1. General

The CEBUS Dialog Editor serves various purposes in compiling documentation. The following parts of documentation are administered in the Dialog Editor:

- CEBUS software dialogs
- Texts and graphics for the manual and online-help
- Translation of the software
- Database documentation

The Dialog Editor is located together with all texts in the access database DIALOG97.MDB. On opening this the main menu is entered first, from which the individual functions of the Dialog Editor can be retrieved from the various buttons.

The Dialog Editor is ended by closing the database.

The individual functions are explained in the following sections of this documentation.

2. Dialogs from the CEBUS Software

There are various dialogs which are managed and maintained outside the CEBUS software:

- For the German version only the statusbar texts and the tooltips in the Dialog Editor are edited.
- For foreign language versions the translations of all array and button labelings from the forms and reports as well as the texts displayed in the dialog boxes are additionally managed in the Dialog Editor.
2.1 Importing dialogs from the CEBUS software

In order to be able to edit the dialogs of a new CEBUS version in Dialog Editor, a comparison of the German dialogs between the CEBUS software and the Dialog Editor has to be carried out.

**Important:** So that the comparison between the CEBUS software and the Dialog Editor can be carried out, it is necessary that the dialog database id saved in the path: D:\DIALOG\DIALOG97.MDB.

To do so you proceed as follows:

1. Open the CEBUS software as a member of the programming with the full version Microsoft Access.
2. Press the F11-key to open the database window.
3. Open the form "SYS##Finish".
4. Click on the button "Dialog-Import".
5. Confirm country code "D" to import the German dialogs. The Import is now carried out. Should errors arise during the import, confirm this with "OK". As a rule these errors merely mean that out-dated information that cannot be imported is still in the Dialog Editor. After completion of the import, the changes carried out since the last update of the Dialog Editor have been imported.
6. Now click on the button "Dialog Export". The export is now carried out. Should errors arise during the export, confirm these with "OK". As a rule this do not lead to further problems either. After completion of the dialogs altered in and added to the CEBUS software since the last update are imported into the Dialog Editor.
7. Close the CEBUS now.
8. Open the Dialog-Editor.
9. Click on the button "End Export from CEBUS.PRG". The data is now definitely imported into the table for the German dialogs. Additionally some corrections to the data are carried out.

The import of the dialogs is thus finished and you can begin to edit them.

2.2 Creating and editing the dialogs

In order to edit the German dialogs in the Dialog Editor, click on the button "Edit Dialogs" in the main menu and confirm the country code "D" for the German dialogs. You then come into the form for editing dialogs.

Here you can alter statusbar texts for all fields and buttons as well as additionally enter, respectively change the tooltips for the buttons.

On retrieving the form firstly all fields and buttons are selected (in the illustration above e. g the 2381 elements. Three selection buttons are available in the top right-hand corner of the form for a targeted selection of the relevant elements.

**Display only incomplete dialogs:** Here only the dialog elements are shown for which no statusbar text or tooltip has yet been deposited, or which cannot yet be assigned to a help text.

**Display only new and altered dialogs:** In this selection only the dialogs added or changed in the last dialog import are displayed.
?? Display all: The original selection of all fields and buttons is activated by this button.

As a rule it is advisable to carry out the most important changes by one of the first buttons and additionally to check whether "old" dialogs are up-to-date by displaying all elements at regular intervals.

In addition to selection by these buttons, a targeted selection of record sets can be made using the filter and search functions of access. Thus for example the fields that cannot be edited (grey) in the form can be activated, so that by clicking with the right-hand mouse key the search and filter functions are retrievable.

The individual fields in the form contain the following information:

**ID_Doc:** The name of the form in which the dialog element being displayed is.

**ControlName:** Here is the name of the edited dialog element. Mostly these are self-explanatory. If this is not the case, the appropriate form as member of the programming has to be opened in draft mode in the CEBUS software and the corresponding elements picked out.

**Status:** Here the status of the last imports is shown. The following values are possible: "< OK >": the element was not changed by the last import; "New": The element was added in the last import; "Changed": The element was changed by the last import; "Not Found": The element no longer exists in CEBUS software.

**Type:** This is the elements' dialog type. In the editing of the German dialogs only the following occur: "Forms/Titelleiste", "Forms/Labeltext" and "Handbuch-/Hilfetext". Directly next to it is more precisely specified for the type "Labeltext" what kind of dialog element it is (e.g. button, text field etc.)

**TimeStamp:** this field shown when the element was imported into the Dialog Editor.

**ID_Help:** The ID for the help texts for the dialog element are in this field. More details on this in chapter 3..

**Text:** The statusbar text for the dialog element is entered in this field.

**Tooltip:** This field is only displayed for buttons so that you can then enter a tooltip for the respective button.

**Note:** When entering the statusbar texts, make sure that these are not longer than the displayed length of the entry fields, otherwise, inter alias later in the software the complete text will not be visible.

