HTML HyperEdit v0.4a

(C) 1994 - Stephen Hancock (s.hancock@info.curtin.edu.au)

v0.4a is Freeware subject to conditions below

Up-to-date documentation and help is available via the following URL:

http://info.curtin.edu.au/computing/package/hyperedit/home.htm

Contents

Note: This documentation is a quick conversion from the HTML format. It may contain references to images or data that are not included.

About HTML HyperEdit

HTML HyperEdit is a facility designed for MS-Windows(tm) users to aid and assist in the creation of HTML documents. It also comes with an introduction to Global Hypermedia tutorial and a walkthrough on how to use the editor.

HTML documents are simply plain text documents with special tags that client programs such as NCSA Mosaic use to decide how to display the text (bold, italics) and how to link documents together.

HTML is a collection of styles used to define various components of the document.

This version is largely based on A Beginners Guide to HTML produced by NCSA. (Thanks guys!). It also builds on and (hopefully!) improves upon the first two versions of the editor.

Background

This program has been put together entirely in my own spare time for the following purposes:-

* To make it easier to edit HTML documents, including creation of and importing existing text documents for quick conversion to HTML

*So I could become more familiar with HTML and also get in a bit of Toolbook development. (I didn't have time to do it in C, apologies to the purists out there!)

*To provide a tool that someone who knows little about HTML could use for creating documents and learning about HTML. (I may as well make my teaching tasks easier too!)

Although there are some good Word macros to make HTML documents, editors on other platforms are available etc, a Windows editor was lacking. There is a great RTF2HTML converter, but that doesn't really help someone who wants to learn about HTML and create documents quickly and easily.

So I thought I'd throw one together, primarily for myself in the first instance.

However, I've made it available for anyone else who may find it useful. (FTP to info.curtin.edu.au, directory pub/internet/mswindows/hyperedit).

Distribution

HTML Hyperedit is (C) Steve Hancock.

HTML Hyperedit v0.4a may be freely distributed to anyone who wants it, or who may want to make use of it (subject to the disclaimer & condition below).

Conditions

Please note the term "freely distributable". This means that you are not allowed to charge for this product, nor package it and for sale, hire or re-distribution with any other product that you are charging for.

It may not be bundled with any package that is being sold, or charged for.

Please contact me if you wish to do this.

In other words, it must remain completely free (at least for the time being!).

Disclaimer

And because of this the author accepts no responsibility for errors, omissions, problems, loss of data, theft of computer, the weather, extinction of the dinosaurs or Billy Ray Cyrus records.

Contact

Any bug reports/suggestions/gripes/complaints etc please email to:

> s.hancock@info.curtin.edu.au

Installation

After the file has been downloaded in ZIP format to your PC, unzip it into a directory.

Create a program item by selecting NEW from the FILE menu of the PROGRAM MANAGER.

Make sure that the working directory is the directory of the editor files.

The program name should be TBOOK.EXE HTMLEDIT.TBK.

The following example assumed that the program is installed in C:\HTMLEDIT

Description: HTML HyperEdit
Command Line: C:\HTMLEDIT\TBOOK HTMLEDIT.TBK
Working Directory: C:\HTMLEDIT

HTML HyperEdit Help

Using HTML HyperEdit should be quite easy. There are really only a small handful of basic operations that are required to be performed on a document for conversion to HTML. These are:

Text Tagging: This is done by highlighting an area of text on the document and clicking on one of the tagging controls. All tag controls are found underneath the document. There are two types of tags. FORMATTING TAGS and LINKING TAGS.

Inserting: This is simply inserting text or a single tag into the document. Most insertion perations at the moment are performed by a hotkey combination. However, there aren't many of these. One example of an insertion is the horizontal ruler line.

Conversion: There are three conversion operations available. Paragraphs, escape characters and HTML to Text. Conversion is performed by clicking on the appropriate button.

Miscellaneous: Such as loading and saving files, search and replace.

Most operations are performed by clicking on the appropriate button on the editor screen. The buttons are logically grouped according to the type of operation they perform.

Editor Controls

The buttons along the top left of the screen act on the document. For example, loading or saving a file.

The first row of buttons on the bottom-right of the screen are text-formatting commands (for example, formatting as a heading). The second row are linking commands.

The advanced commands consist of formatting, conversion and miscellaneous commands.

