want to create a new revision.
3. From the **Library** menu, choose **Member**, then choose **Create a new revision**.

---

-or-

From the Tool Bar, click on the  (Create Revision) icon.


-or-

Press **F9**.


The object creates a new revision with the next number in sequence, and displays it in both the Library and Contents... panels..

### To Delete the Contents of a Member

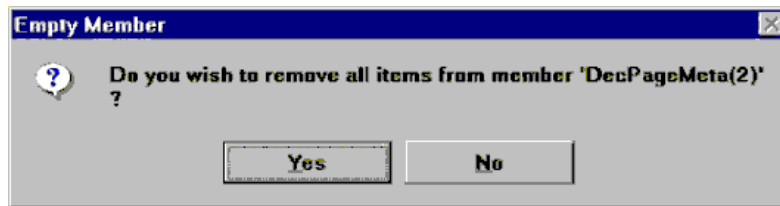
Use the Empty a Member command to remove old, unused Chains from a Member.

1. If the members of the current Library aren't visible, click the left mouse button on the **plus sign** —  — next to the name of the Library in the Library panel.  
This action expands the tree-and-branch view of the Library and its members.
2. Highlight the Member name in the Library panel.
3. From the **Library** menu, select **Member**, then select **Empty a Member**

-or-

From the Tool Bar, click on the  (Empty Member) icon.

An Empty Member window similar to the following displays.




4. Verify that the Member name is correct.
5. Choose **Yes** to delete the contents. Otherwise, choose **No**.

If you chose Yes, the object empties the selected Library Member, leaving the Member itself in the Library.

### To Delete a Member, Members, or a Range of Members

Use the Delete a Member command to remove old, unused forms from a Library.

1. If the members of the current Library aren't visible, click the left mouse button on the **plus sign** —  — next to the name of the Library in the Library panel.  
This action expands the tree-and-branch view of the Library and its members.
2. Do one of the following:

To delete	Do this
A single Member	Select the Member in the Library panel.


---

A range of members at the same time

Select the first or last Member in the range, and then hold down the **SHIFT** key while you select the last or first Member in the range (selects all members in the range).

3. From the **Library** menu, choose **Member**, then choose **Delete a Member**.

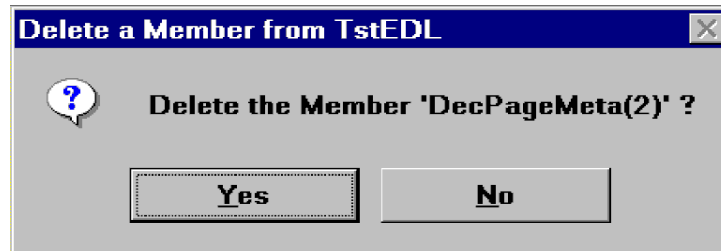
-or-

From the Tool Bar, click on the  (Delete Member) icon.

-or-

Press **F6** or **DELETE**.

Either the Delete Member or Delete multiple members ... window appears.




4. Verify that the reported Member name or number of members is correct.
5. Choose **Yes** to delete the Member(s). Otherwise, choose **No**.


The object deletes the selected Library Member(s) and Chains.

### To Rename a Member

Use the Rename a Member command to specify another name for a Library Member.

1. If the members of the current Library aren't visible, click the left mouse button on the **plus sign** —  — next to the name of the Library in the Library panel.
2. Highlight the Member name in the Library panel.
3. From the **Library** menu, select **Member**, then select **Rename a Member**

-or-

From the Tool Bar, click on the  (Rename Member) icon.

-or-

Press **F7**.

The object selects the current name for the Member, which allows you to change it.


4. Type a new name for the Member and press **ENTER**.

The object renames the Library Member. The revision level for the Member (stored in the Member name) is automatically reset after the Member is renamed.

---

## To View Information about a Member

Use the Member>Properties command to view or edit identifying and historical information for a Member.

1. If the members of the current Library aren't visible, click the left mouse button on the **plus sign** —  — next to the name of the Library in the Library panel.
2. Highlight the Member name you want to see information about.
3. From the **Library** menu, select **Member**, then select **Properties**.

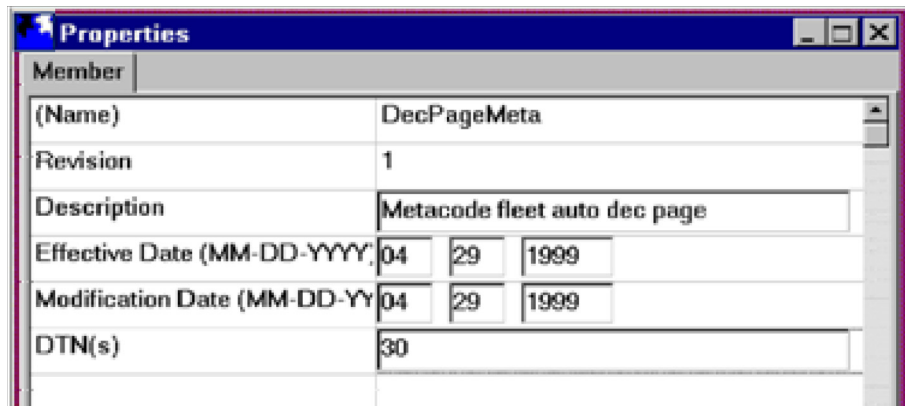
-or-

From the Tool Bar, click on the  (Member Properties) icon.

-or-

Press **F4**.

The Properties-Member window displays.



The screenshot shows a window titled "Properties" with a "Member" tab. The window contains a table with the following fields and values:

(Name)	DecPageMeta
Revision	1
Description	Metacode fleet auto dec page
Effective Date (MM-DD-YYYY)	04 29 1999
Modification Date (MM-DD-YY)	04 29 1999
DTN(s)	30

To Edit	Do this
Description	Delete the existing description, and enter the new description.
Effective Date	<ol style="list-style-type: none"><li>1 Press <b>TAB</b> until you are in the Effective Date field you need to edit.</li><li>2 Delete the existing month, day, and/or year.</li><li>3 Enter a new date.</li><li>4 Press <b>TAB</b> and repeat steps if you need to edit another field in the row.</li></ol>
Modification Date	<ol style="list-style-type: none"><li>1 Press <b>TAB</b> until you are in the Modification Date field you need to edit.</li><li>2 Delete the existing month, day, and/or year.</li><li>3 Enter a new date.</li><li>4 Press <b>TAB</b> and repeat steps if you need to edit another field in the row.</li></ol>
DTNs	<ol style="list-style-type: none"><li>1 Press <b>TAB</b> until you are in the DTNs field.</li><li>2 Delete the DTN.</li><li>3 Enter a new DTN.</li></ol>

4. When you're finished viewing or editing the information, close the window.

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## To Find a Member

Use the Options>Find command to search for and display the location of a particular Member. You can limit the action of the Find command to occurrences of the text that have the capitalization pattern specified in your entry. The Find command's action is limited to Member names.

1. From the Options menu, choose **Find**.

-or-

Press **CTRL + F**.

The Find window appears.

2. In the **Member Name** text box, type the name of the Member (up to 32 characters) to find.

-or-

If you're not sure of the complete Member name, you can try entering a string of characters that are part of the name, combined with one or more of the following wild card characters:

**\*** (asterisk) to represent two or more characters

**?** (question mark) to represent one alphabetic character

**#** (pound sign) to represent a single number

For example, if you're trying to find a Member, and you know it contains the string "Meta", then you could enter **\*Meta\***, and the Find command will locate all Members that contain that string any where in the Member name, including Members with names such as **EndorseMeta**, **EndorseMetaOverlay**, **MetaDec**, etc.

3. In the **Revision** text box, type the revision number of the Member (up to 5 characters) to find.

-or-

If you don't know the revision number, you can enter a **#** (pound sign) wild card character in the Revision text box.

4. To find only words having the pattern of upper/lower case letters that you've specified, choose the **Match Case** check box.
5. Choose the **Find** button to begin searching.

The object finds the first instance of the string you specified, and displays it in both panes. It will also notify you when it has searched the whole EDL and cannot find the specified Member.

## About Dumping a Chain

Use the **Save As** command when you want to dump (extract and store) a Chain of a form Member that resides in a Library. Library Setup dumps the Chain into a disk file. If associated with the form Member, you can dump any of the following Chains, one Chain at a time.

- **MET (Xerox Metacode)** — contains the Metacode print stream for a form.
- **AFP (IBM Advanced Function Presentation)** — contains the AFP print stream for a form.
- **DCD (Oracle Compound Document)** — contains document objects in a tree structure
- **DTF (Docuflex / Docuword Text Format)** — contains the data stream of a form composed in Docuword.

For example, you can use the Save As command to extract a form's Metacode Chain for export to your host system Xerox printer.

**Tip** Some of your Library members can be forms which originally come from your host system in a variable blocked format. When you dump one of these members, you have the option of preserving the variable blocked record format or transferring them Member unformatted.

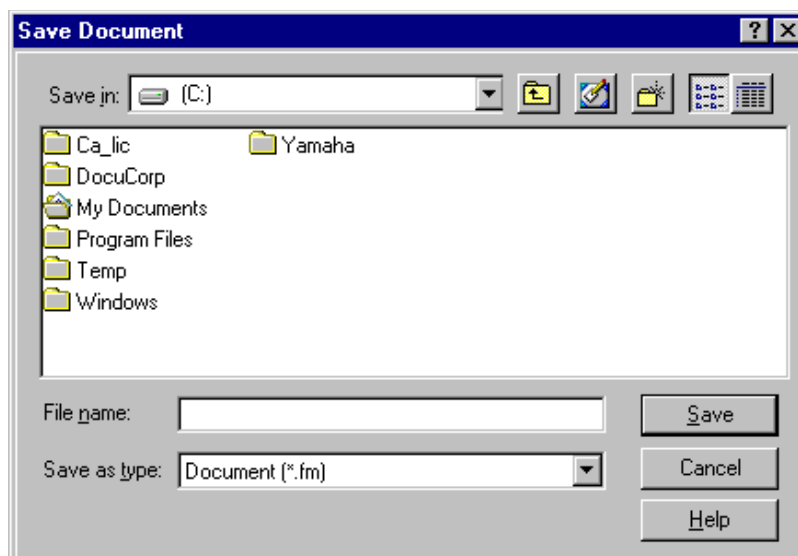
### To Dump a Chain

1. If the Chains from the current Library aren't visible, click the left mouse button on the **plus sign** next to the name of the Library, then on the **plus sign** next to the name of the Member.

This action expands the tree-and-branch view of the Library, members, and Chain.

2. Click the right mouse button on the desired Chain, and choose Save As.

The Save As window appears.



3. In the **Save In** drop-down list box, use the mouse to select a folder into which to dump the Chain.
4. In the **File Name** text box, type the name of the file to receive the Chain.
5. In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type.



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Typically, AFP and Metacode file types are "Record Oriented file" types, regardless of your operating platform.

6. To start storing the Chain, choose the Save button. Otherwise, choose the Cancel button.

Library Setup stores the form Chain in the file type you specified.


### About Deleting a Chain

Use the Delete a Chain command when you want to delete one or more of the Chains of a form that resides in a Library. For a form Member, you can delete any of the following Chains:

- **MET (Xerox Metacode)** — contains the Metacode print stream for a form.
- **AFP (IBM Advanced Function Presentation)** — contains the AFP print stream for a form.
- **DCD (Oracle Compound Document)** — contains document objects in a tree structure
- **DTF (Docuflex / Docuword Text Format)** — contains the data stream of a form composed in Docuword.

For example, you can delete the Metacode or AFP Chain for a form if you no longer need it because you always use a local HP printer. Thus, you only need the IMF and IRF Chains.


### To Delete a Chain

1. If the Chains of the current Library aren't visible, click the left mouse button on the **plus sign** —  — next to the name of the Library, then on the **plus sign** next to the name of the Member.

This action expands the tree-and-branch view of the Library, members, and Chains.

2. Highlight the Chain name in the Library panel.
3. From the **Library** menu, select **Member**, select **Chain**, then select **Delete a Chain**.

-or-

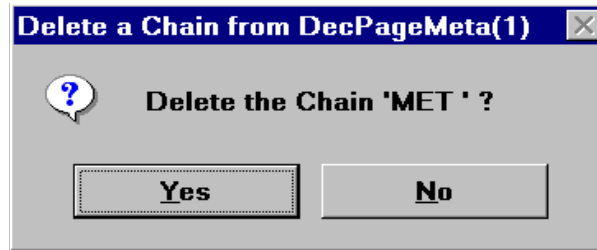
From the Tool Bar, click on the  (Delete Chain) icon.

-or-

Press **F6** or **DELETE**.

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A query dialog similar to the following displays to prompt you to verify the deletion.



4. Choose **Yes** to delete the Chain; otherwise, choose **No**.  
If you chose **Yes**, the object deletes the Chain.

### To Rename a Chain


Use the Rename a Chain command to specify another name for a Member's Chain.

1. If the Chains of the current Member aren't visible, click the left mouse button on the **plus sign** —  — next to the name of the Member.

This action expands the tree-and-branch view of the Member and its Chains.

2. Highlight the Chain name in the Forms Library panel.
3. From the **Library** menu, select **Member**, select **Chain**, then select **Rename a Chain**.

-or-

From the Tool Bar, click on the  (Rename Chain) icon.

-or-


Press **F7**.

The object selects the current name for the Chain, which allows you to change it.

4. Type a new name for the Chain, and press **ENTER**.  
The object renames the Chain.

### To View Information about a Chain

Use the Chains>Properties command to view identifying and historical information for a Chain.

1. If the Chains of the current Library aren't visible, in the Library panel, click the left mouse button on the **plus sign** —  — next to the name of the Library, then on the **plus sign** next to the name of the Member that contains the Chain for which you want to view information.

This action expands the tree-and-branch view of the Library, members, and Chains.

2. Highlight the Chain name in the Library panel.
3. From the **Library** menu, select **Member**, select **Chains**, then select **Properties**.

---

-or-

From the Tool Bar, click on the  (Chain Properties) icon.

-or-

Press **F4**.

The Properties-Chain window displays.

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**Note** The following dialog shows an item for UNIX-based Chains. Unless you have the UNIX view turned on, the dialog you see will not have the UNIX-related item.

You need the UNIX view only if you're working with a UNIX-based Oracle product that uses File-based EDLs. For details about turning the UNIX view on or off, see About Setting File-Based EDL Preferences.

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4. When you're finished viewing the information, close the window.

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## ABOUT SETTING FILE-BASED EDL PREFERENCES

The Options window contains two tabs. You can customize certain settings for your Library by specifying items in panels under these tabs.

### To Use an Option Tab

- Do any of the following:

To specify	Go to this topic
Viewing and platform preferences	Using the Preferences Tab
Backup preferences	Using the Backup Tab

### Using the Preferences Tab

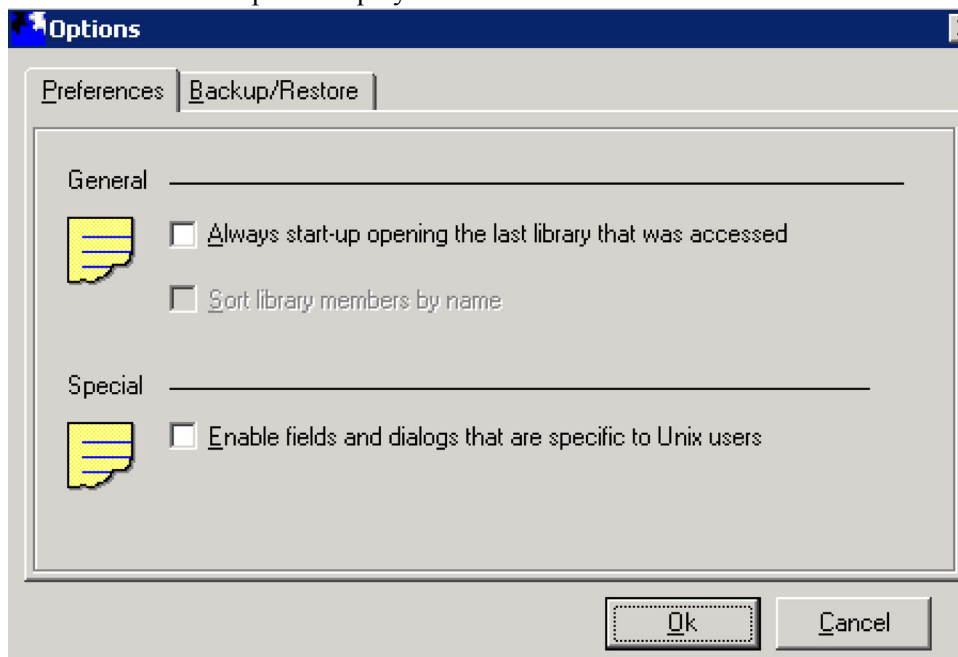
Use the Preferences tab in the Tools-Options menu to customize the File-based EDL objects for your working environment. You can set the following preferences:

- **Always start-up opening the last Library that was accessed** — selecting this option saves you the step of opening your working Library every time you start the object.
- **Sort Library members by name** — deselecting this option (by default, the object sorts EDL Member names alphabetically) causes the members to appear in the order that they were added to the Library.
- **Enable fields and dialogs that are specific to UNIX users** — selecting this option transforms text boxes and other window elements so that you can create and maintain File-based EDLs with correct UNIX directory syntax. Set this option only if you use Documaker fp for UNIX.

### To Activate the Preferences Panel

- If the Preferences panel isn't already showing in the Options window, click on the **Preferences** tab.

The **Preferences** panel displays.



### To Set File-Based EDL Viewing and Platform Preferences

1. Do one of the following:

To	Do this
Open the last Library accessed the next time you start the object	Select the <b>Always start-up opening the last Library that was accessed</b> check box
Not open any Library on startup	Deselect the <b>Always start-up opening the last Library that was accessed</b> check box

2. Do one of the following:

If you want to sort members	Do this
Alphabetically	Ensure that the <b>Sort Library members by name</b> check box is selected
Non-alphabetically	Deselect the <b>Sort Library members by name</b> check box

3. Do one of the following:

To	Do this
Enable UNIX items	Select the <b>Enable fields and dialogs that are specific to UNIX users</b> check box
Disable UNIX items	Deselect the <b>Enable fields and dialogs that are specific to UNIX users</b> check box

To let you display and update UNIX-related information, the object changes items (and therefore the associated procedures) for the following dialog boxes:

- **Add a new Library** — for details about adding a new UNIX-based Library, see [To Create a Library](#).

- 
- **UNIX tab of Restore/Import a Library from a VLAM backup file ...** — for details about restoring/importing UNIX-based Libraries, see To Import to a New Library or Restore to an Existing Library.
  - **Chain directories assigned to:** — for details about assigning UNIX-based Chain directories, see About Specifying Library Chain Directories.
  - **Properties** for members or Chains — for details about viewing UNIX-based Library and Chain properties, see To View Information about a Library, or see To View Information about a Chain.
4. To set the options you selected and close the dialog, choose **OK**. Otherwise choose **Cancel**.

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**Note** To start setting up UNIX Libraries, see .To Create the File-Based EDL Database and Your First Library

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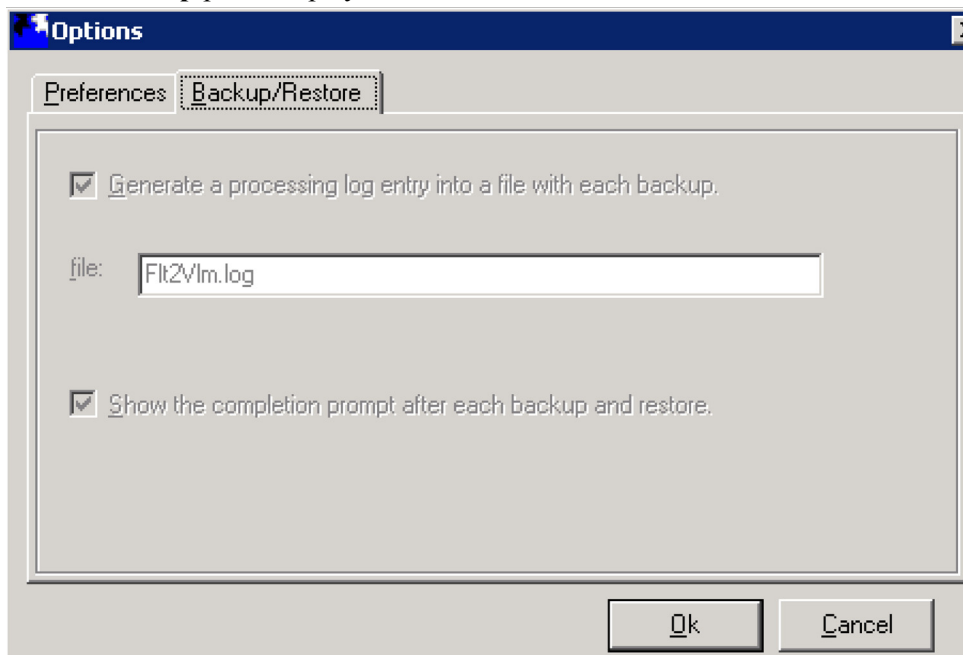
## Using the Backup Tab

Use the Backup tab in the Tools-Options menu to customize the File-based EDL objects for your working environment. You can specify to create a log file with status information every time you create a backup copy of your Library.

### To Activate the Backup Panel

- If the Backup panel isn't already showing in the Options window, click on the **Backup** tab.

The **Backup** panel displays.



### To Set File-Based EDL Backup Preferences

1. Enable the check box if you want to create a log file every time you make a backup copy of your Library.

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This log file contains statistical information about your Library and is useful in troubleshooting problems you might encounter.

2. In the **File** text box, type the name you want to give to your log file.
3. To set the options you selected and close the dialog, choose **OK**. Otherwise choose **Cancel**.

The File-Based EDL object creates a log file the first time you back up your Library; thereafter, information is appended to the end of the log file. Doing so maintains a running information file about your Library.

### To View the Log File

- You can use your favorite text editor to view the log file by double-clicking on it from the Windows Explorer.

## THE VLAMUSER API (VLAMUSER.W32)

VLAMUSER is a DLL that lets you

- Access selected pcVLAM functions for maintenance of EDLs.

The functions within VLAMUSER.DLL integrate many low level pcVLAM function calls to give the calling application a higher level of access.

- Use pcVLAM with non-C++ calling applications

Earlier versions of pcVLAM were developed with C++, and most applications were not able to provide the proper C++ objects when calling functions from these older versions of pcVLAM.

### Limitations with File-Based EDL Support

File-Based EDL does not support the following functions:

File-Based EDL Does Not Have	Function effected	Effect
AFP and Metacode conversion support	<ul style="list-style-type: none"><li>• LoadForm() and LoadFormEx() with a process type 0 and 1</li><li>• ConvertOneForm()</li><li>• ConvertAllForms()</li></ul>	Does not generate IMF or IRF Chains
ApplInfo support	<ul style="list-style-type: none"><li>• LoadForm()</li><li>• LoadFormEx()</li><li>• LoadPackage()</li><li>• LoadPackageEx()</li><li>• LoadChain()</li><li>• LoadChainEx()</li><li>• AlterMember()</li><li>• AlterMemberEx()</li></ul>	Ignores pass ApplInfo data
Password support	<ul style="list-style-type: none"><li>• AlterMember()</li><li>• AlterMemberEx()</li></ul>	Ignores pass password data

File-Based EDL Does Not Have	Function effected	Effect
Library modification date support	<ul style="list-style-type: none"> <li>• GetLibraryModTime ()</li> <li>• GetLibraryModTimeEx ()</li> </ul>	Does not function because there is no date data to look for
Backup and restore support	<ul style="list-style-type: none"> <li>• BackupLibrary ()</li> <li>• BackupLibraryEx ()</li> <li>• RestoreLibrary ()</li> </ul>	Does not restore or backup Library
SQL syntax parsing support	"WHERE" query argument of GetMemberInfo ()	Lists all members

## Currently Supported Functions

Function	Action
AlterMember	Alters Member description, DTN, etc.
AlterMemberEx	Same as AlterMember but with a long definition for the DTN argument
BackupLibrary	Creates a VLAM Backup file
BackupLibraryEx	Uses SQL WHERE clause to selectively include members in a VLAM Backup file
ConvertAllForms	Converts all form members for screen display
ConvertOneForm	Converts a form Member for screen display
DeleteChain	Deletes a Chain of a Member in a Library
DeleteMember	Deletes a Member from a Library
DumpChain	Dumps a Chain of a Member in a Library to a DOS file
FindHighRevision	Finds the highest existing revision for a Member
GetErrorMsgText	Returns text message associated with error codes
GetFormCount	Retrieves a list of the forms and returns the count
GetFormInfo	Returns DOT height, number of pages and number of tags of a selected form
GetFormNameDesc	Returns the Name, Revision, Description and DTN of a selected form
GetLibraryModTime	Returns time and date that the Library was last modified
GetMemberInfo	Fills list boxes with requested Member information
GetTagInfo	Returns tag information of selected tag
InitVLAMUser	Initializes a VLAM object; initializes a Library object and opens it with the requested name
InitVLAMUserEx	Same as InitVLAMUser but also accepts the support type and a boolean to indicate if the Library will be opened read only
LoadChain	Loads a Chain to a Member in a Library
LoadChainEx	Same as LoadChain but with a long definition for the DTN argument
LoadForm	Loads an AFP or Metacode form to a Library (with or without conversion)
LoadFormEx	Same as LoadForm but with a long definition for the DTN argument
LoadIDP	Loads a Document Package to a Library
LoadMember	Loads a Chain of a Member in a Library
LoadPackage	Loads a Document Package to a Library



Function	Action
LoadPackageEx	Same as LoadPackage but with a long definition for the DTN argument
RestoreLibrary	Restores members from a VLAM Backup file
SetLibrary	Sets the active VLAM Library
SetLibraryEx	Allows a new Library to open with a boolean read only indicator
TermVLAMUser	Closes the open Library; destroys Library and VLAM objects
ValidatepPtrTbl	Checks the validity of initialization information

Each VLAMUSER function is alphabetically listed and explained in the following pages.

### AlterMember / AlterMemberEx

Alters Member description, DTN, effective date, application info, read, and write password fields. The `AlterMemberEx` function accepts a long integer argument for the DTN value.

<b>C Function Prototype</b>	<code>int AlterMember( void *pPtrTbl, LPSTR MemName, int Revision, LPSTR Desc, int DTN, LPSTR EffDate, LPSTR AppInfo, LPSTR ReadPassWord, LPSTR WritePassWord );</code>
<b>Visual Basic Declare</b> AlterMember	<code>Declare Function AlterMember Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision%, ByVal Desc\$, ByVal IntDTN%, ByVal EffDate\$, ByVal AppInfo\$, ByVal Action%, ByVal ReadPassWord\$, ByVal WritePassWord\$) As Integer</code>
<b>Visual Basic Declare</b> AlterMemberEx	<code>Declare Function <b>AlterMemberEx</b> Lib "VLAMUSER.W32" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision As Integer, ByVal Desc\$, <b>ByVal DTN As Long</b>, ByVal EffDate\$, ByVal AppInfo\$, ByVal Action As Integer, ByVal ReadPassWord\$, ByVal WritePassWord\$) As Integer</code>
<b>Parameters</b>	<p><b>void* pPtrTbl FAR</b> void pointer that was initially passed to InitVLAMUser</p> <p><b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name</p> <p><b>Int Revision</b> Integer revision level for Member</p> <p><b>LPSTR Desc</b> Address of NULL terminated string with description of Member</p> <p><b>Int DTN</b> Integer Document Type Number for Member</p> <p><b>LPSTR EffDate</b> Address of NULL terminated string with effective date for Member in MM/DD/YY format</p> <p><b>LPSTR AppInfo</b> Address of NULL terminated string 80 character application information</p> <p><b>LPSTR ReadPassWord</b> Address of NULL terminated string 8 character Read Password. Pass "NOCHANGE" if this field should not be altered.</p> <p><b>LPSTR WritePassWord</b> Address of NULL terminated string 8 character Write Password. Pass "NOCHANGE" if this field should not be altered.</p>

<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist and Replace was specified
	<b>V_ERR_MEM_NOT_OPEN(106)</b> Member(Revision) could not be opened
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

### BackupLibrary

Creates a VLAM backup file containing the members in a Library.

