



ProScale v8

Scaling XTension for Professionals

SCALE SELECTIONS, PAGES & DOCUMENTS

ProScale INSTRUCTIONS

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New to 8

Quark 7 Native

Ability to scale drop shadows.

Preparation

IMPORTANT: FIRST REMOVE ANY OLD VERSIONS OF PROSCALE AS THIS WILL CAUSE CONFLICTS IN QUARKXPRESS!

MAC AND WINDOWS:

On Mac, double-click the XTension's .pkg (package) file and follow the instructions. Normally this will install the XTension(s) directly into your Quark 7 XTension folder, provided your Quark 7 resides in the Applications folder. If it is elsewhere, the XTension will create empty folders where it thought Quark "was" and you can find the XTension there and move it to the proper folder.

On Windows, double-click the Setup.exe and follow the instructions to locate your XPress XTensions folder.

Demo Mode: All GLUON's for Quark 7 and higher are downloadable from GLUON.com and other sources. Any of the downloaded XTensions can be "unlocked" with a Purchase Code or purchased from within the XTension itself or Online or over the phone. Before a Purchase Code has been entered or the XTension has been purchased, the XTension is in Evaluation (Demo) Mode. Once a proper code is entered into the Registration Dialog or the License Manager Utility, the XTension will be Registered and run normally. Please keep your Purchase Code on record in case you need to deinstall on one machine and reinstall on another.

USING GLUON ProScale™

THE GLUON MENU

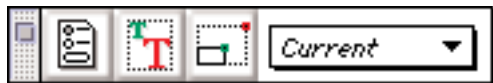
All of ProScale's functions are accessed through the GLUON Menu which appears on the right side of the menu bar.



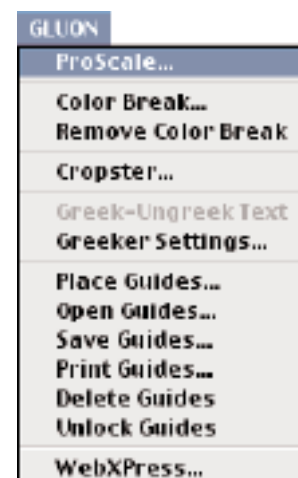
THE SCALING TOOL

ProScale installs a new icon on the tool bar (left). Click on this whenever you have boxes selected if you want to resize the selection manually or using the measurements palette.

THE SCALING PALETTE



Accessed through the Windows Menu, it has special functions.



THE SCALER

With the **Scale Selection...** menu item you can scale page elements or groups of elements or documents to a specific percentage or size. All currently selected items will be scaled to the amount or size specified and the elements will be repositioned accordingly. If no items are selected the Scaler will assume you wish to scale the entire document, thus certain features will not be available within the dialog.

The Dialog

The dialog is broken into 3 tabbed sections: Scale, Options and Presets. At the bottom of the dialog are 4 main buttons and 3 GLUON Link buttons:

Cancel Ignores all changes and performs nothing.

Use Settings allows you to capture settings for use with the scaling tool without actually scaling anything.

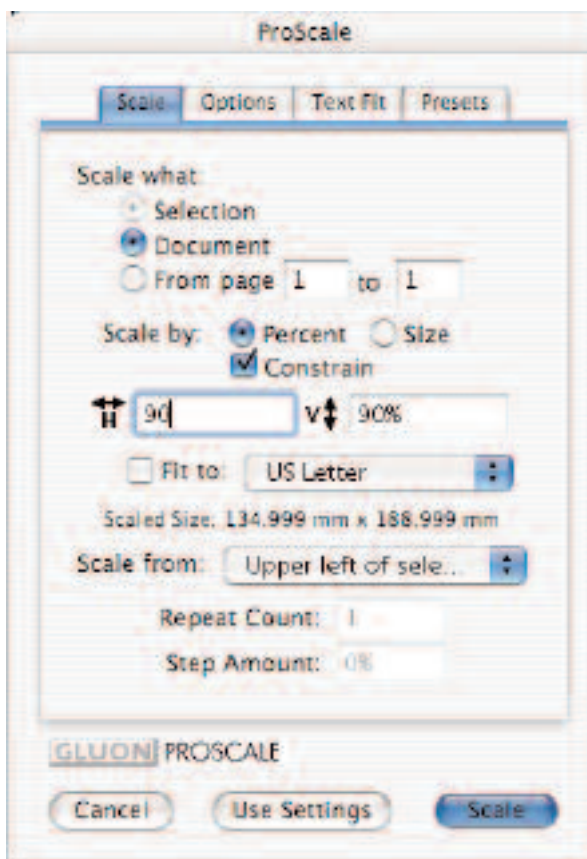
Scale Performs the scaling action.