Even though all possibilities for editing are covered by the form, it can still be more efficient in some cases to edit the dialogs directly by an interrogation in the table. The German dialogs are in the table DLG_D. You will find more details on the table layout in the appendix to this documentation.

### 2.3 Import of edited dialogs into the CEBUIS software

After you have edited the dialogs in the Dialog Editor, these have to be re-imported into the CEBUS software. For this you proceed as follows:

Should you wish to import the dialogs for another language other than German, click on the button "Import in CEBUS.PRG vorbereiten". Enter a country code ("E" for an English dialog, "X" for the Dialog in another language).

1. Close the Dialog-Editor
2. Open the CEBUS software as a member of the programming with the full version of Microsoft Access.
3. Press the F11-key to open the database window
4. Open the form SYS##Finish".
5. Click on the button "Dialog-Import".
6. Enter country code ("D", "E" or "X") for the import of the dialog in the respective language. Should errors occur during the import, confirm these "OK". As a rule these errors merely mean that outdated information that cannot be imported is present in the Dialog Editor.

The import of the dialogs is then finished.
3. Texts and graphics for the manual and the online help

Besides editing the dialogs directly contained in the CEBUS software, the Dialog Editor also serves for making and managing of texts used both for producing the manual and the online help.

Help texts are compiled for this purpose in Word using special templates. These texts are then either allocated to forms or individual control elements or they remain free (for example for general manual/help texts).

Since the help texts should explain the CEBUS software to users, it is important that they are understandable. Thus complicated sentences and formulations should be dispensed with.

Furthermore, it is important to ensure that in the help texts the same designations for the data fields are used as in the data fields themselves. This of course applies to all other program elements such as e.g. buttons, headingbars etc.

It makes sense when describing Windows elements to avail oneself of the standard terminology of Microsoft. For this purpose Microsoft has published the book "The GUI Guide". In this book it is described how terms like buttons, statusbar or combination field should be translated.

3.1 Templates and their application

So as to ensure a uniform appearance of the texts both in the manual and in the help file, so-called templates were defined. In a format template all important formats are summarised (font size and script, presentation in bold, italics, indents, line spaces, paragraph spaces etc.).

In order to allocate a text to one of the templates, the text is marked, the cursor button on the right in the toolbar next to the format template field is clicked on and the corresponding format template selected from the list that appears..

**Important:** Format adjustments should never be altered by hand, but always with the format templates!

The available templates are explained in brief below.

**Headings**

There are 4 types of heading serving the hierarchical layout of the text. The print formats are **Heading 1**, **Heading 2**, **Heading 3**, **Überschrift_4**. In the help texts exclusively Heading 3 and Überschrift_4 are used.. The other two templates are used by the Dialog Editor when producing the manual.

Überschrift_4 should be at the beginning of a paragraph. It should be noted that no empty space is inserted before the paragraph..

**Standard text**

The standard print template is called **Standard** resp. **Normal**.

**Indents**

So that indented texts can be imported correctly into the manual as well as the help file, various templates are available with various degrees of indent that are otherwise based on the format for the standard text (Einrückung 0.5 cm, Einrückung 1 cm, Einrückung 2 cm, Einrückung 3 cm).

**Enumerations**

There are two types of enumeration: Numbered and unnumbered enumerations. Numbered enumerations are used to explain a procedure in steps. The formatting is served by the format template **Howto-Text**.

A simple unnumbered enumeration serves the presentation of alternatives or, as the name says, listing something. The corresponding template is called **Aufzählung**. In order to enable an enumeration of individual points with several paragraphs there is the print format, **Aufzählung ohne Zeichen**.
Notes text
A cue text points important things out to the reader. These can be dangers, tips, etc. A notes text should be short and succinct. The corresponding template is called **Hinweis**.

Examples
An example is formatted with the text format **Beispiel**. Typewriter font is used so that examples can be clearly distinguished from normal text.

### 3.2 Making and editing the texts
Most help texts in the software are directly allocated to individual forms or dialog elements. Thus the standard way to producing and editing help texts also goes through the Dialog Editor described in chapter 2. The field "ID_Help" is displayed for all dialog elements that a help text can be allocated to. The value 0 has been entered there if no help text has yet been allocated.

Now in order to compile a help text for a dialog element (or to edit an existing one), click on the button "Edit". If no help texts as yet exists, you will be asked whether you wish to start one. Should you answer with "Yes", a new, empty help text is started and the form for editing displayed. If a help text already exists, the editing form is shown with the existing text.

The data fields of the form have the following meaning:

**Heading:** This is the heading to this help text. The user has to be later in a position to find a term looked for from this heading in the manual or help file. In the case of the help file the meaning of the heading is added for reference purposes. The heading therefore has to be chosen with particular care. It is particularly important to ensure that two different help texts do not have the same heading.

