

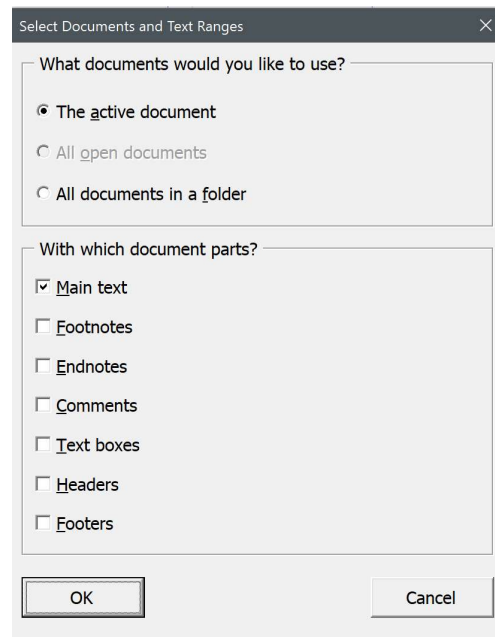
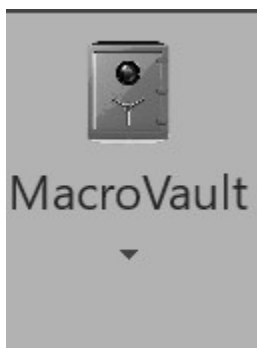
What's New

Editor's ToolKit Plus 2018 has, for the most part, been rewritten from the ground up for greater speed and efficiency. It includes many powerful new features and capabilities (and many subtle improvements as well), including:

- Runs in Microsoft Word 2016 on both Macintosh and Windows.



- With MacroVault, runs *your own* macros on the active document, all open documents, or all documents in a folder, with the option of selecting which parts of a document to use (main text, footnotes, endnotes, text boxes, headers, footers, and comments).



- During batch processing, saves documents with the proper extension.



- Removes document corruption with AutoMaggie.



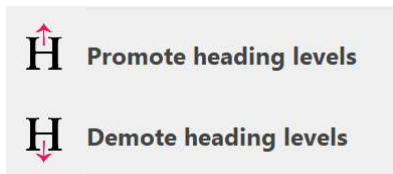
- Converts directly applied formatting (bold, italic, and so on) into character styles, which can be used during typesetting in InDesign or QuarkXPress.



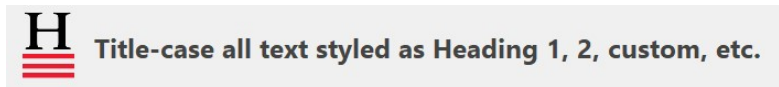
- Sets formatting keys (CTRL + I for italic, CTRL + B for bold, and so on) to automatically and transparently apply character styles (singly or in combination) rather than directly applied formatting.



- Promotes or demotes heading levels, individually or all at once.



- Automatically and properly title-cases all text formatted with heading styles.



- Unlinks paragraph styles and deletes "Char" character styles.



- Removes extraneous formatting from paragraph styles.



Remove bold, italic, etc., in settings for paragraph styles

- Automatically applies paragraph styles to an unformatted document, including part numbers, chapter numbers, section numbers, part titles, chapter titles, section titles, subheadings, and block quotations.



Apply paragraph styles to unformatted document

- Repairs missing note numbers in footnotes and endnotes.

Footnotes All Footnotes

¹ This is a note.

This is another note.

³ And yet another note.

- Removes extraneous carriage returns and spaces in text, footnotes, endnotes, and table cells.



Fix double spaces



Delete spaces around returns



Fix double returns

- Combines paragraph lines improperly broken with hard or soft returns.



