
JobSlug

Version 1.0



JobSlug

Copyright © 1994 Vision's Edge, Inc.
Portions copyright © 1987-1992 Quark, Inc.
All Rights Reserved.

License Agreement

Vision's Edge, Inc. provides the computer software program and User Manual contained in the package (the "Program"), and licenses its use on the terms stated below:

- a. You are granted a license to use the Program under the terms stated in this Agreement for personal use in your business or profession. Title and ownership of the program remains with Vision's Edge, Inc.;
- b. The Program may be used by you on a computer or computers which you own or use for which the Program is designed to operate, except that the Program may be used only on one computer at any one time;
- c. You may not make copies, translations or modifications of or to the Program, except you may copy the Program into machine-readable form for backup purposes in support of your use of the Program. (Any portion of this Program merged into or used in conjunction with another program will continue to be the property of Vision's Edge, Inc. and subject to the terms and conditions of this agreement.);
- d. You may not assign, sell, distribute, lease, rent or transfer the Program or this license to any other person;
- e. This license terminates if you fail to comply with any provision of this Agreement. You agree upon termination to destroy the Program, together with all copies, modifications and merged portions in any form.

Macintosh™ is a registered trademark of Apple Computer, Inc.

Disclaimer

Quark, Inc. makes no warranties, either expressed or implied, regarding the enclosed computer software package, its merchantability, or its fitness for any particular purpose. Quark, Inc. disclaims all warranties including, but not limited to, the warranties of the distributors, retailers and developers of the enclosed software.

Without limiting the foregoing, in no event shall Quark, Inc. be liable for any special, indirect, incidental, or consequential damages in any way relating to the use or arising out of the use of the enclosed software.

Quark, Inc.'s liability shall in no event exceed the total amount of the purchase price/license fee actually paid for the use of the enclosed software.

Some states do not allow the exclusion of implied warranties and/or the exclusion or limitation of incidental or consequential damages, so these exclusions and limitations may not apply to particular developers.

JobSlug

Introduction

JobSlug is an XTension for QuarkXPress® version 3.2 and higher. JobSlug gives the user the ability to place a text box anywhere in an XPress document which automatically provides the user with vital information about the document, updating the information each time the document is printed out. A JobSlug can display the document name as well as the last time it was saved and when it was printed. It may also list imported graphics, fonts and colors used in the document, while a User Name function lets the slug say who has been working on a document. Four customizable fields allow tracking of other vital information about design jobs, such as job number and client.

Minimum System Requirements

JobSlug is designed for QuarkXPress 3.2.

JobSlug is network protected and is fully compatible with floppy, RAM, or hard disks.

This manual assumes that you are familiar with standard Macintosh™ procedures such as basic use of the mouse, clicking, pulling down menus, copying files, and copying disks. If any of these procedures are new to you, please refer to your Macintosh user's manual.

Installing JobSlug

The JobSlug disk that you have purchased contains a file named **JobSlug**. To install JobSlug, drag the file into the same folder that contains the QuarkXPress application. After this has been done, place the original JobSlug disk in a safe place.

The JobSlug Dialog

The JobSlug dialog allows the user to choose what information appears in the text of the JobSlug.



The JobSlug Dialog

Information which may be included in a JobSlug includes:

Graphics — Lists the file names of all imported graphics in the document.

Print Time — Displays the date and time the *Print* command was executed in QuarkXPress.

Fonts — Lists the names of all fonts used in the document.

Colors — Lists the names of all colors used in the document.

Last Time Saved — Displays the date and time the document was most recently saved.

JobSlug

AdTracker™ Time — If the AdTracker™ XTension from Vision's Edge, Inc. is installed, JobSlug displays the amount of time a document has been worked on.

Document Name — Displays the document's file name.

User Name — Displays an operator name as entered by the user.

JobSlug also gives the user the option to add more information fields below the *User Name* field for further identification of the document. For more information on the additional fields, see the section entitled *Custom JobSlug Fields*.

Applying a JobSlug

To apply a JobSlug to a document, first create a new text box to hold the JobSlug text and set the box's text attributes to the desired font and size. Select *JobSlug...* from the **Utilities** menu.



Set the check boxes in the JobSlug dialog as desired. Checking the check box indicates that information should appear in the JobSlug, while items whose check boxes are unchecked will not appear in the JobSlug.

Next set the *User Name* field to identify who is working on the document. If another user takes over working on a document, they can reopen the JobSlug dialog and change the information in the *User Name* field.

Once all of the controls are set as desired in the JobSlug dialog, click on the **Save** button. JobSlug collects the information which was specified in the JobSlug dialog and enters it in the JobSlug text box.

Once a JobSlug is applied to a box, each time the *Print* command is executed in QuarkXPress while the JobSlug XTension is loaded, the JobSlug updates to reflect the current status of the document.

