



# Side Heads

**CS3/ CS4/CS5  
InDesign Plug-in**

version 1.0.7

last revision: January 7, 2011

# Side Heads

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## Introduction

*Side Heads* was created in response to numerous requests for a plug-in that would enable the user to easily create side heads in InDesign. In this document, the term “side heads” refers to any text which is attached to the main text, but is defined with its own position. The position of the side heads may or may not be within the bounds of the text frame of the main story.

This plug-in uses anchored frames, which is a standard feature of InDesign CS2 and higher. In certain circumstances, *Side Heads* also makes use of the notes plug-in which is installed in CS3 by default, and is available for optional installation on the CS2 installation disk. We recommend installing the CS2 notes plug-in if you will be using character-based side heads and want to be able to undo them.

*Side Heads* not only creates the side heads for the text, it will also apply formatting based on the object style settings which you set up. The frames which *Side Heads* creates can be in-line, above-line, or anchored, depending on your settings.

While the use of anchored frames removes the text from the text flow, the text can easily be returned to the text flow for exporting of the text.

If you use a bit of creativity, *Side Heads* opens up some very interesting layout possibilities. Below are some examples of how *Side Heads* has been used. Thank you to Brad Walrod and Raphael Freeman for the illustrations.

# Side Heads

**Mercer National Survey of Employer-Sponsored Health Plans 2007**

**Specialty Medical Benefits**

**Prescription drug three-tier copayment amounts**

■ Card plan  
■ Mail-order plan

■ Card plan median copay amounts  
■ Mail-order plan median copay amounts

	Card plan		Mail-order plan	
	Generic	Formulary brand-name	Generic	Formulary brand-name
<b>By region</b>				
West	\$10	\$25	\$20	\$50
Midwest	10	25	20	50
Northeast	10	25	20	50
South	10	25	20	50
<b>By industry</b>				
Manufacturing	\$10	\$20	\$20	\$50
Wholesale/retail	10	25	20	50
Services	10	25	20	50
Transport/Communicability	10	25	20	50
Health care	10	25	20	50
Financial services	10	25	20	50
Government	10	25	20	50
<b>By number of employees</b>				
500-999	10	25	20	50
1,000-4,999	10	25	20	50
5,000-9,999	10	25	20	50
10,000-49,999	10	25	20	50
50,000 or more	10	25	20	50
All employees	\$10	\$25	\$20	\$50
Small employers	10	25	20	50

**Care management programs and services**  
Percentages do not total 100 due to multiple responses

Percentage of employers providing:

	Health website	Health risk assessment	Nurse advice	Targeted case management	End-of-life care
<b>Large employers</b>	78%	60%	61%	38%	42%
<b>By region</b>					
West	81%	58%	71%	38%	44%
Midwest	76	58	66	29	41
Northeast	74	49	61	27	36
South	80	59	69	31	45
<b>By industry</b>					
Manufacturing	78%	56%	65%	37%	41%
Wholesale/retail	80	40	69	30	39
Services	81	55	69	30	39
Transport/Communicability	88	57	68	30	46
Health care	71	57	62	31	42
Financial services	82	64	70	32	38
Government	68	64	50	31	46
<b>By number of employees</b>					
500-999	70%	63%	66%	35%	37%
1,000-4,999	78	55	69	40	38
5,000-9,999	86	69	76	42	50
10,000-49,999	84	69	78	41	53
50,000 or more	90	78	85	47	51
All employees	78%	61%	68%	37%	45%
Small employers	58	20	44	21	16

Percentages do not total 100 due to multiple responses

**Mercer National Survey of Employer-Sponsored Health Plans 2007**

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Northeast	10	25	20	50
South	10	25	20	50
<b>By industry</b>				
Manufacturing	\$10	\$20	\$20	\$50
Wholesale/retail	10	25	20	50
Services	10	25	20	50
Transport/Communicability	10	25	20	50
Health care	10	25	20	50
Financial services	10	25	20	50
Government	10	25	20	50
<b>By number of employees</b>				
500-999	10	25	20	50
1,000-4,999	10	25	20	50
5,000-9,999	10	25	20	50
10,000-49,999	10	25	20	50
50,000 or more	10	25	20	50
All employees	\$10	\$25	\$20	\$50
Small employers	10	25	20	50

**Care management programs and services**  
Percentages do not total 100 due to multiple responses

Percentage of employers providing:

	Health website	Health risk assessment	Nurse advice line	Targeted case management	End-of-life care
<b>Large employers</b>	78%	60%	61%	38%	42%
<b>By region</b>					
West	81%	58%	71%	38%	44%
Midwest	76	58	66	29	41
Northeast	74	49	61	27	36
South	80	59	69	31	45
<b>By industry</b>					
Manufacturing	78%	56%	65%	37%	41%
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500-999	70%	63%	66%	35%	37%
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10,000-49,999	84	69	78	41	53
50,000 or more	90	78	85	47	51
All employees	78%	61%	68%	37%	45%
Small employers	58	20	44	21	16

Percentages do not total 100 due to multiple responses

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The above illustration shows the effects of applying *Side Heads* with formatting settings set in the side heads object style. Please note the spreading of the paragraphs in the bottom half of the page. Both paragraphs are in the same frame and spread by vertical justification. This can be accomplished automatically by setting the object style for the side heads frame to vertically justify using our *Proper VJ* plug-in.

83 \_\_\_\_\_ שְׁהָרִית • פְּסוּקֵי דוּמְרָה \_\_\_\_\_ SHAHARIT \_\_\_\_\_ 82

**Character Based Side Heads**

תהלים כב א כִּי יְהוָה הַמְּלֹכָה וּמֹשֵׁל בַּגּוֹיִם:  
וְעָלוּ מוֹשָׁעִים בְּהָרַ צִיּוֹן לְשַׁפֵּט אֶת־הַר עֶשָׂו  
וְהָיְתָה לַיהוָה הַמְּלֹכָה:  
וְהָיָה יְהוָה לְמֶלֶךְ עַל־כָּל־הָאָרֶץ  
בַּיּוֹם הַהוּא יְהִיָּה יְהוָה אֶחָד וּשְׁמוֹ אֶחָד:  
(וּבְתוֹרַתְךָ כְּתוּב לֵאמֹר, שְׁמַע יִשְׂרָאֵל, יְהוָה אֱלֹהֵינוּ יְהוָה אֶחָד.)

**Paragraph Based Side Heads**

*This prayer, the concluding blessing of the Verses of Praise, is said standing.*  
יִשְׁתַּבַּח שִׁמְךָ לְעַד מְלֶכְנָו  
הָאֵל הַמֶּלֶךְ הַגָּדוֹל וְהַקְּדוֹשׁ בְּשָׁמַיִם וּבָאָרֶץ  
כִּי לָךְ נִאֲמָה, יְהוָה אֱלֹהֵינוּ וְאֱלֹהֵי אֲבוֹתֵינוּ  
שִׁיר וּשְׁבַחְתָּהּ, הַלֵּל וְזִמְרָה  
עֹז וּמִמְשָׁלָה, נִצְּתָה גְדֻלָּהּ וּגְבוּרָהּ  
תְּהִלָּתָהּ וְתִפְאַרְתָּהּ, קִדְּשָׁהּ וּמְלֻכּוּתָהּ  
בְּרִכּוֹת וְהוֹדָאוֹת, מֵעַתָּה וְעַד עוֹלָם.  
בְּרוּךְ אַתָּה יְהוָה,  
אֵל מֶלֶךְ גָּדוֹל בְּתִשְׁבָּחוֹת  
אֵל הַהוֹדָאוֹת,  
אֲדוֹן הַנִּפְלְאוֹת  
הַבּוֹתֵר בְּשִׁירֵי וּזְמִירָה,  
מֶלֶךְ, אֵל, חַי הַעוֹלָמִים.

*This prayer, the concluding blessing of the LORD's, is said standing.*  
יִשְׁתַּבַּח May Your name be praised for ever, our King,  
the great and holy God, King in heaven and on earth.  
For to You, LORD our God and God of our ancestors,  
it is right to offer song and praise,  
hymn and psalm,  
strength and dominion,  
eternity, greatness and power,  
song of praise and glory,  
holiness and kingship,  
blessings and thanks, from now and for ever.  
► Blessed are You, LORD,  
God and King, exalted in praises,  
God of thanksgivings,  
Master of wonders,  
who delights in hymns of song,  
King, God, Giver of life to the world.

