Text Count

User Guide

Text Count version 1.0 for Adobe FrameMaker™
Windows® Edition and Macintosh® Edition

Product homepage:

www.dtptools.com/textcount

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feedback@dtptools.com	for comments and suggestion and experience
sales@dtptools.com	for enterprise licensing and sales related questions

Welcome   1.1

Congratulations, you have purchased a quality DTP Tools product.

This manual will guide you through installation and using Text Count 1.0 step by step in easy to follow way.

User Guide contains technical specifications and useful tips. Please read also carefully the License Agreement and Legal Notices included in the first chapter and chapters Limitations and Known Problems.

Product Overview   1.2

Text Count provides quick and easy control over word counts, overflows and thanks to its unrivaled estimate function you can control even the text which was not submitted yet.

This Adobe FrameMaker plug–in works as a palette showing the designer real time count and estimate results. To store this information it creates comprehensive reports document which are ready to pass on to finance department for freelance payments.

Forget about dummy text and copy pasting to text processors to get your estimates and word count done. Text Count performs real time counts displaying up to date results in every second of production. It also estimates text elements in empty text frames helping you adjust size of frames according to desired word count and style.

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System Requirements 2.1

To install and use Text Count 1.0,
you will need the following:

Macintosh® Edition:
Power PC based Mac OS compatible computer
and higher with Adobe FrameMaker™ 5.5 or later
installed

Windows® Edition:
PC with Adobe FrameMaker™ 5.5 or later installed

◆ **Text Count**	WINDOWS	MAC OS 9	MAC OS X
QuarkXPress 4.03 – 5.0	◆	◆	—
QuarkXPress 6.x	◆	—	◆
Adobe InDesign 2.x	2004	2004	2004
Adobe PageMaker 6.5 – 7.0	2004	2004	—
Adobe FrameMaker 5.5 – 7.0	◆	◆	—

Getting Started 2.2

Download setup file for your platform from http://www.dtptools.com/textcount

Windows:
Run Text_Count_1.0_FM_Setup.exe and follow instructions.

Mac :
Unstuff Text_Count_1.0_FM_Install.bin, run install and follow instructions.

What will happen during installation 2.3

Windows
Installation program will detect folder with FrameMaker. Then it will copy the "Text Count.dll" file into plug-ins folder and creates "Text Count" folder with "License Agreement.pdf", "Text_Count_Manual.pdf" (this document) and the uninstall program in Program Files folder.

Macintosh
Installation program will detect folder with FrameMaker. Then it will copy the "Text Count" file into plug-ins folder and creates the "Text Count" folder with "License Agreement.pdf" and "Text_Count_Manual.pdf" (this document) on your desktop.

After installation, Text Count is in the try–out mode. To use the fully functional version, you need to purchase it (chapter 5.1 – Purchasing Text Count) or activate it (chapter 5.3 – Activation).

Limitation of try–out version 2.4

Text Count try–out version will work as a fully functional one for 7 days after installing. After this period, all functions of Text Count will be disabled. Number of remaining days of the trial period is indicated in About dialog.
When the trial is expired, you can reactivate the program by purchasing it or activating it with a serial number or activation key you have obtained. (see chapters 5.1 or 5.3)

About

TextCount for FrameMaker

Version 1.0, Windows Edition

Not activated, 1 day remains

http://www.dtptools.com/textcount

© 2004 Goldwein Research Ltd.   OK
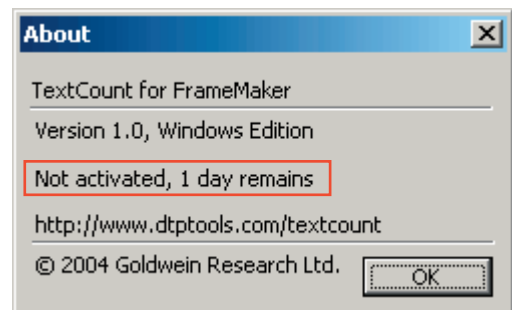
Text Count Palette   3.1

Palette is a window displaying all desired data about active document.

The first list allows you to switch between different profiles, you have previously set in Options.

Second list determines what range will be considered in the counts and estimates.

First pane of the palette shows results of the actual count. Text in the box header indicates what elements and how many of them were counted.

Second pane is active when some of the counted elements contain overflow text. Overflow text can be counted only when Text frame, Text chain, Page or Document range is selected. When counting overflow in multiple text frames or text chains, number of items with overflow text is indicated in the box header.

Third pane shows numbers of text needed to entirely fill selected space. Depending on your settings, it counts for either empty tet boxes only, or for every text frame with remaining space.