<b>C Function Prototype</b>	<code>int BackupLibrary( void *pPtrTbl, LPSTR BackupFile );</code>
<b>Visual Basic Declare</b>	<code>Declare Function BackupLibrary Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal BackupFile\$) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl FAR</b> void pointer that was initially passed to InitVLAMUser
	<b>LPSTR BackupFile</b> Address of NULL terminated string naming DOS file to receive backed up members
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid
	<b>V_ERR_BACKUP_FAILED(161)</b> Backup failed

### BackupLibraryEx

Uses a SQL **WHERE** clause to selectively include members in a VLAM Backup file.

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**Caution** When coding this function, you must provide the correct SQL WHERE syntax and values, including the PC VLAM database column names, which you can get by executing the ISQL `Select * from PCVLAM.edlname` statement.

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<b>C Function Prototype</b>	<code>int BackupLibraryEx( void *pPtrTbl, char * BackupFile, char * WhereClause )</code>
<b>Visual Basic Declare</b>	<code>Declare Function BackupLibraryEx Lib "VLAMUSER.W32" (ByVal pPtrTbl&amp;, ByVal BackupFile\$, ByVal WhereClause\$) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl FAR</b> void pointer that was initially passed to InitVLAMUser
	<b>LPSTR BackupFile</b> Address of NULL terminated string naming DOS file to receive backed up members

<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid
	<b>V_ERR_BACKUP_FAILED(161)</b> Backup failed
<b>Example Calls</b>	<pre>retcode = BackupLibraryEx( pPtrTbl&amp;, gBackupFileName, "WHERE (NAME='Z123AB-94' ) " ) retcode = BackupLibraryEx( pPtrTbl&amp;, gBackupFileName, "WHERE (NAME='Florida Restrictions') OR (NAME='Montana Changes') " ) recode = BackupLibraryEx( pPtrTbl&amp;, gBackupFileName, "WHERE (MOD_DATE&gt; [d'2000-01-23 00:00:00.000000'] ) " )</pre>

### ConvertAllForms

Converts AFP or Metacode forms for screen display. If `fNewFormsOnly` is TRUE, then only those forms that have not already be converted for screen display will be converted.

<b>C Function Prototype</b>	<code>int ConvertAllForms( void *pPtrTbl, int fNewFormsOnly );</code>
<b>Visual Basic Declare</b>	<code>Declare Function ConvertAllForms Lib "VLAMUSER.DLL" ( ByVal pPtrTbl&amp;, ByVal NewFormsOnly%) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>!int fNewFormsOnly</b> Integer boolean value indicating which forms should be converted
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_WARNING(4)</b> Default fonts were used during conversion
	<b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist and Replace was specified
	<b>V_ERR_NO_META_OR_AFP_CHAIN(133)</b> Member did not have a META or AFP Chain
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid
	<b>V_ERR_INV_PFORMCVT(153)</b> Address of conversion object was not valid; be sure to call InitFormCvrt before converting form to screen format
<b>V_ERR_FORMCVT_FAILED(154)</b> Conversion Failed; possibly invalid DJDE information if Metacode	

## ConvertOneForm

Converts an AFP or Metacode form specified by Member (Revision).

<b>C Function Prototype</b>	<code>int ConvertOneForm( void *pPtrTbl, LPSTR MemName, int Revision );</code>
<b>Visual Basic Declare</b>	<code>Declare Function ConvertOneForm Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision%) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name
	<b>Int Revision</b> Integer revision level for Member
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_WARNING(4)</b> Default fonts were used during conversion
	<b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist and Replace was specified
	<b>V_ERR_NO_META_OR_AFP_CHAIN(133)</b> Member did not have a META or AFP Chain
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid
	<b>V_ERR_INV_PFORMCVT(153)</b> Address of conversion object was not valid; be sure to call InitFormCvrt before converting form to screen format
<b>V_ERR_FORMCVT_FAILED(154)</b> Conversion Failed; possibly invalid DJDE information if Metacode	

## DeleteChain

Deletes the specified Chain of the Member specified by MemName (Revision).

<b>C Function Prototype</b>	<code>int DeleteChain( void *pPtrTbl, LPSTR MemName, int Revision, LPSTR Chain );</code>
<b>Visual Basic Declare</b>	<code>Declare Function DeleteChain Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision%, ByVal ChainName\$) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name
	<b>Int Revision</b> Integer revision level for Member
	<b>LPSTR Chain</b> Address of NULL terminated string 4 character Chain name
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist and Replace was specified
	<b>V_ERR_MEM_NOT_OPEN(106)</b> Member(Revision) could not be opened

<b>V_ERR_CHAIN_NOT_EXIST(113)</b> Chain does not exist
<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

### DeleteMember

Deletes the Member specified by MemName(Revision).

<b>C Function Prototype</b>	<code>int DeleteMember( void *pPtrTbl, LPSTR MemName, int Revision );</code>
<b>Visual Basic Declare</b>	<code>Declare Function DeleteMember Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision%) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser <b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name <b>Int Revision</b> Integer revision level for Member
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success <b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist <b>V_ERR_MEM_NOT_DEL(130)</b> Member was not deleted <b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information <b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid <b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

### DumpChain

Dumps the specified Chain of the Member specified by MemName(Revision) to the DOS file specified by DumpFile.

<b>C Function Prototype</b>	<code>int DumpChain( void *pPtrTbl, LPSTR MemName, int Revision, LPSTR Chain, LPSTR DumpFile );</code>
<b>Visual Basic Declare</b>	<code>Declare Function DumpChain Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision%, ByVal Chain\$, ByVal DumpFile\$) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser <b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name <b>Int Revision</b> Integer revision level for Member <b>LPSTR Chain</b> Address of NULL terminated string 4 character Chain name <b>LPSTR ChainFile</b> Address of NULL terminated string with filename of DOS file with Chain data

<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist and Replace was specified
	<b>V_ERR_MEM_NOT_OPEN(106)</b> Member(Revision) could not be opened
	<b>V_ERR_CHAIN_NOT_EXIST(113)</b> Chain does not exist
	<b>V_ERR_CHAIN_NOT_DUMPED(132)</b> Chain was not dumped
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

### FindHighRevision

Finds the highest existing revision for the specified Member name.

<b>C Function Prototype</b>	<code>int FindHighRevision( void *pPtrTbl, LPSTR MemName, int *Revision );</code>
<b>Visual Basic Declare</b>	<code>Declare Function FindHighRevision Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal memname\$, revision%) As Integer</code>
<b>Parameters</b>	<p><b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser</p> <p><b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name</p> <p><b>Int* Revision</b> FAR Integer pointer for receiving revision level</p>
<b>Return Codes</b>	<p><b>V_SUCCESS(0)</b> Success</p> <p><b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist</p> <p><b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information</p> <p><b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid</p> <p><b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid</p>

### GetErrorMsgText

Fills MsgBuf with NULL-terminated text message corresponding to iMsgNo.  
Returns length of message text — including terminating NULL — - MAX 128.

<b>C Function Prototype</b>	<code>int GetErrorMsgText( LPSTR MsgBuf, int iBufLen, int iMsgNo );</code>
<b>Visual Basic Declare</b>	<code>Declare Function GetErrorMsgText Lib "VLAMUSER.DLL" (ByVal MsgBuf\$, ByVal BufLen%, ByVal MsgNo%) As Integer</code>
<b>Parameters</b>	<p><b>LPSTR MsgBuf</b> Address of character buffer to receive NULL terminated error message text</p> <p><b>int iBufLen</b> Integer size of MsgBuf / maximum number of characters that will be placed in MsgBuf</p>

<b>Return value</b>	The number of characters including the terminating NULL which were placed in the MsgBuf
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### GetFormCount

Retrieves a list of the forms in the opened Library. Returns the form count.

<b>C Function Prototype</b>	<code>int GetFormCount( void *pPtrTbl, int *Count );</code>
<b>Visual Basic Declare</b>	<code>Declare Function GetFormCount Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, count%) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>int* Count</b> Address of integer variable to receive form count
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

### GetFormInfo

Acquires form and tag information from the selected Chain of the selected form. Returns the DOT height, number of pages, and number of tags. Supports retrieving information from the AFP, DCD, DTF, IRF or META Chain of a Member.

<b>C Function Prototype</b>	<code>int GetFormInfo( void *pPtrTbl, LPSTR MemName, int Revision, LPSTR Chain, LPSTR TempPath, int *DOTHeight, int *Pages, int *NumTags );</code>
<b>Visual Basic Declare</b>	<code>Declare Function GetFormInfo Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal Revision%, ByVal Chain\$, ByVal TempPath\$, DotHeight%, Pages%, NumTags%) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name
	<b>Int Revision</b> Integer revision level for Member
	<b>LPSTR Chain</b> Address of NULL terminated string 4 character Chain name
	<b>LPSTR TempPath</b> Address of NULL terminated string with pathname where Chain file will be located for accessing tag information
	<b>int* DOTHeight</b> Address of integer variable to receive height of form; for DTF, DOTHeight and Pages will be -1 since those are not known until DTF has been formatted
	<b>int* Pages</b> Address of integer variable to receive page count of form
	<b>int* NumTags</b> Address of integer variable to receive tag count of form
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist

<b>V_ERR_MEM_NOT_OPEN(106)</b> Member(Revision) could not be opened
<b>V_ERR_INV_CHAIN(112)</b> Chain must be AFP, IRF, DCD, or META
<b>V_ERR_CHAIN_NOT_EXIST(113)</b> Chain does not exist
<b>V_ERR_CHAIN_NOT_DUMPED(132)</b> Chain was not dumped — Is TempPath valid? )
<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid
<b>V_ERR_NOT_NORMALIZED(302)</b> Form is not normalized and does not have index packet

### GetFormNameDesc

Returns the Name, Revision, Description and DTN of the form at position "ndx" in the held list of forms filled by the immediate previous call to **GetFormCount**.

<b>C Function Prototype</b>	<code>int GetFormNameDesc( void *pPtrTbl, int ndx, LPSTR Member, int *Revision, LPSTR Description, long *DTN );</code>
<b>Visual Basic Declare</b>	<code>Declare Function GetFormNameDesc Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal ndx%, ByVal memname\$, MemRevision%, ByVal Desc\$, DTN&amp;) As Integer</code>
<b>Parameters</b>	<p><b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser</p> <p><b>Int ndx</b> Index of requested form — 1 - FormCount )</p> <p><b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name</p> <p><b>Int* Revision</b> Address of integer variable to receive revision level of Member</p> <p><b>LPSTR Description</b> Address of 37-character buffer to receive NULL terminated Member description</p> <p><b>long* DTN</b> Address of long variable to receive DTN of Member</p>
<b>Return Codes</b>	<p><b>V_SUCCESS(0)</b> Success</p> <p><b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information</p> <p><b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid</p> <p><b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid</p> <p><b>V_ERR_INVALID_INDEX(300)</b> Index is out of valid range — 1 - FormCount )</p>



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## GetLibraryModTime

Returns the date and time that the active Library was last modified. The date is returned in the format MM/DD/YY and the time is returned in the format HH:MM:SS.

<b>C Function Prototype</b>	<code>int GetLibraryModTime( void *pPtrTbl, LPSTR DateBuf, LPSTR TimeBuf );</code>
<b>Visual Basic Declare</b>	<code>Declare Function GetLibraryModTime Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal ModDate\$, ByVal ModTime\$) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>LPSTR DateBuf</b> Address of 9 character buffer to receive NULL terminated Library modification date
	<b>LPSTR TimeBuf</b> Address of 9 character buffer to receive NULL terminated Library modification time

<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

### GetMemberInfo

Fills up to three list boxes with specified Member information for members matching the query. Each listbox is cleared before data is added. Passes a NULL handle for each unneeded list box.

<b>C Function Prototype</b>	<code>int GetMemberInfo( void *pPtrTbl, LPSTR Query, HWND hLB1, int Disp1, HWND hLB2, int Disp2, HWND hLB3, int Disp3 );</code>
<b>Visual Basic Declare</b>	<code>Declare Function GetMemberInfo Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal QueryString\$, ByVal hWnd1%, ByVal Display1%, ByVal hWnd2%, ByVal Display2%, ByVal hWnd3%, ByVal Display3%) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>LPSTR Query</b> Address of NULL terminated string SQL query
	<b>HWND hLB1</b> Handle to listbox to be filled
	<b>int Disp1</b> Display option to identify column(s) to be shown in list box
	<b>HWND hLB2</b> Handle to listbox to be filled
	<b>int Disp2</b> Display option to identify column(s) to be shown in list box
	<b>HWND hLB3</b> Handle to listbox to be filled
<b>Display Options</b>	The display option passed for each list box must be the sum of one or more of the following:
	<b>V_DISP_NAME</b> 1
	<b>V_DISP_REV</b> 2
	<b>V_DISP_DESC</b> 4
	<b>V_DISP_AUTHOR</b> 8
	<b>V_DISP_CREATION_DATE</b> 16
	<b>V_DISP_EFF_DATE</b> 32
	<b>V_DISP_DTN</b> 64
	<b>V_DISP_ACCESS_COUNT</b> 128
	<b>V_DISP_LOCK_USERID</b> 256

<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid
	<b>V_ERR_NONE_MATCH_QUERY(155)</b> No members in Library match the query

### GetTagInfo

Returns the tag information of the tag at position "ndx" in the tag count acquired by the immediate previous call to **GetFormInfo**.

<b>C Function Prototype</b>	int GetTagInfo( void *pPtrTbl, int ndx, LPSTR TagName, int *Len, char *ReplChar, char *DELYN, har *MandOpt, char *LineEnd );
<b>Visual Basic Declare</b>	Declare Function GetTagInfo Lib "VLAMUSER.DLL" (ByVal pPtrTbl&, ByVal ndx%, ByVal TagName\$, TagLen%, ByVal ReplChar\$, ByVal DELYN\$, ByVal MandOpt\$, ByVal LineEnd\$) As Integer
<b>Parameters</b>	<p><b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser</p> <p><b>int ndx</b> ndex of requested tag — 1 - NumTags )</p> <p><b>LPSTR TagName</b> Address of 31-character buffer to receive NULL terminated tag name</p> <p><b>int* Len</b> Address of integer variable to receive number of replacement characters; for DTF, Len will be -1 since VSDs do not have a defined length</p> <p><b>char* ReplChar</b> Address of char (1 byte) to receive the replacement character</p> <p><b>char* DELYN</b> Address of char (1 byte) to receive delete indicator Y/N</p> <p><b>char* MandOpt</b> Address of char (1 byte) to receive mandatory indicator M/O</p> <p><b>char* LineEnd</b> Address of char (1 byte) to receive line end character</p>
<b>Return Codes</b>	<p><b>V_SUCCESS(0)</b> Success</p> <p><b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information</p> <p><b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid</p> <p><b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid</p> <p><b>V_ERR_INVALID_INDEX(300)</b> Index is out of valid range — 1 - NumTags )</p> <p><b>V_ERR_TAGS_NOT_INIT(301)</b> No call to GetFormInfo has been made</p>

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## InitVLAMUser

Initializes a VLAM object, initializes a Library object and opens it with the requested name. This function must be called before other functions are called so the calling application will have access to a valid Library. `TermVLAMUser` should be called when all processing is completed.

<b>C Function Prototype</b>	<code>int InitVLAMUser( LPSTR Library, LPSTR UserID, void **pPtrTbl );</code>
<b>Visual Basic Declare</b>	<code>Declare Function InitVLAMUser Lib "VLAMUSER.DLL" (ByVal LibraryName\$, ByVal UserIDName\$, pPtrTbl As Long) As Integer</code>
<b>Parameters</b>	<b>LPSTR Library</b> Address of NULL terminated string 8 character Library Name
	<b>LPSTR UserID</b> Address of NULL terminated string 8 character User ID
	<b>void** pPtrTbl</b> Address of FAR void pointer for maintaining address of initialization information to be passed to other functions
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_LIB_NOT_EXIST(101)</b> Specified Library was not found
	<b>V_ERR_INV_PLIB(151)</b> Library object not initialized
	<b>V_ERR_INV_PVLAM(152)</b> VLAM object not initialized

## InitVLAMUserEx

Initializes a VLAM object, initializes a Library object, and opens it with the requested name. Compared to `InitVLAMUser`, `InitVLAMUserEx` accepts two additional parameters: the support type and a boolean to indicate if the Library will be read only. This function must be called before other functions are called so the calling application will have access to a valid Library. `TermVLAMUser` should be called when all processing is completed.

<b>C Function Prototype</b>	<code>short VUSR_EXPORT WINAPI InitVLAMUserEx( LPSTR Library, LPSTR UserID, void **pPtrTbl, short type, short fReadOnly );</code>
<b>Visual Basic Declare</b>	<code>Declare Function InitVLAMUserEx Lib "VLAMUSER.DLL" (ByVal LibraryName\$, ByVal UserIDName\$, pPtrTbl As Long, ByVal sType As Integer, ByVal fReadOnly As Integer) As Integer</code>
<b>Parameters</b>	<b>LPSTR Library</b> Address of NULL terminated string 8 character Library Name
	<b>LPSTR UserID</b> Address of NULL terminated string 8 character User ID
	<b>void** pPtrTbl</b> Address of FAR void pointer for maintaining address of initialization information to be passed to other functions
	<b>sType</b> Support type values are: 100 (PCVLAM_TYPE) and 200 (FILEBASED_TYPE)
	<b>fReadOnly</b> Integer boolean value indicating if the Library will be read only

<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_LIB_NOT_EXIST(101)</b> Specified Library was not found
	<b>V_ERR_INV_PLIB(151)</b> Library object not initialized
	<b>V_ERR_INV_PVLAM(152)</b> VLAM object not initialized

### LoadChain / LoadChainEx

Loads a DOS file as the specified Chain in the specified Member. The Chain will be an unformatted Chain in the Member. The LoadChainEx function accepts a long integer argument for the DTN value.

<b>C Function Prototype</b>	int LoadChain( void *pPtrTbl, LPSTR MemName, int Revision, LPSTR Chain, LPSTR ChainFile, LPSTR Desc, int DTN, LPSTR EffDate, LPSTR AppInfo, int Action );
<b>Visual Basic Declare</b> LoadChain	Declare Function LoadChain Lib "VLAMUSER.DLL" (ByVal pPtrTbl&, ByVal memname\$, ByVal MemRevision%, ByVal ChainName\$, ByVal ChainFile\$, ByVal Desc\$, ByVal IntDTN%, ByVal EffDate\$, ByVal AppInfo\$, ByVal Action%) As Integer
<b>Visual Basic Declare</b> LoadChainEx	Declare Function <b>LoadChainEx</b> Lib "VLAMUSER.W32" (ByVal pPtrTbl&, ByVal memname\$, ByVal MemRevision As Integer, ByVal ChainName\$, ChainFile\$, ByVal Desc\$, <b>ByVal DTN As Long</b> , ByVal EffDate\$, ByVal AppInfo\$, ByVal Action As Integer) As Integer
<b>Parameters</b>	<p><b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser</p> <p><b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name</p> <p><b>Int Revision</b> Integer revision level for Member</p> <p><b>LPSTR Chain</b> Address of NULL terminated string 4 character Chain name</p> <p><b>LPSTR ChainFile</b> Address of NULL terminated string with filename of DOS file with Chain data</p> <p><b>LPSTR Desc</b> Address of NULL terminated string with description of Member</p> <p><b>Int DTN</b> Integer Document Type Number for Member</p> <p><b>LPSTR EffDate</b> Address of NULL terminated string with effective date for Member in MM/DD/YY format</p> <p><b>LPSTR AppInfo</b> Address of NULL terminated string 80 character application information</p> <p><b>Int Action</b>  <b>0</b> = Add new Member if MemName(Revision) does not exist  Replace MemName(Revision) if it does exist  <b>1</b> = Add new Member (Fail if it already exists) Creates new high revision if Revision is 0  <b>2</b> = Replace Member (Fail if it does not exist)</p>

<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_MEM_EXISTS(102)</b> Member already exists and Add was specified
	<b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist and Replace was specified
	<b>V_ERR_INV_ACTION(104)</b> Requested Action was not 0, 1 or 2
	<b>V_ERR_MEM_NOT_OPEN(106)</b> Member(Revision) could not be opened
<b>Return Codes (cont)</b>	<b>V_ERR_INV_REVISION(111)</b> Revision was not one that exists or one more than the highest
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid
	<b>V_ERR_CHAINFILE_NOT_EXIST(203)</b> ChainFile could not be found

### LoadForm / LoadFormEx

Converts and/or loads an AFP or Metacode form as the specified Member. The required actions are specified by the Action and Process parameters. The LoadFormEx function accepts a long integer argument for the DTN value.

<b>C Function Prototype</b>	<code>int LoadForm( void *pPtrTbl, LPSTR MemName, int Revision, LPSTR ObjFile, LPSTR Desc, int DTN, LPSTR EffDate, LPSTR AppInfo, int Action, int Process );</code>
<b>Visual Basic Declare</b> LoadForm	<code>Declare Function LoadForm Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision%, ByVal DosFile\$, ByVal Desc\$, ByVal IntDTN%, ByVal EffDate\$, ByVal AppInfo\$, ByVal Action%, ByVal Process%) As Integer</code>
<b>Visual Basic Declare</b> LoadFormEx	<code>Declare Function LoadFormEx Lib "VLAMUSER.W32" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision As Integer, ByVal DosFile\$, ByVal Desc\$, <b>ByVal DTN As Long</b>, ByVal EffDate\$, ByVal AppInfo\$, ByVal Action As Integer, ByVal Process As Integer) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name
	<b>Int Revision</b> Integer revision level for Member
	<b>LPSTR ObjFile</b> Address of NULL terminated string with path/name of variable-blocked AFP or Metacode form
	<b>LPSTR Desc</b> Address of NULL terminated string with description of Member
	<b>Int DTN</b> Integer Document Type Number for Member
	<b>LPSTR EffDate</b> Address of NULL terminated string with effective date for Member in MM/DD/YY format
	<b>LPSTR AppInfo</b> Address of NULL terminated string 80 character application information

	<p><b>Int Action</b>  <b>0</b> = Add new Member if MemName(Revision) does not exist  Replace MemName(Revision) if it does exist    <b>1</b> = Add new Member (Fail if it already exists) Creates new high revision if Revision is 0    <b>2</b> = Replace Member (Fail if it does not exist)</p>
	<p><b>int Process</b>  <b>0</b> = Convert to view, load object Chain    <b>1</b> = Convert to view, do not load object Chain    <b>2</b> = Do not convert to view, only load object Chain</p>
<b>Return Codes</b>	<p><b>V_SUCCESS(0)</b>  Success</p>
	<p><b>V_WARNING(4)</b>  Default fonts were used during conversion</p>
	<p><b>V_ERR_MEM_EXISTS(102)</b>  Member already exists and Add was specified</p>
	<p><b>V_ERR_MEM_NOT_EXIST(103)</b>  Member does not exist and Replace was specified</p>
	<p><b>V_ERR_INV_ACTION(104)</b>  Requested Action was not 0, 1 or 2</p>
	<p><b>V_ERR_MEM_NOT_OPEN(106)</b>  Member(Revision) could not be opened</p>
	<p><b>V_ERR_INV_OBJFILE(107)</b>  File was not variable-blocked</p>
	<p><b>V_ERR_INV_REVISION(111)</b>  Revision was not one that exists or one more than the highest</p>
	<p><b>V_ERR_INV_EXT(117)</b>  Extension of Objfile was not .AFP, .DMG, .MET, or .NOR</p>
	<p><b>V_ERR_INV_PPTRTBL(150)</b>  pPtrTbl did not specify address of valid initialization information</p>
	<p><b>V_ERR_INV_PLIB(151)</b>  Address of Library object was not valid</p>
	<p><b>V_ERR_INV_PVLAM(152)</b>  Address of VLAM object was not valid</p>
	<p><b>V_ERR_INV_PFORMCVT(153)</b>  Address of conversion object was not valid - be sure to call InitFormCvrt before converting form to screen format</p>
	<p><b>V_ERR_FORMCVT_FAILED(154)</b>  Conversion Failed - Possibly invalid DJDE information if Metacode</p>
	<p><b>V_ERR_OBJFILE_NOT_EXIST(201)</b>  Objfile could not be found</p>

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## LoadIDP

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**WARNING** LoadIDP is obsolete and NOT recommended. It does not require a call to InitVLAMUser, but it suffers the overhead of constructing a VLAM object and a Library object each time it is called.

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Loads a Document Package as the specified Member. The Document Package and Data file might have been extracted from an existing Document Package Member or might be created by an application program. The DataFile entry within the IDP will be used to determine the DOS filename of the data.

<b>C Function Prototype</b>	<code>BOOL LoadIDP(LPSTR Library, LPSTR UserID, LPSTR DosFile, LPSTR Member, int Revision);</code>
<b>Parameters</b>	<b>LPSTR Library</b> Address of NULL terminated string 8 character Library Name
	<b>LPSTR UserID</b> Address of NULL terminated string 8 character User ID
	<b>LPSTR DosFile</b> Address of NULL terminated string with filename of IDP
	<b>LPSTR Member</b> Address of NULL terminated string 32 character Member name
	<b>int Revision</b> Integer revision level for Member — Revision = -1 means a new high revision should be created )
<b>Return Codes</b>	<b>TRUE(1)</b> Success
	<b>FALSE(0)</b> Failure
	Error message dialogs are shown as errors occur.

## LoadMember

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**WARNING** LoadMember is obsolete and NOT recommended. It does not require a call to InitVLAMUser, but it suffers the overhead of constructing a VLAM object and a Library object each time it is called.

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Loads the specified Chain to the specified Member. The Member is created if necessary.

<b>C Function Prototype</b>	<code>BOOL LoadMember(LPSTR Library, LPSTR UserID, LPSTR DosFile, LPSTR Member, int Revision, LPSTR Chain, WORD MaxLrecl, LPSTR Recfm, DWORD DTN, LPSTR Description);</code>
<b>Parameters</b>	<b>LPSTR Library</b> Address of NULL terminated string 8 character Library Name
	<b>LPSTR UserID</b> Address of NULL terminated string 8 character User ID
	<b>LPSTR DosFile</b> Address of NULL terminated string with filename of IDP
	<b>LPSTR Member</b> Address of NULL terminated string 32 character Member name
	<b>int Revision</b> Integer revision level for Member — Revision = -1 means a new high revision should be created )
	<b>LPSTR Chain</b> Address of NULL terminated string 4 character Chain name



	<b>WORD MaxLrecl</b> Maximum length of records with Chain data
	<b>LPSTR Recfm</b> Address of NULL terminated string specifying variable or unformatted records, 'V' or 'U'
	<b>DWORD DTN</b> Document Type Number of Member
	<b>LPSTR Description</b> Address of NULL terminated string with description of Member
<b>Return Codes</b>	<b>TRUE(1)</b> Success
	<b>FALSE(0)</b> Failure
	Error message dialogs are shown as errors occur.

### LoadPackage / LoadPackageEx

Loads a Document Package as the specified Member. The Document Package and Data file might have been extracted from an existing Document Package Member or might have been created by an application program. The LoadPackageEx function accepts a long integer argument for the DTN value.