**See also:** In this field there are, among other things, the headings of other help texts that are thematically related to this text. In case several headings are entered, they are separated from each other by semicolons. It is important that the terms entered here agree with the headings of the corresponding help texts. This information is then used when making a help file. It has no significance for the compiling of a manual.
**Key words:** The Windows help has an index function from which help texts can be selected according to key words. Here the help texts are only listed under these headings as a standard. Further key words under which the help text is listed can be entered in this field. Should several key words be entered, they should be separated by semicolons.

**References:** When a help file is being drawn up, each and every help text is searched to create a connection to the others. As a standard the search is only according to headings, but by entering further terms in this field the search according to key words can be extended. Thus for example for the button "Start record" the term "Start record" is entered. This results in every occurrence of the two terms leading to a reference to the help text.

**Forms:** Since when opening a help text it is not always apparent where the corresponding dialog element is in the software, the names of the program parts, respectively the names of the forms in which the dialog element is can be entered here. Here it also makes sense to ensure that the headings are taken from the corresponding help text, since a hyperlink to the help text is then automatically made.

**Help text** The actual help text itself, is shown in the lower half of the form (in so far as it fits on the monitor). There are two possibilities for editing this text:

- "In-Place-Activation": The text can be edited directly in the form by clicking on the field with the left mouse key. This possibility presents itself for very short texts completely visible on the monitor.

- Opening Winword: By clicking on this field with the right-hand mouse key Windword is opened and the file loaded. This possibility is more suitable for editing longer texts since more convenient. To end the editing, simply close the edited file. It is not necessary to secure the file. So as to ensure speedy work, the complete closing of Winword should be avoided, since then it has to be reloaded each time.

**Logo:** This field can contain the name of a bitmap file of the bitmap table which is then inserted at the beginning of the topics in the help file. If an "x" is entered, this merely points out that references to graphics are contained in the help text.

**Referenceable:** If this check box is not checked, then this topic as having no reference is not included in the list of referable topics which can speed up the creation of hyperlinks.

**PopUp-Definition:** This check box determines whether in case of a reference to this text it jumps to the text ( ) or where this text is displayed as a pop up window ( ).

**Order:** This number sets at which position within a manual chapter this text should be. 0 means that a text should not be used. 999 is the default value 1 stands for the introduction text to a chapter, numbers between 1 and 9999 are further general texts. If when making the manual several texts have the same order number, they are alphabetically ordered according to headline.

: Additionally there are two further buttons at the top of the form:

- **Word Changed:** Clicking on this button makes a note that with foreign language texts that possibly exist the texts should be translated again.

- **Refs. Changed:** Analogous to the button "Word Changed", clicking on this button notes that the reference should be edited in a manner relevant for the translation.

**Allocation of existing help texts**

In some case it would be preferred not to compile any new help text for a dialog element but to allocate it to an existing text. This can be effected in various ways:

1. If the help-ID is known, this can be directly entered in the field "Help-ID"

2. By clicking on the button "Connect to control" the possibility is obtained to first select a form in an additional window and then one of the dialog elements in the window. By clicking on "OK" the help text allocated to this dialog element is then allocated to the element selected at the moment

3. By clicking on the button "Connect to Heading" provides the possibility to select an existing help text in an additional window. By clicking on "OK" this is then allocated to the dialog element selected at the moment.
After an existing text has been allocated to a dialog element in this manner, it is recommendable to ensure that the correct help text really was selected by clicking on the button "Edit" and to check whether the text itself or the references still have to be completed or revised.

**Tools for managing the references**

With the multitude of existing help texts it is difficult to keep the overview by headings references and key words already given. Therefore in the main menu of the Dialog Editor there are some buttons that track terms given twice and support a unified use of the terms

**SieheAuchCheck**: Clicking on this button checks whether a "SeeAlso" term has been entered for a help topic for which no text exists. In this case the term is given out, and the Help-ID. Such errors arise occur as a rule when headings have been changed, Help topic removed or the SeeAlso entry merely wrongly written.

**FormsCheck**: Clicking on this button checks whether a "forms" term was entered for a help topic for which no text exists. In this case the term is given out, and the Help ID at which this term exists. Such errors arise occur as a rule when headings have been changed, Help topic removed or the forms - entry merely wrongly written. It can also occur that for the form in question a general help text has simply not been written but it is still desired to have a form reference in the help.

**RefCheck**: This button serves checking the references entered for unambiguity since ambiguity would lead to the program not being able to resolve the references automatically. If ambiguity has been found, for every topic in question the text under which it should be referenced is issued and the help-ID as well as the heading of the help text.

**Key words list**: By clicking on this button an alphabetically sorted list of key words which exist additionally to the headings is put out. This list can be used for example for finding writing mistakes in the key words.

**Recommended procedure for revision of the help texts after updates**

The following procedure is recommended for bringing the help texts up to the latest state after updates:

In the Dialog Editor the new and changed dialog elements are selected by clicking on "Display only new and changed Dialogs". The new elements are then given help texts, while for the changed elements it has to be checked whether the help text is still current. This is then revised if necessary.

