

Welcome to

# Blatner Tools

Making InDesign Even Better™

Blatner Tools is a suite of 12 plug-ins that add over 140 features to Adobe InDesign. This document is designed to point out many of Blatner Tools' features. For help in understanding the features and their options, choose *Help > Blatner Tools Help...*

**PowerStyles** adds over a dozen features to help you use, edit, and modify text and object styles, including:

- » **Create All Styles:** InDesign can now make styles for you! This feature shows up in three Styles panel menus: Paragraph Styles, Character Styles, and Object Styles. When you choose one of these, Blatner Tools analyzes your document, creates styles based on your formatting, and then applies those styles throughout the file.
  - » **Create Basic Character Styles:** When it comes to character styles, you may not want to create a style for every little change in formatting. Instead, you can choose this from the Character Styles panel menu to create and apply just bold, italic, and underline styles (and apply them to similarly-styled text in the document).
  - » **Compare Styles:** Do you have two or more character, paragraph, or object styles that are similar but slightly different? Need to compare them? Select them (in their respective panel, using Command/Ctrl-click to select more than one in the list) and choose Compare Styles from the panel menu or Context menu.
  - » **Create Style Report:** What's in a style? Choose this feature from the Character or Paragraph Styles panel menu to build a custom report of all or some of your document's text styles. The file is exported as a tagged text file which you can place in the Styles Report Template.indd (or any other file you want).
- » **Remove Local Overrides:** You can choose Type > Remove Local Overrides to remove local text formatting from your story or document *selectively*.

**Find Color** helps you find where you (or someone else before you!) used a color—it can even find spot colors inside placed images!

- » **Find Colors dialog box:** Choose Find Colors from the Edit menu (or the Blatner Tools menu, the Swatches panel menu, or the Color panel menu).
- » **Find Next Use:** You can also right-click (or Ctrl-click with a one button mouse) on a color in the Swatches panel and choose Find Next Use to jump to the next instance of that color.
- » **Color Report:** You can create a color usage report of your document by clicking the Colors Report button in the Find Colors dialog box. There are two different kinds of reports: On-document (on its own layer) and a separate document report.

**Blatner Tools Menu** lets you assign shortcuts to dozens of features never accessible before. For example, you can apply shortcuts to:

- » **Swatches, Styles, and Layers:** First right-click on the swatch, style, or layer and choose Add to Blatner Tools Menu. Now Blatner Tools is aware of it, and you can apply a shortcut to it in the Keyboard Shortcuts panel. For example, if you apply a shortcut to a layer called "Text" then that shortcut will work in every document you open that has a "Text" layer—press the shortcut and any selected object is moved to that layer.

- » **Layer navigation:** Shortcuts for layer actions such as move to next layer up, hide all layers except current one, lock all other layers, and so on. See Blatner Tools > Layers.
- » **Hidden Features:** Add shortcuts to add a guide at the current cursor position, hide or show a clipping path, change composition highlighting preferences, turn on/off Ignore Text Wrap, and many other features!

**Keyboard Shortcuts Pro** is the premium method of managing your keyboard shortcuts and shortcut sets. We've taken the free version, removed the ads, and made the panel even better.

- » **Custom Shortcut Cheat Sheet:** Choose Export to Text File to create a tagged text file with just the shortcuts you want. Then import that into the supplied template or create your own!
- » **Manage Shortcuts:** Add, remove, or change keyboard shortcuts and shortcut sets quickly!
- » **Export/Import Shortcuts:** Choose Save and Load from the Keyboard Shortcuts panel to share your shortcut sets with others.

**Fractions** lets you format fractions quickly, even if you're not using an OpenType font! It intelligently analyzes your text (even as you type!) and converts fractions based on your font. For example, if an Expert font is available, it attempts to find the correct glyphs. If no glyphs are available, it will create a "built" fraction with character formatting.

- » **Find/Change:** You can search for all the fractions in your story or document, and "replace" them with fraction formatting.
- » **As You Type:** You can also turn on the Replace Fractions as You Type checkbox to... well, it's kind of obvious what it does, right?
- » **Disable Fractions:** If you want Fractions to ignore some text (for example, if you type 9/11 as a date), you can select the text and click Disable in the panel.

- » **Changing Fonts:** Because different fonts require different fraction treatment, changing the font of a fraction may require you use the panel to replace the fraction again. Or, if you enable the "As You Type" option, then changing the font should update the fraction automatically.

**AutoPage** helps avoid overset text frames using two different methods:

- » **Extend text frame:** When you select a text frame and choose Use AutoPage from the Object menu (or Context menu), the frame will automatically lengthen to fit text—until the frame reaches the bottom margin. (You can tell AutoPage not to change frame size in the AutoPage pane of the Preferences dialog box.)
- » **Add pages:** AutoPage can also add document pages automatically as you type or edit text, seamlessly threading new frames to your story.

