



Adobe FrameMaker

Introduction

FrameMaker overview
Understanding structured and unstructured documents
Creating and working with documents in FrameMaker 7.0
Creating New Documents
Working with predefined formats
Converting a Word documents
Saving formats
Word processing
Formatting text
Printing
Colour and the different models
Working with service partners

Intermediate

Custom documents
Working with type
Rulers and grid
Creating a side-head area
Paragraph designer
Headings and body copy
Numbered and bulleted lists
Chapter titles
Character Designer
Format Overrides
Font Properties
Understanding Typography
Importing Graphics
Colours and tints

Page Layout
Adjusting column layout
Master Pages
Autonumbering
Running headers and footers
Custom master pages

Graphics
In header and footer frames
Masking
Drawing lines and rectangles
Align and distribute
Editing documents

Advanced

Variables
Inserting variables
Variable definition
Find and change
Thesaurus
Spelling

Tables
Inserting a table
Placing Data
Nested Tables
Formatting tables
Converting Text To a Table
Inline Graphics
Table Designer
Tables to Text
Straddling table cells

Anchored Frames and Graphics
Drop caps
Movies
Run-ins

Cross-References and Footnotes
Inserting Paragraph cross-references
Displaying cross-references
External and spot cross-references
Footnote formatting

Books
Creating a book file
Adding documents
Table of contents
Paginations
Titles
Preface.fm file

Indexes
Adding an index to a book
Layout of the index
Entries
Page Numbers
Editing entries
Generating indexes

Conditional text
Hypertext and PDF
HTML and web publishing

We also offer a FrameMaker super-user course covering Structured documents and authoring XML. Delegates have to write a pre-qualifier test.