

Solo 4.5 Release Notes

This release contains a number of new features, as well as enhancements to the user interface and overall performance. Together these changes help make Solo the most powerful report production application on the market today.

Please forward any comments or questions to: support@axoninc.com.

We thank you in advance for your feedback and continued support,

The Solo Development Team

Solo 4.5 Feature Highlights

- | | |
|------------------------------------|--|
| Expanded Export Capability: | Export documents directly to native Microsoft PowerPoint files and other common file formats. NOTE: PowerPoint version 8 must be on the computer rinnign Solo. |
| Improved User Interface: | New Tool Tips, revised functions and other interface improvements make Solo even easier to use. |
| Improved Template Use: | Improved Template interface allows you to preview templates on screen, annotate your templates with descriptions which guide the decision process, easy keyboard navigation. |
| Improved Charting: | Get access to chart data with a single click. Data window improvements make data manipulation easier. |
| Improved Text Features: | "Name" text for quick and easy automatic placement to eliminate retyping of commonly repeated text such as names and addresses. |
| Improved Page Identifiers: | Improved range of unique page and document tracking information. |
| Other Enhancements: | Several additional "behind-the-scenes" productivity and performance enhancements. |

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1. New Features and Enhancements in Solo 4.5.11

SOLO 4.5.11

This is a maintenance release which does not include new features. It does include improvements and fixes to user reported problems with previous versions of the software.

A complete Change History can be found in the Solo 4.5 directory in the My Documents folder once this release has been installed. Alternatively, you can obtain a copy from the Axon, Inc. web site at:

http://www.axoninc.com/site/pages/update_solo/select_version.html

2. New Features in Solo 4.5.2

NEW CHART VARIATIONS

Two new chart variations have been added:

- Mekko charts, which are used to illustrate revenue or cost contributions to a total across categories and their components.
- Stacked Cost Curve (Stack.s), which compares production capacity and costs for different producers and their products within an industry, has been added as a new Cost Curve variation.

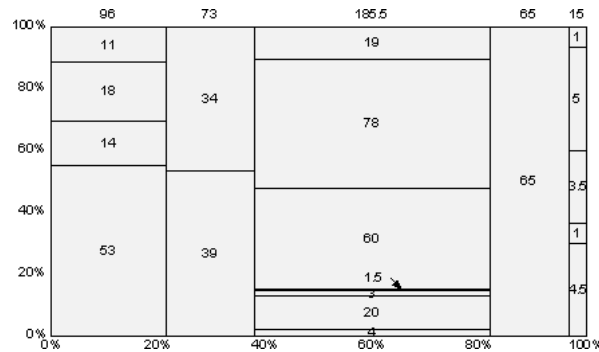
Entering Data in a Mekko chart

Mekko chart data is entered using X& Y coordinate pairs. The X value is entered in the first data column, the Y value in the second. Additional Y values are entered in trailing data columns to "stack" values on top of each other to create the segments contributing to the 100% total. The data window at right illustrates an example.

	A1	A2	A3	A4	A5	A6	A7	A8
1 Company A	96	53	14	18	11			
2 Company B	73	39	34					
3 Company C	196	4	20	3	1.5	60	78	19
4 Company D	65	65						
5 Company E	15	4.5	1	3.5	5	1		
6								

X value
Y value
Additional Y values

Sample Mekko Chart



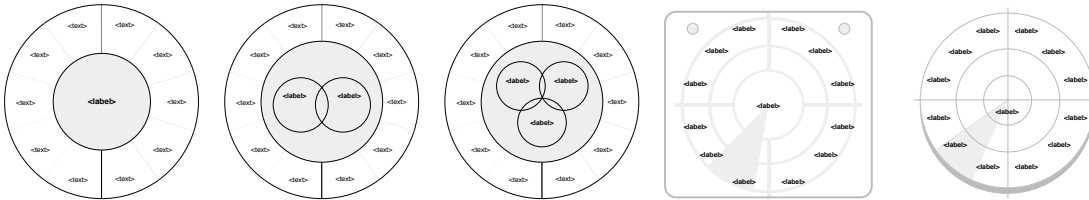
Entering Data in a Stacked Cost Curve chart

Data for the Stacked Cost Curve is entered exactly like the Mekko chart. When displayed the additional Y values are stacked but do not total to 100%.