**Quality Assurance** watches for many potential problems in your document that Preflight can't see! To choose which "errors" to look for, choose Options from the Quality Assurance panel menu. For example, it can find these kinds of concerns:

- » **Layout problems:** duplicate frames on top of each other, empty text frames, objects hidden behind others.
- » **Text problems:** duplicate punctuation, unpaired parentheses or brackets, local formatting applied to text, and runts (very short lines at the end of a paragraph).
- » **Object problems:** Filled with an unnamed color, object (or image) set to non-printing, etc.
- » **Document problems:** blank pages, text styles defined but not used in the document (helpful for ferreting out rogue "font missing" alerts), etc.
- » **Quick Search:** You can click on an error to jump directly to it in the document (or use the next/previous error buttons in the panel).

**History Lite** displays your recent actions in a floating panel for quick undo/redo. This is a “lite” version of DTP Tools’ History plug-in.

- » **Undo/Redo:** You can click on any state in the panel to jump back or forward.
- » **New Document:** You can “save off” a version at a particular state by first choosing the document state and then clicking the Create New Document button. This is a great way to compare “before and after” across many different changes in a file.

**Remember** augments InDesign’s too-often faulty memory of your preferences and settings, and can reapply them when necessary. It has two basic functions:

- » **Restore Preferences:** If your preference files are erased or the default preferences reapplied, Remember asks if you want to restore your last settings. This includes a snapshot of your recently opened documents and options in the Preferences dialog box.
- » **Export/Import Preferences:** You can export a file that includes the Preference dialog box settings, glyph sets, workspaces, autocorrect settings, color settings, shortcut sets, and menu sets. You can later import that information again, or send it to a colleague to import on their computer.
- » **Note:** Remember can only save or load preferences files upon quitting or launching the program.

**Text Controls** offers powerful precision features for formatting text fast:

- » **Dozens of Shortcuts:** If you like formatting text with your hands on the keyboard, you’ll love shortcuts that let you increase or decrease space before or after, and left or right indents. Also, new shortcuts for assigning a language, turning on/off Optical Margin Alignment and Ignore Text Wrap (so you don’t have to open the panel or dialog box to get to these features).

- » **Make Text Fit:** Need to get a paragraph to fit? The Text Controls panel has buttons to increase or decrease letter spacing, word spacing, or glyph scaling for the selected paragraph. (Hover over the buttons to see current settings.)
- » **Making Text Fit, Part 2:** Buttons (and keyboard shortcuts, of course) for scale text to fit frame and adjust leading to fill frame (for vertical justification in non-rectangular frames).
- » **Adjustable Increments:** Each measurement field in the panel can display either the “current setting” or the increment used by the arrow buttons (or shortcuts). For example, if you want to adjust font size up or down by ¼-point, click the font size icon, change the field, and then click again to toggle back to the “current setting” display.
- » **Lock First Line Position:** If you work with hanging indents (positive left indent and negative first line indent), turning on this checkbox ensures the two indents stay in position when you adjust the left indent in the panel.

**Script Manager** adds an Extras menu to the menu bar, letting you add and manage scripts. You can use the Extras menu as a replacement for InDesign’s Scripts panel if you want—it’s friendlier and easily customizable.

- » **Manage This Menu:** You can control which scripts appear in the menu by choosing Extras > Manage This Menu and then selecting the checkbox next to the script name.
- » **Manage Names:** You can change the way a script appears in the menu by clicking in the Extras Menu column.
- » **Add New Scripts:** No more hunting around obscure Library folders just to install a script! Just select a folder in the Manage this Menu dialog box and click Add Script.

**David Blatner's Tip of the Day** displays a dialog box with a helpful tip each time InDesign is launched. The dialog box can also be opened by choosing Help > David Blatner's Tips.

## Frequently Asked Questions

**Q:** Why Blatner Tools?

**A:** David Blatner loves InDesign. But that doesn't mean that he doesn't think it could be better! These plug-ins represent many of his ideas for improving InDesign. Once you start working with Blatner Tools, we think you'll find yourself becoming more efficient and happier with what you can do with the program.

**Q:** What happens if I give my documents to someone who does not have Blatner Tools?

**A:** Nothing! They can open your documents without any warnings or errors. They just see a normal document. Of course, they can't use any of the cool Blatner Tools features.

**Q:** Why is the menu called "Extras" instead of something like "Scripts"?

**A:** The word "scripts" still scares people. These aren't scripts, they're features! Adding them to an Extras menu lets us add features to an easy to read menu that anyone can use. (Especially helpful for administrators who need to manage novice or temp users.)