

## *Gerald's Column* *by Gerald Fitton*

Although my post bag has been full of questions about the use of PipeDream and Fireworkz with StrongArm I shall resist all these temptations and write an article I have promised to many of my correspondents namely the use of frames in Impression.

Before I do so I would like to thank Beebug publicly for sending me a copy of Ovation Pro. I regret that I have not had it long enough (it arrived yesterday) to describe in this article how I would achieve the same results with that package as I describe below for Impression. Nevertheless, even from a brief glance at Ovation Pro, there is no doubt in my mind that it will do all that I describe below. Indeed, even from my brief glance at Ovation Pro I can see that some of the operations will be simpler and that I shall be able to create some designs with Ovation Pro which are nearly impossible (or at least much more difficult) with Impression.

### **The Embedded Frame**

I have often been asked about the various methods of creating a frame with fancy borders with both text and graphics within the frame. Such a frame is often used as a boxed heading for an article or as a way of highlighting a textual message contained within the body of the document. The method which I prefer is to use an Embedded Frame containing a Drawfile in the way I describe below.

### **The [Frame] Graphic**

If you have the Archive monthly disc then you will find a file called [Frame]. Double click on it and it will load into Draw. Although you can study it in Draw I used DrawPlus to create it because I find that package much easier to use than Draw. The Drawfile on the monthly disc is in four colours – namely a blue border, red hearts, green text and a grey background. Unfortunately, in Archive, you'll see it in monochrome.



Using DrawPlus I started with the 'Create – Box' tool (also available as <Ctrl F10>) to create the rectangular box. Then, using 'Path style – Line colour', I changed the border to a light blue. I used 'Path style – Fill colour' to change the area within the rectangle to a light grey. I changed the width of the border from Thin to 4 point using 'Path style – Line width'. Finally, using 'Path style – Caps & Joins' I selected Corner Round – if you look carefully at the corners of the frame you'll see that the corners are rounded.

I used the 'Create – Text tool', <Shift F9>, followed immediately by the sub menus which are available through 'Text style' to select the Pembroke font and to create the text in a light green colour. At the end of each line you have to tap <Return>. If you make a mistake you can edit text in DrawPlus with ease.

The hearts are Dingbats which have been changed using 'Special – Text to path' from a character taken from the font to a drawn object. The two notes of music have been taken from a DrawPlus [Library] file.

## **Embedding Frames**

When you come to transfer the graphic to the Impression document then there is one method which I advise you to avoid; that method is to create a new empty frame using 'Frame – New frame – Blank frame', or <Ctrl Shift I>. Don't do that! Instead just tap <Return> to create a new line and then drag [Frame] into the Impression document. You have inserted an embedded frame. The method I advise you to avoid, <Ctrl Shift I>, results in a frame which is not embedded.

Using an embedded frame has both advantages and disadvantages! The advantage is that if you add new lines of text (or even another graphic) above the embedded frame then the embedded frame will move down the page to compensate. The same thing applies if you change any style above the embedded frame (for example you might change the point size or the margins) so that the text above the graphic needs more (or less) space. The embedded frame moves down (or up) the page automatically.

The disadvantage is that text does not flow around the graphic. If you try to fit any text on the same line as the embedded graphic then the result is that shown below.



If you attempt to insert a graphic into a line of text then this is what happens! Probably not what you want. Indeed, the embedded graphic is treated as a tall text character embedded in the row of text. You can not flow text around the embedded graphic.

The 'Frame – New frame – Blank frame' method is the only way of creating a frame round which the text will flow automatically. I shall deal with that method in another article.

## Frames with Drop Shadows and Dingbat bullets

Posters or even A5 'fliers' can be made more effective by using frames with borders. An interesting type of border creates a 'drop shadow' effect which many of you have found difficult to produce. In the next part of this article I shall explain how to create such a frame, how to include horizontal ruled lines and how to include a Dingbat Style for the bullets. The principles I describe can be applied to your own documents.

## The [Flier] Document

On the monthly Archive disc you'll find a file called [Flier]. Double click to load it and you'll find a frame with a drop shadow (dropped to the right), horizontal ruled lines and a couple of Dingbats. The graphic below is a screenshot of that file.



## *A Frame with a Drop Shadow* *by Gerald L Fitton*

Such a frame can be most effective

The horizontal lines are in IL RuleOff Style

=> Bullet points are attractive in lists

=> Bulleted rows use the IL Indent\_01 Style

=> The bullet is Dingbat ASCII 248 (or is it?)