Text Count - TRY OUT ☒

Profile: Default Profile ▼

Count selected frames ▼

Contents of 4 text frames

Characters (all):	653
Characters (no spcs):	586
Words:	69
Manuscript Lines:	11
Manuscript pages:	0
Price (USD):	68.00

Overflow in 1 text frame

Characters (all):	84
Characters (no spcs):	84
Words:	1
Manuscript Lines:	1
Manuscript pages:	0
Price (USD):	1.00

Estimate in 2 text frames

Characters (all):	4131
Characters (no spcs):	3695
Words:	436
Manuscript Lines:	75
Manuscript pages:	2
Price (USD):	436.00

How to show palette

*To show Text Count palette in the workspace go to **Text Count** menu and choose **Show palette...***

User defined parameters

Please remember to check values for Manuscript line and page and to enter prices per item and currency in Options dialog in order to get correct results.

Customizing Palette   3.2

After the first launch, Text Count palette will open with all values included. To display only the data you need, use the Customize palette option.

For each of the panes, you can choose items to be displayed. For example, you can see count of characters with spaces, words and price, number of overflowing manuscript lines and estimate of words to fill the empty space. If you leave whole column unchecked, relevant pane will disapear from the palette.
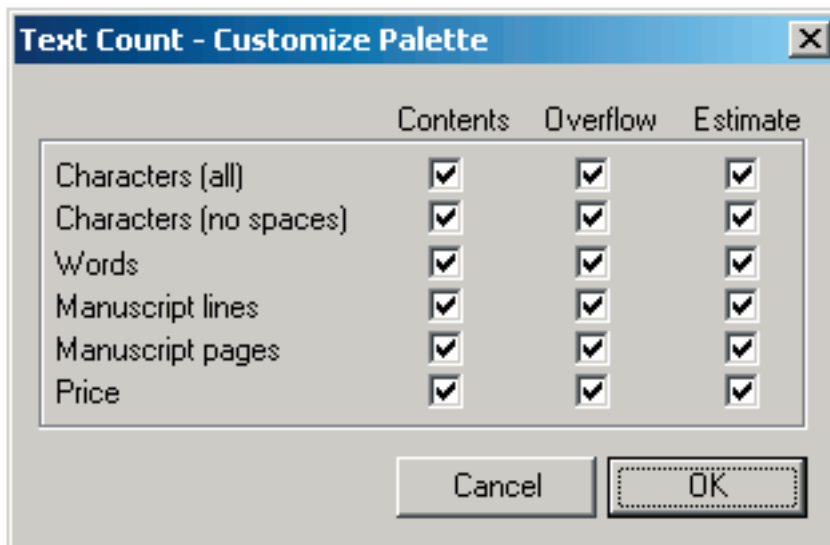
Examples of compact size palletes (Windows and MAC OS) showing data essential for current project.
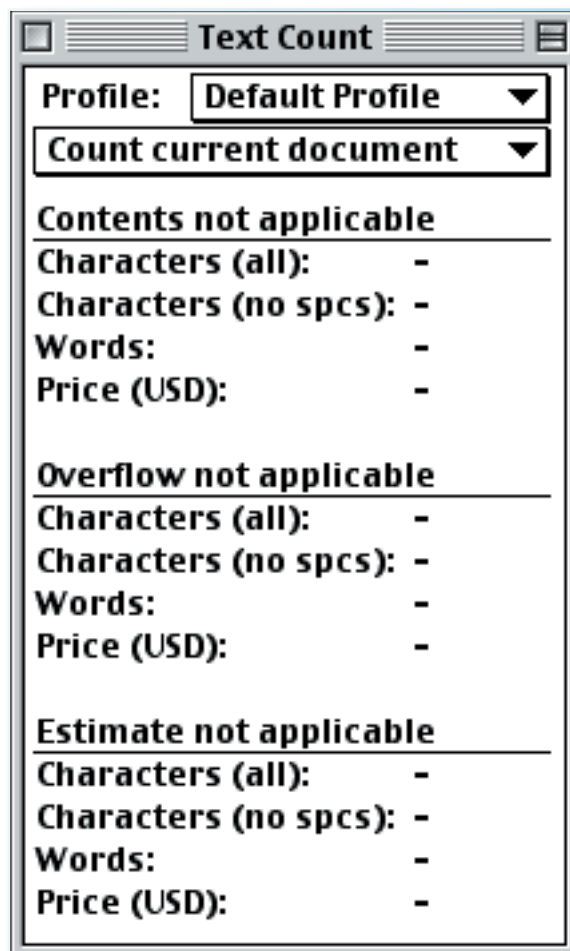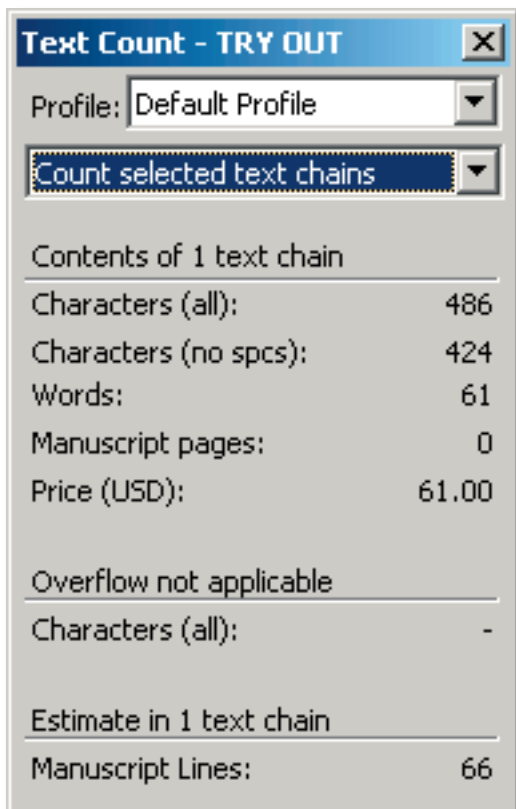
Creating Reports   3.3