Ps. 138 ► For kingship is the LORD's  
and He rules over the nations.  
Ok. 1 Saviours shall go up to Mount Zion  
to judge Mount Esau,  
and the LORD's shall be the kingdom.  
Zeh. 14 Then shall the LORD be King over all the earth.  
On that day shall the LORD be One and His name One,  
(as it is written in Your Torah, saying:  
Listen, Israel: the LORD is our God, the LORD is one.)

The above illustration shows a number of diversified uses for *Side Heads*. The character based side heads show how individual characters can be placed outside the bounds of the text frame. They can be aligned to either the beginning of the paragraph (as shown on the top of the page), or to their original placement (as shown on the bottom).

The paragraph based side heads have been used in a very unique way in this document. They don't look like "side heads" at all! The anchored object settings on these "side heads" were set to "above line". This accomplishes a number of very unique things. 1. There is no need for a separate style for paragraphs which have these "side heads" above them. The "space-before" settings are applied *above the "side head" paragraph!* 2. Changing paragraph and character attributes for a span of paragraphs will not effect the



## *Introduction*

heads which are applied. The use of *Side Heads* saves weeks of manual labor. Please note the three different side head frames all attached to the same line (Lekh-Lekha, chapter 12, and verse 1). Additionally, note that verses 30 and 31 are both anchored to the same place. The conflict is automatically detected, and adjusted based on the settings chosen in the configuration window.

# Side Heads

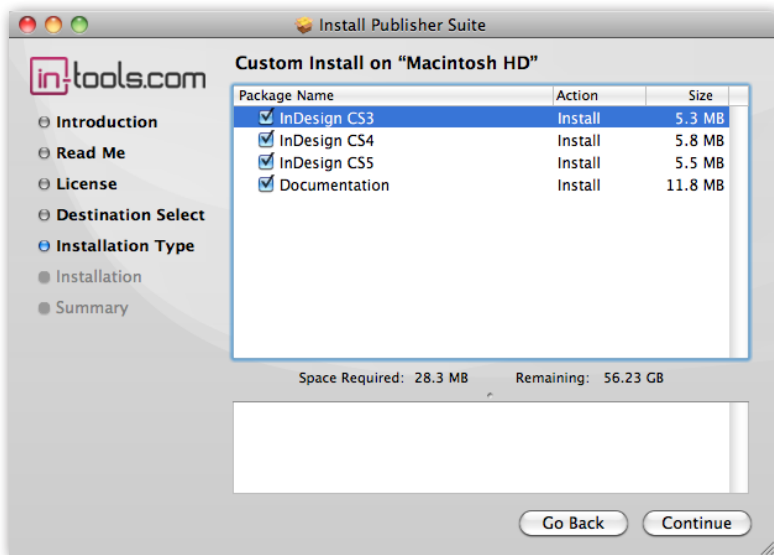
## Installation

*Side Heads* was developed using a product called “APID ToolAssistant” created by Rorohiko. This necessary central controller does a lot of the low-level processing. *If you are interested in the technology behind the development, you can read the addendum on [page 57](#).*

All the necessary components of *Side Heads* are installed in a single step by our installers. The installer includes APID ToolAssistant as well.

To run the installer, simply double click on the installer package on Macintosh or the installer wizard on Windows, and it will walk you through the few steps required.

## Macintosh Install



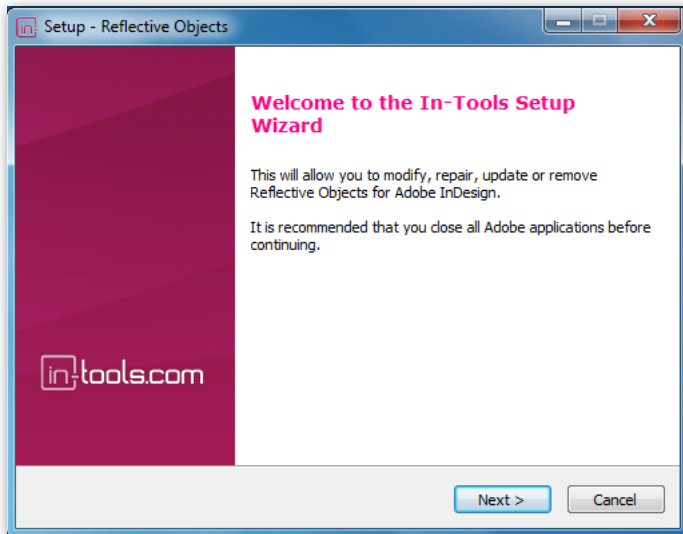
On Macintosh you will be offered the option to install on CS3, CS4, or CS5 as shown above. The option to install any version not currently installed will



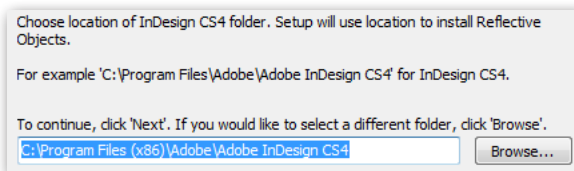
be greyed out. We advise that you keep the option to install the documentation checked.