Scale Tab

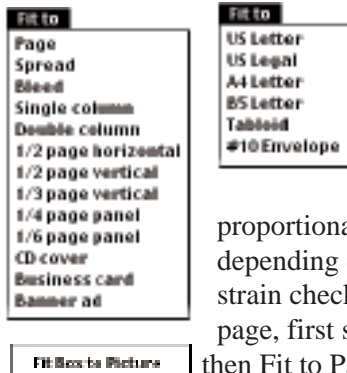
If you wish to scale only the item(s) you have selected, then make sure the Selection radio button is hilit-ed. Otherwise scaling will apply to the **Entire Document** or **Page Range**. When scaling entire documents, the actual page size will be changed. If extra pages result, you can delete them if needed. ProScale will use the *Scale from: Upper left of selection* option when scaling documents. Use **Page Range** to set a page range to scale all items on each page in the range. Use a plus(+) before page numbers to scale absolute pages.

Scale by: When scale by **Percent** is selected, all scaling is done as a relative percentage of the current selection or document. When **Size** is selected, the scaler automatically calculates the horizontal and vertical percentages which will scale the selection to the desired target size. NOTE: The target size is always displayed below in the **Information Display Bar** in current measurement units.

Constrained: When Constrained is selected, scaling is done uniformly along the x and y axes. Use this if you wish to maintain the original proportions of the item(s) selected.



Non-constrained: When Constrained is not selected, scaling is done separately along the x and y axes. Use this if you wish to distort the original proportions of the item(s) selected. NOTE: when Scale-by-size is being used, the Horizontal and Vertical text fields are used for both Constrained and Non-constrained types of scaling. They will be updated automatically when Constrained scaling is being used.



Fit to: When this option is selected, the pop-up menu next to it will allow you the resize all selected items or document to fit the item you select either proportionally or non-proportionally depending on whether you hit the constrain checkmark. To completely fill a page, first select turn Constrain off and then Fit to Page. Fitting to bleed will cause items to scale to 1/8" outside trim.

When one of the column options is selected, all selected items will be scaled to fit the nearest column either proportionally or non-proportionally depending on whether constrained is on. Column width is determined in **Master Guides** or when document is first created. The default number of columns is one which would cause this function to scale objects out to the margins of the page. (see page 4 for more on Fit to). Additional items can be added to the fit-to menus through the Presets Tab (below).

Scale from: These four options are used to change the center of scaling. Default setting is upper left of selection. Use this setting when resizing documents as other settings may cause abnormal offsets of your resulting layout on the new document's page. Use the bottom two choices to add or fill space in a layout without changing the layout itself.

Step and Repeat: Use this feature to create multiple scalings of a given selection. This can be used to create logo sheets or for design purposes.