In report dialog you can choose information to be included in the Text Count report document and profile you want to use for counting and apprizing.

If you want the index document to be included in the report, you have to save original document before creating report.
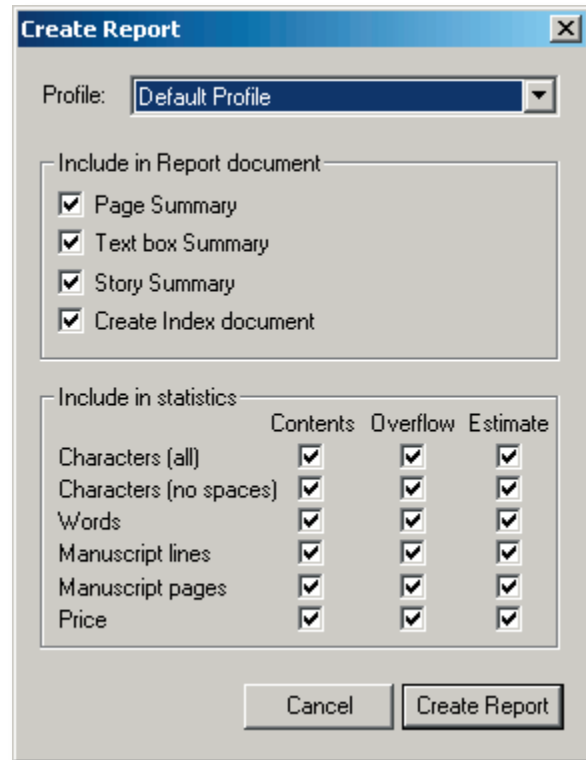
Report Contents   3.4

First page showing name of the document report is crated for, date, used profile and pricing method and summary of whole document is in every report.

Remaining space is designated for your notes and comments to accompany the Text Count Report.

Report documents

Report document is a new document created by Text Count. Index document is a copy of original document with highlighted and indexed text boxes. Index document is saved, report document, is not. If you want to keep report document, save it before closing.
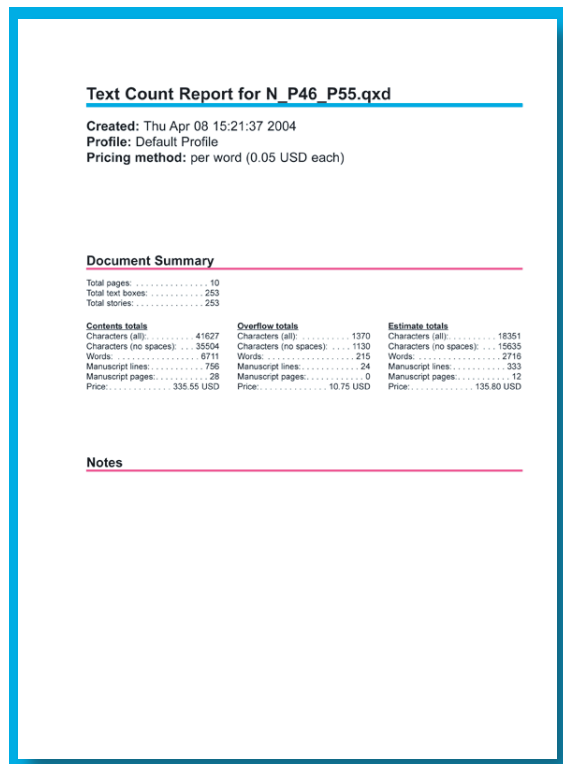
Report sections

Text Count Report for document.fm

Created: Tue Jun 15 19:19:01 2004
Profile: Default Profile
Pricing method: per article