▣▣▣▣➔ *Please note: If your installation of InDesign is not in the default location, you will not be able to install on Macintosh! Before running the installer, make sure InDesign is located in: /Applications/Adobe InDesign CSX.*

### Windows Install



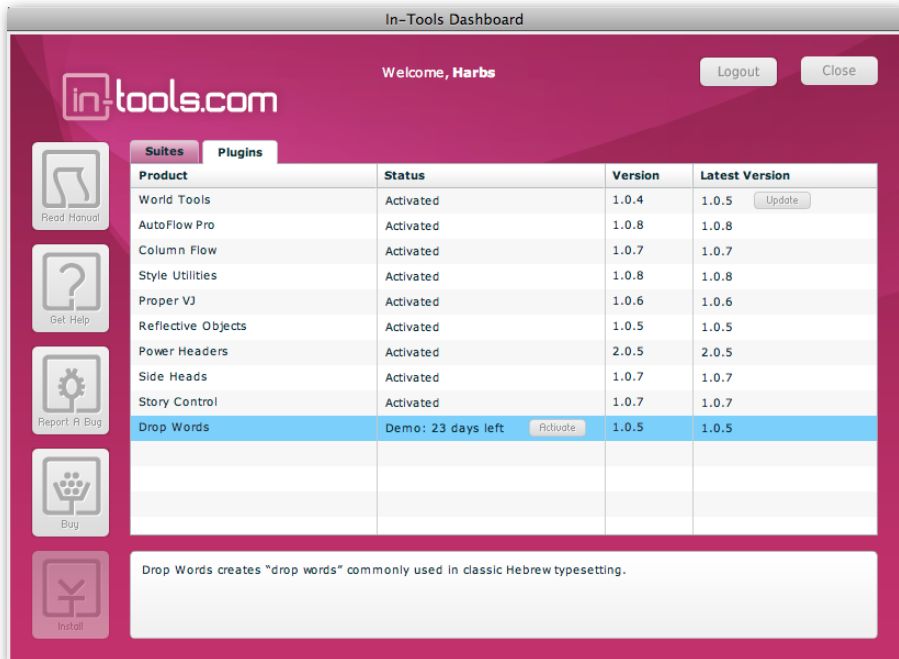
The Windows installer has the additional step that allows you to select your InDesign folder:



# Side Heads

## Purchasing Licenses and Activation

In-Tools suites and plugin are activated from within InDesign using the In-Tools Dashboard. To access the Dashboard, select “InTools → In-Tools Dashboard...”. That will bring up the following dialog:

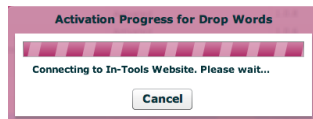


The screenshot shows the In-Tools Dashboard interface. At the top, it says "Welcome, Harbs" and has "Logout" and "Close" buttons. The main area is divided into "Suites" and "Plugins" tabs. Below the tabs is a table with columns for Product, Status, Version, and Latest Version. The "Drop Words" product is highlighted in blue and has an "Activate" button next to it. Below the table, there is a description for "Drop Words" and a "Buy" button.

Product	Status	Version	Latest Version
World Tools	Activated	1.0.4	1.0.5 <input type="button" value="Update"/>
AutoFlow Pro	Activated	1.0.8	1.0.8
Column Flow	Activated	1.0.7	1.0.7
Style Utilities	Activated	1.0.8	1.0.8
Proper VJ	Activated	1.0.6	1.0.6
Reflective Objects	Activated	1.0.5	1.0.5
Power Headers	Activated	2.0.5	2.0.5
Side Heads	Activated	1.0.7	1.0.7
Story Control	Activated	1.0.7	1.0.7
Drop Words	Demo: 23 days left <input type="button" value="Activate"/>	1.0.5	1.0.5

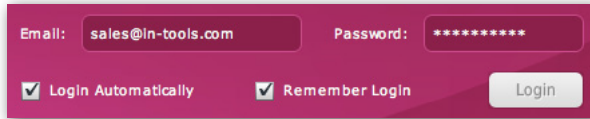
Drop Words creates "drop words" commonly used in classic Hebrew typesetting.