By clicking on "Display only incomplete dialogs" it should then be checked whether dialog elements as yet still unedited present from one of the last updates.

Next, in so far as this has not already happened, the changes documented in the Systems News should be incorporated by editing the corresponding help texts resp. starting new ones.

Finally, all changes and errors that have become known otherwise (e.g. emails, from customers and colleagues) should be edited.

When the actual editing of the help texts has been concluded, the references etc. should be rechecked using the above mentioned aids.

Finally, it is advisable to go through and check all texts at regular intervals (> 6 months). Here there is the possibility of directly accessing the help texts via the button "Edit helptexts" in the main menu of Dialog Editor.

### 3.3 Managing the graphics

Of course a manual or online help cannot be compiled without also using graphics (e.g. from the individual forms). In order to be able to manage this optimally, they are not however directly inserted into the document when making help texts.

Instead a marker is only respectively inserted, which is then later replaced by the actual graphic itself when producing the manual, resp. online-help. The positions where graphics are to be inserted can be recognised by a term being enclosed by two curved brackets. Under no circumstances should the term be translated!

#### Example

```
{{TRM_b}}
```

It is important that no other double curved brackets occur in the help text
The graphics themselves are stored in the table WHA_BMP. There is no form surface for this table, so new entries and changes have to be carried out directly in the table.

The individual fields have the following meaning:

**ID:** Enter an unambiguous ID text for this graphic in this field. This ID is then the text which you enter in curved brackets in the help text so as to refer to the graphic.

**Beschreibung:** Enter a short text describing the graphic in this field.

**Modul:** For better maintenance you can enter the abbreviation of the module that the graphic refers to. This field is left empty for general graphics.

**Bitmap:** You insert the graphic itself in this field (see below).

**FileID:** A fileID is automatically entered in this field by Dialog Editor. When producing a manual, resp. an online help the graphics are first saved in the TEMP index under the names CEBUS[FileID].BMP (also z. B. CEBUS32.BMP).

**Translate:** Enter in this field whether the graphic should be translated. 0 means it does not have to be translated containing no text, 1 means that it contains text, but the graphic is not to be used in the foreign language version. 2 means that the graphic has to be translated.

**Sprache:** The abbreviation (D for German, E for English) for the language used for the graphics contained in the text is entered here

You proceed as follows to compile a new graphic and store this in the table WHA_BMP.

1. Call the corresponding program section in the CEBUS software and enter as the case may be the desired example data in the form.
2. When you have the corresponding picture on the monitor, press ALT+PRINT.
3. Open "Paint" and press CTRL+V. The screen printout is inserted as a graphic..
4. Select the desired monitor sector.
5. Select the menu item "Copy" in the edit menu..
6. change to Dialog Editor and open the table WHA_BMP.
7. Start a new record in the table by filling in the individual fields as described above.
8. To store the graphic in the field Bitmap, click on the field with the right-hand mouse key and select from the context menu appearing the menu item "Insert".

### 3.4 Compiling and editing the manual layout

To compile a manual it may be necessary to revise the layout beforehand. This is particularly necessary when new modules have been added.

The structuring for the German manual is in the table WHA_Layout_D. There is no form surface for this table, so new entries and changes have to be carried out directly in the table.

The individual fields have the following meaning:

**Sort:** The number in this field sets the layout position in the software: 1.00 becomes "1.", 1.01 becomes "1.1", 1.10 becomes "1.10", etc.

**Text:** The text in this field sets the heading of the chapter, respectively section..

**Module:** from this entry in this field it is ascertained which help texts should be allocated to this chapter The allocation takes place through the form names of the dialog elements and the help texts respectively allocated to them. In most programs only the first three letters of the forms name are taken into account so as to also summarise subforms in the same section. (for example for DSA). In some programs however, longer parts of the form name are also used (e.g. "ADR_M" for ADR_Master) or respectively the entire name (e.g. for the configuration tables). When importing a new module into the layout it is advisable at first to only incorporate the first three positions of the form (by executing the query, "WHA: HandbookTopics D") and to check, whether the desired texts appear in this section. If this is not the case, it can be ascertained with the query "WHA: Topics with Module abbrev. D" under which abbreviation the
texts are selected. This abbreviation can then be incorporated in the table WHA_Layout_D or the query "WHA: Topics with ModulAbbrev.D" can be so modified that the desired abbreviation is selected.

3.5 Compiling a manual

When all the help texts have been produced, the graphics imported and the layout revised, the compiling of the manual can be started.

Proceed as follows for this:

1. First delete any temporary files that may be present by clicking on the button "CleanUp". Here the deletion of the graphics should be confirmed with "Yes".
2. Then the button "Compile Manual" is clicked on.
3. Select the desired language and click on "OK".

The Dialog editor then compiling the manual, for which the following steps are executed sequentially:

1. The graphics are extracted from the database and saved in the TEMP index.
2. The individual manual texts are copied in Word files in the order as stipulated in the layout in the table WHA_Layout.
3. When all the texts have been copied in Word files, the files are combined into a manual file and various corrections of imperfections are carried out in this file.
4. Finally, the graphics are inserted into the manual file.