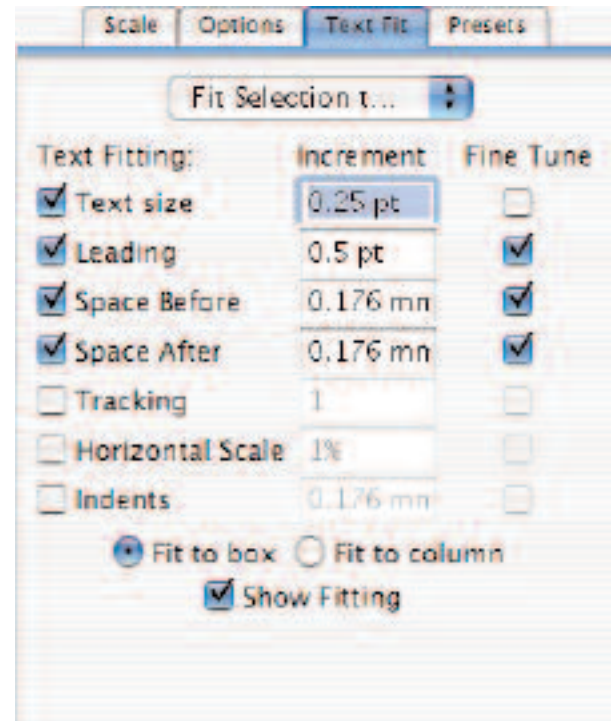
Repeat Count: With Repeat Count set to 1 (default) your current selection will be scaled. When Repeat Count is Positive, current Step and Repeat settings will be used to offset your scaled items. Make sure you have room on your page to accommodate your offsets and resizing. When Repeat Count is negative, new pages will be added to the end of your document and scaled copies of the current selection will be placed on these pages. The first copy will be scaled to the amount set in Scale Percent. The remaining copies will have the scale percent increased or decreased by the value in Step Percent. The Repeat items will be hidden when they do not apply logically such as with Scale Document or Non-Constrained scaling.

Step Amount: This is the amount added to the Scale Percent when Repeat Count is greater than 1. A positive

number will increase the scale percent while negative numbers will decrease it. This number can also be in absolute sizes when Scale by size is selected.

Example: Scale Percent = 110, Repeat Count = 3, Step Amount = 20:

1st scale = 110%, 2nd scale = 130%, 3rd scale = 150%



Text Fit Tab

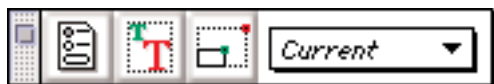
Fit Selection to Box
Fit Story to Box
Fit Box to Selection
Fit Box to Story

When text is selected upon entering the dialog, you'll be able to utilize this tab. Choose the item that most suits your needs from the pop-up menu.

Then, by fiddling with the options you can achieve almost any text fitting goal desired. If you don't like the results, hit Undo and try again. **Increment** is the amount by which it attempts to adjust text parameters up or down, rounding by that amount. Use this to prevent odd sizes. For example: 12.348 pt would become 12.5 pt. However, if you don't use the **Fine Tune** function you will rarely get an exact fit. Fine tune using parameters where you don't mind an odd value. When ProScale fine tunes, it uses a much smaller increment and doesn't do any rounding, adjusting until the text fits tightly.

When a multi-column box contains the text, you have the option of fitting the text to the column instead of the box. You can also watch the fitting go if you want. It goes much faster when you don't, but it's cool to watch.

Using the Scaling Palette (Enhanced Version Only)



To show the palette, use the View Menu and select “**Show ProScale Palette.**” From left to right, the three buttons are as follows:

1. Dialog—brings up the ProScale dialog
2. Text/Picture fit—performs operation on text when text is selected or on a picture if a picture is selected
3. Scale—performs a scaling operation.

Text Fit Button



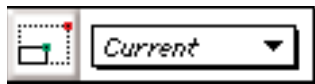
Text fitting uses the current settings in the Text Fit tab. This button is only active when text is selected.

