



Single Sourcing with Flare: Best Practices

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Overview

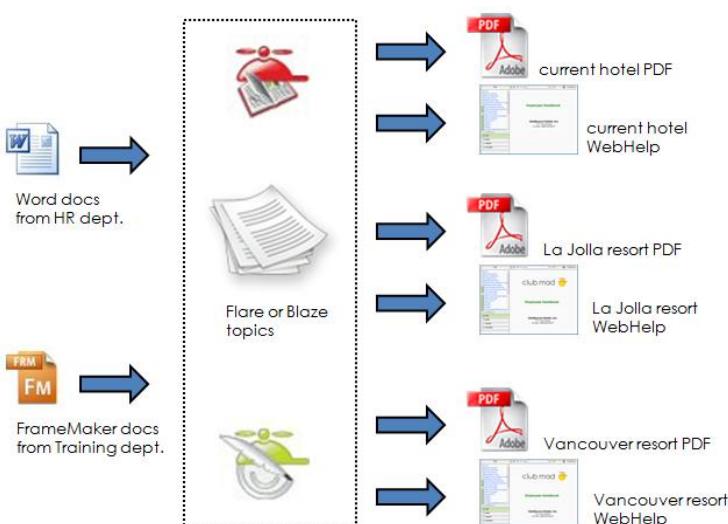
Reusing content...

- 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

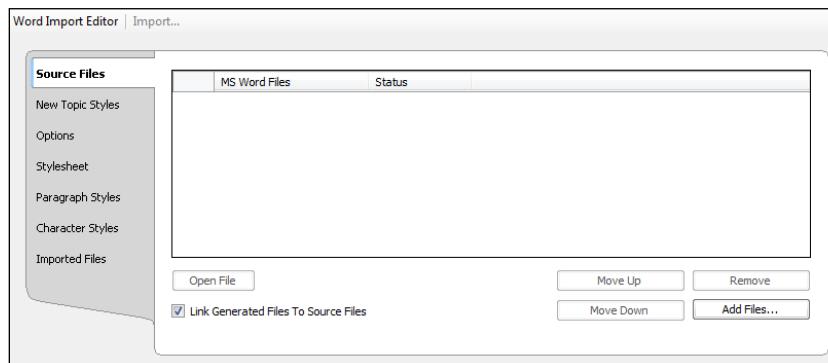
You can import:

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

Best practice

- Use Analyzer to import multiple HTML files

Importing Word documents

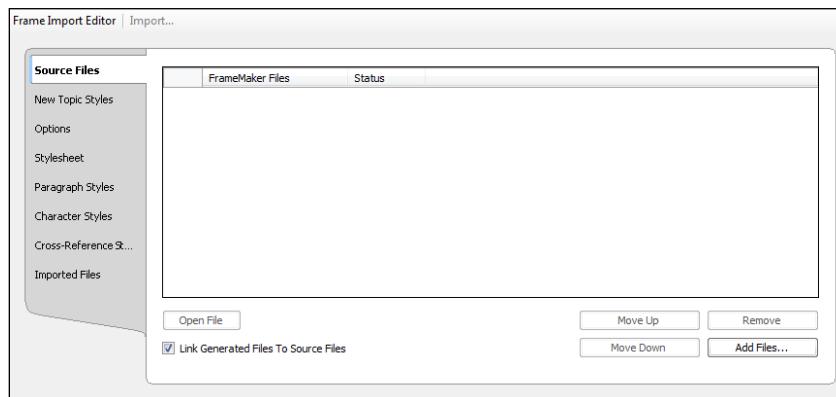


Importing Word documents

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

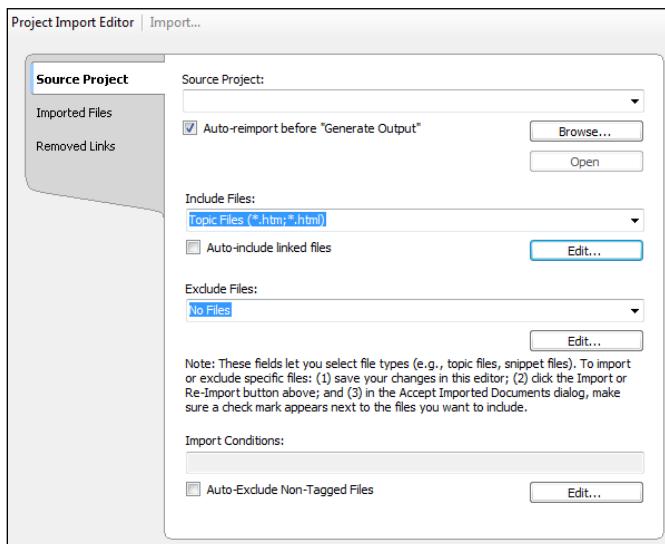


Importing FrameMaker documents

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



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

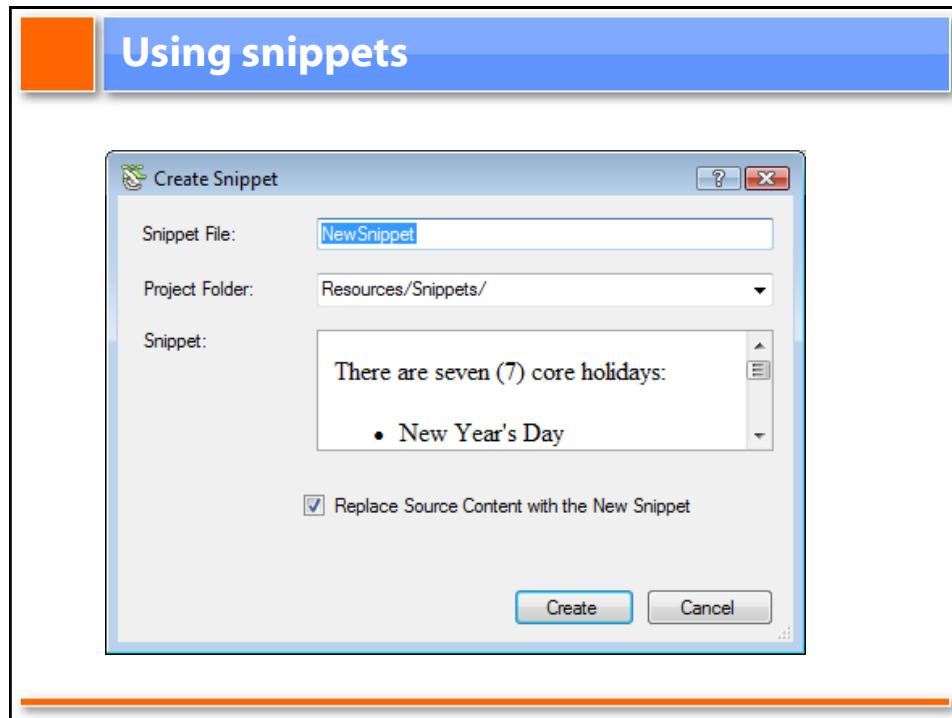
The screenshot shows a software interface titled "VariableSet Editor". At the top, there are several icons: a blue square with a white exclamation mark, a blue square with a white plus sign, a blue square with a white minus sign, a blue square with a white asterisk, a blue square with a white double asterisk, a blue square with a white equals sign, and a red square with a white 'X'. Below the title, the window has a light gray header bar with the text "VariableSet Editor" and the icons. The main area is a table with three columns: "Name", "Definition", and "Comment". There are two rows of data:

	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

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

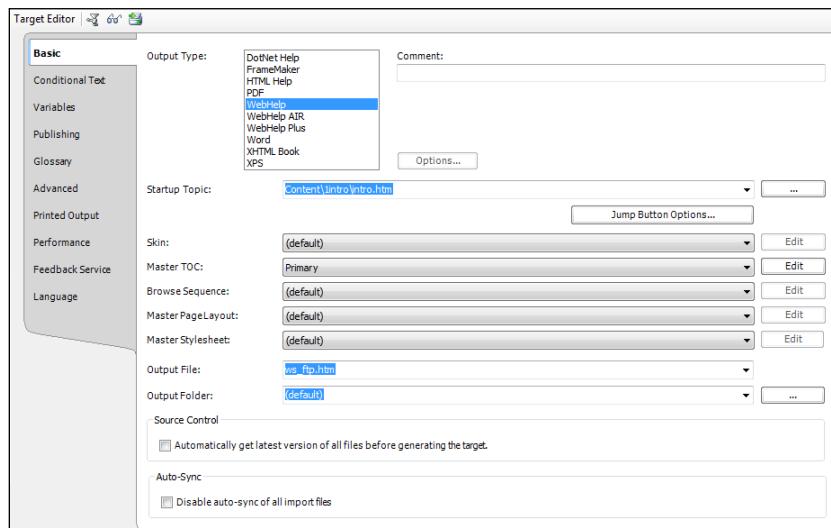
Condition Tags	Comment
ScreenOnly	<input checked="" type="checkbox"/>
PrintOnly	<input checked="" type="checkbox"/>
Resort	<input checked="" type="checkbox"/>
Canada	<input checked="" type="checkbox"/>
US	<input checked="" type="checkbox"/>

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

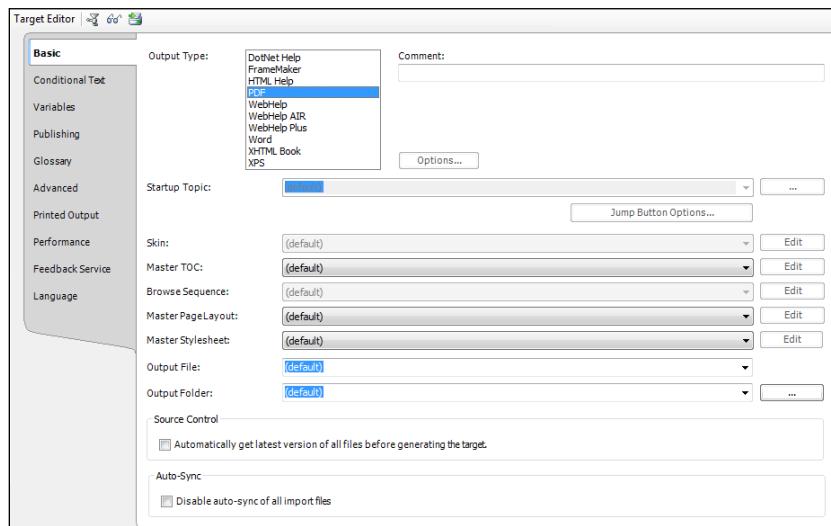


Building online targets

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



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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