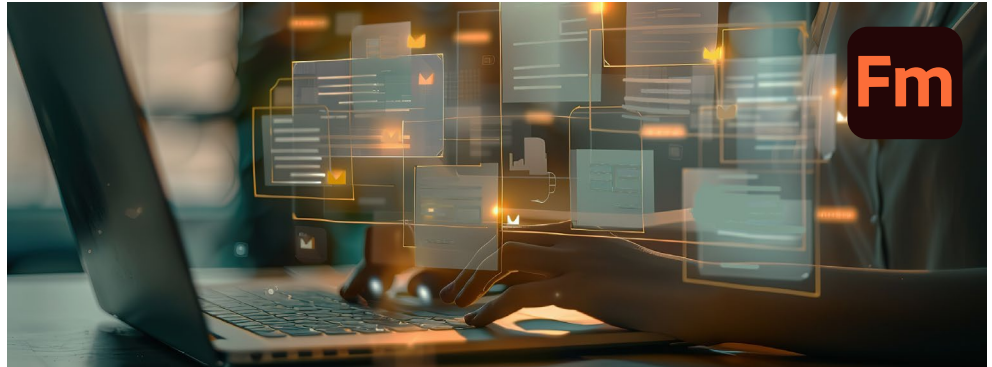# Authoring Structured FrameMaker documents
## Training course outline

This course explains the processes involved when working with structured FrameMaker, covering the roles of the FrameMaker Application File, DTDs, EDDs, the structured template and all associated elements.

## Course summary

Covers the fundamentals of using FrameMaker in structured mode, teaching how to create and edit documents using structured FrameMaker templates.

At the end of the course you will feel confident with the structured authoring environment, and the steps required to produce a valid document instance prior to export to SGML or XML.

## Duration

Two days.

## Who should attend?

Anyone who will be creating and updating structured FrameMaker documents.

It is also beneficial to template designers and application developers who need a working knowledge of the structured authoring environment.

## Pre-requisites

No prior FrameMaker experience is required.

## In-class or live online

You can attend in-person at our centres, or participate live online from your place of work or home.

To read about our approach to online training, see armada.co.uk/liveonline.

## General information

For over two decades Armada was a leading provider of technical authoring services. Our background makes us ideally suited to offering training in applications used by technical authors.

Refreshments and lunch are provided.

Course fees can be paid by card or bank transfer. We accept purchase orders from UK-registered companies and public sector organisations.

## Course materials and certificate

You'll receive:

- A comprehensive training guide and practice files.

- An e-certificate (PDF) confirming successful course completion.

## Method of delivery

Training is designed for the busy professional, being short and intensive and combining lecture and demonstration. Practical exercises carried out under guidance help you learn the techniques taught.

You have ample opportunity to discuss specific requirements with the trainer.

## After course support

Following training, you're entitled to 30 days' email support from your trainer.

## Further information

See armada.co.uk/course/structuredfm.

## Course syllabus

See over.

# Course syllabus

| Topics | Sub-topics |
|---|---|
| Getting started | Working with special characters |
| | Editing text |
| | Setting up files |
| | Viewing preferences |
| | Navigation techniques |
| | Saving documents as PDF, XML, SGML and HTML. |
| | Spell Check, Find and Change |
| The structured environment | What is an Element and why do I need one? |
| | What is the purpose of an Attribute? |
| | Setting up the document window and structure view |
| | When should you use one instead of the other? |
| | Learning quick ways of navigating around the structure view |
| | Setting up the element catalog. |
| Working with text elements | Creating a document by inserting valid elements. |
| | Editing an existing document structure by moving, wrapping, unwrapping, changing, splitting and merging elements. |
| Attributes | Understanding what an attribute is and how to edit them. |
| | Setting attribute view options. |
| | Setting attribute options on new elements |

| Topics | Sub-topics |
|---|---|
| Working efficiently with keyboard shortcuts | Learning a small set of shortcuts to Insert, Wrap, Unwrap, Change and Nudge an Element |
| Importing files into a structured flow | Importing a structured flow from another FrameMaker document into an existing file and correcting errors |
| Validation | Running the validation tool through the document to check for any structural errors |
| Object elements | Inserting cross-references, variables, graphics and footnote elements |
| | Manipulating the cross-reference dialog box |
| | Understanding the role of the anchored frame |
| | Inserting system and user variables |
| Table elements | Inserting tables into a structured flow |
| | Editing the contents and structure of the table |
| Indexing | Learning the syntax for marking text for an Index |
| Book building | Creating a multi-file book and setting the numbering and pagination options across the files in the book |
| | Reordering the files in the book |
| | Updating the book to ensure the integrity of the numbering and links |
| Tables of contents | Generating a TOC across the files in the book |