<b>C Function Prototype</b>	<code>int LoadPackage( void *pPtrTbl, LPSTR MemName, int Revision, LPSTR IDPFile, LPSTR DataFile, LPSTR Desc, int DTN, LPSTR EffDate, LPSTR AppInfo, int Action );</code>
<b>Visual Basic Declare</b> LoadPackage	<code>Declare Function LoadPackage Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision%, ByVal IDPFile\$, ByVal DataFile\$, ByVal Desc\$, ByVal IntDTN%, ByVal EffDate\$, ByVal AppInfo\$, ByVal Action%) As Integer</code>
<b>Visual Basic Declare</b> LoadPackageEx x	<code>Declare Function LoadPackageEx Lib "VLAMUSER.W32" (ByVal pPtrTbl&amp;, ByVal memname\$, ByVal MemRevision As Integer, ByVal IDPFile\$, ByVal DataFile\$, ByVal Desc\$, ByVal DTN As Long, ByVal EffDate\$, ByVal AppInfo\$, ByVal Action As Integer) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAUser
	<b>LPSTR MemName</b> Address of NULL terminated string 32 character Member name
	<b>Int Revision</b> Integer revision level for Member
	<b>LPSTR IDPFile</b> Address of NULL terminated string with filename of IDP
	<b>LPSTR DataFile</b> Address of NULL terminated string with filename of Data; pass NULL or a NULL-string to indicate no data to be loaded
	<b>LPSTR Desc</b> Address of NULL terminated string with description of Member
	<b>Int DTN</b> Integer Document Type Number for Member
	<b>LPSTR EffDate</b> Address of NULL terminated string with effective date for Member in MM/DD/YY format
	<b>LPSTR AppInfo</b> Address of NULL terminated string 80 character application information
	<b>Int Action</b> 0 = Add new Member if MemName(Revision) does not exist Replace MemName(Revision) if it does exist 1 = Add new Member (Fail if it already exists)Creates new high revision if Revision is 0 2 = Replace Member (Fail if it does not exist)

<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_MEM_EXISTS(102)</b> Member already exists and Add was specified
	<b>V_ERR_MEM_NOT_EXIST(103)</b> Member does not exist and Replace was specified
	<b>V_ERR_INV_ACTION(104)</b> Requested Action was not 0, 1 or 2
	<b>V_ERR_MEM_NOT_OPEN(106)</b> Member(Revision) could not be opened
	<b>V_ERR_INV_REVISION(111)</b> Revision was not one that exists or one more than the highest
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid
	<b>V_ERR_IDPFILE_NOT_EXIST(203)</b> IDPFile could not be found
	<b>V_ERR_DATFILE_NOT_EXIST(203)</b> DataFile could not be found

## RestoreLibrary

Restores a VLAM backup file containing the members in a Library.

<b>C Function Prototype</b>	<code>int RestoreLibrary( void *pPtrTbl, LPSTR BackupFile, int fOverWrite );</code>
<b>Visual Basic Declare</b>	<code>Declare Function RestoreLibrary Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal BackupFile\$, ByVal OverWrite%) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>LPSTR BackupFile</b> Address of NULL terminated string naming DOS file to receive backed up members
	<b>int fOverWrite</b> integer boolean indicating if members in the Library should be overwritten by members in the backup even if the members in the Library are newer
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid
	<b>V_ERR_RESTORE_FAILED(161)</b> Restore failed

---

## SetLibrary

Opens a new Library without the overhead of an additional call to InitVLAMUser. The current Library will remain open if the new Library cannot be opened.

<b>C Function Prototype</b>	<code>int SetLibrary( void *pPtrTbl, LPSTR Library );</code>
<b>Visual Basic Declare</b>	<code>Declare Function SetLibrary Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;, ByVal LibraryName\$) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>LPSTR UserID</b> Address of NULL terminated string 8-character User ID
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_LIB_NOT_EXIST(101)</b> Requested Library does not exist
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

## SetLibraryEx

Opens a new Library without the overhead of an additional call to InitVLAMUser. The current Library will remain open if the new Library cannot be opened. Compared to **SetLibrary**, **SetLibraryEx** accepts an additional parameter which is a boolean to indicate if the Library will be read only.

<b>C Function Prototype</b>	<code>short VUSR_EXPORT WINAPI SetLibraryEx( void *pPtrTbl, LPSTR Library, short fReadOnly );</code>
<b>Visual Basic Declare</b>	<code>Declare Function SetLibraryEx Lib "VLAMUSER.W32" (ByVal pPtrTbl As Long, ByVal LibraryName\$, ByVal fReadOnly As Integer) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
	<b>LPSTR UserID</b> Address of NULL terminated string 8-character User ID
	<b>fReadOnly</b> Integer boolean value indicating if the Library will be read only
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_LIB_NOT_EXIST(101)</b> Requested Library does not exist
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

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## TermVLAMUser

Closes the open Library, destroys Library and VLAM objects. This should be called when all processing for the Library has been completed.

<b>C Function Prototype</b>	<code>int TermVLAMUser( void *pPtrTbl );</code>
<b>Visual Basic Declare</b>	<code>Declare Function TermVLAMUser Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_WARNING(4)</b> Library was not open
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

## ValidatepPtrTbl

Checks the validity of initialization information. This function would normally only be used by VLAMUSER.DLL internally, not by application programs.

<b>C Function Prototype</b>	<code>int ValidatepPtrTbl( void *pPtrTbl );</code>
<b>Visual Basic Declare</b>	<code>Declare Function ValidatepPtrTbl Lib "VLAMUSER.DLL" (ByVal pPtrTbl&amp;) As Integer</code>
<b>Parameters</b>	<b>void* pPtrTbl</b> FAR void pointer that was initially passed to InitVLAMUser
<b>Return Codes</b>	<b>V_SUCCESS(0)</b> Success
	<b>V_ERR_INV_PPTRTBL(150)</b> pPtrTbl did not specify address of valid initialization information
	<b>V_ERR_INV_PLIB(151)</b> Address of Library object was not valid
	<b>V_ERR_INV_PVLAM(152)</b> Address of VLAM object was not valid

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## Chapter 6

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# The Production Definitions Object

## USING PRODUCTION DEFINITIONS

The Control Panel-Production Definitions object lets you define and update Production Definitions, which specify the processing resources for a single execution of a Documaker fp application.

You must have defined the appropriate Merge Definitions, Groups, and Print Definitions before you can define a Production Definition.

The Production Definition window lets you specify the following:

**Variable Replacement Files (VRFs)** — Documaker fp reads VRFs for the input data it uses to assemble forms and produce Document Packages. You can specify one or more VRFs that contain the following information:

- A list of form names
- The variable data and the associated BPSD tag names
- A list of the Groups to receive variations of the Document Packages
- A sort key and sort Group (stored in the *DMG.SKEY.groupname* reserved tag)

**Output Destinations** — Documaker fp directs print stream output to one or more

- Print stream output disk files
- Printers

You define the file names or print drivers that specify these destinations.

**Groups** — Documaker fp uses Group names which identify, for example, the

- Persons
- Locations
- Professions

that will receive variations of the Document Packages produced for an application. You can select one or more Groups to receive Documaker fp output. These Groups are selected from the Groups defined in the current VRF; however, you can enter any Group name in this field. It's your responsibility to enter a valid Group name to be processed.

**Electronic Document Libraries (EDLs)** — Documaker fp gets electronic form images from the EDL. You must specify the EDL that contains these forms. If your application uses Explicit forms from multiple EDLs, you must also specify those EDLs.


---

**Merge Set Start/Stop IDs** — By default, Documaker fp prints all of the Merge Sets in a VRF. You can specify Start and Stop Merge Set IDs which will cause Documaker fp to print a range of Merge Sets instead. This option requires a DMG.MERGESET.ID Reserved Tag to be present in each MergeSet in the VRF being processed.

## Starting or Ending Production Definitions Setup

To define or update a Production Definition, you must first start the Production Definitions object.

### To Start Production Definitions Setup

- In the Control Panel, double-click the  (Production Definitions) icon.

The Production Definition Setup window displays.

Because you can use the Production Setup window to add, modify, activate, rename, or delete a Production Definition, this guide provides separate topics for these procedures.

To	Go to
Add a new Production Definition	Adding A New Production Definition
Update a Production Definition	Changing a Production Definition
Copy a Production Definition	Copying a Production Definition
Rename a Production Definition	Renaming a Production Definition
Delete a Production Definition	Deleting a Production Definition

### To Exit Production Definitions Setup

- In the upper-right-hand corner of the Production Definition window, click on the  (Close) button.


-or-

From the File menu, choose **Close**.


Production Setup closes and returns control to the Control Panel.

---

## ADDING A NEW PRODUCTION DEFINITION

The  (Add Resource) icon lets you specify a new *Production Definition*.

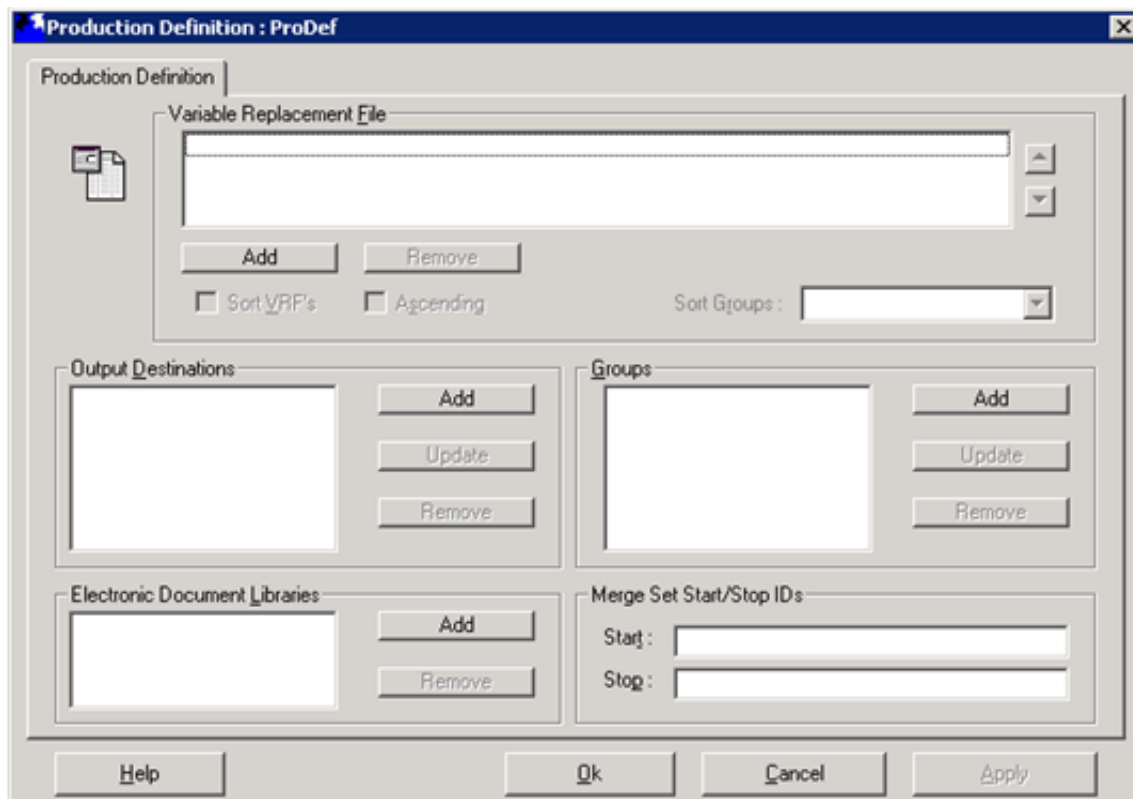
### To Add a New Production Definition

1. In the Production Setup window, click on the  icon.

The **Production Definition Setup - Add New** window appears.

2. In the **Name** text box, type a name of eight characters or less for the Production Definition.
3. When you've completed the entries, choose the **OK** button.

Production Definition Setup saves the Production Definition with the name you specified, and then displays the Production Definition window.



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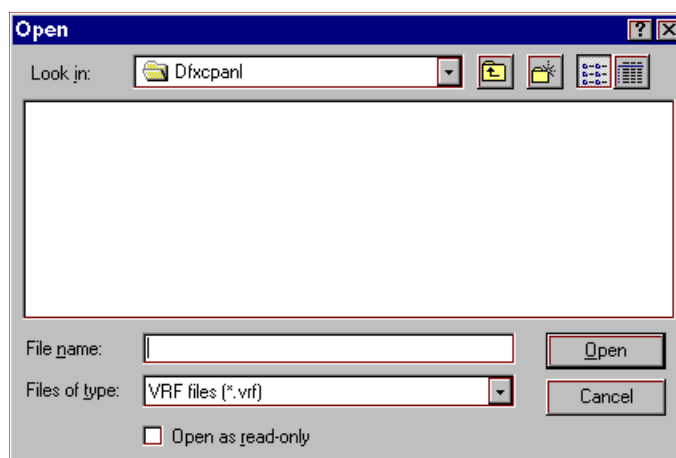
Because the Production Definition dialog contains several group boxes of specifications, this guide provides a separate topic for each group.

To	Go to this section:
Specify Variable Replacement Files (VRFs)	To Specify VRFs for a Production Definition
Define Output Destinations	To Specify Output Destinations for a Production Definition
Specify Groups	To Specify the Groups for a Production Definition
Specify Electronic Document Libraries (EDLs)	To Specify the Libraries (EDLs) for a Production Definition
Specify Merge Set Start/Stop IDs	To Specify Merge Set Start/Stop IDs for a Production Definition
Close or save the Production Definition	To Close or Save the Production Definition Dialog

### To Specify VRFs for a Production Definition

1. From the Variable Replacement File group box, choose **Add**.

The Open window appears.



2. In the **Look In** drop-down list box, use the mouse to select a folder in which the VRFs are stored.
3. In the **File Name** text box, type the name of the VRF.
4. In the **Files Of Type** drop-down list box, use the mouse to select the appropriate file type (**VRF files** should be selected).
5. To select the VRF, choose the **Open** button. Otherwise, choose the **Cancel** button.

The VRF you chose displays in the Variable Replacement File list box. Repeat the process as many times as necessary if you want to choose more than one VRF.

6. If you want to change the order of the VRFs when more than one is added, highlight the desired VRF and click on one of the arrow icons.

The selected VRF is moved appropriately.



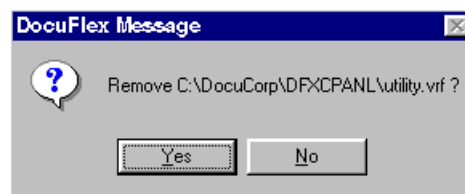
- 
- If you want to sort Documaker fp output by a sort key and sort Group which have been stored in the *DMG.SKEY.groupname* reserved tag in the VRF, do as many of the following as required:

To	Do this
Sort the VRFs by Group	<ol style="list-style-type: none"> <li>Select the Sort VRFs check box.</li> <li>Type the sort Group in the Sort Groups text box. -or- Select the sort Group from the Sort Groups combo box.</li> </ol>
Sort the Groups in ascending instead of descending order	Select the <b>Ascending</b> check box.

### To Delete a VRF from a Production Definition

- If you need to delete a VRF once you've added it, select that VRF in the Variable Replacement File list box, and then choose the **Remove** button.

The VRF Delete window appears.



- To delete the VRF, choose the **Yes** button. Otherwise, choose the **No** button.

If you choose Yes, the VRF you selected disappears from the Variable Replacement File list box. The VRF file is **not** deleted from your hard disk.

### To Specify Output Destinations for a Production Definition

Before you can specify one or more Output Destinations for merged output, you must have specified appropriate Print Definitions.

---

**Tip** The Production Definition lets you specify more than one Output Destination.

For example, by specifying multiple Output Destinations, you can route the merged output for different Groups to different network printers or print files on disk (output stack). You accomplish this by first defining an Output Destination for each network printer, and then associating each of the Output Destinations with a different Group or Groups.

You can also use multiple Output Destinations to route merged output for the same Group to multiple satellite printers throughout your networked enterprise or different print files on disk (output stacks).

---

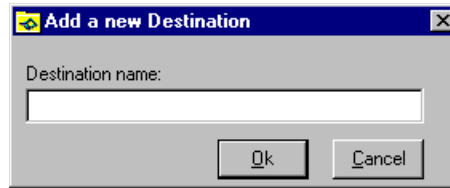
- From the Output Destinations group box, choose **Add**.

-or-

Press **INSERT**.

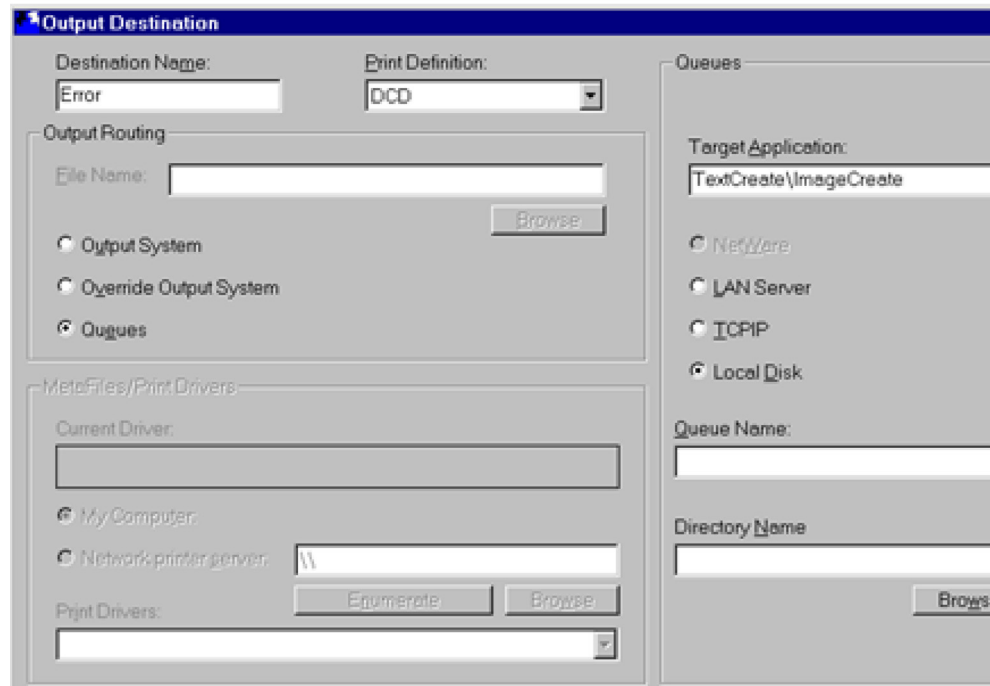
---

The Add window appears.



2. Type the name of the new Output Destination and click on **OK**.

The Output Destination window appears.



3. From the **Print Definition** drop-down list, choose a Print Definition.

4. For the type of Print Definition you chose, do one of the following:

To	Do this
Route the output to the default Documaker fp Output System -and- You chose a Metacode or AFP Printer Definition	<ul style="list-style-type: none"> <li>• Choose the Output System option button.</li> <li>• Choose the OK button.</li> </ul>
Override the default Documaker fp Output System destination so that you can manually route the output to a custom print spooler, queue, or file -and- You chose a Metacode or AFP Printer Definition	<ul style="list-style-type: none"> <li>• Choose the Override Output System option button.</li> <li>• In the File Name text box, enter a fully-qualified output file name.</li> <li>• -or-</li> <li>• Click on the Browse button to navigate to a specific file folder or file.</li> <li>• Choose the OK button.</li> </ul>
Send the output to a network queue for processing -and- You chose a Metacode or AFP Printer Definition	<ul style="list-style-type: none"> <li>• Choose the Queues option button.</li> <li>• From the Target Application drop-down list, select TextCreate/ImageCreate.</li> <li>• Choose one of the following queue type option buttons: <ul style="list-style-type: none"> <li>• NetWare</li> <li>• LAN Server</li> <li>• TCPIP</li> <li>• Local Disk</li> </ul> </li> <li>• Press Tab, and then type the queue name.</li> <li>• Press Tab, and then type the name of the network server where the queue is located or click on Browse. For Local Disk queues, enter the fully-qualified path name of the local disk queue files.</li> <li>• Choose the OK button.</li> </ul>
<b>(Windows)</b> Send Documaker fp Output directly to a local printer -and- You chose a Windows Printer Definition	<ul style="list-style-type: none"> <li>• In the MetaFiles/Print Drivers group box, select the My Computer option button.</li> <li>• Choose a printer driver from the Print Drivers drop-down list.</li> <li>• Choose the OK button.</li> </ul>
<b>(Windows)</b> Send Documaker fp Output to a network server or shared resource -and- You chose a Windows Printer Definition	<ul style="list-style-type: none"> <li>• In the MetaFiles/Print Drivers group box, select the Network printer server option button.</li> <li>• Type the name of the network server or shared resource, then press Enter.</li> <li>• -or-</li> <li>• Click on the Browse button to locate the server or resource, then click on Enumerate.</li> <li>• The available printer drivers from the server or resource are added to the list of print drivers.</li> <li>• Choose a printer driver from the Print Drivers drop-down list.</li> <li>• Choose the OK button.</li> </ul>

Production Setup returns to the Production Definition dialog, and the Output Destination you specified displays in the Output Destinations list box.

### To Modify an Output Destination in a Production Definition

1. If you need to modify an Output Destination once you've added it, select the Destination in the Output Destination list box and choose the **Update** button.

-or-

Select the Destination and press **ENTER**.

- 
2. See "Step 3." on page 178.

### To Delete an Output Destination from a Production Definition

1. If you need to delete an Output Destination once you've added it, select the Destination in the Output Destinations list box and choose the **Remove** button.

-or-

Select the Destination and press **DELETE**. The Destination Delete window appears.

2. To delete the Destination, choose the **Yes** button. Otherwise, choose the **No** button.

If you chose Yes, the Destination you selected disappears from the Output Destinations list box.

### To Specify the Groups for a Production Definition

Before you can specify this in the Group window	You must have defined
Merge Definition	The appropriate Merge Definition. For more information, see To Add a New Merge Definition.
A Destination or Error Destination	The appropriate Output Destination(s). For more information, see To Specify Output Destinations for a Production Definition. -or- A VRF that contains the <i>DMG.DD.groupname</i> or <i>DMG.ERRDD.groupname</i> reserved tags. For more information, see the <i>Using Documerge 3.2.0</i> reference guide for more information.

1. From the Production Definition's **Groups** group box, choose **Add**.

-or-

Press **INSERT**. The Add window appears.

2. Type the name of the new Group and click on **OK**.

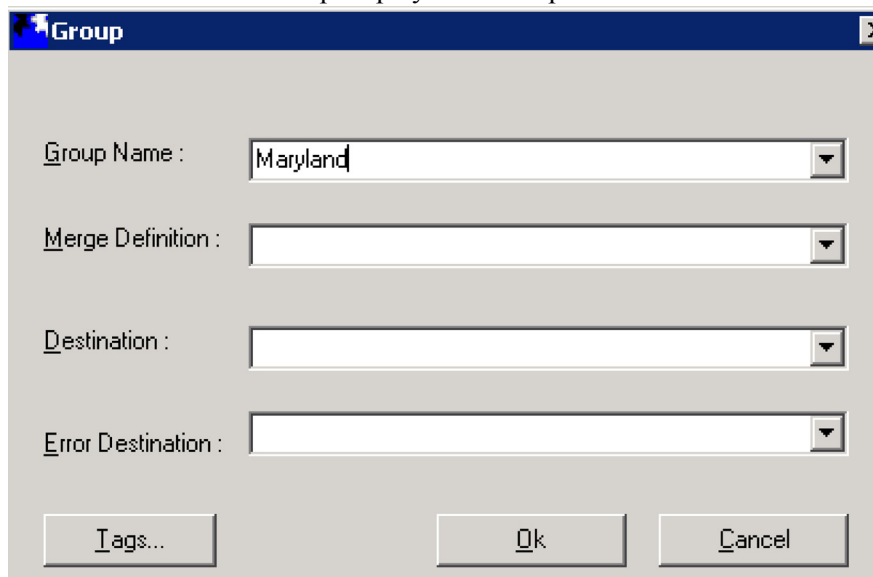
-or-

From the **Group Name** drop-down list, choose a Group.

The Groups in the drop-down list are those which are present in the first Variable Replacement File listed for this Production Definition.

---

Production Definition Setup displays the Group window.



3. From the **Merge Definition** drop-down list, choose a Merge Definition.
4. To specify an Output Destination for Documaker fp output, either  
Type a name for the Destination

-or-

From the **Destination** drop-down list, choose a destination.

5. To specify an Error Output Destination for Documaker fp output, either  
Type a name for the Error Destination

-or-

From the **Error Destination** drop-down list, choose an Error Destination.

---

**WARNING!** You complete the following step only if you want to replace a non-Reserved BPSD tag's original contents, which currently are either blank or the data from a like-named data item that was input from a VRF.

**Avoid modifying the contents of Documaker fp Reserved Tags. Modification of the contents of these tags can produce unpredictable processing results.**

---

6. If you want to use the Documaker fp feature that lets you directly specify the contents of a BPSD tag, do the following:
  - a. Choose the **Tags** command button.  
The Group: window appears.
  - b. Choose **Add** and type the BPSD tag name (up to 30 characters) that has the contents you want to change, or add a new BPSD tag.

- 
- c. Press **TAB**, and then type the new information that you want the tag to contain.

Tag Name	Tag Data
----------	----------

- d. To enter data for additional tags, press **OK** again, and the repeat steps 2 through 4

---

**Tip** To change or delete tags from the Group, select the tag first and then press either **Edit** or **Remove**.

---

- e. When you are finished specifying special tag contents and you want to keep the changes, choose the **OK** button. Otherwise, choose the **Cancel** button.

Production Definition Setup returns to the Group window.

7. To keep the Group you specified, choose the **OK** button. Otherwise, choose the **Cancel** button.

Production Setup returns to the Production Definition dialog, and the Group you specified displays in the Groups list box.

### To Modify a Group in a Production Definition

1. If you need to modify a Group once you've added it, select the Group in the Groups list box and choose the **Update** button.

-or-

Select the Group and press **ENTER**.

2. See "Step 3." on page 181.

### To Delete a Group from a Production Definition

1. If you need to delete a Group once you've added it, select the Group in the Groups list box and choose the **Remove** button.

-or-

Select the Group and press **DELETE**. The Group Delete window appears.

2. To delete the Group, choose the **Yes** button. Otherwise, choose the **No** button.

---

If you chose Yes, the Group you selected disappears from the list box.

### **To Specify the Libraries (EDLs) for a Production Definition**

1. From the Electronic Document Libraries group box, choose **Add**.

-or-

Press **INSERT**. The Add window appears.

2. Type the name of the new EDL and click on **OK**.

-or-

From the **Library Name** drop-down list, choose a Library (recommended).

3. To keep the Library you specified, choose the **OK** button. Otherwise, choose the **Cancel** button.

Production Setup returns to the Production Definition dialog, and the Library you specified displays in the Electronic Document Libraries list box. Any EDLs you chose are used when this Production Definition is processed by Documaker fp.

### **To Delete a Library from a Production Definition**

1. If you need to delete a Library once you've added it, select that Library in the Electronic Document Libraries list box, and then choose the **Remove** button.

-or-

Select the Library and press **DELETE**.

The EDL Delete window appears.

2. To delete the Library, choose the **Yes** button. Otherwise, choose the **No** button.

If you chose Yes, the Library you selected disappears from the list box. The Library itself isn't deleted, only the reference to it from within this Production Definition.

3. If you want to close the Production Definition dialog, choose **OK**. Otherwise choose **Apply**.

### **To Specify Merge Set Start/Stop IDs for a Production Definition**

1. In the **Start** text box of the **Merge Set Start/Stop IDs** area, type the Merge Set ID value with which you want Documaker fp to start processing.

If you leave the field blank, the entire file is processed. This is the typical situation.

2. Press **TAB**, and then type the Merge Set ID value with which you want Documaker fp to stop processing.

If you leave the field blank, processing continues until the end of the file.

- If you want to close the Production Definition dialog, choose **OK**. Otherwise choose **Apply**.

---

**WARNING!** You must specify a DMG.MERGESET.ID Reserved Tag in each Merge Set in the VRF to be processed in order for the Merge Set Start/Stop ID capability to work properly.

---

### To Close or Save the Production Definition Dialog

- Do one of the following:

To	Do this
Apply the specifications you've provided without closing the Production Definition dialog	Choose the <b>Apply</b> button.
Apply the specifications you've provided and return to the Production Definition Setup window	Choose the <b>OK</b> button.
Return to the Production Definition Setup window without applying the specifications you've provided	Choose the <b>Cancel</b> button.