=> Hold down <Alt> and tap 248

=> Use the numeric pad to tap in the 248

=> The Dingbat is in IL Dingbat Style

=> The Big Dingbat is in IL BigDingbat Style

### **Effects or Styles**

Regular readers of my column will know that I have an aversion to Effects. Indeed, one of my golden rules is never to use an Effect when it is possible to create a Style. One of the advantages of this policy of mine for those of you who take the monthly Archive disc is that you will be able to create 'fliers' similar to mine but having a different size quickly and easily using the [Flier] document as a template for your own flier. Indeed you can Copy and Paste the frame of [Flier] secure in the knowledge that all Styles associated with the text (and dingbats) in that frame will be pasted into your own document.

### **Create the Frames**

Generally, for the creation of documents such as [Flier] it is beneficial to have selected the 'Frame – Snap to – Snap to frames' ON (so that it shows a tick).

The first set of frames, the ones holding the arrows which point downward to the right, are 40 mm by 25 mm – but part of those frames are hidden behind the large frame on the right. At this stage you need create only one frame. Use either the 'Frame – New frame – Blank frame' menu or use the control key sequence <Ctrl Shift I>. Draw a frame of approximately the correct size and then through the 'Frame – Alter frame' menu, or the command <Ctrl F10>, you can adjust the size of the frame to exactly 40 mm by 25 mm.

The larger frame is exactly 100 mm by 120 mm.

## The Big Dingbats

The big dingbats appear in the smaller frames. Up to now you have created only one small empty frame and you will not need to create any more because we shall make copies of that one.

First we need a new Style. In the case of my example, [Frame], this is called IL BigDingbat. You can create new Styles either through the Style menu, the Style button (on the second button bar) or, when you have got used to Impression (or have made a KeyStrip), by using <Ctrl F5>. A menu called Edit style will appear. Change the name of the new Style from Untitled to something more meaningful (such as IL BigDingbat) and then click on the Font radio button. This will open another menu headed Font. Click on Font name and then on the button to the far right (it is to the right of the current base style font name). Select Dingbats as the font. Now click on the Font size radio button and enter a suitable font size; I have used 60 point for [Flier]. I have also changed the Text colour (from this same menu) to red. Finally click on the OK box of the Edit style.

Click somewhere inside the small frame. Click on the Style button (or use the menu) and select the Style you've just created. This will ensure that the character you are about to enter will be in IL BigDingbat Style.

There are many ways of entering a 'strange' character into a piece of text. If you know the ASCII code then hold down <Alt> and, on the numeric pad (not the number keys above the letters), tap in the appropriate number; to produce the downward facing arrow enter <ALT 247>. You might like <Alt 244> better than the one I've used – so give it a try.

## Copying the small frame

With the small frame selected (with red dingbat included in it) execute 'Edit – Copy frame', use the command <Ctrl C> or click on the Copy button (just to the right of the scissors).

Execute 'Edit – Paste frame' three times. There are two more alternative ways of executing this command. These are <Ctrl V> or the radio button on the button bar just to the right of the Copy button. Three more copies of the small frame will appear. Line them up as I have done – this is where the 'Frame – Snap to – Snap to frames' comes in useful.

## Positioning the Large Frame

Move the large frame into position. I found that I had to overlap the small frames to produce a layout that looked attractive. The alternative would have been to narrow the small frames and to modify the Ruler of the IL BigDingbat Style to allow the big dingbat to approach the right hand edge of the frame more closely.

Place the edit cursor in the larger frame and bring it to the front (it may already be there) with 'Frame – Bring to front'. If the large frame is behind the small frames then you won't see the left border of the large frame because it will be hidden!

## **Adding borders to the large frame**

Click in the larger frame, then execute 'Frame – Alter frame', <Ctrl F10>, to bring up the menu headed Alter frame. Click on View (at the bottom of the menu). Click on the All box (to remove the tick); use the Borders arrows to select border 1 for top and left; use the Borders arrows to select border 7 on the right and border 6 along the bottom. I have also selected Colour and changed the colour of the borders to red.

Finally, click on the OK box to execute the commands. You might find it easier to see exactly what you have done if you toggle OFF the frame borders with <Ctrl O>.

## **More Styles**

I have created two more Styles, IL RuleOff and IL Dingbat. Within the larger box, the Styles IL Normal (the base Style), IL Heading, IL ByLine and IL Indent\_01 are also used.