Document Summary

Total pages: 17
Total text frames: 22
Total text chains: 6

Contents totals		Overflow totals		Estimate totals	
Characters (all):	77062	Characters (all):	2776	Characters (all):	4144
Characters (no spaces):	58712	Characters (no spaces):	2114	Characters (no spaces):	3244
Words:	18351	Words:	662	Words:	900
Manuscript lines:	1401	Manuscript lines:	50	Manuscript lines:	75
Manuscript pages:	53	Manuscript pages:	1	Manuscript pages:	2
Price:	211.00 USD	Price:	80.00 USD	Price:	170.00 USD

Notes

> **Page summary shows subtotals for every page.**

Page Summary

Page 1

Contents totals
Characters (all): 4506
Characters (no spaces): 3433
Words: 1073
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 151.00 USD

Estimate totals
Characters (all): 494
Characters (no spaces): 377
Words: 117
Manuscript lines: 8
Manuscript pages: 0
Price: . . . . 21.00 USD

Page 2

Contents totals
Characters (all): 4502
Characters (no spaces): 3430
Words: 1072
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 2
Characters (no spaces): 2
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Page 3

Contents totals
Characters (all): 4505
Characters (no spaces): 3433
Words: 1072
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0

Page 4

Contents totals
Characters (all): 4505
Characters (no spaces): 3432
Words: 1073
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Page 5

Contents totals
Characters (all): 4506
Characters (no spaces): 3433
Words: 1073
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Page 6

Contents totals
Characters (all): 4502
Characters (no spaces): 3430
Words: 1072
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 2
Characters (no spaces): 2
Words: 0
Manuscript lines: 0
Manuscript pages: 0

Page 7

Contents totals
Characters (all): 6349
Characters (no spaces): 4837
Words: 1512
Manuscript lines: 115
Manuscript pages: 4
Price: . . . . 160.00 USD

Overflow totals
Characters (all): 1593
Characters (no spaces): 1213
Words: 380
Manuscript lines: 28
Manuscript pages: 1
Price: . . . . 30.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Page 8

Contents totals
Characters (all): 5427
Characters (no spaces): 4134
Words: 1293
Manuscript lines: 98
Manuscript pages: 3
Price: . . . . 180.00 USD

Overflow totals
Characters (all): 134
Characters (no spaces): 102
Words: 32
Manuscript lines: 2
Manuscript pages: 0
Price: . . . . 10.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

> **Text frame Summary displays counts for separate text frames. Numbers relate to those in index document.**

Text frame Summary

Text frame #1

Contents totals
Characters (all): 4506
Characters (no spaces): 3433
Words: 1073
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Text frame #2

Contents totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Estimate totals
Characters (all): 494
Characters (no spaces): 377
Words: 117
Manuscript lines: 8
Manuscript pages: 0
Price: . . . . 20.00 USD

Text frame #3

Contents totals
Characters (all): 4502
Characters (no spaces): 3430
Words: 1072
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 2
Characters (no spaces): 2
Words: 0

Text frame #4

Contents totals
Characters (all): 4505
Characters (no spaces): 3433
Words: 1072
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Text frame #5

Contents totals
Characters (all): 4505
Characters (no spaces): 3432
Words: 1073
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Text frame #6

Contents totals
Characters (all): 4506
Characters (no spaces): 3433
Words: 1073
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Text frame #7

Contents totals
Characters (all): 4502
Characters (no spaces): 3430
Words: 1072
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 2
Characters (no spaces): 2
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Text frame #8

Contents totals
Characters (all): 4505
Characters (no spaces): 3433
Words: 1072
Manuscript lines: 81
Manuscript pages: 3
Price: . . . . 150.00 USD

Estimate totals
Characters (all): 0
Characters (no spaces): 0
Words: 0
Manuscript lines: 0
Manuscript pages: 0
Price: . . . . 1.00 USD

Text frame #9

Contents totals
Characters (all): 1844
Characters (no spaces): 1404
Words: 440
Manuscript lines: 33
Manuscript pages: 1
Price: . . . . 10.00 USD

Overflow totals
Characters (all): 1593
Characters (no spaces): 1213
Words: 380

> **Text chain Summary displays counts for separate text chains. Number of text chain is a number of frame, where text chain begins.**

> **Indexed document is a separate document with numbers assigned to each frame. Different colors are used when text boxes overlay.**

General Options   4.1

In general options dialog you can choose following parameters of counts and estimates:

- whether to include text placed on master pages when performing count of the entire document

- when active estimate will ignore text frames containing some text when performing count of the entire page or document

- enter number of strokes per on manuscript line according to your specifications; default value is 55