Topics

Files

Loading and saving documents
New files

Conversion

Converting paragraphs
Converting brackets and ampersands

Formatting Tags

Titles
Headings
Lists
Quoting
Addresses
Preformatting
Format
Custom formatting tags
Unformatting/removing tags
Shortcuts

Linking

Anchors and Quiklinks
Linking to other documents and resources

Other Functions

Shortcut Keys
Signature
Images
Removing tags/Unformatting

Files

Loading and Saving Files

Loading and saving of documents are achieved through standard Windows 3.1 file dialog boxes. Clicking the LOAD button will allow selection of a file to load into the editor. The current document number will be where the file will be loaded. Up to three documents may be worked on at the same time. Switching between the documents is achieved by using the DOCUMENT menu on the menu bar.

The areas of the dialog to take note of are:

* The pulldown box on the bottom right allows you to select a different drive

* The list box on the top right allows you to move between directories on the selected drive

* The pulldown on the bottom left allow you to see a filtered list of only a given extension (for example, *.htm, *.txt).

* The box on the top left gives a listing of current directory contents, corresponding to the filter below. Type the name of your document just above this box.

WARNING: If you load a document, it will overwrite the current one. Make sure you've saved it first. (No warning is given - future versions). You can always change your mind after clicking the LOAD button by pressing CANCEL.

New Documents

Selecting this option will clear the current document workspace. You will be asked to confirm the clearing of the workspace, just in case you didn't really want to.

If you right-click on this button, you will be given the opportunity to clear the current document and start with a document skeleton. The document skeleton consists of the HTML, HEAD and BODY tags.

Hint: You can define a custom document skeleton/template, save it as a file and use it for many documents. Just save with a different name.

Conversions

Brackets and Ampersands

If you have imported a plain text document, this is the first step you should consider doing. It will go through the document and replace all <,>,& with &lt,&gt and &amp.

WARNING: You shouldn't do this after creating or converting a HTML document as it could mess things up rather badly. If you accidently press the button, you will be given a chance to cancel.

Yes, I know it is quite slow at the moment. It needs optimising, but one minute compared to lots if you do it manually should still save you time.

Paragraph Conversion

This, you may wish to consider the next step in converting a plain text document (following the above conversion). This button actually has two functions, as follows:

If there is any text selected, it places an end-of-paragraph marker <P> after the selected text. This allows you to manually place a paragraph marker. (The other way to manually place one is to press CTRL-ENTER. A marker will be placed at the current cursor position).

If there is no text selected, you will be given the opportunity of placing paragraph markers into the entire document. Wherever a blank line occurs in the document, a paragraph marker will be automatically placed. Again, this is not a quick process, depending on the size of the file.

Formatting

Titles

Adds <TITLE> and </TITLE> tags to the selected text.

Headings

Selecting the heading option will bring up a menu, allowing you to select one of six menu items, corresponding to a heading level. For example heading level 1, 2 ...6.

Selecting one of these options will add the appropriate tags.

For example, selecting Level 1 will result in the following tag:

Adds <H1> and </H1> tags to the selected text.

Lists

There are two types of lists currently supported. Numbered lists and plain (unnumbered) lists. The single list button supports both types. Click the right mouse button to change the type of list. Clicking the left mouse button converts the selected text to a list.

Pressing the right mouse button will give you the following choices:

The list <LI> tag works on carriage returns. If you are entering a list in which there is a lot of text per line, just keep typing and let the line wrap take place. Press enter at the end of each line only where you actually want a new list item.

Character Formatting

On most viewers each of the columns of choices tends to present the same. However this may change in the future, with increased customisation.

Selecting one of the choices will add the appropriate BOLD, ITALIC or similar tags to the selected text.

Custom

You can also define your own custom tags.

Simply enter the custom tag into the field (between the + and - signs) as above. To keep your tag permanently, press the + button. This adds your tag to the list. From now on to access your custom tag, simple select the text, press the CUSTOM button and select your tag from the list.

You can remove the tag from the list by selecting the tag and clicking the - button.

When you add a tag, just add the tag name, not the brackets that surround it.

Currently only supports selected text tags, not insertion tags.

Unformatting

If you change your mind after formatting some text, you can press the UNFORMAT button to remove the tags.