At the end of the manual compiling the finished manual is in the TEMP index.

**Tip**: Compiling the manual can be interrupted at any time by Ctrl+Break. In case in Word a file is open at the time, this has to be closed without securing. If the manual compiling is then restarted without a cleanup having been carried out, the Dialog Editor starts again at the position it was at when interrupted.

In order to quickly establish whether the layout is correct and all graphics inserted, a proof copy can be taken by clicking on the button "Proof" which contains each help text once more, alphabetically sorted. Otherwise producing a proof takes place in exactly the same way as the compiling of a manual.

After the automatic compiling of the manual by the CEBUS Dialog Editor has been completed, you still have to add an index. To do so, go to the beginning of the manual file and firstly insert a fixed page makeup and move with the cursor before the makeup. Select the menu item "Index" in the insert menu, select contents index and the layout "to template for the contents index. After you have confirmed your entries, contents index is inserted at the beginning of the file. Insert the heading "contents" in front of the contents index and format this with the template "Heading 1". Check that the 1st chapter is on a page with an odd number. If this is not the case, add a fixed page makeup at the end of the contents index.

Now select the printer with which you wish to print the manual out so that the paging is set on this printer. Since Word occasionally takes on wrong page numbers when producing contents tables, you have to click on the contents with the right-hand mouse key and execute the menu item "Update field" in the context menu appearing, select in the dialog window appearing the item "Update only pages" and confirm with "OK".

You manual is then ready and you can save it.

3.6 Compiling an online help file

When all the help texts have been produced, the graphics imported and the layout revised, the compiling of the manual can be started.

Proceed as follows for this:

1. First any temporary files that may be present should be deleted by clicking on the button "CleanUp". Here the deletion of the graphics should be confirmed with "Yes".
2. Then the button "Compile Help" is clicked on.
3. Select the desired language and click on "OK".
The Dialog editor then begins with the compiling of the help file, for which the following steps are executed one after the other.

1. The graphics are extracted from the database and saved in the TEMP index.

2. The individual help texts are copied in Word files in the order of their ID. Here for performance reasons at first 50 texts are drawn up for each Word file. In contrast to drawing up a manual a referencing of the texts is conducted here, whereby each text is searched for keywords. Later these are underlined in green in the help file and enable a direct jump to the corresponding help text by clicking on this word. The headings of the help texts and the terms entered in the field "references" are recognised as key words.

   The headings of other help texts which are thematically related to the help text are entered in the field "SeeAlso". Likewise, if applicable forms and program sections in which the respective dialog element is are listed under "Is in /Belongs to".

3. When all the texts have been copied in Word files, various corrections for imperfections are carried out, the graphic references processed for the help compiler and the files are saved as RTF files.

4. Finally the help project file CEBUS.HPJ and the content file CEBUS:CNT required for making the help file are compiled.

On completion of compiling the help the finished files are in the TEMP index.

**Tip:** Compiling the help can be interrupted at any time by Ctrl+Break. In case in Word a file is open at the time, this has to be closed without securing. If the help compiling is then restarted without a cleanup having been carried out, the Dialog Editor starts its work again at the position it was at when interrupted.

To generate a help file out of the finished files, the help compiler has to be installed in the computer. If this is the case, you can open this by double clicking on the file CEBUS.HPJ to open the help compiler and conduct the compiling from there.

When compiling only references with the text "table cell borders are not supported" may appear, otherwise presumably some of the references were not correct.

The finished CEBUS.HLP is at the end of the TEMP index. This can then be supplied together with the file CEBUS.CNT.

### 4. Translation of the Software

Various steps are necessary, which are described in the following sections, for translation of the CEBUS dialogs.

#### 4.1 Translation of the dialogs

Before you start with the translation of the CEBUS dialogs, you should ensure that the German dialogs are up-to-date.

Click on edit dialogs in the main menu of the Dialog Editor and select as language "E" for English, respectively "X" for another language.

If you have chosen English, you will be presented the following form for the translation:
Here the German and English text are presented to you below each other for editing. If the German text in the Dialog Editor may not be edited this is shaded in grey. The information displayed largely corresponds to those of the German Dialog Editor. The size of the entry field for the translated text shows you how long the translated text may be so that it will later be entirely visible.

If you have chosen another language, the following form will be presented to you:

Here the text in German, English and the third language are presented for editing. If the German text in the Dialog Editor may not be edited, it is shaded in grey.

When the form is called up, at first all fields and buttons are selected (in the above illustration e.g. 5603 elements). For a targeted selection of the relevant elements, three selection buttons are available in the top right-hand corner.

- **Display only incomplete dialogs**: Here only dialogs are selected, which have not yet been translated.
- **Display only new and changed dialogs**: In this selection only the dialog elements are selected which were added at the last dialog import or changed.
- **Display all**: The original selection of all fields and buttons is reactivated by this button.

