How To:

Select Database dialog box

The Select Database dialog box allows you to select the <u>database</u> you want to use as your <u>main table</u>. To reference other information, you can join tables to the main table or create and edit <u>calculated fields</u> using fields from the main table and any tables joined to it.

Corel WEB.DATA adds a prefix t*n* (where *n* is an integer from 0 to 64) to each table and its fields. Therefore, the main table will have the prefix t0, the first joined table will have the prefix t1, and so on. All field names contain the prefix identifying the source table.

From the Select Database dialog box, you can access the Table View dialog box, the Table Join dialog box, and the Calculated Fields dialog box. To access the Table View dialog box, click the Display button. To access the Table Join and the Calculated Fields dialog boxes, click Add Joins and Calculated Fields buttons.

The Table View dialog box allows you to view the main table. The Table Join dialog box allows you to create <u>joins</u> between the main table and other database tables. The Calculated Fields dialog box allows you to generate calculated fields derived from the fields of the main table and the tables joined to it. For more information about these dialog boxes, click the Related Topics button.

Structured Query Language (SQL) option

The SQL option enables you to quickly search large databases using a SQL query statement. To access the SQL option, click the Browse button in the Select Database dialog box and choose the SQL (*.sql) option from the Files of type list box.

It is recommended that you build the SQL statement in your database application (e.g., FoxPro) and then use the statement in Corel WEB.DATA. You may need to edit the SQL statement to ensure that it is in the format required for Corel WEB.DATA. For more information about SQL statement format requirements, see Accessing databases using the Structured Query Language (SQL) in the Reference section of this Help file.

It is also recommended that you store the SQL file in the same folder as the database on which you are performing the query (e.g., \DATA).

{button ,AL(`OVR Table Join dialog box;OVR Database concepts;OVR selecting data;OVR retrieving database information;OVR Calculated Fields dialog box;OVR Record View dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Record View dialog box

The Record View dialog box allows you to perform searches in the database file being displayed. The dialog box display shows the selected record. You can move to the first, last, previous, or next record in the database file. You can also search the database file for a particular field value and scroll through all of the records that are found.

{button ,AL(`OVR Select Database dialog box;OVR Database concepts;',0,"Defaultoverview",)} Related Topics

How To:

Table Join dialog box

The Table Join dialog box allows you to create joins between the main table and other database tables. By creating a join, you are able to reference all available information about a particular record, including related information, from another table. You can create a join as a lookup or as a subview. You can also create new fields or edit existing calculated fields using this dialog box.

Subview join

A subview is a special type of one-to-many join. It matches a record in the first table (the main table) with one or more records in the second table. If multiple records in the second table match the record in the source table, the additional records are matched, but hidden from view. To view the additional matching records, you can click the linking field that is displayed to go to the subview of all the matching records.

Lookup join

A lookup, which is the Corel WEB.DATA default, is a one-to-one join. A lookup matches a record in the first table (the main table) with a record in the second table. Only the first matching record in the second table is joined with the matching record from the main table. If the second table has a number of records that match the record in the first table, only the first matching record is joined. The additional matching records are ignored.

Notes
- To view the selected main table, click the Display button.
- You cannot join tables on a calculated field. Only real database fields can be used for joins.

{button ,AL(`OVR Joining tables;OVR Database concepts;OVR Select Database dialog box;OVR Calculated Fields dialog box;',0,"Defaultoverview",)} Related Topics

Calculated Fields dialog box

The Calculated Fields dialog box allows you to generate new <u>calculated fields</u> or edit existing fields. A calculated field is derived from the <u>fields</u> of the <u>main table</u> and any tables joined to it.

Field To Be Created section

The Field To Be Created section contains the name of the calculated field and its type. Type a name in the Name box that contains up to 30 characters. The name you enter in the Name box will be preceded by "cn" in field lists (where the value "n" equals the number of the calculated field added). The name must start with a letter and must not contain any spaces or any of the following characters: . , : ; + - # $ \. If your database contains field names with these characters, you won't be able to use these fields in a calculated field. You will have to alter the names in the source file to create a calculated field using these fields.

You must also select a type from the Type list box to define the type of calculated field. Although you declare the calculated field to be a certain type, you can use fields of a different type in the calculation expression.

Available Fields list box

The Available Fields list box shows all of the fields in the main table and any tables joined to it. Any or all of these fields can be used to form a calculated field. Double-click a field from this list to enter it into the Expression box.

Operator Functions list box

The Operator Functions list box contains all of the operator functions available for creating the calculation expression. Double-click an operator from this list to enter it into the Expression box.

Expression box

The Expression box defines the calculation. You can enter any combination of text, numbers, functions, or fields in the Expression box to form a calculation. For example, a time-type calculated field with the expression TIME_DEPART + 120 would produce an output value that equals the TIME_DEPART field value plus two minutes (in a time-type field, the units are in seconds).

{button ,AL(`OVR Calculated fields;OVR Table Join dialog box;OVR Select Database dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

How To:

Publishing Options dialog box

The Publishing Options dialog box is used to set the Processing defaults for your <u>database</u> when publishing to Corel WEB.DESIGNER or Hypertext Markup Language (HTML).

The Processing defaults specify how much automation is applied to the formatting of your information and provides a quick way to define the overall structure of a document when it is processed. Corel WEB.DATA provides you with the following process methods:

Option	Function
Table	Generates the output in a basic table format.
Custom	Allows you to apply all of the formatting. If you choose the Custom option, you can insert all formatting instructions at the Field Attributes step.
Make Dictionary	Provides an easy way to generate a Corel WEB.DATA dictionary. This method is particularly useful when creating large dictionaries.
Corel InstantView	Creates an applet which allows you to view the published data in a list view format.
Corel InstantChart	Creates an applet which allows you to view the published data in a variety of chart formats.
Corel InstantAnalyzer	Creates an applet which allows the user to select a group of data in a list view format and view the selected data in a variety of chart formats.

Notes

▪ You must have selected a Java-enabled browser to view the <u>applets</u> written in the <u>Java Programming Language</u> ™.

▪ If you choose Corel InstantChart or Corel InstantAnalyzer as your process method, the first field in your database should contain text data since the contents of this field will be used to provide the labels for the ordinal axis. However, the remaining fields should contain numeric values since charts only illustrate numerical data relationships.

▪ Keep in mind that different Web browsers display <u>HTML</u> documents differently, because of varying interpretations of HTML <u>tags</u>.

{button ,AL(`OVR Creating dictionaries;OVR Java;OVR publish options;',0,"Defaultoverview",)} <u>Related Topics</u>

How To:

Record Selection dialog box

The Record Selection dialog box allows you to extract specific <u>records</u> from your tables. You can use condition operators to apply sophisticated selection criteria to the record fields, and build complex criteria involving multiple fields.

If you want to use all of the records from the table(s) you've selected, you don't need to define any settings in the Record Selection dialog box and, therefore, can skip this step.

{button ,AL(`OVR record selection details;OVR Database concepts;OVR selection criteria;',0,"Defaultoverview",)} <u>Related Topics</u>

How To:

Conditions

Once you select a field from the Available Fields list box, you can apply the conditions below to extract records that meet that condition. The conditions can be applied on a field-by-field basis and must be used with the Value box.

=   Extracts values equal to the value you specify with this criteria (this is the default).

>   Extracts values greater than the value you specify with this criteria.

<   Extracts values less than the value you specify with this criteria.

<>   Extracts values not equal to the value you specify with this criteria.

>=   Extracts values greater than or equal to the value you specify with this criteria.

<=   Extracts values less than or equal to the value you specify with this criteria.

_____

{button ,AL(`OVR record selection details;OVR selection criteria;',0,"Defaultoverview",)} Related Topics

How To:

Case sensitivity

When defining record selection criteria in the Record Selection dialog box, you can include text case (uppercase and lowercase) as part of the definition by enabling the Ignore Case check box. On a field-by-field basis, you can specify whether the text case of the value in the definition should be part of the selection criteria.

If the Ignore Case check box option is enabled, Corel WEB.DATA selects all of the <u>records</u> that match the value, regardless of case. If the Ignore Case check box option is disabled, Corel WEB.DATA extracts only those records matching the case specified in the Value box.

{button ,AL(`OVR record selection details;OVR selection criteria;',0,"Defaultoverview",)} <u>Related Topics</u>

How To:

Value

Type numeric and alphabetic characters in the Value box to complete the record selection criteria.

The value should be the same type as the field to which it is applied. For example, a date should be typed in a date format field. In addition, all conditions can be applied to character, numeric, or date information. For example, >10 means values greater than 10. Similarly, >D means values greater than D (such as David, Denver, E, Franklin, and G).

For even greater versatility, type the wildcard characters in the Value box. Although the $ and # wildcards do not function on a numeric field, they can be applied to a text field containing both numeric and alphabetic characters.

Wildcards

?   Represents a single alphanumeric character

          e.g.,   P?p= Pap, Pbp...Pzp, P0p...P9p

*   Represents a string of alphanumeric characters

          e.g.,   P*= Part, PA, Perfect, P1000

\#   Represents a single numeric character

          e.g.,   P# = P0,P1,P2....P9

$ Represents a string of numeric characters

If the values you want to extract contain the same characters used as wildcards, precede the wildcard character with a backslash (\ ).

Wildcards cannot be used to represent characters at the beginning of a field. This restriction applies only to the first character of the first word in a field.

{button ,AL(`OVR record selection details;OVR selection criteria;',0,"Defaultoverview",)} <u>Related Topics</u>

How To:

Selecting

There are two different ways to select all records in a database. The selection criteria you choose will be applied globally to all fields. Enable the With button to select all the <u>records</u> that meet the defined criteria. Enable the Except for button to select all the records that do not meet the defined criteria.

{button ,AL(`OVR record selection details;OVR selection criteria;',0,"Defaultoverview",)} <u>Related Topics</u>

How To:

Multiple field selection criteria

Using Corel WEB.DATA, you can build complex criteria involving multiple <u>fields</u>. This requires that multiple fields and their values are linked. The simplest way to link the fields and values is to specify the values on a field-by-field basis. You can add more fields from the Fields list, and add conditions and values to each field.

{button ,AL(`OVR record selection details;OVR selection criteria;',0,"Defaultoverview",)} <u>**Related Topics**</u>

How To:

Link

Enable the AND or the OR Link button in the Record Selection dialog box to apply link options to any selected <u>fields</u>. You can not apply link options to the first field.

AND is exclusive, meaning that both halves of a pair of conditions must be met for a record to be selected.

OR is inclusive, meaning that either half of a pair of conditions can be met, causing more records to be included as the result of a selection.

The order in which the fields appear in the Record Selection dialog box and the position of the link criteria within that order determine the result of your selection.

To create a selection statement, double-click the field with which you want to select records, double-click the appropriate condition, type a value in the Value box, and click the Add button. To add a statement using a link, double-click the field with which you want to select records, double-click the appropriate condition, type a value in the Value box, click the Add button, and then click either AND or OR as the link.

{button ,AL(`OVR record selection details;OVR selection criteria;',0,"Defaultoverview",)} **Related Topics**

How To:

Select Sort Fields dialog box

Record Sorting is an optional step in the recipe-building process. If you want your records to appear in the same order as in the database, you don't need to define any settings in the Select Sort Fields dialog box and, therefore. can skip this step. Use Record Sorting to define the order in which you want the records to appear. Click the Display button to view the results of your sort criteria.

Sort table list box

This list box displays the selected type of sort table: ANSI or custom. If you select ANSI.SRT, the data will be sorted according to the ANSI numeric values of characters (i.e., numbers sorted before letters, uppercase before lowercase, and lowercase before accented characters). If you select CUSTOM.SRT, the data is sorted with accented characters in the order required for most applications. You can edit this sort table using the Sort Table Editor to change the sequence for specific applications (e.g., numbers sorted after letters).

{button ,AL(`OVR Sorting records;',0,"Defaultoverview",)} Related Topics

How To:

Sort Options dialog box

In the Sort Options dialog box, you can apply field and String Sorting <u>dictionaries</u>, define how character and numeric values are sorted, and define the sort key status for individual <u>fields</u>.

Corel WEB.DATA sorts data in the following order of precedence:

1. Sorting dictionaries
2. Sort Text As (in Sort Options)
3. Sort tables
4. Basic sort order

The Sort Text As option allows you to make simple changes to the sorting order. Enable either the Characters button or Numeric Values button to have all characters sorted by their ANSI values, or by their numeric values. If you choose to sort according to ANSI values you can use a Sorting dictionary or a custom sort table to override those values.

If you choose to sort according to numeric values, Corel WEB.DATA converts text into numbers (for sorting purposes only), and then sorts it. However, when converting the text, Corel WEB.DATA only recognizes the following characters: 0 to 9, minus (-), plus (+), exponent (E), and period (.). If any other character appears in the text string, including brackets () or commas, they will be converted to a numeric 0. This may result in an incorrect numeric sort. If you sort text fields as numbers, ensure that they have no extra formatting characters over the range mentioned above.

You can define the number of characters from the field to be used for the sort key. Corel WEB.DATA displays the total number of keys used and also displays the number of keys still available out of the maximum of 251.

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{button ,AL(`OVR Sorting records;',0,"Defaultoverview",)} **Related Topics**

Field Selection dialog box

Field Selection is a mandatory step in the recipe-building process. Use the Field Selection dialog box to select the <u>fields</u> that you want to include in your document and to place the fields into the various control blocks listed below:

- document control block
- document body control block
- heading control block
- subtotal control block
- document totals control block

The purpose of control blocks is to structure the layout of a document and represent the main document text, headings for the text, and any related summary expressions of the text.

Use the document control block to declare fields referenced by field <u>macro functions</u>. Although these fields are not directly published, they can be formatted in the Field Attributes step. Use the document body control block for the fields that comprise the main portion of your document. Use heading control blocks for fields that should be published at regular intervals or with only certain groups of data; subtotal control blocks to generate field summaries; and document totals for output at the end of the document. If you are creating a table, heading control blocks can be set for outside or inside the table.

The Field Selection dialog box has two main areas that represent the document structure you are building. The area for document body fields has two lists. You can choose fields from the Available list box. The Selected list displays the fields you've selected for the active control block. The control blocks you select appear in the window on the right side of the dialog box.

Notes

- To publish fields from a <u>subview</u>, you need to add the subview field (i.e., v1: tablename) to the main table's Selected list box in the Field Attributes dialog box.
- Any field assigned to the document body or a heading control block will have a tag automatically assigned to it in the Field Attributes dialog box.

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{button ,AL(`OVR control block;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Field Attributes dialog box

Field Attributes is an optional step in the recipe-building process. In the Field Attributes step, you can apply formatting and typographical attributes such as tags, table options, and macros to individual fields. The attributes and formatting applied to the fields at this step determine the way these fields will be represented in your finished document.

Although your Web browser determines the attributes of any assigned tags, you can use formatting codes and the Text Before and Text After options to add extensive text formatting. You should use tags whenever possible to determine page layout and use formatting codes and the Text Before and Text After options to add additional attributes.

Fields list

Displays a list of the control blocks. Below the Fields list box is a list of all of the fields assigned to the selected control block. If you select a different control block, the list below it changes accordingly.

Notes
■   The fields selected for the document control block are never published. You define the capabilities of the fields selected for the document control block in the Field Attributes step, but the field contents output is disabled. However, document totals and counter values are published.
■   You cannot use the Text Before or Text After boxes for these fields. Any text should be added into the external text file containing the FIELD macro. On the other hand, you can use a Substitution dictionary to replace the field with the required text.

Tags list

Displays the user-defined tags that you can assign to fields.

Note
■   HTML tags are available only if you choose Custom as the process method when publishing to the World Wide Web.

HTML Keypad

The HTML keypad simplifies entering formatting codes and symbols in the Text Before and Text After boxes. Position your cursor in the box and click a button on the keypad. Bubble Help provides a description of each button.

The Field Attributes dialog box has up to four pages:
■   Attributes
■   If Missing/Repeating
■   Dictionaries
■   Table

Attributes page

Use the Attributes page to assign formatting tags, insert text before and after fields, change the field type for formatting, and assign additional attributes for suppressing field contents and publishing first letter changes in sort fields.

For each type of field format, dialog boxes are available to assign formatting specific to the selected format. The dialog boxes can be opened by selecting a field type (e.g., Logical) and then clicking the Field Type Format button.

If Missing/Repeating page

Use the If Missing/Repeating page to create entries for empty fields, missing fields, or repeating field values.

Dictionaries page

Use the Dictionaries page to apply different types of dictionaries.

Table page

The Table page is only available if you've selected HTML Tables, Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer as your process method. Use the Table page to apply formatting to your table. You can define up to three levels of column headers and apply background colors to cells or columns. You can also apply tags to individual fields.

{button ,AL(`OVR Creating dictionaries;OVR Database concepts;OVR Formatting your output;',0,"Defaultoverview",)} Related Topics

Global Attributes dialog box

The Global Attributes dialog box allows you to apply formatting to the whole document. You can insert text, numerical data, symbols, graphics, function macros, and format codes using the HTML keypad. These items can be added before the first record, between each record, after the last record, and in place of empty or null records. If you choose Tables as part of your publishing options, you can apply formatting to the table as well. If you choose Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer as your process method, you can apply settings to the applets as well.

{button ,AL(`OVR Global Attributes dialog box;OVR global formatting;OVR Table Processing dialog box;OVR Java;OVR Table page vp;OVR Table page html;',0,"Defaultoverview",)} Related Topics

■

Table Processing Options dialog box

The Table Processing Options dialog box offers a variety of options to help you create sophisticated tables for the <u>World Wide Web</u>. This dialog box is accessed by clicking the Table button in the Global Attributes dialog box. The Table button is only available if you choose Table as your processing method.

You can apply alternating background colors to table rows and suppress column headers. Corel WEB.DATA provides you with the Windows color palette as the default. However, you can create your own custom colors and specify at which intervals the colors are applied. For example, if you want every third row to be green and every fifth row to be orange, you can change the interval for the first and second colors to three and five respectively.

You can also select from a variety of table formatting options such as table alignment and width and table caption position. There are also a series of border and grid settings that can be selected.

Use the Optimization options to increase the viewing potential of your <u>HTML</u> document. Enable the Maximum Browser Compatibility button to display your document in the format you intended in a much larger number of browsers. However, keep in mind that selecting the Maximum Browser Compatibility button can result in a much larger HTML file.

If file size is a concern, enable the Minimum File Size button. However, remember that reducing the size of your HTML file limits the number of browsers that can display your document correctly.

Notes
■   This dialog box is available only if you choose Table in the Process Method list box in the Publishing Options dialog box.
■   Keep in mind that different Web browsers will display an HTML documents differently, because of varying interpretations of HTML <u>tags</u>.

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{button ,AL(`OVR Table page html;OVR Global Attributes dialog box;OVR Java;',0,"Defaultoverview",)} <u>Related Topics</u>

Instant Control Settings dialog box

The Instant Control Settings dialog box allows you to specify the controls for the Java-enabled applets (such as Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer) that you selected in the Publishing Options dialog box. Depending on the applet you selected, you can apply color to the rows, varying both the color and the sequence in which they appear, determine the applet position and size, and select from a variety of chart types. You can specify which options you want to use by clicking the Instant Control button in the Global Attributes dialog box and selecting the desired options in the Applet Parameters list box.

Notes
- Keep in mind that different Web browsers display HTML documents differently, because of varying interpretations of HTML tags.
- While the Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer applet is being loaded into your browser, you may need to move or click your mouse to speed up the loading process. This is a browser-related problem.

{button ,AL(`OVR html publishing;OVR Java;OVR Choosing Table or Custom formatting;',0,"Defaultoverview",)} Related Topics

■

Output Setup dialog box

Output Setup is a mandatory step in the recipe-building process. The Output Setup dialog box allows you to specify where you want the output to be stored once your recipe is processed. You should specify the following in the dialog box:

- the output filename
- how many records to process
- whether to process and preview the recipe as one step or view the output file before processing
- whether to merge your document into another file

Note

- If you choose one of the Java Powered
■ applets as your process method and you want to copy the .HTM file to a folder other than the DOCS folder, you must copy the COREL and IMAGES folders (including their contents) and the referenced CLASS files to the new folder as well.
- While the Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer applet is being loaded into your browser, you may need to move or click your mouse to speed up the loading process. This is a browser-related problem.

Merging output with an existing HTML output file

Enable the Merge Contents With Output File option to use your processed document in another Hypertext Markup Language (HTML) file. You can either insert the document into the file or append it to the file. You must specify where you want your output to appear by inserting the following beginning and ending codes into the existing .HTM file:

<CORELWEBDATA>

</CORELWEBDATA>

When you process the recipe, Corel WEB.DATA opens the existing .HTM file and merges the data into the file at the location specified by the beginning and ending codes.

Merging output to a section number

Merging output to a section number enables you to specify where the output from different recipes will appear within the same HTML file. You must specify where you want to merge the output for each recipe by inserting merge codes, appended by a section number (such as <CORELWEBDATA1>, <CORELWEBDATA2>, <CORELWEBDATA3>, and so on) into the existing .HTM file.

This feature is particularly helpful when you need to specify where to merge a recipe's output in an existing .HTM file that contains information from different recipes. In addition, when you are batch processing a number of recipes, you can use this option to merge the output from each recipe into a different location.

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{button ,AL(`OVR html publishing;OVR process options html;',0,"Defaultoverview",)} Related Topics

-

Text Format dialog box

The Text Format dialog box controls the capitalization of field values and the format of <u>memo fields</u>. The Text Format dialog box allows you to do the following:

- choose from four types of capitalization to be applied to fields, on a field-by-field basis
- apply an Exception <u>dictionary</u> to further specialize capitalization
- change or ignore hard line breaks in memo fields and add <u>tags</u>

{button ,AL(`OVR field type details;',0,"Defaultoverview",)} <u>Related Topics</u>

▪

Numeric Format dialog box

The Numeric Format dialog box customizes <u>numeric fields</u> according to national and international conventions. Corel WEB.DATA provides four methods of   formatting numeric fields: General, Currency, Scientific, and Template. The Numeric Format dialog box enables you to do the following:

▪   set the format to Corel WEB.DATA defaults or Windows defaults
▪   ranges of numbers. Click the Range button to open the Additional Numeric Range Format dialog box.
▪   insert text in place of any values that equal zero
▪   type a test number to see what the selected formats look like
▪   truncate values instead of rounding them up

Note
▪   If you choose one of the Java Powered applets as your processing method and your data contains values exceeding 999,999,999, enable the Template button and type #########.## in the Template box. This will ensure that your data displays in the correct format. Normally, the Java Programming Language interprets the first comma as a decimal separator (i.e., 1,000,000 is interpreted as 1.00).

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{button ,AL(`OVR field type details;',0,"Defaultoverview",)} <u>Related Topics</u>

-

Date Format dialog box

The Date Format dialog box provides a comprehensive selection of styles and international formats that you can use to define the style for the <u>date field</u>. If you choose, you can also define your own style. The Date Format dialog box allows you to do the following:
- choose a date format
- choose an input order
- choose a language
- choose a format string

Input Order

The Input Order option allows you to choose the order of the elements in the data, for example, Y/M/D (year/month/day), which is the default.

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{button ,AL(`OVR field type details;',0,"Defaultoverview",)} <u>Related Topics</u>

▪

Time Format dialog box

The Time Format dialog box provides a comprehensive range of styles for time settings that you can use to define the style for the <u>time field</u>. If you choose, you can also define your own style. The Time Format dialog box allows you to do the following:

- select a format from the Format Choices list box
- select a language
- type a custom format and save it
- define the text format for AM and PM
- see a sample of the selected time format

{button ,AL(`OVR field type details;',0,"Defaultoverview",)} <u>Related Topics</u>

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Logical Format dialog box

In a database, a <u>logical field</u> can be either true or false. Corel WEB.DATA allows you to convert these values into more meaningful text strings.

Enter text using the keyboard, the HTML keypad, or both. Text entered in the Logical Yes/True box replaces the contents of the field if the value is true. Similarly, text in the Logical No/False box replaces the contents of the field if the value is false.

Example

In a product list, a Yes/True field can be replaced by "Available Now", and No/False can be replaced by "Awaiting Release".

{button ,AL(`OVR field type details;',0,"Defaultoverview",)} <u>Related Topics</u>

■

File format dialog box

The File Format dialog box allows you to create a reference to an external file using a field. A File Format field is a text field, where the contents of this field form the name and/or path of a file. You can use this type of field to import a text or graphics file inline with the rest of the information, without having to have the information residing inside the database. To use the field to reference a filename, you must convert the field from text format to the required file format before you perform any other operation on it.

File

Use the Options list box to specify the type of file referenced by the File Format field. The available options are as follows:
- Output Filename: publishes the actual name of the file referenced by the field
- Binary: no formatting or interpretation is applied. For example, escape sequences are passed straight through the formatter to the output file.
- Plain Text: any embedded macros are not interpreted. Line breaks are translated as hard line breaks.
- Graphic: a graphic file
- Text With Macros: any embedded macros are interpreted and the macro action is performed. Line breaks are not translated. To insert a line break, you need to add SLB or HLB macros.

The Type list box shows the file extensions for each file type selected in the Options list box.

Location section

Use the Location section to specify where the referenced file is located. This section is available only when you are referencing a graphics file. The Location button you select depends on where your graphics files are located (on a Web server, on a local machine, or on a network drive).

File Location section

Use the File Location section to specify the full path to the referenced file, when required. The information that you supply here will depend on the type of file that you are referencing (graphics file or text file) and where it is located (in the same folder as your output .HTM file, in a different folder than your output .HTM file, or on a local machine or a network drive). The options are as follows:
- Field Contents Contain: specifies the portion of the filename contained in the field (Filename Only, Filename + Extension, or Full Pathname)
- Extension: specifies the extension of the referenced file; this option is required only if the extension is not defined in the field
- Path: specifies the rest of the path for the referenced file; this option is required only if the full path name is not defined in the field

Note
- If you publish a non-text file as binary, plain text, or text with macros, an error message will be displayed at processing time.

{button ,AL(`OVR field type details;',0,"Defaultoverview",)} **Related Topics**

-

Create Frame dialog box

The Create Frame dialog box allows you to specify the position and size of a graphical image. To open the Create Frame dialog box, choose Graphic from the File Options list box in the Field Format dialog box, and click the Create Frame button.

Vertical Alignment section

Use the Vertical Alignment section to specify the vertical position of the frame inserted for the graphic. The options are as follows:
- Top
- Middle
- Bottom

Horizontal Alignment section

Use the Horizontal Alignment section to specify the horizontal position of the frame inserted for the graphic. The options are as follows:
- At Cursor Position
- Left
- Right

Alternate Text For Graphics section

This text is displayed in place of a graphical image when a Web browser does not display pictures.

Specify Frame Size section

The width and height are specified in pixels. Your Web browser sizes the image to fit the frame.

Border Width section

The border width of the frame is specified in pixels.

{button ,AL(`OVR field type details;',0,"Defaultoverview",)} <u>Related Topics</u>

If Missing/Repeating page (Field Attributes dialog box)

The If Missing/Repeating page provides facilities for maintaining document structure if fields are empty or for adding text in place of an empty field. You can enter replacement text using the HTML keypad or the keyboard.

If Missing

You can enter text to show that an entry is deliberately missing rather than in error. For example, in a price list where pricing information is not yet available, you can use the If Missing option to insert the text "Price on Application" or "POA."

If Repeating

The default for a field with a repeating or duplicate value is to publish every occurrence of the value whether it is the same or not. You can, however, override this default either by entering a tag name in the Tag box, by entering text or formatting instructions in the Replacement Text box, or both. Enter the desired text using the keyboard or HTML keypad.

{button ,AL(`OVR Field Attributes dialog box;OVR Dictionaries page;OVR table page html;OVR table page vp;',0,"Defaultoverview",)} Related Topics

-

Dictionaries page (Field Attributes dialog box)

In the Dictionaries page, Corel WEB.DATA dictionaries can be applied to the selected field. As each field is selected from the Field List, the page remains constant, allowing the following types of dictionaries to be applied:

- Field Substitution dictionary: substitutes the complete contents of a field with a term you define
- Word Substitution dictionary: substitutes a word in a field with a term you define
- Tagging dictionary: tags a field with a tag name that you specify
- String Translation dictionary: substitutes words or parts of words in a field with characters that you define
- Text dictionary: translates text into foreign languages using the {DIC:} expression of Corel WEB.DATA's macro language
- Event dictionary: triggers an event you specify whenever the current field value matches the value in the dictionary

Note

- Since the dictionaries listed are not categorized according to type, it is recommended that you choose a type-specific name when creating a dictionary.

{button ,AL(`OVR Creating Dictionaries;OVR Field Attributes dialog box;OVR If Missing/Repeating page;OVR table page html;OVR table page vp;',0,"Defaultoverview",)} Related Topics

■

Table page (Field Attributes dialog box)

The Table page allows you to create column headers with the option to have the headers span multiple columns and heading levels. You can apply color to columns and column headers using the Windows color palette. In addition, you can also create your own custom colors.

In addition, Corel WEB.DATA offers a variety of format and alignment settings for table columns when publishing to the World Wide Web. You can use the Column Element settings to align column information in any way you choose. This enables you to use the latest version of a Web browser to its full potential.

Vertical and Horizontal Alignment option

You can set both the vertical and horizontal alignment for header, column body, and footer text for each column in your table. Corel WEB.DATA gives you the following options:
- Default (your Web browser's default)
- Top
- Center
- Bottom
- Baseline

Alignment Character option

You can align column information relative to a specific character or use the default setting (.). Since this feature is case sensitive, you can even align information relative to upper or lowercase characters (e.g., a or A). In addition, you can use your Web browser's default by leaving the Alignment Character box blank.

Character Offset option

This feature allows you to specify the position for the alignment character relative to the left side of the column.

Wrap Text option

The Wrap text option allows you to flow text from one line to the next in individual cells or columns.

Notes
- The Table page is available only if you selected Tables in the Publishing Options dialog box.
- The Alignment character and Character Offset options are available only when you choose Character in the Horizontal Alignment box.
- Keep in mind that different Web browsers display HTML documents differently because of varying interpretations of HTML tags.
- While the Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer applets are being loaded into your browser, you may need to move or click your mouse to speed up the loading process. This is a browser-related problem.

{button ,AL(`OVR Table Processing Options dialog box;OVR Field Attributes dialog box;OVR table page vp;OVR If Missing/Repeating page;OVR Dictionaries page;',0,"Defaultoverview",)} Related Topics

■

Options dialog box

The Options dialog box displays the default file location folders for the various target and source files required to build a <u>recipe</u>. This dialog box also displays the default field formatting and processing options and contains check boxes that control the display of the <u>keypad</u> in the Field Attributes dialog box. It also controls the data source share mode.

File locations

You can change the default file locations on an individual or project subfolder level. Index files are stored in a separate folder from data files to allow distributed database files to be joined. When joining networked data files, it is more efficient to keep the indexes on your local computer's hard drive, thereby minimizing network traffic.

If you change the default project drive or folder, you can apply the new location to all recipe location subfolders. The standard folders (RECIPES, DATA, DOCS, DICTS, INDEX) are not affected by a change in the project subfolder; you can change them individually. You can also specify a different project folder. If the folder doesn't exist, Corel WEB.DATA creates a new folder, along with the recipe subfolder structure (i.e., RECIPES, DATA, DOCS, DICTS, and INDEX).

Note

■   If you make any changes to the default file locations while you have a recipe loaded in Corel WEB.DATA, two dialog boxes can appear when you exit the Options dialog box. You will be asked if you wish to change the dictionary and index paths for the current recipe. If you answer Yes, the paths for these two items are changed to the newly specified path. This enables you to use dictionaries stored in a new location rather than using only the dictionaries stored under the default path.

Field Formatting section

When Corel WEB.DATA is installed, the defaults for all field types are automatically copied from the defaults defined in Windows. You can modify these defaults and set them as the defaults for all recipes.

Process section

When you install Corel WEB.DATA, the publishing package is set to HTML and the default process method is Custom. You can change these settings and specify the default number of records to process.

Check boxes

Automatically Open Keypad When In Text Before Or After Edit Box	Controls the display of the keypad in the Field Attributes dialog box. If the check box is enabled, the keypad opens each time you open the Field Attributes dialog box.
Open Data Source In Shared Mode	Controls the sharing of database files. If the check box is enabled, more than one user can access a database file and use it in Corel WEB.DATA. If the check box is disabled, the data source can only be used by one user at a time.

{button ,AL(`OVR Basics;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Processing Output dialog box

Process is the final step in preparing a recipe for publication to Corel WEB.DESIGNER or to the World Wide Web. Click the Process button to create an output file that contains all the tags and inline codes included with your data.

The Processing Output dialog box is displayed while your recipe is being processed. The progress bar indicates how much data you have left to process. If you chose to publish your database to HTML, you can preview your processed data using two different methods: View In Text Editor and Preview In Browser. Clicking the View in Text Editor button will show you a preview of your data in a text editor. Clicking the Preview In Web Browser button will launch your Web browser and load the output .HTM file for viewing. If your Web browser is already open when you publish your data, you should reload the document to view any changes made to the file. If you chose to publish your database to Corel WEB.DESIGNER, you can choose to publish the HTML back to Corel WEB.DESIGNER or preview the processed data in a Web browser.

Note

■   While the Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer applets are being loaded into your browser, you may need to move or click your mouse to speed up the loading process. This is a browser related problem.

{button ,AL(`OVR Publishing Options dialog box;OVR Batch Processing dialog box;',0,"Defaultoverview",)} Related Topics

Additional Numeric Range Format dialog box

The Additional Numeric Range Format dialog box details the number ranges applicable.

