

IndexConvert

IndexConvert converts book and journal indexes to files that can be imported into indexing programs including Cindex, Sky Index and Macrex and Index-Manager. **IndexConvert** will process indexes received as rtf or other Word files including files exported from PDF.

IndexConvert supports a process flow from top to bottom of the user interface shown.

Configuration allows entry of the user licence and sets up the export format.

[i] buttons provide additional information and open options dialogs for headings and locators.

Preprocess converts the index to a form useable by **IndexConvert**.

Locators L labels locators and identifies structure errors.

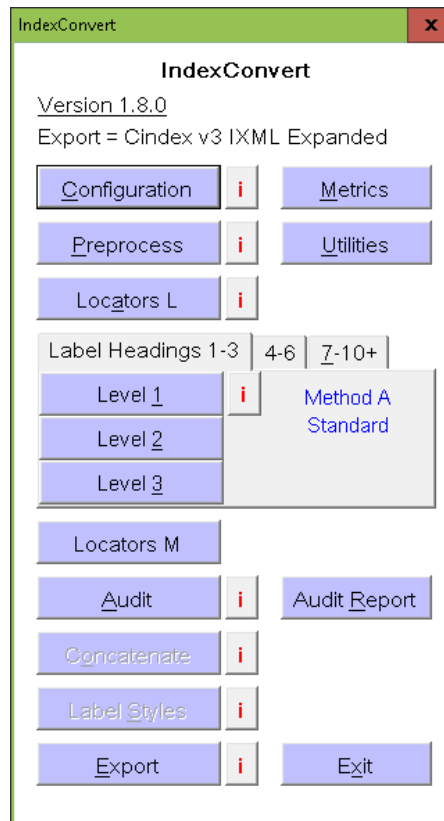
Label Headings adds labels to headings. **Method A** uses space characters, tabs, indents and character size are to identify heading parameters. When the user selects **Level 1**, the user is asked 'Is this a Level 1 Heading?' If confirmed the parameters are

remembered, entries with the matching parameters are labelled \$H1_. The same process is repeated for **Level 2**, **Level 3** etc. Up to 100 entry styles can be selected before labelling begins. **Method B** uses Indents only. **Method C** is interactive.

Locators M is similar to **Locators L** but also searches for Roman numeral locators and remaining cross references.

Possible errors are identified at each stage and must be addressed before the next stage. **Audit** checks for remaining errors.

Concatenate turns the index into a delimited file and is required if IXML or IDEX export is not selected.



For a delimited file parent headings are prepended to each entry. Hyphens are inserted for Macrex. Special processing needed for Unicode characters is performed at this stage for Macrex using the Unicode.ini file and for Sky Index using a copy of the Translation table.

Label Styles, only used with delimited file export, inserts labels to identify bold, italic, underline, smallcaps, subscript and superscript.

Export creates the file type selected by **Configuration**. For delimited files the processed index is saved as a text file using the right encoding. The file can also be exported as in IXML file for Cindex or an IDEX file for Sky Index v8.

Metrics shows the licence limits and status.

Utilities include **TextConvert** for converting text containing special characters and Unicode text, and **CharConvert** for converting special and Unicode characters, for input to Macrex or Sky Index.

Measure Indent measures and displays selected heading indents.

The **Audit Report** summarizes identified errors. This is useful for reviewing the index and identifying the changes required.

Exit halts **IndexConvert**.

Elided 123-4 is a separate add-in for expanding elided numeric page ranges.

IndexConvert

Specification

Description	IndexConvert is a Microsoft Word add-in written in Visual Basic (VBA). Sophisticated software is used to recognize and label headings, locators and errors and to process the index to a form acceptable by the target program.
Compatibility	PCs with Office 2007 and later except Office 2008 when VBA was withdrawn. Apple Macs using Word for Macintosh or Word for Windows with Parallels.
Entries	Theoretically, IndexConvert can process up to 2 billion entries. Large files will take longer to process and for very large indexes MS Word limits may be encountered. Licence limits: 2,000 indexes, 1,000,000 entries, total 2 billion.
Heading levels	9 levels by default. 10+ available.
Locator types.	IndexConvert uses a locator matching library for finding numeric locators. Roman numerals, locator prefixes and cross reference terms can combine with the existing library giving over 60,000 combinations..
Roman	Lower and upper case Roman numerals up to l (50).
Cross Ref.	Cross references are user defined giving a multi-language capability.
Styles	Bold , <u>underline</u> , <i>italic</i> , SMALLCAPS, subscript and superscript are all identified. All underline styles used by Word are identified but are labelled as a single underline for export. Macrex MBK style markup is applied if Macrex export is selected. If IXML or IDEX export is selected then style markup is added during export.
Fonts	Fonts are preserved when IXML and IDEX export is selected.
Cindex	Cindex export is a Unicode UTF-8 tab delimited file or IXML file. An expanded IXML export copies locators into special lowest level subheading.
Macrex	Macrex export is a comma delimited ANSI MBK file. Unicode characters can be replaced by printer replacement codes.
Sky Index	Sky Index SI7 export is a tab delimited ANSI file with one locator per entry. Unicode characters can be replaced by translation codes. Sky Index SI8 export is a Unicode UTF-8 IDEX file (or IXML file for users purchasing SI8 before 1 st May 2017) Sky Index SI8 can import the Database file.
Index-Manager	This exports a Unicode UTF-8 tab delimited file compatible with Index-Manager.
Spreadsheet	Spreadsheet export is a tab delimited Unicode UTF-8 file.
Database	Database export is a tab delimited Unicode UTF-8 file with one locator per entry.
Speed	An index with 10,000 entries, exported from Cindex as an RTF file has been processed by IndexConvert and re-imported into Cindex in less than an hour. An index received as a PDF and imported into Word will require more time. Legal tables require more time.
Licences	3 year reserve licences are for users wanting to import an index in a hurry at minimum cost if they don't know when the work will arrive. 3 and 5 year standard licences are for users who import indexes regularly. Special licences are available for power users processing many indexes for other users.

For further information and downloads see <http://www.indexbase.co.uk>

Or email enquiries@indexbase.co.uk