It is advisable as a rule when editing to initially use one of the first two buttons for carrying out the most important changes, and at regular intervals after the display of all elements to additionally check also the "old" dialogs whether they are current.

When you have translated all the dialogs, you can import these into the CEBUS software. For this proceed as described in section 2.3.
Now check the translated versions that they are not too long, that is that they are completely visible in the form. Also check whether the texts are meaningful in context and whether the statusbars fit the corresponding fields. In case changes result here, carry these out in the translation editor and carry out the import according to step 2.

In addition, some dialog elements still have to be worked over directly in the software at present. Here is an overview of the elements for which this is necessary at present (Build #320):

<table>
<thead>
<tr>
<th>Where?</th>
<th>What?</th>
<th>Example for English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Form PRO_Text, Field Text type</td>
<td>Terms like &quot;Offertext&quot;, etc.</td>
<td><img src="example1" alt="example" /></td>
</tr>
<tr>
<td>FormPRO_account, Field Status</td>
<td>Terms like &quot;open&quot;, etc.</td>
<td><img src="example2" alt="example" /></td>
</tr>
<tr>
<td>Forms FKF_account, Field Typ</td>
<td>Terms like &quot;ER&quot;</td>
<td><img src="example3" alt="example" /></td>
</tr>
<tr>
<td>Form DSA, Field SelPartner</td>
<td>terms like &quot;Only Master records&quot;</td>
<td><img src="example4" alt="example" /></td>
</tr>
<tr>
<td>Form PRO_LA, Field LA_Name</td>
<td>Default value &quot;&lt; Exchange rate text for Invoice &gt;&quot;</td>
<td><img src="example5" alt="example" /></td>
</tr>
<tr>
<td>Form AIM, Field conversion</td>
<td>Terms like &quot;&lt; None &gt;&quot;</td>
<td><img src="example6" alt="example" /></td>
</tr>
<tr>
<td>Report DSG_Su, Field Field23</td>
<td>ControlSource =&quot;Script evaluation&quot; &amp; [ID_DSG] &amp; &quot;, from &quot; &amp; Now()</td>
<td><img src="example7" alt="example" /></td>
</tr>
<tr>
<td>Table SYS#System</td>
<td>designation of the FormGen-Parameter Forms</td>
<td><img src="example9" alt="example" /></td>
</tr>
<tr>
<td>Table SYS#UPD</td>
<td>Texts in runsql Instructions (e.g. for new entries SYS#PT)</td>
<td><img src="example10" alt="example" /></td>
</tr>
<tr>
<td>Form DTI, in Code</td>
<td>Term &quot;&lt; Waiting for call &gt;&quot;</td>
<td><img src="example11" alt="example" /></td>
</tr>
</tbody>
</table>

With that the software is now completely translated. Next the help texts have to be translated.

### 4.2 Translating the Manual/help texts

Before you begin translating the help texts, you should click on the button "Export from CEBUS PRG end" in the main menu of the Dialog Editor and answer the question for the desired language whether you wish to transfer the new German help texts into the corresponding tables with "Yes"

Then to translate the help texts click on the button "Edit HelpTexts" in the main menu of the Dialog Editor and select the language you wish to edit.
The form for translating of help texts is then displayed to you. For the English texts it consists of two pages and of three pages for texts in other languages, so that in addition to the fields that are relevant for the respective language, the corresponding information can be viewed in German and if applicable in English.

You can now edit the texts exactly the same way as you are used to doing from compiling the German texts. The texts on the second (and for the third language) third page can not be changed when doing so however. Only the Word text can be opened and changed.

In the translation the formats that are there in the original should always be retained. The formatting that a text has can be read in the toolbar for formattings on the far left. Should you merely write over the existing texts when translating, you normally do not have to carry out any formatting yourself.

Each help text is searched for key words. Later these are underlined in green and enable a direct jump to the corresponding help text by clicking on this word. The headings of the help texts and the key words entered in the field "references" of a help text are recognised as key words. Thus careful attention has to be paid to a uniform translation of these terms. In particular it has to be ensured that the heading is consistently translated also within other help texts (e.g. for German "Schaltfläche" and "Brief" have to be in every incidence in English "button", "letter" when the heading for the corresponding help text was translated. The same applies for entries in "SeeAlso", references" and "forms".

When you have completely translated the reference fields, respectively the Word text, you have to activate the corresponding control boxes in the top of the form, so that it is clear which texts have already been edited. This is particularly important for later revisions / reworks because this is the only way that it can be distinguished whether an already translated text is still up-to-date, or whether changes have come about in the German original and so the and the translation thus needs revising, respectively complementing.

