

This CD contains a wealth of software -- some free, some demo, and some shareware. All are meant to make QuarkXPress work even better. Some are XTensions that enhance QuarkXPress directly, while others are stand-alone utilities that you will use before or after QuarkXPress. Unfortunately, most are for Macintosh users. The CD has little Windows software because so few XTensions are available for Windows QuarkXPress and because Quark has changed the XTensions format for version 4.0 in a way that makes earlier-version XTensions for Windows incompatible. The low availability of Windows XTensions should change as developers port their pre-4.0 XTensions to the 4.0 format and as more people buy QuarkXPress for Windows, so be sure to check out the Web-based XTension sources listed in Chapter 25 for the latest Windows add-ons.

Free software is exactly that: free. You may use it at no charge. (You may not sell it to others, however. And you must get permission for the software's authors to redistribute it, even if you distribute at no charge.)

Demo software is meant to be used on a trial basis, so you can see if you like it. If you do, you should buy the full version, usually available in stores and mail-order catalogs in a version that includes documentation and a CD or set of disks. Most demo software does one of three things to ensure that people don't use demo software instead of purchasing the retail product:

- \* Cripple QuarkXPress so documents created with the demo software can't be opened by other users (unless they have the retail software installed).
- \* Provide limited functionality until you purchase the demo version.
- \* Expire after a certain number of days of usage.

Shareware is meant to be used on a trial basis, so you can see if you like it. If you do, you should buy the full version, usually available by sending in a registration fee and getting a code that converts the shareware into a fully functioning version or getting a fully functioning version on disk mailed to you. Most shareware does one of three things to ensure that people don't use shareware instead of purchasing the full product:

- \* Cripple QuarkXPress so documents created with the demo software can't be opened by other users (unless they have the retail software installed).
- \* Provide limited functionality until you purchase the demo version.
- \* Expire after a certain number of days of usage.

Please pay for and register any demo software or shareware that you use regularly. It's fine to use these programs without paying while you're figuring out if they would really help you, but once you decide they are worthwhile, please support the companies and individuals who created the software so they can afford to create even better software in the future. We make it easy for you to know what software is free and what is not by adding the price at the end of the folder name, or the word FREE. The word DEMO means that the price is based on a site license or other variable basis.

### **How to Install the Software**

Installing the CD's software is easy. First, insert the CD into your PC. The CD may automatically display on your desktop like a floppy disk or hard disk. If not, you may have to open the CD from the Explorer or from the window that appears when you double-click your My Computer icon.

For most XTensions, just drag the XTension file into the XTensions folder in your hard disk's QuarkXPress program folder. The next time you open QuarkXPress, the

XTension will be launched as well.

Some XTensions require that you run an installation program, as do most of the utilities. Just double-click the installation icon and follow the on-screen instructions.

### **Quick Tour of the Software**

The CD's offerings are organized by several folders, to help you more easily navigate the contents.

### **Design Aids**

We provide Joseph Stubbs' template files, which contain several popular documents already created, so you can use them as is or modify them to fit your needs.

### **Mac Dingbat Font**

If you're writing about Macintosh programs but using a PC to produce your documents, use this free TrueType font to access common Mac symbols, such as the Apple logo and the Mac's special keyboard characters. Just drag the MAC\_DING.TTF font to the FONTS directory within your Windows directory (usually called WINDOWS or WIN95).

### **Product Catalogs**

All the product catalogs require the free Adobe Acrobat 3.0 Reader, which is included in this folder. We highlight two companies' catalogs because they provided much of the software on the CD -- XT-now and Extensis. In the Other Companies folder are catalogs for A Lowly Apprentice Production, World-Wide Power Company, and XChange.

### **Shareware**

To help make your Mac work a little better as a publishing platform, we've included two general utilities (they are not QuarkXPress-specific). Chapter 28 covers them.

### **Web-Publishing Color Template**

We provide a QuarkXPress document, called Web-Safe Colors.qxt, that contains the definitions for every color guaranteed to display accurately on the Web. When creating Web documents, import your colors from this document to get perfect color.