The Dashboard shows all the information you need to know about your plugins (or suites). To activate, simply click on the “Activate” button next to the product you would like to activate. If it is installed as part of a suite, all the components of the suite will be activated as a whole. Wait a few moments while the activation process completes. When it does, you will need to restart InDesign.



## Purchasing Licenses and Activation

To activate, you must have a valid In-Tools account, and you will need to log in from the Dashboard:

A screenshot of a login form with a dark red background. It features two input fields: "Email:" with the text "sales@in-tools.com" and "Password:" with a masked password "\*\*\*\*\*". Below the fields are two checked checkboxes: "Login Automatically" and "Remember Login". A "Login" button is positioned to the right of the checkboxes.

We recommend keeping both the “Login Automatically” and the “Remember Login” checkboxes checked. This will ensure you are always logged in when the dialog is opened (assuming you have an internet connection). If you try to log in with an email account which is not registered, you will be given the option to create a new account.

You also must have purchased a license of the plugin to activate it. If you have not yet purchased a license, you can do so using the “Buy” button:



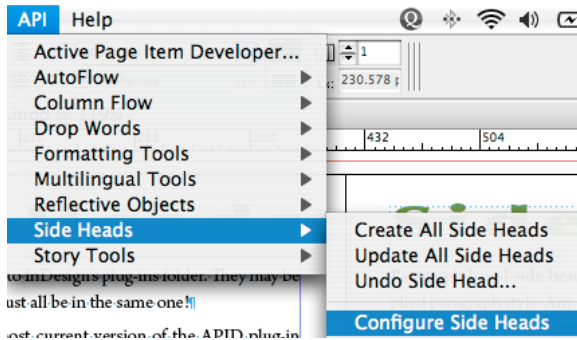
For further questions and issues regarding licensing and activation, please refer to the [FAQ web page](#); or for more help, [please visit our forum](#).

# Side Heads

## Setup

There is no limit to the number of side heads which can be set up within a document. All the settings are unique to the individual side head style, so you can mix and match any combination of side head setups within the limitations described below.

There are three basic types of side heads; “paragraph-based” and “character-based” and “footnote-based”.



To define a side head, select InTools → Side Heads → Configure Side Heads... as shown above.

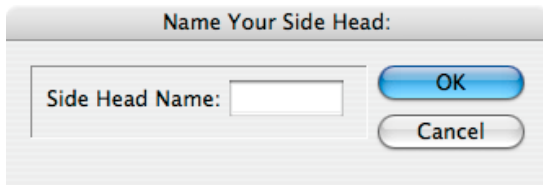
Paragraph-based side heads are defined on the paragraph level by the applied paragraph style. Any number of paragraph styles can be defined as side heads. When a run of paragraphs are all defined as side heads, they are all placed in an anchored frame together, even if they have different side head definitions. The side heads are run in the order they are defined, so the first side head in the list defines the entire run of paragraphs. This is true irrelevant to the order of the paragraphs.

Character based side heads are treated on an individual-basis.

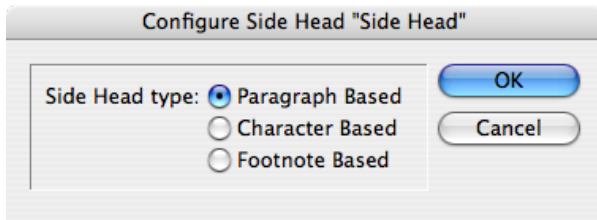
No matter what type of side head you are applying, you must set up an object style first. The object style will define most of the attributes of your side head. This includes position, paragraph style, and just about every other setting you might want other than the size of the text frame which will contain your side head.

## Applying Settings

The first thing you must do when defining a side head, is to name it. Make sure that all the names are unique. When you define your first *Side Head* the following dialog will appear:



After naming your side head, you are presented with a dialog to pick the side head type as shown:



Once a particular side head is defined as either a paragraph-type or a character-type, that type can not be changed. All other attributes can be changed later.

