



Single Sourcing with Flare: Best Practices

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Overview

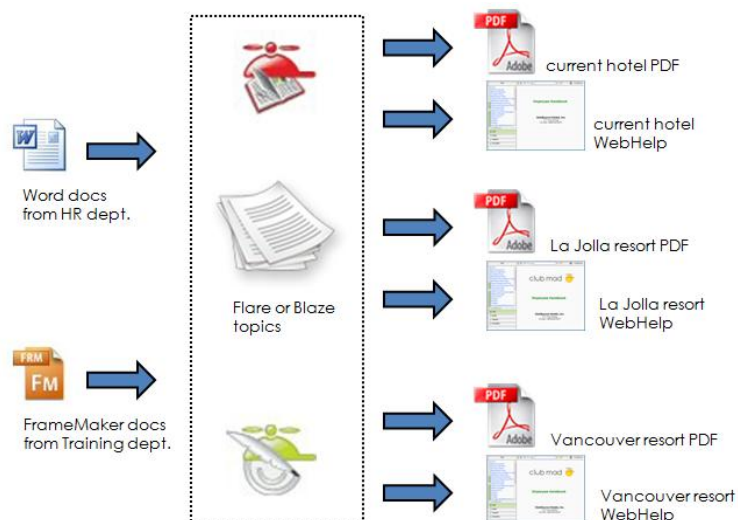
Reusing content...

- across multiple applications
- between projects using the same application
- in multiple topics in the same project
- to create multiple outputs

Sample project goals

- ❑ Reuse Word documents owned by another department
- ❑ Reuse FrameMaker documents owned by another department
- ❑ Reuse content between Flare projects
- ❑ Automatically use the most up-to-date content from other sources
- ❑ Reuse content between topics
- ❑ Dynamically change some content based on target
- ❑ Exclude content from some targets
- ❑ Create multiple online and print targets

Sample project goals



Importing HTML or XML files

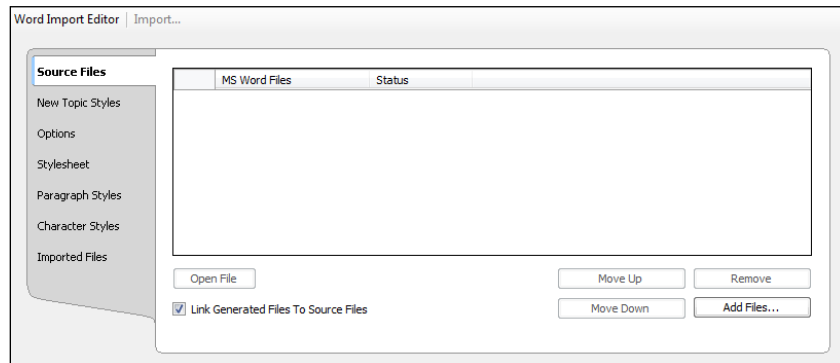
You can import:

- XHTML
- HTML (converted to XHTML)
- DITA (converted to XHTML)

Best practice

- Use Analyzer to import multiple HTML files

Importing Word documents

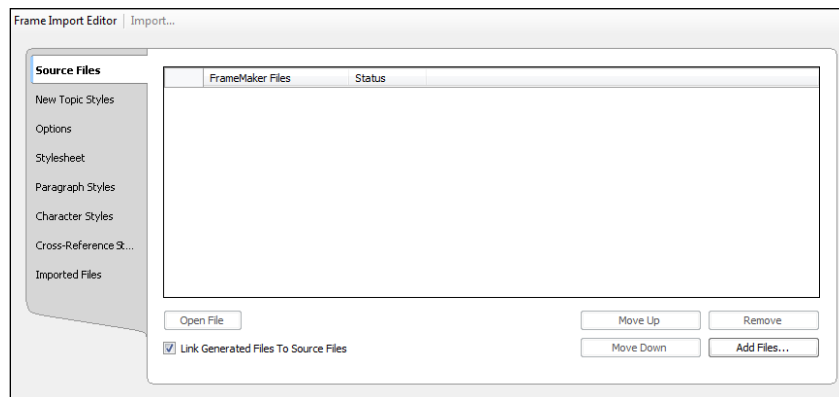


Importing Word documents

Best practices

- Only use Easy Sync if you do not "own" the documents
- Use a Word template for consistent formatting
- Avoid GIGO: Fix formatting issues before you import
- Map your heading styles

Importing FrameMaker documents



Importing FrameMaker documents

Best practices

- Import book files vs individual fm files
- Only use Easy Sync if you do not "own" the documents
- Remove inline formatting if possible
- Generate images for anchored frames
- Convert your table styles
- Map your heading styles

Importing content from other projects

Project Import Editor | Import...

Source Project

Source Project:

Auto-reimport before "Generate Output"

Include Files:

Auto-include linked files

Exclude Files:

Note: These fields let you select file types (e.g., topic files, snippet files). To import or exclude specific files: (1) save your changes in this editor; (2) click the Import or Re-Import button above; and (3) in the Accept Imported Documents dialog, make sure a check mark appears next to the files you want to include.