### 4.3 Translation of the Graphics

Before a manual and a help file can now be prepared, the graphics in table WHA_BMP have yet to be translated. In this table all graphics have been deposited which are used in the help texts. Only those need be translated, however, which have a Yes in the "Text" field, as only they contain any text.
To update a graphic, a new graphic of the relevant section of the translated software must be prepared by selecting the relevant section of the programme and then copying a graphic into the Clipboard via keys ALT+Print. This graphic can then be inserted in Paintbrush. There you mark the desired area and then select the command „Copy to..“ in the Edit menu. This way you can save the marked area as a file. This saved file you then insert into table PRG##BMP. For this you click on the relevant field, press the right mouse key and select the command „Insert object...“ from the menu. In the window displayed you select the item „Create from file“ and then select the previously created BMP-File. This way you can update all relevant graphics step by step.

4.4 Translation of the layout

For the preparation of a manual it is necessary to translate the outline. The outline for the English manual is found in the table WHA_Layout_E, for the third language, in the table WHA_Layout_X.

For the translation it should be checked first whether all outline items of the German manual are needed also in the foreign language version. If not, the corresponding outline item may be removed. Then it is checked whether the numbering of the outline items in the field "Sort" is still consecutive and changes are made if necessary.

Finally the chapter headlines in the field "Text" are translated. The entries in the field "module e", however, must not be changed.

5. Database Documentation

For the preparation of database documentation, three steps are required:

1. First the current table structure has to be read out from the various CEBUS databases.
2. Then the individual tables and fields must be documented.
3. As a last step, a Word file is compiled with the Database Documentation from the information on table structures and the description texts.

These steps are described in the subsequent sections.

5.1 Import of the table layout from CEBUS

To be able to edit the table and field descriptions of a new CEBUS Version in the Dialog Editor, the current table layout has first to be read out from the various CEBUS databases.

Important: In order to enable import of the table layout into the Dialog Editor it is necessary to save the Dialog Database under path D:\DIALOG\DIALOG97.MDB.

Each table layout must be separately adopted from the following databases:

?? CEBUS32.PRG
?? CEBUS.DAT
?? KLB.DAT
?? APC.DAT

As changes are rarely made in the last two databases, an import is generally only necessary for the first two databases.

For this you proceed as follows:

1. Open the desired database of the CEBUS Software, as a member of the programming department, with the full version of Microsoft Access.
2. Press function key F11 to open the database window.
3. Import module "_ADC" from the Dialog Database and then open it in the Design mode.
4. Perform the function "ADC".
4. Cancel the module "_ADC" again.

This completes import of the table layout and you can begin editing it.

5.2 Compiling and Editing of the Documentation Texts

The texts from the database documentation generally fall into three categories:

?? Field descriptions

?? Table descriptions

?? Introductory and concluding text

Entry into editing of all three groups is always via the button "DB-Dokumentation bearbeiten" (DE – Documentation Editing) in the main menu, first leading to the form for editing the field descriptions:

The grey-coloured fields contain the layout information on the relevant field, which could be read out directly from the database.

For the database documentation, you therefore need only enter the clear text description of the field into the field fld_Desc. It may be useful, as the case may be, to state possible values the field content may assume.

If the field is a Foreign Key, the field FK_table must in addition be provided with all tables in which, via linking this field with the appropriate Primary Key of the other table, additional information is available. On the analogy of this, field FK_Field must be provided with the field in the appropriate table via which the link is made. In the above example, linking, e.g., with the ID_Partner in table ADR_Partner gives more information on the corresponding contact person.

To edit the table descriptions now, you click on the button "Edit Table Description " for any field from the desired table. This will open the following form:

Here the following information on the appropriate table can be entered:

**Type:** In order that a developer may decide more easily whether a table has any significance for him and what rank it has within the CEBUS Software hat, each table is assigned to one of the following types:

?? Temporary Tables which hold intermediate results and are needed only for a short time by the respective user.

?? Local „LocalAttach-Tables“ which represent a local copy of Configuration Tables and whose originals are managed in the Movement Database. More specifically, "Local Attach" means that various Configuration Tables, such as the tables for the list field entries of the Address Data Standard Profile, while centrally
stored in the Movement Database, are available to each user for his daily work in the form of a copy of these tables in his local Programme Database. On each call-up of the CEBUS Software a check is made whether another user has changed the settings, which are then adopted into the local Programme Database. This type of data management relieves the network, boosting the working speed at the work stations.

?? Dynamic Data Tables, containing your data proper, such as your addresses and your projects. These data are subject to constant change by all users.

?? TempTables, containing interim results the contents of which are deleted again.

?? Configuration Tables, containing their system settings, such as User Accounts or your PROJECT Catalogue of Services. While all users access these data, only the System Administrator is entitled to change the data.

?? Central LocalAttach Tables, representing the originals of the Configuration Tables, with each user having a local copy (see above).

?? Internal CEBUS Tables, which are needed by CEBUS for execution of the programme and whose values cannot be changed by the user at all or only indirectly via the call-up of programmes.