You can also highlight some tagged text (including the tags) and press unformat to remove the tags. If you only highlight the first tags, then they'll be removed. Similarly if you only highlight the tags following the text, they'll be removed.

If you right-click the unformat button you get the opportunity to remove all HTML tags from the document and convert it to text.

Linking

Anchors

Selecting the anchor feature will place an anchor onto the selected text. This means that you can reference that particular area of the document directly, from other links.
You will be asked to assign a name to your anchor.

And now you can reference that section from anywhere else.

Quiklink

This allow you to reference an anchor within the same document. Simply select an area of text, press the QUIKLINK button and give the name of the anchor you wish to link to.

Using the QUIKLINK feature, you can very quickly select and area of text, assign an anchor to it, select another area of text, and quiklink to the original link. The text assigned to the original anchor will remain in the dialog box for use by quiklink.

Linking to Other Documents/Resources

You can define URL's based on the following:

WWW/HTTP Sources
Gopher
FTP Files
Local Files
Telnet Files
UseNet News

Other

The Menu Bar

The menu bar is not overloaded with functions, as the program is designed to have functions easily accessible and easy to see.

To activate a function from the menu, simply select it. The options are:

Help Menu

* Help with HTML HyperEdit - Currently a simple text file. Refer to the HTML documentation for better help

* HTML HyperEdit Tutorial - A brief walkthrough showing step-by-step how to create a simple document

* HyperMedia Information - Soon to be replaced by references to documentation on the web

* About HTML HyperEdit - About it!

Document Menu

Selects one of three editing areas. A document may be loaded into each area for editing and this menu is used to move between the three documents.

Edit Menu

The standard windows document edit menu. Allows cut, copy, paste and select all functions.

Images

Images are inserted as relative links, that is it is presumed that an image is located in the same location as the document. (Can be altered manually though).

To insert a link:

* Type in the filename of the image.
* Highlight the filename.
* Click the image button.

Find and Replace

The SEARCH THIS PAGE ONLY checkbox should be checked at all times while searching. There is a bug that causes the program to fail if it isn't.

You can search for and replace text within the document if necessary, by clicking on this button.

The dialog box above will be presented.

Simply enter a string to search for in the SEARCH FOR: box, and click the FIND button. To find the next occurance, click the FIND button again.

If you wish to change the word automatically, enter the new word in the REPLACE WITH: field. Perform a FIND as above, and simply click the CHANGE button to perform a replace on the word.

Beginner/Advanced Modes

HTML HyperEdit supports both beginner and advanced modes. Two many buttons on the screen may cause confusion for anyone just learning HTML. Hence, buttons used for some of the more advanced features are covered in beginner mode.

Simply click on the button to change modes.

The button panel for advanced modes contains the following:

Images
Custom Formatting Tags
Ampersand and Bracket Conversion
Signatures/Footers
Shortcut Keys

Signatures

Signatures, or perhaps more correctly footers are simply lines of HTML that may be inserted automatically at the bottom of your document. They are usually used to identify the person, department and other information related to the document.

There are two steps to steps to adding a signature.

Defining the Signature -

This is done by simply creating a new document, that is the signature. Start with an empty document and create the lines of HTML you wish to use for a signature.

To define the signature, RIGHT-CLICK on the SIGNATURE button. This stores the signature.

When you choose EXIT HTML Hyperedit, make sure you say YES to SAVE CHANGES, in order to store your signature too. Save the file as the same HTML HyperEdit.

Using the Signature -

To add a signature to the bottom of your document, simply click the SIGNATURE button and it will be automatically added.

Shortcut Keys

There are several shortcut keys and buttons that can be used to quickly format text, without having to go through the FORMAT menu.

The advanced buttons contain the following single-letter formatting keys:

F - Code
I - Italics

B - Bold
P - Preformatted
Q - Quotes
A - Address

The following shortcut keys may also be used:

CTRL-B - Bold
CTRL-I - Italics
CTRL-F - Code

Unformatting/Removing Tags

If you change your mind after formatting some text, you can press the UNFORMAT button to remove the tags.

This is achieved by highlighting some tagged text (including the tags) and press unformat to remove the tags. If you only highlight the first tags, then they'll be removed. Similarly if you only highlight the tags following the text, they'll be removed.

Note: The highlight should begin/end on a tag. Not a blank space or any other character.

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