Combine lines improperly broken with hard or soft returns

If you're editing a document that includes text pasted from a PDF, each line of a paragraph will end with a carriage return, like this:
You can't just find and replace those returns with spaces because that would also wipe out legitimate carriage returns at the ends of paragraphs, like this one:

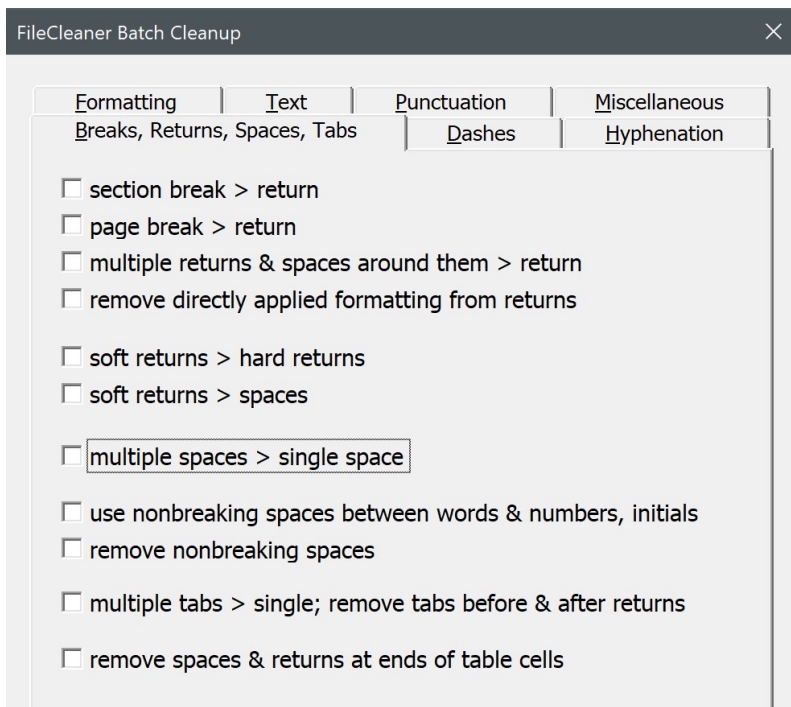
In some documents, you may also see lines that are broken with soft returns, which look like a little crooked arrow pointing inward, like this:

- Provides numerous tools for improving word breaks and hyphenation, including the use of a hyphenation exceptions list.

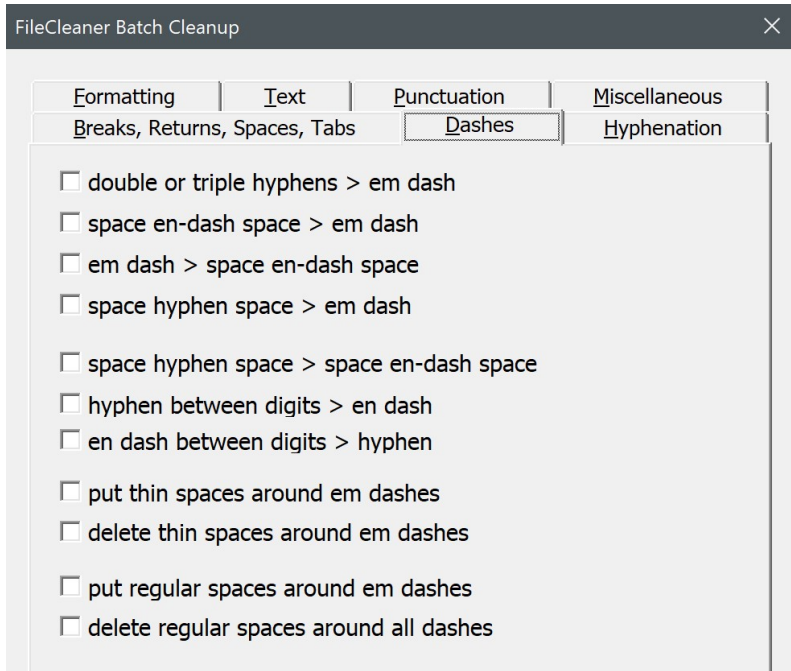


- Includes numerous new improvements and document cleanup features in FileCleaner.