Options

- +1.00 or greater Applies the selected text to all numbers greater than or equal to +1.00.
- -1.00 or greater Applies the selected text to all numbers less than or equal to -1.00.
- + 0.01 to +0.99 (x 100) Applies the selected text to all numbers greater than 0 and less than +1.00.
- -0.01 to -0.99 (x 100) Applies the selected text to all numbers less than 0 and greater than -1.00.

Notes

- Text for the case where the number is 0 is dealt with in the main Numeric Format dialog box.
- You can also enter attribute macros and text into the Range text boxes to change the attributes of the numbers in different ranges. For example, using the HTML keypad, you could make any negative number appear red, rather than black.

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{button ,AL(`OVR Numeric Format dialog box;OVR field type details;OVR Field Attributes dialog box;',0,"Defaultoverview",)}
Related Topics

▪

Batch Processing dialog box

The Batch Processing dialog box allows you to choose a number of recipes and process them one after the other. You can save the selected recipes in a recipe list file (.LST) so that you can batch process these recipes again later.

The Batch Processing dialog box offers you the following options:

Recipes section

Use the Add or Remove buttons to edit the list of selected recipes. The Move buttons ⬆ Move ⬇ enable you to rearrange the order of the recipes in the current recipe list file.

Recipe List File section

This section allows you to open or save a selected recipe list file. Use the Save As button to save a recipe list file under a different name.

Corel WEB.DATA also offers you the option to Process or Process & Preview a selected list file directly from the Batch Processing dialog box.

Notes
▪   You can also batch process recipes from the command line interface.
▪   To ensure that the recipes display and process in the same order in which you added them to the Recipe list (e.g., OUTPUT1.RCP, OUTPUT2.RCP, OUTPUT3.RCP, etc.), you need to add each recipe individually. Multi-selecting recipes will not preserve this order. However, if you multi-select your recipes, you can rearrange the order of the recipes in the Recipe list. Simply select the recipe that you want to move and use the Move buttons in the Recipes section.

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{button ,AL(`OVR Processing Output dialog box;OVR Batch Processing;OVR Recipes;OVR command line;',0,"Defaultoverview",)}
Related Topics

No related topics were found.

No procedure topics were found.

Getting started

Introducing Corel WEB.DATA

For database publishing, Corel WEB.DATA is Corel WebMaster Suite's answer to the complex job of transforming the countless rows and columns of data in a database into an organized, easy-to-read, visually appealing   publication for the World Wide Web.

In recent years the popularity of the Internet has grown tremendously, making the Net and its offspring, the World Wide Web, two of the fastest growing communication mediums in the world. It is becoming more and more necessary for individuals and companies to provide large databases of information for potential customers, clients, and friends around the world.

Use Corel WEB.DATA to create catalogs, mutual fund and stock reports, or home inventory lists for insurance purposes to be viewed on the Web. Corel WEB.DATA is the answer to all your database publishing needs because it's fast and easy to use.

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{button ,AL(`OVR getting started;OVR Basics;',0,"Defaultoverview",)} <u>**Related Topics**</u>

Corel WEB.DATA features

Corel WEB.DATA features

The addition of Corel WEB.DATA to the Corel WebMaster Suite allows you to quickly and easily publish a complex database of information to the World Wide Web. Corel WEB.DATA offers powerful record selection, sorting, and formatting features, such as standard and user-defined sort criteria, or user-definable dictionaries for data modification. You also have the option to specify whether you want the record selection criteria to be conditional, linked, exclusive, or inclusive. Corel WEB.DATA's also offers versatile field layout controls and summary functions for headings and subtotals.

Corel WEB.DATA supports Uniform Resource Locators (URLs), the Java Programming Language, and HotJava browsers so that you can publish your data to the Web using the latest in database publishing technology. You can even use Corel WEB.DATA to merge your output with an existing Web page and integrate graphics with your data. Corel WEB.DATA also offers a customizable keypad to help you enter HTML tags quickly and easily.

Data source support

Corel WEB.DATA supports the latest releases of the following data sources:
- Microsoft Access
- Microsoft Excel
- Microsoft FoxPro
- Borland dBASE
- Lotus 123
- Paradox
- Oracle
- Microsoft SQL server
- any ODBC SQL compliant server
- text files in fixed width or delimited format

In addition, with Corel WEB.DATA's support for the Structured Query Language (SQL) for all data sources, you can quickly search large databases using a direct SQL query statement.

Advanced table features

Tables are one of Corel WEB.DATA's strengths. When publishing to the Web, you can put your database information into a tabular format and add color to rows, column headings, and the table background. You can further enhance your table using the latest browser formatting capabilities determined by HTML 3.2 specifications.

{button ,AL(`OVR getting started;OVR vp publishing;OVR applets;OVR URL;OVR wizard;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Electronic publishing

Publish your database information to the World Wide Web using Corel WEB.DATA. Enhancing the appearance of your data is easy ▬ the tag list and the HTML keypad provide a simple way to apply HTML tags and macros at the Field Attributes step. Since Corel WEB.DATA is so versatile, you can create tables and documents for various Web browsers, including Microsoft Internet Explorer and Netscape Navigator.

{button ,AL(`OVR getting started;OVR html publishing;',0,"Defaultoverview",)} <u>Related Topics</u>

Basics

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Working with recipes

What is a recipe?

A recipe is a Corel WEB.DATA file that contains the instructions for setting up the <u>database</u> publishing process. Once you create a recipe, you can use it repeatedly to produce a particular document or modify it to change the document's style and format.

When to use recipes

You can use recipes for any database publishing requirement. Recipes automate complex publishing tasks by reprocessing existing instructions ─ there is no need to retype the same instructions over and over. When information in a database changes, simply run the recipe to create a new updated document. If your document is a daily or weekly report, stock or mutual fund report, real estate listing, or telephone book, Corel WEB.DATA recipes give you the ability to publish them as often as you want with a few simple keystrokes.

Building recipes

To build a recipe you must perform four mandatory steps: Select Database, Publishing Options, Field Selection, and Output Setup. With these steps, you select and format your database information for your document. Corel WEB.DATA has four optional steps for further customizing and formatting: Record Selection, Record Sorting, Field Attributes, and Global Attributes.

You can modify existing recipes at any time. If you need a new recipe that is similar to an existing one, save the old recipe with a new name and edit the file.

Managing your recipes

Recipes keep track of the location of all of the files associated with building the document. To see where Corel WEB.DATA keeps track of the files, choose Options from the Tools menu. If you move any of the files, Corel WEB.DATA will ask you to locate the files the next time you open the recipe.

Running your recipes

You can run your recipes one at a time, or you can <u>batch process</u> them. Both tasks can be done from within Corel WEB.DATA or from the <u>command line interface</u>.

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{button ,AL(`OVR Basics;OVR Batch Processing;OVR Converting previous versions;',0,"Defaultoverview",)} <u>Related Topics</u>

The Corel WEB.DATA screen

The Corel WEB.DATA screen is divided into three main areas: the Menu Bar, the Toolbar, and the recipe step icons.

Menu Bar and Toolbar

The Menu Bar and Toolbar are found across the top of the Corel WEB.DATA window. The Menu Bar and Toolbar give you quick access to Corel WEB.DATA commands, editors, and online Help. On the Toolbar, you can also choose the view you want to use when you have joined two database tables.

Recipe steps icons

Down the left side of the Corel WEB.DATA screen, you will find a series of icons. These icons represent the steps necessary to build a recipe in Corel WEB.DATA. The icons are stacked vertically in the order that you use them, and as you complete each step, an arrow will point to the next mandatory step.

{button ,AL(`OVR Basics;OVR join;',0,"Defaultoverview",)} <u>**Related Topics**</u>

Understanding database concepts

Before you begin working with Corel WEB.DATA, it is important that you are familiar with the concepts and terms used to describe database contents and operations. Some basic concepts are described below.

Database

A database is collection of related tables containing stored information. The data is organized into records and fields so that it can be easily accessed, manipulated, and sorted.

Records

A record (often referred to as a row) is a group of fields that contain related information about a specific entity.

Fields

A field (often referred to as a column) contains data describing a certain characteristic of an entity.

Joins

Corel WEB.DATA can join tables from the same type or different types of data sources to create complex new views. For example, it can join an Excel spreadsheet to a dBASE table and extend the view with data from a Paradox table. You can create joins between a large number of tables from the same or different database tables.

To create a join, each database table must have at least one field in common; this is called the linking field. The linking field names can differ, but their values must be the same. When values in the linking field are the same for a pair of records in the two tables, it is called a match. There are two methods to join tables: subviews (one-to-many join) and lookups (one-to-one join).

Subview Join

A subview is a special type of one-to-many join. It matches a record in the first table (the main table) with one or more records in the second table. If multiple records in the second table match the record in the source table, the additional records are matched, but hidden from view. To view the additional matching records, you can click on the linking field that is displayed to go to the subview of all matching records.

You can specify a different processing method for each subview. For example, you can use the custom processing method for the main table and use the table processing method for the subview by selecting the view you want to use from the View list box on the main screen.

Lookup Join

A lookup is a one-to-one join. It matches a record in the first table (the main table) with a record in the second table. Only the first matching record in the second table is joined with the matching record from the main table. If the second table has a number of records that match the record in the first table, only the first matching record is joined. The additional matching records are ignored.

{button ,AL(`OVR Basics;OVR join;',0,"Defaultoverview",)} <u>**Related Topics**</u>

■

Using the keypad

Corel WEB.DATA contains an on-screen HTML keypad that makes it easy to enter a variety of formatting <u>macro</u> codes and symbols specific to HTML. You can customize your HTML keypad using the Keypad Editor. The keys on the keypad have bubble Help that describes the function of each formatting code, and shows the names of the symbols. When you click in a text box, the HTML keypad is displayed.

{button ,AL(`OVR Basics;OVR Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

Using macro functions

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Using macros

Corel WEB.DATA incorporates a powerful <u>macro</u> language that can save you time when performing simple, complex, or repetitive publishing functions.

Macros consist of commands and keystrokes, embedded in the data, that perform specific tasks or include special attributes or characters in the output file. Corel WEB.DATA reads the macro and translates the code so that the result is published.

Functional groups

Corel WEB.DATA macros are divided into the following groups:
- File Include macro functions
- Tagging macro functions
- String/Text macro functions
- Event macro functions
- Color macro functions
- Character Type macro functions

Terminology

In Corel WEB.DATA, all macro functions are contained in braces: { }. Macro terms usually take the form {function:variable};

Function = the macro expression

Variable = the parameter or parameters applied to the function

Publishing to HTML

Available Web browsers

Web browsers are used to view <u>Hypertext Markup Language (HTML)</u> documents published on the <u>World Wide Web</u>. There are many different Web browsers available and Corel WEB.DATA supports the latest Web software, including the HotJava Browser.

While any of the available Web browsers can be used to view a Web document, some browsers offer different functionality than others. By selecting a browser, you are indicating what functionality you want to see from your document.

Keep in mind that different Web browsers display HTML documents differently, because of varying interpretations of HTML tags. If your Web browser encounters an HTML <u>tag</u> that it doesn't understand, it will ignore the tag.

Running browsers under NT 3.51

If you choose to publish directly to either Netscape Navigator or Microsoft Internet Explorer in NT 3.51, the browser executable (.EXE) must be in your path. To check your path, double-click the System icon in the control panel and make sure the folder path to Netscape or Internet Explorer is in the path variable.

Running Microsoft Internet Explorer under Windows 95

When launching Microsoft Internet Explorer, you may get the following error message:

The Web browser could not be launched. The browser may not be installed or failed to respond.

However, the browser will be launched and your data will be correct. To prevent the error message from reappearing, ensure that Microsoft Internet Explorer is your default browser (you can set this within Microsoft Internet Explorer) and select Default in Publishing Options.

Running Sun Microsystems' HotJava browser

If you choose one of the Java Powered applets (Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer) as your process method, a Java-enabled browser must be selected to view these applets.

While the Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer applet is being loaded into your browser, you may need to move or click your mouse to speed up the loading process. This is a browser-related problem.

{button ,AL(`OVR html publishing;OVR Select Database dialog box;OVR Publishing Options dialog box;',0,"Defaultoverview",)}
<u>Related Topics</u>

-

Using HTML tags

Hypertext Markup Language (HTML) tags are used to tell a Web browser that is accessing your document how the document is structured. With HTML tags, you can define the layout of the document, as well as any "hotspots", links to other documents, and other structural elements, such as lists, pictures, etc.

An HTML tag consists of a start tag and an end tag. Whatever text occurs between the two tags is subject to the structure indicated by the tags. For example, the HEADING1 tag indicates that whatever occurs between the <H1> start tag and the </H1> end tag should be formatted in the HEADING 1 style. Note that a forward slash inside the tag indicates the end tag.

Consider the following example:

<A HREF="http://www.corel.com/">Click Here!</A>

The A tag represents an HTML anchor which indicates a hypertext link.

The HREF variable is an attribute which identifies the information that should be loaded when the hypertext link is selected.

The text between the anchor tags, in this case "Click Here!", is the hypertext link which will be displayed.

HTML tags will be available for you to use at the Field Attributes stage. At publication time, your HTML document will be loaded into an Internet Web browser, which will interpret your document's structure through the HTML tags. Keep in mind that the appearance of an HTML document will vary slightly between different Web browsers because of the different levels of HTML support.

Note
- Since Corel WEB.DATA will publish special characters (such as the angle brackets (<>) used in HTML markup) as text in the Text Before or Text After boxes, you must use the TAG: macro for Corel WEB.DATA to recognize typed text as HTML markup. For example, to apply HTML markup that will make the font size 7 and apply the color green, you need to type {TAG:font size=7 color=green} rather than <font size=7 color=green> for Corel WEB.DATA to interpret the text as HTML markup.

{button ,AL(`OVR html publishing;OVR Formatting your output;OVR Field Attributes dialog box;',0,"Defaultoverview",)} Related Topics

Universal Resource Locators (URLs)

A Universal Resource Locator (URL) is a unique Internet address. A typical URL specifies the transfer protocol, the Internet provider, the server name, and the path and filename of the Web document. For example, HTTP://WWW.COREL.COM/ONLINE/INDEX.HTM specifies that the <u>Hypertext Transfer Protocol (HTTP)</u> is being used to route information through the World Wide Web Internet service provider, from the COREL.COM server, where the INDEX.HTM document is being used in the ONLINE folder. Because all the information needed to reference this document is included, this is known as an absolute address as opposed to a relative address.

If you are creating an HTML document and you want to have a link to another document in the same folder, you can use a relative address. A relative address is an address that tells where the link should point in relation to the current document. This is useful if you will be creating a series of documents which have links to each other and you don't want to specify an absolute path because the documents may be moved to another server or folder.

For example, when you are viewing HTTP://WWW.COREL.COM/ONLINE/INDEX.HTM, you could access the INFOPAGE.HTM document by referencing HTTP://WWW.COREL.COM/ONLINE/INFOPAGE.HTM, or you could reference it relative to INDEX.HTM by simply using INFOPAGE.HTM. The folder containing both documents could be moved, but as long as you are able to access INDEX.HTM, the link to INFOPAGE.HTM will always work.

If you want to ensure that the documents can be referenced, even if they aren't in the same folder, use absolute addressing.

{button ,AL(`OVR html publishing;',0,"Defaultoverview",)} <u>Related Topics</u>

Publishing to Corel WEB.DESIGNER

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Publishing to Corel WEB.DESIGNER basics

The tight integration of the products featured in the Corel WebMaster Suite allows you to easily publish your database information to Corel WEB.DESGINER for addition in your Web pages. You can launch Corel WEB.DATA from within Corel WEB.DESIGNER and then, using the Publish to Corel WEB.DESIGNER command in the Publishing Options dialog box, quickly publish your HTML database back into your Corel WEB.DESIGNER Web page.

If Corel WEB.DATA is launched from within Corel WEB.DESIGNER, and you choose to publish your database back to Corel WEB.DESIGNER, the following will occur.

- Corel WEB.DESIGNER will copy any referenced graphic files to the DATA folder in Corel WEB.DESIGNER's install directory.
- Applets created in Corel WEB.DATA will require the CLASS files to run them. If you have specified the Codebase in the Instant Control Settings dialog box (opened from the Global Attributes dialog box), these files will be copied to DATA folder.
- The Corel WEB.DATA output .HTM file will be updated when you publish to Corel WEB.DESIGNER so that the file references for applets and graphics are relative references.
- The Corel WEB.DATA output file will be inserted into your Corel WEB.DESIGNER Web page at the cursor location.

If you launch Corel WEB.DATA standalone, you can choose to Publish to Corel WEB.DESIGNER or publish to an HTML file. If you Publish to Corel WEB.DESIGNER, a new instance of Corel WEB.DESIGNER will open and the output file will be inserted in the new Corel WEB.DESIGNER doucment. If you choose to publish to HTML, you can open your output file in a text editor.

{button ,AL(`OVR html publishing;OVR Select Database dialog box;OVR Publishing Options dialog box;',0,"Defaultoverview",)}
Related Topics

Running Corel WEB.DATA from the command line interface

You can use Corel WEB.DATA to process a recipe without opening the Corel WEB.DATA application. This is useful for regularly updating output files, such as weather reports, sales figures, and price changes.

For example, to update a recipe called MYRECIPE.RCP, you could go to your command line interface, and type the following:

C:\COREL\WEBMSTR\PROGRAMS\CWDATA.EXE /S C:\MYRECIPEFILE\MYRECIPE.RCP

The /S argument instructs Corel WEB.DATA to run in silent mode (i.e., in the background). This will process the recipe MYRECIPE.RCP with the latest information available in the database(s) it references.

Processing multiple recipes

Corel WEB.DATA also supports batch processing from the command line interface. The /B argument instructs Corel WEB.DATA to process each recipe one after the other. To process multiple recipes in silent mode, use the batch processing switch (/B) with the silent mode switch (/S). For example:

C:\COREL\WEBMSTR\PROGRAMS\CWDATA.EXE /S /B C:\MYRECIPES\2RECIPES.LST

The 2RECIPES.LST file is a simple DOS text file which contains the names (including the path) for each of the recipes to be processed. An example of the contents of an .LST file is as follows:

C:\MYRECIPES\1STRECIPE.RCP

C:\MYRECIPES\2NDRECIPE.RCP

Passing values to the recipe

To process a recipe with additional arguments indicating, for example, which of the records should be selected (provided you have a variable, such as {ARG:1}, {ARG:2}, {ARG:3}, etc. already defined in your recipe), you can pass the value you would like to use for the selection variable as follows:

C:\COREL\WEBMSTR\PROGRAMS\CWDATA.EXE /S C:\MYRECIPEFILE\MYRECIPE.RCP "This is arg1" "This is arg2" "This is arg3"

Notes

- All text variables must be enclosed with quotation marks; numerical and date variables do not have to be enclosed with quotation marks.
- To ensure that the recipes display and process in the same order in which you added them to the Recipe list (e.g., OUTPUT1.RCP, OUTPUT2.RCP, OUTPUT3.RCP, etc.), you need to add each recipe individually. Multi-selecting recipes will not preserve this order. However, if you multi-select your recipes, you can rearrange the order of the recipes in the Recipe list. Simply select the recipe that you want to move and use the Move buttons

 in the Recipe List dialog box.

{button ,AL(`OVR Batch Processing;OVR ARG;',0,"Defaultoverview",)} **Related Topics**

■

Java-enabled applets

Java-enabled applets (mini-applications written in the Java Programming Language) are bringing a whole new level of interactivity to the Web page. Previously, a Web page could exist only as a static HTML document — a document that does not change. With Java-enabled applets, Web pages can be dynamic and interactive, offering everything from running animation to interactive menus.

By referencing Java-enabled applets in an HTML document, you are embedding a dynamic application in your Web page. When a user accesses an HTML document from your Web page, an applet is downloaded to their system and runs locally. This means that the applet is always up-to-date, customizable, and runs without the delays that often occur when running a remote application.

Corel WEB.DATA allows you to publish your database information as a Java-enabled applet, offering the user more control over how they view your database information. Select the Java-enabled applet (View, Chart or Analyzer) from the Process Method list box in the Publishing Options dialog box. Once you have selected the applet to use, click the Instant Control button in the Global Attributes dialog box to customize the applet settings. The Corel InstantView, Corel InstantChart, and Corel InstantAnalyzer applets provide the user with a variety of different view formats:

Applet	Function
Corel InstantView	Generates a list view format that allows the user to sort the data according to the selected column header
Corel InstantChart	Generates a chart view format that allows the user to choose from four different chart types: pie, line, bar, or column
Corel InstantAnalyzer	Generates both a chart view and a list view format. The user can choose a group of data in the list view and view the selected data in a pie, line, bar, or column chart format

Notes

■   If you choose one of the Java Powered underlined applets as your process method and you want to copy the .HTM file to a folder other than the DOCS folder, you must copy the COREL and IMAGES folders (including their contents) and the following CLASS files: ANALYZERFRAME.CLASS, ANALYZERAPPLET.CLASS, and VIEWAPPLET.CLASS.

If you choose to publish your output to Corel WEB.DESIGNER and if you want to copy the .HTM file to a folder outside the root folder of Corel WEB.DESIGNER, you must copy the APPLETS folder from Corel WEB.DESIGNER's root folder.

{button ,AL(`OVR html publishing;OVR java;',0,"Defaultoverview",)} Related Topics

▪

Batch processing

Corel WEB.DATA now offers batch processing ▬ the ability to process or process and preview a number of recipes consecutively. The recipes to be processed are stored in a recipe list file (.LST), which is a simple DOS text file containing the names (including the path) for each of the recipes to be processed. An example of the contents of an .LST file is as follows:

C:\MYRECIPES\1STRECIPE.RCP
C:\MYRECIPES\2NDRECIPE.RCP

You can also batch process recipes from the command line interface with Corel WEB.DATA. The /B argument instructs Corel WEB.DATA to process each recipe one after the other. To process multiple recipes in silent mode, use the batch processing switch (/B) with the silent mode switch (/S). For example:

C:\COREL\WEBMSTR\PROGRAMS\CWDATA.EXE /S /B C:\MYRECIPES\2RECIPES.LST

This new feature is especially helpful when you want to run a number of recipes overnight since it does not require any user interaction. In addition, you can use this feature to update a number of recipes at once, automating the updating process.

Note

▪ To ensure that the recipes display and process in the same order in which you added them to the Recipe list (e.g., OUTPUT1.RCP, OUTPUT2.RCP, OUTPUT3.RCP, etc.), you need to add each recipe individually. Multi-selecting recipes will not preserve this order. However, if you multi-select your recipes, you can rearrange the order of the recipes in the Recipe list. Simply select the recipe that you want to move and use the Move buttons

 in the Recipe list dialog box.

{button ,AL(`OVR Batch Processing;',0,"Defaultoverview",)} Related Topics

Selecting your data

Selecting your data source

■

Selecting the main data source

The main table is the primary database table in your document. You can join other tables to it, create calculated fields from its fields, and display it in tabular format.

You can select a different main table using either the Select Database or the Table Join dialog boxes. Changing the main table will affect any table joins and calculated fields you've defined. Depending on how much formatting you have done, changing the main table could affect the entire recipe.

Corel WEB.DATA also offers you the option to perform a direct SQL query statement to quickly search large databases. This option is available for all data sources. This way, you can benefit from a faster filtering process, and you won't need to use the Record Selection or Record Sorting steps (provided that you specified a sort and/or selection in your SQL statement) when creating your recipe.

{button ,AL(`OVR selecting data;OVR Select Database dialog box;OVR SQL;',0,"Defaultoverview",)} Related Topics

Joining data sources

Corel WEB.DATA can join up to 20 <u>database tables</u> of different types to form new <u>subviews</u> or tables. For example, you can join an Excel spreadsheet to a dBASE file, and extend the view with data from a Paradox file. Corel WEB.DATA can perform one-to-one joins or one-to-many joins between the same or different database tables.

When two or more tables are joined, a new database file is not created. An index, however, is created so that when a record is referenced in the main table, the equivalent record is automatically retrieved in the joined table. The join is called a virtual join. Corel WEB.DATA stores the index data in the INDEX folder.

The two fields that you join should contain the same values. If you want to join fields that have different values, use a Join dictionary to substitute the correct value in the joined table(s). The substitution occurs during the join only and doesn't change the field value in the database or in the document. Tables cannot be joined on a <u>calculated field</u>. Only real database fields can be used for joins.

Subview Join

A subview is a special type of one-to-many join. It matches a record in the first table (the main table) with one or more records in the second table. If multiple records in the second table match the record in the source table, the additional records are matched, but hidden from view. To view the additional matching records, you can click on the linking field that is displayed to go to the subview of all matching records.

You can specify a different processing method for each subview. For example, you can use the custom processing method for the main table and use table processing for the subview by selecting the view you want to use from the Views list box on the main screen.

Lookup Join

A lookup is a one-to-one join. It matches a record in the first table (the main table) with a record in the second table. Only the first matching record in the second table is joined with the matching record from the main table. If the second table has a number of records that match the record in the first table, only the first matching record is joined. The additional matching records are ignored.

{button ,AL(`OVR understanding database concepts;OVR selecting data;OVR Table Join dialog box;',0,"Defaultoverview",)}
<u>Related Topics</u>

■

Using Join dictionaries

A Join <u>dictionary</u> is used to perfect the join between <u>database tables</u>. A successful join requires that the fields used to link the tables contain the same values. If the values differ, a Join dictionary can be used to substitute the correct values in the joined tables' fields.

Join dictionaries can be applied only at the Select Database step in the <u>recipe</u> building process. If you use a Join dictionary, the contents of the database fields remain unchanged; only the join mechanism can see the substituted output of the dictionary.

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{button ,AL(`OVR Creating dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

Using calculated fields

A calculated field is a field Corel WEB.DATA generates by performing user-defined calculations on existing fields from the <u>main table</u>. An example of a calculated field is a field which sums two fields from the main table or from joined tables. To create the expression which performs the sum, you would enter Field_A + Field_B.

Calculated fields are added at the Select Database step in the <u>recipe</u> building process. Once you create the expression for the calculated field, each time the recipe is processed, the expression is performed and the result is inserted in the field.

Field types and limitations

There are five types of calculated fields: Text, Numeric, Date, Logical, and Time. Each type of field has different functions available and different calculation rules. For more information about specific types of calculated fields, click the Related Topics button.

{button ,AL(`OVR calculated fields;OVR Calculated Field dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Numeric calculated fields

Numeric calculated fields always return a numeric value. Any other type of field used in a calculation is converted into a number, as follows:

Field type	Value used in calculation
Numeric	The numeric value of the field
Date	The number of days since 1st January 1970
Time	The number of seconds since 00:00:00
Text	If the text field contains only numbers, the numbers will be evaluated. If the field contains any alpha characters, it will be evaluated to zero
Logical	1 for true, 0 for false

The functions available for numeric calculated fields are as follows:

Function	Description
( )	Parentheses, which are used in pairs to stop adjacent calculations from affecting each other. Example: 3+4*3=15, (3+4)*3=21
*	Multiply. Example: 2*3=6
/	Divide. Example: 3/2=1.5
+	Add. Example: 2+3=5
-	Subtract. Example: 2-3=-1
^	To the power of. Example: 2^3=8=2*2*2
&	Modulus which gives the integral remainder of a division. Example: 10&3=1
E	Exponent (to the power of 10). Example: 2E3=1000=10*10*10

Example

A composite example of an equation is:

2*(3+t0.PRICE).

If t0.PRICE is 10.11 for this record, the answer is 26.22

{button ,AL(`OVR calculated fields;OVR Calculated Field dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Date calculated fields

Date calculated fields always return a numeric date value. The unit for calculation is one day. Any other type of field used in a calculation is converted into a date as follows:

Field type	Value used in calculation
Numeric	The integer part represents days; the fractional part is truncated. If you want the number to be rounded, add 0.5
Date	The date value of the field
Time	Zero
Text	If the text contains only numbers, it will be evaluated as a number of days in the same way a numeric type is evaluated. If the text contains any alpha characters, it will be evaluated as zero
Logical	Zero

The functions available for date types are the same as those for numeric types, except that the NOW function is available. This function will insert the date when the recipe is processed.

Example

A composite example of a Date equation is as follows:

 t0.SELL_BY_DATE+30-((t0.STORAGE_TEMP^2-23)/3+0.5)

In this example, a date field is mixed with a number field to provide a date offset.

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{button ,AL(`OVR calculated fields;OVR Calculated Field dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Time calculated fields

Time calculated fields always return a numeric time value. The unit for calculation is one second. Any other type of field used in a calculation is converted into a time, as follows:

Field type	Value used in calculation
Numeric	The integer part represents seconds; the fractional part is truncated. If you want the number to be rounded, add 0.5
Date	Zero
Time	The time value of the field
Text	If the text contains any numbers, it will be evaluated as a time field in the same way a numeric type is evaluated. If the text contains any alpha characters, it will be evaluated as zero
Logical	Zero

The functions available for time types are the same as those for numeric types, except that the NOW function is available. This function will insert the time the recipe is processed.

Example

A composite example of a time equation is:

t0.GMT - 6

In this example, a time field is mixed with a number to provide a time offset.

_____

{button ,AL(`OVR calculated fields;OVR Calculated Field dialog box;',0,"Defaultoverview",)} **Related Topics**

Logical calculated fields

Logical calculated fields always return a logic true or a logic false. The units are 0 for false and 1 for true. Any other type of field used in a calculation is converted into a logical statement as follows:

If the same type is used in a condition (e.g., number1 & number2), the values are compared directly and the answer is true or false, depending on the condition. If different types are used around a condition, then generally the Calculated Fields mechanism will try to convert both types to a common type for evaluation.

Examples

When compared to a numeric field:

A date field is evaluated as the number of days since 1st January 1970.

A time field is evaluated as the number of seconds since 00:00:00.

A text field containing only numbers will be evaluated.

A text field containing alpha characters is evaluated as zero.

When compared to a date field:

A text field is assumed to be a julian date of the form YYYYMMDD and is evaluated as such.

When compared to a time field:

A text field is assumed to be in the standard time format HHMMSS.

Keep logical functions as simple as possible, especially if you are forced to use fields of different types.

The functions available for logical calculated fields are as follows:

Function	Description
( )	Parentheses which are used in pairs, to stop adjacent calculations from affecting each other.
<	Less than
>	Greater than
<=	Less than or equal to
>=	Greater than or equal to
=	Equal to
<>	Not equal to
+	Or. Example: true + false = true
&	And. Example: true & false = false, true & true = true

An example of a logical expression is as follows

t0.NAME > t1.NAME

In this example, two text fields are compared. If t0.NAME is bill, and t1.NAME is bob, the result will be false (bill comes before bob in ANSI character values).

{button ,AL(`OVR calculated fields;OVR Calculated Field dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Text calculated fields

Text calculated fields always return a text string value. Any numbers are treated as text. Any other type of field used in a calculation is converted into text as shown in below:

Field type	Value used in calculation
Numeric	The number is converted into text characters.
Date	The date appears as numeric characters in the form YYYYMMDD, where YYYY represents a 4-digit year, MM represents a 2-digit month, and DD represents a 2-digit day.
Time	The time is converted into numeric characters in the form HHMMSS, where HH represents a 2-digit hour, MM represents a 2-digit minute, and SS represents a 2-digit second.
Text	The text value of the field
Logical	Evaluates as T if true or F if false

Functions

The text functions are designed to extract or manipulate whole or part strings. You cannot use the extraction functions on memo fields. The text calculated field functions are as follows:

Function	Description
( )	Parenthesis for use with the extract functions
LT$	Left-string extract. Example: LT$(Database,3) ="Data"
LF$	Left-string extract with fill. Example: LF$(VSI,5) = "VSI "
MT$	Mid-string extract. Example: MT$(Database,4,3) = "aba"
MF$	Mid-string extract with fill. Example: MF$(Database,4,6) = "abase "
RT$	Right-string extract. Example: RT$(Database,4) = "base"
RF$	Right-string extract with fill. Example: RF$(VSI,5) = " VSI"
"	Quotes (inch marks) for enclosing strings. Example: "Bob"
	Concatenate strings. Example: "he"+ "lp" = "help"

+

The string extraction functions all work the same way. They extract a number of characters from a string, with the characters being extracted from the left, middle, or right end of a named string or field.

The general syntax for these functions is as follows

FUNCTION(string, number of characters to extract)

The mid-string extractions have an extra term to specify the start point of the extraction, in characters from the left end of the string:

MID FUNCTION(string, offset, number of characters to extract)

In addition, there are extract with fill variants for the three types. In a normal extraction, if the number of characters to extract exceeds the number of characters available, then just the characters available are extracted. Using a fill extraction, the result is always the size of the number of characters to extract; if this is greater than the number available, the deficit is made up with spaces.

Any of the string variables can be replaced with a field name; the string is then taken from the contents of that field, as shown in the example below. The field name must be prefaced with the table identifier (tn) to differentiate it from a string variable.

A composite example of a text calculation is as follows

"Cents left over = " + RT$(t0.PRICE,2)+"¢"

Here, if the last two digits of the t0.PRICE field are 99, the resulting value of the calculated field is:

Cents left over = 99¢

Note
- String does not require quotes within the function syntax.

Selecting records

·

Defining selection criteria

Corel WEB.DATA provides a comprehensive range of selection criteria that you can define for one or more <u>fields</u>. They include the following:

- conditions
- value
- text case
- selection (with, except for)
- multiple field selection (and, or)

These selection criteria controls are available in the Record Selection dialog box. You can combine field names, values, and conditions to create complex search criteria, which will be listed in the Select All Records With box. The selection criteria can be edited after it is added to the Select All Records With box by typing in new values or choosing different conditions.