## CHANGING A PRODUCTION DEFINITION

The Production Definitions object lets you change Production Definition specifications and options.

### To Change a Production Definition

- If the Production Definitions window doesn't already show on your screen, perform the instruction(s) under "Definitions Setup" on page To Start Merge Definition Setup, and then return to this topic.
- To select the Production Definition to change, click on the icon for that Production Definition.

The darkened appearance of the icon indicates that it is selected.

- From the Edit menu, choose **Properties**.

The Production Definition window appears. The Production Definition name you selected displays in the title bar.

Because the Production Definition dialog contains several group boxes of specifications, this guide provides a separate topic for each group box.

To	Go to this section
Specify Variable Replacement Files (VRFs)	To Specify VRFs for a Production Definition
Define Output Destinations	To Specify Output Destinations for a Production Definition
Specify Groups	To Specify the Groups for a Production Definition
Specify Electronic Document Libraries (EDLs)	To Specify the Libraries (EDLs) for a Production Definition
Specify Merge Set Start/Stop IDs	To Specify Merge Set Start/Stop IDs for a Production Definition
Close or save a Production Definition	To Close or Save the Production Definition Dialog



---

## COPYING A PRODUCTION DEFINITION

You can copy a Production Definition using the File>Save As command in the Production Definitions Setup window.

### To Copy a Production Definition

1. If the Production Definitions Setup window doesn't already show on your screen, perform the instruction(s) under To Start Production Definitions Setup, and then return to this topic.
2. To select the Production Definition to copy, click on the icon for that printer.  
The darkened appearance of the icon indicates that it is selected.
3. From the **File** menu, choose **Save As**.  
The Save As window appears, showing the name of the Production Definition you want to copy.
4. Type the name for the new Production Definition.
5. Choose the **OK** button to save the new Production Definition; otherwise, choose the **Cancel** button.  
The Production Definition you copied displays on the Production Definition Setup window.

## RENAMING A PRODUCTION DEFINITION

You can rename a Production Definition using the Edit>Rename command in the Production Definitions window.

### To Rename a Production Definition

1. If the Production Definitions window doesn't already show on your screen, perform the instruction(s) under "Definitions Setup" on page To Start Merge Definition Setup, and then return to this topic.
2. To select the Production Definition to rename, click on the icon for that definition.  
The darkened appearance of the icon indicates that it is selected.
3. From the Edit menu, choose **Rename**.  
The menu closes and returns to the Production Setup window where the selected Production Definition name now shows in a text box with a cursor for editing.
4. Type a new name, and then press **ENTER**.  
Production Setup changes the name of the selected icon to the one you entered.

---

## DELETING A PRODUCTION DEFINITION

You can remove a Production Definition using the Edit>Delete command in the Production Definitions window.

### To Remove a Production Definition

1. If the Production Definitions window doesn't already show on your screen, perform the instruction(s) under "Definitions Setup" on page To Start Merge Definition Setup, and then return to this topic.

2. To select the Production Definition to remove, click on the icon for that definition.

The darkened appearance of the icon indicates that it is selected.

3. From the Edit menu, choose **Delete**.

-or-

Press **DELETE**.

The Remove Production Definition window appears, showing the name of the Production Definition to remove.

4. To delete the Production Definition, choose the **OK** button. Otherwise, choose the **Cancel** button.

The Production Definition you selected disappears from the Production Definitions window.

---

## Chapter 7

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# The Merge Definitions Object

## USING MERGE DEFINITIONS

The Control Panel-Merge Definitions object lets you define and update merge definitions, which control the

- Quantity
- Format
- Content

of the Document Packages that Documaker fp will produce for one or more Groups (recipients).

You must specify an appropriate merge definition before you can select Group(s) to process in a Production Definition. The Documaker fp for Windows Merge Definition is similar to the MERGEDEF PEDEF which is required for IBM MVS or VSE versions of Documaker fp.

In the Merge Definition dialog, you can specify

- General options such as
  - The number of copies of a Document Package (for a Group)
  - Verification of the occurrence of Mandatory BPSD tags
  - Verification of non-blank data in Mandatory BPSD tags
- Special Processing options such as
  - Produce ID Comments in the Document Package data stream using the contents of the DMG.MERGESET.ID Reserved Tag. (These comments don't automatically appear in the Document Package produced by Documaker fp.)

This option is required if you plan to generate indexing values in Documaker fp output for use by Documanager.

- Left-Zero-Fill of Reserved Tags (required for certain types of finishing equipment)
- Separation of Output Packages for using the automatic stapling feature of Metacode printers
- A Dash Code ON value for automatically generating OMR marks with Documaker fp
- A Dash Code OFF value for automatically generating OMR marks with Documaker fp
- Page Margin options that include settings for top and bottom margins

---

This feature adjusts the page margins when printing to PCL printers from Documaker fp via a Windows Print Driver.

- Concatenation separation options that include
  - The amount of vertical space to allow between concatenated images
  - Selection of a form name and revision number to use as a separator for concatenated images.
- Banner page options for selecting or specifying the form and revision number to use as a separator page at the beginning of an output stack for a given recipient (Group)
- Trailer page options for selecting or specifying the form and revision number to use as a separator page at the end of an output stack for a given recipient (Group)
- Messages/Errors options that include
  - Writing errors to a Message File in addition to including error messages in the output destination

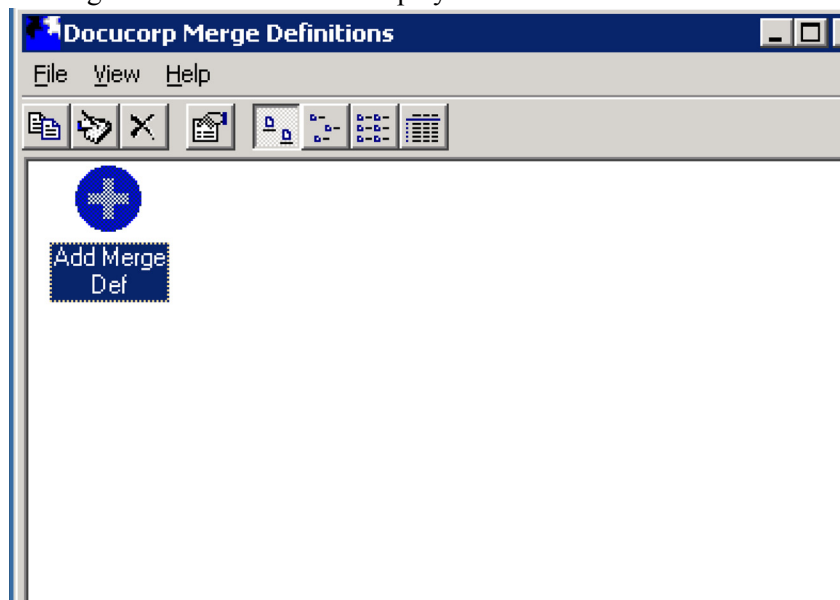
## Starting or Ending Merge Definitions

To define or update a Merge Definition, you must first start the Merge Definitions object.

### To Start Merge Definition Setup

- In the Control Panel, double-click the  (Merge Definitions) icon.

The Merge Definitions window displays.



---

Because you can use the Merge Definitions window to add, modify, activate, rename, or delete a Merge Definition, this guide provides separate topics for these procedures.

To	Go to
Add a new Merge Definition	Adding a Merge Definition
Update a Merge Definition	Changing a Merge Definition
Copy a Merge Definition	Copying a Merge Definition
Rename a Merge Definition	Renaming a Merge Definition
Delete a Merge Definition	Deleting a Merge Definition

### To Exit Merge Definition Setup


- In the upper-right-hand corner of the Merge Definitions window, click on the  (Close) button.

-or-


From the File menu, choose **Close**.

Merge Definitions closes and returns control to the Control Panel.

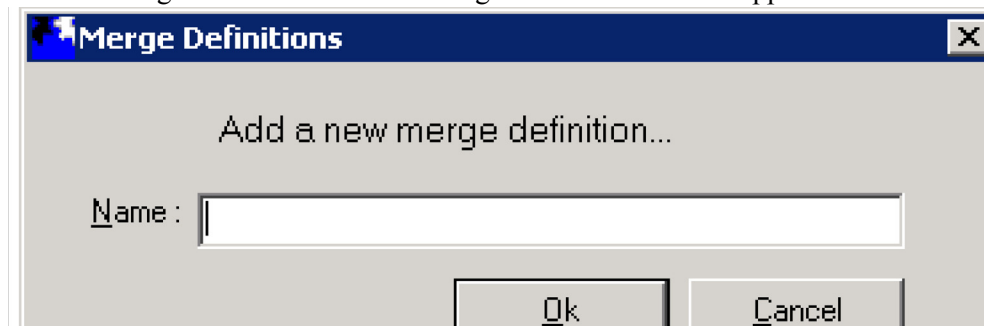
## ADDING A MERGE DEFINITION

The  (Add Resource) icon lets you specify a new merge definition.

### To Add a New Merge Definition

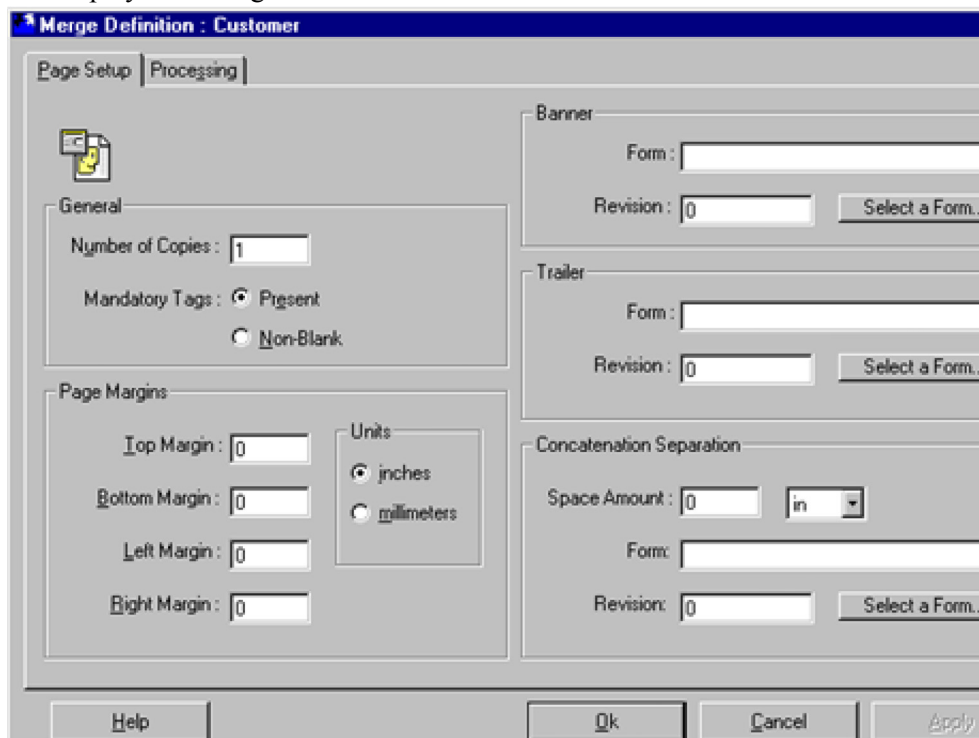
1. In the Merge Definitions window, click on the  icon.

The Merge Definitions - Add a Merge Definition window appears.



2. In the **Name** text box, type a name of eight characters or fewer for the Merge Definition.
3. When you've completed the entries, choose the **OK** button.

The system saves the merge definition with the name you specified, and then displays the Merge Definition window.



## USING THE MERGE DEFINITION DIALOG AND TABS

The Merge Definition window contains two tabs. You complete a Merge Definition by specifying data merging-related items in panels under these tabs.

### To Use a Merge Definition Tab

- Do any of the following:

To specify	Go to this topic
Page margin, banner and trailer page, and concatenated form options	Using the Page Setup Tab
Special processing options, such as dash codes and messaging	Using the Processing Tab

### To Close or Save the Merge Definition Dialog

- Do one of the following:

To	Do this
Apply the specifications you've provided without closing the Merge Definition dialog	Choose the <b>Apply</b> button.
Apply the specifications you've provided and return to the Merge Definitions window	Choose the <b>OK</b> button.
Return to the Merge Definitions window without applying the specifications you've provided	Choose the <b>Cancel</b> button.

---

## Using the Page Setup Tab

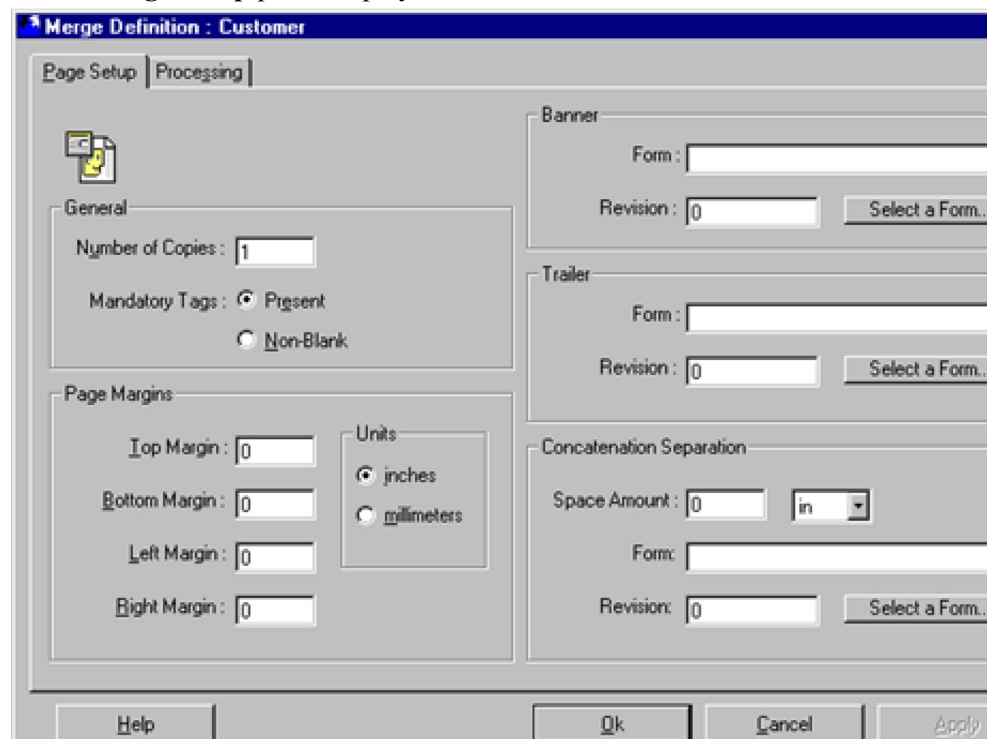
Use the first tab in the Merge Definition window to specify

- General page information
- Page margins
- Banner and Trailer pages
- Separation distances between concatenated forms

### To Activate the Page Setup Panel

- If the Page Setup panel is not already showing in the Merge Definition window, click on the **Page Setup** tab.

The **Page Setup** panel displays.



Because the Merge Definition dialog contains several group boxes of specifications, this guide provides a separate topic for each group.

To specify	Go to this section
The number of copies for a Group or verification of Mandatory Tags	To Specify General Options for a Merge Definition
The page margins	To Set Page Margins in a Merge Definition
A banner page	To Specify a Banner Page in a Merge Definition
A trailer page	To Specify a Trailer Page in a Merge Definition
A space or form for separating concatenated forms	To Specify a Concatenation Separation in a Merge Definition
Closing or saving the Merge Definition	To Close or Save the Merge Definition Dialog

---

## To Specify General Options for a Merge Definition

- Do one of the following:

If you want to	Do this
Override the VDR-generated number of copies -or- Produce more than the one default copy	In the <b>Number of Copies</b> text box, type a 1- to 5-digit number which is not greater than 32,767.
Verify that Mandatory Tags are present in the VRF being processed.	Choose the <b>Mandatory Tags-Present</b> option button.
Verify that Mandatory Tags are present in the VRF being processed and contain non-blank characters	Choose the <b>Mandatory Tags-Non-Blank</b> option button.

## To Set Page Margins in a Merge Definition

---

**Tip** Use any of these options to accommodate the non-printable areas of a page when creating output via a Windows Print Driver.

---

- Do one of the following:

If you want to override the default	Do this
Top page margin (vertical distance from top edge of sheet to top of first printed line)	In the <b>Top Margin</b> text box, type a new decimal value. Be sure to select the unit of measure.
Bottom page margin (vertical distance from bottom edge of sheet to bottom of last printed line) Use this option to inform Documaker fp to maintain space at the bottom of the page for "footer" Overlays.	In the <b>Bottom Margin</b> text box, type a new decimal value. Be sure to select the unit of measure.
Left page margin (horizontal distance from left edge of sheet to left edge of printed text)	In the <b>Left Margin</b> text box, type a new decimal value. Be sure to select the unit of measure.
Right page margin (horizontal distance from right edge of sheet to right edge of printed text)	In the <b>Right Margin</b> text box, type a new decimal value. Be sure to select the unit of measure.

---

**WARNING!** If this Merge Definition is for a Document Package that contains Overlays, the bottom margin must be set to zero for the Overlays to work correctly.

---



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## To Specify a Banner Page in a Merge Definition

- Do one of the following:

To	Do this
Directly enter the form name and revision number	In the <b>Banner-Form</b> and <b>-Revision</b> text boxes, type a form name and revision number.
Select from a Library, the name and revision number of a form that Documaker fp will use as a banner page.	<ul style="list-style-type: none"><li>• If you haven't already, you must open the Library that contains the form.</li><li>• Choose the <b>Select a Form...</b> command button.</li><li>• The <b>Member Listing</b> window appears.</li><li>• Select the applicable library from the <b>Open a Library</b> drop-down list box.</li></ul> -or- <ul style="list-style-type: none"><li>• Type the desired library name and press <b>Enter</b>.</li><li>• Select a form from the list box, enter a password if required, and then choose <b>OK</b>.</li><li>• The Merge Definition window shows the form name and revision number in the <b>Banner-Form</b> and <b>-Revision</b> text boxes.</li></ul>

## To Specify a Trailer Page in a Merge Definition

- Do one of the following:

To	Do this
Directly enter the form name and revision number	In the <b>Trailer-Form</b> and <b>-Revision</b> text boxes, type a form name and revision number.
Select from a Library, the name and revision number of a form that Documaker fp will use as a trailer page.	<ul style="list-style-type: none"><li>• If you haven't already, you must open the Library that contains the form.</li><li>• Choose the <b>Select a Form...</b> command button.</li><li>• The <b>Member Listing</b> window appears.</li><li>• Select the applicable library from the <b>Open a Library</b> drop-down list box.</li></ul> -or- <ul style="list-style-type: none"><li>• Type the desired library name and press <b>ENTER</b>.</li><li>• Select a form from the list box, enter a password if required, and then choose <b>OK</b>.</li><li>• The Merge Definition window shows the form name and revision number in the <b>Trailer-Form</b> and <b>-Revision</b> text boxes.</li></ul>

## To Specify a Concatenation Separation in a Merge Definition

- If you want to override the (default) absence of space that Documaker fp inserts between forms when it places more than one form on a page, do one of the following:

To	Do this
Specify an amount of vertical space for Documaker fp to place between concatenated forms	In the <b>Space Amount</b> text box, type a new decimal value. Be sure to select the unit of measure.
Enter the name and revision number for a form (usually, a rule, breaking line or other spacing element) that Documaker fp will place between concatenated forms	In the <b>Form</b> and <b>Revision</b> text boxes, type a form name and revision number.

To	Do this
Select from a Library, the name and revision number of a form (usually, a rule, breaking line or other spacing element) that Documaker fp will place between concatenated forms	<ul style="list-style-type: none"> <li>• If you haven't already, you must open the Library that contains the form.</li> <li>• Choose the Select a Form... command button.</li> <li>• The Member Listing window appears.</li> <li>• Select the applicable library from the Open a Library drop-down list box.</li> <li>• Select a form from the list box, enter a password if required, and then choose OK.</li> <li>• The Merge Definition dialog shows the form name and revision number in the Concatenation Separation-Form and -Revision text boxes.</li> </ul>

## Using the Processing Tab

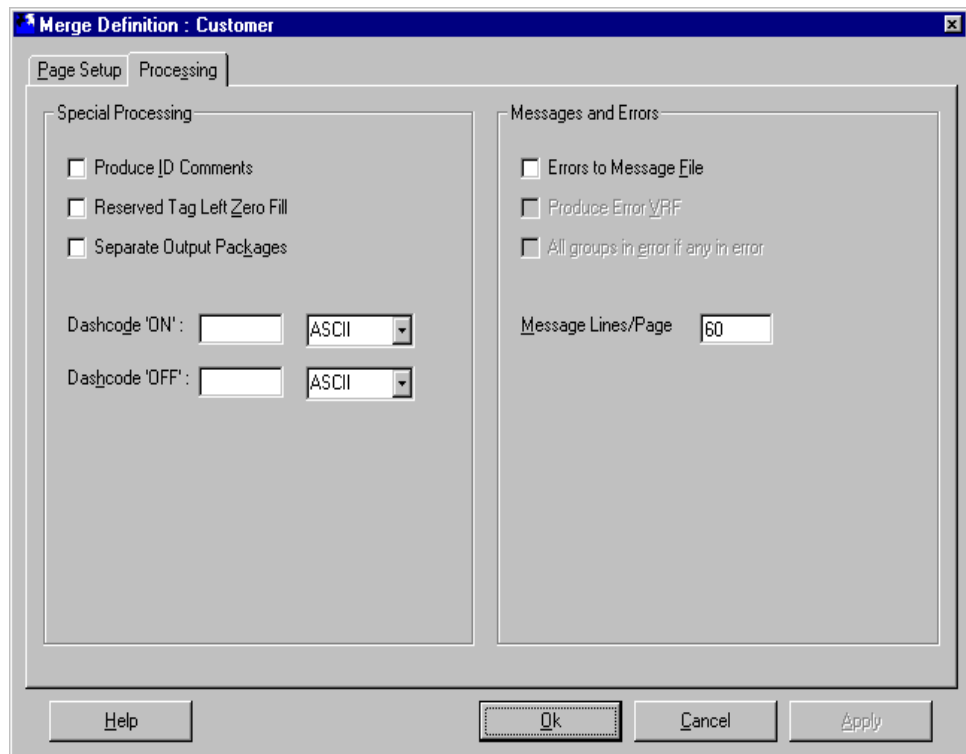
Use the second tab in the Merge Definition window to specify

- Special processing settings
- Message and error controls

### To Activate the Processing Panel

- If the Processing panel is not already showing in the Merge Definition window, click on the **Processing** tab.

The **Processing** panel displays.



Because the Merge Definition dialog contains several group boxes of specifications, this guide provides a separate topic for each group.

To specify	Go to this section
Finishing options such as ID comments, Reserved Tag Left-Zero Fill, Document Package binding, and Dash Code ON/OFF values	To Specify Special Processing Options for a Merge Definition
Processing and message options for errors detected by Documaker fp	To Specify Messages/Errors in a Merge Definition
Closing or saving the Merge Definition	To Close or Save the Merge Definition Dialog

### To Specify Special Processing Options for a Merge Definition

- Do one of the following:

If you want to	Do this
Produce comments in the Document Package data stream using the contents of the DMG.MERGESET.ID Reserved Tag (these comments don't print in the Document Package produced by Documaker fp). This option is required if you plan to generate indexing values in Documaker fp output for use by Docusave or Imagecreate.	Select the <b>Produce ID Comments</b> check box
Right-justify the data in, and left-zero-fill, the Reserved Tags used by certain types of finishing equipment	Select the <b>Reserved Tag Left Zero Fill</b> check box
Staple each output Document Package produced by a Xerox Metacode printer which has the automated stapling option. This option is <b>required</b> for archiving Documaker fp DCD output. This option is also recommended for all other print streams. <i>Separating output Document Packages places each output document Document Package into the archive queue separately rather than accumulating all document Document Packages in a single queue job.</i>	Select the <b>Separate Output Packages</b> check box.
Specify a character (usually the underscore or other line composition character) to use as the Dashcode ON value	<ul style="list-style-type: none"> <li>In the Dashcode 'ON' Value text box, type the character.</li> <li>In the associated drop-down list box, choose ASCII, EBCDIC, or HEX (ASCII is recommended).</li> </ul>
Specify a character (usually the space or other non-printing character) to use as the Dashcode OFF value	<ul style="list-style-type: none"> <li>In the Dashcode 'OFF' Value text box, type the character.</li> <li>In the associated drop-down list box, choose ASCII, EBCDIC, or HEX (ASCII is recommended).</li> </ul>

### To Specify Messages/Errors in a Merge Definition

- Do one of the following:

If you want to	Do this
Route the error messages that Documaker fp produces to a message file that you can view using the Output System object	Select the <b>Errors to Message File</b> check box.
Override the default 60 lines of message text that Documaker fp will print per page	In the <b>Message Lines/Page</b> text box, type the number of lines.

## CHANGING A MERGE DEFINITION

The Merge Definitions object lets you change Merge Definition specifications and options.

### To Change a Merge Definition

1. If the Merge Definitions window doesn't already show on your screen, perform the instruction(s) under To Start Merge Definition Setup, and then return to this topic.
2. To select the Merge Definition to change, click on the icon for that Merge Definition.

The darkened appearance of the icon indicates that it is selected.

3. From the File menu, choose **Properties**.

The Merge Definition window appears. The Merge Definition name you selected displays in the title bar.

The screenshot shows the 'Merge Definition : Customer' dialog box. It has two tabs: 'Page Setup' and 'Processing'. The 'Page Setup' tab is active. The dialog is divided into several sections: 'General' with 'Number of Copies' (1) and 'Mandatory Tags' (Present/Non-Blank); 'Page Margins' with 'Top', 'Bottom', 'Left', and 'Right' margins (all 0) and 'Units' (inches/millimeters); 'Banner' with 'Form' and 'Revision' (0) fields and a 'Select a Form...' button; 'Trailer' with similar 'Form' and 'Revision' (0) fields and a 'Select a Form...' button; and 'Concatenation Separation' with 'Space Amount' (0), a unit dropdown (in), 'Form', and 'Revision' (0) fields with a 'Select a Form...' button. At the bottom are 'Help', 'Ok', 'Cancel', and 'Apply' buttons.

Because the Merge Definition dialog contains two panels that you can use to change Merge Definition specifications, this guide provides a separate topic for each panel.

To change	Go to this topic
Page margin, banner and trailer page, and concatenated form options	Using the Page Setup Tab
Special processing options, such as dash codes and messaging	Using the Processing Tab

---

## COPYING A MERGE DEFINITION

You can copy a Merge Definition using the File>Save As command in the Merge Definitions window.

### To Copy a Merge Definition

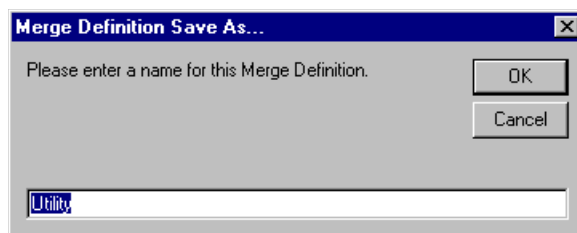
1. If the Merge Definitions window doesn't already show on your screen, perform the instruction(s) under To Start Merge Definition Setup, and then return to this topic.

2. To select the Merge Definition to copy, click on the icon for that printer.

The darkened appearance of the icon indicates that it is selected.

3. From the **File** menu, choose **Save As**.

The Save As window appears, showing the name of the Merge Definition you want to copy.



4. Type the name for the new Merge Definition.

5. Choose the **OK** button to save the new Merge Definition; otherwise, choose the **Cancel** button.

The Merge Definition you copied displays on the Merge Definition Setup window.

## RENAMING A MERGE DEFINITION

You can rename a Merge Definition using the File>Rename command in the Merge Definitions window.