Picture Box Button



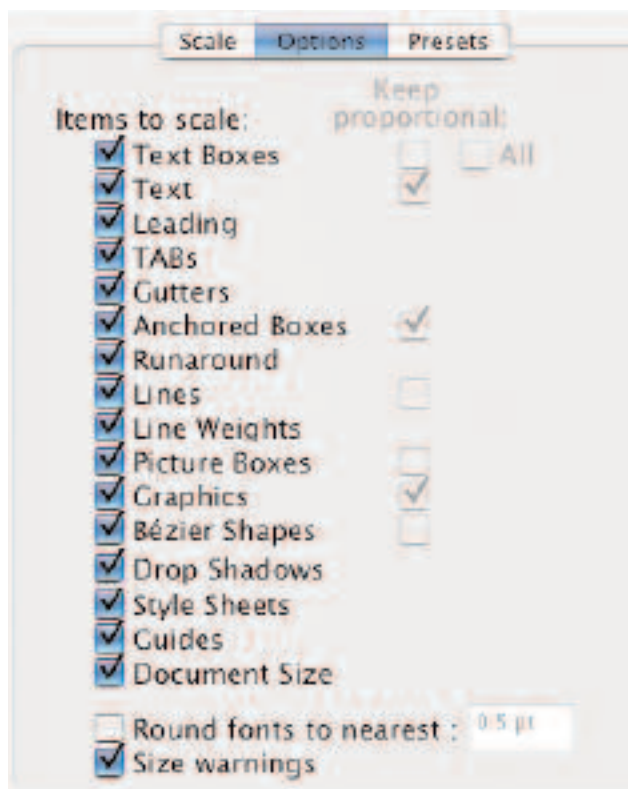
When a picture is selected, clicking this button will cause the box containing the picture to perfectly resize to the dimensions of the picture (at the current picture scale). This button is only active when a picture is selected.

Scaling Button



This button will scale the current selection either with current settings or with one of the presets selected from the mini pop-up on the right. Presets are size-based and are saved in the ProScale Dialog Presets Tab. There are three ways in which this can operate:

- 1) Just click on it and it runs whatever preset is selected in the preset pop-up or if none, the current settings are used.
- 2) If you hold Option and click, scaling will be performed to the width of the preset. This is great for fitting ads and pictures to columns in a newspaper or magazine type layout.
- 3) If you hold Control and click, scaling is performed to the height of the preset.



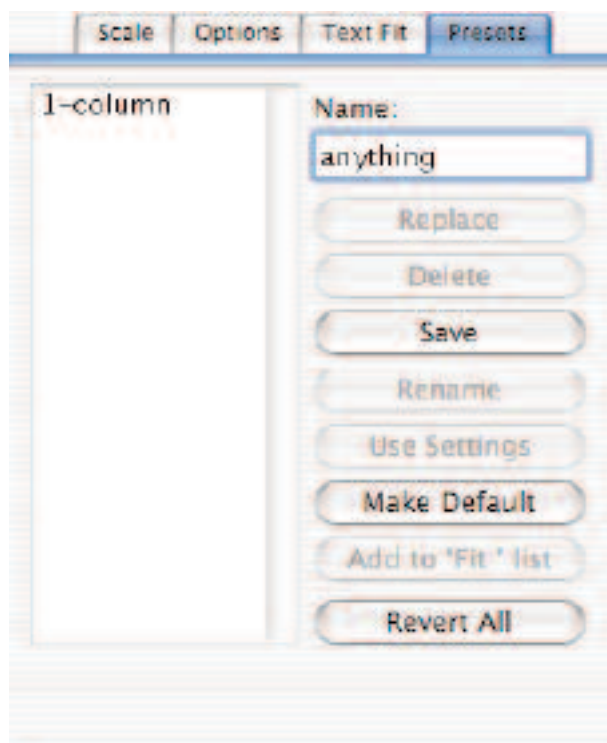
Options Tab

Items to scale: The scaling of Text Boxes, Text, Leading, TABs, Anchored Boxes, Runaround, Line Weights, Lines, Graphic Boxes, Graphics, Bézier Shapes, Style Sheets, Guides and Document Size can be toggled on or off. When an item is off (grayed out), scaling is precluded for that item. Style Sheets, Guides and Document Size are not available for selection-based scaling.

Keep Proportional: Whenever checked on that type of item will remain proportional regardless of the scaling proportions used.

Show Alerts: With this selected you will be alerted if an element has gone beyond the possible size limitations. With Show Alerts deselected you won't be notified if the scaling of an element cannot be performed.

Round fonts to nearest .5: Use this option when you want to avoid irregular font sizes in scaled text boxes.