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{button ,AL(`OVR selection criteria;OVR Record Selection dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Organizing your data

Sorting records

■

Defining sort criteria

Sort criteria are the <u>fields</u> you select to define the order of your data. You select sort fields at the Record Sorting step. The sort order can be alphabetical, numerical, or both, depending on the type of field(s) specified as sort fields. For even greater versatility, you can use custom sorting to sort characters according to a sequence that you define.

The number of sort fields you can use is limited by the sort key length. The sort key length is the total number of characters Corel WEB.DATA can use to perform a sort; the Corel WEB.DATA sort key limit is 251. The sort key status is displayed in the Sort Options dialog box.

Standard sort methods

The order in which Corel WEB.DATA sorts data depends on the following three items
- sorting <u>dictionaries</u>
- Sort Text As option (Sorting Options dialog box)
- sort tables

If you do not use a sort dictionary, or specify any sorting options, the default sort order is determined by the ANSI value of the characters in the records.

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{button ,AL(`OVR Sorting records;OVR Record Sorting dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Controlling the sort

■

Sort tables

There are two types of sort tables: ANSI and custom.

ANSI sort table

The ANSI.SRT table provided by Corel WEB.DATA defines which characters should be included in an ANSI sort. An ANSI sort orders the data according to the ANSI numeric values of characters and words. In an ANSI sort, numbers are placed before letters and all uppercase letters are placed above all lowercase letters. This is adequate for simple sorts, but it can cause problems when foreign characters or capitalized characters are sorted. For example, if you publish a cookbook, an ANSI sort places "éclairs" after "zabaglione" because "z" corresponds to ANSI 0122 and "é" corresponds to ANSI 0233. To prevent this problem, a custom sort table is provided for you.

Custom sort table

A custom sort table sorts accented characters in the order required for most applications. You can copy and modify the custom sort table using the Sort Table Editor, so that you can change the sequence for specific applications. You can create a custom sort table that places lower and uppercase letters together, sorts numbers so that they follow letters, and arranges sorted numbers in ascending order. You can then save the file under a name that has the extension .SRT (for example, MYCUSTOM.SRT). The CUSTOM.SRT table provided by Corel WEB.DATA has an [ALPHA WEIGHTS] section. The basic principle of this section is that any term on the same line is given equal value in the sort. The vertical sequence in the table determines the sort order.

Note

■   Editing the ANSI.SRT table is not recommended.

{button ,AL(`OVR Sorting records;OVR Sort Table Editor;OVR Record Sorting dialog box;',0,"Defaultoverview",)} Related Topics

.

Using Sort dictionaries

You can perform custom sorts using two separate <u>dictionaries</u>; one to sort fields and another to sort strings. These two dictionaries let you specify a variety of sorting preferences.

Field Sorting dictionaries

A Field Sorting dictionary substitutes a field name for a character, allowing you to define where certain fields are placed in the sort order. This is particularly useful for organizing data in order of importance rather than on an alphabetical basis.

Example

To produce a national company telephone directory that is organized by regions and divisions, the top of the list might appear like the following:

Head Office

Region

Division

Normal sorting only allows alphabetical sorting in ascending or descending order. With a Field Sorting dictionary, however, each office can be assigned a priority such as A, B, and C and can then be sorted according to their letters. You can assign Head Office as A to make sure those numbers appear first in the folder, sort regions alphabetically on B, and sort divisions alphabetically within the regions under C.

String Sorting dictionaries

A String Sorting dictionary is comparable to a word processing application's search and replace feature. This dictionary substitutes words, or parts of a word, in a field for other words.

Example

The sorting of surnames is one of the most common uses of a String Sorting dictionary. You can create a String Sorting dictionary that correctly sorts "McTavish" as though it is "MacTavish" and "St. John" as though it is "Saint John" without changing the output field contents.

{button ,AL(`OVR Sorting records;OVR Creating dictionaries;OVR Record Sorting dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

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Using the sort key

Sort fields are added together in the order that they are chosen to form a sort key for the recipe. The maximum sort key length is 251 characters. By default, when Corel WEB.DATA builds the sort key, it uses the full length of each field as defined by the database. This can sometimes exceed the 251 character limit for a complicated sort.

If you need to sort data according to many or lengthy fields, the sort key may expire, preventing you from selecting further fields for sorting. If you select a field that contains more than 251 characters, Corel WEB.DATA alerts you with the message "Overflow detected. Remaining key length allocated."

To sort correctly, you do not necessarily have to include all characters in a field. The Sort Options dialog box allows you to specify, on a field-by-field basis, the number of characters you want to use to sort a specific field. This is especially useful if you have long fields that always contain fewer characters than the field allows. For example, if you have a field that is set to 20 characters, but the field never contains more than 3 characters, you can type "3" in the Characters To Use For This Field box.

The number of characters applied to a field determines the success of the sort. For example, if you sort by a single character, all records beginning with "A" will be appear at the beginning, but in no subsequent alphabetic order. For example, if "Apple" appears before "Anchovy" in the database, it will appear before "Anchovy" after the data has been sorted. If you type "2" in the Characters to use for this Field box, "Apple" will appear after "Anchovy", regardless of their order in the database. The higher the value in the Characters To Use For This Field box, the more accurate the sort.

{button ,AL(`OVR Sorting records;OVR Record Sorting dialog box;',0,"Defaultoverview",)} <u>**Related Topics**</u>

Selecting and arranging fields

■

Determining your document layout

To structure the layout of your document, you assign <u>fields</u> to control blocks. Three types of control blocks, document body, heading, and subtotal, represent the main document text, headings, and related totals respectively. The fourth type of control block, document control, is used primarily for more advanced Corel WEB.DATA functions such as mail merges. Document control blocks also allow you to add totals to the entire document.

You assign fields to control blocks at the Field Selection step. The order of the fields, headings, and subtotals is displayed in the Field Selection dialog box. You can use as many or as few control blocks as necessary. If you are creating a table, control blocks can be set for outside or inside the table. You can also insert Text Before and Text After control block fields to further format your output.

Note

■   If you assign fields to a heading control block that is outside a table, you must assign a tag to each field in Field Attributes.

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{button ,AL(`OVR control block;OVR Field Selection dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Arranging fields into control blocks

■

Document control blocks

Document control blocks allow you to apply document totals and document counters across entire documents. With document control blocks, you can use the field macro to indirectly reference field contents in external text files or dictionaries.

You can select fields for the document control block directly from the Available list in the Field Selection dialog box or indirectly using the FIELD macro. The FIELD macro is convenient when using external text files. A typical example is a mail-merge application, when you want to insert variable database information embedded in the text. When the macros are processed, Corel WEB.DATA uses the document control block to determine what formatting to apply to the values of the fields being referenced.

The syntax of the field macro allows it to reference different formats of the same value, by referring to a different instance of the field in the document control. As a result, if you want three instances of the field value, and you want each to be formatted differently, you can select the field three times in the document control block. You can then apply different formatting to each instance of the field at the Field Attributes step.

The fields selected in the document control block are never published. You define the capabilities of the fields selected for the document control block in the Field Attributes step, but the field contents output is disabled. However, document totals and counter values are published.

In addition, you cannot use the Text Before or Text After boxes for the document control fields. Any text should be added into the external text file containing the FIELD macro. On the other hand, you can use a Substitution dictionary to replace the field with the required text.

{button ,AL(`OVR control block;OVR Field Selection dialog box;',0,"Defaultoverview",)} Related Topics

■

Document body control blocks

You can assign specific <u>fields</u> or all of your fields to the document body control block. Document body control blocks are the main sections of your output file. You can use heading control blocks and subtotal control blocks to break the document body control blocks into smaller sub-sections to facilitate finding particular records in the output document.

{button ,AL(`OVR control block;OVR Field Selection dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Heading control blocks

A document can have a maximum of 32 heading control blocks. The total number of <u>fields</u> for all heading control blocks cannot exceed 477. Each heading control block can have a subtotal control block associated with it to provide a summary of the heading control block. Normally, all fields selected in a heading control block are published when any of the fields change value. However, counters can force the contents of the heading control blocks to be published at regular intervals, or to have additional text or commands inserted every n <u>records</u>. The fields defined in heading or subtotal control blocks can be formatted separately.

Fields selected for a heading control block are preceded by a check mark. This indicates that the field is treated as a control field, and the contents of the heading control block should be published when the value of any of these fields change. To suppress this output, disable the control for each field. Disabling the control for each field changes the symbol to an X, indicating that changes in the field value will not force the contents of the heading control block to be published.

You can use the Control Off option to modify the control for fields in heading control blocks. For example, you can publish four fields in a heading control block every time a value in a fifth field changes. You can also suppress the contents of the fifth field, so that it is never published, but still controls the output of the four other fields in the heading control block.

If you are creating a table, heading control blocks can be set for outside or inside the table. Any field assigned to the document body or a heading control block will have a tag automatically assigned to it in Field Attributes.

{button ,AL(`OVR control block;OVR Field Selection dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Heading control block counters

Heading control block counters count output <u>records</u> and let you insert text or commands at specified intervals. You can attach a counter to a heading control block in the same way you can attach a counter to a document control block. There are two types of heading control block counters: output records and counters.

Output records

Output records are heading control block controls that insert a heading control block after a specified number of records have been processed. The heading control block is inserted if a value changes in one of the control fields, or if the specified number of records has been counted since a heading control block was inserted. For example, if the control field is LAST NAME, and you can fit 50 records on a page, you can set the output record counter to 50. The heading control block is inserted when the last name changes, or when 50 records are processed. When the heading control block is published, the record counter is reset.

Counters

Counters trigger events after the defined number of records have been counted, following the insertion of a heading control block. For example, if the heading control block is inserted every five records (Records:5), the interval for the counter must be less than five; otherwise, no event will be published. The counter does not result in the insertion of a heading control block. However, it lets you add text or macros around sets of records.

If you enable a counter, the text typed into the Text Before box is published before the first record and the text typed in the Text After box is published after the nth record, (n is the counter interval). The counter is reset either when a heading control block is inserted or when the count expires. The insertion of a heading control block does not reset any document control counters.

{button ,AL(`OVR control block;OVR Field Selection dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Table heading control blocks

You can place table heading control blocks inside or outside a table. If you selected the Table option as your process method, the Field Selection dialog box provides the Outside Table option.

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{button ,AL(`OVR control block;OVR Field Selection dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

▪

Subtotal control blocks

You can define subtotal control blocks for each heading control block. Once you've create a subtotal control block, you select <u>fields</u> for the subtotal control block and apply functions to the fields to create output values. A subtotal for a heading control block is calculated according to the values of the selected subtotal field(s) in the heading control block. The subtotal is inserted at the end of the heading control block, and before the next heading control block definition. If more than one field is selected for the subtotal control block, a different function can be chosen for each field.

Note

▪   Subtotals are not available for heading control blocks that are inside a table.

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{button ,AL(`OVR control block;OVR subtotal functions;OVR Field Selection dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Subtotal functions

For subtotal control blocks, the following subtotal functions are available:

SUM   Accumulates all values for the field within the heading control block.

AVERAGE   Averages the values for the field within the heading control block.

MINIMUM   Minimum value for the field within the heading control block.

MAXIMUM   Maximum value for the field within the heading control block.

COUNT   Counts the number of records for the field within the heading control block.

RECALCULATE   For calculated fields, recalculates from the other subtotal fields.

CURRENT   Leaves the current value for the field.

The default function for a numeric field is SUM. The default function for all other fields is CURRENT.

The following table shows which field types can be used with each subtotal function:

Function	Numeric	Character	Date
SUM	Yes	No	No
AVERAGE	Yes	No	No
MINIMUM	Yes	Yes	Yes
MAXIMUM	Yes	Yes	Yes
COUNT	Yes	Yes	Yes
RECALCULATE	Yes	Yes	Yes
CURRENT	Yes	Yes	Yes

Notes

▪   Where more than one field is selected for a subtotal control block, a different function can be chosen for each field.

▪   With MINIMUM and MAXIMUM functions, the ANSI sort order of the text string in each field is compared across the records. The lowest or the highest values are selected in exactly the same way as in an ANSI sort for MINIMUM or MAXIMUM respectively. The MINIMUM is therefore equal to the first value in a straight ANSI data sort on that field. The MAXIMUM is equal to the last value of the same sort.

{button ,AL(`OVR subtotal functions;OVR control block;OVR Field Selection dialog box;',0,"Defaultoverview",)} Related Topics

■

Document totals

Document totals are published once at the end of the document. You can select any <u>field</u> for the document total, whether or not it has been selected in another control block. A document total contains the expression calculated from the values of fields present in the database table.

The document control block appears as a separate control block at the Field Attributes step. For each field, you select for the document total control block, you assign one of the subtotal functions. The document total control block appears at the end of the document when processed.

If you use the MINIMUM and MAXIMUM functions, the American National Standard Institute (ANSI) sort order of the text string in each field is compared across records, and the lowest or the highest values are selected for MINIMUM or MAXIMUM functions respectively. The MINIMUM function is equal to the first value in a straight ANSI data sort on that field, and the MAXIMUM function is equal to the last value of the same sort. Sort tables are not used in this comparison; only the unprocessed ANSI data values of the fields are used.

If you select multiple fields for the document total control block, a different function can be specified for each field. You can also rearrange and change the fields using the commands in the Edit menu.

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{button ,AL(`OVR control block;OVR subtotal functions;OVR Field Selection dialog box;',0,"Defaultoverview",)} **<u>Related Topics</u>**

Formatting and enhancing your data

.

Choosing your formatting options

When you are formatting your data, Corel WEB.DATA offers a variety of processing options'

Table

If you choose Table as your process method, Corel WEB.DATA adds basic table formatting such as column headings to your output. When publishing to <u>HTML</u> you can apply additional table formatting at the Field attributes step in the <u>recipe</u> building process. You can also apply row color and suppress column headers in the Global Attributes step in the recipe.

Custom

If you choose Custom as your process method, Corel WEB.DATA does not apply any formatting to your output. At the Field Attributes step in the recipe, you can create and apply tags to format your data. For additional formatting, you can specify Global text to be published with your data in the Global Attributes step.

Corel InstantView

This option allows the user to view the published data in a list view format.

Corel InstantChart

This option allows the user to view the published data in a variety of chart formats.

Corel InstantAnalyzer

This option allows the user to select data in a list view format and view the selected data in a variety of chart formats.

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{button ,AL(`OVR html publishing;OVR Field Attributes dialog box;OVR Global Options for tables;OVR vp publishing;',0,"Defaultoverview",)} <u>**Related Topics**</u>

■

Global options for tables

If you choose to publish your data in a standardized tabular format, Corel WEB.DATA provides you with the ability to apply formatting to the entire table using the Table button in the Global Attributes dialog box. When publishing to <u>HTML</u>, you can suppress column headers and apply color to the rows, varying both the color and the sequence in which they appear. You can also specify the table alignment, table width, and the cell spacing and padding. You can also provide a table caption, specify its position, and select from a series of border and grid settings.

Note

■   Make sure that the table definition file has the same number of columns as the table you are creating. Otherwise, if the table definition file has less columns than the table you are creating, your table will be missing columns.

{button ,AL(`OVR Choosing table or custom formatting;OVR Java;OVR Global Attributes dialog box;',0,"Defaultoverview",)}
<u>**Related Topics**</u>

.

Settings for applets written in the Java Language

If you choose to publish your data in one of the applet formats written in the Java Programming Language (such as Corel InstantView, Corel InstantChart, and Corel InstantAnalyzer), you can specify the controls for the applet using the Instant Control button in the Global Attributes dialog box. Depending on the applet you select, you can apply color to the rows (varying both the color and the sequence in which they appear), determine the applet position and size, select from a variety of settings to change how it will look, and select from a variety of chart types.

The following table lists the available options for each of the applet formats written in the Java Programming Language. You can specify which options you want to use by clicking the Instant Control button in the Global Attributes dialog box and selecting the desired options in the Applet Parameters list box.

The Instant Control button is available only if you select one of the applets written in the Java Programming Language as a process method. If you choose Corel InstantChart or Corel InstantAnalyzer as your process method, the first field should contain text data, since the contents of this field will be used to provide the labels for the ordinal axis. However, the remaining fields should contain numeric values since charts only illustrate numerical data relationships. In addition, charting empty fields (i.e., NULL fields) may lead to unexpected results.

Class file location

The Class file location parameter allows you to indicate the location of the Java class files only when the output HTML file has been moved from or does not reside in the default PROJECT\DOCS folder. For example, you must specify the class file folder location when you publish to Corel WEB.DESIGNER. Otherwise, accept the default setting: URL.

To specify a relative or absolute path to the class files folder, enable the Local button and browse for the PROJECT\DOCS folder on your local computer or network. If you publish to Corel WEB.DESIGNER, these files will automatically be copied into a folder called APPLETS in Corel WEB.DESIGNER's server root folder. The code in your output file will automatically be adjusted to the new location of the class files.

Options	Default	Corel InstantAnalyzer	Corel InstantView	Corel InstantChart
Chart type	Bar, column, line, or pie	Available	Not available	Available
Class file location	Default is URL (\PROJECT\DOCS folder)	Available	Available	Available
Applet position: left, right, and center	Default is center	Available	Available	Available
Width of applet	Default is 640 pixels	Available	Available	Available
Height of applet	Default is 480 pixels	Available	Available	Available
Frame: on/off	Default is off	Available	Available	Available
Grid: on/off	Default is on (this option is available only for bar, column, or line charts)	Available	Not available	Available
Legend: on/off	Default is on	Available	Not available	Available
Values: on/off	Default is off	Available	Not available	Available
Stacked: on/off	Default is off (this option is available only for bar or column charts)	Available	Not available	Available
Shadow: on/off	Default is off (this option is available only for bar, column, or pie charts)	Available	Not available	Available
Show percentage: on/off	Default is off (this option is available only for pie charts)	Available	Not available	Available
Show absolute values: on/off	Default is on (this option is available only for pie charts)	Available	Not available	Available
Separate slices: on/off	Default is off (this option is available only for pie charts)	Available	Not available	Available
Separate biggest slice: on/off	Default is off (this option is available only for pie charts)	Available	Not available	Available
Separation factor	Default is 5	Available	Not available	Available

	(this option is available only for pie charts)			
Draw marks: on/off	Default is on	Available	Not available	Available
	(this option is available only for line charts)			
Range	Default is all data	Available	Not available	Not available
Title	None	Available	Not available	Available
Category title	None	Available	Not available	Available
	(this option is not available for pie charts)			
Value title	None	Available	Not available	Available
	(this option is not available for pie charts)			
Horizontal grid: on/off	Default is on	Available	Available	Not available
Vertical grid: on/off	Default is on	Available	Available	Not available
3D look: on/off	Default is on	Available	Available	Not available
Sorting: on/off	Default is on	Not available	Available	Not available

Notes

- If you choose the Range option, you can specify either column ranges or row ranges, but not at the same time. Use the following characters to specify the range of rows or columns to be initially charted (e.g., r2-5, 7, 9):

    c   column

    r   row

    -    to

    ,   and

- Keep in mind that different Web browsers will display HTML documents differently, because of varying interpretations of HTML tags.
- While the Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer applet is being loaded into your browser, you may need to move or click your mouse to speed up the loading process. This is a browser related problem.
- When using data that contains values exceeding 999,999.999, enable the Template button and type #########.## in the Template box. This will ensure that your data displays in the correct format. Normally, the Java Programming Language interprets the first comma as a decimate separator (i.e., 1,000,000 is interpreted as 1.00) comma as a decimal separator (i.e., 1,000,000 is interpreted as 1.00).
- If you choose one of the Java Powered applets as your process method and you want to copy the .HTM file to a folder other than the DOCS folder, you must copy the COREL and IMAGES folders (including their contents) and the following CLASS files: ANALYZERFRAME.CLASS, ANALYZERAPPLET.CLASS, and VIEWAPPLET.CLASS.
- If you choose to publish your output to Corel WEB.DESIGNER, and you want to copy the .HTM file to a folder outside of the server root folder, you must copy the APPLETS folder from Corel WEB.DESIGNER's root folder to the same location.

{button ,AL(`OVR html publishing;OVR Global Attributes dialog box;OVR Choosing table or custom formatting;OVR Java;',0,"Defaultoverview",)} Related Topics

Formatting at the field level

Applying field attributes

•

Applying HTML tags

The tags list is a convenient way to apply HTML tags to <u>database</u> fields; any <u>field</u> in the Fields list can be tagged with any tag in the tags list. Your Web browser interprets the typographical attributes stored in these tags when your data is published.

If you select Custom at the Publishing Options step of building a recipe, <u>HTML</u> tags will be available at the Field Attributes step. The <u>tags</u> are not available if you select Table as your publishing option.

{button ,AL(`OVR Formatting your output;OVR html publishing;OVR Field Attributes dialog box;',0,"Defaultoverview",)} <u>**Related Topics**</u>

■

Using the Text Before and Text After boxes

Text, in this context, means text entered from the keyboard, formatting instructions entered from the keyboard, codes entered from the keypad, or any combination of these elements. Text is placed before the contents of a field in the Text Before box; text is placed after the contents of a field in the Text After box.

Some options that you enter from the keypad require you to add a value. For example, "Siz" is typed as {Siz:n} in a text box, where n is the required type size in points. With such options, delete the variable character (n) and type the required value. Care should be taken not to delete the final bracket (}). If this happens, re-type the bracket using the keyboard.

Tips

■   To preface a field with a label, e.g., Price:, include a space after the text so that the field contents do not follow the label (Price: 100.00 and not Price:100.00). You can type a space using the spacebar or click en or em in the keypad to insert en and em spaces.

■   To type a fixed-width space, use en and em spaces entered from the keypad. Spaces entered with the spacebar are treated as proportional spaces by the publishing software.

■   If a text attribute, such as BLD (bold), is selected from the keypad, all fields following it will inherit this attribute until code indicating a new paragraph (such as a hard line break or a new tag) is encountered. Or, you can enter NRM (normal) in the Text After box for that field to return the text to the attributes specified by the tag.

■   Text Before and Text After attributes should be used carefully. For example, if the first of a pair of fields has attributes in the Text After box, the attributes will also become Text Before attributes for the next field if the Text Before box for that field is blank.

{button ,AL(`OVR Formatting your output;OVR Field Attributes dialog box;',0,"Defaultoverview",)} Related Topics

-

Changing the field type

A field type specifies the type of data contained in a <u>field</u>. For example, a field can contain a file reference, a date, a number, or a text string. The definition of the field type defines both the format options and the operations available to that field.

For example, let's say your <u>database</u> has a text field that contains filenames that reference graphics files. Unless you tell Corel WEB.DATA that this field contains references to filenames, it will treat the data stored in this field as text to be published. This is a situation where you need to change the field type so that the data stored in this field will be processed correctly.

{button ,AL(`OVR Formatting your output;OVR Field Attributes dialog box;OVR field type details;',0,"Defaultoverview",)} <u>Related Topics</u>

Applying additional field attributes

Field attributes are formatting and typographical attributes such as tags, table options, and <u>macros</u> that you apply to individual <u>fields</u>. The attributes and formatting determine the way the fields will be represented in your finished document.

Your Web browser software determines the attributes of any <u>tags</u> you assign. To add extensive text formatting, you can use formatting codes and the Text Before and Text After options. Field attributes are best used as tags to determine page layout and as formatting codes to provide additional formatting.

To apply formatting to individual fields apply tags, use the Text Before and Text After options, and define their appearance using the Field Format dialog boxes.

{button ,AL(`OVR Formatting your output;OVR Field Attributes dialog box;',0,"Defaultoverview",)} <u>**Related Topics**</u>

■

Handling missing and repeating field values

When you want to publish a professional-looking document, you'll want to avoid having repetitive data or blank spaces when a <u>field</u> is empty. Corel WEB.DATA allows you to anticipate these situations by specifying the text that you want to appear in your document when these events occur. Corel WEB.DATA will insert the text you specify at the position occupied by the field. You can even apply formatting to the inserted message.

For example, if your <u>database</u> has a number of instances where certain fields are empty, you can use the If Missing/Repeating feature to have Corel WEB.DATA insert "Information not available" rather than publishing an empty field. Likewise, if your database has fields that contain repetitive data, you can use this feature to have Corel WEB.DATA insert "Same as above," rather than publishing repetitive field values.

{button ,AL(`OVR Formatting your output;OVR Field Attributes dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

▪

Applying dictionaries

Dictionaries are used to modify or enhance how the data in a field appears once it's published. You can use dictionaries for a variety of functions such as for modifying data, custom sorting, capitalizing, and typographical enhancement.

All dictionaries contain two terms: the term on the left specifies how the data appears in the database, and the term on the right specifies how the data should appear in the document. Whenever you type in a term on the right, (whether it's text, numbers, or macros) it will be substituted with the term on the left when the data is published. Keep in mind that the dictionary does not alter the contents of the field; it only substitutes the values you specified when the field is processed.

Order of precedence for dictionaries

You can apply all six dictionaries to one field. However, Corel WEB.DATA processes dictionaries in a specific order. The priority given to processing is:

- Join dictionaries (in the Table Join dialog box)
- Field and String Sorting dictionaries (in the Record Sorting dialog box)
- Field Substitution dictionaries
- Word Substitution dictionaries
- Tagging dictionaries
- Event dictionaries
- Exception dictionaries (in the Text Format dialog box)
- String Translation dictionaries
- Text dictionaries

Be careful when using data substitution dictionaries, such as the Field, Word, Exception, and String dictionaries. Since these dictionaries work on processed information, as each substitution dictionary processes the information (the first dictionary will use raw database values), it changes the values that are passed on to the next dictionary in the chain. As a result, you must anticipate the changes that will be made to the data by the preceding dictionary when defining the left Text Term in the next dictionary for all the dictionaries to function properly.

For example, a Field Substitution dictionary may change the field value "the small house" to "A Large Development." A Word Substitution dictionary would need "A," "Large," or "Development" in its left text tTerms if that dictionary is to function properly.

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{button ,AL(`OVR Formatting your output;OVR Creating dictionaries;OVR Field Attributes dialog box;',0,"Defaultoverview",)}
Related Topics

■

Formatting tables

For more sophisticated-looking tables, you can use the Table page in the Field Attributes dialog box to create column headers with the option to have the headers span multiple columns and heading levels. You can apply color to columns and column headers. In addition, you have the option to create your own custom colors.

In addition, Corel WEB.DATA offers a variety of format and alignment settings for table columns when publishing to the World Wide Web. You can use the Column Element settings to align column information any way you choose, enabling you to use the latest versions of Web browsers to their full potential.

{button ,AL(`OVR Formatting your output;OVR Choosing table or custom processing;OVR Field Attributes dialog box;OVR Global Attributes dialog box;',0,"Defaultoverview",)} Related Topics

Formatting at the Record level

■

Using the Before First Record box

Corel WEB.DATA allows you to apply formatting to the entire document using the Before First Record text box. This text box gives you the ability to insert extra information at the beginning of the output document and apply formatting to the inserted text. Keep in mind that whatever you type in this text box will appear only once and only at the beginning of the document.

Some of the common uses of the Before First Record text box are to insert a title for your document, specify margins, include formatting or function macros that would apply to the entire document, or insert credits.

{button ,AL(`OVR global formatting;OVR Global Attributes dialog box;',0,"Defaultoverview",)} **Related Topics**

■

Using the Between Records box

The Between Records text box gives you the ability to insert extra information between each <u>record</u> of the output document and to apply formatting to whatever you insert. Keep in mind that anything you type in this text box will appear after each record for the entire document.

Some of the common uses of the Between Records text box are to insert blank lines, bullets, alternating bold text, or a comma and a space (for example, J. Smith, G. Ross, R. Thomas, T. Wood.).

{button ,AL(`OVR global formatting;OVR Global Attributes dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Using the Replace Null Records with box

The Replace Null Records text box gives you the ability to replace all blank <u>records</u> with a message you specify and to apply formatting to whatever you insert.

Some of the common uses of the Replace Null Records With text box are to insert text strings such as "N/A" or "Information not available" or to insert a carriage return.

{button ,AL(`OVR global formatting;OVR Global Attributes dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Using the After Last Record box

The After Last Record text box gives you the ability to insert extra information at the end of the output document and to apply formatting to whatever you insert. Keep in mind that whatever you type in this text box will appear only once and only at the end of the document.

Some of the common uses of the After Last Record text box are to insert such items as a file include macro which inserts a file with relevant notes, a copyright notice, the date, the author, or simply "The End."

{button ,AL(`OVR global formatting;OVR Global Attributes dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Selecting your output options

■

Setting the output file

An output file is a file (with the extension .HTM) that contains the instructions your Web browser uses to arrange and format your data in your document. It contains a variety of data, such as text, <u>HTML markup</u>, and references to graphics.

Corel WEB.DATA enables you to access any available output files. If you have created <u>recipes</u> for more than one database, or you want to merge your data into an output file you generated with another program, browse through the list of output files and select the one you want to use.

Output filenames

When you are publishing to the <u>World Wide Web</u>, Corel WEB.DATA assigns the output file a filename that is the same as the database filename and adds the extension .HTM. For example, if your database filename is DATA.DBF, Corel WEB.DATA names the output file for that database DATA.HTM. In cases where you don't want to overwrite the existing output file, simply rename it, process your recipe again, and a new output file will be created.

   Note
■   If you choose one of the Java Powered
■ <u>applets</u> as your process method and you want to copy the .HTM file to a folder other than the \DOCS folder, you must copy the COREL and IMAGES folders (including their contents) and the following CLASS files: ANALYZERFRAME.CLASS, ANALYZERAPPLET.CLASS, and VIEWAPPLET.CLASS.
■   If you choose to publish to Corel WEB.DESIGNER and you want to copy the .HTM file to a folder outside the server root folder, you must copy the APPLETS folder from Corel WEB.DESIGNER's root folder to the desired location.
■   While the Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer applet is being loaded into your browser, you may need to move or click your mouse to speed up the loading process. This is a browser-related problem.

{button ,AL(`OVR process options html;OVR Output Setup dialog box for HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Merging output with an existing output file

Corel WEB.DATA enables you to merge data from your <u>database</u> with the contents of an existing Web page. A code inserted into your Web page instructs Corel WEB.DATA where to place the new data your Corel WEB.DATA <u>recipe</u> provides.

The merge feature is important if your database changes regularly. For example, if you need to update a table on your Web page on a monthly basis, you can merge the new data without overwriting the existing .HTM file, rather than re-running your recipe to create a new document. For information on inserting the code, click the How To button and select "To merge output with an existing HTML file."

Merging output to a section number

This option enables you to specify where the output from different recipes will appear within the same <u>HTML</u> file. You must specify where you want to merge the output for each recipe by inserting the merge code, appended by a section number (such as <CORELWEBDATA1>, <CORELWEBDATA2>, <CORELWEBDATA3>, and so on) into the existing .HTM file.

This feature is particularly helpful when you need to specify where to merge a recipe's output in an existing .HTM file that contains information from different recipes. In addition, when you are batch processing a number of recipes, you can use this option to merge the output from each recipe into a different location. You can even use the Merge To Section # feature in conjunction with HTML <u>frames</u> to automatically update only one, two, or all the frames on your Web page.

{button ,AL(`OVR process options html;OVR Merge output;OVR Output Setup dialog box for HTML;',0,"Defaultoverview",)}
<u>Related Topics</u>

■

Determining how many records to process

Corel WEB.DATA allows you to specify the number of <u>records</u> to process, even if you have already defined record selection criteria at the Record Selection step of the recipe. Selecting a small number of records to process is especially useful for testing recipes before running them on a large <u>database</u>. For example, before you publish your data to the Web, you may want to test your recipe by selecting only a few records. Testing ensures that your Web page will be set up correctly before you publish the final <u>HTML</u> document.

{button ,AL`OVR process options vp;OVR process options html;OVR Output Setup dialog box for HTML;OVR Output Setup dialog box for Corel VENTURA;',0,"Defaultoverview",)} <u>Related Topics</u>

Using Dictionaries

■

Creating dictionaries

Dictionaries allow data to be modified and enhanced. A dictionary is a powerful two-term lookup table. Not only can it replace terms, it can also control typographical formatting and modify data. Dictionaries only affect output and do not alter the actual data in a database.

Corel WEB.DATA provides two methods for you to create dictionaries: the Dictionary Editor and the Make Dictionary command.

Dictionary Editor

You can create new dictionaries with the Dictionary Editor by manually entering both the left and right dictionary terms. You can also use the Dictionary Editor to edit dictionaries that were created manually or with the Make Dictionary command.

Make Dictionary command

The Make Dictionary command can save you time, especially when you are compiling large dictionaries. It ensures that every database term from a particular field is captured in the left-hand column of a dictionary. It is particularly suited to creating Sort and Field Substitution dictionaries. Before you use the Make Dictionary command, save any existing work.

To create a recipe for making a dictionary, choose Make Dictionary as your process method at the Publishing Options step. The database you select as the main table should contain the terms you want to use as the left side terms. Generally, you need to select only one field, for the left column of the dictionary. If you select two fields, the first will appear in the left column and the second will appear in the right column. The columns will be joined in the order in which they were selected for the document body. Only text fields and calculated fields can be used to fill the right column of a dictionary.

Notes

■   Wildcards cannot be used to represent characters at the beginning of a field. This restriction applies only to the first character of the first word in a field.