### To Rename a Merge Definition

1. If the Merge Definitions window doesn't already show on your screen, perform the instruction(s) under To Start Merge Definition Setup, and then return to this topic.

2. To select the Merge Definition to rename, click on the icon for that definition.

The darkened appearance of the icon indicates that it is selected.

3. From the File menu, choose **Rename**.

The menu closes and returns to the Merge Definitions window where the selected Merge Definition name now shows in a text box with a cursor for editing.

- 
4. Type a new name, and then press **ENTER**.

Merge Definitions changes the name of the selected icon to the one you entered.

---

**WARNING!** You must also edit any Production Definitions whose Groups referenced the old Merge Definition, as this action doesn't automatically change any Production Definitions.

---

## DELETING A MERGE DEFINITION

You can remove a Merge Definition using the File>Delete command in the Merge Definitions window.

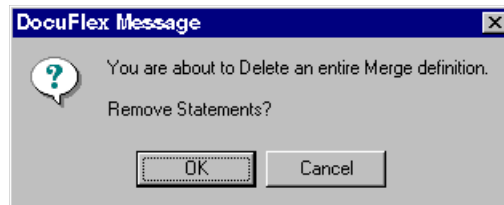
### To Remove a Merge Definition

1. If the Merge Definitions window doesn't already show on your screen, perform the instruction(s) under To Start Merge Definition Setup, and then return to this topic.
2. To select the Merge Definition to remove, click on the icon for that definition.  
The darkened appearance of the icon indicates that it is selected.
3. From the File menu, choose **Delete**.

-or-

Press **DELETE**.

The Remove Merge Definition window appears, showing the name of the Merge Definition to remove.



4. To delete the Merge Definition, choose the **OK** button. Otherwise, choose the **Cancel** button.

The Merge Definition you selected disappears from the Merge Definitions window.

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## Chapter 8

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# The Documaker fp Job Submission Object

## USING DOCUMAKER FP JOB SUBMISSION

The Control Panel contains a facility to submit jobs to be processed by Documaker fp. The Documaker fp Job Submission routine sends the input data defined by the chosen Production Definition to the Documaker fp queue.

The Documaker fp Job Submission object lets you specify

- **Job Description** — The name for this job. This description will be displayed in the Output System Viewer when viewing the message and report files generated for this job.
- **Production Definition** — Documaker fp reads a Production Definition, which specifies the processing resources for a single execution of a Documaker fp application.
- **Variable Replacement File (VRF)** — Documaker fp reads a VRF for the input data it uses to assemble forms and produce Document Packages.
- **Queues** — The type and location of the queue to which you're submitting a job.
- **Directories** — The locations of the working, external printing objects, and communications directories.
- **Advanced Options** — The size of the paper to which Documaker fp error messages are printed.

The routine then creates the job and places it in the Job Queue to await processing by Documaker fp.

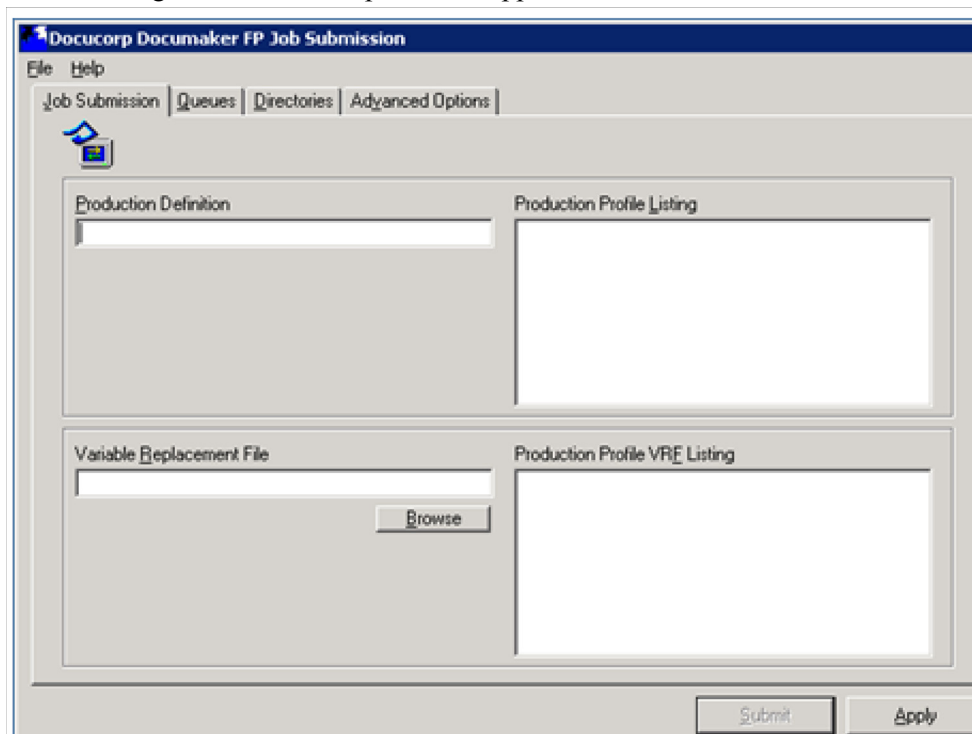
## Starting or Ending Documaker fp Job Submission

To submit a job to Documaker fp, you must first start the Documaker fp Job Submission object.


### To Start Documaker fp Job Submission

- In the Control Panel, double-click the  (Documaker fp Job Submission) icon.

The Merge Execution Setup window appears.



### To Exit Documaker fp Job Submission

- In the upper-right-hand corner of the Merge Execution dialog, click on the  (Close) button.

Documaker fp Job Submission closes and returns control to the Control Panel.

## USING THE JOB SUBMISSION DIALOG AND TABS

The Merge Execution Setup window contains several tabs. You complete a Job Submission by specifying Documaker fp-related items in panels under these tabs.

### To Use a Job Submission Tab

- Do any of the following:

To specify	Go to this topic
Production Definition and Variable Replacement File (VRF)	Using the Job Submission Tab
Queue type and information	Using the Queues Tab
Working directories to use	Using the Directories Tab
Select a paper size for Documaker fp error processing	Using the Advanced Options Tab



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## Using the Job Submission Tab

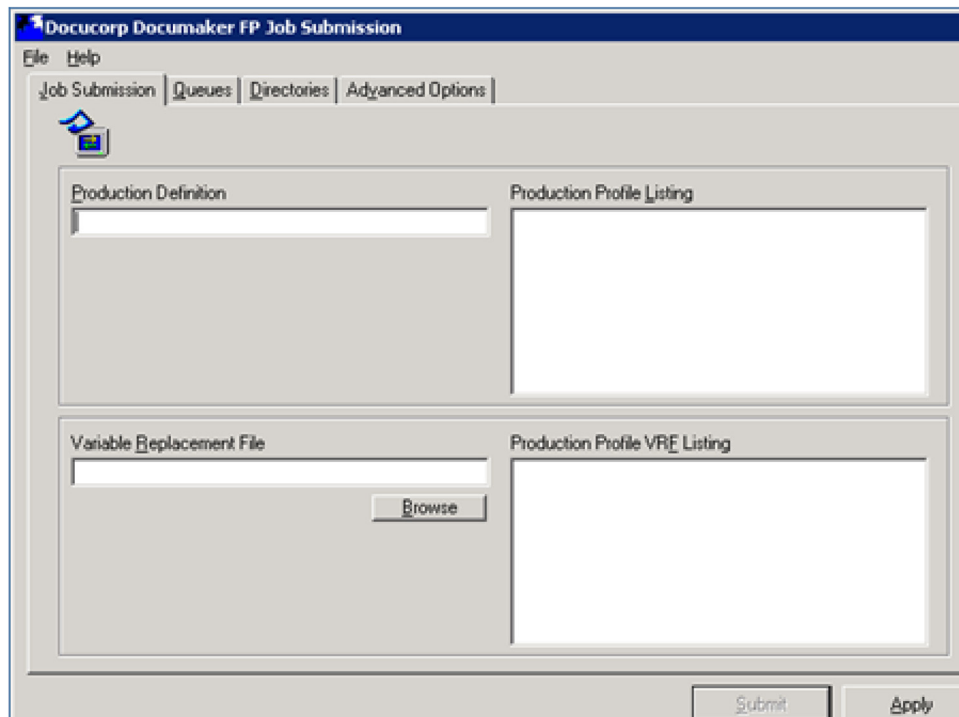
Use the first tab in the Merge Execution Setup window to

- Specify the desired Production Definition
- Choose the correct Variable Replacement File (VRF)
- Submit a Production Definition for Documaker fp processing

### To Activate the Job Submission Panel

- If the Job Submission panel is not already showing in the Merge Execution Setup window, click on the **Job Submission** tab.

The **Job Submission** panel displays.



Because the Job Submission panel contains two group boxes of specifications, this guide provides a separate topic for each group.

If you need to	Go to
Select a Production Definition	To Select a Production Definition
Select a Variable Replacement File (VRF)	To Select a Variable Replacement File
Submit a Production Definition job to Documaker fp	To Submit a Documaker fp Job

---

## To Select a Production Definition

The **Production Profile Listing** selection box on the right-hand side of the window shows all of the Production Definitions you defined in the Production Definitions object.

---

**WARNING!** Upon submitting the job, the Control Panel checks to make sure that this Production Profile exists in the DOCUMERG.INI file. The Control Panel will abort the Submit process if the profile doesn't exist.

---

- In the **Production Profile Listing** selection box, use the mouse to highlight the desired Production Definition. The name is listed in the Production Definition text box on the left-hand side.

## To Select a Variable Replacement File

The **Contents of** selection box on the right-hand side of the window shows all of the VRFs you defined for the selected Production Definition (see previous step).

---

**Tip** If you want to select more than one VRF and have them concatenated for the current Production Definition, enable the **Select all VRFs** check box.

---

- Do one of the following:

To	Do this
Use a VRF other than the one(s) displayed in the <b>Contents of</b> selection box	In the <b>Variable Replacement File</b> text box, type the fully-qualified path and file name of a valid (existing) VRF. -or- Click on the <b>Browse</b> button and choose a valid Variable Replacement File.
Use a VRF listed in the <b>Contents of</b> selection box	In the <b>Contents of</b> selection box, use the mouse to highlight the desired VRF.

## To Submit a Documaker fp Job

---

**WARNING!** In order to submit a Documaker fp job, you must supply the following information:

- Queue Type
- Queue Name
- Server Name
- The items on the Job Submission panel

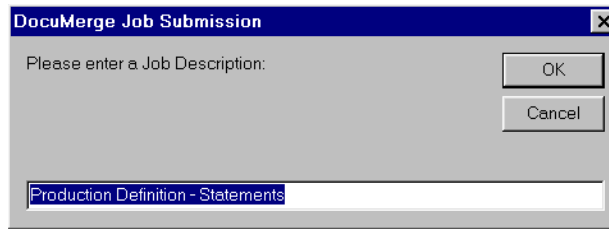
For more information on the queue and server information, see Using the Queues Tab.

---

1. Supply all information listed in the Warning Message above.
2. To send the job to Documaker fp, click on **Submit**.

---

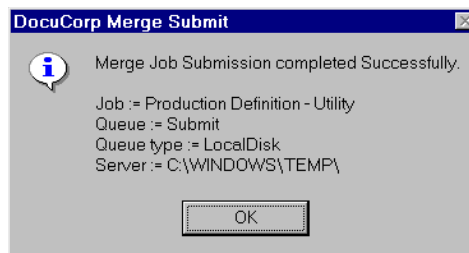
The Documaker fp Job Submission window appears.



3. Type the name or description of the job you're submitting. This user-defined name should uniquely identify this particular job and is displayed later in the Output System viewer.
4. Click on **OK** to submit the job.

The Control Panel places the job in the Documaker fp job queue, where it awaits processing by Documaker fp.

After the job has been successfully placed into the queue, the Control Panel displays a Merge Submit confirmation window.



5. Click on **OK** to confirm the job submission.

## Using the Queues Tab

Use the Queues tab in the Merge Execution Setup window to specify

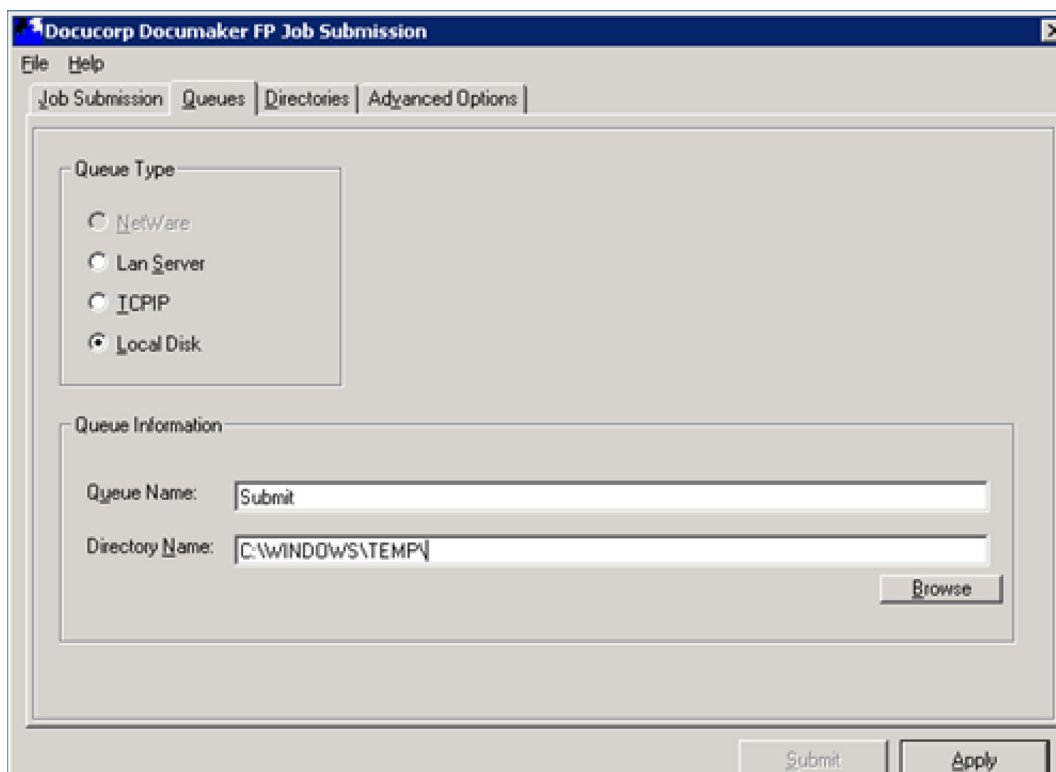
- A queue type
- Various queue characteristics

### To Activate the Queues Panel

1. If the Queues panel is not already showing in the Merge Execution Setup window, click on the **Queues** tab.

---

The **Queues** panel displays.



2. Do one of the following:

If you need to	Go to
Specify the queue type	To Specify a Queue Type
Enter queue information	To Enter Queue Information

### To Specify a Queue Type

1. In the **Queue Type** group box, select the appropriate option button for your queue type:
  - NetWare
  - LAN Server
  - TCP/IP
  - Local Disk
2. If you're finished specifying the queue type, click on **APPLY**.

---

## To Enter Queue Information

1. In the Queue Name text box, type the Queue Name as it is to be defined in Documaker fp.

---

**Tip** For Local Disk queues, the queue name is a user-defined, eight (8)-character name that will be used as the disk queue file name. For other queue types, the queue name is the name that was assigned by the network administrator (typically) when the queue was created.

---

2. Press **TAB** to reach the **Server Name** text box.
3. Enter the Documaker fp network Server Name where the queue is located.

-or-

Click on **Browse** to locate the server.

---

**Tip** For Local Disk queues, the server name is the fully-qualified path or location where the disk queue files will reside. For other queue types, the server name is the actual Server name or ID on which the queue resides.

---

4. If you're finished specifying queue information, click on **APPLY**.

## Using the Directories Tab

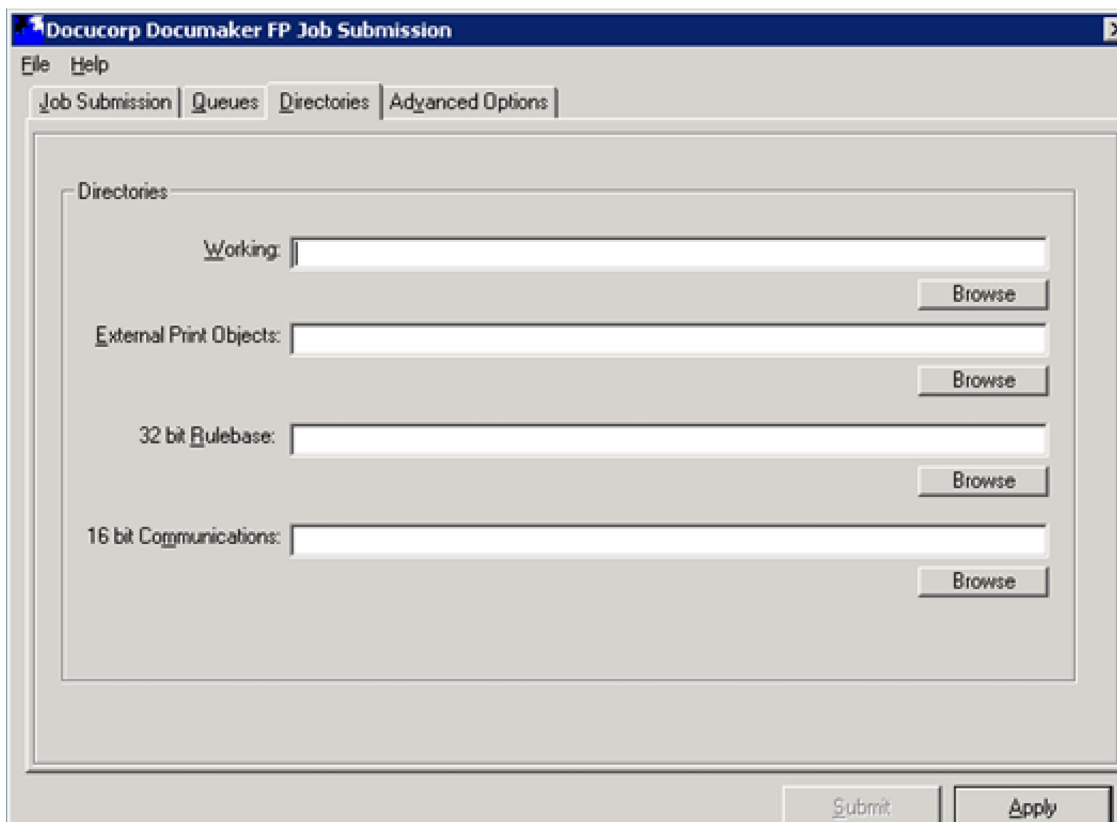
Use the Directories tab in the Merge Execution Setup window to specify the various directory names for the Control Panel, Output System Viewer, and Documaker fp Job Submission object to use.

### To Activate the Directories Panel

- If the Directories panel is not already showing in the Merge Execution Setup window, click on the **Directories** tab.

---

The **Directories** panel displays.



### To Enter Directory Path Names

1. In the **Working** text box, type the drive letter and directory name of the directory that will hold Documaker fp files.  
-or-  
Click on **Browse**.
2. Press **TAB** to reach the **External Print Objects** text box, then type the drive letter and directory name of the directory holding converted External Print Object files.  
-or-  
Click on **Browse**.
3. Press **TAB** to reach the **32-bit Rulebase** text box, then type the drive letter and directory name of the directory containing the Documaker fp 32-bit Rulebase files.  
-or-  
Click on **Browse**.
4. Press **TAB** to reach the **16-bit Communications** text box, then type the drive letter and directory name of the directory holding the Client Server Communication files.

-or-

Click on **Browse**.

This directory is the location where output, message, and report files will reside. These files are also used by the Output System object.

5. If you're finished specifying directory information, click on **APPLY**.

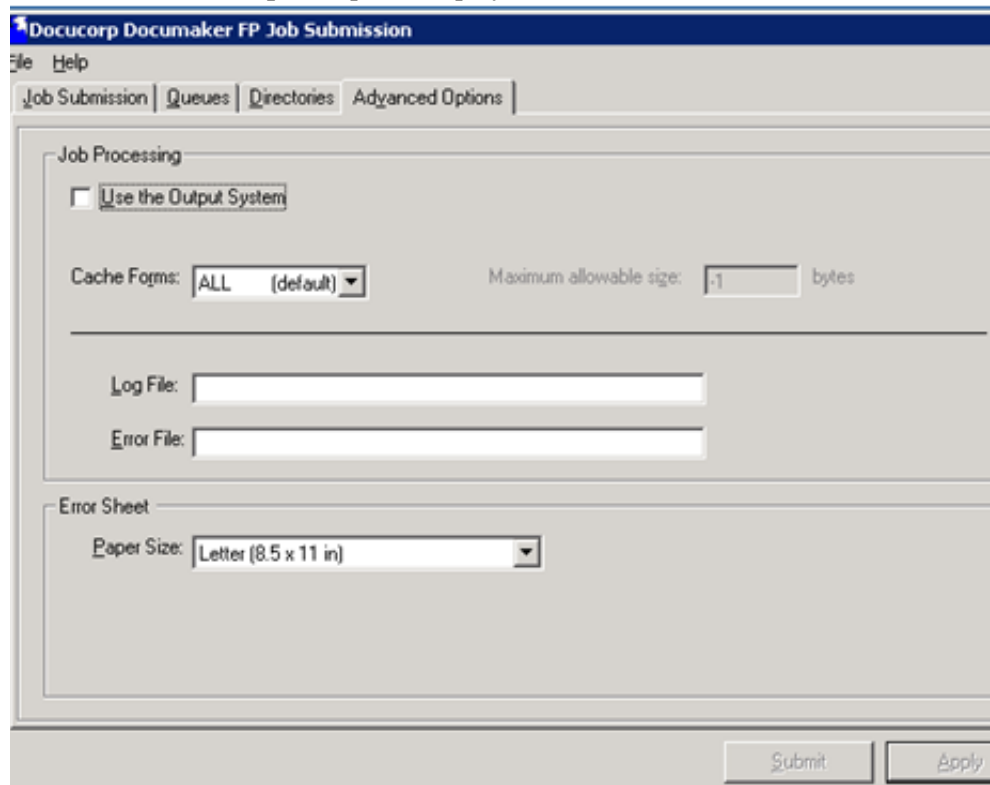
## Using the Advanced Options Tab

Use the Advanced Options tab in the Merge Execution Setup window to specify the size of the paper on which Documaker fp error situations will be printed.

### To Activate the Advanced Options Panel

1. If the Advanced Options panel is not already showing in the Merge Execution Setup window, click on the **Advanced Options** tab.

The **Advanced Options** panel displays.



2. Do one of the following:

If you need to	See
Specify Documaker fp job processing parameters	To Indicate the Use of the Output System
Designate error sheet paper stock	To Select the Paper Size

---

## To Indicate the Use of the Output System

---

**Tip** The Output System option only applies to Documaker fp users.

---

The Use the Output System check box controls whether Documaker fp should attempt to connect to an output system database. By default, Documaker fp routes all output to an output system stored in a database.

If you're using Documaker fp, but don't employ a database output system, you should disable this option. If you forget to disable this option, Control Panel issues appropriate error messages, since Documaker fp can't locate a working database.

1. Enable the **Use the Output System** check box if you want Documaker fp to route all output to a database.
2. In the **Cache Forms** drop-down list box, select whether you want to store common forms (i.e. ones that are re-used within the same job) for quicker retrieval and processing:

- **ALL (Default)** — all forms are to be cached
- **SOME** — you want some forms, up to a certain size, kept in the cache

This choice states that only forms smaller than a certain byte size are left in the cache between jobs.

---

**Note** If you choose to have only some forms cached, you must also specify the maximum allowable file size of the forms (see next step).

---

- **NONE** — no forms are cached

This choice states that every form is removed from the cache after each job. This option could actually speed up certain jobs where you know that none of your forms are reused, since Documaker fp won't be spending time searching the cache for forms that aren't there.

3. In the **Maximum allowable size** text box, type the maximum file size, in bytes, of files to be cached, up to seven digits. Any forms that meet or exceed this file size are to be removed from the cache after each job is processed. Oracle recommends a starting file size of 100,000 bytes.
4. In the **Log File** text box, type the directory path and file name of the file you want to create that contains a log of all the Documaker fp Job Submission queues that are successfully processed.
5. In the **Error File** text box, type the directory path and file name of the file you want to create that contains a log of all the Documaker fp Job Submission queues that aren't successfully processed.
6. If you're finished enabling the output system, click on **APPLY**.



---

### **To Select the Paper Size**

The Paper Size specifies the size of the paper to use when printing Documaker fp error messages.

1. In the **Paper Size** drop-down list box, use the mouse or arrow keys to select the paper size.
2. If you're finished specifying the paper size, click on **APPLY**.

---

## Chapter 9

---

# The Output System Viewer Object

## USING THE OUTPUT SYSTEM VIEWER

The Output System Viewer displays a listing of pertinent information about Production Definition jobs that have been processed by the Documaker fp server.

For each job you submit, the Output System Viewer provides the following items of information:

- Date — the date you submitted the job.
- Time — the time (in 24-hour format) you submitted the job.
- File Type — can be one of the following:
  - Merged Output — contains the Documaker fp Document Packages output from the Documaker fp Server. This is the native print data stream (either AFP or Metacode).
  - Message Log — contains any error or other types of processing messages Documaker fp generated as the result of the merge.
  - Form Statistics — contains the Library and Member Names, Revision number Chain, Use Count, and File Size for all forms used in creating the output.
- Dest. — the Output Destination name specified in the Production Definition for this output.
- File Size — the number of bytes in the file.
- User ID — the userid of the account from which the Documaker fp job was submitted.
- Description — the text you entered in the Job Description window, which displays when you execute the Documaker fp Job Submission object. For more information about the Submit command, see .

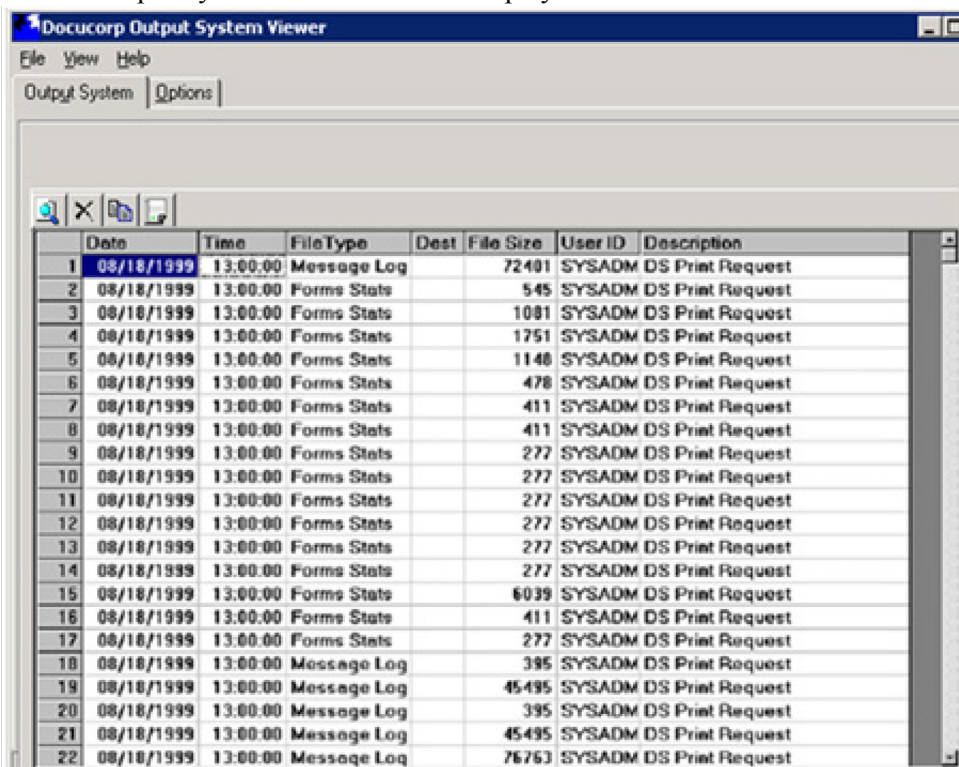
## Starting or Ending the Output System Viewer

Before you can view the contents of a Documaker fp output file, you must first start the Output System Viewer.