- enter number of strokes per one manuscript line according to your specifications; default value is 1440
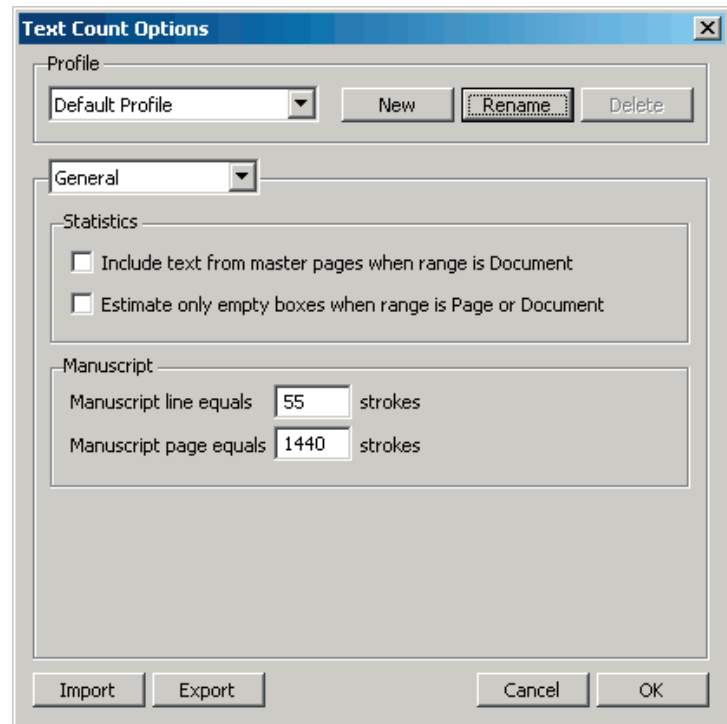
Price Options   4.2

In the second tab of options dialog, you can set up your preferences for price counting.

Choose the method you use for counting price. Then you can fill in the price of one element (word, stroke etc.). This amount will be multiplied by number of such elements in text to get the price of counted range.

If you pay your contributors per range of word count, add the ranges and prices to the Article ranges list by entering boundary amounts of words and price applying to range between the number you entered and the closest lower number in the list.

If you enter number smaller than the highest number in the list, affected range will split. If you delete a range in the middle of a list the higher range will expand to the lower border amount. After adding highest number in list, range *# and more* will be created automatically. To adjust the price for text chain exceeding the highest entered number by choose this range, enter desired amount and click ***Change*** button.
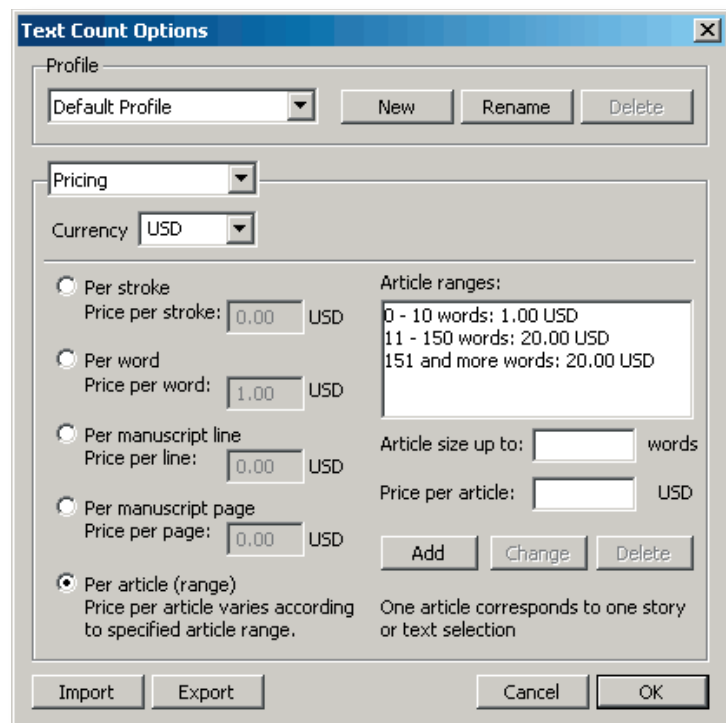
You can choose the currency code to be displayed with the price results. If your currency code is not on the list, you can type it in.

> ***Price per range specifics***
>
> *Price per range can be counted only when selected range is text chain or document.*

Profiles 4.3

If you use same criteria and pricing method for all jobs, you can set up everything in Default profile and click OK to keep changes. However, if you need to use different settings it's useful to create separate profiles to stave the settings.

To create a new profile click **New** button in and type in name of profile. If the name is already used, **OK** button will be disabled. Settings of the new profile will be based on current settings in options dialog.

To rename a profile, select it from the list and click **Rename** button. If the name you type in is already used, **OK** button will be disabled.