■   Dictionaries are often used to include files into various parts of the output document through either the INCLUDE or FILE macro. Both of these macros reference an absolute path. If you move or copy the recipe to another location, you need to edit the path from within the dictionary since the absolute path does not update automatically.

{button ,AL(`OVR Creating Dictionaries;',0,"Defaultoverview",)} Related Topics

■

Merging dictionaries

The Dictionary Merge command in the File menu allows you to combine two <u>dictionaries</u> at a time. If the first dictionary you open has the same left-term items as the second dictionary, the second dictionary will overwrite the left-term items and the corresponding right-term items in the first dictionary. Any terms in the second dictionary that are not in the first dictionary will be added to the merged dictionary.

{button ,AL(`OVR Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Join dictionaries

A Join dictionary is used to perfect the join between database tables. A successful join requires that the fields used to link the tables contain the same values. If the values differ, a Join dictionary can be used to substitute the correct values in the joined tables' fields.

Join dictionaries can be applied only at the Select Database step. If you use a Join dictionary, the contents of the database fields remain unchanged; only the join mechanism sees the substituted output of the dictionary.

{button ,AL(`OVR Creating Dictionaries;OVR Table Join dialog box;',0,"Defaultoverview",)} Related Topics

-

Field Substitution dictionaries

A Field Substitution dictionary works with the complete contents of a field. The term in the left-dictionary column is replaced with the term in the right column. The left column term must be entered as it would appear after any capitalization process. Field Substitution dictionaries are most often used to expand abbreviated terms.

Note
-    You can apply a Field Substitution dictionary to memo fields with the following limitations:

1. The memo field should not contain any hard line breaks, since the Escape command for a hard line break cannot be entered into a dictionary.
2. The memo field should have less than 255 characters since the maximum number of characters in the left text term of a dictionary is 255.

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{button ,AL(`OVR Creating Dictionaries;OVR Field Attributes dialog box;',0,"Defaultoverview",)} Related Topics

·

Sort dictionaries

In the Sorting Options dialog box, you can specify two <u>dictionaries</u> for each <u>field</u>: a Field Sorting dictionary and a String Sorting dictionary. With these types of dictionaries, the contents of the database fields remain unchanged; only the sorting mechanism sees the substituted output of the dictionaries.

Field Sorting dictionary

A Field Sorting dictionary can be used with other Corel WEB.DATA functions to sort data in a different order from the ANSI sort table. Field Sorting dictionaries work with the entire contents of a field. In the left column, the data is displayed as it appears in the database, and in the right column, the data is displayed in the format that will be used for sorting. The transformation is made for sorting only — no change is made to either the source data or to the output data. If you want to apply the transformation to the output, then the same dictionary must also be applied as a Field Substitution or Word Substitution dictionary in the Field Attributes step.

String Sorting dictionary

A String Sorting dictionary is used to change words or parts of a word within a field and to customize sorting. A String Sorting dictionary can also act as a String Translation dictionary when applied to a field in the Field Attributes step.

{button ,AL(`OVR Creating Dictionaries;OVR Field Attributes dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Exception dictionaries

An Exception <u>dictionary</u> is applied to a <u>field</u> when a capitalization option from the Text Format dialog box is enabled. It allows you to define exceptions when applying capitalization to your output.

For example, if the First Capital Word option is enabled, a field entry such as BANK OF THE AMERICAS is processed as Bank Of The Americas. If the desired output is Bank of the Americas, "OF" and "THE" are defined as exceptions in the dictionary.

In an Exception dictionary, the term in the left column must match the capitalization found in the original database table. The term in the right column should have the desired capitalization.

{button ,AL(`OVR Creating Dictionaries;OVR Field Attributes dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

Word Substitution dictionaries

A Word Substitution <u>dictionary</u> works with the words within fields rather than complete field values. A word is defined as alphabetic characters (i.e., the letters "A" to "Z" and "a" to "z") preceded and/or succeeded by non-alphabetic characters. For example, 1-DPTA can become 1-diphenyl tetrazoic acid by applying a Word Substitution dictionary.

Word Substitution dictionaries can also be used to substitute incorrect symbols that sometimes occur in <u>databases</u>. The "#" symbol, for example, is often found in place of the "£" sign. This dictionary allows #1.00 to be correctly represented as £1.00.

The definition of an alphabetic character can be changed by editing the Corel WEB.DATA sort table file. The first part of this file contains the list of alphabetic characters and can be edited by using the Edit Sort Table command in the Tools menu.

{button ,AL(`OVR Creating Dictionaries;OVR Field Attributes dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Tagging dictionaries

A Tagging <u>dictionary</u> facilitates data-driven tagging. The data value in the left column causes the field to be tagged with the tag name in the right column. Corel WEB.DATA converts the tag name to the format required by your publishing package. If the field already has a <u>tag</u> attached, Corel WEB.DATA removes it and replaces it with the tag name in the dictionary when the left value is encountered.

Each field can have a unique Tagging dictionary. If you have a group of fields controlled by a single tag, changing the tag name will affect all the fields.

{button ,AL(`OVR Creating Dictionaries;OVR Field Attributes dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

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String Translation dictionaries

A String Translation <u>dictionary</u> substitutes words or parts of a word within a <u>field</u>. It uses wildcard characters to perform search and replace substitutions of groups of letters within a field.

A String Translation dictionary can also act as a String Sorting dictionary when applied to a field at the Record Sorting step. The operation of String Sorting and String Translation dictionaries is comparable to a word processing application's search and replace feature. If a field contains a text string specified as a left term, the characters are replaced by the term on the right.

{button ,AL(`OVR Creating Dictionaries;OVR Field Attributes dialog box;',0,"Defaultoverview",)} <u>**Related Topics**</u>

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Text dictionaries

A text <u>dictionary</u> works somewhat differently than other Corel WEB.DATA dictionaries. It is used only in conjunction with the {DIC:} expression of the Corel WEB.DATA <u>macro</u> language. The {DIC:} function takes the form {DIC:string}, where string is any user-defined text or the result of another macro that returns a string. This way, the {DIC:} macro searches for the evaluated string in the left text term of the dictionary. Once found, the corresponding value in the right text term is inserted in place of the {DIC:} macro in either the Text Before or Text After positions.

Text dictionaries are commonly used to translate Text Before and Text After values into foreign languages.

{button ,AL(`OVR Creating Dictionaries;DIC;OVR Field Attributes dialog box;',0,"Defaultoverview",)} <u>Related Topics</u>

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Event dictionaries

An Event dictionary triggers an event specified in the right term (usually with macros), whenever the current field matches the specified left term. The left term of an Event dictionary must match the value in the database field, not any substituted value. The right term usually includes macros to form the event. Typically, the macros alter the attributes of certain values, import text or graphics files, or add additional text around a field.

You should carefully examine the attributes of the text around the point where the event is triggered. Since the event is inserted into the processed data chain, it inherits the tags and attributes of the surrounding text. In many cases, existing database fields may not be suitable for event control. You may need to modify your database structure to include a field specifically for event control.

Note
■   The memo fields should not contain any hard line breaks, since the Escape command for a hard line break cannot be entered into a dictionary.
■   The memo fields should have less than 255 characters since the maximum number of characters in the left text term of a dictionary is 255.

{button ,AL(`OVR Creating Dictionaries;OVR Field Attributes dialog box;',0,"Defaultoverview",)} Related Topics

Working with the editors

▪

Dictionary Editor

Use the Dictionary Editor to create any type of Corel WEB.DATA <u>dictionary</u>. The Dictionary Editor opens a simple two-column table. In the left column, type terms that match fields from your database. In the right column, type the term that will replace the term in the left column.

{button ,AL(`OVR editors;OVR Creating dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

■

Keypad Editor

The Keypad Editor allows you to add, delete, copy, move, and arrange <u>keypad</u> buttons on the HTML keypad. You could use the Keypad Editor to edit the keypad if you were working on a project that required a specific set of characters that are not represented on the default. Or you may want to change the keypad layout so that the keys you use most often are always readily available.

{button ,AL(`OVR editors;',0,"Defaultoverview",)} <u>**Related Topics**</u>

Sort Table Editor

The Sort Table Editor loads the sort table file applied to the current <u>recipe</u> into Windows Notepad. You can select the sort table file during the Record Sorting step; the default file is ANSI.SRT. However, if you select the default ANSI.SRT file, the CUSTOM.SRT file is loaded instead. Editing the ANSI.SRT file is not recommended.

To further customize the sort, you can apply customized sort table files to the current recipe. One custom sort table, CUSTOM.SRT, is provided with Corel WEB.DATA . If you edit this file and save it with a different name, it will be available for selection during the Record Sorting step. If a Corel WEB.DATA recipe is copied to another system, ensure that any associated sort table files are also copied to the same location.

Sort table options

A sort table file begins with a header note enclosed with square brackets, followed by various options. Blank lines are ignored. When an option is enclosed in square brackets, you must include the brackets in your sort table file. The options are listed and described below.

Sort table options	Description	Examples
[Corel WEB.DATA Sort Table]	A header declaration used by Corel WEB.DATA.	
[DESCRIPTION]	A text description (of any length) where you can note the purpose of the table.	The text description can say Custom Sort Table for Corel WEB.DATA.
[ALPHA CODES] abc... ABC.. ()'$...	The Corel WEB.DATA Sort Table treats these characters as alphabetic characters in the context of Exception and Word Substitution dictionaries or when capitalization is applied.	The apostrophe character (') is normally treated by Corel WEB.DATA as non-alphabetic and any character following it is processed as if it were the start of a new word (e.g., "O'Leary" would be treated as two words: "O" and "Leary"). Redefining the apostrophe as an alphabetic character corrects problems that can occur when uppercase data, such as "Brady'S," which includes apostrophes denoting possessives, is converted to First Capital Word using the Text Format option.
[ALPHA WEIGHTS] {CHR:32} aAäà... bB... cC... dD... eEêë...	Determines the default ascending sort order for your data. Any character on the same line is given the same weight during sorting. This is particularly useful for handling foreign characters and ensuring that they are sorted correctly. Words containing equal weight characters that are located in the same place in the word will appear in the order they were entered in the database. The vertical order of the characters determines the ascending order in which they are sorted.	For example, let's say you want to sort a database that has a field in the third record containing the value "database," and a field in the sixth record containing the value "Database." If you use a sort table that does not give the characters "d" and "D" equal weight, the resulting sort would be record six, then record three. However, if the sort table used gives the characters equal weight, the resulting sort would be record three, then record six ‾ the order in which the data was entered into the database.

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Using Microsoft System Agent to automatically update a database on the WWW

Windows 95 and Windows NT 4.0 provide you with a powerful tool that will enable you to quickly and easily update a database you have published to the World Wide Web. Use the Microsoft System Agent in conjunction with Corel WEB.DATA to automatically update your Web page.

The Microsoft System Agent is an application that starts each time you start Windows. It runs in the background and can be used to start programs. By scheduling the Windows System Agent to run a Corel WEB.DATA recipe, you can create a system that will automatically update your Web page. The System Agent can be scheduled to run once, weekly, hourly, monthly, or you can define your own personal schedule. Every time your Corel WEB.DATA recipe is run by the System Agent, your output .HTML file will be automatically be updated on the World Wide Web.

{button ,AL(`OVR Batch Processing;OVR ARG;',0,"Defaultoverview",)} **Related Topics**

Recipes

To open a recipe

1. Click File, Open.
2. Choose the drive where the file is stored in the Look In list box.
3. Double-click the folder where the recipe is stored.
4. Double-click the filename of the recipe.

Note

- You can also open a recipe by clicking

 or pressing CTRL + O.

{button ,AL(`PRC Recipes;',0,"Defaultoverview",)} **Related Topics**

To create a recipe

- Click File, New.

Notes

- You can also create a new recipe by clicking

 or pressing CTRL + N.

- You can save the new recipe at any time.

{button ,AL(`PRC Recipes;',0,"Defaultoverview",)} <u>Related Topics</u>

To modify a recipe

1. Click File, Open.
2. Locate the recipe that you want to modify.
3. Make any changes you require.
4. Click File, Save.

{button ,AL(`PRC Recipes;',0,"Defaultoverview",)} Related Topics

To save a recipe

- Click File, Save.

Notes

- You can also save a recipe by clicking

 or pressing CTRL + S.
- You can save a recipe at any time.

{button ,AL(`PRC Recipes;',0,"Defaultoverview",)} <u>Related Topics</u>

Batch Processing

To process and publish a number of recipes

1. Click File, Batch Processing.
2. Click the Add button in the Recipes section.
3. Choose the recipes that you want to process using the Add Recipes to list dialog box.
4. Click Open.
5. Click Process and Publish.

   Note
▪   To ensure that the recipes display and process in the same order in which you added them to the Recipe list (e.g., OUTPUT1.RCP, OUTPUT2.RCP, OUTPUT3.RCP, etc.), you need to add each recipe individually. Multi-selecting recipes will not preserve this order. However, if you multi-select your recipes, you can rearrange the order of the recipes in the Recipe list. Simply select the recipe that you want to move and use the Move buttons
▪ in the Recipe list dialog box.

{button ,AL(`PRC Batch Processing;',0,"Defaultoverview",)} <u>Related Topics</u>

To process a number of recipes

1. Click File, Batch Processing.
2. Click the Add button in the Recipes section.
3. Choose the recipes that you want to process using the Add recipes to list dialog box.
4. Click Open.
5. Click the Process button.

Note

▪   To ensure that the recipes display and process in the same order in which you added them to the Recipe list (e.g., OUTPUT1.RCP, OUTPUT2.RCP, OUTPUT3.RCP, etc.), you need to add each recipe individually. Multi-selecting recipes will not preserve this order. However, if you multi-select your recipes, you can rearrange the order of the recipes in the Recipe list. Simply select the recipe that you want to move and use the Move buttons

▪ in the Recipe list dialog box.

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{button ,AL(`PRC Batch Processing;',0,"Defaultoverview",)} <u>Related Topics</u>

To save selected recipes in a list file

1. Click File, Batch Processing.
2. Click the Add button in the Recipes section.
3. Choose the recipes that you want to process using the Add Recipes to list dialog box.
4. Click Open.
5. Click File, Save As, and specify a filename in the Save As dialog box.
6. Click File, Save.

Note

▪ To ensure that the recipes display and process in the same order in which you added them to the Recipe list (e.g., OUTPUT1.RCP, OUTPUT2.RCP, OUTPUT3.RCP, etc.), you need to add each recipe individually. Multi-selecting recipes will not preserve this order. However, if you multi-select your recipes, you can rearrange the order of the recipes in the Recipe list. Simply select the recipe that you want to move and use the Move buttons
▪ in the Recipe list dialog box.

{button ,AL(`PRC Batch Processing;',0,"Defaultoverview",)} <u>Related Topics</u>

To change the order in which recipes are batch processed

1. Click File, Batch Processing.
2. Choose a recipe from the Recipes In list box.
3. Click the up arrow or the down arrow to reposition the file in the list.

{button ,AL(`PRC Batch Processing;',0,"Defaultoverview",)} __Related Topics__

To batch process recipes stored in a list file

1. Click File, Batch Processing.
2. Click Open.
3. Double-click the recipe file that you want to run .
4. Click Process or Process and Publish.

{button ,AL(`PRC Batch Processing;',0,"Defaultoverview",)} <u>Related Topics</u>

Running Corel WEB.DATA from the command line interface

To run a recipe file with additional arguments (silent mode)

1. Do one of the following:
- In Windows 95, click Start, Run
- In Windows NT, go to the File Manager and click File, Run.
2. Click the Browse button.
3. Double-click CWDATA.EXE in your Corel WebMaster Suite install directory.
4. Type "/S", followed by the name of the recipe file that you want to compile in the command line.
5. Type "/B", followed by the arguments and their values .

For example, to run the recipe MYRECIPE.RCP, the text in the edit box would be:

C:\COREL\WEBMSTR\PROGRAMS\CWDATA.EXE /S C:\COREL\WEBMSTR\CWDATA\PROJECT\RECIPES\MYRECIPE.RCP /B "This is arg1" "This is arg2" "This is arg3."

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{button ,AL(`PRC Silent mode;PRC Batch Processing;',0,"Defaultoverview",)} **Related Topics**

To run a recipe file in silent mode from the command line interface

1. Do one of the following:
- In Windows 95, click Start, Run
- In Windows NT, go to the File Manager and click File, Run.
2. Click the Browse button.
3. Double-click CWDATA.EXE.
4. Type "/S:, followed by the name of the recipe file you want to compile.

For example, to run the recipe MYRECIPE.RCP in silent mode, the text in the edit box would be:

C:\COREL\WEBMSTR\PROGRAMS\CWDATA.EXE /S C:\COREL\WEBMSTR\CWDATA\PROJECT\RECIPES\MYRECIPE.RCP

{button ,AL(`PRC Silent mode;PRC Batch Processing;',0,"Defaultoverview",)} <u>**Related Topics**</u>

Choosing a database

To choose the main table

1. Click the Select Database button.
2. Click the Browse button.
3. Select the file type from the Files Of Type list box.
4. Choose the drive where the file is stored in the Look In list box.
5. Double-click the folder where the file is stored.
6. Double-click the file you want to use as the main table.

Note

- You can view the contents of the database you have selected at any time by clicking the Display button in the Select Database dialog box.

{button ,AL(`PRC Choosing a database;',0,"Defaultoverview",)} Related Topics

To view the contents of a table

1. Click the Select Database button.
2. Click the Display button.

{button ,AL(`PRC Choosing a database;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To search for a record

1. Click the Select Database button.
2. Click the Display button.
3. Click in the Table View dialog box.
4.   Choose a field that contains the data that want to find from the Field Name list box.
5.   Type the value that you want to find in the Search For box.
6.   Click either the Forward or the Backward Search button.

Note
▪   Double-click a record number in the Table View dialog box to display the Record View dialog box.

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{button ,AL(`PRC Choosing a database;',0,"Defaultoverview",)} **Related Topics**

To change a main table with a join

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Click the field to which the join has been made.
4. Click the Undo Join button.
5. Click the New Main button.
6. Double-click the file that you want to use as the new main table.

Note

▪ Any settings specified for the original table will be lost.

{button ,AL(`PRC Choosing a database;',0,"Defaultoverview",)} <u>Related Topics</u>

To change a main table without a join

1. Click the Select Database button.
2. Click the Browse button.
3. Double-click the file that you want to use as the new main table.

{button ,AL(`PRC Choosing a database;',0,"Defaultoverview",)} <u>Related Topics</u>

To choose additional tables

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Click the Add New button.
4. Double-click the file that you want to add.

{button ,AL(`PRC Choosing a database;',0,"Defaultoverview",)} Related Topics

To join tables

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Choose the table that you want to join to the main table from the Tables list box.
4. Choose the field that you want to join from the Lookup Fields list box.

5. Choose the field that you want to join from the Fields >>· >> Joined To list box.
6.   Click the Create Join button.

{button ,AL(`PRC Choosing a database;PRC joins;',0,"Defaultoverview",)} **Related Topics**

To undo a join

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Double-click the joined fields in the Fields >>· >> Joined To list box.
4. Click the Undo Join button.

Note

- If you have made any calculated fields that reference the joined table, they will give false or null results after undoing the join.

{button ,AL(`PRC Choosing a database;PRC joins;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To remove a subview table

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.

3. Double-click the joined fields in the Fields >>· >> Joined To list box.
4.   Click the Undo Join button.
5.   Click the Remove button in the Tables section.

   Note

▪   If you have made any calculated fields that reference the joined table, they will give false or null results after undoing the join.


{button ,AL(`PRC Choosing a database;PRC joins;',0,"Defaultoverview",)} Related Topics

To create a lookup join

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Choose the table that you want to join to the main table from the Tables list box.
4. Choose the field that you want to join from the Lookup Fields list box.

5. Choose the field that you want to join from the Fields >>· >> Joined To list box.
6.   Enable the Lookup button.
7.   Click the Create Join button.

{button ,AL(`PRC Choosing a database;PRC joins;',0,"Defaultoverview",)} Related Topics

To create a subview join

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Choose the table you want to join to the main table from the Tables list box.
4. Choose the field you want to join from the Lookup Fields list box.

5. Choose the field you want to join from the Fields   >>· >> Joined To list box.
6.   Enable the Subview button.
7.   Click the Create Join button.

{button ,AL(`PRC Choosing a database;PRC joins;',0,"Defaultoverview",)} <u>Related Topics</u>

To publish fields from a subview join

1. Select the main table view from the View list box on the WEB.DATA screen.
2. Click the Field Selection button.
3. Click the subview field and click the Add Field(s) button. Apply the necessary field and global attributes to the subview.
4. Select the subview table from the View list box on the main screen.
5. Click the Publishing Options button and choose a process method from the Process Method list box.
6. Click the Field Selection button.
7. Choose the fields that you want to publish and click the Add Field(s) button.
8. Click OK and select the main table view from the View list box on the main screen.
9. Click the Process button.

{button ,AL(`PRC Choosing a database;PRC joins;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply a Join dictionary

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Choose the joined fields to which you want to apply a Join dictionary.
4. Choose a dictionary from the Dictionary list box.

Note

- A join must have already been created to apply a Join dictionary.

{button ,AL(`PRC Choosing a database;PRC joins;PRC Using Dictionaries;',0,"Defaultoverview",)} Related Topics

To remove a Join dictionary

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Choose the joined fields from which you want to remove a Join dictionary.
4. Choose <none> from the Dictionary list box.

{button ,AL(`PRC Choosing a database;PRC Using Dictionaries;PRC joins;',0,"Defaultoverview",)} <u>Related Topics</u>

To add calculated fields

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Click the Calculated Field button.
4. Create an expression for the calculated field.

{button ,AL(`PRC Choosing a database;PRC joins;',0,"Defaultoverview",)} <u>Related Topics</u>

**To create an expression for a calculated field**

1. Click the Select Database button.
2. Click the Add Joins And Calculated Fields button.
3. Click the Calculated Field button.
4. Type the name for the calculated field in the Name box.
5. Choose a field type from the Type list box.
6. Enter the expression in the Expression box using the Available Fields list box, Operator Functions list box, keypad, and your keyboard.

Note

▪ When naming the calculated field, if you type a name that already exists, you will overwrite the old calculated field with the same name when you exit the dialog box.

{button ,AL(`PRC Choosing a database;PRC joins;',0,"Defaultoverview",)} <u>Related Topics</u>

To edit a calculated field

1. Click Select Database.
2. Click Add Joins and Calculated Fields.
3. Choose the calculated field you want to edit from the Fields >>· >> Joined To list.
4.   Click Calculated Fields.
5.   Edit the expression for the calculated field.

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{button ,AL(`PRC Choosing a database;PRC joins;',0,"Defaultoverview",)} <u>Related Topics</u>

Choosing your publishing options

To publish to the World Wide Web

1. Click the Publishing Options button.
2. Enable the HTML button to publish your data base to HTML.
2. Choose the Browser that you want to use from the Browser list box.
3. Choose the process method that you want to use from the Process Method list box.

{button ,AL(`PRC Choosing your publishing options;PRC Choosing your process method;',0,"Defaultoverview",)} <u>Related Topics</u>

To publish to Corel WEB.DESIGNER

1. Click the Publishing Options button.
2. Enable the Publish to Corel WEB.DESIGNER button.
3. Choose the process method that you want to use from the Process Method list box.

{button ,AL(`PRC Choosing your publishing options;PRC Choosing your process method;',0,"Defaultoverview",)} Related Topics

Selecting records

To define selection criteria

1. Click the Record Selection button.
2. Double-click a field in the Available fields list box.
3. Choose a condition from the Condition list box.
4. Type a value in the Value box.
5. Click the Add button.

Note

- You can view the result of your record selection at any time by clicking the Display button in the Record Selection dialog box.

{button ,AL(`PRC Selecting records;PRC Choosing your publishing options;',0,"Defaultoverview",)} Related Topics

To define multiple selection criteria

1. Click the Record Selection button.
2. Define a selection criteria.
3. Choose a second field in the Available Fields list box.
4. Click the Add New button.
5. Enable a Link button.
6. Choose a condition from the Condition list box.
7. Type a value in the Value box.
8. Click the Add button.

Note

- You can view the result of your record selection at any time by clicking the Display button in the Record Selection dialog box.

{button ,AL(`PRC Selecting records;',0,"Defaultoverview",)} <u>Related Topics</u>

To edit selection criteria

1. Click the Record Selection button.
2. Choose an expression from the Select All Records With list box.
3. Choose a new condition from the Condition list box.
4. Enable a different Link button.
5. Type a new value in the Value box.
6. Click the Add button.

Note

▪ You can view the result of your record selection at any time by clicking the Display button in the Record Selection dialog box.

{button ,AL(`PRC Selecting records;',0,"Defaultoverview",)} Related Topics

To change the order of the selection criteria

1. Click the Record Selection button.
2. Choose an expression from the Select All Records With list box.
3. Right-click and click either Cut or Copy.
4. Choose the expression directly above or directly below where you want the cut or copied expression to appear.
5. Right-click and click either Paste Above or Paste Below.

Note

▪ You can view the results of your record selection at any time by clicking the Display button in the Record Selection dialog box.

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{button ,AL(`PRC Selecting records;',0,"Defaultoverview",)} <u>Related Topics</u>

Sorting records

To select sort fields

1. Click the Record Sorting button.
2. Choose a field in the Available fields list box.
3. Click the Add Field button.
4. Apply the sort criteria.

Notes
- To select more than one field, repeat steps 2 and 3 as required.
- You can view the result of your record sort at any time by clicking the Display button in the Select Sort Fields box.

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{button ,AL(`PRC Sorting records;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove a sort field

1. Click the Record Sorting button.
2. Choose the field you want to remove in the Sort Fields list box.
3. Right-click and click Cut.

Note
▪ You can view the result of your record sort at any time by clicking the Display button in the Select Sort Fields box.

{button ,AL(`PRC Sorting records;',0,"Defaultoverview",)} Related Topics

To select a sort order

1. Click the Record Sorting button.
2. Choose a field in the Sort Fields list box.
3. Enable the button for ascending or descending order.

Notes
- You can further define sort order by clicking Options in the Select Sort Fields dialog box.
- You can view the result of your record sort at any time by clicking the Display button in the Select Sort Fields box.

{button ,AL(`PRC Sorting records;',0,"Defaultoverview",)} Related Topics

To change the sort field order

1. Click the Record Sorting button.
2. Choose a field in Sort Fields list box.
3. Right-click and click Cut.
4. Choose the field directly above or below where you want the cut field to appear.
5. Right-click and click either Paste Above or Paste Below.

Note
- You can view the result of your record sort at any time by clicking the Display button in the Select Sort Fields box.

{button ,AL(`PRC Sorting records;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To view the sort key status

1. Click the Record Sorting button.
2. Choose a field for which you want to perform the sort.
3. Click the Add Field button.
4. Click the Options button.

Note

- You can view the result of your record sort at any time by clicking the Display button in the Select Sort Fields box.

{button ,AL(`PRC Sorting records;',0,"Defaultoverview",)} Related Topics

To change the sort key length

1. Click the Record Sorting button.
2. Choose the field for which you want to change the number of characters used in the sort from the Sort Fields list.
3. Click the Options button.
4. Type the number of characters you want to use in the sort in the Characters To Use For This Field box.

{button ,AL(`PRC Sorting records;',0,"Defaultoverview",)} <u>Related Topics</u>

To sort text fields numerically

1. Click the Record Sorting button.
2. Choose a field for which you want to perform the sort.
3. Click the Add Field button.
4. Click the Options button.
5. Enable the Numeric Values button.

Note
- You can view the result of your record sort at any time by clicking the Display button in the Select Sort Fields box.

{button ,AL(`PRC Sorting records;',0,"Defaultoverview",)} Related Topics

To sort text fields alphabetically

1. Click the Record Sorting button.
2. Choose a field for which you want to perform the sort.
3. Click the Add Field button.
4. Click the Options button.
5. Enable the Characters button.

Note
- You can view the result of your record sort at any time by clicking the Display button in the Select Sort Fields box.

{button ,AL(`PRC Sorting records;',0,"Defaultoverview",)} Related Topics

To use a sort table

1. Click the Record Sorting button.
2. Choose the sort table you want to use in the Sort Table list box.

Note

- You can view the result of your record sort at any time by clicking the Display button in the Select Sort Fields box.

{button ,AL(`PRC Sorting records;',0,"Defaultoverview",)} Related Topics

Custom sorting

To apply a Field Sorting dictionary

1. Click the Record Sorting button.
2. Choose the field to which you want to apply the Field Sorting dictionary.
3. Click Options.
4. Choose the dictionary you want to use from the Field list box.

Notes
- The Options button is enabled only when you add a field to the Sort Fields List.
- You can view the results of your record sort at any time by clicking Display in the Select Sort Fields box.

{button ,AL(`PRC Custom sorting;PRC Using Dictionaries;',0,"Defaultoverview",)} Related Topics

To remove a Field Sorting dictionary

1. Click the Record Sorting button.
2. Choose the field from which you want to remove the Field Sorting dictionary.
3. Click the Options button.
4. Choose <none> from the Field list box.

{button ,AL(`PRC Custom sorting;PRC Using Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply a String Sorting dictionary

1. Click the Record Sorting button.
2. Choose the field to which you want to apply the String Sorting dictionary.
3. Click the Options button.
4. Choose the dictionary you want to use from the String list box.

Notes
- The Options button is enabled only when you add a field to the Sort Fields list.
- You can view the results of your record sort at any time by clicking the Display button in the Select Sort Fields box.

{button ,AL(`PRC Custom sorting;PRC Using Dictionaries;',0,"Defaultoverview",)} Related Topics

To remove a String Sorting dictionary

1. Click the Record Sorting button.
2. Choose the field from which you want to remove the String Sorting dictionary.
3. Click the Options button.
4. Choose <none> from the String list box.

{button ,AL(`PRC Custom sorting;PRC Using Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

Working with Fields

Selecting Fields

To add a field to a control block

1. Click the Field Selection button.
2. Click a control block.
3. Choose a field from the Available list box.
4. Click the Add field(s) button.

Note

- You can select multiple fields either by dragging or by holding down CTRL and clicking the fields you want.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>Related Topics</u>

To rearrange selected fields

1. Click the Field Selection button.
2. Choose a field from the Selected list box.
3. Right-click and click either Cut or Copy.
4. Choose the field directly above or below where you want the cut or copied field to appear.
5. Right-click and click either Paste Above or Paste Below.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To specify Additional Text Before or Text After for a heading control block

1. Click the Field Selection button.
2. Click a heading control block.
3. Type text in the Additional Text Before and/or Additional Text After boxes as required.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply a heading control block

1. Click the Field Selection button.
2. Click a control block.
3. Click either Insert Above or Insert Below.
4. Choose a field in the Available list box.
5. Click the Add field(s) button.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To remove a heading control block

1. Click the Field Selection button.
2. Choose the heading control block that you want to remove.
3. Right-click and click Remove.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To disable a control field in a heading control block

1. Click the Field Selection button.
2. Choose the heading control block that contains the control field.
3. In the Selected list box, choose the field for which you want to disable the control.
4. Enable the Off button.

Note

- The heading control block must have a field attached to it to enable the Control ON/OFF option.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>Related Topics</u>

To enable a control field in a heading control block

1. Click the Field Selection button.
2. Choose the heading control block for which you want to enable a control field.
3. In the Selected list box, choose the field for which you want to enable the control.
4. Enable the On button.

Note
- The heading control block must have a field attached to it to enable the Control ON/OFF option.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply a document control block

1. Click the Field Selection button.
2. Click Document Control.
3. Choose a field from the Available list box.
4. Click the Add field(s) button.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>Related Topics</u>

To use counters

1. Click the Field Selection button.
2. Apply a heading control block.
3. Type a counter number in the Interval box.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To apply a subtotal control block

1. Click the Field Selection button.
2. Choose a heading control block.
3. Click the Add button.
4. Choose a field in the Available list box.
5. Click the Add field(s) button.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To remove a subtotal control block

1. Click the Field Selection button.
2. Choose the subtotal control block that you want to remove.
3. Click the Remove button.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>Related Topics</u>

To add functions to fields in subtotal control blocks

1. Click the Field Selection button.
2. Choose the subtotal control block to which you want to add functions.
3. Choose a field to which you want the function applied in the Selected list box.
4. Choose a function that you want to apply in the Function list box.
5. Repeat steps 2-4 as required.

Note
- You can choose a different function for each field in the subtotal control block.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>Related Topics</u>

To define document total control blocks

1. Click the Field Selection button.
2. Select the document control block.
3. Click the Add button.
4. Choose a field in the Available list box.
5. Click the Add field(s) button.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To remove a document total control block

1. Click the Field Selection button.
2. Select a document total control block.
3. Click the Remove button.

{button ,AL(`PRC Field Selection;',0,"Defaultoverview",)} <u>Related Topics</u>

Applying Field attributes

To apply tags

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Double-click a tag in the Tags list box.

Note

- If you select Table as your Process method, the Tags list is not available.

{button ,AL(`PRC Tagging;PRC Field Attributes;',0,"Defaultoverview",)} <u>Related Topics</u>

To insert text before

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Type the text in the Text Before text box, or enter codes and characters using the keypad.

{button ,AL(`PRC Field Attributes;',0,"Defaultoverview",)} <u>Related Topics</u>

To insert text after

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Type the text in the Text After box, or enter codes and characters using the keypad.

{button ,AL(`PRC Field Attributes;',0,"Defaultoverview",)} **Related Topics**

To select a custom keypad

1. Click the Keypad list box on the standard keypad.
2. Choose a custom keypad from the Keypad list box, or browse for a keypad in the Open Keypad file list.