### To Start the Output System Viewer

- Choose the  (Output System) icon from the Control Panel main window.

The Output System Viewer window displays.



### To Close the Output System Viewer

- From the File menu, choose **Exit** and you're returned to the Control Panel main window.

## USING THE OUTPUT SYSTEM DIALOG AND TABS

The Output System window contains two tabs. You can customize the Output System Viewer by specifying viewing-related items in panels under these tabs.

### To Use an Output System Tab

- Do any of the following:

To	Go to this topic
View, Delete, and Copy jobs from within the Viewer	Using the Output System Tab
Specify options pertaining to the Viewer	Using the Options Tab

### Using the Output System Tab

Use the first tab in the Output System window to

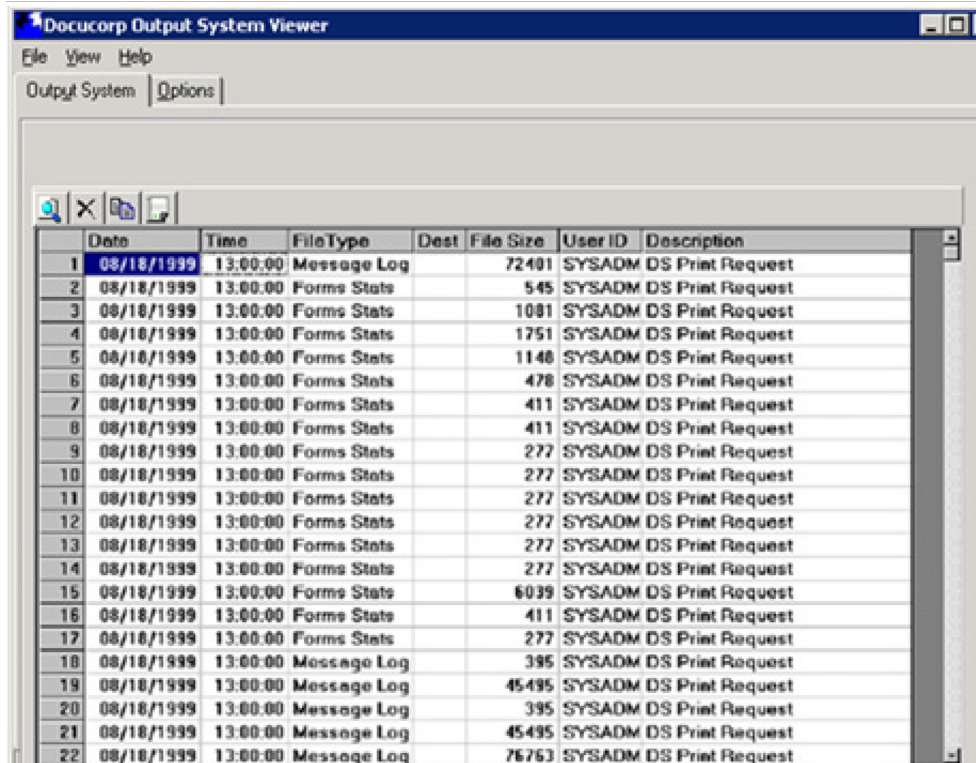
- View a Documaker fp job
- Delete a Documaker fp job
- Copy a Documaker fp job

- Refresh the list of Documaker fp jobs

### To Activate the Output System Panel

- If the Output System panel is not already showing in the Output System window, click on the **Output System** tab.

The **Output System** panel displays.



Because the Output System panel contains several operational buttons, this guide provides a separate topic for each button.

If you need to	Go to
View information about a Documaker fp job	To View Output File Contents
Delete a Documaker fp job	To Delete an Output File
Copy a Documaker fp job	To Make a Text File Copy of an Output File
Refresh the listing of Documaker fp jobs	To Manually Refresh the List
Set a timer to automatically refresh the listing	To Automatically Refresh the List


### To View Output File Contents

The File>View command lets you see the contents of a Documaker fp output file by loading the file into, and starting, a text viewing application.

1. Select the output file to view in the Output System.
2. From the **File** menu, choose **View an Entry**.

-or-

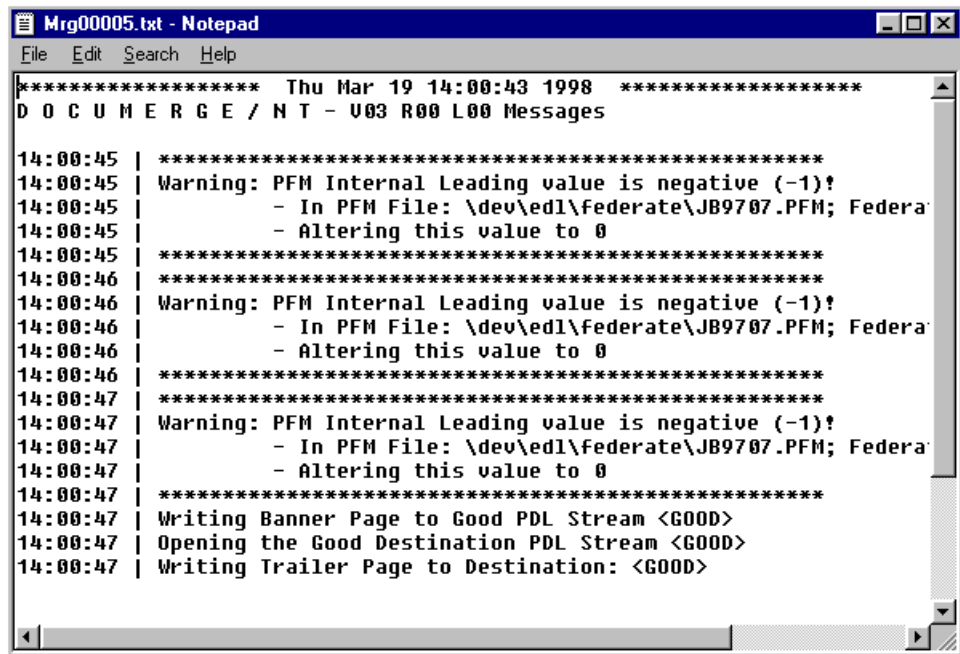
---

From the Tool Bar, press the  (View) icon.

-or-

Highlight the row and press **ENTER**.

Windows displays an ASCII text representation of the file you chose for viewing.




```
Mrg00005.txt - Notepad
File Edit Search Help
***** Thu Mar 19 14:00:43 1998 *****
D O C U M E R G E / N T - U03 R00 L00 Messages

14:00:45 | *****
14:00:45 | Warning: PFM Internal Leading value is negative (-1)!
14:00:45 | - In PFM File: \\dev\\ed1\\federate\\JB9707.PFM; Federa
14:00:45 | - Altering this value to 0
14:00:45 | *****
14:00:46 | *****
14:00:46 | Warning: PFM Internal Leading value is negative (-1)!
14:00:46 | - In PFM File: \\dev\\ed1\\federate\\JB9707.PFM; Federa
14:00:46 | - Altering this value to 0
14:00:46 | *****
14:00:47 | *****
14:00:47 | Warning: PFM Internal Leading value is negative (-1)!
14:00:47 | - In PFM File: \\dev\\ed1\\federate\\JB9707.PFM; Federa
14:00:47 | - Altering this value to 0
14:00:47 | *****
14:00:47 | Writing Banner Page to Good PDL Stream <GOOD>
14:00:47 | Opening the Good Destination PDL Stream <GOOD>
14:00:47 | Writing Trailer Page to Destination: <GOOD>
```

3. From the **File** menu, choose **Close**.

-or-

In the upper-right-hand corner of the application viewing window, click on the  (Close) button.


### To Delete an Output File

Use the File>Delete command to erase a selected file from the Output System and permanently eliminate the file. You will be asked to confirm the deletion before the Output System Viewer deletes the file.

1. Select the output file to delete in the Output System viewer.

2. From the File menu, choose **Delete an Entry**.

-or-

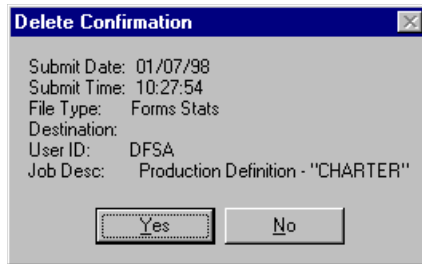
From the Tool Bar, press the  (Delete) icon.

-or-

Highlight the row and press **DELETE**.

---

The Delete Confirmation window appears.



3. To delete the file, choose **Yes**. Otherwise, choose **No**.


If you chose Yes, the Output System deletes the file from the list of output files.

### To Make a Text File Copy of an Output File

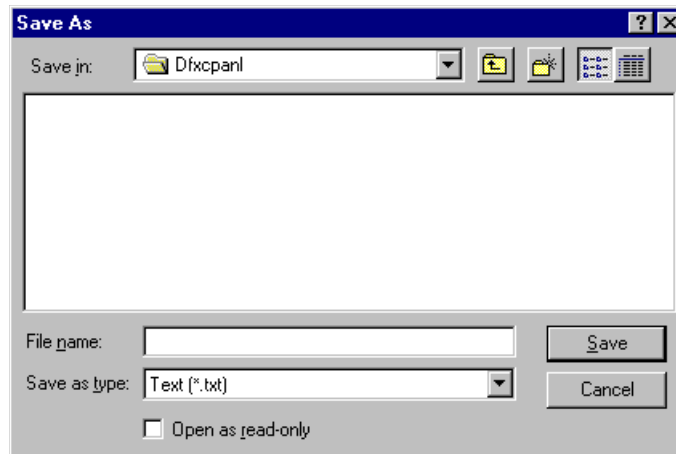
The File>Copy command lets you save an Output System file as a text file.

1. Select the output file to copy in the Output System viewer.
2. From the File menu, choose **Copy an Entry**.

-or-

From the Tool Bar, press the  (Copy) icon.

The Save As window appears.



3. In the **Save In** drop-down list box, use the mouse to select a folder in which to store the copy.
4. In the **File Name** text box, type the name of the text file.
5. In the **Save As Type** drop-down list box, use the mouse to select the appropriate file type (**Text file** should be selected).
6. To start creating the text file, choose the **Save** button. Otherwise, choose the **Cancel** button.

The Output System Viewer copies the output file and places it in the folder you specified.


---

### To Manually Refresh the List

Use the View>Refresh command to re-display the active Output System viewer, showing any new jobs that the Control Panel has processed since you opened or last refreshed the window.

From the View menu, choose **Refresh**.

-or-

From the Tool Bar, press the  (Refresh) icon.

The Output System viewer shows any newly-created output files.

### To Automatically Refresh the List

- Click on the **Enable Refresh Timer** check box to refresh the list at the frequency you specified in the Options tab (To Set the Refresh Timer).

### Using the Options Tab

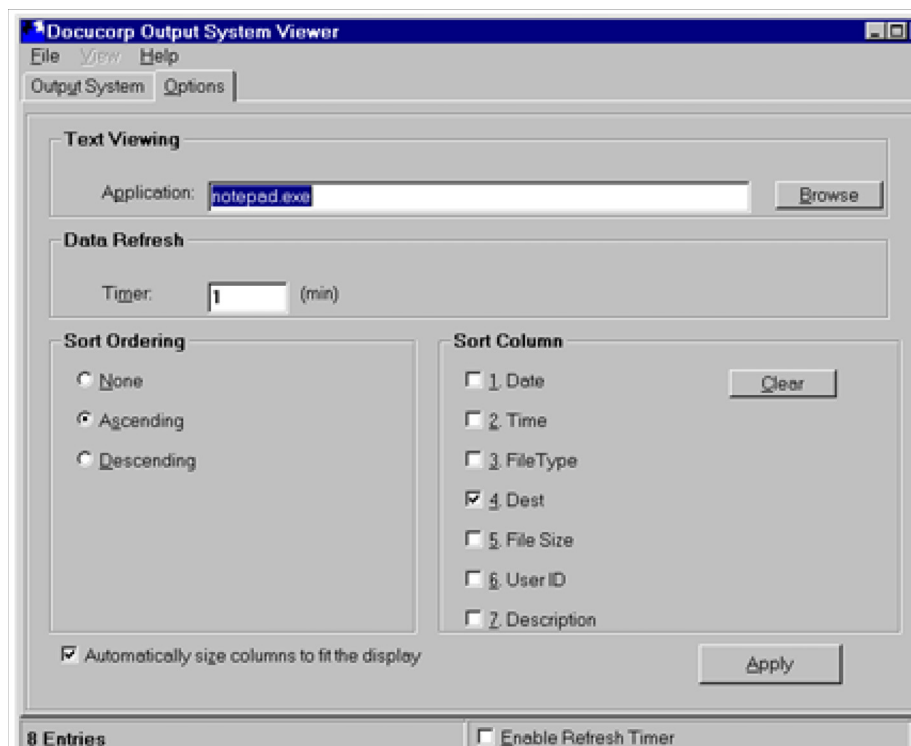
Use the second tab in the Output System window to specify

- The text viewing application to use when viewing information about a job
- The frequency at which the Object System Viewer listing should be refreshed
- The order in which the list should be sorted
- The column on which the sort order should be based

### To Activate the Options Panel

- If the Options panel is not already showing in the Output System window, click on the **Options** tab.

The **Options** panel displays.



.Because the Options panel contains several group boxes of specifications, this guide provides a separate topic for each group.

If you need to	Go to
Select the Text Viewing Application for viewing information about a Documaker fp job	To Select the Text Viewing Application
Set (in minutes) the frequency at which to refresh the listing of Documaker fp jobs	To Set the Refresh Timer
Select the Sort Order of the Documaker fp jobs	To Select the Sort Order
Choose the column on which to base the Sort Order	To Select the Sort Column
Adjust the size of the column display	To Adjust the Width of the Display Columns

### To Select the Text Viewing Application

Select any Windows-compatible text editor to view the information about a Documaker fp job.

1. Press **TAB** to reach the **Text Viewing** group box.
2. In the **Application** text box, type the executable file name of the text editor.

-or-

Click on **Browse** to select the file name.

If you're finished specifying the text viewing application, click **APPLY**.



---

### To Set the Refresh Timer

Set up an automatic timer to refresh the Output System Viewer listing every certain number of minutes.

1. Press **TAB** to reach the **Data Refresh** group box.
2. In the **Timer** text box, enter the frequency at which you'd like the list refreshed.  
If you're finished specifying the refresh rate, click **APPLY**.

### To Select the Sort Order

Choose the order in which the Output System Viewer listing is sorted (e.g., none, ascending, or descending).

1. Press **TAB** to reach the **Sort Ordering** group box.
2. Click on the option button representing your preference.  
If you're finished specifying the sort order, click **APPLY**.

### To Select the Sort Column

Choose the column(s) on which to sort the Output System Viewer listing.

1. Press **TAB** to reach the **Sort Column** group box,

---

**Tip** The Sort Column choices act as a "starting" and "ending" point for your sorting criteria. If you choose Columns 1 and 5, for example, your sorting choice includes all five columns.

---

2. Click on as many columns as necessary to properly sort the output listing.  
If you're finished specifying the sort columns, click **APPLY**.

### To Adjust the Width of the Display Columns

Choose to automatically adjust the width of the columns to fit the display area of the window.

- Enable the **Automatically size columns to fit the display** check box if you want the Output Viewer to adjust the size of the columns when you resize the window.  
If you're finished specifying the sort order, click **APPLY**.

---

## Chapter 10

---

# The Database Definitions Object

## USING 16-BIT DATABASE DEFINITIONS

---

**Note** When installing Control Panel on a 64-bit OS, use the 32-bit Database. The 16-bit database will not work on a 64-bit OS.

---

To manage the VLAM database for the Documerge 1.x, Rulecommander 1.x, and Docusolve 1.x Libraries that contain forms, the Control Panel can use any of the following 16-bit database client connections:

- WATCOM SQL client/network server database engine, version 4.0 or higher.  
If you use the WATCOM Network Server for a database, the **WATCOM Client** must be installed on your workstation.
- WATCOM stand-alone database engine, version 4.0 or higher.
- DB2, version 2.1 or higher.  
To communicate with a DB2 database, **DOS Client Application Enabler, version 2.1** or higher must be installed on your workstation.
- Sybase version 10.x or 11.x, and Sybase Open Server Net Library for Windows, release 1.0.2x or 1.0.3x.  
If you use the Sybase Open Net Library for Windows, the **Sybase Open Net Client, release 1.0.2 or higher** must be installed on your workstation.

## USING 32-BIT DATABASE DEFINITIONS

### Supported Databases

To manage the VLAM database for the Documaker fp 3.x Libraries that contain forms, the Control Panel can use any of the following 32-bit database client connections:

- ODBC client for the following Windows databases:
  - IBM DB2 5.0 or higher
  - Microsoft SQL Server 6.5 for Windows or higher
  - Oracle 8.1.7 or higher
  - Sybase SQL AnyWhere 5.5 for Windows or higher
  - Sybase 11.1 or higher

**-or-**

- 
- Oracle 9.2 (**Linux and Solaris**)

**-or-**

- Sybase 12.5.1 (**AIX 5.2**)

For information regarding compatible versions of the databases, see the *Oracle Library Interfaces Reference Guide*.

### **ODBC Client**

The Control Panel contains an ODBC driver that allows connections to currently-supported databases via an ODBC client.

Because of the many variations in levels of support provided by "databases" with ODBC drivers, the current release of pcVLAM only allows ODBC connections to databases already supported by existing database drivers (e.g., DB2, MS SQL, Oracle, SQL AnyWhere, and Sybase). Since the Control Panel includes an ODBC interface to a wide variety of popular databases, you can use your current version of the program for a longer period of time before you need to upgrade.

While ODBC allows access to a variety of databases, it doesn't guarantee identical features and syntax on each platform. You should thoroughly test new platforms to make certain that the Control Panel functions as expected with your database.

---

**Note** When you create an SQL Anywhere database for use as an EDL, you have to set up the database to ignore trailing blanks in string comparisons. *You must specify this setting when you initially create the database.* This setting is turned OFF by default, and you need to turn it ON.

---

### **Before You Start Setting Up the Database**

Before you start the setup procedure, you must know the following information:

- The user ID(s) required to access the database server for the VLAM database
- The password(s) required to access the database server for the VLAM database
- The name of the VLAM database
- The name of the database engine or client
- Extended connection information for specific versions of database client software
- The Data Source Name (DSN) of the ODBC driver on the client machine

All these items have been defined by a database administrator. If you don't know the items, contact that person.

---

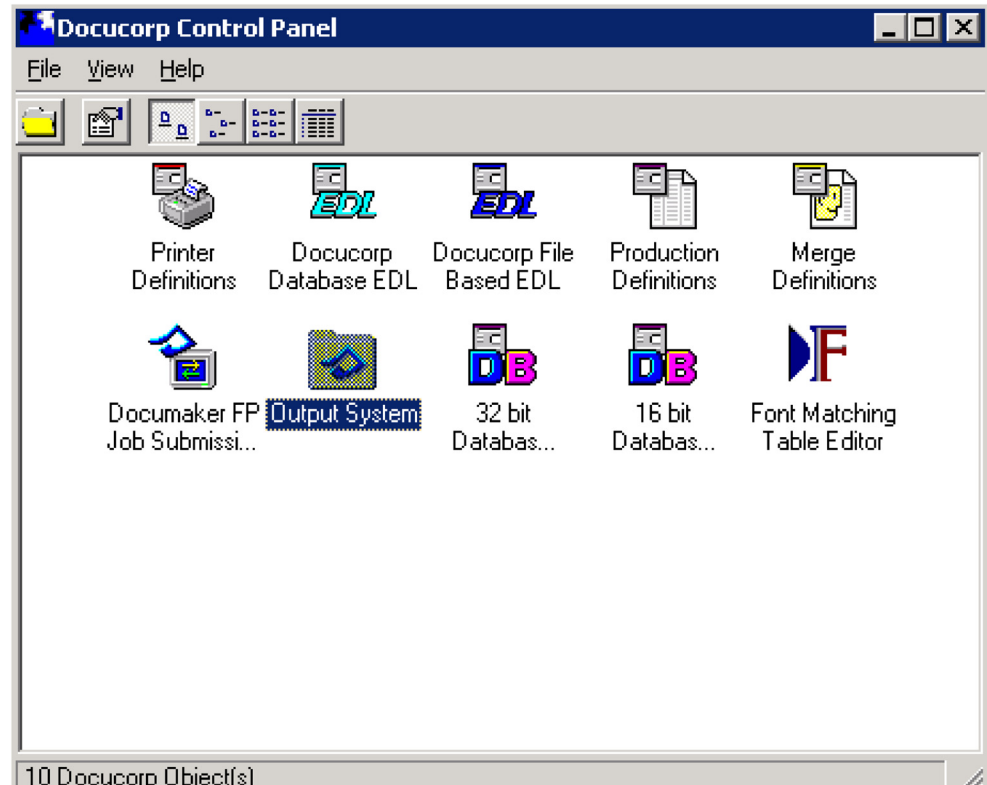
**Note** Depending on the database, user IDs and passwords can be case-sensitive. Be sure you know the exact representation of these items before you begin specifying the databases to the Control Panel.

---

---

## Starting Database Definitions

The Control Panel contains the necessary tools to enter specifications for either 16- or 32-bit databases, as can be seen by looking at the two icons listed on the main Control Panel window.



Because you can use the Control Panel window to specify settings for either database, this guide provides separate topics for each procedure.


To specify settings for	Go to this topic
32-bit databases	Setting Up 32-bit Databases
16-bit databases	Setting Up 16-bit Databases

## Exiting Database Definitions

### To Exit Database Setup

- From the **File** menu, choose **Close**.

-or-

In the upper-right-hand corner of the Database Setup window, click on the  (Close) button.

Database Setup closes and returns control to the Control Panel.

---

## SETTING UP 32-BIT DATABASES


---

**WARNING!** Control Panel no longer includes 32-bit Database Definition icons for Documerge and Rulecommander. Therefore, on a new installation, the **Oracle 32-bit Database Setup** dialog (seen below) will not display these two icons. The icons will not be removed from legacy installations, however, to preserve any current settings.

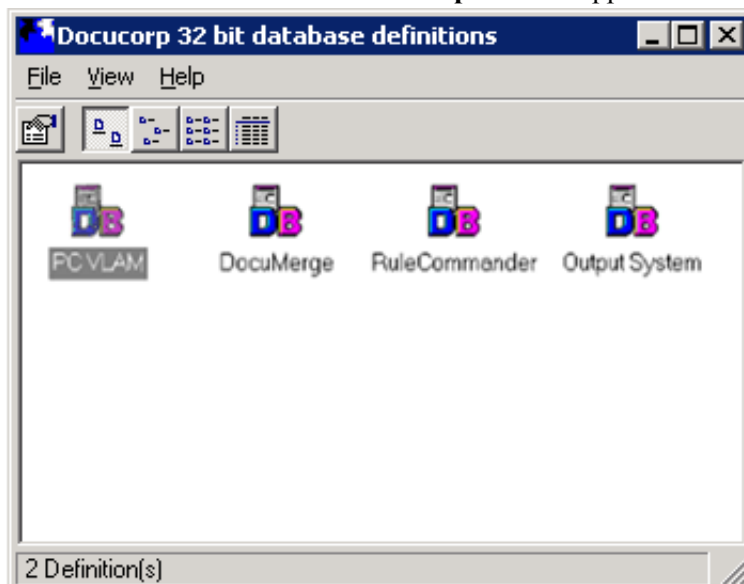
---

The setup routine for 32-bit databases contains four modules. Each module is similar in design, but some of the modules don't use all of the fields visible in their dialog boxes.

### To Access 32-bit Database Setup Routines

- Double-click the  (32-bit Database Definitions) icon from the Control Panel main window.

The **Oracle 32-bit Database Setup** window appears.



Because you can access any of the setup modules from the dialog, this guide provides separate topics for each module.

To specify settings for	Go to this topic
PC VLAM	Using the PC VLAM Panel
Documerge	Using the Documerge Panel
Rulecommander	Using the Rulecommander Panel
Output System	Using the Output System Panel

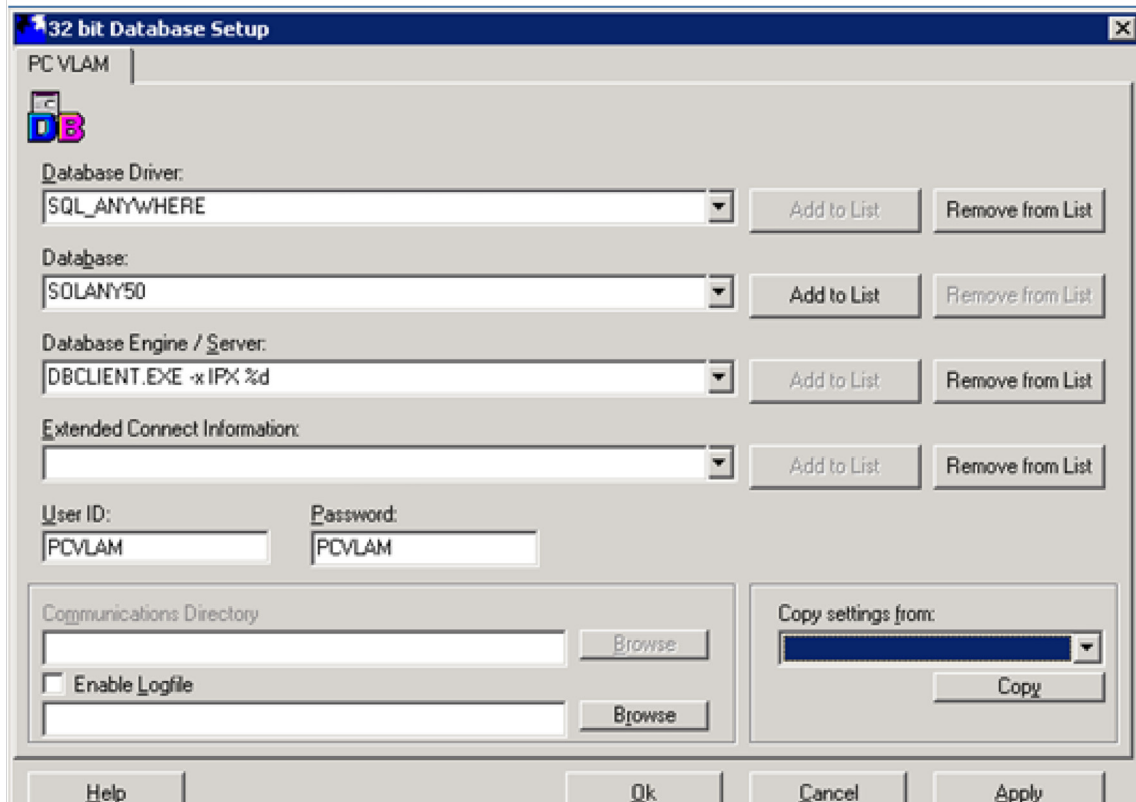
## Using the PC VLAM Panel

The PC VLAM window contains one tab panel. You define a PC VLAM database by specifying database-related items in the tab.

### To Activate the PC VLAM Panel

- Double-click the  (PC VLAM) icon.

The **32-bit Database Setup** window appears.



Because you can define multiple PC VLAM settings, this guide provides separate topics for each procedure.