Presets Tab

This Tab is where you go to save and recall entire setting groups. Saved settings include checkboxes, radio buttons, sizes and percentages. **NOTE:** If Document scaling is active and you scale by size, the setting can appear in the document fit-to menu. If Selection scaling is active and you scale by size, the setting can appear in the selection fit-to menu.

Name: The currently selected list item's name appears here. You can change it here to whatever you want.

Replace: Hitting this causes the current settings to replace the currently selected list item

Delete: Deletes the currently selected preset item from the list

Save: This will create a new preset item using current settings and the name that appears in the name field above.

Rename: Will change only the name of the currently selected item on the list to the name in the Name text field.

Use Settings: After you have selected an item on the list, hit this button to change current settings to the previous ones

Make Default: Hitting this button will cause the current settings to be saved with the name Default. This Default setting is loaded when you launch QuarkXPress.

Add to “Fit to” list: Hitting this button will cause the current settings to be saved to the appropriate “Fit to” pop-up menu. This can then be conveniently accessed from the scale tab. To remove an item from the menu, you must remove it from the list.

Revert All: Hitting this will revert all stored settings back to the way they were before you opened the ProScale Dialog.

REPEAT SCALING

Often times, you will select something, scale it, select something else and want to scale it the exact same way without going to the dialog. ProScale remembers your last scaling percentages so all you do is select the new item(s) and click on the ProScale Tool while holding down the Option key (Control Key on Windows).

SCALING LINKED TEXT

There are many considerations associated with scaling linked text boxes which ProScale deals with in most cases. Depending on how you scale and the various insets and outsets of the boxes involved, text may reflow slightly.

SCALING MULTI-PAGE SPREADS

When scaling the **Document Size** of a multi-page spread such as is found in a typical book or magazine you may notice that items on a single right-hand page of the first spread don't end up where you want them. Unfortunately, we can't control this as this happens when QuarkXPress tries to maintain master page information while items are not where it thought they were...a paradox of sorts. In such cases, you will need to move the items back into the correct location. you'll still save hours of work over doing it manually!

UNDOING A SCALING ACTION

Whenever you scale a selection, you can undo as you normally would by using the Undo Menu Command or the Command-Z equivalent. You can the Redo the Scaling with the Command-Shift Z command. **NOTE:** Document scaling can not be undone. Use Revert to Saved in this case.

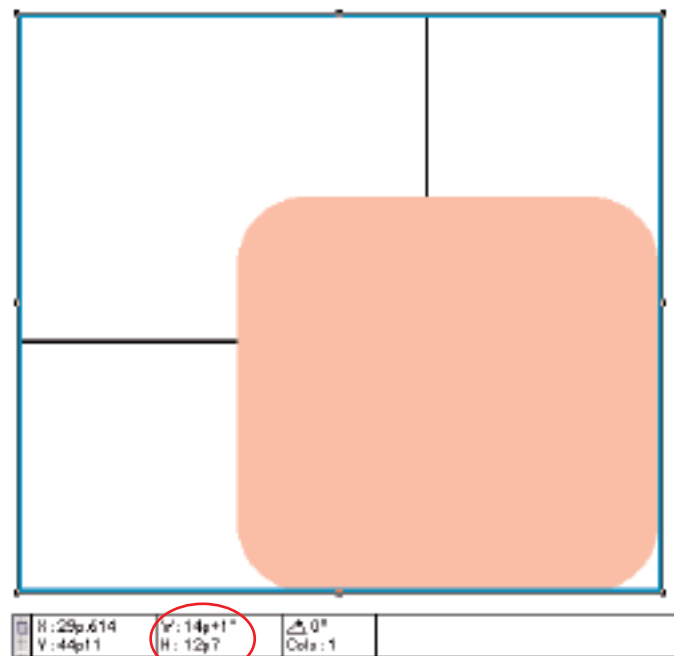


USING THE SCALING TOOL

Whenever boxes are selected, you have the option to scale them manually using the scaling tool. When the tool is activated, a cyan bounding box will appear around the selection. You may then resize the selection just as you would any other QuarkXPress box. To scale proportionally, hold Option-Command-Shift while resizing. You can also enter in exact sizes or increase sizes precisely using the XPress measurement palette while the scaling box is active. **To perform the scaling action press RETURN on the keyboard.** All items are scaled using your current settings in the Scaler Dialog.