Note
▪ The Keypad list box displays all the keypads that have been opened in the Open Keypad file list.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

To use the keypad to enter field attributes

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Place the cursor where you want to insert the keypad item.
4. Click the item on the keypad.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

To display the keypad after it is closed

1. Click the Field Attributes button.
2. Right-click in any text box where you can use the keypad.
3. Click Show Keypad.

Note

This command is available only for the following text boxes:
- Additional Text Before and Additional Text After boxes (Field Selection dialog box)
- Text Before Text After boxes (Field Attributes dialog box)
- Replacement text (Field Attributes dialog box, If Missing/Repeating page)
- Column Headers (Field Attributes: Table page)
- Before First Record, Between Records, Replace Null Records with, and After Last Record boxes (Global Attributes dialog box)

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} Related Topics

To change the field type

1. Click the Field Attributes button.
2. Select the field you want to change in the Fields list box.
3. Choose a new field type from the Change Field Type to list box.

{button ,AL(`PRC Field Attributes;',0,"Defaultoverview",)} <u>Related Topics</u>

To surpress field contents

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Enable the Surpress Field Contents check box.

{button ,AL(`PRC Field Attributes;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To capture first letter changes

1. Click the Field Attributes button.
2. Choose the field for which you want to capture first letter changes from the Fields list box.
3. Enable the Capture First Letter Changes check box.

{button ,AL(`PRC Field Attributes;',0,"Defaultoverview",)} **Related Topics**

To copy field attributes to another field

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Click the Copy button.
4. Choose the field to which you want to apply the attributes from the Fields list box.
5. Click the Apply button.

{button ,AL(`PRC Field Attributes;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To reset field attributes to default formatting

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Click the Reset button.

Note
- Following this procedure will reset all the formatting for this field to the default values specified in the Options dialog box.

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{button ,AL(`PRC Field Attributes;',0,"Defaultoverview",)} <u>Related Topics</u>

To add text in place of an empty field

1. Click the Field Attributes button.
2. Click the If Missing/Repeating tab.
3. Type the text that you want to appear in place of empty or missing field values in the Replacement box.

{button ,AL(`PRC Missing and Repeating Fields;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To add text in place of a repeating field value

1. Click the Field Attributes button.
2. Click the If Missing/Repeating tab.
3. Type the text that you want to appear in place of repeating fields values in the Replacement box.

{button ,AL(`PRC missing and repeating fields;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply a dictionary to a field

1. Click the Field Attributes button.
2. Click the Dictionaries tab.
3. Choose the field to which you want to apply a dictionary from the Fields list box.
4. Click the list box for the Dictionary type that you want to use.
5. Choose a dictionary from the list box.

{button ,AL(`PRC Field Attributes;PRC Using Dictionaries;',0,"Defaultoverview",)} **Related Topics**

Formatting a table

To add a single column heading

1. Click the Field Attributes button.
2. Click the Table tab.
3. Choose a field to which you want to assign a heading from the Fields list.
4. Type the header name required in Column header L1.

{button ,AL(`PRC Tables;',0,"Defaultoverview",)} <u>Related Topics</u>

To add column headings that straddle multiple columns

1. Click the Field Attributes button.
2. Click the Table tab.
3. Choose a field to which you want to assign a heading from the Fields list.
4. Type the header name required in Column header L1.
5. Choose another field to which you want this heading to apply from the Fields list box.
6. Click in the Column header L1 box and click Link Left.
7. Repeat steps 4-5 for each of the remaining fields.

Note

- When you click Link Left, the CELLLINKLEFT macro appears in the Level 1 box. This macro tells your publishing package to merge the current column header with the header to the left.

{button ,AL(`PRC Tables;',0,"Defaultoverview",)} <u>Related Topics</u>

To add column headings that span multiple heading levels

1. Click the Field Attributes button.
2. Click the Table tab.
3. Choose a field to which you want to assign a heading from the Fields list box.
4. Type the header name required in Column header L1.
5. Click in the Column header L2 box and click Link Up.
6. Click in the Column header L3 box and click Link Up.
7. Repeat steps 3-5 for each of the remaining fields.

Note

▪   When you click Link Up, the CELLLINKUP macro appears in the Level 2 or Level 3 box. This macro tells your publishing package to merge the current column header with the header above it.

{button ,AL(`PRC Tables;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply background color to column headings

1. Click the Field Attributes button.
2. Click the Table tab.
3. Choose the field from which you want to remove a column heading background color from the Fields list box.
4. Click the Background (BG) box beside the relevant column heading.
5. Choose a color from the color palette.

   The color you selected appears in the BG box.

{button ,AL(`PRC Tables;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove background color from column headings

1. Click the Field Attributes button.
2. Click the Table tab.
3. Choose the field from which you want to remove a column heading background color from the Fields list box.
4. Right-click and select No Fill beside the relevant column heading in the Background (BG) box.

{button ,AL(`PRC Tables;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply column background color

1. Click the Field Attributes button.
2. Click the Table tab.
3. Choose the field to which you want to assign a column background color from the Fields list box.
4. Click the Normal button.
5. Choose a color from the color palette.

{button ,AL(`PRC Tables;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove column background color

1. Click the Field Attributes button.
2. Click the Table tab.
3. Choose the field from which you want to remove a column background color from the Fields list box.
4. Right-click the Normal button and select No Fill.

{button ,AL(`PRC Tables;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply color to empty table cells

1. Click the Field Attributes button.
2. Click the Table tab.
3. Select the relevant column field in the Fields list box.
4. Click the If Missing/Zero button.
5. Choose a color from the color palette.

{button ,AL(`PRC Tables;',0,"Defaultoverview",)} Related Topics

To remove color from empty table cells

1. Click the Field Attributes button.
2. Click the Table tab.
3. Select the relevant column field in the Fields list box.
4. Right-click the If Missing/Zero button and select No Fill.

{button ,AL(`PRC Tables;',0,"Defaultoverview",)} <u>**Related Topics**</u>

Formatting different field types

To format a date field

1. Click the Field Attributes button.
2. Choose a field in the Fields list box.
3. Choose Date from the Change Field Type To list box.
4. Click the Date Format button.
5. Choose a format and the options that you want to use.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} <u>Related Topics</u>

To format a time field

1. Click the Field Attributes button.
2. Choose a field in the Fields list box.
3. Choose Time from the Change Field Type To list box.
4. Click the Time Format button.
5. Choose the time format that you want to use.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} <u>Related Topics</u>

To format a logical field

1. Click the Field Attributes button.
2. Choose the logic field in the Fields list box.
3. Choose Logical from the Change Field Type to list box.
4. Click the Logical Format button.
5. Type the required text in the Text For Logical Yes/True box.
6. Type the required text in the Text For Logical No/False box.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply capitalization to a text field

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Choose Text from the Change Field Type To list box.
4. Click the Text Format button.
5. Enable a capitalization button.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To change hard line breaks in memo fields

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Choose Text from the Change Field Type to list box.
4. Click the Text Format button.
5. Enable a button in the Hard Line Break Options For Memo Fields section.
6. Choose a tag in the Tags list box.

Note
- You can apply a tag only if you selected New Paragraph.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} <u>Related Topics</u>

To format a general numeric field

1. Click the Field Attributes button.
2. Choose a field in the Fields list box.
3. Choose Numeric from the Change Field Type To list box.
4. Click the Numeric Format button.
5. Enable the General button.
6. Choose the numeric attributes that you want to use.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} Related Topics

To format a currency numeric field

1. Click the Field Attributes button.
2. Choose a field in the Fields list box.
3. Choose Numeric from the Change Field Type to list box.
4. Click the Numeric Format button.
5. Enable the Currency button.
6. Choose the currency attributes that you want.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} <u>Related Topics</u>

To format a scientific numeric field

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Choose Numeric from the Change Field Type To list box.
4. Click the Numeric Format button.
5. Enable the Scientific button.
6. Choose scientific attributes as required.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} <u>Related Topics</u>

To format numbers with templates

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Choose Numeric from the Change Field Type To list box.
4. Click the Numeric Format button.
5. Enable the Template button.
6. Choose any options and type any values required to make the template.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply text to a range of numbers

1. Click the Field Attributes button.
2. Choose a field from the Fields list box.
3. Choose Numeric from the Change Field Type To list box.
4. Click the Numeric Format button.
5. Click the Range button.
6. Type the text to appear before the relevant range in the Text Before box.
7. Type the text to appear after the relevant range in the Text After box.

{button ,AL(`PRC Formatting different field types;',0,"Defaultoverview",)} <u>Related Topics</u>

File Format

To reference a graphics file stored on a Web server

1. Click the Field Attributes button.
2. Choose the field that you want to use to reference the graphics file in the Fields list box.
3. Choose File from the Change Field Type To list box.
4. Click the File Format button.
5. Choose Graphic from the Options list box and select the file type from the Type list box.
6. Click the URL button to specify that the graphics file is stored on a Web server.
7. Select Filename Only from the Field Contents Contain list box.
8. Type the appropriate file extension in the Extension box.
9. Type the URL address in the Path box (e.g., http://www.mywebsite.com/images).

   If you are publishing to Corel WEB.DESIGNER, type the full address in the Path box, not just a relative path. If you don't type the complete path, Corel WEB.DESIGNER will not be able to locate the graphic files and won't copy the referenced files to the server root folder. If you are publishing to HTML and the graphics file is stored in the same folder as the output .HTM file, you do not need to specify the path in the Path box.

   Notes
- If the graphics file is stored in the same folder as the output .HTM file, you do not need to specify the path in the Path box. Or, if the file is located in a relative location, you can specify the relative path.
- If the selected field contains the filename and the extension of the file you are referencing, you need to select Filename + Extension from the Field Contents Contain box.
- If the selected field contains the full path name of the file you are referencing, you only need to select Full Pathname from the Field Contents Contain box.

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{button ,AL(`PRC File Format HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

To reference a graphics file stored locally

1. Click the Field Attributes button.
2. Choose the field that you want to use to reference the graphics file in the Fields list box.
3. Choose File from the Change Field Type to list box.
4. Click the File Format button.
5. Choose Graphic from the Options list box and select the file type from the Type list box.
6. Click the Local button to specify that the graphics file is stored on a local or network drive.
7. Select Filename Only from the Field Contents Contain list box.
8. Type the appropriate file extension in the Extension box.
9. Type the full path in the Path box (including the drive letter) or click the Browse button to find the correct path.

    If you are publishing to Corel WEB.DESIGNER, type the full URL address in the Path box, not just a relative path. If you don't type the complete path, Corel WEB.DESIGNER will not be able to locate the graphic files and won't copy the referenced files to the server root folder. If you are publishing to HTML and the graphics file is stored in the same folder as the output .HTM file, you do not need to specify the path in the Path box.

Notes

- If the graphics file is stored in the same folder as the output .HTM file, you do not need to specify the path in the Path box.
- If the selected field contains the filename and the extension of the file you are referencing, you need to select Filename + Extension from the Field Contents Contain box.
- If the selected field contains the full path name of the file you are referencing, you only need to select Full Pathname from the Field Contents Contain box.

{button ,AL(`PRC File Format HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

To use a text field to reference a text file

1. Click the Field Attributes button.
2. Choose the field you want to use to reference a text file in the Fields list box.
3. Choose File from the Change Field Type to list box.
4. Click the File Format button.
5. Choose a text file option from the Options list box.
6. Choose the file type from the Type list box.
7. Choose Filename Only from the Field Contents Contain list box.
8. Type the appropriate file extension in the Extension box.
9. Type the path in the Path box or click the Browse button to find the correct path.

Notes
- If the selected field contains the filename and the extension of the file you are referencing, you need to select Filename + Extension from the Field Contents Contain box and type the path in the Path box.
- If the selected field contains the full path name of the file you are referencing, you only need to select Full Pathname from the Field Contents Contain box.

{button ,AL(`PRC File Format;',0,"Defaultoverview",)} <u>Related Topics</u>

Create Frame Dialog Box

How to open the Create Frame dialog box

1. Click the Field Attributes button.
2. Choose the field to which you want to link a file in the Fields list box.
3. Choose File from the Change Field Type to list box.
4. Click the File Format button.
5. Choose a file option from the Options list box.
6. Select the file type from the Type list box.
7. Specify the pathname of the file the field is referencing in the File Location section.
8. Click the Create Frame button.

Notes

▪ To access the Create Frame dialog box, you must the Graphic Frame file option.

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{button ,AL(`PRC File Format VENTURA;PRC File Format HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

For HTML

To specify the alignment of a frame

1. Open the Create Frame dialog box.

   ![button] How to open the Create Frame dialog box
2.   Enable an alignment option button in the Vertical Alignment section.
3.   Enable an alignment option button in the Horizontal Alignment section.

{button ,AL(`PRC File Format HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

To substitute text for missing graphics

1. Open the Create Frame dialog box.

   How to open the Create Frame dialog box
2. Type the text that you want to appear in place of the missing graphic in the Text box, or enable the Use Contents Of Next Field check box.

{button ,AL(`PRC File Format HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

To specify frame size

1. Open the Create Frame dialog box.

     How to open the Create Frame dialog box
2.   Enable the Specify Frame Size check box.
3.   Type the appropriate frame measurements (in pixels) in the Width and Height boxes.

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{button ,AL(`PRC File Format HTML;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To specify border width

1. Open the Create Frame dialog box.

   ⬛ How to open the Create Frame dialog box

2.   Type the appropriate border width (in pixels).

{button ,AL(`PRC File Format HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

Global Attributes

To insert text before the first record

1. Click the Global Attributes button.
2. Type text in the Before First Record box.

{button ,AL(`PRC Global attributes;',0,"Defaultoverview",)} <u>Related Topics</u>

To insert text after the last record

1. Click the Global Attributes button.
2. Type text in the After Last Record box.

{button ,AL(`PRC Global attributes;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To insert text between records

1. Click the Global Attributes button.
2. Type text in the Between Records box.

{button ,AL(`PRC Global attributes;',0,"Defaultoverview",)} <u>Related Topics</u>

To insert text in place of null records

1. Click the Global Attributes button.
2. Type text in the Replace Null Records With box.

{button ,AL(`PRC Global attributes;',0,"Defaultoverview",)} <u>Related Topics</u>

Global table options

To set global table options

1. Click the Global Attributes button.
2. Click the Table button.
3. Choose table attributes as required.

Note
- To set table options, you must choose Table as your processing method.

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{button ,AL(`PRC Global attributes;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To apply table row colors

1. Click the Global Attributes button.
2. Click the Table button.
3. Type a value in the Interval boxes if required.
4. Click the Color button for the row to which you want to add color.
5. Choose a color.

{button ,AL(`PRC Global attributes;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To remove table row colors

1. Click the Global Attributes button.
2. Click the Table button.
3. Choose the row color from which you want to remove the color.
4. Right-click and click No Fill.

{button ,AL(`PRC Global attributes;',0,"Defaultoverview",)} <u>**Related Topics**</u>

Instant Control settings

To set the applet parameters for Corel InstantView

1. Click the Global Attributes button.
2. Click the Instant Controls button.
3. Choose a parameter for which you want to specify a setting from the Applet Parameters list.
4. Specify a value for the applet parameter in the Parameter Value section.

Notes
- To specify applet parameters for Corel InstantView, you must select Corel InstantView in the Publishing Options dialog box.
- While the Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer applet is being loaded into your browser, you may need to move or click your mouse to speed up the loading process. This is a browser-related problem.

{button ,AL(`PRC Java;',0,"Defaultoverview",)} <u>Related Topics</u>

To set the applet parameters for Corel InstantChart or Corel InstantAnalyzer

1. Click the Global Attributes button.
2. Click the Instant Controls button.
3. Click Chart Type from the Applet Parameters list.
4. Choose a chart type from the Value list box.
5. Choose a parameter for which you want to specify a setting from the Applet Parameters list.
6. Specify a value for the applet parameter in the Parameter Value section.

Notes

▪   To specify applet parameters for Corel InstantChart or Corel InstantAnalyzer, you must select Corel InstantChart or Corel InstantAnalyzer in the Publishing Options dialog box.

▪   While the Corel InstantView, Corel InstantChart, or Corel InstantAnalyzer applet is being loaded into your browser, you may need to move or click your mouse to speed up the loading process. This is a browser-related problem.

{button ,AL(`PRC Java;',0,"Defaultoverview",)} Related Topics

Processing, publishing and printing

To process all records

1. Click the Output Setup button.

2. Enable the All Records check box.

{button ,AL(`PRC Processing publishing and printing;PRC Processing publishing and printing V7;PRC Processing publishing and printing HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

Processing output to HTML

To choose the output file

1. Click the Output Setup button.

2. Edit the default filename in the Output File box, if desired.

Note
- If you are publishing to Corel WEB.DESIGNER, the filename in the Output File box is already set by Corel WEB.DATA. This output file is a temporary file which will be deleted once the output file has been transferred to Corel WEB.DESIGNER.

{button ,AL(`PRC Processing publishing and printing HTML;PRC Processing publishing and printing;',0,"Defaultoverview",)}
Related Topics

To choose the number of records to process

1. Click the Output Setup button.
2. Type a value in the # Records box.

Note
- To process all records, enable the All Records check box.

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{button ,AL(`PRC Processing publishing and printing;PRC Processing publishing and printing HTML;PRC Processing publishing and printing V7;',0,"Defaultoverview",)} <u>Related Topics</u>

To choose the start record

1. Click the Output Setup button.
2. Type a value in the Start Record box.

Note

- You can also choose the start record by clicking the From Display button and clicking the desired starting record.

{button ,AL(`PRC Processing publishing and printing;PRC Processing publishing and printing V7;PRC Processing publishing and printing HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

To choose processing options

1. Click the Output Setup button.
2. Enable either the Process button or the Process & Preview button in the Processing options section.

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{button ,AL(`PRC Processing publishing and printing;PRC Processing publishing and printing HTML;PRC Processing publishing and printing V7;',0,"Defaultoverview",)} <u>Related Topics</u>

To process only

1. Click the Output Setup button.
2. Enable the Process button.

Note

- You can use this option to view the output file after processing.

{button ,AL(`PRC Processing publishing and printing;PRC Processing publishing and printing V7;PRC Processing publishing and printing HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

To process and preview

1. Click the Output Setup button.
2. Enable the Process & Preview button.

{button ,AL(`PRC Processing publishing and printing;PRC Processing publishing and printing V7;PRC Processing publishing and printing HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

To view the output file before publishing

1. Click the Output Setup button.
2. Enable the Process button.
3. Click OK.
4. Click the Process button.
5. Click the Preview in Browser button.

{button ,AL(`PRC Processing publishing and printing;PRC Processing publishing and printing V7;PRC Processing publishing and printing HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

To merge output with an existing HTML file

1. Ensure your existing HTML file contains the following codes where you want your data merged:
<CORELWEBDATA>
</CORELWEBDATA>
2. Click the Output Setup button
3. Specify the name of the .HTM file.
4. Enable the Merge Contents With Output File check box.

_____

{button ,AL(`PRC Processing publishing and printing HTML;',0,"Defaultoverview",)} Related Topics

To merge output to a section number

1. Ensure that your existing HTML file contains the following codes where you want your data merged:

<CORELWEBDATA(n)>

</CORELWEBDATA(n)>

(where (n) is any number, e.g., 1, 2, 3, etc.)

2. Click the Output Setup button

3. Specify the name of the .HTM file.

4. Enable the Merge Contents With Output File check box.

5. Type the number that references the merge code you want to use for the current recipe in the Merge To Section # box.

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{button ,AL(`PRC Processing publishing and printing HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

To automatically update your Web page using Microsoft System Agent

1. In Corel WEB.DATA, create and save a recipe for the database you want to publish to the World Wide Web.
2. Open the Microsoft System Agent.
3. Click Program, Schedule A New Program.
4. Type the location of the .EXE for Corel WEB.DATA followed by the location of the recipe file in the Program box. For example, the Program box to run the recipe MYRECIPE could appear as follows (this file is set to run in Silent Mode):

   C:\Corel\Webmstr\Programs\CWDATA.EXE /s c:\Corel\Webmstr\CWDATA\Project\Recipes\Myrecipe.rcp
5. Click the When To Run button and specify how often you want to update your .HTML file.

   The Microsoft System Agent will automatically run your recipe, and update your .HTML file published on the World Wide Web, according to the schedule you defined.

Notes
- Refer to the Microsoft System Agent online Help system for more information.
- The Microsoft System Agent is available in Windows 95 and Windows NT 4.0 only.

{button ,AL(`PRC Processing publishing and printing HTML;',0,"Defaultoverview",)} <u>Related Topics</u>

Using Dictionaries

To use the Make Dictionary command

1. Click the Select Database button and select the database file that you want to use. Click OK.
2. Click the Publishing Options button and select Make Dictionary from the Process Method list box. Click OK.
3. Click the Field Selection button and select Document Body.
4. Double-click the field in the Available list to which you want the dictionary applied. Click OK.
5. Click the Output Setup button.
6. Edit the default filename in the Output File list box, or click the Browse button to choose the output file you want to use. Click OK.
7. Click the Process button. The Dictionary Editor dialog box opens.
8. Click the right column in the Dictionary Editor and type the text as required.
9. Click File, Save As, and specify a filename for the dictionary file.

Note
- You must save any existing work before using the Make Dictionary command.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} Related Topics

To apply a Substitution dictionary

1. Click the Field Attributes button.
2. Click the Dictionaries tab.
3. Choose the field to which you want the dictionary applied in the Fields list box.
4. Choose a Substitution dictionary from the Field or Word Substitution list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove a Substitution dictionary

1. Click the Field Attributes button.
2. Click the Dictionaries tab.
3. Choose the field from which you want the dictionary removed in the Fields list box.
4. Choose <none> from the Field or Word Substitution list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply a Sort dictionary

1. Click the Record Sorting button.
2. Choose the field to which you want the dictionary applied in the Available fields list box.
3. Click Add Field.
4. Click Options.
5. Choose a sort dictionary from the Field or String sorting list box.

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{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} **Related Topics**

To remove a Sort dictionary

1. Click the Record Sorting button.
2. Choose the field in the Sort Fields list box from which you want the dictionary removed.
3. Click the Options button.
4. Choose <none> from the Field or String Sorting list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply an Exception dictionary for capitalization

1. Click the Field Attributes button.
2. Choose the field to which you want the dictionary applied in the Fields list box.
3. Click the Text Format button.
4. Enable the appropriate capitalization button.
5. Choose the dictionary that you want to use from the Exception Dictionary list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} Related Topics

To remove an Exception dictionary for capitalization

1. Click the Field Attributes button.
2. Choose the field from which you want the dictionary removed in the Fields list box.
3. Click the Text Format button.
4. Choose <none> from the Exception Dictionary list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply a Tagging dictionary

1. Click the Field Attributes button, Dictionaries.
2. Click the field to which you want the dictionary applied in the Fields list box.
3. Choose a Tagging dictionary from the Tagging list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove a Tagging dictionary

1. Click the Field Attributes button.
2. Click the Dictionaries tab.
3. Choose the field from which you want the dictionary removed in the Fields list box.
4. Choose <none> from the Tagging list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply a Text dictionary

1. Click the Field Attributes button, Dictionaries.
2. Click the field to which you want the dictionary applied in the Fields list box.
3. Choose a text dictionary from the Text list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove a Text dictionary

1. Click the Field Attributes button.
2. Click the Dictionaries tab.
3. Choose the field from which you want the dictionary removed in the Fields list box.
4. Choose <none> from the Text list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply a String Translation dictionary

1. Click the Field Attributes button.
2. Click the Dictionaries tab.
3. Click the field to which you want the dictionary applied in the Fields list box.
4. Choose String Translation Dictionary from the String Translation list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove a String Translation dictionary

1. Click the Field Attributes button.
2. Click the Dictionaries tab.
3. Choose the field from which you want the dictionary removed in the Fields list box.
4. Choose <none> from the String Translation list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To apply an Event dictionary

1. Click the Field Attributes button.
2. Click the Dictionaries tab.
2. Click the field to which you want the dictionary applied in the Fields list box.
3. Choose an event dictionary from the Event list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove an Event dictionary

1. Click the Field Attributes button.
2. Click the Dictionaries tab.
3. Choose the field from which you want the dictionary removed in the Fields list box.
4. Choose <none> from the Event list box.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove a dictionary file from your system

▪   Using your system's file manager, delete the .DIX and .DIC files with the filename of the dictionary you want to remove from the DICTS folder.

Note

▪   If you have stored your recipe in a different location, browse to find the correct folder.

▪   Do not delete DBP_SYS1.DIC, DBP_SYS1.DIX, DBP_SYS2.DIC, or DBP_SYS2.DIX as these are the system dictionaries.

{button ,AL(`PRC Using Dictionaries;PRC Creating Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

Dictionary Editor

To create a new dictionary for a text field

1. Click Tools, Dictionary Editor.
2. In the Dictionary Editor, click File, New.
3. Ensure that the Numeric Left Term check box is disabled and click OK.
4. Select the left Text Term cell and type the text as required.
5. Press TAB to accept the text.
6. Select the right Text Term cell and type the text as required.
7. Press TAB to accept the text.
8. Repeat steps 4 to 7 for each new term.
9. Click File, Save As and specify a filename for the dictionary.

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{button ,AL(`PRC Dictionary Editor;PRC Creating Dictionaries;PRC Using Dictionaries;',0,"Defaultoverview",)} Related Topics

To create a new dictionary for a numeric field

1. Click Tools, Dictionary Editor.
2. In the Dictionary Editor, click File, New.
3. Enable the Numeric Left Term check box and click OK.
4. Select the left Numeric Term cell and type the values as required.
5. Press TAB to accept the values.
6. Select the right Text Term cell and type the text as required.
7. Press TAB to accept the text.
8. Repeat steps 4 to 7 for each new term.
9. Click File, Save As and specify a filename for the dictionary.

{button ,AL(`PRC Dictionary Editor;PRC Creating Dictionaries;PRC Using Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To edit a dictionary

1. Click Tools, Dictionary Editor.
2. In the Dictionary Editor, click File, Open.
3. Choose the dictionary that you want to edit from the Dictionary list box.
4. Click Open.
5. Click the term cell you want to edit and make your changes in the edit box.
6. Press ENTER to accept the changes.
7. Click File, Save.

Note

▪   You can delete a row by highlighting it and pressing DELETE. The row will turn red, but it is not deleted until you save the changes to the dictionary.

{button ,AL(`PRC Dictionary Editor;PRC Creating Dictionaries;PRC Using Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To merge a dictionary with an existing file

1. Click Tools, Dictionary Editor.
2. In the Dictionary Editor, click File, Open.
3. Choose the dictionary you want to use from the dictionary list box.
4. Click File, Merge.
5. Choose the dictionary you want to merge with the existing file from the dictionary list box.
6. Click File, Save.

{button ,AL(`PRC Dictionary Editor;PRC Creating Dictionaries;PRC Using Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

To import a dictionary file from outside the Dictionary Editor

1. Click Tools, Dictionary Editor.
2. In the Dictionary Editor, click File, Import and choose the type of import file that you want to use.
3. Choose the dictionary file you want to import in the Import From dialog box.

{button ,AL(`PRC Dictionary Editor;PRC Creating Dictionaries;PRC Using Dictionaries;',0,"Defaultoverview",)} Related Topics

To export a dictionary file from the Dictionary Editor

1. Click Tools, Dictionary Editor.
2. In the Dictionary Editor, click File, Open.
3. Choose the dictionary that you want to export from the Dictionary list box.
4. Click File, Export and specify the structure of the file you want to export.
5. Choose the dictionary file to which you want to export in the Export To dialog box.

{button ,AL(`PRC Dictionary Editor;PRC Creating Dictionaries;PRC Using Dictionaries;',0,"Defaultoverview",)} <u>Related Topics</u>

Keypad Editor

To create a custom copy of the keypad

1. Click Tools, Keypad Editor.
2. Type a new keypad title in the Keypad Title box.
3. Click File, Save As, and specify a new filename for your custom keypad.
4. Make your changes to the keypad.
5. Click File, Save to save the changes to your custom keypad.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>**Related Topics**</u>

To edit the key top legend

1. Click Tools, Keypad Editor.
2. In the Keypad Editor, click File, Open.
3. Choose the keypad file that you want to edit.
4. Choose the key that you want to change.
5. Delete the value in the Key Top Legend box and type a new legend.
6. Click the Apply button.
7. Click File, Save.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

To edit the generated code of a key

1. Click Tools, Keypad Editor.
2. In the Keypad Editor, click File, Open.
3. Choose the keypad file that you want to edit.
4. Choose the key that you want to change.
5. Delete the value in the Generated Code box and type a new code.
6. Click the Apply button.
7. Click File, Save.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

To edit the key description

1. Click Tools, Keypad Editor.
2. In the Keypad Editor, click File, Open.
3. Choose the keypad file that you want to edit.
4. Choose the key that you want to change.
5. Delete the value in the Description box and type a new description.
6. Click the Apply button.
7. Click File, Save.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

To remove keypad button contents

1. Click Tools, Keypad Editor.
2. In the Keypad Editor, click File, Open.
3. Choose the keypad file that you want to edit.
4. Choose the key whose contents you want to remove.
5. Click Edit, Blank.
6. Click File, Save.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

To copy keypad button contents

1. Click Tools, Keypad Editor.
2. In the Keypad Editor, click File, Open.
3. Choose the keypad file that you want to edit.
4. Choose the key whose contents you want to copy.
5. Click Edit, Copy.
6. Choose the key to which the contents are to be copied.
7. Click Edit, Paste to apply the key contents you selected to the new location.
8. Click File, Save.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

To swap keypad button contents

1. Click Tools, Keypad Editor.
2. In the Keypad Editor, click File, Open.
3. Choose the keypad file that you want to edit.
4. Choose the key whose contents you want to swap with another key.
5. Click Edit, Copy.
6. Choose the key that you want to receive the exchanged contents.
7. Click Edit, Swap to exchange the key contents between the two keys.
8. Click File, Save.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

To move keypad button contents

1. Click Tools, Keypad Editor.
2. In the Keypad Editor, choose the key whose contents you want to move.
3. Click Edit, Cut.
4. Choose the key to which the contents are to be copied.
5. Click Edit, Paste to apply the key contents you selected to the new location.
6. Click File, Save.

{button ,AL(`PRC Keypad Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

Sort Table Editor

To create your own custom Sort Table

1. Click Tools, Sort Editor.
2. In the Sort Editor, click File, Save As.
3. Choose All Files from the Files Of Type list box and specify a new filename (with the extension .SRT) for the sort table.
4. Make changes to the sort table.
5. Click File, Save.

{button ,AL(`PRC Sort Table Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

To edit a custom Sort Table

1. Click Tools, Sort Editor.
2. In the Sort Editor, click File, Open
3. Choose All Files from the Files Of Type list.
4. Choose the sort table file (with the extension .SRT) you want to edit in the file list.
5. Make your changes to the sort table.
6. Click File, Save.

Note
- Do not edit the ANSI.SRT file

{button ,AL(`PRC Sort Table Editor;',0,"Defaultoverview",)} <u>Related Topics</u>

Options

To change the settings for the default recipe file folders

1. Click Tools, Options.
2. Type a new drive and/or folder in the relevant folder box.

Note
▪　　　Corel WEB.DATA creates default file location folders for the various target and source files required to build a recipe. You can change them on an individual or project subfolder level.

_____

{button ,AL(`PRC Options;',0,"Defaultoverview",)} **Related Topics**

To change the default project drive and folder

1. Click Tools, Options.

2. Type a new drive and/or folder in the Drives and Folders box, or browse to find the drive and folder you want.

Note

▪ Corel WEB.DATA creates default file location folders for the various target and source files required to build a recipe. You can change them on an individual or project subfolder level.

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{button ,AL(`PRC Options;',0,"Defaultoverview",)} **Related Topics**

To change the default Project folder name

1. Click Tools, Options.
2. Type the name of the required folder in the Project name box.
3. Click Apply.

Notes
- The path specified by the Drives and Folders box and the Name box is applied to the subfolders listed in the Subfolders section.
- Corel WEB.DATA will offer to create the folders if they do not already exist.

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{button ,AL(`PRC Options;',0,"Defaultoverview",)} <u>Related Topics</u>

To define default field formatting

1. Click Tools, Options.
2. Choose a field type from the Field Type list.
3. Click the Set Default button.
4. Make any required changes.

Note

▪ When Corel WEB.DATA is installed, the defaults for all field types are automatically copied from those defined in Windows.

{button ,AL(`PRC Options;',0,"Defaultoverview",)} <u>Related Topics</u>

To change the default Publishing package

1. Click Tools, Options.
2. Choose the publishing package that you want to use from the Publishing Package list.

Note
- The publishing package can be changed on a recipe-by-recipe basis in the Publishing Options dialog box.

{button ,AL(`PRC Options;',0,"Defaultoverview",)} <u>Related Topics</u>

To change the default Process method

1. Click Tools, Options.
2. Choose the Process method that you want to use from the Method list box.

Note
▪ The process method can be changed on a recipe-by-recipe basis in the Publishing Options dialog box.

{button ,AL(`PRC Options;',0,"Defaultoverview",)} <u>Related Topics</u>

To change the default number of records

1. Click Tools, Options.
2. Type the number of records that you want to process in the Records box.

Note
- The number of records can be changed on a recipe-by-recipe basis in the Output Setup dialog box.