# Side Heads

## Paragraph Type

Paragraph-type side heads are side heads defined by a paragraph style. The paragraphs with the selected style are transferred to the side head frame. If there is more than one paragraph with side head styles all styled paragraphs will be moved together. If there is more than one style, the anchored frame settings will be defined by the first style defined as a side head.

If the paragraph-type is chosen, you are presented with the following dialog:

The dialog box is titled "Configure Side Head 'My Side Head'". It contains the following elements:

- A drop-down menu labeled "Make Side Heads From Style:" with the value "[No Paragraph Style]".
- A drop-down menu labeled "Object Style for Side Head Frame:" with the value "[None]".
- Two input fields: "Vertical Size of Frame:" with the value "50 pt" and "Horizontal Size of Frame:" with the value "50 pt".
- An "Options:" section with a checked checkbox labeled "Remove Original Text?".
- Two buttons on the right: "OK" and "Cancel".

The options in the dialog box are self-explanatory. In the top drop-down list select the paragraph style which you are defining as a side head.

The area below that defines the attributes of the containing text frame: the object style, and the size. The size is defined in your preferred units of measurements. The default size is 50 points by 50 points, but can be any size you choose.

At the bottom of the dialog box is an option to either leave or remove the original text. In most situations, the checkbox should remain checked. In

situations where you want the text to be duplicated, rather than moved to the side head frame (such as pull quotes), you should uncheck it.

## Character Type

If the character-type is chosen, you are presented with the following dialog:

The dialog box is titled "Configure Side Head 'My Side Head'". It contains several sections:

- Source Text:**
  - Make Side Heads From Style: [None]
  - From Within Paragraph Style: Any
- Object Style and Frame Attributes:**
  - Object Style for Side Head Frame: [None]
  - Alternate Style One: Original
  - Alternate Style Two: Original
  - Vertical Size of Frame: 50 pt
  - Horizontal Size of Frame: 50 pt
- Options:**
  - Remove Original Text?
  - Remove Character Style?
  - Align Side Head:
    - To Original Text Location
    - To First Line in Paragraph

Buttons for "OK" and "Cancel" are located in the top right corner.

The first area in the dialog defines the source text. A character style must be picked, and optionally a containing paragraph style. Nested styles are not currently supported. You must have the character style manually applied to the appropriate text.

The second area defines the text frame attributes. Object style and frame size options are the same as the paragraph-type side heads. Alternate styles are used when side heads collide (i.e. when there are two instances on the same line.) If two side heads are anchored to the same line and have the same definition, the first side head will take on the first alternate style, and

# Side Heads

the second will take on the second. There are currently no provisions for more than two conflicting side heads per line.

As with paragraph-type side heads, the size is defined in your preferred units of measurements. The default size is 50 points by 50 points, but can be any size you choose.

At the bottom of the dialog box are the following options:

“Remove Original Text” provides the same functionality as in paragraph style side heads.

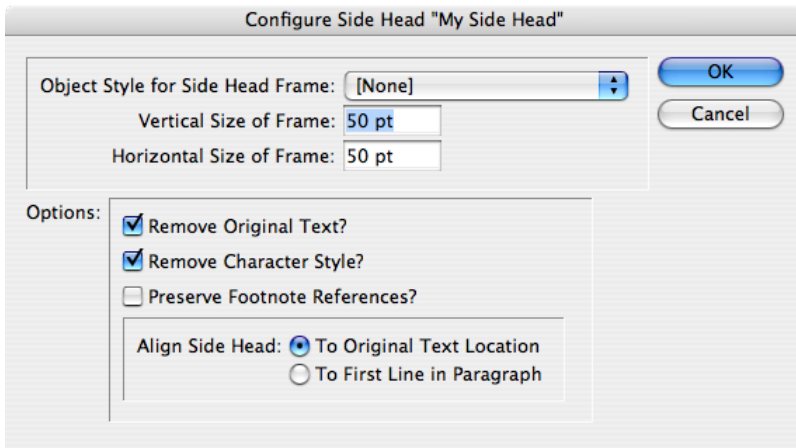
“Remove Character Style”: If this box is checked, the character style will be stripped from the source text when moved to the side head frame. The text will take on all the attributes of the paragraph style as defined by the object style of your side head frame.

The “Align Side Head” option allows you to anchor the side head to either the original text position or the first line of the containing paragraph.