2. New Features in Solo 4.5.2 (continued)

NEW CONCEPT TEMPLATES

Five new templates were added to the Relationships category of Concept Templates. These are Concentric 1, Concentric 2, Concentric 3 and Radar 1 and Radar 2



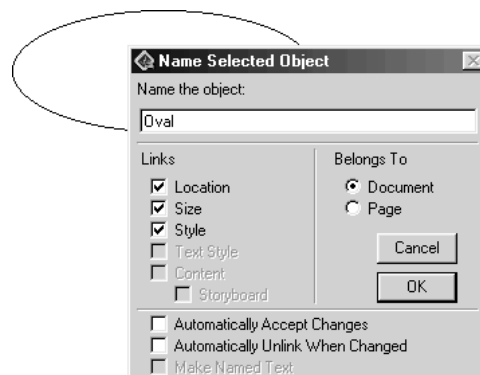
NEW NAMED OBJECT FEATURES

Two new features have been added to the Name Selected Object dialog box.

These are: "Automatically Accept Changes" and "Automatically Unlink When Changed". Only one can be selected at time. These were added to allow users to construct more powerful and flexible templates.

When "Automatically Accept Changes" is selected it allows the user to create a form, i.e., a page containing copies of the Named Objects used in a Template File or document, for controlling the settings and attributes of Named Objects without being prompted for permission to make each change.

"Automatically Unlink When Changed" is the preferred setting for any object included in a template which might be centrally controlled. The user can override settings without being prompted for permission to change the object globally throughout a document.



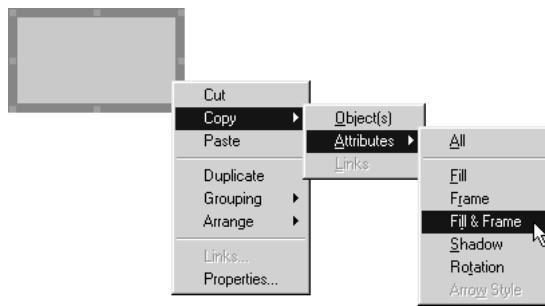
2. New Features in Solo 4.5.2 (continued)

COPYING AND PASTING OBJECT ATTRIBUTES AND NAMED OBJECT LINKS

To aid in the faster creation of objects needed during Template File development or for the creation of an individual page, you can copy and paste object attributes and Named Object links.

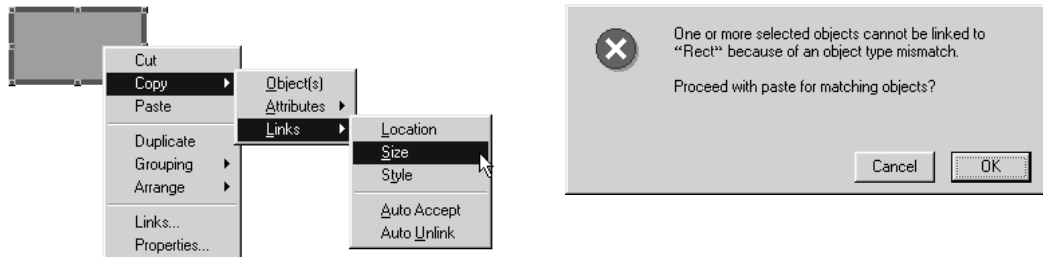
To copy the object or any of its attributes, select the object and press the right mouse button (on the Macintosh you should Control-click on the object). This displays a Contextual menu. Drag the cursor down to the "Copy" menu entry. You can choose between copying the object, all of its attributes or a subset its attributes using the hierarchical options.

Once you have made your selection you can paste the object, its attributes to another object or selection of objects.



To copy Named Object links, select a Named Object and open the Contextual menu as described above. You will see that the "Links..." selection is activated.

Select the link you wish to copy. A copied link can only be pasted to an object of the same type. If you attempt to paste a link to an object of a different type a warning message is displayed. If several objects are selected, pasting the link will only affect those objects of the same type.



3. Changes and Improvements in Solo 4.5.2

IMPROVED TABLE INTERFACE

The Table tool has undergone several modifications relating to cell selection and cursor sensitivity.

Cell Selection: Once a range of cells is selected you can change the current cell by clicking on any cell in the selection without losing the selection. This makes it possible to enter edit mode by clicking on text in one cell in a range of selected cells, and still preserve the cell selection. Previously this was only possible by pressing the Enter key.