To specify the	Go to this topic
Database driver	To Specify the Database Driver
Database	To Specify the Database
Database engine or server	To Specify the Database Engine or Server
Extended connection information	To Specify the Extended Connection Information
User ID and password	To Specify the User ID and Password
Log file of processing information	To Specify the Log File
Related database from which to copy settings	To Copy the Settings from Another Database
Closing or saving the Database Setup dialog	To Close or Save the Database Setup Dialog

---

## To Specify the Database Driver

1. Press **TAB** to reach the **Database Driver** drop-down list, then select or type the name of your database:

**DB2** (version 5.0)

-or-

**MS\_SQL** (Microsoft SQL Server, version 6.5)

-or-

**ODBC** (version 1.0)

-or-

**ORACLE** (version 8.1.7 or 9.2)

-or-

**SQL\_AnyWhere** (Sybase, version 5.5)

-or-

**SYBASE** (client, version 11.1 or 12.5.1)

2. If this is a new item, you can click on **Add to List** to add it to the list. You can remove an item by selecting it from the list and clicking on **Remove from List**.

If you want to close or save the PC VLAM panel, go to To Close or Save the Database Setup Dialog.

## To Specify the Database

1. Press **TAB** to reach the **Database** drop-down list, then select or type the name of the database or data source.

---

**Note** If you're specifying an ODBC client, select *ODBC* from the **Database Driver** drop-down list, then select or type the name of the data source (Data Source Name or DSN) in the **Database** drop-down list.

The ODBC client should have already been configured and assigned a DSN in the *Data Sources (ODBC)* applet of the Windows Control Panel

---

2. If this is a new item, you can click on **Add to List** to add it to the list. You can remove an item by selecting it from the list and clicking on **Remove from List**.

If you want to close or save the PC VLAM panel, go to To Close or Save the Database Setup Dialog.

## To Specify the Database Engine or Server

1. Press **TAB** to reach the **Database Engine/Server** drop-down list, then do one of the following:

To specify the database engine for	Do this
DB2	Leave blank
Microsoft	Type the name (eight characters or fewer) of the server
ODBC	Leave blank

---

ORACLE	Leave blank
Sybase SQL AnyWhere	Choose <b>DBENG50.EXE %d</b> for local database files -or- Choose <b>DBCLIENT.EXE -x IPX %d</b> for the database server
SYBASE	Type the name (eight characters or fewer) of the server

2. If this is a new item, you can click on **Add to List** to add it to the list. You can remove an item by selecting it from the list and clicking on **Remove from List**.  
If you want to close or save the PC VLAM panel, go to To Close or Save the Database Setup Dialog.

### To Specify the Extended Connection Information

1. Press **TAB** to reach the **Extended Connect Information** drop-down list, then select or type the appropriate value.

For this version of the client	Type
DB2 5.0 Client	Version=5.0
Microsoft SQL Client	Version=6.5
ODBC	Version=1.0
Oracle 8.1.7 Client	Version=8.1.7
SQL AnyWhere Client	Version=5.5
Sybase 11.1 Client ( <b>16-bit connection only</b> )	Version=11.1.1
Oracle 9.2 Client ( <b>Linux and Solaris</b> )	Version=9.2
Sybase 12.5.1 Client ( <b>IBM AIX 5.2</b> )	Version=12.5.1

---

**Note** Oracle 9.2 and Sybase 12.5.1 are not currently available for use with Windows. As a result, the drivers only come into play when using the Oracle Database EDL maintenance applet for pcVLAM (database) EDLs, and the Output System applet for viewing the Output System.

---

2. If this is a new item, you can click on **Add to List** to add it to the list. You can remove an item by selecting it from the list and clicking on **Remove from List**.  
If you want to close or save the PC VLAM panel, go to To Close or Save the Database Setup Dialog.

### To Specify the User ID and Password

---

**Tip** You might not need to specify the User ID and Password fields for the ODBC client in the PC VLAM tab, since you can sometimes enter these items while configuring the data source (DSN).

---

1. Press **TAB** to reach the **User ID** text box, and then type the ID specified for the database (typically **PCVLAM**).
2. Press **TAB** to reach the **Password** text box, and then type the password required to access the database (typically **PCVLAM**).



---

If you want to close or save the PC VLAM panel, go to To Close or Save the Database Setup Dialog.

### To Specify the Log File

---

**Tip** The Logfile is the fully-qualified path where a step-by-step progress listing is stored.

---

1. Click on the **Enable Logfile** check box to establish and maintain the log file.
2. Press **TAB** to reach the **Enable Logfile** text box, then type the drive letter, path, and file name of the log file or click on **Browse**.

If you want to close or save the PC VLAM panel, go to To Close or Save the Database Setup Dialog.

### To Copy the Settings from Another Database

- Press **TAB** to reach the **Copy Settings From** drop-down list. You can speed your setup time by selecting an existing database setup and clicking **Copy**.

If you want to close or save the PC VLAM panel, go to To Close or Save the Database Setup Dialog.

### To Close or Save the Database Setup Dialog

- Do one of the following:

To	Do this
Apply the Database Definition specifications you've provided without closing the window	Choose the <b>Apply</b> button.
Apply the specifications you've provided and return to the Database Setup window	Choose the <b>OK</b> button.
Return to the Database Setup window without applying the specifications you've provided	Choose the <b>Cancel</b> button.

---

## Using the Documerge Panel

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**WARNING!** The Documerge panel only applies to legacy installations.

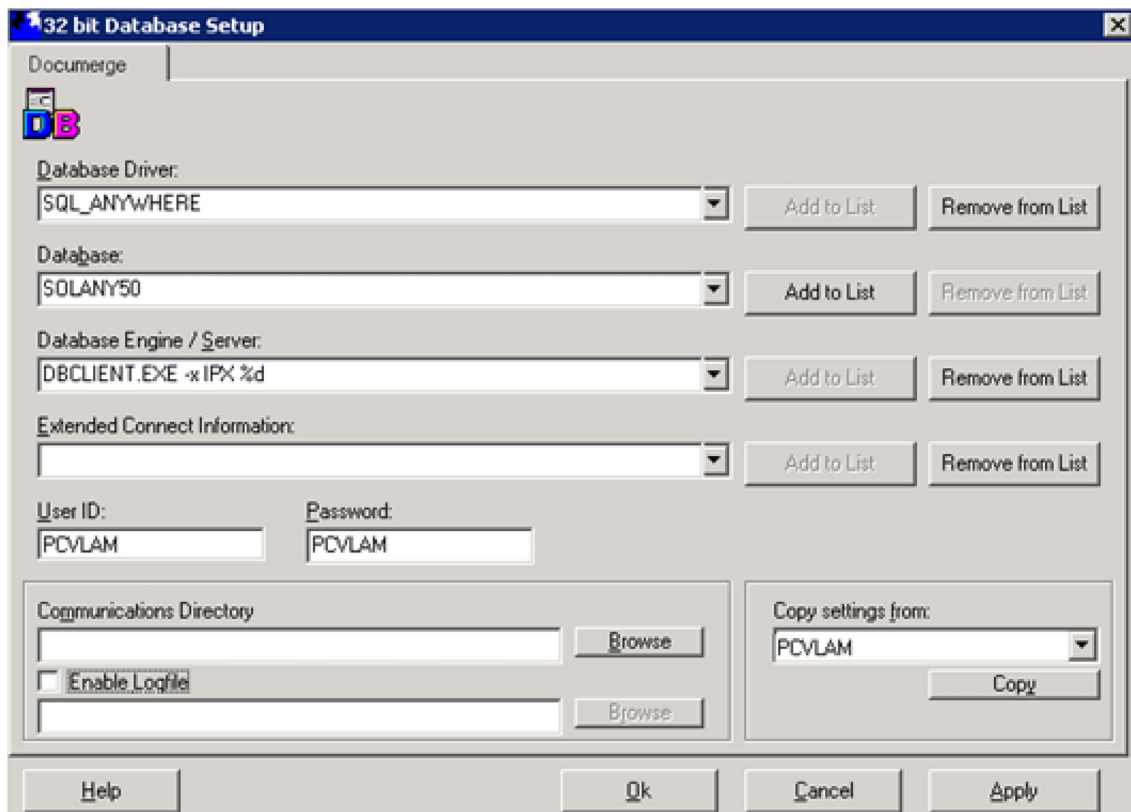
---

The Documerge window contains one tab panel. You define a Documerge database by specifying database-related items in the tab.

### To Activate the Documerge Panel

- Double-click the  (Documerge) icon.

The **32-bit Database Setup** window appears.



Because you can define multiple Documerge settings, this guide provides separate topics for each procedure.

To specify the	Go to this topic
Database driver	To Specify the Database Driver
Database	To Specify the Database
Database engine or server	To Specify the Database Engine or Server
Extended connection information	To Specify the Extended Connection Information
User ID and password	To Specify the User ID and Password
Related database from which to copy settings	To Copy the Settings from Another Database
Closing or saving the Database Setup dialog	To Close or Save the Database Setup Dialog

---

## Using the Rulecommander Panel

---

**WARNING!** The Rulecommander panel only applies to legacy installations.

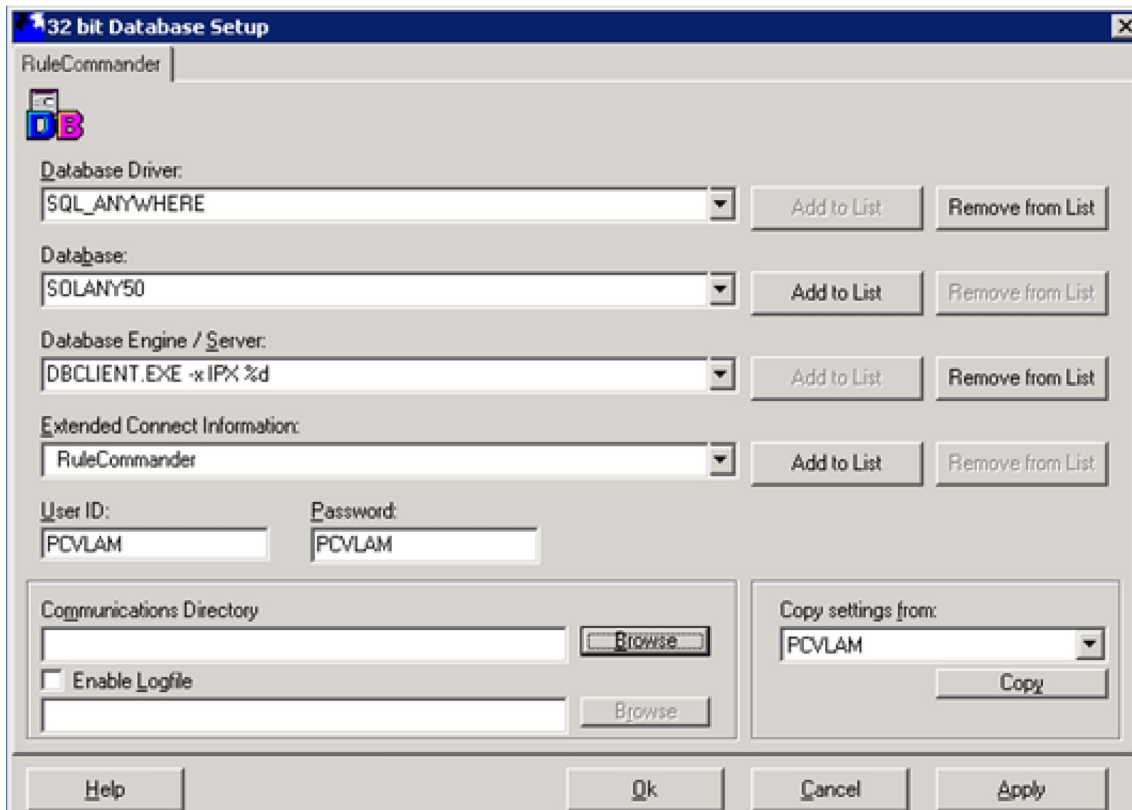
---

The Rulecommander window contains one tab panel. You define a Rulecommander database by specifying database-related items in the tab.

### To Activate the Rulecommander Panel

- Double-click the  (Rulecommander) icon.

The **32-bit Database Setup** window appears.



Because you can define multiple Rulecommander settings, this guide provides separate topics for each procedure.

To specify the	Go to this topic
Database driver	To Specify the Database Driver
Database	To Specify the Database
Database engine or server	To Specify the Database Engine or Server
Extended connection information	To Specify the Extended Connection Information
User ID and password	To Specify the User ID and Password
Related database from which to copy settings	To Copy the Settings from Another Database
Closing or saving the Database Setup dialog	To Close or Save the Database Setup Dialog

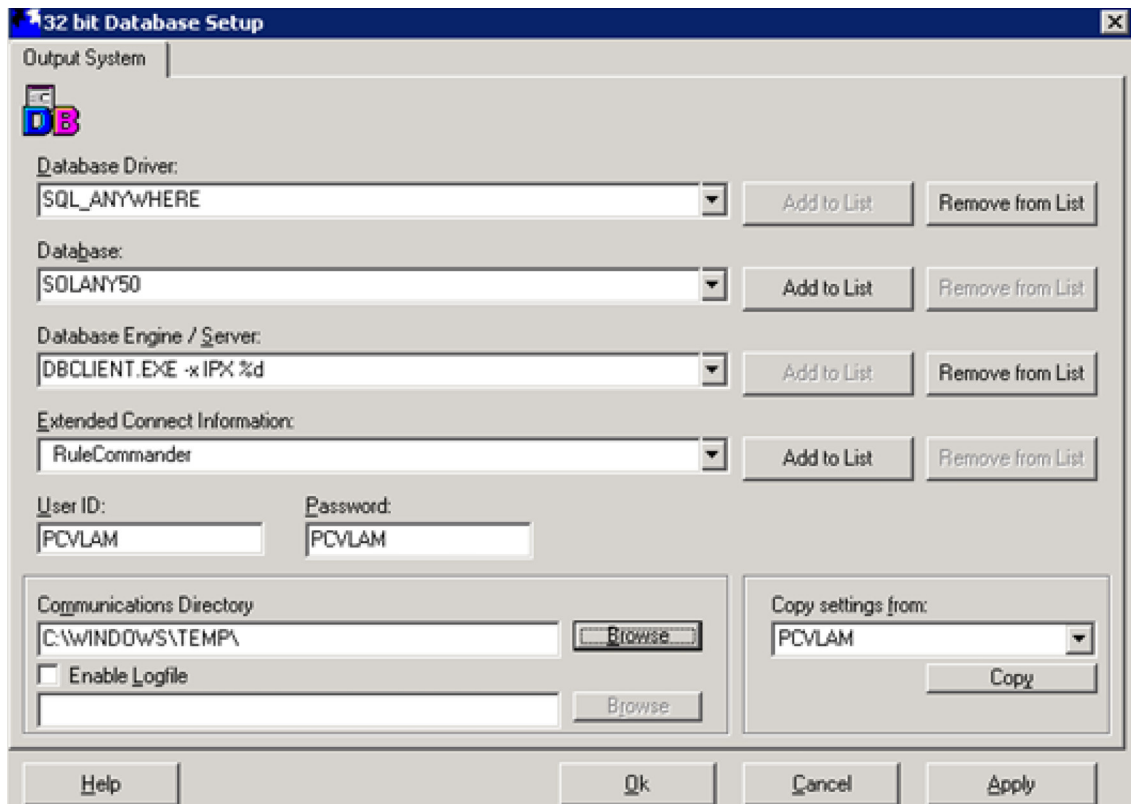
## Using the Output System Panel

The Output System window contains one tab panel. You define an Output System database by specifying database-related items in the tab.

### To Activate the Output System Panel

- Double-click the  (Output System) icon.

The **32-bit Database Setup** window appears.



Because you can define multiple Output System settings, this guide provides separate topics for each procedure.

To specify the	Go to this topic
Database driver	To Specify the Database Driver
Database	To Specify the Database
Database engine or server	To Specify the Database Engine or Server
Extended connection information	To Specify the Extended Connection Information
User ID and password	To Specify the User ID and Password
Communications directory	To Specify the Communications Directory
Log file of processing information	To Specify the Log File
Related database from which to copy settings	To Copy the Settings from Another Database
Closing or saving the Database Setup dialog	To Close or Save the Database Setup Dialog

---

## To Specify the Communications Directory

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**Tip** The Communications Directory is the fully-qualified path where Documerge message and statistics files are stored. These files are manipulated through the Output System object viewer.

---

- Press **TAB** to reach the **Communications Directory** text box, and then type the drive letter and path or click on **Browse** to locate the directory.

If you want to close or save the Output System panel, go to To Close or Save the Database Setup Dialog.

## SETTING UP 16-BIT DATABASES


The setup routine for 16-bit databases contains three modules. Each module is similar in design, but some of the modules do not use all of the fields visible in their dialog boxes.

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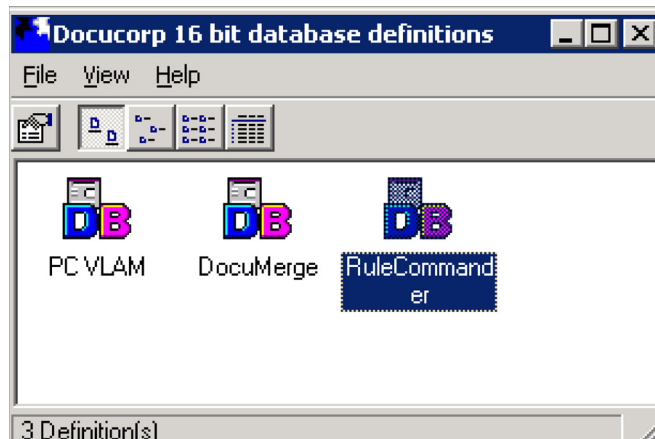
**Note** When installing Control Panel on a 64-bit OS, use the 32-bit Database. The 16-bit database will not work on a 64-bit OS.

---

### To Access 16-bit Database Setup Routines

- Double-click the  (16-bit Database Definitions — icon from the Control Panel main window).

The **Oracle 16-bit Database Setup** window appears.



Because you can access any of the setup modules from the dialog, this guide provides separate topics for each module.

To specify settings for	Go to this topic
PC VLAM	Using the PC VLAM Panel
Documerge	Using the Documerge Panel
Rulecommander	Using the Rulecommander Panel

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## Chapter 11

# The Font Matching Table Editor Object

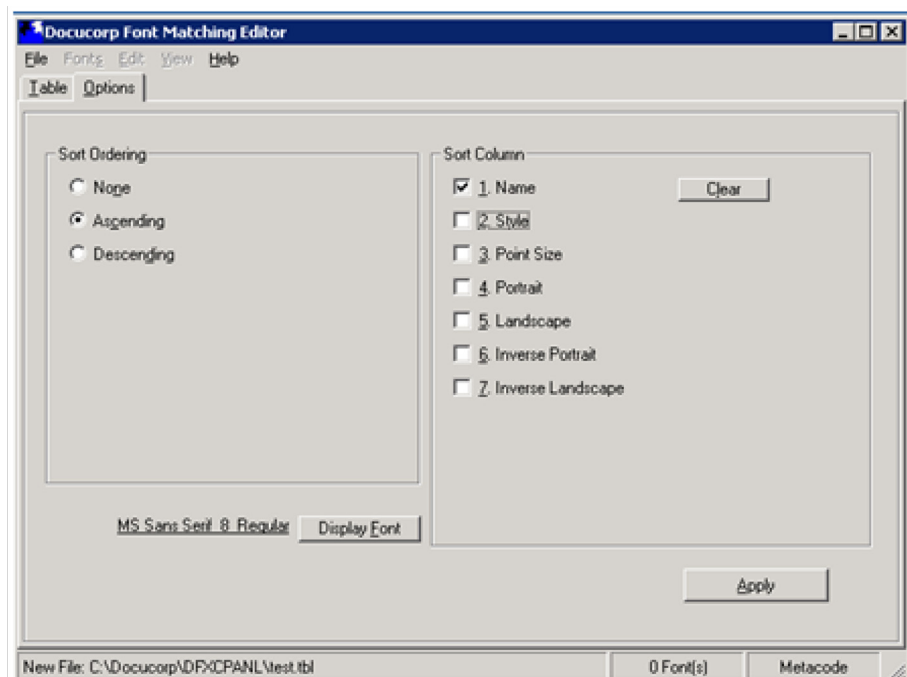
## USING THE FONT MATCHING TABLE EDITOR

The Control Panel - Font Matching Table Editor object eases the task of editing a Font Matching Table that establishes a substitution relationship between Windows scalable fonts and device, or printer, fonts. This substitution relationship is critical when creating printer-specific data streams (e.g., IBM AFP or Xerox Metacode) because Windows doesn't employ device fonts and AFP and Metacode printers do not recognize scalable fonts.

## Starting or Ending the Font Matching Table Editor

### To Start the Font Matching Table Editor

- In the Control Panel, double-click the (Font Matching Table Editor) icon  
The Font Matching Editor window appears.



### To Exit the Font Matching Table Editor

- Choose **Exit** from the **File** menu.

-or-

In the upper-right-hand corner of the Font Matching Editor window, click on the  (Close) button.

---

The Font Matching Table Editor closes and returns control to the Control Panel.

## USING THE FONT MATCHING EDITOR DIALOG AND TABS

The Font Matching Editor window contains general-purpose menu options and two tabs. You edit a font matching table by specifying printing environment-related items in panels under the tabs.

### To Use a Font Matching Editor Function

- Do any of the following:

To	Go to this topic
Edit a font table (open, edit, save, close, etc.)	Using the File Menu
Add, delete, find, and view fonts	Using the Table Tab
Specify the sort order and sort column options	Using the Options Tab

### Using the File Menu

Use the File menu options to

- Create a table
- Open a table
- Close a table
- Save a table
- Save a table with a new name
- Use existing PFMs to create a table
- Open a recently-used table
- Exit the Font Matching Editor

Because the File menu controls several maintenance functions of the Font Matching Editor, this guide provides a separate topic for each area.

If you need to	Go to
Create a table	Creating a Font Matching Table
Open a table	To Open a Table
Close a table	To Close a Table
Save a table	To Save a Table
Save a table with a new name	To Save a Table with a New Name
Use existing PFMs to create a table	Creating a Font Matching Table
Open a recently-used table	To Open a Recent File
Exit the Font Matching Editor	To Exit the Font Matching Table Editor



---

## Creating a Font Matching Table

The Font Matching Table editor lets you create a table that matches the TrueType or Adobe screen fonts that you use to compose your documents with the exact AFP or Metacode device-fonts that you want to use to print the documents.

Because the table editor offers two methods to create a Font Matching Table, we address each method in a separate topic:

If	Go to
You want to save time by automatically creating and populating table rows with Windows fonts and corresponding device font PFMs -and- your system has AFP or Metacode device font PFMs that have been specified in a <code>Metacode</code> or <code>AFP Printer, FILE</code> font section of the <code>ISI.INI</code> file -and- you know the name of a Print Definition which specifies that font section	To Create a Font Matching Table Using PFM Migration
You want to insert the Windows font and corresponding PFM font information in one row at a time -and- your system has AFP or Metacode device font PFMs that have been specified in a <code>Metacode</code> or <code>AFP Printer, FILE</code> font section of the <code>ISI.INI</code> file	To Create a Font Matching Table Using Add Item

### To Create a Font Matching Table Using PFM Migration

1. Choose **PFM Migration** from the File menu.

The Migrate PFMs to a Font table dialog appears.

The screenshot shows a dialog box titled "Migrate PFMs to a Font table". It has a standard Windows-style title bar with a close button. The dialog is divided into two main sections: "Input" and "Output".

In the "Input" section, there is a label "Input" followed by a text prompt: "Select a Font Section from a Print Definition (Metacode or AFP)". Below this is a dropdown menu with a downward-pointing arrow.

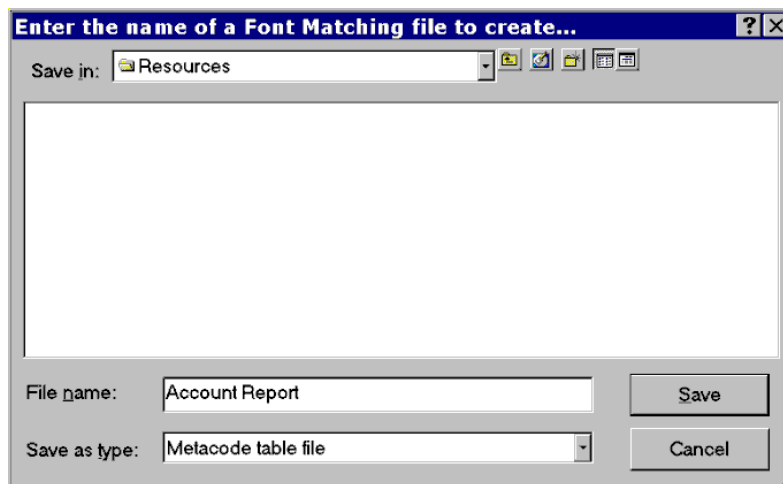
In the "Output" section, there is a label "Output" followed by a text prompt: "Enter the name of Table file to create". Below this is a text input field. To the right of the input field is a "Browse" button. Below the input field is a checked checkbox with the label "Display the table upon completion.".

At the bottom of the dialog are two buttons: "Ok" and "Cancel".

2. From the **Select a Font Section from a Print Definition** drop-down list box, choose the Print Definition that specifies the appropriate AFP or Metacode font section.
3. In the **Enter the name of Table file to create** text box, type the path and file name of the table file to create (the editor will automatically append the **.tbl** file type to the name).

-or-

To browse for the correct directory path, choose the **Browse** button. The Enter the name ... dialog appears.



Do the following, as required:

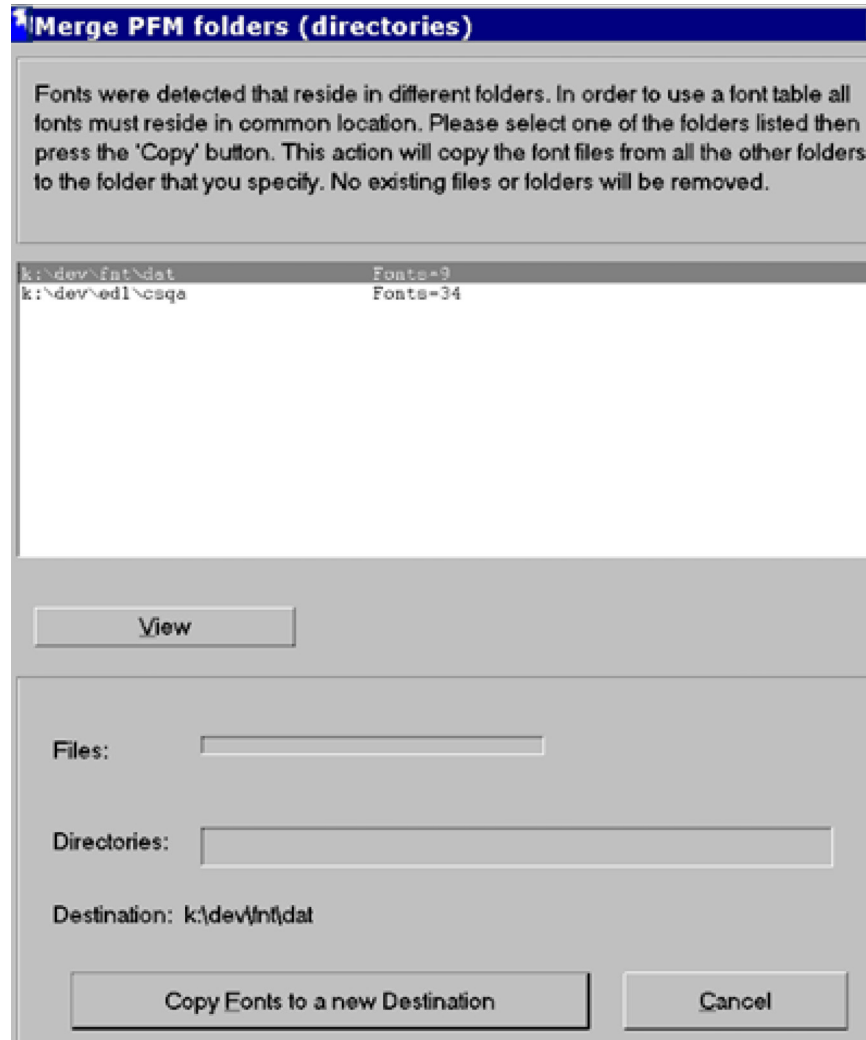
To	Do this
Specify a different folder to hold the table	Click the arrow on the right of the <b>Save in</b> drop-down list, and then select a different drive and/or folder.
Specify a different type for the table	Click the arrow on the right of the <b>Save as type</b> drop-down list, and then select a different (AFP or Metacode) table type.
Enter the name of the file to hold the table	In the <b>File name</b> text box, type the name of the file (the editor will automatically append the <b>.tbl</b> extension to the name).
Save the table file using the current specifications	Choose the <b>Save</b> button.

