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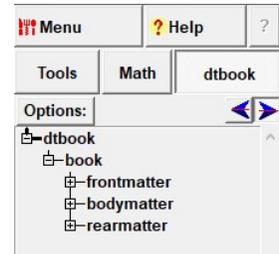
NIMAS Glossaries

The NIMAS .xml file is opened in Braille2000 using Open / Source File (in the "Open" dialog box, set File of Type to .xml and navigate to the folder where your NIMAS file is located).

After opening the file, you should see the "dtbook" button at the top of the Control Panel. (The Braille2000 Control Panel resides at the left side of the main window; it is optional, and whether or not it shows all the time is controlled by the toggle menu item at Menu / View / Control Panel. For a NIMAS file, it is suggested that the Control Panel be set to show all the time. The width of the panel can be adjusted by dragging the divider line left or right.)

The main structure of a NIMAS document is the "dtbook" node that contains the three sub-nodes of "frontmatter", "bodymatter", and "rearmatter". A glossary (zero or more of them) would normally be found subordinate to "rearmatter", housed in a "level" node.

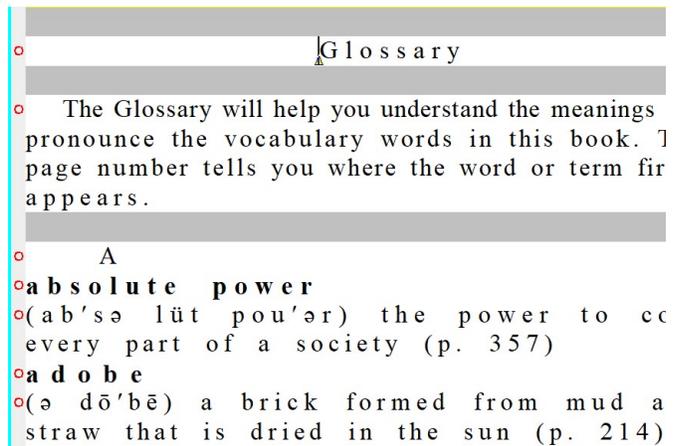
The panel will look like this (right) before the subordinate node levels are "opened". Click the Options button and select Reveal / Text. Then click the + symbols on "rearmatter" and some of its subordinate "level" nodes and you will probably find the rearmatter sections, including "Glossary", as shown at the left.



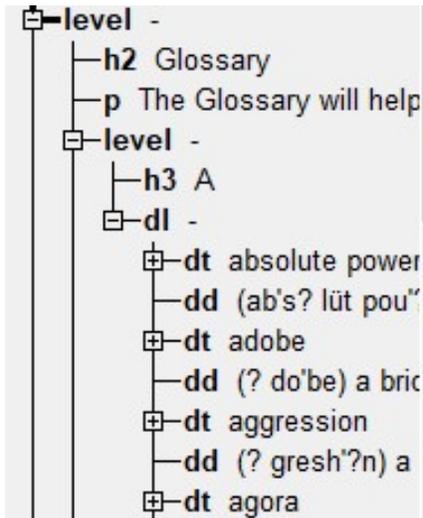
and you will probably find the rearmatter sections, including "Glossary", as shown at the left.

If you click the "level" item for "Glossary", the cursor will jump to the Glossary in the file (the Editing Panel will scroll to bring that part of the document into view).

If you double-click the "level" item, the entire Glossary will be highlighted. Do that and then click Menu / Do / Running Footer. Select "cell-1 guide words" or "cell-5 guide words" or "tagged guide words" as appropriate, *after inspecting the nature of the prose and/or adjusting the style of that prose.*



Shown (right) is an excerpt from an actual Glossary (as seen in the Braille2000 Print View). Neither cell-1 nor cell-5 guide words are useful here.

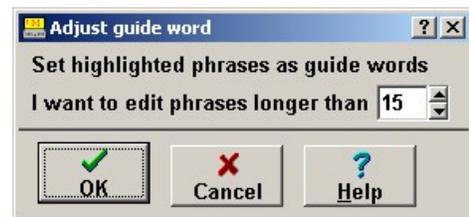


Open (click + on) more subordinate levels of the glossary. You should see that each entry is composed of the NIMAS tag “dt” (term) followed by the NIMAS tag “dd” (definition). The prose of the “dt” tags can be used for the automated guide-word footer if you select the “tagged guide words” option (above). (If the layout supports cell-1 or cell-5 guide words, or you make it be that way, you do not need to harvest the guide words from the “dt” tags as described here.)

Click the first “dt” item (“absolute power”). The cursor will jump to that entry in the file. Then right-click that same “dt” item and select Select Similar / Same Tagname. Now all “dt” items and the corresponding prose in the file are highlighted. Click Menu / Do / Set Guide Word Text.

Set guide word text

A good NIMAS file will use the tag name “dt” to denote each guide word or phrase. You can select all of those via the dtbook panel (as described above) and then use “Set Guide Word Text” to present those words/phrases to the running footer as “tagged” guide words. Because you have highlighted all of the “dt” phrases, they each become a candidate guide word/phrase and the automated footer will incorporate entry and exit words/phrases into the automated footer per page.



When the "dt" element comprises a long phrase, it obviously won't fit in the guide-text footer (particularly when there are two entries in the footer). In the dialog box, the "I want to edit phrases longer than xx." should be used to "catch" those guide word entries that are too long. For each phrase that is “too long”, you will be shown a dialog box in which you can arrange the abbreviated guide text for that entry. This can be tedious, but automation will yield a dynamic footer that will adjust to subsequent editing and arranging of the Glossary. (If you don't shorten an entry that is “too long”, Braille2000 will merely truncate the entry to fit the space of the footer line... serviceable but not as nice.) After handling all entries en masse, you can later adjust an entry by positioning the cursor in the prose and again using Do / Set Guide Word Text. (If you are “lazy”, you could ignore this step, look at the resulting footers, and adjust just those glossary entries that show in a footer.)

Note that if the layout is such that you choose “cell-1 guide words” or “cell-5 guide words”, that notion picks up only one word at the given location. If the glossary entry happens to be a phrase, highlight that phrase and use Do / Set Guide Word Text to tell the footer to use the entire phrase.

If the transcription has other sections following a glossary, use Do / Running Footer at the beginning of such sections to turn off the running footer.