{button ,AL(`PRC Options;',0,"Defaultoverview",)} **Related Topics**

Reference

Data Sources

Retrieving information

Corel WEB.DATA can retrieve data stored in a wide variety of formats: databases, Open Database Connectivity (ODBC) data sources, spreadsheets, or text files.

Corel WEB.DATA directly connects to 19 different file formats. Large databases or server-based data sources can also be accessed and optimized for speed sorting and selection by connecting through ODBC drivers and using Structured Query Language (SQL) statements. Data stored in text files can be retrieved based on custom delimiters or fixed-width criteria.

Accessing FoxPro 3.0 database files

If you experience problems accessing a FoxPro 3.0 database file, you may need to export the database file from FoxPro as a FoxPro 3.0 database file. You can export this file to any location on your hard drive.

Accessing Paradox database files

When encountering problems opening a Paradox database file, try opening the database in a more current version of Paradox (e.g., versions 3 to 7) and saving the file to that version. Or you can export the database to any other supported database format (e.g., FoxPro).

If you continue to experience problems opening the Paradox database (e.g., you are receiving the following error message; "Error encountered accessing Table #0, External Table not in expected format. If the Table has a Primary Index, check if .PX file exists. "), try the following:

1. Rename the index files used by the "problem" database.
2. Create a new database using the Borrow feature (this will use the structure of the "problem" database as the template for the new database).
3. Click File, Import to import the data from the "problem" database.
4. Save the new database.

You should now be able to open this new database in Corel WEB.DATA.

Accessing Quattro Pro spreadsheet files

Drivers for Quattro Pro are not available with the current DAO drivers supplied with Corel WEB.DATA. However, you can access Quattro Pro files using Microsoft Excel. Simply open the Quattro Pro spreadsheet in Quattro Pro and save it as an Excel 5.0 (*.XLS) spreadsheet. Then, open Excel 5.0 (or 7.0), open the file, and resave it as an Excel spreadsheet again. You should now be able to open the Excel 5.0 spreadsheet in Corel WEB.DATA using the Excel 5.0 (*.XLS) selection.

Time and Date fields

Corel WEB.DATA may not recognize some native date and time formats from data sources such as Access and Paradox. To use the data in these fields, you need to format these fields in a text format.

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{button ,AL(`OVR retrieving database information;',0,"Defaultoverview",)} **Related Topics**

Accessing information stored in text format

Corel WEB.DATA can directly open text files that store information in either fixed-width or delimited format. However, since text databases do not have a standard structure, you need to create a SCHEMA.INI file that will describe your text database. Any text editor can be used to create the SCHEMA.INI file. This file must reside in the same folder as the text file containing the database information.

Although the database engine recognizes commas, tabs, and custom delimiters in delimited text data, you must use delimiters consistently. Two consecutive delimiters represent null data. For example, if your delimiter is a comma (,), then two commas (,,) indicate a null value. You can specify the format of fixed-width data in a SCHEMA.INI file. Null fixed-width data is represented by spaces.

Notes
- The database engine supports only single users when opening text files.
- Tables have a maximum of 255 fields. Records are limited to 65,000 bytes. Field names have a maximum of 64 characters, and field widths have a maximum of 32,766 characters.

Creating the SCHEMA.INI file

The SCHEMA.INI file contains information about the text data source: how the text file is formatted and how it is read when imported. Any text editor can be used to create the SCHEMA.INI file.

The following shows the layout of a fixed-width file, FILENAME.TXT.

[Filename.txt]

ColNameHeader=False

Format=FixedLength

MaxScanRows=25

CharacterSet=OEM

Col1=columnname Char Width 24

Col2=columnname2 Date Width 9

Col3=columnname7 Float Width 10

Col4=columnname8 Integer Width 10

Col5=columnname9 LongChar Width 10

Similarly, a delimited file format might look like the following

[Delimit.txt]

ColNameHeader=True

Format=Delimited(!)

MaxScanRows=0

CharacterSet=OEM

Col1=username char width 50

Col2=dateofbirth Date width 9

The following describes the entries you can use in the SCHEMA.INI file:

ColNameHeader

This entry can be set to True (indicating that the first record of data specifies the column names) or False.

Format

This entry can be set to one of the following values: TabDelimited, CSVDelimited, Delimited(<single character delimiter), or FixedLength. The delimiter specified for the Delimited file format can be any single character, except a double quotation mark (").

MaxScanRows

This entry indicates the number of rows to be scanned when guessing the column data types. If this is set to 0, the entire file is searched.

CharacterSet

This entry can be set to OEM or ANSI, indicating whether the source file is written using an OEM or ANSI code page.

DateTimeFormat

This entry can be set to a format string indicating dates and times. Use this entry if all date/time fields are handled with the same format. In the absence of a format string, the Windows Control Panel short date picture and time options are used.

CurrencySymbol

This entry indicates the currency symbol to be used for currency values in the text file. Examples include the dollar sign ($) and Dm. If this entry is absent, the default value in the Windows Control Panel is used.

CurrencyPosFormat

This entry can be set to any of the following values:
- 0: Currency symbol prefix with no separation
- ($1)1: Currency symbol suffix with no separation
- (1$)2: Currency symbol prefix with one character separation
- ($ 1)3: Currency symbol suffix with one character separation
- (1 $): If this entry is absent, the default value in the Windows Control Panel is used

CurrencyDigits

This entry specifies the number of digits used for the fractional part of a currency amount. If this entry is absent, the default value in the Windows Control Panel is used.

CurrencyNegFormat

This entry can be one of the following values:

0	($1)
1	■$1
2	$■1
3	$1■
4	(1$)
5	■1$
6	1■$
7	1$■
8	■1 $
9	■$ 1
10	1 $■
11	$ 1■
12	$ ■1
13	1■ $
14	($ 1)
15	(1 $)

The dollar sign is shown for purposes of this example, but it should be replaced with the appropriate CurrencySymbol value in the actual program. If this entry is absent, the default value in the Windows Control Panel is used.

CurrencyThousandSymbol

This entry indicates the single character symbol to be used for separating currency values in the text file by thousands. If this entry is absent, the default value in the Windows Control Panel is used.

CurrencyDecimalSymbol

This entry can be set to any single character that is used to separate the whole from the fractional part of a currency amount. If this entry is absent, the default value in the Windows Control Panel is used.

DecimalSymbol

This entry can be set to any single character that is used to separate the integer from the fractional part of a number. If this entry is absent, the default value in the Windows Control Panel is used.

NumberDigits

This entry indicates the number of decimal digits in the fractional portion of a number. If this entry is absent, the default value in the Windows Control Panel is used.

NumberLeadingZeros

This entry specifies whether a decimal value less than 1 and greater than –1 should contain leading zeros; this value can either be False (no leading zeros) or True.

Col1, Col2, ...

This entry lists the columns in the text file to be read. The format of this entry should be the following format:
- Coln=columnName type [Width #]
- columnName: Column names with embedded spaces should be enclosed in quotation marks.
- type: Can be Bit, Byte, Short, Long, Currency, Single, Double, DateTime, Text, or Memo.

{button ,AL(`OVR retrieving database information;',0,"Defaultoverview",)} <u>Related Topics</u>

Accessing databases using the Structured Query Language (SQL)

Corel WEB.DATA supports the use of SQL query statements for different database file formats (such as dBASE, Paradox, FoxPro, or Access). You can quickly search large databases for selected data using a direct SQL query statement. By using SQL statements you can benefit from a faster filtering process, and you won't need to use the Record Selection or Record Sorting steps (provided that you specified a sort and/or selection in your SQL statement) when creating your recipe.

Corel WEB.DATA uses ODBC drivers to connect to databases on SQL servers. ODBC is an open systems standard that also supports databases other than those on SQL servers. Corel WEB.DATA supplies you with the ORACLE and SQL ODBC drivers.

To make direct use of SQL statements for selecting data, you must create a text file (with an .SQL extension) containing the query. The file format is as follows:

[ODBC]

CONNECT=connection_information

DATABASE=database_location

SQL=SQL_statement

Notes
- Each of the above items must appear on its own line and must not be broken by hard returns (i.e., the SQL statement cannot be broken up into multiple lines). The connection information must be written exactly as indicated in the table below.

The above parameters are used as follows:

Database type	Connection Information	Database Location
MS Access	<empty>	drive:\path\filename.MDB
dBASE III	dBASE III	drive:\path
dBASE IV	dBASE IV	drive:\path
dBASE 5	dBASE 5.0	drive:\path
Paradox 3.x	Paradox 3.x	drive:\path
Paradox 4.x	Paradox 4.x	drive:\path
Paradox 5.x	Paradox 5.x	drive:\path
Paradox 7.x	Paradox 7.x	drive:\path
Btrieve	Btrieve	drive:\path\filename.DDF
FoxPro 2.0	FoxPro 2.0	drive:\path
FoxPro 2.5	FoxPro 2.5	drive:\path
FoxPro 2.6	FoxPro 2.6	drive:\path
FoxPro 3.0	FoxPro 3.0	drive:\path
Excel 3.0	Excel 3.0	drive:\path\filename.XLS
Excel 4.0	Excel 4.0	drive:\path\filename.XLS
Excel 5.0	Excel 5.0	drive:\path\filename.XLS
Excel 7.0	Excel 7.0	drive:\path\filename.XLS
Text	Text	drive:\path
ODBC	ODBC;DATABASE=defaultdatabase ;UID=user;PWD=password; DSN=datasourcename; LOGINTIMEOUT=seconds Important: there must not be any spaces or line breaks between the parameters. This is only an example. Consequently, this may not be a complete connection string for all servers.	<empty>

Notes
- In the above table, the Database Location column indicates the format in which you must specify the path information.
- Keep in mind that there may be newer drivers. This table is provided only as an example.

- For database_location, you need to specify either the database filename (for those data sources that store the database tables in one database file) or the drive and path to the folder that contains the database tables.
- If you are experiencing problems accessing a FoxPro 3.0 database, you may need to export the database file from FoxPro as a FoxPro 3.0 database file. You can export this file to any location on your hard drive.

Databases on a SQL server

To access an SQL database, you must access or create a file that has ODBC connect information. For example,

[ODBC]
CONNECT=ODBC;DSN=NORTHWIND;UID=Dan;PWD=prince
SQL=SELECT * FROM CUSTOMERS

This connect string specifies the data source name (DSN), the user ID (UID), and the password (PWD), while the SQL string requests all information from the CUSTOMERS reference.

The data source must be defined in the ODBC.INI file in order to be accessible. The ODBC.INI file can be edited through the ODBC application in the Windows Control Panel.

Other database types

You can use all other databases accessible from Corel WEB.DATA without an ODBC connect string.

Tips

- We recommend that you build the SQL statement in your database application (e.g., FoxPro) and then copy the statement into the .SQL text file.
- The SQL statement must not contain the path/filename or extension of the database. You specify this information in the Database Location statement. You need to include only the database name (e.g., FILENAME rather than FILENAME.MDB).
- The wildcard characters in string comparisons may need to be changed from the percent sign (%) to an asterisk (*). For information about acceptable wildcard characters that you can use with the Like operator, see the following excerpt from Microsoft MFC Help:

Character(s) in pattern	Matches in expression
?	Any single character
*	Zero or more characters
#	Any single digit (0-9)
[charlist]	Any single character in charlist
[!charlist]	Any single character not in charlist

You can use a group of one or more characters (charlist) enclosed in square brackets ([ ]) to match any single character in expression. Charlist can include almost any characters in the ANSI character set, including digits. In fact, the special characters opening bracket ([ ), question mark (?), number sign (#), and asterisk (*) can be used to match themselves directly if they are enclosed in brackets. The closing bracket ( ]) can't be used within a group to match itself, but it can be used outside a group as an individual character.

In addition to a simple list of characters enclosed in brackets, charlist can specify a range of characters by using a hyphen (-) to separate the upper and lower bounds of the range. For example, using [A-Z] in pattern results in a match if the corresponding character position in expression contains any of the uppercase letters in the range A through Z. Multiple ranges can be included within the brackets without any delimiting. For example, [a-zA-Z0-9] matches any alphanumeric character.

Other important rules for pattern matching include the following:

1. An exclamation mark (!) at the beginning of charlist means that a match is made if any character except those in charlist are found in expression. When used outside brackets, the exclamation mark matches itself.

2. The hyphen (-) can be used either at the beginning (after an exclamation mark if one is used) or at the end of charlist to match itself. In any other location, the hyphen is used to identify a range of ANSI characters.

3. When a range of characters is specified, they must appear in ascending sort order (A-Z or 0-100). [A-Z] is a valid pattern, but [Z-A] isn't.

4. The character sequence [ ] is ignored; it is considered to be a zero-length string ("").

{button ,AL(`OVR retrieving database information;',0,"Defaultoverview",)} Related Topics

Accessing Lotus spreadsheets

Corel WEB.DATA can access information stored in a Lotus spreadsheet, a named range of cells within a spreadsheet, or an arbitrary (unnamed) range of cells. The conventions for referring to sheets and arbitrary ranges differ depending on whether you are accessing single-sheet (WKS and WK1) or multi-sheet (WK3 and WK4) files.

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{button ,AL(`OVR retrieving database information;',0,"Defaultoverview",)} **Related Topics**

Accessing Excel worksheets and workbooks

Corel WEB.DATA can access information stored in a Microsoft Excel worksheet, a worksheet within a workbook, a named range of cells within a worksheet, or an arbitrary (unnamed) range of cells in a worksheet (e.g., A1:E15). The conventions for referring to worksheets and arbitrary ranges differ depending on whether you are accessing single-sheet (Microsoft Excel 3.0 and Microsoft Excel 4.0) or workbook (Microsoft Excel 5.0 and Microsoft Excel 7.0) files.

{button ,AL(`OVR retrieving database information;',0,"Defaultoverview",)} <u>Related Topics</u>

Accessing Networked/Shared Paradox tables

Initializing the Paradox Database Driver

When you link or open a Paradox table that resides on a server and is shared by multiple users, you must ensure that the ParadoxNetPath option in the JET\3.0\ENGINES\PARADOX folder of the Window Registry is set to the path for either the PARADOX.NET file (for Paradox 3.x) or the PDOXUSRS.NET file (for Paradox 4.x). For example, if the PDOXUSRS.NET file is on drive Q in the WRKGRP folder, set ParadoxNetPath as follows:

ParadoxNetPath=Q:\WRKGRP

The following provides more information on the ParadoxNetPath setting, along with full descriptions of the other Paradox initialization settings.

Paradox Initialization Settings

When you install the Paradox database driver, the setup program writes a set of default values to the Windows Registry in the engines and ISAM formats subkeys. You should not modify these settings directly; use the setup program for your application to add, remove, or change these settings. The following sections describe initialization and ISAM formats settings for the Paradox database driver.

The MSPX3032.DLL driver (located in the Jet/3.0/Engines/Paradox folder) is used to access external Paradox data. Typical settings for the entries in this folder are shown in the following example:

win32=<*pathname*>\MSPX3032.DLL

PageTimeout=600

CollatingSequence=ASCII

DataCodePage=OEM

ParadoxUserName=Kimberly

ParadoxNetPath=P:\PDOXDB

ParadoxNetStyle=3.X

The following is a description of the entries in the Paradox folder.

Entry	Description
win32	The location of MSPX3032.DLL. The full pathname is determined at the time of installation (String).
PageTimeout	The length of time between when data is placed in an internal cache and when it's invalidated. The value is specified in 100 millisecond units. The default is 600 units (60 seconds).
CollatingSequence	The collating sequence for all Paradox tables created or opened using Microsoft Jet. Possible values are ASCII, International, Norwegian-Danish, and Swedish-Finnish. The default is ASCII. Note that the CollatingSequence entry must match the collating sequence used when the Paradox table was built.
DataCodePage	An indicator of how text pages are stored. Possible settings are as follows: ■ OEM ■ OemToAnsi and AnsiToOem conversions done. This is the default. ■ ANSI ■ OemToAnsi and AnsiToOem conversions not done.
ParadoxUserName	The name to be displayed by Paradox if a table is locked by the Paradox ISAM and an interactive user accessing the data from Paradox (rather than the ISAM) attempts to place an incompatible lock. This entry isn't added if the computer isn't on a network. The setup program sets this to the Microsoft Jet user name. If you indicate a ParadoxUserName, you must also specify a ParadoxNetPath and a ParadoxNetStyle or you'll receive an error when trying to access external Paradox data.
ParadoxNetPath	The full path to the folder containing the PARADOX.NET file (for Paradox 3.x) or the PDOXUSRS.NET file (for Paradox 4.x). This entry isn't added if the computer isn't on a network. Usually, you need to change the initial setting (added by the setup program), which is a best guess at where the file might be. The full ParadoxNetPath (including the drive letter) must be consistent for all users sharing a particular database (folder). If you indicate a ParadoxNetPath, you must also specify a ParadoxUserName and a ParadoxNetStyle or you'll receive an error when trying to access external Paradox data.
ParadoxNetStyle	The network access style to use when accessing Paradox data. Possible values are 3.x or 4.x. (Note that Paradox 3.x users can't set this value to 4.x, or the driver will use the wrong locking method. Paradox 5.0 users must use the 4.x ParadoxNetStyle setting to ensure proper locking behavior.). This entry isn't added if the computer isn't on a network. This entry should correspond to the version of Paradox the users in the group are using. The entry must also be consistent for all users sharing a particular database (folder). The default is 3.x. If you indicate a ParadoxNetStyle, you must also specify a ParadoxUserName and a ParadoxNetPath, or you'll receive an error when trying to access external Paradox data.

Paradox ISAM Formats

The following is a description of the entries in the Paradox 3.x folder (at Jet/3.0/ISAM Formats/Paradox 3.x)

Entry Name	Type	Value
Engine	String	Full pathname of DLL; determined at Setup
Filter	String	Paradox (*.db)
OneTablePerFile	Boolean	Yes
IsamType	Integer	0
IndexDialog	Boolean	No
CreateDBOnExport	Boolean	No

The following is a description of the entries in the Paradox 4.x folder (at Jet/3.0/ISAM Formats/Paradox 4.x)

Entry Name	Type	Value
Engine	String	Full path name of DLL; determined at Setup
Filter	String	Paradox (*.db)
OneTablePerFile	Boolean	Yes
IsamType	Integer	0
IndexDialog	Boolean	No
CreateDBOnExport	Boolean	No

The Jet\3.0\ISAM Formats\Paradox 5.x folder contains the following entries:

Entry Name	Type	Value
Engine	String	Full path name of DLL; determined at Setup
Filter	String	Paradox (*.db)
OneTablePerFile	Boolean	Yes
IsamType	Integer	0
IndexDialog	Boolean	No
CreateDBOnExport	Boolean	No

Note

- When you change the Windows Registry settings, you must exit and then restart the database engine for the new settings to take effect.

{button ,AL(`OVR retrieving database information;',0,"Defaultoverview",)} <u>Related Topics</u>

Macro functions

Summary table of macro functions

The following table shows which functions can be used with various dictionaries and text positions.

HTML macros

Macro function	Description
{BASE:URL}	Creates a reference to the original URL of a document
{BLD}	Inserts the bold text style tag (<B>), which creates a bold version of a specified font
{CHR:n}	Returns the ASCII equivalent of a number, where n represents the ASCII decimal value for the character (e.g., {CHR:32} produces the space character).
{FIELD}	Inserts information from another field, which must be mentioned in the document control block
{FILE INCLUDE}	Includes text files that are external to the database in the Corel WEB.DATA output file
{HLB}	Inserts the new paragraph tag (<P>), which starts a new paragraph
{ITL}	Inserts the italic text style tag (<I>), which creates an italicized version of a specified font
{LIMIT:d1,d2}	Specifies the number of characters to print from a particular field
{META:[text]}	Includes text in the META[text] generic information element
{MISSING}	Substitutes a user-defined right term if any database values are identified as empty (null) in a Field Substitution, Tagging, or Sorting dictionary.
{NRM}	Inserts the end tag for the most recently used text style markup
{SLB}	Inserts the line break tag ( ), which creates a new line that is not preceded by a hard return.
{STK}	Inserts the strike-through text style tag (<S>), which strikes through text with diagonal lines.
{SUB}	Applies the subscript text style tag (<SUB>), which changes text to subscript.
{SUP}	Applies the superscript text style tag (<SUP>), which changes text to superscript .
{TAG}	Inserts a user-defined tag name in the output file.
{TITLE:[text]}	Inserts the <TITLE> start tags and end tags around text, which creates a reference point that you can use as a shortcut to a document once you have viewed it. For example, Netscape uses the TITLE tag to create shortcuts (bookmarks) to previously viewed documents. This feature is particularly helpful for quick reference purposes.
{UND}	Inserts the underlined text style tag (<U>), which underlines text.

Notes

▪ In the above table, the Macro format column indicates the format in which you must specify the macro function and/or any variables.
The following list provides a brief definition of some of the variables mentioned above:

field   is the name of a database field
instance   is the occurrence of the specified field in document control
path   is location of a file (e.g., C:\COREL\WEBMSTR\WEBDATA\PROJECT\RECIPES)
string   is any user-defined letter, word, or words

variable   is a temporary storage place for numeric or alphanumeric values generated by calculation results or user input.

- Macros must be enclosed in braces { }.

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>**Related Topics**</u>

Field macro functions

FIELD

The FIELD macro function inserts the value of the field for the record and can be inserted into Corel WEB.DATA as follows:

- in any text box in any dialog box
- in a text field
- in a memo field
- in an external text file, referenced in a file field
- in an external text file imported into Corel WEB.DATA by a file macro
- as the right Text Term of an Event dictionary

The fields that it refers to are referenced from the Document Control section of the Field Selection stage. These fields can be assigned typographical attributes in the Field Attributes stage, which they will retain when substituted for the macro. It is possible to select the same field many times in the Document Control and format each instance separately. The FIELD macro function can reference these separate instances and apply them where appropriate.

Format

{FIELD: fieldname,n}

fieldname is the name of the field, including the field prefix that you selected in the Document Control

n is the occurrence of the field in the Document Control. If this variable is omitted, the first instance is used.

Examples

{FIELD:t0.NAME,2}

When the FIELD macro is used in any text position or in an Event dictionary, the formatting that is applied is the formatting that was assigned to the second instance of the field in Field Attributes.

{FIELD:t1.COMPANY}

In this example, the first instance of the field t1.COMPANY is used for applying attributes, since no instance number is specified.

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{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} **Related Topics**

File Include macro functions

INCLUDE

Corel WEB.DATA provides the following four file INCLUDE macros: FILE BEFORE, FILE AFTER, REPLACE RECORD WITH FILE, and INCLUDE. These macros allow text files, which are external to the database, to be included in the Corel WEB.DATA output file. Extensive text sections, such as those created in a word processing application, for example, can be included as part of a recipe.

In particular, the INCLUDE macro function includes the contents of the user-defined file in the output document. This macro can be incorporated in other dictionaries (e.g., Event dictionaries) or text positions.

When this macro is used in an Event dictionary, the contents of the file will only be included when the field value specified in the left term of the Event dictionary occurs. This can be just once or many times.

Possible applications

- building a document database, the sole function of which can be to control the placement of external files in a Corel WEB.DATA output file
- building customized reports and contracts by the conditional placement of different text files containing sections and changes

Types of files

The files to include in the output file should be saved in plain text. If they are created in a word processing application, the word processing application's plain text saving option must be used. For smaller files, such as contract clauses or form letters, the Windows Notepad utility is more than adequate. In-line formatting can be applied, but only using Corel WEB.DATA embedded macro commands ({TAG}:..}, {BLD}, etc.).

There are three types of external files that you can include:

- Windows files: using the 8-bit ANSI character set output by Windows utilities such as Notepad
- PC DOS files: using the 8-bit computer character set used by most DOS-based word processing applications, optionally specifying the code page used
- Binary files: an unconverted binary format where all embedded codes, including line breaks, are passed directly to the publishing software

Format

The drive, pathname, and filename must be specified in the following format:

{INCLUDE:drive:\pathname\filename[,type,[charset]]}

The options in square brackets are not required, but if one option is specified, both must be specified, even if they are typed as null values:

1. No options: use the default ANSI file format with interpreted macros, which is the most useful format for form letters and description files set up using Windows Notepad.
2. Type: specifies the type of file to be included:

   - **No switches** (This is the default, which is specified by typing two commas with no space between them (i.e., ,,)): special characters (such as < >) are treated as plain text. Plain text with macros are interpreted. However, no HTML coding is interpreted.
   - **P (plain text)**: special characters (such as < >) are treated as plain text. Both macros and HTML coding are not interpreted.
   - **B (binary)**: special characters (such as < >) are interpreted as HTML coding. Macros are not interpreted.

3. Charset: specifies the character set of the included file.

- **Null** (default): 8-bit ANSI character set (from Windows editors).
- **C**: 8-bit PC character set using the currently installed code page.
- **Cnnn**: 8-bit PC character set using code page "nnn" (where "nnn" is the code page number (either 437 or 850
- these are the only two code page files supplied by Corel WEB.DATA)).

Example

{INCLUDE:c:\dbpdat\data\letter.txt}

Includes the Windows Notepad file LETTER.TXT with embedded FIELD macros for a mail merge application.

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>Related Topics</u>

REPLACE RECORD WITH FILE

Corel WEB.DATA provides the following four FILE INCLUDE macros: FILE BEFORE, FILE AFTER, REPLACE RECORD WITH FILE, and INCLUDE. These macros allow text files, which are external to the database, to be included in the Corel WEB.DATA output file. Extensive text sections, such as those created in a word processing application, for example, can be included as part of a recipe.

In particular, the REPLACE RECORD WITH FILE macro function replaces an entire output record with the contents of a user-defined file when the specified event field value is encountered.

This macro function can only be used as the right term in an Event dictionary. This means that the contents of the file will only be included when the field value specified in the left term of the Event dictionary occurs. This can be just once or many times.

Possible applications

- building a document database, the sole function of which can be to control the placement of external files in a Corel WEB.DATA output file

- building customized reports and contracts by the conditional placement of different text files containing sections and changes

Types of file

The files to include in the output file should be saved in plain text. If they are created in a word processing application, the word processing application's plain text saving option must be used. For smaller files, such as contract clauses or form letters, the Windows Notepad utility is more than adequate. In-line formatting can be applied, but only using Corel WEB.DATA embedded macro commands ({TAG}:..}, {BLD}, etc.).

There are three types of external files that you can include:

- Windows file format: using the 8-bit ANSI character set output by Windows utilities such as Notepad.

- PC DOS file format: using the 8-bit computer character set used by most DOS-based word processing applications, optionally specifying the code page used.

- Binary file format: an unconverted binary format where all embedded codes, including line breaks, are passed directly to the publishing software.

Format

The drive, pathname, and filename must be specified in the following format:

{REPLACE RECORD WITH FILE:drive:\pathname\filename[,type,[charset]]}

The options in square brackets are not required, but if one option is specified, both must be specified, even if they are typed as null values:

1. No options: use the default ANSI file format with interpreted macros, which is the most useful format for form letters and description files set up using Notepad.

2. Type: specifies the type of file to be included:

- **No switches** (this is the default, which is specified by typing two commas with no space between them (i.e., ,,)): special characters (such as < >) are treated as plain text. Plain text with macros are interpreted. However, no HTML coding is interpreted.

- **P (plain text)**: special characters (such as < >) are treated as plain text. Both macros and HTML coding are not interpreted.

- **B (binary)**: special characters (such as < >) are interpreted as HTML coding. Macros are not interpreted.

3. Charset: specifies the character set of the included file.

- **Null** (default): 8-bit ANSI character set (from Windows editors).

- **C**: 8-bit PC character set using the currently installed code page.

- **Cnnn**: 8-bit PC character set using code page "nnn" (where "nnn" is the code page number (either 437 or 850

- these are the only two code page files supplied by Corel WEB.DATA)).

Example

{REPLACE RECORD WITH FILE:c:\dbpdat\clause.txt,,C}

When Corel WEB.DATA encounters the specified Event field value, the entire record is replaced with the 8-bit PC file CLAUSE1.TXT, which was prepared using a DOS word processing application and saved in plain text on the current machine. Any Corel WEB.DATA macro and formatting codes in the text file would be interpreted.

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>Related Topics</u>

FILE AFTER

Corel WEB.DATA provides the following four FILE INCLUDE macros: FILE BEFORE, FILE AFTER, REPLACE RECORD WITH FILE, and INCLUDE. These macros allow text files, which are external to the database, to be included in the Corel WEB.DATA output file. Extensive text sections, such as those created in a word processing application, for example, can be included as part of a recipe.

In particular, the FILE AFTER function inserts the contents of the user-defined file after the specified event field value.

This function can only be used as the right term in an Event dictionary. This means that the contents of the file will only be included when the field value specified in the left term of the Event dictionary occurs. This can be just once or many times.

Possible applications

- building a document database, the sole function of which can be to control the placement of external files in a Corel WEB.DATA output file
- building customized reports and contracts by the conditional placement of different text files containing sections and changes

Types of files

The files should be saved in plain text. If they are created in a word processing application, the word processing application's plain text saving option must be used. For smaller files, such as contract clauses or form letters, the Windows Notepad utility is more than adequate. In-line formatting can be applied, but only using Corel WEB.DATA embedded macro commands ({TAG}:..}, {BLD}, etc.).

There are three types of external files that you can include:

- Windows file format: using the 8-bit ANSI character set output by Windows utilities such as Windows Notepad
- PC DOS file format: using the 8-bit PC character set used by most DOS-based word processing applications, optionally specifying the Code Page used
- Binary file format: an unconverted binary format where all embedded codes, including line breaks, are passed directly to the publishing software

Format

The drive, pathname, and filename must be specified in the following format:

{FILE AFTER:drive:\pathname\filename[,type,[charset]]}

The options in square brackets are not required, but if one option is specified, both must be specified, even if they are typed as null values:

1. No options: use the default ANSI file format with interpreted macros, which is the most useful format for form letters and description files set up using Notepad.
2. Type: specifies the type of file to be included:

- **No switches** (this is the default, which is specified by typing two commas with no space between them (i.e., ,,)): special characters (such as < >) are treated as plain text. Plain text with macros are interpreted. However, no HTML coding is interpreted.
- **P (plain text)**: special characters (such as < >) are treated as plain text. Both macros and HTML coding are not interpreted.
- **B (binary)**: special characters (such as < >) are interpreted as HTML coding. Macros are not interpreted.

3. Charset: specifies the character set of the included file.

- **Null** (default): 8-bit ANSI character set (from Windows editors).
- **C**: 8-bit PC character set using the currently installed code page.
- **Cnnn**: 8-bit PC character set using code page "nnn" (where "nnn" is the code page number (either 437 or 850
- these are the only two code page files supplied by Corel WEB.DATA)).

Examples

{FILE AFTER:c:\dbpdat\clause1.txt,,C}

Adds the 8-bit PC file CLAUSE1.TXT, which was prepared using a DOS word processing application and saved in plain text on the current machine. Any Corel WEB.DATA macro and formatting codes would be interpreted.

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} **Related Topics**

FILE BEFORE

Corel WEB.DATA provides the following four FILE INCLUDE macros: FILE BEFORE, FILE AFTER, REPLACE RECORD WITH FILE, and INCLUDE. These macros allow text files, which are external to the database, to be included in the Corel WEB.DATA output file. Extensive text sections, such as those created in a word processing application, for example, can be included as part of a recipe.

In particular, the FILE BEFORE function inserts the contents of the user-defined file before the specified event field value.

This function can only be used as the right term in an Event dictionary. This means that the contents of the file will only be included when the field value specified in the left term of the Event dictionary occurs. This can be just once or many times.

Possible applications

- building a document database, the sole function of which can be to control the placement of external files in a Corel WEB.DATA output file
- building customized reports and contracts by the conditional placement of different text files containing sections and changes

Types of files

The files should be saved in plain text. If they are created in a word processing application, the word processing application's plain text saving option must be used. For smaller files, such as contract clauses or form letters, the Windows Notepad utility is more than adequate. In-line formatting can be applied, but only using Corel WEB.DATA embedded macro commands ({TAG}:..}, {BLD}, etc.).

There are three types of external files that you can include:
- Windows file format: using the 8-bit ANSI character set output by Windows utilities such as Notepad.
- PC DOS file format: using the 8-bit computer character set used by most DOS-based word processing application, optionally specifying the code page used.
- Binary file format: an unconverted binary format where all embedded codes, including line breaks, are passed directly to the publishing software.

Format

The drive, pathname, and filename must be specified in the following format:

{FILE BEFORE:drive:\pathname\filename[,type,[charset]]}

The options in square brackets are not required, but if one option is specified, both must be specified, even if they are typed as null values:

1. No options: use the default ANSI file format with interpreted macros, which is the most useful format for form letters and description files set up using Notepad.
2. Type: specifies the type of file to be included:
- **No switches** (this is the default, which is specified by typing two commas with no space between them (i.e., ,,)): special characters (such as < >) are treated as plain text. Plain text with macros are interpreted. However, no HTML coding is interpreted.
- **P (plain text)**: special characters (such as < >) are treated as plain text. Both macros and HTML coding are not interpreted.
- **B (binary)**: special characters (such as < >) are interpreted as HTML coding. Macros are not interpreted.
3. Charset: specifies the character set of the included file.
- **Null** (default): 8-bit ANSI character set (from Windows editors).
- **C**: 8-bit PC character set using the currently installed code page.
- **Cnnn**: 8-bit PC character set using code page "nnn" (where "nnn" is the code page number (either 437 or 850
- these are the only two code page files supplied by Corel WEB.DATA)).