To delete a profile, select it from the list and click **Delete** button. At least one profile has to remain.

To set and update preferences and price lists in more installations of Text Count, you can save all profiles into a file by clicking **Export** button in the bottom of Options dialog. Preferences are saved into *.tcp file, which you can import.

To import profiles click **Import** button and select desired*.tcp file. If the Text Count into which you import already contains profiles of the same name, *(old)* will be added after original name of the profile.

Exporting and importing profiles can also be useful for archiving and backup of your settings.

Profile Name:

New profile

(Cancel) (OK)

Profile name:

Profile 1

Cancel | OK

If the name you type in already exists, **OK** button will be disabled.
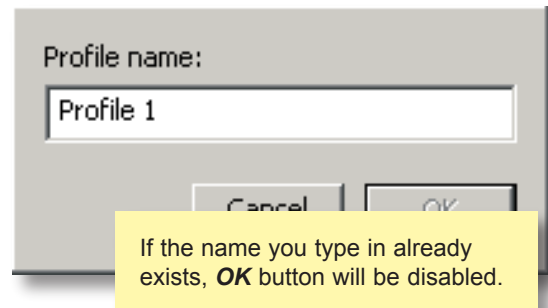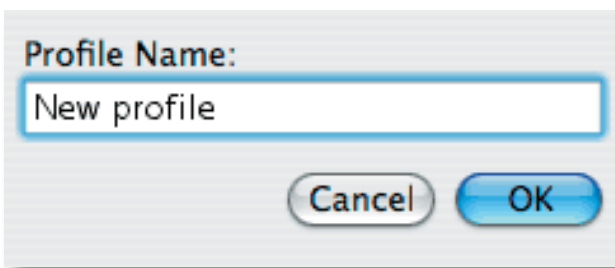
Purchasing Text Count 5.1

After installation, Text Count will be in the try–out mode. To get all benefits of a fully functional software, you need to purchase it.

To carry out the purchase choose **Text Count → Buy now...**

Your computer needs to be connected to internet during purchase.

> **Online store**
>
> *Text Count is available for sale also in DTP Tools online store. For this purchase method visit www.dtptools.com*

eSellerate Software Delivery Wizard will guide you through the purchase.

Choose Start in the *Software Delivery Wizard* dialog.
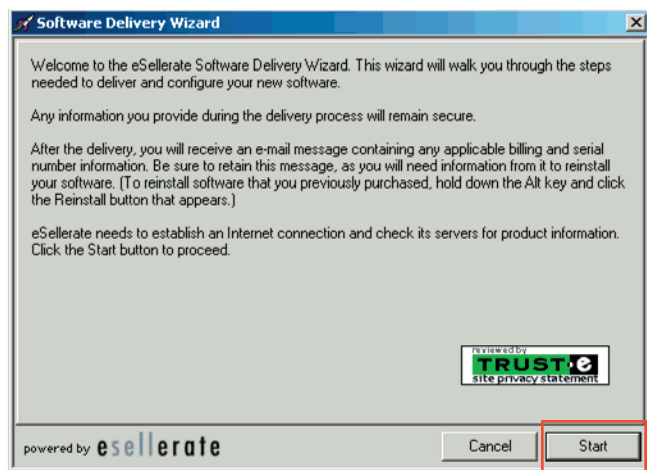
Next dialog contains the License Agreement. Please read it carefully. You can also save the text of License Agreement for future reviewing. To proceed with purchase,you must agree with the conditions of Agreement. After indicating so, click on the **Next** button.
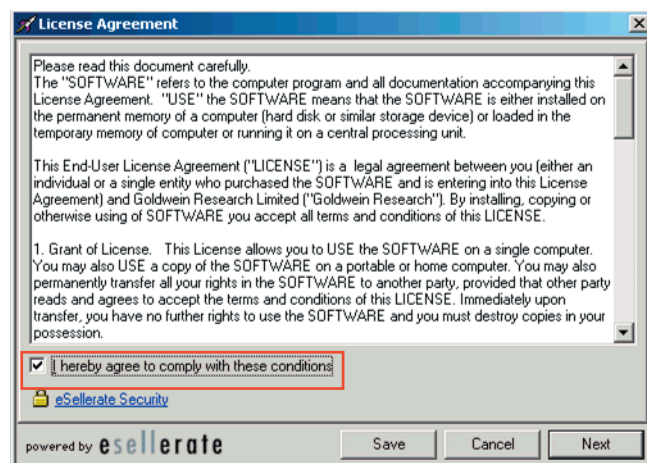
As address use billing address of the credit card you will use for the transaction.

On the email address you enter, you will receive Order confirmation e-mail, containing all information regarding the transaction and product's serial number.
If you do not wish to receive information about product updates and offers, make sure this item is not checked.

