

# Authoring Structure

**FGL 201: Authoring Structured Documents with FrameMaker 7** is a three-day course that teaches end users and application developers how to create structured documents from an EDD.

**Prerequisite(s) to this course:** FGL 101 or FM 001 and FM 002, or general experience with structured FrameMaker.

## Working with Documents

- Opening and saving documents
- Using view and zoom commands
- Print, delete, and close a document

## Document Structure Explained

- Understanding structured FrameMaker document pages, formatting, and structure
- Manipulating elements and viewing attributes
- Using the element catalog
- Understanding structure terms

## Editing Text in a Structured Document

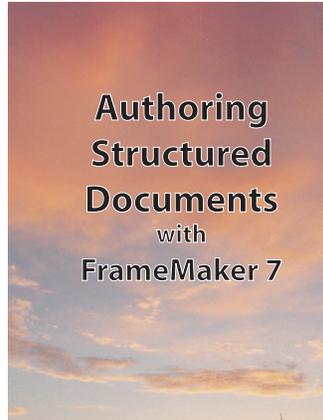
- Adding and deleting text and special characters
- Selecting and changing
- Using cut, copy, paste, and undo commands
- Smart Spaces and Smart Quotes
- Using Find/Change and Spelling Checker

## Editing Structure

- Inserting, changing, moving, and deleting elements
- Importing a structured flow
- Wrapping and unwrapping elements
- Merging and splitting elements
- Keyboard shortcuts
- Using the structure view compared to using the document window

## Understanding Attributes

- Working with attributes
- Inserting new elements and attributes
- Recognizing and correcting attributes with errors



## Inserting Cross-References, Variables and Footnote Elements

### Using the Validation Tool

- Validating a document's structure
- Special cases for elements and attributes

### New Documents and Structure Shortcuts

- Creating structured documents
- Element keyboard shortcuts

### Using Anchored Frames and Imported Graphics

- Anchored frames added by adding elements
- Adding graphics to structured anchored frames

### Working with Tables

- Using tables in structured documents
- Moving around in a table
- Selecting parts of a table
- Setting column width
- Modifying table structure
- Custom cell formatting

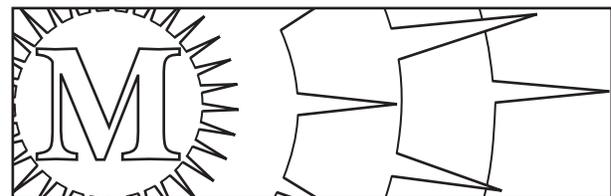
### Generating Tables of Contents, Indexes and Books

- Marking text for an index
- Creating a book
- Specifying numbering and pagination in a book
- Generating a table of contents
- Generating an index
- Updating a book

**Course Code: FGL 201**



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