If a dialog is opened in front of selected cells, the selection is maintained so the user can "see" which cells will be affected by changes in the settings to the dialog.

Cursor Sensitivity: To make it easier for the user to see how a click is going to be interpreted the cursor "sensitivity" is improved to accurately display the text insertion cursor when over text in a selected cell. The "tail less" pointer is displayed when over the areas in the cell where the user can double click. When over unselected cells, the "tail less" pointer is always displayed, because a click will first select the cell.

With the text tool selected the user must click in the upper left quadrant of the table cell to enter text edit mode. When the mouse is over this text area the text insertion cursor will be displayed, anywhere else the "tail less" cursor is displayed indicating that the click will select the cell rather than enter text edit mode.

Entering text edit mode with the pointer tool now works the same way, except that the first click selects the cell (if not already selected), and then the text insertion cursor is displayed when moved over the empty cell's text edit area i.e., the upper left quadrant of the cell.

Column Width and Row Height: To change the column width or row height for all columns or rows you now only have to select the table, **WITH NO CELLS SELECTED**, go the Table menu and change the desired column width or row height settings. The change will affect all column or rows.

Modifying Cell Contents: Solo now allows for the modification of text alignment and applying named paragraphs using the text ruler pop-up in tables when multiple cells are selected.

- Hold the Control and Alt keys when applying Named paragraphs (on the Macintosh hold the Command and Option keys).
- Hold the Control key when changing other settings (on the Macintosh hold the Command key).

Also NOTE:

- A. Changing the Paragraph Format Pop-up Tab settings (First Row) will set the default Tab Kind.
- B. Inserting a Paragraph Format from the Named Paragraph Format Pop-up will only insert a paragraph in the cell being edited.

3. Changes and Improvements Solo 4.5.2 (continued)

General Improvements...

- Pictures containing certain pixel map resolutions now draw correctly. (Windows)
- Exporting tables to PowerPoint containing cells with line spacing set to 0 now works correctly.
- Kanji text exported from Solo to PowerPoint now appears correctly in the PowerPoint document.
- When exporting text to PowerPoint containing a mixture of fonts which name's start with the same string of characters, e.g. "Arial" and "Arial Black", some text in the PowerPoint document could end up with the incorrect font. This has been corrected.
- The initial dimensions and location of the Chart Data Window is improved.
- Under Windows 98/NT, dialogs update properly after performing a dragging operation has been performed.
- Changing the location and size links of named line shapes is improved.
- Undoing the rotation of line shapes from Line Info dialog now works correctly.
- The scroll speed in the Page Editor, the Data Table and Clipboard Window is now limited to a maximum rate to avoid scrolling "too fast" on newer (400 MHz) PCs.
- A problem with undoing the placing of a Template that contains named objects that need to be resolved has been corrected.

4. Solo Release 4.5: New Features

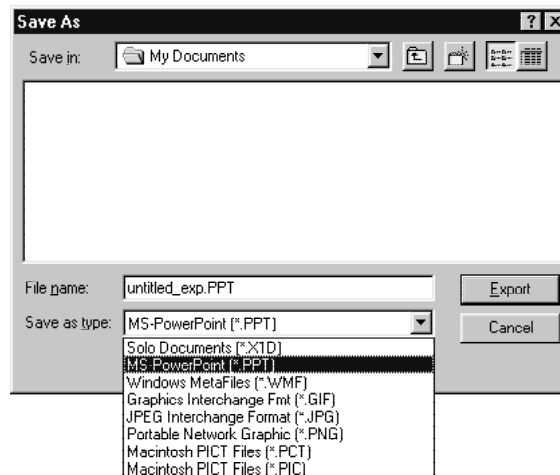
EXPORTING SOLO DOCUMENTS TO MICROSOFT POWERPOINT

Windows Version Only - To PowerPoint version 8 or higher

Under Windows, Solo documents can now be exported directly to native Microsoft PowerPoint documents. All pages (or objects) are exported directly to a PowerPoint file with all object positioning and precision intact.

Use the following procedure:

- 1 In the Storyboard view, select the page(s) to be exported.
- 2 Choose the "Export" command from the "File" menu.
- 3 Click either the "Selected Pages" or "All Pages" radio button at the bottom of the dialog box.
- 4 Select the "MS-PowerPoint (*.PPT)" option from the file type pop-up menu at the bottom of the dialog box.
- 5 Use the dialog to navigate to the desired storage location.
- 6 Enter a name for the new file.
(You should leave the .PPT file extension in the file name).
- 7 Click the "Export" button to create the PowerPoint file.