4. If you want to display the table upon completion of the migration (recommended), select the **Display the table upon completion** check box.
5. Choose **Ok**.

The Editor attempts to assemble the fonts specified in the *Metacode* or *AFP Printer, FILE* Font Section into a Font Matching Table labeled with the name you specified.

---

If all fonts specified in the Font Section don't reside in the same directory, the editor will display the following dialog:



This dialog shows the different directories where the font PFM files reside, and prompts you to choose one of the directories to hold all of the fonts, including those fonts that the editor will transfer from the other directories.

6. If the editor displays the dialog shown above, select one of the directories shown in the list box, and then choose the **Copy Fonts to a new Destination** button.

The Editor moves the font files to the directory you specified, and changes the path statements for the font files in the `Metacode OR AFP Printer, FILE Font` Section to reference the new directory.

---

The editor creates the Font Matching Table you specified, and displays a message similar to the following:



The editor then displays the newly populated table, which is similar to the following:

**Windows font column:**  
shows the outline font for screen display and print to a Windows printer

**Style column:**  
shows the style (bold, italic, etc.) of the Windows font

**Size column:**  
shows the point size of the Windows font

**Device font (.PFM) columns:**  
shows the names of the matching AFP or Metacode device fonts for all available orientations

	Name	Style	Size	Portrait	Landscape	Inv Portrait	Inv Landscape
1	Arial	Bold	8	AR208E	AR208D	AR208F	AR208H
2	Arial	Bold	10	AR210E	AR210D	AR210F	AR210H
3	Arial	Normal	6	AR106E			
4	Arial	Normal	8	AR108E	AR108D	AR108F	AR108H
5	Arial	Normal	22	AR122E	AR122D	AR122F	AR122H
6	Arial	Normal	12	AR112E			
7	Arial	Normal	24	AR124E	AR124D	AR124F	AR124H
8	Arial	Normal	90	AR190E			
9	Arial	Normal	11	AR111E	AR111D	AR111F	AR111H
10	Arial	Normal	10	AR110E	AR110D	AR110F	AR110H
11	Arial	Normal	68	AR168E			
12	Arial	Normal	70	AR170E			
13	CG Times	Bold	8	CG208E	CG208D	CG208F	CG208H
14	CG Times	Bold	10	CG210E	CG210D	CG210F	CG210H
15	CG Times	Normal	10	CG110E	CG110D	CG110F	CG110H
16	CG Times	Normal	8	CG108E	CG108D	CG108F	CG108H
17	Courier New	Normal	11	CN111E	CN111D	CN111F	CN111H
18	Courier New	Normal	10	CN110E	CN110D	CN110F	CN110H
19	Courier New	Normal	10	CR110E			

**Table name:** shows the name of the Font Matching Table (preceded by the file's directory path)

**Font count:** shows the number of font rows in the table

**Table type:** shows the type of table (AFP or Metacode)

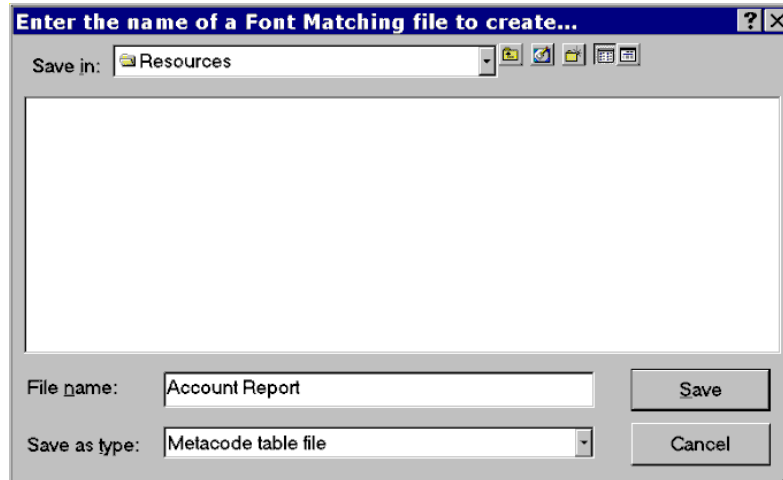
You can now edit any font matching rows that need to be corrected. For instructions, go to Using the Table Tab.

---

## To Create a Font Matching Table Using Add Item

1. Choose **New** from the File menu.

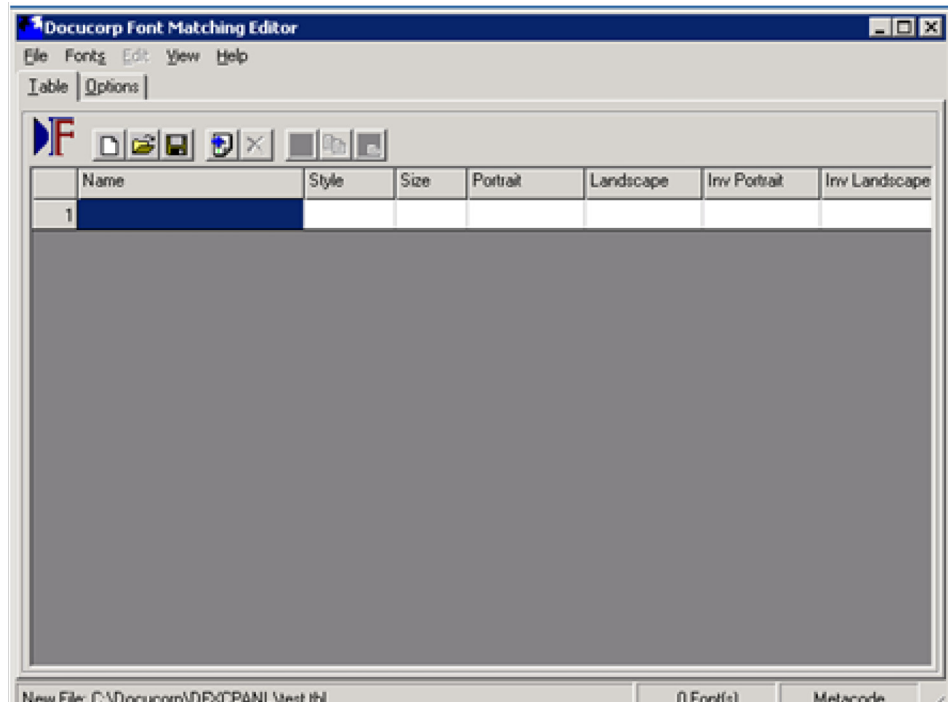
The Enter the name ... dialog appears.



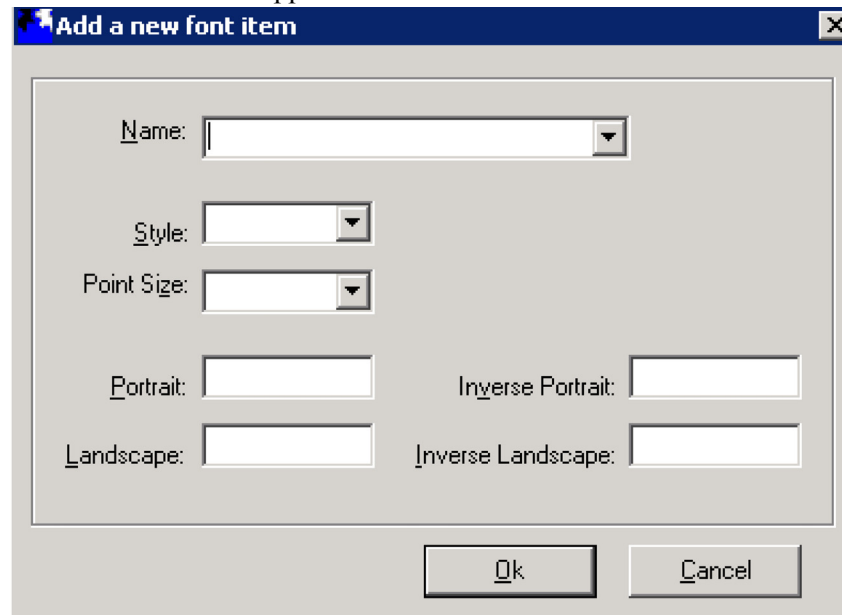
Do the following, as required:

To	Do this
Specify a different folder to hold the table	Click the arrow on the right of the <b>Save in</b> drop-down list, and then select a different drive and/or folder.
Specify a different type for the table	Click the arrow on the right of the <b>Save as type</b> drop-down list, and then select a different (AFP or Metacode) table type.
Enter the name of the file to hold the table	In the <b>File name</b> text box, type the name of the file (the editor will automatically append the <b>.tbl</b> extension to the name).

- 
- To save the table file using the current specifications, choose the **Save** button. The Editor saves the table to a file, and displays it so that you can begin preparing the table.



- Choose **Add Item...** from the **Fonts** menu. The Add Item window appears.

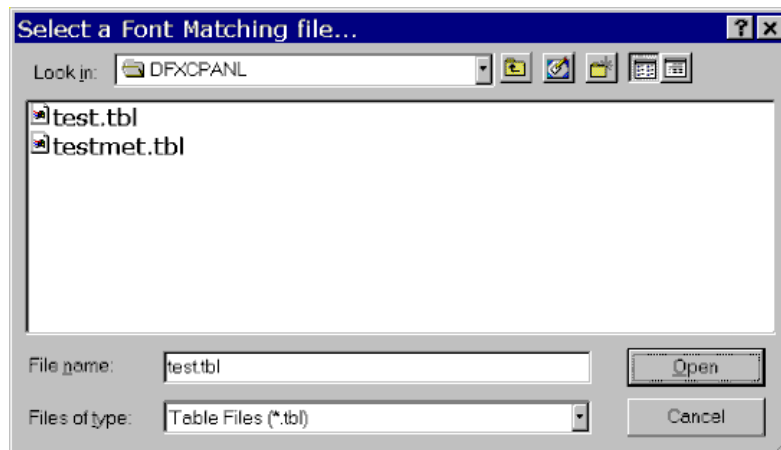


- In the **Name** drop-down list box, select a scalable font you want to match with a device font. In the above illustration, you would substitute a Windows Arial font for a Xerox Metacode Arial font (e.g., AR110).

5. In the **Style** drop-down list box, select the style for the Windows font.
6. In the **Point Size** drop-down list box, select the size for the Windows font, or press the corresponding number key(s).
7. In the **Portrait**, **Landscape**, **Inverse Portrait**, and **Inverse Landscape** text boxes, type the device font name of each orientation to be matched.
8. Choose **OK**.  
The editor adds the font matching entry to font matching table in the next available row.
9. Repeat steps 3 through 8 until you've added all of the font matching entries required to specify corresponding Windows fonts for the device fonts used by your AFP or Metacode printer.
10. Choose **Save...** from the **File** menu.  
The Font Matching Editor saves your changes.

### To Open a Table

1. Choose **Open** from the **File** menu.  
The Open Table dialog appears.



2. Do the following, as required:

If	Do this
The incorrect drive or folder shows in the Look in text box	Click the arrow on the right of the <b>Look in</b> text box, and then select the drive and/or folder where the table file is located.
The correct folder doesn't show in the Look in list box	In the <b>Look in</b> list box, scroll to see more folders, or double-click a root folder to see its subfolders.
The correct table file name doesn't show in the Look in list box	In the <b>Look in</b> list box, double-click the correct folder to see its contents.
The name of the table file doesn't show in the File name text box	In the <b>Look in</b> list box, click to select the table file and place it in the <b>File name</b> text box.
You want to open the table file indicated by the current specifications	Choose the <b>Open</b> button.



---

The table is opened and you're returned to the Font Matching Editor window where you can proceed with editing the font table. The name of the table is displayed in the Status Bar (see To View/Hide the Status Bar).

### To Close a Table

- Choose **Close** from the **File** menu.

The Table tab is cleared and you're ready to edit another Font Matching Table.

### To Save a Table

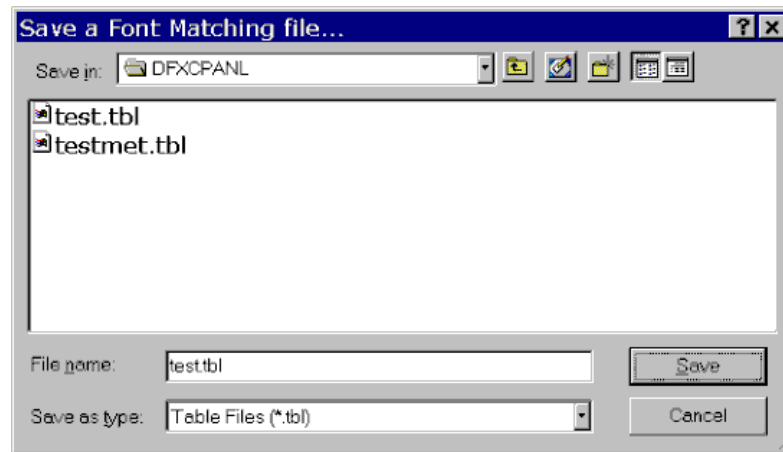
- Choose **Save...** from the **File** menu.

The Font Matching Editor saves your changes.

### To Save a Table with a New Name

1. Choose **Save As...** from the **File** menu.

The Save As window appears.



2. Do the following, as required:

To	Do this
Specify a different folder to hold the table	Click the arrow on the right of the <b>Save in</b> drop-down list, and then select a different drive and/or folder.
Enter the name of the file to hold the table	In the <b>File name</b> text box, type the name of the file (the dialog will automatically append the <b>.tbl</b> extension to the name).
Specify a different printer type for the table	Click the arrow on the right of the <b>Save as type</b> drop-down list, and then select a different printer.
Save the table file using the current specifications	Click the <b>Save</b> button.

The table is saved to a new file with the new name and you're returned to the Font Matching Editor window. The previous font table is still present on your hard drive and should be listed as a Recent File. The name of the table is displayed in the Status Bar (see To View/Hide the Status Bar).

---

## To Open a Recent File

- Choose **Recent Files** from the **File** menu and select a table to open.

The selected table is displayed and you may proceed with editing. The name of the table is displayed in the Status Bar (see To View/Hide the Status Bar).

## Using the Table Tab

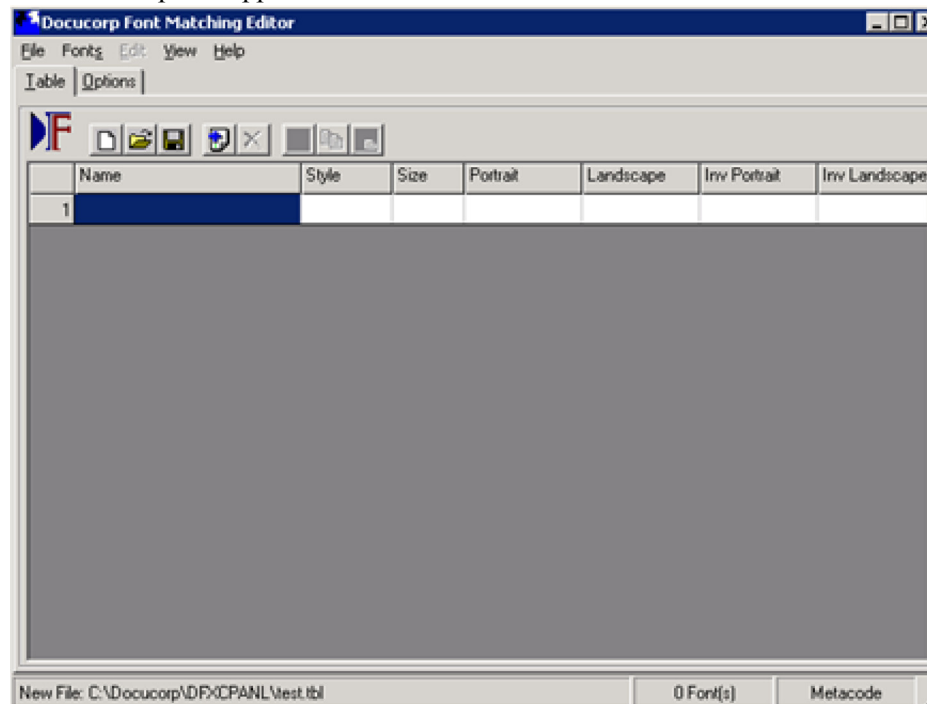
Use the first tab in the Font Matching Editor window to

- Add a font to a table
- Remove a font from a table
- Use the Windows Clipboard to manipulate fonts within a table
- Search for a given font
- View the Status and Tool Bars
- Refresh the display of a table

## To Activate the Table Panel

- If the **Table** panel is not already showing in the Font Matching Editor window, click on the **Table** tab.

The **Table** panel appears.



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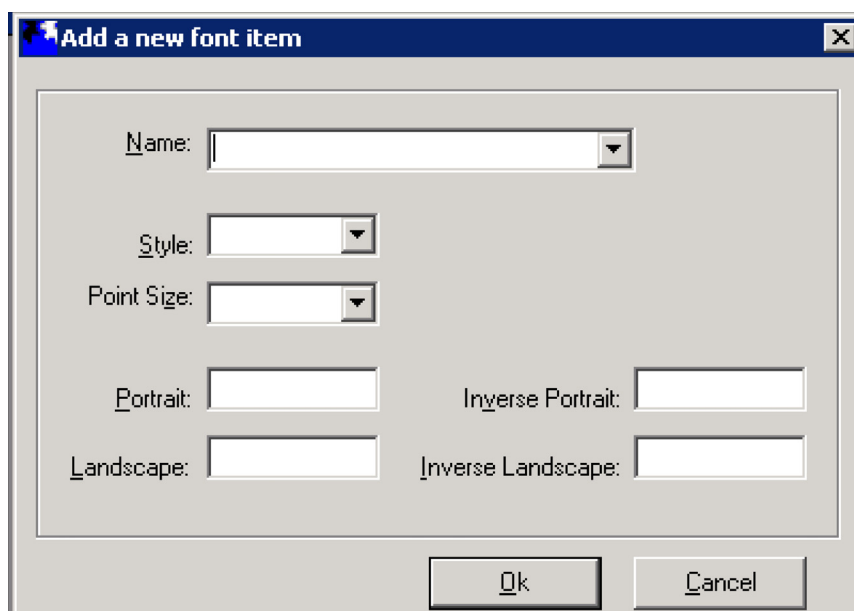
Because the Table panel provides controls for several tasks within the Font Matching Editor, this guide provides a separate topic for each task.

If you need to	Go to
Add a font item to a table	To Add an Item
Delete a font item from a table	To Delete an Item
Cut an item to the Clipboard	To Move an Item to the Clipboard
Copy an item to the Clipboard	To Copy an Item to the Clipboard
Paste an item from the Clipboard	To Paste an Item from the Clipboard
Find an item within a table	To Find an Item
Toggle the view of the Tool Bar	To View/Hide the Tool Bar
Toggle the view of the Status Bar	To View/Hide the Status Bar
Refresh the table display	To Refresh the Display

### To Add an Item

1. Choose **Add Item...** from the **Fonts** menu.

The Add Item window appears.



2. In the **Name** drop-down list box, select the scalable font you want substituted for the device font. In the above screen capture, you would substitute a Windows Arial font for a Xerox Metacode Arial font (e.g., AR110).
3. In the **Style** drop-down list box, select the style for the substituted font.
4. In the **Point Size** drop-down list box, select the size for the substituted font or press the corresponding number key.
5. In the **Portrait**, **Landscape**, **Inverse Portrait**, and **Inverse Landscape** text boxes, type the font name of each orientation to be substituted.

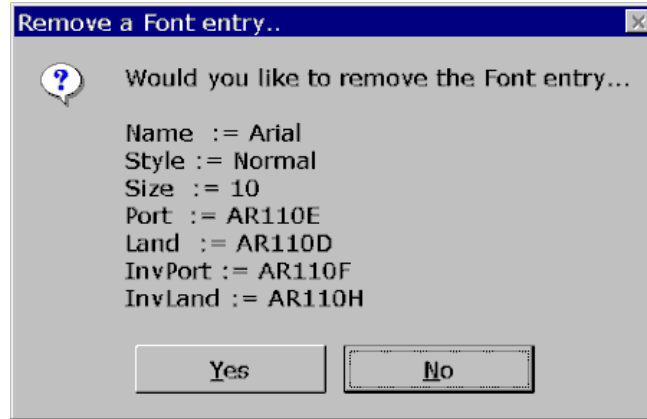
The font item is added to the current font matching table on the next available line.

---

### To Delete an Item

1. Highlight the font item you want to delete.
2. Choose **Delete Item** from the **Fonts** menu.

The Delete Item window appears.



3. Click **Yes** to remove the font from the table; otherwise, click **No**.

The font is removed from the font matching table; however, this action in no way affects the fonts stored on your hard drive.

### To Move an Item to the Clipboard

Use the Cut command to move a font item you've selected onto the Windows Clipboard. Unlike the action of the Copy command, Cut removes the selected font from its original location.

1. Select the font item.
2. Choose **Cut** from the **Edit** menu.

The font is placed on the Windows Clipboard.

You can now insert the font item on other lines in the current table. For details, see To Paste an Item from the Clipboard.

### To Copy an Item to the Clipboard

Use the Copy command to place a copy of a font item you've selected onto the Windows Clipboard. Unlike the Cut command, Copy leaves the selected font in its original location.

1. Select the text.
2. Choose **Copy** from the **Edit** menu.

The font is copied to the Windows Clipboard.

You can now insert the font item on other lines in the current table. For details, see To Paste an Item from the Clipboard.

---

### To Paste an Item from the Clipboard

Use the Paste command to copy a font item from the Clipboard to a location where you have clicked an insertion point.

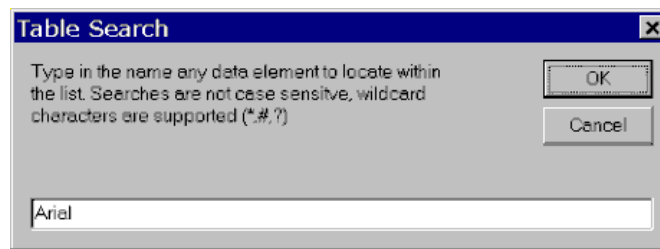
1. Click an insertion point at the location where you want the font to be inserted.
2. Choose **Paste** from the **Edit** menu.

The font is copied from the Windows Clipboard and stays there until you replace it with a font item from the next Cut or Copy operation.

### To Find an Item

1. Choose **Find...** from the **Edit** menu.

The Table Search window appears.



2. Type the name of the attribute for which you want to search (e.g., Font, Style, Point Size, or Orientation).
3. Click **OK**.

The Font Table Editor locates the first item matching your search criteria and highlights it.

### To View/Hide the Tool Bar

The Tool Bar displays several icons which represent shortcuts to some menu options. These icons save time because you can click on an icon versus choosing a menu option.

A slight disadvantage, however, is that the number of lines of displayed fonts is reduced by the amount of space dedicated to displaying the Tool Bar. Therefore, you can either display the Tool Bar on the main window or hide it from view.

- Choose **Tool Bar** from the **View** menu.

If a check mark is displayed next to the option when you make this choice, the Tool Bar will now be hidden, and vice versa. By removing the Tool Bar from the dialog, you can increase the number of font items which can be listed in the available space.

### To View/Hide the Status Bar

The Status Bar displays relevant information about the current font matching table, such as the location and name of the file, the number of fonts, and the printer for which you're building the list.

---

A slight disadvantage, however, is that the number of lines of displayed fonts is reduced by the amount of space dedicated to displaying the Status Bar. Therefore, you can either display the Status Bar on the main window or hide it from view.

- Choose **Status Bar** from the **View** menu.

If a check mark is displayed next to the option when you make this choice, the Status Bar will now be hidden, and vice versa. By removing the Status Bar from the dialog, you can increase the number of font items which can be listed in the available space.

### **To Refresh the Display**

Use the Refresh command to display an updated listing of your fonts in the Table pane.

- Choose **Refresh** from the **View** menu.

An updated listing of your fonts appears in the Table pane.

### **Using the Options Tab**

Use the second tab in the Font Matching Editor window to specify

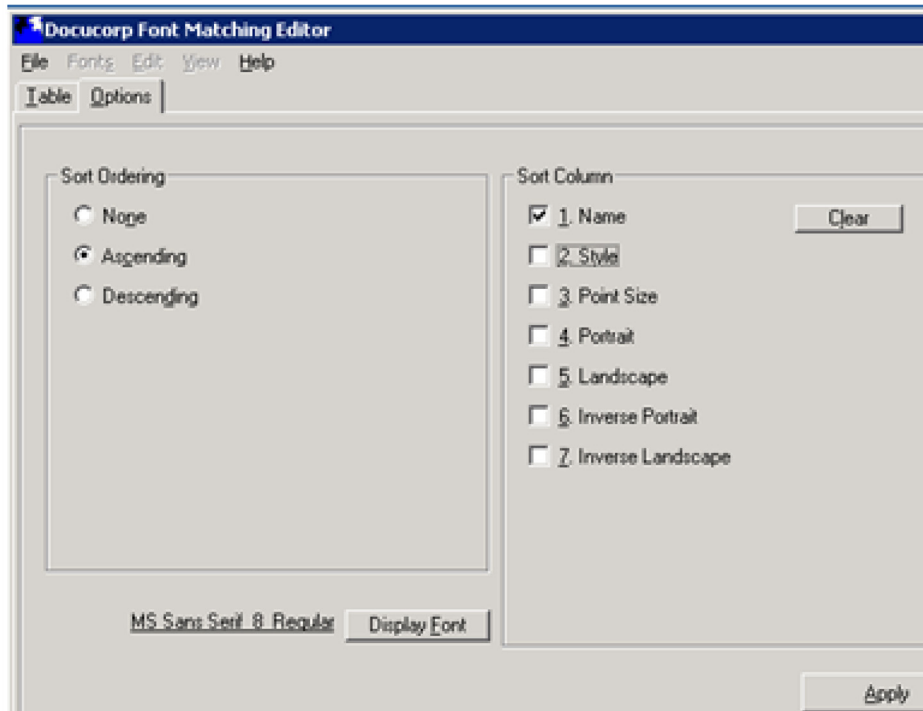
- The order in which the list should be sorted
- The column on which the sort order should be based

### **To Activate the Options Panel**

- If the Options panel is not already showing in the Font Matching Editor window, click on the **Options** tab.

---

The **Options** panel displays.



Because the Options panel contains several group boxes of specifications, this guide provides a separate topic for each group.

If you need to	Go to
Select the Sort Order of the font items	To Select the Sort Order
Choose the column on which to base the Sort Order	To Select the Sort Column

### To Select the Sort Order

Choose the order in which the Font Matching Editor listing is sorted (e.g., none, ascending, or descending).

1. Press **TAB** to reach the **Sort Ordering** group box.
2. Click on the option button representing your preference.

If you're finished specifying the sort order, click **Apply**.

---

### To Select the Sort Column

Choose the column(s) on which to sort the Font Matching Editor listing.

1. Press **TAB** to reach the **Sort Column** group box.

---

**Tip** The Sort Column choices act as a “starting” and “ending” point for your sorting criteria. If you choose Columns 1 and 5, for example, your sorting choice includes all five columns.

---

2. Click on as many columns as necessary to properly sort the font item listing.  
If you’re finished specifying the sort column(s), click **Apply**.



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