The “Use Settings” Button Use this button whenever you simply want to set parameters for use with the tool without actually scaling anything.

When the cyan scaling box is selected, you can adjust it manually using the handles on the sides and corners or you can use the built in calculator of the Measurements Palette. Hit RETURN again to perform the scaling.

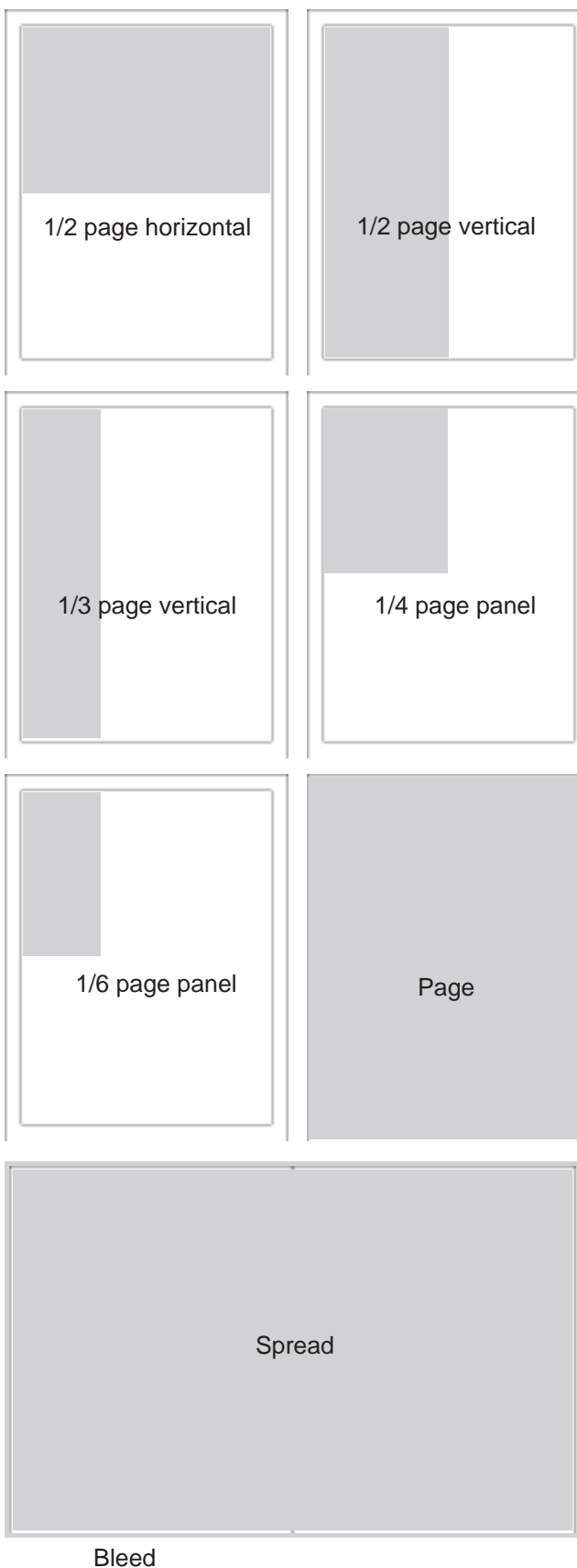


Most off the Fit To functions treat page size as that area inside the margins. If you want to scale items to the edge of the page you can always set your margins to zero, temporarily.

Fit to

Page
Spread
Bleed
Single column
Double column
1/2 page horizontal
1/2 page vertical
1/3 page vertical
1/4 page panel
1/6 page panel
CD cover
Business card
Banner ad

SCALING TIP: If you encounter problems scaling, try breaking your scaling into smaller chunks or manually scaling large pictures (file size).



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