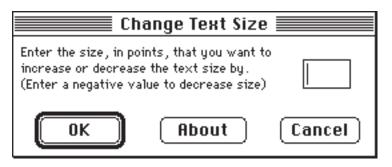Once QuarkXPress is launched with the TextSize XTension present in the program or the XTensions folder, the item 'Change Text Size ' will be added to the Utilities menu. This item will be greyed out if there is no document open, or if the Edit tool is not selected.

```
Change Text Size...          ▶   About...
                                 Selection...
                                 Story...
                                 Document...
```

You may enter into this dialog the amount, in points, that you want to enlarge or reduce the text by. If you want to make the text smaller then you need to enter a negative value.

```
≡≡≡≡≡ Change Text Size ≡≡≡≡≡

Enter the size, in points, that you want to
increase or decrease the text size by.      ┌──────┐
(Enter a negative value to decrease size)    │      │
                                             └──────┘

 ┌─────────┐      ┌─────────┐      ┌─────────┐
 │   OK    │      │  About  │      │ Cancel  │
 └─────────┘      └─────────┘      └─────────┘
```

Other CompuSense XTensions

PictureManager

This XTension is a must for any XPress user who works with multiple graphics in their documents. It has a unique Hunt and Import capability which rounds up and batches various graphic files from specified folders and volumes anywhere on the network. Search criteria can be based on file name and/or type. It has a facility to automatically search for and update picture files that are modified or even missing. Also included is a comprehensive module to automate the creation of caption boxes for pictures. Other features allow simple yet complete control over the display and printing of graphics.

The Bundler

The Bundler is designed to enable the user to create a self extracting compressed icon containing a copy of the document plus the items or information needed to safely open the document on a different Macintosh at a different time and/or place. This bundle includes screen and printer fonts (including EPS) and all the required graphic files. As well as being an indispensable aid in transferring files between different locations, its compression utility makes it the ideal archiving tool.

FileManager

This XTension is the ideal low-cost workgroup publishing utility that is an invaluable aid in administering your QuarkXPress documents either on stand-alone or networks Macintoshes. The File Hunter utility can search for files using criteria such as name and/or user defined header data. Another function of this feature rich XTension is the ability, when creating new documents, to choose from lists of pre-defined page sizes and parameters not included in XPress. You may also maintain your own bespoke libraries of non-standard page dimensions.

BureauManager

The BureauManager is the definitive and ultimate tool that allows you to easily and completely prepare a job for delivery to a Service Bureau. It quickly extracts information from the original document to determine which graphic files, screen and printer fonts are required in order for your document to be opened and printed accurately at the bureau. These are then either moved or copied to a desired volume or disk. A document Report can be generated. BureauManager allows you to specify, from over 100 document particulars, exactly what details you want included in the report.

ColorManager

This allows you to easily identify, control and manipulate any color or shade used within your QuarkXPress document. Colors applied to all items can be searched for and replaced, screen angles can be specified and color reports can be prepared. Spot and Process colours in EPS files can also be accessed and reported on.

SpellBound

The SpellBound spell checker provides functionality and many extra features not found in the internal XPress spell checker. SpellBound allows access to multiple auxiliary dictionaries and provides an exception dictionary (useful for implementing house styles). It has a phonetically based lookup facility and additionally allows you to enter words containing non-alphabetic characters into the auxiliary and exception dictionaries.
Available in: Danish, Dutch, English (British and U.S.), French, German, Italian, Norwegian, Russian, Spanish, Swiss German and Swedish.

Dashes

This utility provides high quality Hyphenation for your QuarkXPress text. It improves the readability of a users page by inserting hyphens which are inconspicuous so as not to disturb the flow of meaning in the story. Each hyphen has a stylistic rating, allowing you to exclude hyphens that do not satisfy specified stylistic criteria. Dashes inserts 99% of all possible hyphens with 99% accuracy. Available in the above languages plus: Bellorussian, Bulgarian, Croatian, Czech, Greek, Hungarian, Icelandic, Polish, Portuguese, Slovenian,Swahili and Turkish.