If the billing address you selected at the Personal Information screen was for a country in the European Union, your will have the option to enter a Value Added Tax
(VAT) ID number. The VAT ID applies only to qualified business customers from the European Union. All other customers should leave this field blank. If VAT applies to your purchase, you will find the specific amount after proceeding.

After you specify the quantity of licenses you want to buy, you will see total price with volume discounts included. To find out more about current volume and cross–platform discount policy for Text Count 1.0, follow the link *Volume and cross–platform discounts available.*

If there are any Coupons applicable, you will have the option to enter Coupon ID to obtain the discount.

Buying more licenses	**Volume discount**	**Cross–platform**
If you need to use more than one Text Count, you can buy more licenses within the application.	*Volume discount is a price reduction applicable in case you purchase more licenses of the product. It varies according to amount of licenses purchased.*	*Cross–platform discount is an expansion of usual volume discount. It enables you to use total number of licenses purchased for Windows® and Macintosh® edition of Text Count to calculate the discount.*
The Text Count, which you used for purchase, will activate automaticly. For activating remaining copies follow chapter 5.3 – Activation	*When purchasing amounts significantly exceeding quantities specified in the table of discounts, please contact us at sales@dtptools.com*	*For more information about cross–platform multi licensing see chapter 3.3 – Activation*

To proceed with the transaction, fill in your credit card information.

If the billing address you selected at the Personal Information screen was for a country other than the United States, you will have the option to select a local currency (if that currency is supported). This option is supported for Visa and MasterCard only.

If the billing address you selected at the Personal Information screen was for a country in the European Union, the purchase will be subject to a Value Added Tax (VAT). Unless you entered a valid VAT ID as a qualified business customer, the order total will include VAT.

For more information about security follow the link eSellerate security.

Your order will be processed after confirming the information. If everything is correct, click the submit button.

You might need the information from the receipt for reinstallation or "switching" of Text Count. Do not forget to print it or save it. You will also receive Order Confirmation email containing this information on the address you entered.

Once Text Count is purchased, **Buy Text Count now...** and **Activate Text Count...** items will be disabled in the **Text Count** menu and will disappear after next application start.

Reinstallation 5.2

When you reinstall a copy of Text Count that was already purchased and subsequently uninstalled, you need to reactivate it. Computer needs to be connected to internet during reinstallation.

Choose **Text Count → Buy Text Count now...**

Hold "Alt" key in the first dialog of *Software delivery wizard*. **Reinstall** button will appear in place of **Start** button.

To verify that your order was previously processed, please enter Order number (you will find it on Receipt or in Order Confirmation e-mail you received after buying Text Count). Your order number will start with letters ST (for example, ST123456).

You can save or print confirmation page, which contains all information you might need for future reinstallations, upgrading or "switching" of Text Count.

Once Text Count is reinstalled, **Buy Text Count now...** and **Activate Text Count...** items will be disabled in the **Text Count** menu and will disappear after next start.
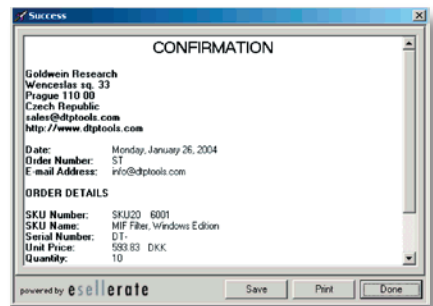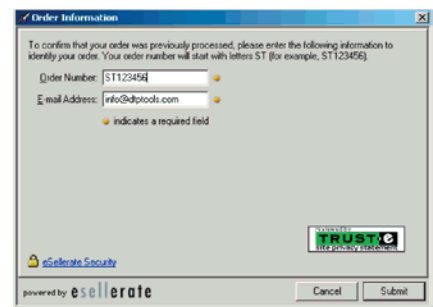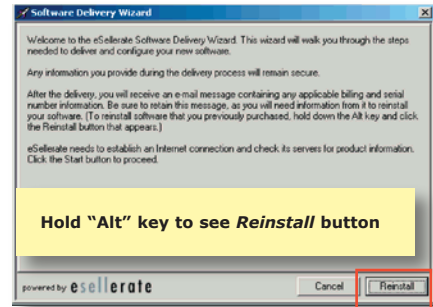
Reinstallation

