

Advanced FrameMaker

FM 002: FrameMaker Advanced Features Training is a two-day course that teaches how to use the power of FrameMaker's advanced tools, including variables, cross-references, conditional text, generated files, and books.
Prerequisite(s) to this course: *FrameMaker Basics and Intermediate Features Training* course or equivalent experience.

Text Flows

- Track a text flow in a document
- Create parallel flows
- Change text flow using paragraphs and graphics

Variables

- Use and edit system variables
- Create and edit user variables

Text Insets and Cross-References

- Insert text insets and automatically update documents using them
- Comparing other types of Text Insets
- Add paragraph cross-references
- Modify cross-reference formats
- Edit and update cross-references
- Learn the four causes of unresolved cross-references and how to fix them

Conditional Text

- View different versions of a conditional document
- Modify format of condition tags
- Prepare different versions of a conditional document for distribution
- Make text conditional and unconditional
- Create and apply conditional tags
- Edit conditional documents

Hypertext and PDF

- Insert hypertext markers and commands
- Use basic linking commands
- Use Acrobat Setup to define bookmarks
- Use Save As and Print to create PDF
- Create PDF files from individual files and from books

Chapter Templates

- Convert single-sided document to double-sided
- Set up paragraph and character formats
- Create and modify master page layouts
- Create chapter autonumber format

Books

- Create and add files to a book
- Control formatting and numbering of book files
- Create complex page numbers
- Generate and update files in a book
- Rearrange and delete files from book
- Use book-wide commands
- Apply Master Pages manually and automatically



Tables of Contents

- Generate a table of contents
- Modify paragraph formats
- Add and format a master page for the table of contents
- Control numbering, and content and formatting of table of contents using the TOC reference page
- Use saved table of contents as a template
- Using Running Header/Footers in TOC

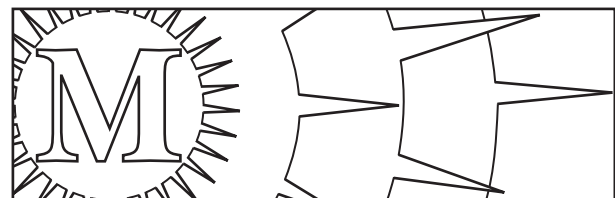
Indexes

- Mark text for inclusion in an index
- Create multiple levels and entries in an index
- Generate an index
- Format an index using paragraph formats, master pages, and IX reference page
- Generate an index with hypertext links
- Use formatted index as a template
- Finishing touches for Index formatting

Course Code: FM 002



CERTIFIED INSTRUCTOR
FrameMaker®



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