## Footnote Type

Footnote-type side heads enable creation of side heads/notes from footnotes with the click of a button. The side notes can be changed back to footnotes just as easily. If the footnote-type is chosen, you are presented with the following dialog:





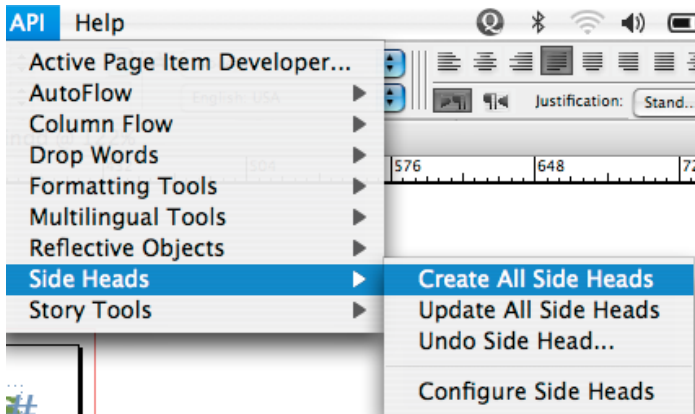
You will notice that these options are very similar to the character-style options. The first difference is that the styles are missing. This is because the side heads are created from footnotes regardless of style. The second difference is, that footnote-based side heads have an option to preserve footnote references. *Please note that these are currently limited to Arabic numbers. Other numbering styles (i.e. roman numerals, etc.) will not be honored. Side Heads uses xml elements to keep the side note numbering undoable. These could be shown in your layout view. If they are distracting, you may want to hide them under View → Structure → Hide Tag Markers.*

## Creating Side Heads

Once your side heads and your object styles are properly defined, it's time to create your side heads.

Select "Create All Side Heads" from the sub-menu under "Side Heads".

# Side Heads

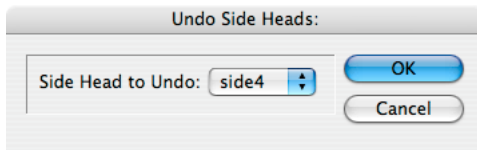


In most situations, once you have defined and run your side heads, your side heads are set.

## Update All Side Heads

Sometimes further adjustments are required after you have created your side heads. One common situation occurs when character-based side heads conflict. When your text re-flows, some conflicts may resolve themselves and new conflicts may appear. To rectify these situations, simply select update all side heads, and all side heads will be properly adjusted.

## Undo Side Heads



You also have the option of undoing a side head. When a side head is undone, the text is returned to its original placement with its original style. If

the side heads are footnote-based, the text will be converted back to footnotes. Simply select the side head definition to undo in the above dialog box.

### Import Side Heads Definitions

After defining your Side Heads definitions in one file, it is very easy to use those definitions in other files thus saving yourself work and possible errors. To import Side Heads definitions from a different document, select: InTools → Side Heads → Import Side Heads Definitions... and select your document in the dialog.

## Addendum

### What is “APID ToolAssistant”?

Classically, there are only two ways to automate InDesign. One way is by scripting. Scripts are a series of commands written in one of the three supported scripting languages — AppleScript for the Macintosh, Visual Basic for Windows, or ExtendScript for both platforms. ExtendScript is Adobe’s version of javascript. For scripts to run, they must be placed in the application script folder and explicitly run. For automation to be truly automatic, it requires “event processing”. This means that certain events trigger specific processes to take place. There is limited event-triggered scripting available in CS3.

To achieve true integration, plug-ins must be programmed using c++. Developing c++ plug-ins is a very involved, and lengthy process. APID ToolAssistant is a plug-in which allows very fine grained event processing using Ex-

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tendScript. It allows for creation of advanced plug-ins in a fraction of the time required when programming using C++. It also aids in the creation of hybrid plug-ins which mix ExtendScript and C++ for maximum efficiency.

Without the APID ToolAssistant, it would not have been possible to create the collection of plug-ins we offer in the same amount of development time. This increased programming efficiency means more functionality for the end user and lower prices.

Additionally, APID ToolAssistant offers the ability to attach scripts to specific objects. These attached scripts can be run automatically when triggered by specific events. Anyone who has a licensed version of the APID ToolAssistant plug-in installed can create and use these attached scripts. There are also additional scripting properties and methods which are usable by scripters. For more information see Rorohiko's web site.

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