Import Conditions:

Auto-Exclude Non-Tagged Files

Importing content from other projects







Best practices

- Store shared files in a master project
- Use a common filename for shared files
- Use Easy Sync
- Auto-include linked files

Reusing content in multiple topics

- Variables
- Snippets (paragraph and character level)

Using variables

VariableSet Editor      

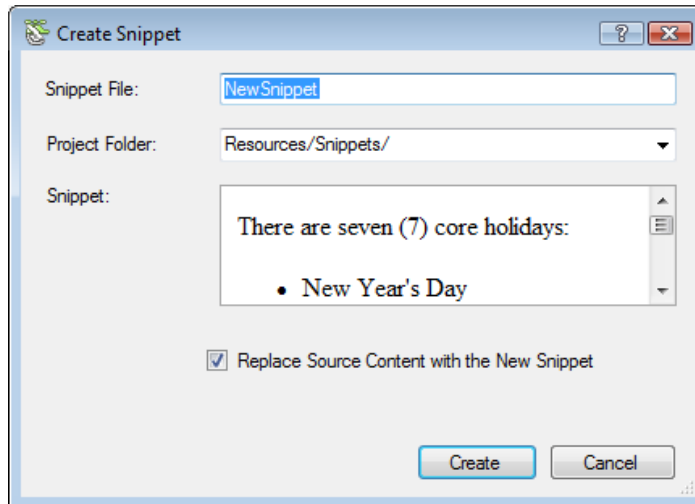
	Name	Definition	Comment
▶	CompanyName	MadCap Software	
	PhoneNumber	858 123 4567	

Using variables

Best practices

- Use Analyzer to find potential variables
- Use Analyzer to rename variables
- Store company-wide variables in a master project
- Override definitions in your targets

Using snippets



Using snippets

Best practices

- Use Analyzer to find potential snippets
- Use character-level snippets for formatted text strings
- Store company-wide variables in a master project
- Use condition tags and variables inside snippets to make them more reusable

Creating multiple outputs

Print formats

- PDF
- eBook
- Word
- FrameMaker
- XPS

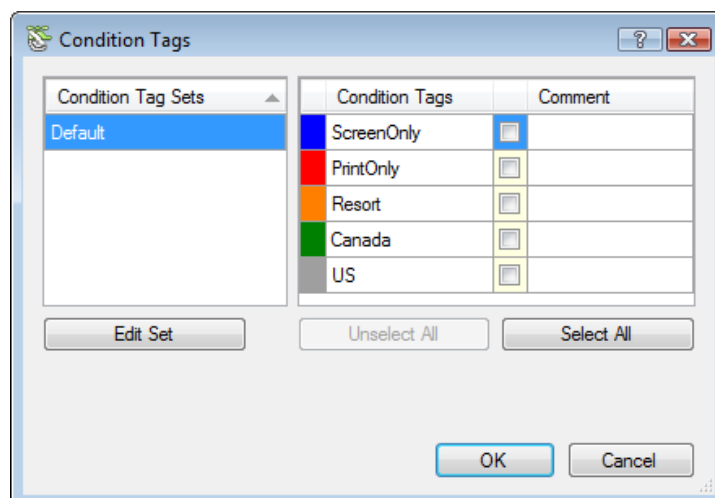
Online formats

- WebHelp, WebHelp Plus, WebHelp AIR
- HTML Help
- DotNet Help

Print/Online formats

- DITA
- XHTML Book

Filtering content with tags



Filtering content with tags

Best practices

- Use light colors
- Use Analyzer to rename condition tags
- Apply condition tags in the Content Explorer -or- TOC, not both
- Apply condition tags to folders rather than files
- If you are using Easy Sync, apply condition tags to folders or TOC items
- Create a "DRAFT" tag to exclude draft content

Building online targets

Target Editor

Basic

Conditional Text

Variables

Publishing

Glossary

Advanced

Printed Output

Performance

Feedback Service

Language

Output Type: DotNet Help
FrameMaker
HTML Help
PDF
WebHelp
WebHelp AIR
WebHelp Plus
Word
XHTML Book
XPS Comment:

Startup Topic: content\unibo\intro.htm Options...

Skin: (default) Jump Button Options... Edit

Master TOC: Primary Edit

Browse Sequence: (default) Edit

Master PageLayout: (default) Edit

Master Stylesheet: (default) Edit

Output File: usftp.htm

Output Folder: (default) ...

Source Control

Automatically get latest version of all files before generating the target.

Auto-Sync

Disable auto-sync of all import files

Building online targets

Best practices

- Set up a publishing destination to share targets with your users
- Set up a publishing destination to backup your targets
- Don't check targets into source control until they are released
- If possible, create a SQL Search database for WebHelp

Building print targets

Target Editor

Basic

Conditional Text

Variables

Publishing

Glossary

Advanced

Printed Output

Performance

Feedback Service

Language

Output Type: DotNet Help
FrameMaker
HTML Help
PDF
WebHelp
WebHelp AIR
WebHelp Plus
Word
XHTML Book
XPS Comment:

Startup Topic: default

Skin: (default)

Master TOC: (default)

Browse Sequence: (default)

Master Page Layout: (default)

Master Stylesheet: (default)

Output File: default

Output Folder: default

Source Control

Automatically get latest version of all files before generating the target.

Auto-Sync

Disable auto-sync of all import files

Building print targets

Best practices

- Create print-specific styles in your CSS using the print medium
- Use TOC depth for heading levels for Word and FrameMaker targets
- Create TOC, index, and glossary topics to include them in your target

Questions?

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