Examples

{FILE BEFORE:c:\dbpdat\clause1.txt,,C}

Adds the 8-bit PC file CLAUSE1.TXT, which was prepared using a DOS word processing application and saved in plain text on the current machine. Any Corel WEB.DATA macro and formatting codes would be interpreted.

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>Related Topics</u>

String/text and field functions

TEXT BEFORE/TEXT AFTER

This macro function inserts the user-defined text string before or after an event field or to replace an entire output record.

Format

{TEXT AFTER:string}{TEXT BEFORE:string}

There are many possible uses for these macro functions, such as automatically adding additional text before or after every occurrence of an Event Field.

This macro is often used with the {FIELD:field,n} macro, which inserts field contents into dictionary entries, text positions, or external text files.

For example, if you typed "{TEXT AFTER: (See also United Kingdom)}" in the right text term of an Event dictionary, then the expression "(See also United Kingdom)" would appear after the contents of a field whose value matches the entry in the left text term of the Event dictionary.

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>Related Topics</u>

DIC

The DIC macro function can only be used with a Text dictionary and the contents of a specified field to generate Text Before and Text After. The DIC macro function is very useful in multilingual folders when producing text in the Text Before and After positions in the appropriate language for each folder entry. Any text item generated by using the {DIC:} function is additional to any Text Before/Text After defined outside the macro expression. For example, if the macro expression precedes any Text Before, the generated text will precede the Text Before text. If the macro expression follows any Text Before, the generated text will follow the Text Before text.

Format

{DIC:string}

DIC is the macro function.

string is any user-defined text, or the result of another macro that returns a text string.

The text string portion of the macro does not need quotation marks to delimit it. If they are included, they are treated as part of the text string.

The DIC macro searches for the evaluated text string in the left text term of the dictionary. Once found, the corresponding value in the right text term is inserted in place of the DIC macro in either the Text Before or Text After positions.

Example

{DIC:RED}

{DIC:{FIELD:t0.COLOR}}

Text dictionary contents:

Left text term	Right term
RED	(may vary in shade)
{DEFAULT}	

The values for the t0.COLOR field are RED, PINK, and ORANGE.

If {DIC{FIELD:t0.COLOR}} is placed in the Text After box when the value of the t0.COLOR field is RED; the text "(may vary in shade)" is published after the contents of the field.

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} **Related Topics**

REPLACE RECORD WITH

The REPLACE RECORD WITH macro function replaces an entire output record with a user-defined text string when the specified event field is encountered. This macro is often used with the FIELD macro, which inserts the value of the field for the record.

Format

{REPLACE RECORD WITH:string}

Note

- You can also use the Corel WEB.DATA TAG macro function to apply a different tag to the replaced text. The right dictionary term appears as: {REPLACE RECORD WITH:{TAG:tagname}string}. If no tag is specified, Body Text is applied.

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>Related Topics</u>

Tagging macro functions

NEWPAGE

The NEWPAGE macro function inserts a blank record that is tagged with the name DBP_PAGE.

Possible applications

This function can be used to create a new page before every occurrence of a heading (if the associated field is defined as a heading control block). The NEWPAGE macro function is also useful in mail merge applications, where each form letter must start on a new sheet.

Format

{NEWPAGE}

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>**Related Topics**</u>

NEWCOLUMN

The NEWCOLUMN macro function inserts a blank record tagged with the name DBP_COLUMN.

Possible applications

This macro function can be used to create a new column before every occurrence of a heading (if the associated field is defined as a heading control block).

Format

{NEWCOLUMN}

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>**Related Topics**</u>

TAG SUFFIX

The TAG SUFFIX macro function adds a suffix to all paragraph tags associated with a record or group of records. (Contrast this with the Tagging dictionary, which changes only one tag to another for a specified field value.) Depending on its positioning, the TAG SUFFIX macro function appends the defined text string to some or all tags used in the output record, and changes the tag name to the existing tag name and text string. The new suffixed tag attributes are copied from the Body Text tag, and not from the attributes of the original unsuffixed tag.

Possible applications

Tag Suffix can be used to change all the tags used in a multiple-tag output record (e.g., to enhance a catalog entry presented as several side-by-side paragraphs).

Format

{TAG SUFFIX:string}

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>**Related Topics**</u>

TAG NOSUFFIX

The TAG NOSUFFIX macro function preserves paragraph tags associated with a record or group of records when a TAG SUFFIX macro is present.

Possible applications

The TAG NOSUFFIX macro function can be used to preserve the formatting of a field, when the other fields in a record have had new tags applied to them by the TAG SUFFIX macro.

Format

{TAG NOSUFFIX:tagname}

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>**Related Topics**</u>

TAG

The TAG macro function is used to insert a user-defined tag name in the output file. The user-defined tag name converts to the publishing software's tag format during output processing. The actual function of the tag is determined in the publishing software. The TAG macro function can be used on its own in any of the Corel WEB.DATA text positions or in any combination with other macro functions. The TAG macro function adds angle brackets to the text following the colon. This way, you can create new HTML tags.

Possible applications

The TAG macro function can be useful to create a tag name to control the attributes of Text Before and After where such text is required in a separate paragraph. Another common use is to apply two or more tags to a field, perhaps to define side-by-side paragraphs, where the first tag is used for spacing purposes.

It is possible to apply inline coding from the Corel WEB.DATA keypad to the new tag; however, the typographical attributes of the publishing software are far wider.

Format

{TAG:tagname}

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>Related Topics</u>

REPLACE TAG

The REPLACE TAG macro function is used with counter functions within a heading or document counter and is assigned as Additional Text Before in that function. It is used to replace the first tag in the output record immediately following the reset of the counter.

Possible application

One possible application might be if you want to highlight every fifth record within a heading by applying additional spacing and a different font. To perform this task:

1. In Field Selection, select the heading block and select the Counters option.
2. Type 5 in the Records edit box.
3. Type {REPLACE TAG:ENHANCED} in the Additional Text Before box.

   Corel WEB.DATA replaces the first tag encountered in the output record with the tag ENHANCED.

{button ,AL(`OVR Using macros;',0,"Defaultoverview",)} <u>Related Topics</u>

HTML reference information

HTML code guide

The following table offers both a description and an example for commonly used HTML codes. The examples illustrate how these codes can be used in an HTML document.

HTML CODE	DESCRIPTION
<!-- -->	Comment lines can be placed anywhere within an HTML file, provided they begin with the less than symbol (<) followed by the exclamation point (!) and 2 dashes (--). The comment ends with 2 dashes and a greater than symbol (>). **Click HERE to see an example of how this code can be used.**
<HTML> </HTML>	Inserted at the very beginning, this tag signals the start of an HTML document. This is not a mandatory requirement, but it is considered an HTML convention. The very last statement of the file would be </HTML>. **Click HERE to see an example of how this code can be used.**
<BODY> </BODY>	Although this is not mandatory, you should also declare where the body of the document begins. The beginning of the body text is indicated using <BODY> and the ending with </BODY>. This is the part of the document that is normally displayed as the page in most browsers. **Click HERE to see an example of how this code can be used.**
<P>	Paragraphs can be created with the <P> tag. If you end a paragraph with this tag, it will create a double paragraph return between lines. **Click HERE to see an example of how this code can be used.**
 	The line break tag causes any text following it to begin on the next line. **Click HERE to see an example of how this code can be used.**

<P ALIGN=
  "LEFT"
  "CENTER"
  "RIGHT"
  "JUSTIFY">
</P>
	The P element marks a block as paragraph text, allowing alignment formatting. Following the P element is ALIGN=, with a choice of 4 justifications: Left, Center, Right, and Justify.
	
	Click HERE to see an example of how this code can be used.

<TT> </TT>	This tag formats text in fixed-width typewriter font. **Click HERE to see an example of how this code can be used.**
<B> </B>	This tag formats text in boldface. **Click HERE to see an example of how this code can be used.**
<I> </I>	This tag formats text in italics.

<U> </U>	This tag formats text as underlined.
	Click HERE to see an example of how this code can be used.
<BIG> </BIG>	This tag formats text in bigger text.
	Click HERE to see an example of how this code can be used.
<SMALL> </SMALL>	This tag formats text in smaller text.
	Click HERE to see an example of how this code can be used.
	This tag formats text in subscript.
	Click HERE to see an example of how this code can be used.
	This tag formats text in superscript.
	Click HERE to see an example of how this code can be used.
<FONT SIZE=?? FACE=?????> </FONT>	This tag controls font size and the selected font style.
	Click HERE to see an example of how this code can be used.
<PRE> </PRE>	Preformatted text allows for the use of spaces. However, the text cannot have any formatting applied to it when using this tag (e.g., bold, italics, font types, etc.). The text is displayed in the Courier typeface.
	Click HERE to see an example of how this code can be used.
<ADDRESS> </ADDRESS>	This tag is used for address information, signatures, authorship, etc. It is often placed at the bottom (or top) of a document.
	Click HERE to see an example of how this code can be used.
<H? ALIGN="LEFT"	"CENTER"	"RIGHT"> </H?>	There are six levels of headings. Each is indicated by H1, H2, H3, and so on. You can also align headings using Left, Center, or Right.
	Click HERE to see an example of how this code can be used.

<HR
  Size="n"
  Width="n" or "n%"
  Align= "left"
	"center"	"right"
		  Noshade>
			This tag draws a horizontal line across the screen. There is no corresponding /HR code. The ruling line can change its size, width, alignment, and shading.
			
			Click HERE to see an example of how this code can be used.

<CENTER> </CENTER>	This tag centers all objects within the browser.
	Click HERE to see an example of how this code can be used.

<HEAD> </HEAD>	This tag provides information about the document.
	Click HERE to see an example of how this code can be used.
<TITLE> </TITLE>	This tag marks the Title, which will appear on the top of the browser window.
	Click HERE to see an example of how this code can be used.
<A HREF="path/to/myfile.htm"> Text to link</A>	This tag creates a hyperlink to another URL, HTML file, image source, etc.
	Click HERE to see an example of how this code can be used.

<IMG

  SRC="path/to/myimage.gif"

  ALT="alternative text"

  ALIGN="bottom", "middle", "top"

  HEIGHT="n"

  WIDTH="n"

  BORDER="n"

  HSPACE="n"

  VSPACE="n"

  LOWSRC="URL">

- image source
- image file
- inserts alternative text if image isn't displayed
- specifies where to align the image with the text
- specifies the height in pixels
- specifies the width in pixels
- turns the border on or off (e.g., =0)
- adds space between image and surrounding elements
- specifies a low-resolution image file

Click HERE to see an example of how this code can be used.

<OL>

  <LI>

  <LI> (or replace this with an image)

</OL>

- ordered list
- list item #1
- list item #2, etc.
- end of ordered list

Click HERE to see an example of how this code can be used.

<UL>

  <LI>

  <LI> (or replace this with an image)

</UL>

- unordered list
- list item #1
- list item #2, etc.
- end of unordered list

Click HERE to see an example of how this code can be used.

<DL>

  <DT>

   <DD>

  <DT>

   <DD>

</DL>

- definition list
- definition term
- definition term's description
- definition term
- definition term's description
- end of definition list

Click HERE to see an example of how this code can be used.

<A NAME="anchor location name"> Anchor text </A>	This tag creates an anchor location for a link from another document or within the same document.
	Click HERE to see an example of how this code can be used.
<A HREF="#anchor location name"> Linking text </A>	Provides a hyperlink to the anchor location name. You can also target the anchor from another document by adding the name after the document URL.
	This means that you can click one of these hyperlinks in your document and instantly return to the first page ▪ there is no

need to scroll to the top.

Click <u>HERE</u> to see an example of how this code can be used.

`<IMG SRC=map.gif ISMAP>`	This tag creates a graphic image which allows you to view different information, depending on where you click on the image. The image supplies the mouse coordinates to a program (such as Corel WEB.DATA) and the program reacts accordingly (such as by launching another Web page or by providing another graphic image).

Click <u>HERE</u> to see an example of how this code can be used.

`<MAP NAME=TESTMAP>`

`<Area shape=(t) coors="x1,y1,x2,y2" href="URL">`

`</MAP>`

`<Img src="map.gif" USEMAP="#testmap">`

Note
■   where (t) is a shape (e.g., a rectangle, circle or polygon

This tag provides a graphic image which contains hidden hyperlinks. When the user clicks on a specific area, the hyperlink provides a URL address belonging to other HTML pages or programs.

Click <u>HERE</u> to see an example of how this code can be used.

`<BODY BGCOLOR="#??????">`

The sequence surrounded by quotation marks represents the red, green, and blue color combinations.

This tag generates the background color used by your browser. The browser window background can support colors other than white, black, or gray. Used as a feature of the `<BODY>` tag, the HTML code BGCOLOR enables you to change the background color using an alphanumeric sequence that is enclosed in quotation marks.

Click <u>HERE</u> to see an example of how this code can be used.

`<BODY BACKGROUND="image.gif">`

This tag generates the background color used for a graphic image. The browser window background can also support graphic images. The browser tiles the image (default) to fill the window. For best results, this image should be in either .GIF or .JPEG formats.

Click <u>HERE</u> to see an example of how this code can be used.

`<Meta Http-Equiv="Refresh" Content="(n);`
    `URL=protocol://URL">`
■   where (n) is any number representing seconds

This tag creates a dynamic document (Client Pull) that contains animation ■ without any interaction with the user. The tag creates the animation effect by reloading the document every (n) seconds, where (n) is the number representing seconds.

Click <u>HERE</u> to see an example of how this code can be used.

`<BLINK>      </BLINK>`

This tag is used to create flashing text. It is supported only by Netscape Navigator 2.0 or a higher version.

Click <u>HERE</u> to see an example of how this code can be used.

`<MARQUEE>      </MARQUEE>`

This tag is used to create a scrolling text marquee. It is supported only by Microsoft Internet Explorer 2.0 or a higher version.

Click <u>HERE</u> to see an example of how this code can be used.

`<FRAMESET>`
  `<FRAME1>`
    `NAME=(create a frame name)`
    `SCROLLING=Yes or No`
  `<FRAME2> etc.`

This tag creates frames, which are separate windows within the browser window. You can save each frame to a different name, vary the frame size, and enable or disable the frames scrolling ability. Each frame can display different information within the same browser window.

This tag is used for browsers which do not support the frame

```
</FRAMESET>
or
<NOFRAMES>     </NOFRAMES>
```

with the A HREF tag:
```
<A HREF="/pathto/myfile.htm" TARGET=(frame
name)>    Text to link    </A>
```

option.

When the A HREF TARGET=(frame name) tag is used in association with the FRAME or NOFRAMES tag, you can send output information to a designated frame.

Click <u>HERE</u> to see an example of how this code can be used.

```
<BANNER>     </BANNER>
```

This tag defines a section of the document as the page banner. This section displays at the top of the browser window and does not have scrolling capabilities.

Click <u>HERE</u> to see an example of how this code can be used.

```
<TABLE>
  <CAPTION>     </CAPTION>
  <TR>
    <TH>     </TH>
    <TD>     </TD>
  </TR>
</TABLE>
```

This tag formats information into columns and rows (table format). Each intersection of a column and a row is called a cell. Each cell can have its own attributes for text, alignment, padding, graphics, and color.

In addition, the entire table can support captions, headers and/or footers, column headings, and border styles. You can also set the alignment within the browser window.

Click <u>HERE</u> to see an example of how this code can be used.

{button ,AL(`OVR html publishing;',0,"Defaultoverview",)} <u>Related Topics</u>

<!-- This is a comment -->

<HTML>
<HEAD>
<TITLE>This is my title</TITLE>
</HEAD>
<BODY>
   body text information
</BODY>
</HTML>

```
<HTML>
<HEAD>
<TITLE>This is my title</TITLE>
</HEAD>
<BODY>
   body text information
</BODY>
</HTML>
```

This is an example of how much space will exist when using the paragraph tag.**\<P\>**
It will seem as if two hard returns were used.

The line break tag causes any**
**
text to start on the next line.

\<P ALIGN="**CENTER**" | "**RIGHT**" | "**JUSTIFY**">Align controls the alignment of text within the paragraph. Left and right alignment flushes the text with the left and right margins respectively, while center alignment centers the text. Justify will left and right justify the text.**\</P>**

This is how the **<TT>**typewriter font differs**</TT>** from other text.

This is how **<B>**boldface text**</B>** appears.

This is how **<I>**italicized text**</I>** appears.

This is how **<U>**underlined text**</U>** appears.

This is how **<BIG>**bigger text**</BIG>** appears.

This is how **<SMALL>**smaller text**</SMALL>** appears.

This is how **<SUB>**subscript**</SUB>**text appears.

This is how **<SUP>**superscript**</SUP>**text appears.

This is how **<FONT FACE="ARIAL" SIZE=-1>**the arial font **</FONT>** appears when it is one point size smaller.

<PRE>This   text   has   been   preformatted   you   can   use   large   spaces**</PRE>**Where   this   text   does   not   support   large   spaces.

<ADDRESS><A HREF= "www.corel.com">Corel Corp.</A>**</ADDRESS>**<P>

<ADDRESS>

1600 Carling Ave.

Ottawa, Ontario

K1Z 8R7

613-728-8200

</ADDRESS>

<H1 Align="left">Heading type H1**</H1>**

<H2 Align="center">Heading type H2**</H2>**

<H3 Align="right">Heading type H3**</H3>**

<H4>Heading type H4**</H4>**

<H5>Heading type H5**</H5>**

<H6>Heading type H6**</H6>**

These 2 lines are separated **<HR>**

by a horizontal ruling line.<P>

<HR Size="4" Width="80%">

<HR Size="10" Width="40">

<HR Size="10" Width="40" Align="center">

<HR Size="15" Width="80" Noshade>

\<CENTER\>This title is centered**\</CENTER\>**

```
<HTML>
<HEAD>
<TITLE>This is my Web page</TITLE>
</HEAD>
<BODY>
   text goes here
</BODY>
</HTML>
```

<TITLE>This is my Web page**</TITLE>**

<A HREF="**WWW.COREL.COM**">Click here**</A>** to go to Corel's site.

<IMG SRC="http://www.corel.com/corelgif/webproducts/splashscreen.gif" **ALT=**"If your browser does not support graphics, this text will appear instead"**>**

```
<OL>
  <LI>First item
  <LI>Second item
</OL>
```

```
<UL>
  <LI>First item
  <LI>Second item
</UL>
```

<DL>
  <DT>First term
    <DD>First term's definition
  <DT>Second term
    <DD>Second term's definition
</DL>

<A NAME="TOP">Title of my Web page**</A>**

Insert a text file here that is long enough to scroll through.

<A HREF="#TOP">Go to top**</A>**

or

<A HREF="Mypage.htm#TOP">Go to first page**</A>**

<A HREF="URL Address">

<IMG BORDER=0 SRC=MAP.GIF ISMAP>

</A>

<MAP BORDER=0 NAME=TESTMAP>

<Area shape=rect coors="0,0,131,53" href="WWW.Here.COM"**>**

<Area shape=rect coors="133,0,264,53" href="WWW.There.COM"**>**

<Area shape=rect coors="267,0,396,53" href="WWW.Somewhere.COM"**>**

</MAP>

<Img src="map.gif" **USEMAP=**"#testmap"**>**

<BODY BGCOLOR="#FF00FF">

The alphanumeric sequence has a number of possible combinations. Some common examples are:

"FFFFFF"	white
"000000"	black
"A0A0A4"	gray
"FFFF00"	yellow
"0000FF"	blue
"00FF00"	green
"FF0000"	red
"00FFFF"	cyan
"FF00FF"	magenta

<BODY BACKGROUND="IMAGE.GIF">

<Meta Http-Equiv="Refresh" Content="5; URL=http://www.corel.com">

<H1>Client Pull Example</H1>

In 5 seconds, you will jump to Corel's home page.

This is **<BLINK>**BLINKING**</BLINK>** text!

<MARQUEE ALIGN="top">Sample scrolling text **</MARQUEE>**

<FRAMESET>
  <FRAME1>
  <FRAME2> etc.
</FRAMESET>

<NOFRAMES>
   Place information here for browsers that do not support frames
</NOFRAMES>

with the A HREF tag
<A HREF="/pathto/myfile.htm" **TARGET=(frame name)>** Text to link **</A>**

<BANNER>Place company name or company logo here so that it is displayed at all times</BANNER>

\<TABLE Width="100%" Border="4px" Frame=border Rules=all Cellspacing="1px" Cellpadding="4px"**\>**

\<CAPTION Align=Center VAlign=Top\>This is where the caption is placed**\</CAPTION\>**
\<COL Align=Center\>\<Col Align=Center\>\<Col Align=Center\>\<Col Align=Center\>\<Col Align=Center\>

\<THEAD\>
\<TR\>
\<TH BGCOLOR=FFFF80 **Align= Center\>**Date**\</TH\>**
\<TH BGCOLOR=80FF80 **Align=Center\>**Volume (in millions)**\</TH\>**
\<TH BGCOLOR=FF8080 **Align=Center\>**High**\</TH\>**
\<TH BGCOLOR=80FFFF **Align=Center\>**Low**\</TH\>**
\<TH BGCOLOR=FF8040 **Align=Center\>**Close**\</TH\>**
\</TR\>
\</THEAD\>

\<TBODY\>
\<TR\>
\<TD Align=Center\>January 2nd, 1990**\</TD\>**
\<TD Align=Center\>.04**\</TD\>**
\<TD Align=Center\>2.00**\</TD\>**
\<TD Align=Center\>1.92**\</TD\>**
\<TD Align=Center\>2.00**\</TD\>**
\</TR\>
\<TR\>
\<TD Align=Center\>Jan. 3rd, 1996**\</TD\>**
\<TD Align=Center\>0.14**\</TD\>**
\<TD Align=Center\>32.00**\</TD\>**
\<TD Align=Center\>31.92**\</TD\>**
\<TD ALIGN=CENTER\>31.92**\</TD\>**
\</TR\>

\</TABLE\>

Shortcuts

File menu shortcuts

Press	To
CTRL + N	Start a new recipe
CTRL + O	Open the Open dialog box to open a new recipe.
CTRL + S	Open the Save dialog box to enable you to save your Corel WEB.DATA file.
ALT + F4	Exit Corel WEB.DATA

Help menu shortcuts

Press	To
F1	Open What's This? Help
CTRL + F1	Open the Help file

Dialog box shortcuts

Press	To
Home	Move to beginning of current line of text
End	Move to end of current line of text
CTRL + Right or Left Arrow	Move one word right or left
CTRL + PAGEDOWN	Go to next page/tab of dialog box
CTRL + PAGEUP	Go to previous page/tab of dialog box
TAB	Go to next element in dialog box
ESC or ALT + F4	Open the Exit dialog box
CTRL + F	Go to the Fields list box
CTRL + T	Go to the Tags list box
CTRL + A	Go to the Field Attributes dialog box

Default values and Specifications

Corel WEB.DATA technical specifications

Select Database

a) Imported Database Characteristics

Feature	Specification
Characters per field	254 maximum
Fields per record	Unlimited
Size of memo field	16 Kilobytes
Records per database	Unlimited

b) Join table

Feature	Specification
Additional lookup tables	20 maximum

c) Calculated fields

Feature	Specification
Additional calculated fields	64 maximum
Characters in expression	255 maximum
Operators in expression	32 maximum

Record Selection

Feature	Specification
Expressions in record selection	64 maximum
Characters in value box	255 maximum

Record sorting

Feature	Specification
Fields in record sorting	64 maximum
Total key length available	251 maximum

Field selection

Feature	Specification
Fields per control block	477 maximum, total across all blocks of 477
Number of heading blocks	32 maximum
Heading block record counter interval	Limited to 99999 only by the size of the text box
Counter interval	Limited to 9999 only by the size of the text box
Characters in Additional Text Before/Text After boxes in Counter section	255 maximum

Field attributes

Feature	Specification

Characters for Text Before/Text After boxes	2558 (2KB) maximum
Characters in tag name	1023 maximum for HTML

<u>Global attributes</u>

Feature	Specification
Characters for text boxes	2558 (2KB) maximum

<u>Process</u>

Feature	Specification
Formatted characters per field	4096 maximum
Formatted fields per record	512 maximum

<u>Dictionaries</u>

Feature	Specification
Dictionaries per recipe	Unlimited
Characters in a left term	255 maximum
Characters in a right term	765 maximum

Default settings

Drives and folders

Corel WEB.DATA defaults to the drive and folder to which it was installed.

Project name

PROJECT

Publishing options

If you launch Corel WEB.DATA from within Corel WEB.DESIGNER, the default if Publish to Corel WEB.DESIGNER. If you launch Corel WEB.DATA standalone, the default is HTML.

Processing method

Custom

Sort table file

ANSI.SRT

Field formats

When you install Corel WEB.DATA, the default settings for Number, Currency, Time, and Date formats are automatically copied from the settings specified in your Windows system Control Panel.

Trademarks and registered trademarks

Trademarks and registered trademarks

The following list identifies all the trademarks and registered trademark product, feature, and company names appearing in the Help file:

Corel® WebMaster Suite

Corel® WEB.DESIGNER

Corel® WEB.DATA

Netscape Navigator■
Microsoft® Internet Explorer
Microsoft® Access
Miscrosoft® Excel
Microsoft® FoxPro®
Borland® dBASE®
Lotus® 123®
Paradox®
Oracle®
Microsoft® SQL Server
Windows® 95
Windows NT■
Java■ Programming Language
HotJava■ Browser

Java■ Powered applet
Java and other Java-based names and logos are trademarks of Sun Microsystmes, Inc. and refer to Sun's Java Technologies.

Row

A row (often referred to as a record) is a group of fields that contains related information about a specific entity.

Baseline

The imaginary line along which characters in a line of type align.

Column

A column (often referred to as a field) contains data describing a certain characteristic of an entity.

Java Programming Language

The Java Language is a programming language invented by Sun Microsystems to design programs that can be safely downloaded to your computer through the Internet and immediately run without fear of viruses or other harm to your computer or files. The Java Programming Language lets you create self-contained applications called applets that can be executed in any Java-enabled browser.

Joins

A join is a link created between two data sources using a common field value.

Data sources

A data source is a collection of related information that is logically organized. Some examples of data sources are databases, spreadsheets, or text files in fixed-width or delimited format.

Tables

A table is a collection of related information that is stored in rows and columns or records and fields.

Path

A path is a series of directions to a folder or file on your system. It consists of a drive letter (such as C:\) plus the hierarchy of folders that point to the file. For example, Corel WEB.DATA stores its recipes in the RECIPES folder, which can be found under C:\COREL\PROJECT\DOCS.

Subview

A subview is a special type of a one-to-many join. A record in the main table is joined or matched with one or more records in the second table. If multiple records in the second table match the record in the main table, the additional records are matched and stored in a subview. The subview can be displayed by clicking on the linking field.

Lookup

A lookup is a one-to-one join where only the first matching record in the second table is joined with the matching record in the main table.

Bitmap

A bitmap is an image composed of a series of pixels or dots. Scanners and paint programs (such as Corel PHOTO-PAINT) generate this type of image.

Vector graphic

A vector graphic is a graphic where shapes are represented as a series of Bezier curves. Vector graphics are also referred to as object-based graphics or line art.

Check box

A check box is a square box in a dialog box used to enable and disable options. An option is enabled when an X or a check mark appears in the check box and is disabled when the check box is empty.

Radio button

A radio button is a round button in a dialog box that enables or disables an option. When two or more options are available, only one can be selected. They are often referred to as option buttons.

Extension

An extension is a group of characters that follow the period in a filename. They identify the type of information in a file. For example, the extension for a database file in dBASE format is .DBF.

Frame

A frame is a box used to hold text and graphics anywhere on the page.

Uniform Resource Locator (URL)

A World Wide Web address or identifier used to locate specific information sites on the Web. The most common way to use a URL is to enter the address into a Web browser program, such as Netscape, or Internet Explorer. Most URLs take the form http://www.corel.com.

Hypertext Markup Language (HTML) extensions

HTML extensions are new elements (in addition to the standard HTML 3.0 elements) that are implemented and recognized only by a specific Web browser. The extensions are designed to give the author greater control over the document layout.

Subtotal control block

A subtotal control block calculates and outputs a subtotal value based on the values of the selected subtotal field(s) in the heading control block.

Document Body control block

Document body control blocks are the main sections of your output document.

World Wide Web

(WWW) The World-Wide Web is a hypertext-based, distributed information system created by researchers at CERN in Switzerland. http://www.w3.org/. Web clients (browsers) can access multi-protocol and hypermedia information using an addressing scheme.

Web

An abbreviated term referring to the World Wide Web (see World Wide Web).

Database

A database is collection of related tables containing stored information. The data is organized into records and fields so that it can be easily accessed, manipulated, and sorted.

Command line interface

A command line interface is any DOS command line that is input through a keyboard.

Batch or script file

A batch file replaces keyboard input in controlling the operation of the computer.

HotJava Browser

A prototype of a WWW browser that displays applications contained in .HTML files and is written in the Java Programming Language . The data viewed in standard Web browsers is limited to text, illustrations, and low-quality sounds or videos, but with the HotJava Browser, you can add interactive science experiments, games, specialized shopping applications, interactive advertising, and even customized newspapers.

Open Database Connectivity (ODBC)

ODBC is an Open Systems standard that allows a database to access information in any type of database.

Record

A record (often referred to as a row) is a group of fields that contain related information about a specific entity.

Field

A field (often referred to as a column) contains data describing a certain characteristic of an entity.

Main table

The main table is the first table you select in the recipe-building process.

Recipe

A recipe is a file that contains a user-defined list of instructions that specify how the data in a database is published.

Hypertext Markup Language (HTML)

The coding language used to create Hypertext documents on the World Wide Web. HTML is a tag-based language that allows you to surround text blocks with codes that control their appearance. More importantly, HTML allows you to create hypertext documents by linking a word or phrase to another Internet file. HTML files are meant to be viewed using a World Wide Web Client Program, such as Netscape Navigator or Internet Explorer.

Hyperlink

A relationship between two anchors. Internal hyperlinks connect information stored on the same database, and external hyperlinks connect information stored on different databases.

Custom formatting

Custom formatting is a user-defined method of arranging your data.

Tabular formatting

Tabular formatting is a method of formatting your data in table or spreadsheet type format.

Tags

Tags are markers that contain formatting information that defines the layout and the published appearance of an HTML document. Formatting items with tags ensures that they all have the same appearance. Whenever the formatting of a tag changes, the appearance of all items that use that tag will reflect those changes.

Attributes

Attributes are values that describe the characteristics of an element. When you define the attributes of a field, you are specifying how the data will appear in your document. You define attributes by applying tags and macros.

Macros

Macros are text commands that perform a function that would be difficult or time-consuming to specify otherwise. Generally, a macro is a code word with parameters (optional), surrounded by { } (e.g., {DIC:field,string}).

Dictionaries

Dictionaries are devices that you can use to modify or enhance how the data in a field appears once it's published. All dictionaries contain two terms: the term on the left shows the data as it appears in the database, and the term on the right shows how it should appear in the document.

Calculated field

A calculated field is a field that is derived from one or more fields from the Main table. This field is generated by calculations that you define and only appears when you publish your output file. The data in the database is not affected.

CERN

(Centre Europeen pour la Recherche Nuleaire) A European physics laboratory and birthplace of the World Wide Web. For more information on CERN, consult the CERN home page at http://www.cern.ch/.

Text field

A text field contains information expressed in alphanumeric characters.

Numeric field

A numeric field contains information expressed in numerical form.

Date field

A date field contains information expressed in days, months, and years.

File field

A file field contains a reference to a file name expressed in text form.

Logical field

A logical field contains information containing only two values: true or false.

Time field

A time field contains information expressed in seconds, minutes, and hours.

Heading control block

A heading control block is a feature used to group one or more fields together in the document structure. The data in the fields assigned to a heading control block is output once and then only when the data changes value.

Keypad

A keypad is a customizable keyboard containing a set of buttons with macros assigned to them. Its purpose is to make the process of assigning field and global attributes faster and easier.

Memo fields

Memo fields are field-referenced text files that contain a countless number of characters. They store comments or descriptions that would otherwise be stored in large fields.

ANSI sort table

The ANSI sort table sorts data according to the ANSI numeric values assigned to characters. If you choose this sort table, the sort order will be numbers first, uppercase letters, and then lowercase letters.

Batch processing

Batch processing is a way of running multiple files one after the other.

Hypertext Transfer Protocol (HTTP)

The protocol for moving hypertext files across the Internet. Requires a HTTP client program on one end and an HTTP server program on the other end. The Hypertext Transfer Protocol abbreviation (http) appears at the beginning of all World Wide Web addresses (e.g., http://www.corel.com).

Applet

An applet is a small program, based on the Java Programming Language, that can be included in an HTML page. When you use a Java-compatible browser to view a page that contains an applet, the applet's code is transferred to your system and executed by the browser.

Silent mode

Silent mode (the /S argument) instructs Corel WEB.DATA to run in the background, without any interaction from the user.

Function

A function is a macro expression that performs a task. The macro expression consists of a macro (e.g., {DIC}) and a variable (e.g., {DIC:field,string}).

Variable

A variable is a temporary placeholder for character, date, logical, and numeric values. Also referred to as a parameter(s), variables are most often used to hold user input or calculation results.

Append

Append means to attach the output of one recipe to the end of an existing output file.

BMP

BMP is the filename extension for Windows bitmap files.

Click

Click means to quickly press and release the left mouse button.

Command

A command is a word or a phrase in a menu that initiates an action.

Cursor

A cursor is another name for the mouse pointer. You use the cursor to point to the object, command, tool, or other screen item that you want to select.