Reinstallation is activation of Text Count, which was purchased, subsequently uninstalled or deleted and installed again.
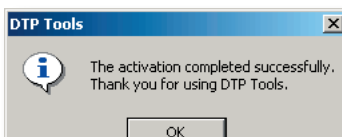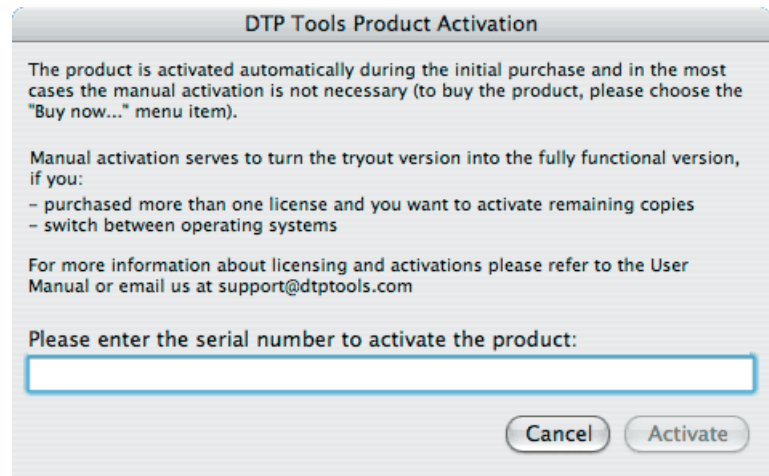
There is a standard limit of three reinstallations per license. Once you reach this limit, you need to contact support@dtptools.com before reinstalling again.

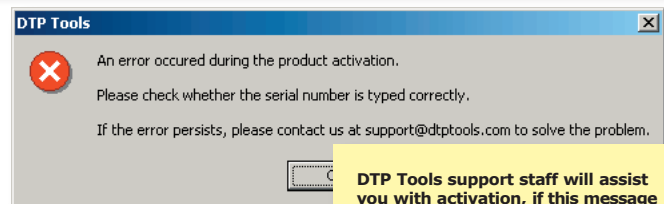## Activation   5.3

Text Count is activated automaticly during purchase, if you buy it from within application. However, when you purchase Text Count in online store, you need to activate it manually. When buy more than one license from within the application, only the Text Count you used for purchasing will be activated. Remaining copies need to be activated manually. Activation is also used when "switching" Text Count from one platform to another. To do so choose **Text Count → Activate Text Count...** Your computer needs to be connected to internet during activation.

Enter serial number you obtained after purchase. Number is included on Receipt and also in Order Confirmation e-mail. This serial number applies to all licenses you purchased.

DTP Tools Product Activation

The product is activated automatically during the initial purchase and in the most cases the manual activation is not necessary (to buy the product, please choose the "Buy now..." menu item).

Manual activation serves to turn the tryout version into the fully functional version, if you:
– purchased more than one license and you want to activate remaining copies
– switch between operating systems

For more information about licensing and activations please refer to the User Manual or email us at support@dtptools.com

Please enter the serial number to activate the product:

Cancel   Activate

DTP Tools
The activation completed successfully.
Thank you for using DTP Tools.
OK

This message indicates succesfull activation

DTP Tools
An error occured during the product activation.
Please check whether the serial number is typed correctly.
If the error persists, please contact us at support@dtptools.com to solve the problem.

DTP Tools support staff will assist you with activation, if this message appears after entering valid serial number.

Once Text Count is activated, **Buy Text Count now...** and **Activate Text Count...** items will be disabled in the **Text Count** menu and will disappear after next start.

Activating multiple licenses

Product serial number you obtain after buying the application is valid for all copies you want to use.

Number of permitted installations is indicated by the three digit number in the third section of serial number:

DT-111-003-1111-1111-1111-1111-1111

Protection

There is a limit for number of activations similar to the one for reinstallations. Once you reach this limit, you need to contact support@dtptools.com before activating again.

Switching host platform

To make your professional life easier, we have come up with a new licensing policy. If you decide to switch from PC to Mac or vice versa, you don't have to care about additional costs of renewing licenses for DTP Tools. It's free! This applies only if you uninstall the previous version.

How To Read Results   6.1

Overflow text is included in the total counts for selected range.

> ### *Count method*
>
> *Text Count counts words and characters the same way as Microsoft Word. It gives exactly same results for identical text.*

Estimates   6.2

Estimates for empty text frames and for remaining space should facilitate production when you don't have all the content ready.

To obtain the best result, it's important to have desired character and paragraph style of the frame defined. Estimates also get more accurate, when there is already some text in the document. During whole production Text Count learns about characters and words used and refines the estimates. Estimate for text frame or chain can improve markedly, when one or two lines of the future content are in it.

> ### *Making text frame tailored for its future content*
>
> *When you create a new text frame, Text Count starts estimating word count to fill the empty space immediately. Just set the desired style of text and start adjusting the size of a frame until you see desired word count in estimate pane. As with the other estimates, pasting a line or two of text similar to the future content will refine the results.*

> DTP Tools team wishes you a pleasant spending of the time Text Count will save you.
>
> If you find a way to improve this product, or an imperfection in its functions, please share your experience with us at feedback@dtptools.com