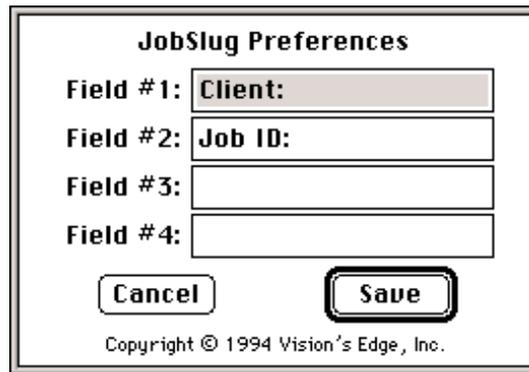
```
Saved: 4/6/94 12:24 PM
Printed: 4/7/94 10:52 AM
Total Time: 00:25:15
Document Name: JobSlug test doc 2
User Name: Radcliffe
Fonts: Helvetica, Times, Zapf Dingbats
Graphics: Sliced Oranges.eps, Broccoli.eps, Lettuce &
Tomato.tiff
```

An example JobSlug

JobSlug

Custom Job Slug Fields

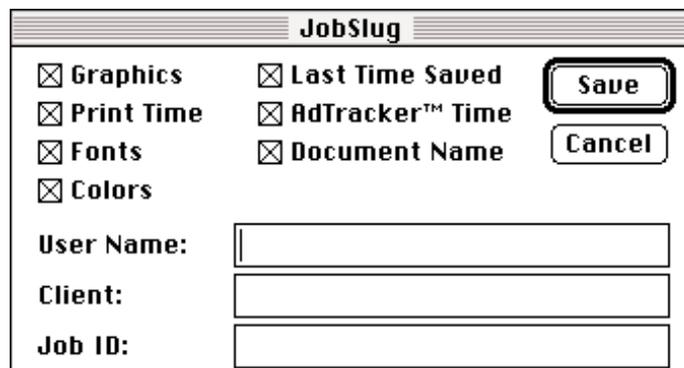
Since different designers have specialized needs, JobSlug gives the user the ability to add up to four extra information fields to the JobSlug text. To set up these custom fields, hold down the option key while selecting *JobSlug...* from the **Utilities** menu.



The image shows a dialog box titled "JobSlug Preferences". It contains four labeled input fields: "Field #1:" with the text "Client:", "Field #2:" with the text "Job ID:", "Field #3:" which is empty, and "Field #4:" which is empty. At the bottom, there are "Cancel" and "Save" buttons. A copyright notice at the bottom reads "Copyright © 1994 Vision's Edge, Inc."

The JobSlug Preferences dialog lets the user set the labels for the optional fields. Entering any text in any of the numbered fields causes a field with that name to appear in the JobSlug dialog. Click the *Save* button to set the preferences and close the dialog.

The above example JobSlug Preferences dialog would add two fields, labeled "Client:" and "Job ID:" to the JobSlug dialog, as seen below:



The image shows the "JobSlug" dialog box. It has a title bar "JobSlug". Inside, there are several checked options: "Graphics", "Print Time", "Fonts", "Colors", "Last Time Saved", "AdTracker™ Time", and "Document Name". There are "Save" and "Cancel" buttons. Below the options are three input fields labeled "User Name:", "Client:", and "Job ID:".

JobSlug

Custom Job Slug Fields Example

The custom JobSlug fields appear in the JobSlug dialog immediately beneath the *User Name* field, as pictured below:

JobSlug		
<input checked="" type="checkbox"/> Graphics	<input checked="" type="checkbox"/> Last Time Saved	Save
<input checked="" type="checkbox"/> Print Time	<input checked="" type="checkbox"/> AdTracker™ Time	
<input checked="" type="checkbox"/> Fonts	<input checked="" type="checkbox"/> Document Name	Cancel
<input checked="" type="checkbox"/> Colors		
User Name:	Radcliffe	
Client:	Maxine's Produce Co.	
Job ID:	MPC079	

In the JobSlug created in the QuarkXPress document, the information entered into the custom JobSlug fields also appears directly below the *User Name* information. For the above example dialog, the JobSlug text might read:

```
Saved: 4/6/94 12:24 PM
Printed: 4/7/94 10:52 AM
Total Time: 00:25:15
Document Name: JobSlug test doc 2
User Name: Radcliffe
Customer: Maxine's Produce Company
Job ID: MPC083
Fonts: Helvetica, Times, Zapf Dingbats
Graphics: Sliced Oranges.eps, Broccoli.eps, Lettuce &
Tomato.tiff
Colors: Black, Green, Yellow
```

Editing or Removing a JobSlug

To change the document attributes listed in a JobSlug, select the text box containing the JobSlug and choose *JobSlug...* from the **Utilities** menu. Change the settings in the JobSlug dialog as desired and click **Save**.

To remove a JobSlug from a document, delete the text box which contains the JobSlug. Simply deleting the text from the JobSlug text box does not permanently remove the JobSlug.

Notes

- Do not apply JobSlug to a box that contains text other than the JobSlug text itself. JobSlug deletes all of the text in its designated text box when it updates the JobSlug information, so each JobSlug should have a dedicated text box.
- Placing a JobSlug box too far off the XPress page can cause the box not to print. Make sure some part of the text box is touching the document to ensure its appearance on the final print-out.