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Introduction

Navigator XT is an XTension for QuarkXPress version 3.32. Navigator XT is the premier XTension for moving within a QuarkXPress document. This XTension provides a palette that contains everything needed to move to any point on any page in the document. With the Navigator palette, you can effortlessly move to any page, master page or position on a page.

Minimum System Requirements

Navigator XT is designed for QuarkXPress 3.32 for the Macintosh or Windows. Navigator XT is network protected and is fully compatible with floppy, RAM, or hard disks.

This manual assumes that you are familiar with standard Macintosh and Windows procedures such as basic use of the mouse, clicking, pulling down menus, copying files, and copying disks. If any of these procedures are new to you, please refer to your operating system's user's manual.

Installing Navigator XT

The disk or downloaded software includes either a file named **Navigator XT** (Macintosh) or **NAVIGATR.XXT** (Windows). To install Navigator XT, drag the file into the XTension folder inside the folder that contains the QuarkXPress application. Then restart the QuarkXPress application.

Using Navigator XT
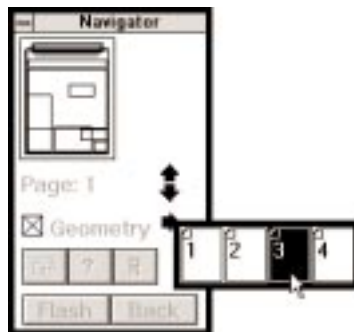
The Navigator XT palette can be opened three ways.

- Choose *Show Navigator* from the **View** menu.
- Use the user defined command-key sequence. This key is defined in the Help dialog.
- Press the the user defined command keys (See Help Section) and click where you want the palette opened. This is the easiest way to open the palette because the palette appears next to the mouse location.

The Navigator XT palette can be closed four ways.

- Choose *Hide Navigator* from the **View** menu.
- Use the user defined command-key sequence.
- Click on the palette's close box.
- Press Option–Shift (Macintosh) or Ctrl-Shift (Windows) and click on the palette.

Changing Pages

Navigator XT allows you to move to other pages by using a popup window containing the page numbers. To go to a different page, click on the right arrow (◆) located near the bottom-right corner of the palette. A popup window of the pages in the document appears. Scroll through the pages and select the desired page. The selected page becomes the current page and the thumbnail display on the palette is updated to show the current new page.

Palette with page pop up

The up and down arrows (↕) above the page popup arrow move to the previous and next page. If the first page is the current page, the up arrow

has no effect. If the last page is the current page, the down arrow has no effect. If Navigator XT is in spread mode, these arrows move to the previous or next spread.

Going to a Master Page

Navigator XT allows you to move to the master page of any page in the document by using a pop-up window which contains the page numbers. To go to a master page, click on the right arrow located near the bottom-right corner of the palette. Scroll through the pages and select the desired page but before you release the mouse button press the shift key. The master page applied to the selected page becomes the current page and the palette disappears.

The Navigator palette does not display with master pages. Whenever you close a master page and the Navigator palette was previously open, the palette reappears. To leave a master page and redisplay the Navigator palette, simply activate the palette. The Navigator palette reappears and the page showing previous to opening the master displays.
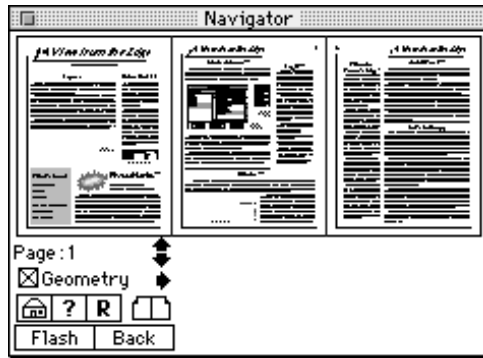
Moving to a New Location on a Page or Spread

The main purpose of Navigator XT is to move to any spot on the page quickly and effortlessly. The top portion of the palette contains a thumbnail of the current page/spread. Clicking in this area scrolls the document to the point where you clicked. The selected point is centered on the screen whenever possible. If centering the point would cause the spread to change (for example, a point near the top of a page), the point is centered horizontally. This feature is especially useful when working on large pages and when working on magnified documents.