I will describe IL RuleOff first. It is the Style which produces the horizontally ruled lines. Create a new Style, <Ctrl F5>, name it IL RuleOff (or something equally appropriate) and then click on Rules to bring up the Paragraph rules menu. Click on Rule-off and Below text. Make the Thickness 1 point and the Offset 0 point. By the way, if you want to create a table with vertical lines then you will need to click on Paragraph – Ruler and introduce the vertical rules as part of the Style at the Ruler. Strangely, the width of vertical rules is defined from within the Paragraph rules menu.

The Style IL Dingbat has only the 'Font – Font name' changed (to Dingbats).

## **Entering the Text**

Turn ON the Style IL Heading (by selecting it) and enter the text "A Frame with a Drop Shadow", tap <Return> and continue with "by Gerald L Fitton". Highlight "by Gerald L Fitton" and apply the Style IL ByLine.

Move to the end of "by Gerald L Fitton", tap <Return> (to place the cursor on a new line) and then turn OFF the two Styles you have used for the headings (by reselecting them—use the <Adjust> button for the first of the two so that you don't lose the menu from the screen).

Turn ON the Style IL RuleOff (select it) and type in the next couple of rows of text. As you tap <Return> at the end of the first line you will find that the first line is underlined (ruled off). The second line of text is not ruled off until you tap <Return> at the end of that line. The reason for this is that the Style IL RuleOff rules off Below text (and not Above text). If you want to create a boxed in table then you might need a Style which rules off Above text to use on the first row of the table.

I knew that I wanted seven rows of text (starting with a bullet) within my table and I knew that I would be using the IL Dingbat font for just the first character of each row (the bullet). So here's what I did. Firstly I tapped <Return> seven more times (one more than the number of rule off lines so that the cursor finishes just below the last rule off line. I

then marked all these lines and applied the Style IL Indent\_01 to the block of seven lines.

I can't remember whether the dingbat was ASCII 243, 245 or 248 (at least that's my story – and it may encourage you to find out by experiment which dingbat you like best as a bullet). Anyway, I tapped <Return> switched on the IL Dingbat Style, entered the dingbat, switched OFF the IL Dingbat Style and then tapped <Tab>.

I highlighted this row containing the dingbat bullet and the <Tab> and executed Copy. I then Pasted the dingbat and <Tab> into the other six rows. After that I added the text to the individual rows. Try it and see.

## **Grouped Frames**

Select any one of the five frames. Hold down the <Shift> button and click on the other four frames. You can now group the frames with 'Frame – Group frames'. Of course you can ungroup them later if you wish. The advantage of having them grouped together is that it is very easy to move the group of frames to a different location. If you wish to transfer the whole group to another document then you can use Copy from [Flier] and Paste the group as a single entity into the other document.

Always ungroup them if you want to alter the dimensions of only one frame. If you adjust a frame which is part of a whole group of frames you'll find that all the frames in the group adjust together!

## **Frames with Drop Shadows and Dingbat Bullets – Summary**

Generally, create and use Styles (as I have done) rather than Effects. This will improve the consistency throughout a document and portability between series of similar documents. It also makes it much easier to make changes either to one document or to a series of similar documents.

Use Borders (from within the 'Frame – Alter frame – View' menu) to produce the drop shadow effect rather than multiple frames. You can create new borders from within Draw (or DrawPlus) but that's another story.

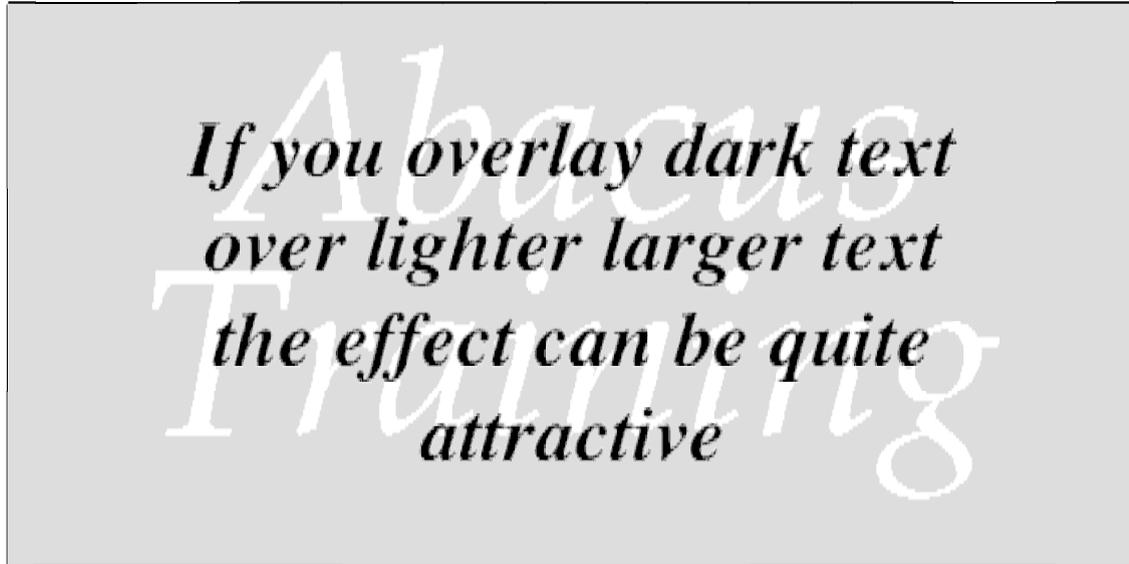
Group the frames so that you can move them or Copy and Paste them as a group rather than as individual frames. Once again, this improves portability and will allow you to make changes more readily and consistently.