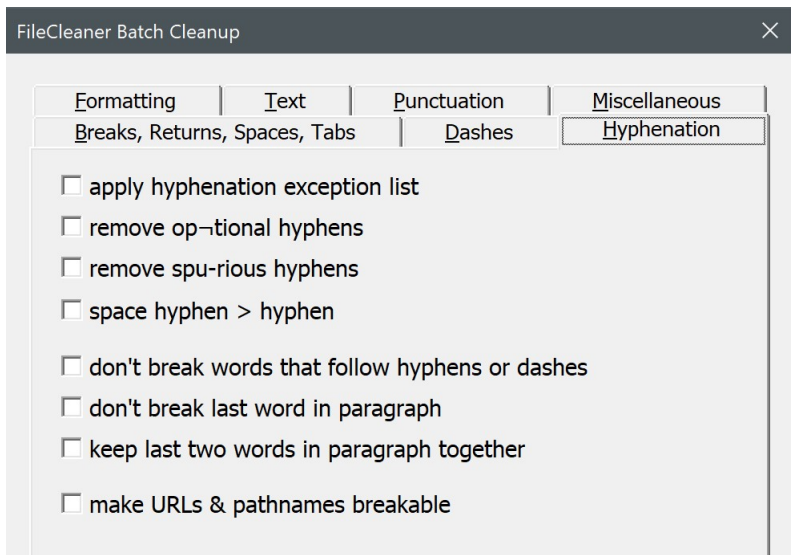
Breaks, Returns, Spaces, Tabs



Dashes



Hyphenation



Formatting

FileCleaner Batch Cleanup

Breaks, Returns, Spaces, Tabs	Dashes	Hyphenation	
Formatting	Text	Punctuation	Miscellaneous

- remove font format overrides (but preserve bold, italic, etc.)
- remove paragraph format overrides (leaving style setting only)
- apply Normal style to all text

- font formatting (bold, italic, etc.) > character styles
- unlink paragraph styles and delete "Char" styles
- remove bold, italic, etc., in settings for paragraph styles
- delete unused styles
- remove all formatting not applied with styles

- set font of heading styles to that of Heading 1 style
- set font of text styles to that of Normal style

- reapply paragraph styles
- reapply character styles

- abbreviations > small caps: A.M., P.M., etc.
- underlining > italic
- bold > italic
- raised/lowered > superscript/subscript
- superscript ordinals > not superscript

Text

FileCleaner Batch Cleanup

Breaks, Returns, Spaces, Tabs	Dashes	Hyphenation	
Formatting	Text	Punctuation	Miscellaneous

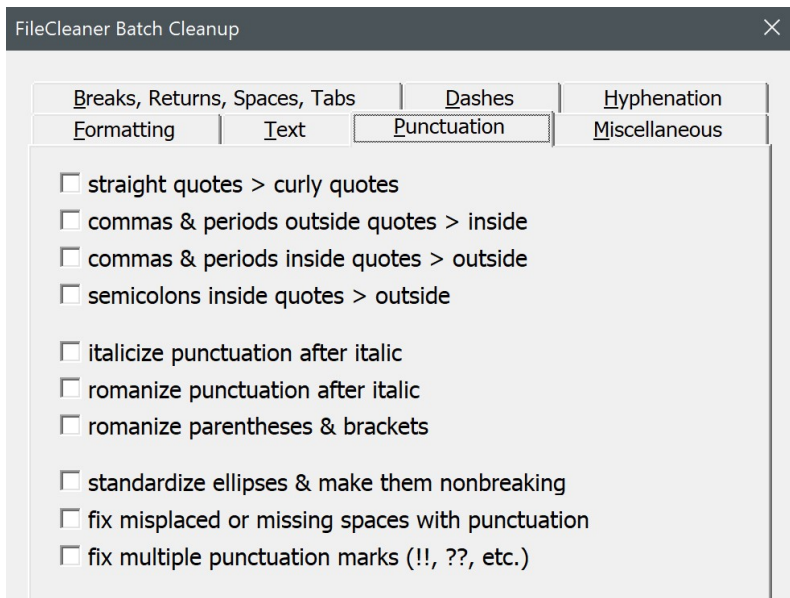
- properly title-case heading styles (Heading 1, 2, custom, etc.)
- x between digits > multiplication sign
- superscript o after digit > degree sign
- letters (l, o, O) used as digits > digits (1, 0)
- quotes after digits > primes

- romanize "et al." "i.e." "e.g." "et al" "ie" "eg"
- italicize "et al." "i.e." "e.g." "et al" "ie"
- add period after "et al" if not at sentence end
- remove period after "et al." if not at sentence end
- add comma after "et al." or "et al" if not at sentence end
- standardize "sic"