A small "You Are Here" indicator appears at the point on the thumbnail where the mouse is clicked. This indicator helps keep the user oriented on a magnified document. The indicator moves every time the mouse is clicked on the thumbnail.

Thumbnail Representation

The palette thumbnail can represent either the spread or the page. The icon at the bottom-right corner of the palette displays whether Navigator XT is in spread mode (⬜⬜) or page mode (⬜). Clicking on this icon changes the mode. In page mode, the palette displays only the current page. In spread mode, the palette displays all the pages in the current spread. Spread mode can cause the palette to become quite large if the spread has many pages.

Navigator XT

The Navigator palette in spread mode

The page thumbnail area can display the current page three ways: without page geometry, using wire frame geometry, or by displaying a miniature version of the page/spread (Macintosh only). To display no page geometry, uncheck the Geometry check box on the Navigator palette. The thumbnail displays as a blank area with the "You Are Here" indicator marking the last spot clicked.

To add wire frame geometry, set the Navigator XT preferences to Wire frame Geometry (see the Help and Preferences section) and check the Geometry check box on the Navigator palette. The wire frame geometry feature adds the outlines of the text and picture boxes on the displayed page. This geometry updates whenever a different page, spread or document is selected. The geometry feature can take a few seconds to draw depending on the number of boxes on the current spread. The wire frame geometry feature is a rough sketch of the page/spread. Some items are not drawn, including lines, polygons, items that start to the left of the page and rotated items.

To display a miniature version of the page or spread (Macintosh only), turn off the Wire frame Geometry preference (see the Help and Preferences section) and check the Geometry check box found on the Navigator palette. The thumbnail displays a small version of the current page or spread, including pictures and text. Screen redraw of the thumbnail may take a long time to update whenever a new page or spread is selected depending on the complexity of the page being represented.
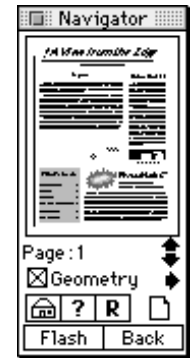
Navigator XT

Displaying no geometry

Displaying wire frame geometry

Displaying a miniature of the page (Macintosh only)

Refreshing the Display

The movement and creation of boxes does not automatically update the display in the thumbnail area. The display is instead refreshed one of three ways. Moving from one page/spread to another refreshes the display to reflect the change. The display will refresh itself periodically when the Auto Refresh feature is set in the Navigator XT preferences (see the Help and Preferences section). The user can refresh the thumbnail area at any time by clicking on the Refresh button (R) at the bottom of the Navigator palette.

Moving the Palette

While the palette can be moved by dragging it from one place to another on the screen, there is another way to relocate the Navigator palette. The XTension includes a quick move feature to move the palette to a new location without forcing the user to drag the palette. To move the palette, press the user defined command keys and then click the desired location of the palette. The palette appears in the new location even if the palette was not previously visible. This command may be used to activate the palette.

Using the Home Feature

The Navigator palette can quickly return to a pre-determined location on the screen. This is done by clicking on the Home button (⌂). When the Home button is clicked, the palette moves to the last Home location. If you have not set the Home location, home is the location the palette first appeared after launching QuarkXPress. To set the Home location, move the

palette to the desired location and press the Option key (Macintosh) or Ctrl key (Windows) while clicking on the Home button.
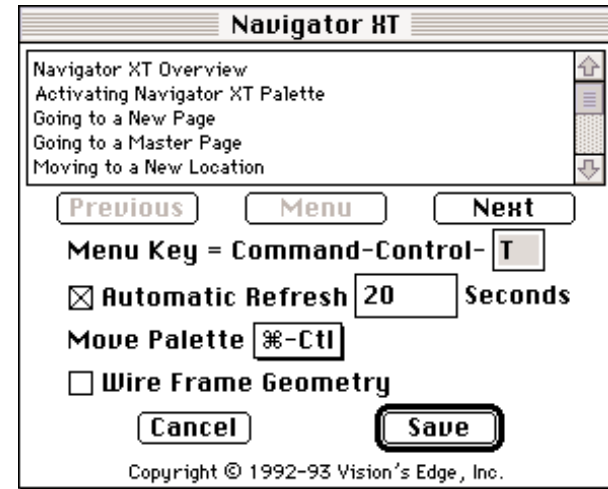
Using the Flash-Back Feature