## **Superimposing Two Frames**

If you overlay dark text over lighter larger text by using two superimposed frames having two different text Styles then the result can be quite attractive. Below I shall describe how to create the two frames, the two text Styles and how to superimpose the two frames.

## The [TwoFrames] file

If you have the Archive monthly disc then you will find a file called [TwoFrames]. If you load it you'll find that it looks like the screenshot below.



The document contains a frame with a black border and a grey background. The words Abacus Training (in Pembroke font—a font which comes on the Impression master discs so you should have it) are in white. A longer passage of text in Trinity bold italic stands out because it is coloured black. I shall explain how I created this overlay in such a way that, if you wish, you can vary the size, colour, etc to make a document of your own.

### Create the Large Frame

The large (outer) frame is 100 mm by 50 mm positioned at X = 30 mm and Y = 25 mm. I find the best way of creating frames to exact sizes is to create a new frame of roughly the correct dimensions and then use 'Frame – Alter Frame' to make the finer adjustments.

Other attributes of the frame, accessed through the 'Frame – Alter frame – View menu', are that the Borders are the number 1 border and the 'Background – Colour' is a shade of grey where all the RGB components are 87% (this is the lightest shade of grey available if you select from 8 shades including white and black).

### Create the Smaller Frame

The smaller of the two frames is 95 mm by 40 mm positioned at X = 32.5 mm and Y = 35 mm.

One important property, accessed through the 'Frame – Alter Frame' menu, is to switch the 'Frame repel – Repel text outside' OFF (no tick). The second, accessed through 'Frame – Alter Frame – View', is that the Background is set to Transparent.

You may have to use 'Frame – Bring to front' to position it in front of the larger frame.

## **The Two New Styles**

Never use an Effect when you can set up a Style. I have called the two Styles IL BigText and IL SmallText. These Styles are used in the Larger and Smaller frames respectively.

The Style IL BigText uses the Pembroke.Medium.Italic font (available from the Impression master discs) at 60 point with the 'Text colour – Colour – Fore' set to white! Using the Paragraph menu I set the Line spacing to 50 point and the Alignment to centre align. It is this Style which is used for the text "Abacus Training" in the larger frame.

The Style IL SmallText uses the Trinity.Bold.Italic font at 20 point. The Alignment is set to centre align as was IL BigText. It is this Style which is used for the black overlay text in the smaller frame.

## **Enter the Text**

Click inside the larger of the two frames but outside the smaller frame. Turn ON the Style IL BigText (select it) and then type in the words "Abacus <Return> Training". Click inside the smaller frame. Turn ON the IL SmallText Style and type in the overlay text.

You should find that you have a document which looks like that of [TwoFrames].

## **Group the Frames**

You should group the frames and, if you wish to position them elsewhere, they will both move together. If you Cut or Copy the group of frames you will be able to Paste into another document complete with frame attributes and Styles.

## **Superimposing Two Frames – Summary**

Generally, create and use Styles (as I have done) rather than Effects. This improved portability and consistency throughout a document or series of similar documents. It also makes it much easier to make changes either to one document or to a series of documents.

Make sure that you have created the smaller frame with 'Repel text' OFF and with a Transparent background colour. You may have to 'Bring to front' this smaller frame.

Group the frames so that you can move them or Copy and Paste them as a group rather than as individual frames. Once again, this improves portability and will allow you to make changes more readily and consistently.

## **Finally**

(a) Please send a disc, self addressed label and return postage if you want a problem

solved; (b) My address is that of Abacus Training (see back inside cover); (c) Many thanks for all your letters.