**Description:** The description text proper is displayed in the lower half of the form (insofar as it fits on the monitor screen). There are two options for editing this text:

?? 'In-Place-Activation': By clicking on the field with the left mouse key the text can be edited directly in the form. This option suggests itself for very short texts which are completely visible on the monitor screen.

?? Opening of Winword: By clicking on the field with the right-hand mouse Winword is opened and the file loaded. This option is better suited for editing of longer texts as the editing is more convenient. To end editing you merely close the edited file. It is not necessary to save the file. To ensure speedy working you should in any case avoid closing Winword completely as it would have to be reloaded each time.

**Number of contained tables:** In order that the database documentation may later be compiled correctly it is necessary to enter in this field how many tables (Word tables, not database tables!) are contained in the description text for this database table.

**Inclusion in the documentation:** For some tables, it makes no sense to include them in the, diese in database documentation: for example, new tables already contained in the database, whose function, however, has not yet been released for the user. In that case, the respective check box man has to be deactivated.

In addition to the table and field descriptions, there is an introductory and a concluding text for the total documentation. These are to be found under the table name Z_Introductory Text and Z_Concluding Text in the main form for the database documentation. Clicking on the button "Edit Table Description" accesses the respective form where the texts can be edited. It is important that the check box "Include in Documentation" for these two texts is not ticked and that the type selected is "Introductory Text for DB-Docu" or "Concluding Text for DB Docu", respectively.

## 5.3 Compiling a Database Documentation

When all table and field descriptions, as well as the introductory and concluding texts, have been prepared, compiling a database documentation may be started.

For this you click on the button "Compile DB Documentation".

The Dialog Editor now begins compiling the database documentation. The completed database documentation is found in the TEMP directory.

### Appendix - Table Layouts of the Dialog Editor

Information on the individual fields are found (where needed) directly in the database under Table Definition.

**Table ADC**

This table contains the table layouts and field descriptions for the database documentation.
Table ADC_FieldType
Translates field fld_type from table ADC according to the name of the field type

Table ADC_Location
Translates field t_loc from table ADC according to origin of the table.

Table ADC_Tables
This table contains the table descriptions with Word documents.

Table ADC_TableType
Translates field tbl_Desc from table ADC_Tables according to table type

Table DLG_ControlTyp
Translates Control_ID according to name

Table DLG_D
With the exception of the OLE objects for the help texts and the graphics, all data are saved in table „DLG_D” for editing. The abbreviation „_D” stands for the German version.

Table DLG_E, DLG_X
Supplementary tables for DLG_D, containing merely the fields for the English dialogs and/or the dialogs in the 3rd language

Table DLG_Export
Temporary table for the export of the dialogs from the CEBUS software

Table DLG_Import_E, table DLG_Import_X
Temporary tables for the import of the dialogs in English and/or a 3rd language into the CEBUS software

Table DLG_Typ
Translates DialogTyp according to name

Table WHA_BMP
Contains the bitmaps for the manual and Online-Help in all languages

Table WHA_Config
Contains various terms needed for the compiling of the Manual and Help and differing from language to language.

Tables WHA_Layout_D, table WHA_Layout_E, table WHA_Layout_X
Tables for structuring the Manual and Online Help in the various languages

Table WHA_References
Temporary tables for checking the references in the Help texts

Tables WHA_Topics_D, table WHA_Topics_E, table WHA_Topics_X
Tables for the Help /Manual texts in the various languages
Appendix – Function Description of the Dialog Editor

**module es**

**Module _ADC**
This module contains the function ADC for exporting the table definitions from any database to the table ADC of the Dialog Editor. For this purpose, this module must first be imported to the relevant database and the function ADC executed there.

**Module DLG**
This module contains functions necessary for the import / export of the dialogs into, or from, the CEBUS software, as well as the functions for editing the dialogs.

**Module WHA**
This module contains all functions necessary for editing and compiling the Online Help, Manual and database documentation.

**Appendix - Miscellany**

In table SYS#Finish of the CEBUS software, all tables are entered which are stored only in the CEBUS.PRG (i.e. not LocalAttach tables) and contain texts for translation, including, e.g., table SYS#PT.

The entry in the table should look like this:

- **Action** = 3
- **Type** = 2 (=Table)
- **ID_DOC** = Name of the table to be exported
- **ID_Control** = Separated by semicolons, first the name of the field containing the ID, and then the field containing the text to be translated. If a table contains several fields to be translated, a separate entry must be made in table SYS#Finish for each field.

The tables and/or fields thus entered in table SYS#Finish are then exported during a dialog export via the form SYS#Finish into table DLG_D and the associated foreign language tables (at present, only DLG_E).

Entry in DLG_D is as follows:

- **ID_DOC** = name of the exported table; name of the ID-field; name of the text field
- **DialogTyp** = 20 (this is the type specifically for these local configuration tables)
- **ControlName** = ID of the exported table entry
- **Text** = Text to be translated

During a dialog import in a different language from German, the relevant table entries in the CEBUS.PRG are overwritten by the translations.