The Flash-Back feature allows quick recall of previous positions in the document. To set a position anywhere in a document to be available for recall, scroll to the desired position, then hold down the Option key (Macintosh) or Ctrl key (Windows) key while clicking the Flash button ([Flash]). Returning to the saved position is easy: just click the Flash button, and Navigator XT moves to the page and position which were saved. The Flash feature retains the saved position until the document is closed, at which time the Flash position is ready to be reset for the next document.
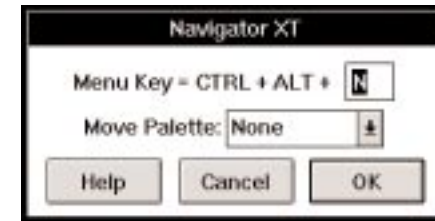
The Back feature lets the user toggle between the last two positions selected with the Navigator palette. Clicking the Back button ([Back]) once moves to the last position in the document chosen with the Navigator palette, and clicking on it again moves to the position the document was in before the first click on the button. Like the Flash feature, the Back feature resets when the document is closed.

Help and Preferences

To access the on-line help dialog (Macintosh) or Preferences dialog (Windows), click on the Help button ([?]) at the bottom of the palette. Macintosh users may use the Prev and Next buttons to move through each help topic. Use the Menu button to go back to the main menu. When in the main menu, you can move to a specific topic by clicking on the desired topic's title.

The Navigator XT Help and Preferences dialog (Macintosh)

The Navigator XT Preferences dialog (Windows)

Navigator XT gives the user the option to set the command key sequences for opening and/or moving the palette. The command key-click sequence is set by selecting the keys from the Move Palette popup menu.

The Navigator XT palette can also be opened by using Command-Control-<user defined character> (Macintosh) or Ctrl-Alt-<user defined character> (Windows). The letter or number used in this command is definable by the user. To set the character, enter a letter or number in the *Menu Key* editable field on this dialog. The editable field can contain only one letter or number. If more than one character is entered, the original character is removed from the edit field and the last character entered is used.

The Automatic Refresh feature (Macintosh only) which periodically refreshes the thumbnail display is set in the Help and Preferences dialog. To activate the Automatic Refresh feature, check the *Automatic Refresh* check box. The feature lets the user choose how often the display should be refreshed. To set the refresh frequency, enter a value between 20 and 600 seconds into the *Automatic Refresh* editable field.

Navigator XT

The Help and Preferences dialog (Macintosh only) also provides the control which allows the user to set whether the thumbnail display should display wire frame geometry or a miniature representation of the page or spread. To display the miniature representation of the document, uncheck the *Wire Frame Geometry* check box. To choose to display wire frame geometry, check the check box.

When all of the preferences are set as desired, close the dialog by clicking the **Save** button. If the dialog is closed using the **Cancel** button, changes made to the preferences controls are discarded.

All Command Sequences

Go to master page
- Shift-<select page>

Open palette
- Macintosh: Command-Control-<click>
- Macintosh: Command-Control-<character>
- Windows: <Move Palette Selection>-<click>
- Windows: Ctrl-Alt-<Character>

Close palette
- Macintosh: Option-Shift-<click in palette>
- Macintosh: Command-Control-<character>
- Windows: Ctrl-Shift-<click in palette>
- Windows: Ctrl-Alt-<character>

Set Home position
- Macintosh: Option-<click on Home button>
- Windows: Ctrl-<click on Home button>

Move palette
- Macintosh: Command-<user defined modifier key>-<click>
- Windows: <user defined modifier key>-<click>

Set Flash position
- Macintosh: Option-<flash button>
- Windows: Ctrl-<flash button>