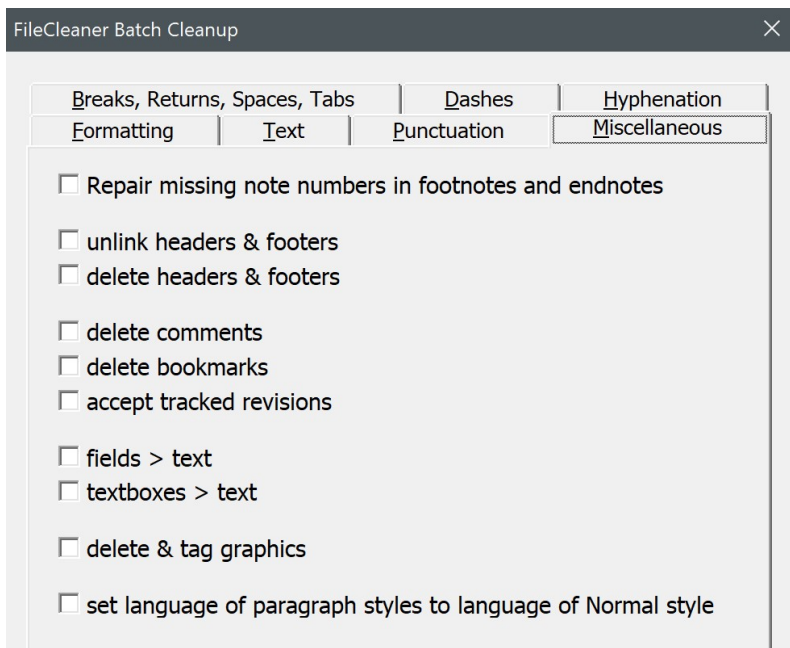
- open initials (A. B. C.) > closed (A.B.C.)
- closed initials (A.B.C.) > open (A. B. C.)

- regular page ranges (123-124) > Chicago style (123-24)
- Chicago page ranges (123-24) > regular style (123-124)

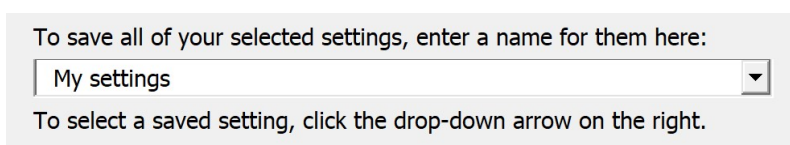
Punctuation



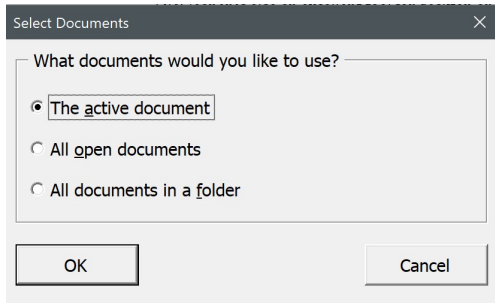
Miscellaneous



- Allows you to save your FileCleaner settings for a particular client or type of document.



- Features like FileCleaner and MegaReplacer now work in all of Word's text ranges or "stories" *except* comments (which need to be left alone). That is, they run in the main text, footnotes, endnotes, textboxes, headers, and footers (except for a very few items that should run only in the main text). And of course, they still do batch processing, working on the active document, all open documents, or all documents in a folder.

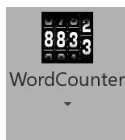


In addition, Editor's ToolKit Plus now includes two new programs:

- Puller, which copies delimited items (such as parenthetical source citations or typesetting codes) from the active document, all open documents, or all documents in a folder. It pastes the items into a new document, sorts them alphabetically, and deletes duplicates, leaving you with a comprehensive list of the delimited items in your project. You can use the list to compile a bibliography, create a typesetting spec sheet, and so on, depending on the delimited items you specify.



- WordCounter, which counts the number of words, pages, and characters in the documents you specify. If you bill by the page or just need to get a handle on the size of your projects, you'll find WordCounter indispensable. WordCounter can also give you a list of all the words in your documents, along with the number of times each word occurs.



There really is much, much more, all designed to help you edit more effectively and efficiently. I hope you enjoy the new Editor's ToolKit Plus 2018.

Best wishes,
Jack Lyon
The Editorium