Descending (sort order)

A descending sort order displays items in order from greatest to least. For example, a descending alphabetical order would be w, r, p, h, e, a; a descending numeric order would be 100, 54, 32, 28, 12, 9.

Ascending (sort order)

An ascending sort order displays items in order from least to greatest. For example, an ascending alphabetical order would be a, e, h, p, r, w; an ascending numeric order would be 9,12, 28, 32, 54, 100.

Dialog box

A dialog box is a window that Corel WEB.DATA displays when additional information is required.

Folder

A folder is part of a structure that organizes files on a disk like drawers in a filing cabinet. Folders have names and can be divided into subfolders. For example, Corel WEB.DATA stores all of its recipes in a folder called RECIPES.

Double-click

Double-click means to quickly press and release the left mouse button twice.

Drive

A drive is a device in a computer that contains stored information. Personal computers normally have a fixed-disk drive labeled C and one or two floppy-disk drives labeled A and/or B.

GIF

GIF is the filename extension for files in a bitmap format that are often used to store digitized color photographs.

Wildcard

A wildcard is a character (e.g., %, ?, or *) used to replace characters when performing a search. For example, to search for all files with the extension .BMP, you would type "*.bmp." To search for a string of characters where the letters "CAT" are followed by any two characters, you would type "CAT??."

List box

Fields
Document Body ▼

t0.R_TITLE ▲
c1.ccc
t0.IMAGE_NAME
t0.HEIGHT
t0.COLOR
t0.BUDS
t0.BLOOMS
t0.PETALS
t0.STEMS ▼

A list box is drop-down box that displays a set of options. If all the options cannot be displayed at once, scroll bars are provided.

Import

Import is an operation that converts a selected file into a file format recognized by the current application. The converted file is then opened in the current application.

Export

Export is an operation that formats a file in a different file format and sends it to specified location. Both the format into which the file is converted and the designated location are user-defined. For example, you can open a Paradox 3.0 database file from within Paradox 3.0 and export it as a FoxPro 3.0 file to another location on your hard drive.

Column heading

A column heading is the first row(s) in a table column. Column headings are often formatted differently from the rest of the table and usually contain a title describing the column's contents.

Right-click

Right-click means to quickly press and release the right mouse button.

String

A string is any sequence of alphanumeric numbers. "This_is_a_string" is one example of a string, the filename MYFILE23.TXT is another, and the path C:\COREL\PROJECT\DOCS is another.

Web browser

A Web browser is a viewing mechanism used for observing hypertext on the World Wide Web, technically referred to as a Web client. A browser allows you to view pages and navigate Web archives. You can request other files by clicking the corresponding URL.

Web document

A Web document is an ASCII text file that contains Hypertext Markup Language (HTML) tags. This type of document is intended to be accessed from the World Wide Web and viewed using a Web browser.

Document total control block

A document total control block calculates and inserts a total value at the end of the document. The calculation is based on the values of the fields selected in the document control block.

Document control block

The document control block allows you to apply document totals and event counters. In addition, if you add the same field to the document control block several times, you can apply different formatting to each instance of the field.

Displays copyright information.

Displays the amount of disk space available on your main hard drive.

Displays the product name.

Displays the name of the registered user and the serial number.

Double-click to open the credits window. To exit the credits and return to your program, press ESC.

Opens the System Info dialog box where you can get information about your system, monitor printer Corel .EXE & .DLL files, and system .DLLs.

Displays the version of the product currently installed.

Saves all system information as SYSINFO.TXT. Once it's saved, a message box appears informing you of the location of the saved file.

Provides a list of system information categories. Click one of the following:

System	Displays information about your computer, for example, Windows version or processor.
Display	Displays information about your monitor, for example, driver or driver version.
Printing	Displays information about installed printers.
Corel .EXE and DLL files	Displays information about all of the Corel .EXE and .DLL files.
System .DLL files	Displays all of the system .DLL files.

Displays the system information for the chosen category.

New command (File menu)

Starts a new recipe by removing an open recipe. You will be asked if you want to save the open recipe before it is removed.

Expand command (Table View window)

Expands the view of the table to its full width.

Compress command (Table View window)

Compresses the view of the table by narrowing column widths.

Close All command (Table View window)

Closes the Table View window.

Search Tool command(Table View window)

Opens the Record View window which allows you to search for specific records in the currently displayed table.

Open command (File menu)

Opens the selected recipe in Corel WEB.DATA. If there is already a recipe open, you will be prompted to save any changes before the recipe is closed.

Save command (File menu)

Saves the open file and any changes made to it since the last Save operation.

Save As command (File menu)

Opens the Save As dialog box where you can choose a filename and location for your file.

Batch Processing command (File menu)

Processes one or more recipes in sequence. The last recipe will remain open after it is processed.

Exit command (File menu)

Closes Corel WEB.DATA. If you have a recipe open, you will be prompted to save it.

Options command (Tools menu)

Opens the Preferences dialog box.

{button ,AL(`Setting your preferences;;;;;',0,"Defaultoverview",`main')} <u>Related Topics</u>

Dictionary Editor command (Tools menu)

Opens the Dictionary Editor.

{button ,AL(`Dictionary Editor;;;;;',0,"Defaultoverview",`main')} <u>**Related Topics**</u>

Keypad Editor command (Tools menu)

Opens the Keypad Editor.

{button ,AL(`Keypad Editor;;;;;',0,"Defaultoverview",`main')} <u>**Related Topics**</u>

Sort Table Editor command (Tools menu)

Opens the Sort Table Editor.

{button ,AL(`Sort Table Editor;;;;;',0,"Defaultoverview",`main')} <u>Related Topics</u>

Help Topics command (Help menu)

Opens the Corel WEB.DATA online Help file.

What's This? command (Help menu)

Changes the cursor into the context-sensitive cursor. Click any item in the Corel WEB.DATA window to display information about that item.

Tutorial command (Help menu)

Opens the Corel WEB.DATA Tutorial.

About Corel WEB.DATA command (Help menu)

Opens a dialog box with information about which version of Corel WEB.DATA you are running, the serial number for the software copy, and the amount of space available on the drive last used to save or open a file.

Clicking the System Info button opens the System Info dialog box.

Main screen buttons

Click here to select the database you want to use.

Click here to specify how you want to publish your data.

Click here to specify a record selection criteria (optional).

Click here to specify a record sorting criteria (optional).

Click here to specify which fields you want to publish and in what order.

Click here to enhance your data's published appearance (optional).

Click here to add text or formatting before the first record, between records, and after the last record (optional).

Click here to select output setup options.

Click here to process and publish your recipe.

Select Database dialog box

Type here to specify the path and filename of the main table.

Click here to browse through folders to find the file you want.

Click here to view the records of the main table.

Click here to open the Table Join dialog box and to access the Calculated Field dialog box.

Record View dialog box

Choose a field for which you want to search in the current database file.

Lists the field values for the selected record.

Click here to select the record before the selected record.

Click here to select the record after the selected record.

Click here to select the first record in the database file.

Click here to select the last record in the database file.

Type the field value for what you want to search.

Click here to search backwards.

Click here to search forward.

Enable this check box option to ignore the case (uppercase or lowercase) of the field value text.

Table Join dialog box

Choose a view from this list.

Click here to select a different file for the main table.

Click here to display the view created by joining one or more tables to the main table. The view is in tabular format.

Choose a field from this list to join the main table to another table. Joins between fields are indicated with ▪.

Click here to create a join between the field selected in the Views display and the field selected in the Tables display.

Choose the table that you want to join to the main table from this list.

Click here to display the selected table in tabular format.

Click here to add a new table to the list of tables.

Click here to remove the selected table from the list of tables.

Choose a field from this list to create a lookup (a one-to-one join) in the selected table.

Enable this button to define the join as a lookup.

Enable this button to define the join as a subview.

Choose a dictionary from this list box.

Enable this check box option to ignore the case (uppercase or lowercase) of the field value text.

A record in the displayed table.

Removes the join between selected joined fields.

Click here to open the Calculated Field dialog box.

Use this section to choose a view and create a table join.

Displays all of the fields in the main table and any fields from tables joined to it. Joins between fields are indicated with ▪.

Use this section to join a table to the main table.

Displays all of the fields in the selected table.

Use this section to define the join as a lookup (a one-to-one join) or a subview (a one-to-many-join) and to apply a dictionary to the joined fields.

Displays the selected dictionary to be used for the join you created.

Calculated Field dialog box

Type a name for the calculated field being created.

Choose a field type from this list box.

Choose a field to use in the calculated field expression.

Choose an operator function to use in the calculated field expression.

Type here to specify an expression for the calculated field or create one by choosing a field and an operator function from the above list boxes.

Use this section to specify the name and type of calculated field to be created.

Specify a name for the calculated field that you want to create.

Displays the selected field type for the calculated field that you want to create.

Displays the fields available to use in the calculated field expression.

Displays the operator functions available to use in the calculated field expression.

Displays the expression used for the selected calculated field.

Publishing options dialog box

Enable this button to select HTML as the publishing media.

Displays the current publishing selection.

Click here to search for another publication.

Choose a Web browser from this list box.

Displays the selected Web browser.

Choose a formatting default from this list box.

Choose a tagging option from this list when the "All Tagged" process method has been selected.

Use this section to select output publishing options.

Displays the selected "All Tagged" option when the "All Tagged" process method has been selected.

Use this section to specify a process method.

Record Selection dialog box

Enable one of these buttons to include or exclude all records that meet the specified selection criteria.

Enable this button to include all records that meet the specified conditions and values.

Enable this button to exclude all records that meet the specified conditions and values.

Enable this button to create an exclusive link between expressions.

Enable this button to create an inclusive link between expressions.

Enable one of these buttons to enable links between expressions. The buttons are available if you have two or more expressions in the Select All Records list box.

Use this section to specify a value for the record selection criteria.

Choose the fields that you want to use in the record selection.

Choose the conditional operator that you want to use for the selection criteria.

Type a value here to be added to the selection criteria.

Click here to apply the value of False to the selection criteria.

Click here to apply the value of True to the selection criteria.

Click here to add the value typed in the Value box to the selection criteria.

Enable this check box option so that the selection criteria ignores the value's case (uppercase or lowercase). Disable this check box option so that the selection criteria makes matches with the same case as the value.

Displays the selection criteria you defined.

Click here to display the results of the selection criteria.

Click here to add a new field selection expression.

Record Sorting dialog box

Lists the fields available with which to sort.

Click here to add the field selected in the Available Fields list to the Sort Fields list.

Choose the fields to be used in the sort from this list.

Enable this button so that the sort order starts at the top of the sort table.

Enable this button so that the sort order starts at the bottom of the sort table.

Use this section to choose Ascending or Descending sort order.

Choose a sort table from this list box.

Click here to open the Sort Options Dialog Box.

Displays the number of key characters still available for use. The maximum key-character length is 251.

Click here to display the results of the sort criteria.

Sort Options dialog box

Choose a dictionary from this list box.

Choose a dictionary from this list box.

Use this section to choose a Field Sorting and/or a String Sorting dictionary.

Use this section to choose a numeric or character sort for numeric characters in a text string.

Use this section to define the number of characters to be used in a field for the sort key.

Enable this button to have numeric characters within a text string sorted using the ANSI sort table.

Enable this button to have numeric characters within a text string sorted separately as numeric.

Type a number here to specify the number of characters assigned to the selected field for the sort key, or use the default.

Shows the number of sort characters still available.

Field Selection dialog box

Use this section to insert or remove a heading block.

Displays the control blocks, heading blocks, and subtotal blocks assigned to the Recipe output.

Lists the fields assigned to the selected control block.

Choose the fields you want included in the Recipe output.

Enable this button so that the contents of the selected heading block field is output every time its value changes.

Enable this button so that changes in the field value will not force the contents of the heading block to be output.

Type a number here to indicate the number of records to be counted before the selected heading block is output.

Choose the function that you want to use to define a subtotal.

Click here to add the field selected in the Available list to the Selected list.

Click here to insert a heading block above the selected heading block or body control block.

Click here to insert a heading block below the selected heading block or document control block.

Click here to remove the selected heading block.

Type a number here for the heading block interval counter.

Type text here that will be output if a heading block counter is used. This text will appear before the first record.

Type text here that will be output if a heading block counter is used. This text will appear after the number of records specified by the interval counter.

Enable this check box to set the heading block outside the table (process method must be set to Table).

Click here to add a subtotal block.

Click here to remove the selected subtotal block.

Enable one of these buttons to control the output of heading blocks. These controls are only available when you have a heading block selected.

Click these buttons to add and remove subtotal blocks.

Displays the document body fields.

Displays the heading block counter interval and any Additional Text Before and After that will be included with the output document.

Attributes page of Field Attributes dialog box

Use this section to copy attributes from a selected field to the clipboard.

Type a tagname here to assign a tag to the selected field in the Fields list.

Click here to create a tagname that is the same as the selected field.

Type text here that will appear before the field.

Type text here that will appear after the field.

Choose a Field type from this list box.

Click here to open the field type format dialog box.

This check box indicates that the format of a field has changed.

Choose a field type from this list to specify a different field type.

Enable one or more of these check boxes to apply the attribute(s) to the selected field.

Enable this check box option to insert an index marker after the field.

Enable this check box option to suppress the field contents without having to remove the field.

Enable this check box option to output the initial character for each alphabetic change, before each alphabetical section in the output. This option is only available for sort fields.

Click here to tag the field as a footnote reference.

Click here to copy the formatting from the selected field to the clipboard.

Click here to apply formatting copied from a field to the selected field.

Click here to change the selected field's format to the default format.

Displays the tag assigned to the selected field.

Displays the text to be inserted before the field.

Displays the text to be inserted after the field.

File Format dialog box

Choose the file type that you want referenced by the file field.

Choose the file extension that you want to use with the selected file option.

Enable this button if the file location is not local.

Enable this button if the file location is local.

Choose a description of the filename in the field.

Choose the file extension for the file type you've chosen.

Type here to specify the full path of the selected filename.

Click here to browse folders to find the file you want.

Specifies the type of file being referenced.

Enable one of these buttons to specify a location for the file.

Specifies the full path of the file being referenced.

Click here to open the Create Frame Dialog Box.

This check box indicates that options have been set in the Create Frame dialog box.

Create Frame dialog box

Enable this button to position the frame at the top of the field.

Enable this button to position the frame in the middle of the field.

Enable this button to position the frame at the bottom of the field.

Enable this button to position the frame at the cursor position in the field.

Enable this button to position the frame on the left side of the field.

Enable this button to position the frame on the right side of the field.

Enable this check box option to specify a frame size.

Type the frame width (in pixels for HTML).

Type the frame height (in pixels for HTML).

Type the border width (in inches).

Type the name for the frame tag.

Click here to use the field name as the frame tag.

Enable this button to have the frame tag determine the frame size.

Enable this button to set the frame size to the text extent.

Enable this button to set the frame size according to your specifications.

Type the frame width.

Type the frame height.

Choose the units of measurement to use for the frame size.

Use this section to specify the vertical alignment of the frame.

Use this section to specify the horizontal alignment of the frame.

Use this section to specify text to be substituted in place of a missing graphic.

Displays the text to be substituted in place of a missing graphic.

Displays the current width setting for the frame size.

Displays the current height setting for the frame size.

Displays the current border width setting (in inches).

Displays the selected frame tag assigned to the frame.

Displays the selected position for the frame anchor.

Choose an anchor position from this list.

Use this section to specify frame size settings.

Displays the current width setting for the frame.

Displays the current height setting for the frame.

Displays the selected unit of measure used for width and height specifications.

Date Format

Displays today's date in the format defined for the field.

Choose a date format option from this list.

Choose a language from this list.

Type a date format to add to the Format Choices list.

Displays today's date in the selected format.

Click here to save the custom format string to the Format Choices list.

Click here to remove the selected custom format choice from the list.

Choose an input order to enter the date in the field.

Displays the date format string to be added to the Format Choices list.

Logical Format dialog box

Type the text to be output if the logical field is YES/TRUE. The default is TRUE.

Type the text to be output if the logical field is NO/FALSE. The default is FALSE.

Numeric Format dialog box

Enable this button to use the general format for representing numeric values.

Enable this button to use the currency format for representing numeric values.

Enable this button to use the scientific format for representing numeric values.

Enable this button to set up a template format for representing numeric values.

Click here to set all values to the Corel WEB.DATA defaults.

Click here to set all values to the Windows system defaults.

Use this section to specify a numeric format.

Use this section to specify currency settings.

Displays the selected symbol for Currency.

Click here to open the Additional Numeric Range Format Dialog box.

Type text here to replace a numeric value of zero, e.g., null or n/a.

Type a number here to be used to display the selected format.

Enable this check box to truncate a number instead of rounding it up when it exceeds the specified number of decimal places.

Displays the test number in the selected format.

Type the symbol to appear before the number, e.g., $ or #.

Choose the position of the symbol relative to the number.

Choose the position of the minus sign relative to the symbol and number.

Type the number of characters to represent the exponent. This number will be overridden if the exponent requires more characters.

Choose a character to represent any character spaces not used from the width definition.

Choose a character to represent the plus symbol for the exponent.

Type a number format definition here to be used for the numeric format. For example, when the template format ###-#### is entered, the number 7288200 is output as 728-8200.

Choose a character to represent any unused #s from the template definition.

Choose the separator symbol from this list to appear between 1000s.

Choose the exponent symbol from this list.

Choose the decimal symbol from this list to appear at the decimal point.

Enable this check box option to cause a zero to appear before any number that is less than one. For example, .99 will output as 0.99.

Type the number of decimal places required for the number.

Choose a character from this list to represent any unused decimal places.

Choose a position from this list to place the symbol relative to the number.

Choose a position from this list to place the minus sign relative to the symbol and number.

Use this section to specify separator settings for the selected numeric field.

Choose a separator symbol from this list that you want to appear between 1000s.

Choose the decimal symbol from this list that you want to appear at the decimal point.

Use this section to specify exponent settings.

Use this section to specify a template definition for the numeric format.

Choose a character from this list to represent any unused #s from the template definition.

Displays the text specified to replace a numeric value of zero, e.g., null or n/a.

Displays the number used to show the selected format.

Use this section to specify decimal place settings for the number.

Displays the number of decimal places selected for the number.

Displays the character selected to represent any unused decimal places.

Numeric Range Format dialog box

Displays the text to be inserted before or after values that are within a specific range.

Displays the text to be inserted before values that are within the range.

Displays the text to be inserted after values that are within the range.

Displays the available range options.

Displays the text that will appear before and after values that are within this range.

Displays the text that will appear before and after values that are within this range.

Displays the text that will appear before and after values that are within this range.

Displays the text that will appear before and after values that are within this range.

Type the text that will appear before values that are within the range. The custom keypad can also be used to enter formatting codes.

Type the text that will appear after values that are within the range.

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Type the text that will appear before values that are within the range. The custom keypad can also be used to enter formatting codes.

Type the text that will appear after values that are within the range.

Type the text that will appear before values that are within the range. The custom keypad can also be used to enter formatting codes.

Type the text that will appear after values that are within the range.

Text Format dialog box

Use this section to specify a Capitalization option.

Displays the list of available dictionaries.

Use this section to specify Hard Line Break options for a Memo field.

Displays the tag to be used when the New Paragraph option is enabled.

Enable this button to have capitalization appear as it is entered in the sort file.

Enable this button to set the first character of all words to uppercase.

Enable this button to set the first character of each sentence to uppercase.

Enable this button to set all characters to uppercase.

Enable this button to set all characters to lowercase.

Choose a dictionary to override the selected capitalization.

Enable this button to replace hard line breaks with the {HLB} macro in memo fields.

Enable this button to replace hard line breaks with proportional spaces in memo fields.

Enable this button to replace hard line breaks with paragraph breaks in memo fields.

Enable this button to ignore hard line breaks in memo fields.

Type the name of the tag to be applied to the field if the New Paragraph button is enabled.

Displays the contents of the memo field.

Time format dialog box

Displays a sample of the selected format.

Displays the available format choices.

Displays a list of the available languages.

Use this section to specify a format style for representing time. You can preview the selected style in the Sample box.

Displays the current format style for representing time.

Displays a sample of the custom format.

Use this section to specify text that you want to appear after the time for both the morning and the afternoon.

Displays the text that will appear after the time when it is before noon.

Displays the text that will appear after the time when it is after noon

Displays a sample of the selected format.

Choose a time format option from this list.

Choose a language from this list.

Type a format style for representing time.

Displays a sample of the custom format.

Type the text that will appear after the time when it is before noon. For example, am or AM.

Type the text that will appear after the time when it is after noon. For example, pm or PM.

Click here to save the custom format.

Click here to delete the custom format.

If Missing/Repeating page of Field Attributes dialog box

Use this section to specify the text or tag to be substituted for null or missing field values.

Type a tagname here to assign a tag to the selected field in the Fields list.

Click here to create a tagname that is the same as the selected field.

Type text here that will be inserted in place of a missing or empty field.

Type a tagname to assign a tag to the field selected in the Fields list.

Click here to create a tagname that is the same as the selected field.

Type text here to be inserted in place of a repeating field value.

Use this section to specify the text or tag to be substituted for a missing or repeating field.

Displays the tagname assigned to the selected field in the Fields list.

Displays the text that will be inserted in place of a missing or empty field.

Displays the tagname assigned to the field selected in the Fields list.

Displays text to be inserted in place of a repeating field value.

Dictionaries page of the Field Attributes dialog box

Categorizes the list of available dictionaries according to type.

Displays the available dictionaries.

Choose a dictionary from this list box.

Choose a dictionary from this list box.

Choose a dictionary from this list box.

Choose a dictionary from this list box.

Choose a dictionary from this list box.

Choose a dictionary from this list box.

Table page in Field Attributes dialog box

Click here to enable the Wrap text option.

Click here to disable the Wrap text option.

Displays the selected color for fields that are missing a value or that have a value of zero.

Displays the available Horizontal alignment options.

Type here to specify the alignment character to which you want the information in the column aligned, or use the default (.). Leave this option blank to use your Web browser's default.

Choose a vertical alignment option from this list.

Type here to insert text in the column footer.

Use this button to link the selected column header cell to the one above it.

Choose a unit of measure from this list for the Column width option.

Type a number here to specify the column width.

Enable the wrap text option to have column text flow smoothly from one line to the next.

Enable this button to create a Level 1 Header.

Enable this button to create a Level 2 Header.

Enable this button to create a Level 3 Header.

Use this section to specify Column element settings.

Use this button to link the selected column header cell to the one to the left of it.

Displays the available options for vertical alignment.

Choose a unit of measure from this list for the Character offset option.

Use this section to specify Column element settings.

Displays the selected background color.

Enable this button to specify Column element settings for the column body.

Displays the selected Column width setting.

Type a number here to specify the position of the alignment character relative to the left of the column.

Choose a horizontal alignment option from this list.

Type a tag name here to assign the tag to this heading.

Displays the current Character offset setting.

Displays the selected Alignment character.

Enable this button to specify Column element settings for the column footer.

Displays the Level 1, 2, and 3 column headers.

Displays the tags that will be applied to the Level 1, 2, and 3 column headers.

Displays the colors of the Level 1, 2, and 3 column headers. To change a color, click the appropriate color palette.

Use this section to specify the column background colors for Normal and If missing/zero. To change a background, click the appropriate color palette.

Use this section to create links between column headers.

Displays the Key Length required by the selected fields.

Type the column header text for the first-level header for the selected field.

Type the tagname that you want to assign to the first-level column header.

Click here to choose the background color for the first-level column header.

Type the column header text for the second-level header for the selected field.

Type the tagname that you want to assign to the second-level column header.

Click here to choose the background color for the second-level column header.

Type the column header text for the third-level header for the selected field.

Type the tagname that you want to assign to the third-level column header.

Click here to choose the background color for the third-level column header.

Click here to link the selected column header cell to the one left of it.

Click here to link the selected column header cell to the one above it.

Click here to choose the background color for the column cell, if it has a value.

Click here to choose the background color for the column cell, if it has a missing or zero value.

Displays the text to be inserted in the first-level header for the selected field.

Displays the text to be inserted in the second-level header for the selected field.

Displays the text to be inserted in the third-level header for the selected field.

Global Attributes dialog box

Type text here that will appear before the first record in the output.

Type text here that will appear between each record in the output.

Type text here that will appear in place of null records in the output.

Type text here that will appear after the last record in the output.

Click here to open the Table Processing Options dialog box.

This check box indicates that table options have been changed.

Type text in any of these boxes to insert text before the first record, between records, after the last record, or to substitute in place of a null record.

Table Processing dialog box

Enable this check box to use an existing table definition.

Type the name of the output file which contains the predefined table that you want to use.

Displays the name of the output file which contains the predefined table that you want to use.

Click here to browse for the output file that contains the predefined table that you want to use.

Type a number here to specify the interval at which the first row color will be applied. For example, if the value is "2", the first row color is applied to every second row.

Type a number here to specify the interval at which the second row color will be applied. For example, if the value is "4", the second row color is applied to every fourth row.

Click here to choose a color for the first row.

Click here to choose a color for the second row.

Enable this button to suppress column headers in your output document.

Click a button to enable the Optimization option you want to use.

Enable this button to increase the viewing potential of your document across a larger number of browsers. This may result in a larger HTML file.

Enable this button to reduce the size of the HTML file. This may limit the viewing potential of your document.

Use this section to choose row colors for your table.

Displays the row colors you selected.

Displays the interval at which the row colors will be applied.

Use this section to specify position and the text to appear in a table caption.

Use this section to specify table settings.

Displays the table width and unit of measurement.

Type a number here to specify spacing within each table cell.

Displays the selected grid style.

Click here to choose a grid style.

Type a number here to specify the border width.

Displays the selected border style.

Displays the border width and unit of measurement.

Click here to choose a unit of measurement for cell padding.

Displays selected border and grid settings.

Click here to choose a unit of measurement for table width.

Type a number here to specify the table width.

Displays the current table alignment setting.

Type a number here to specify padding within each table cell.

Type text here to insert text in a caption.

Click here to choose a border style.

Displays the spacing within each table cell and the unit of measurement.

Displays the horizontal position setting for a table caption.

Displays the vertical position setting for a table caption.

Click here to choose a table alignment setting.

Use this section to specify border width and choose a border or grid style.

Displays selected border and grid settings.

Click here to choose a horizontal position setting for a table caption.

Click here to choose a vertical position setting for a table caption.

Displays the text to be inserted in a caption.

Displays the padding within each table cell and the unit of measurement.

Click here to choose a unit of measurement for border width.

Click here to choose a unit of measurement for cell spacing.

Instant Control Settings dialog box

This check box indicates that Instant Control settings have been specified.

Click here to choose a value for the selected applet parameter.

Click here to specify settings for the applet that you selected.

Displays the name of the selected applet parameter.

Click here to enable a value for the selected applet parameter.

Click here to disable a value for the selected applet parameter.

Displays the current value for the selected applet parameter

Displays description of selected applet parameter.

Click an applet parameter to specify its value.

This is the name of the selected applet parameter.

This is the description of the applet parameter that you selected.

Type a value for the selected applet parameter.

Use this section to specify parameter values for the applet that you selected.

Use this section to specify a value for the applet parameter that you selected.

Enable this button to specify that the class files reside in the \PROJECT\DOCS folder on your local computer or network.

Enable this button to specify that the class files reside in a folder that has an external address.

Click here to browse for the \PROJECT\DOCS folder on your local computer or network

Output Setup dialog box

Type here to specify a new path and filename or use the default file name provided.

Type here to specify the number of the record where the processing will start.

Click here to display the records in tabular format. Select a record in the display and its corresponding number will appear in the Start Record box.

Enable one of these buttons to choose a processing option.

Displays the filename of the output text file.

Displays the path and filename of the output text file.

Use this section to set Autoprint options.

Displays the Chapter file in which the output file will appear after processing.

Displays the number that references the merge code inserted into the existing .HTM file. The recipe output will appear at the location specified by the merge code.

Type a number here to specify the merge code reference number.

Type the number of records to be processed.

Enable this check box option to process all of the records selected by the Recipe.

Enable this button to process the Recipe and create the output file.

Enable this button to process the Recipe, create the output file, open the output publishing software, and load the output file into it.

Displays the number of the first record to be processed and the total number of records to be processed. Click From Display to open the Table View window.

When this check box is enabled, the output of the current recipe is merged with an existing .HTM file.

Enable this button to stop the processed file from printing.

Enable this button to print the publication automatically.

Enable this button to have the publication begin printing when the specified number of records has been processed.

Type the number of records to be counted before printing.

Click here to browse through folders for an output file.

Displays the number of records to be processed.

Displays the number of the record where the processing will start.

Enable this check box to append your recipe's output to an existing output text file.

Options dialog box

Type here to specify the path for the folder of Corel WEB.DATA Recipe files, or use the default.

Type here to specify the path for the folder of the database files used by Corel WEB.DATA Recipe files, or use the default.

Type here to specify the path for the folder in which Corel WEB.DATA saves output files, or use the default.

Type here to specify the path for the folder in which Corel WEB.DATA saves dictionary files, or use the default.

Type here to specify the path for the folder in which Corel WEB.DATA saves join, selection, and sort index files, or use the default.

Type here to specify the folder for the Recipe, Database, Output, Dictionary and Index folders, or use the default.

Click here to apply the folder name that appears in the Project Name box. Once applied, the paths for the subfolders change to reflect the new project folder name.

Type here to specify the current path for the location of all Corel WEB.DATA's folders.

Choose a field type whose default format you want to change.

Click here to open the format dialog box for the selected field type.

Choose the default publishing package.

Choose the default process method.

Type a number here to specify the default number for the Records to Process box in Output Setup, or use the default provided.

Enable this check box to have the custom keypad open automatically with any dialog box that has Text Before and Text after edit boxes.

Enable this check box option to have the data file locked when in use by Corel WEB.DATA.

Opens the Select Path dialog box, from which you can choose a new default project folder.

Processing Output dialog box

Displays the progress of the record processing.

Displays the progress of the record sorting.

Click here to display your output.

Type here to specify the path and filename of the output file.

Click here to launch your Web browser and view your output document.

Indicates that the sort has been canceled.

Recipe list dialog box

Displays the recipes to be batch processed.

Click here to add a recipe to the current recipe list file.

Click here to open a saved recipe list file.

Click here to save a recipe list file under a new name.

Click here to remove a recipe from the current recipe list file.

Click here to process the recipe list file.

Use this section to open or save a recipe list file.

Click here to save a recipe list file.

Click here to move a recipe upward through the list of recipes.

Use these buttons to move a recipe up or down through the list of recipes.

Click here to move a recipe downward through the list of recipes.

Click here to process and publish the selected recipe list file.

Use this section to add or remove a recipe or to move up or down through the list of recipes.

Displays the current view.

Text typed in this box will appear in place of a missing picture.

Enable this check box to use the contents of the next field in place of a missing picture.

Displays the number of records to be processed.

Opens the File menu.

Creates a new, blank, dictionary file.

Opens an existing dictionary file.

Saves the changes you have made to a dictionary under the current filename and to the current location.

Saves a dictionary with the filename and location you specify. This command can be used to avoid overwriting an existing dictionary.

Opens the Merge Dictionaries dialog box.

Opens the Import From dialog box. Choose from 8-bit PC, or 8-bit ANSI.

Opens the Export dialog box. Choose an export format (Colon or Tab-separated data).

Exits the Dictionary Editor. You will be prompted to save changes.

Opens the Edit menu.

Undoes certain commands or deletes the last entry you typed.

- The command name changes to Can't Undo if you cannot undo the previous action.
- Immediately after you undo an action, the Repeat command changes to Redo, allowing you to restore what you reversed.

Cuts a selection and places it on the Windows Clipboard.

Copies a selection and places it on the Windows Clipboard.

Inserts the clipboard contents.

Opens the online help for Corel WEB.DATA.

To see the What's This? Help for a menu command or dialog item, click here and then click the command or item.

Displays the version number of this Corel application; copyright, legal, and licensing notices; the user and organization name; the software serial number; and information about your computer and operating system.

Enter text here to update the highlighted cell.

Select this option to accept the changes that you have made to your dictionary file.

Select this option to cancel the changes that you have made to your dictionary file.

Marks a record for deletion or removes a mark for deletion.

Applies the settings you have created to the selected key.

Displays the title of the Keypad you have loaded.

Contains the text which is displayed on the top of each key. You can change the text or add new key text using any combination of letters, numbers, and keyboard characters. You can use both upper and lowercase letters.

Contains the text and/or code which is inserted in the document. Codes are entered in uppercase letters between curly brackets { CODE }. You can change the text or add new text using any combination of letters, numbers, and ASCII characters. You can use both upper and lower case letters.

Contains the description of the key you have created.

You can click on an existing key or click a blank key to load and modify it.

Creates a new, blank keypad.

Opens an existing keypad.

Saves the changes you have made to a keypad under the current filename and to the current location.

Saves a keypad with the filename and location you specify. This command be used to avoid overwriting an existing keypad.

Exits the Keypad Editor. You will be prompted to save changes.

Cuts a selection and places it on the Windows Clipboard.

Copies a selection and places it on the Windows Clipboard.

Inserts the contents form the Windows Clipboard at your cursor location.

Replaces the current key with the contents of the Windows Clipboard. The contents of the current key are then placed on the Windows Clipboard.

Clears the contents of a key.

Opens the online help for this Corel WEB.DATA.

To see the What's This? Help for a menu command or dialog box item, click here and then click the command or item.

Displays the version number of this Corel application; copyright, legal, and licensing notices; the user and organization name; the software serial number; and information about your computer and operating system.