New Export File formats

Solo now supports exporting pages using the following file formats:

- MS-PowerPoint (*.PPT)
- Graphics Interchange Format (*.GIF)
- JPEG Interchange Format (*.JPG)
- Portable Network Graphic (*.PNG)

5. Solo Release 4.5: New Features (continued)

Exporting Specific selected objects to PowerPoint

In the Page Editor view you can export a subset of the page contents to PowerPoint. For example, you may only wish to export a single chart or graphic and not the entire contents of the page.

Use the following procedure to export the specific selected objects:

- 1 In the Page Editor view, select the objects to be exported by Shift-clicking on them.
- 2 Leave the objects selected and choose the "Export" command from the "File" menu.
- 3 Select the "MS-PowerPoint (*.PPT)" option from the file type pop-up menu at the bottom of the dialog box.
- 4 Use the dialog to navigate to the desired storage location.
- 5 Enter a name for the new file.
(You should leave the .PPT file extension in the file name).
- 6 Click the "Export" button to create the PowerPoint file.

Known Limitations

In developing the Solo to PowerPoint export feature we found the following limitations:

- 1 Condensed and extended text style formats are not supported by PowerPoint.
- 2 PowerPoint 8 defaults to Black and White printing. To properly print documents containing gray scale or color, this option must be turned off in the Print Job dialog box. For example, if it is not turned off, tables with no color set for the border it will print with a "border".
- 3 Text objects with complex formatting in Solo may change when exported to PowerPoint. In the export process, Solo attempts to preserve all paragraph formatting, however PowerPoint's paragraph formatting may not accurately translate all Solo paragraph formats.
- 4 Data driven charts are depicted properly but are no longer linked to a data set.
- 5 Arrowheads on closed polygons are not supported by PowerPoint.
- 6 Tab leaders are not supported by PowerPoint.
- 7 Some Macintosh Picts cannot be read by PowerPoint. When PowerPoint is unable to add a picture an alert is displayed with an out of memory message.
 - Clicking OK ignores the picture and continues exporting.
 - Clicking Cancel stops the export process.
- 8 PowerPoint 97 under Windows does not support fractional character spacing.
9. A Solo document with multiple page set up(s) must be changed to have only one set up at 100%. PowerPoint does not support different page set-ups in a single file. Vertical and horizontal pages must be exported to separate files.

4. Solo Release 4.5: New Features (continued)

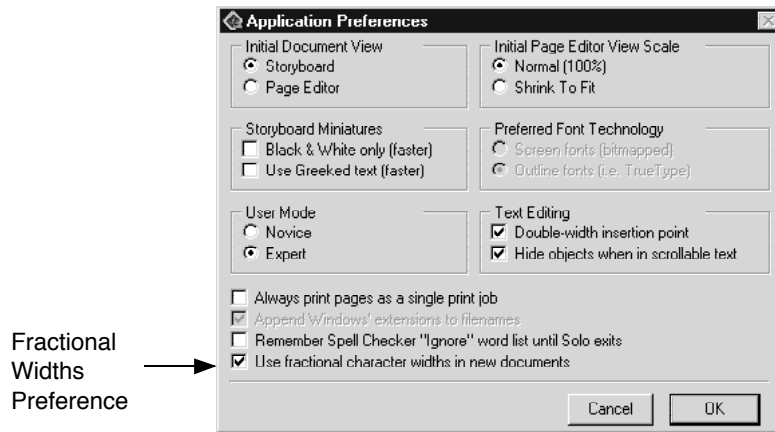
FRACTIONAL CHARACTER WIDTHS

For Expert Users Only

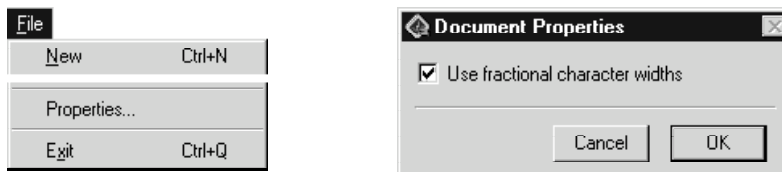
A new "Fractional Character Spacing" application preference has been added to the application preference dialog box. This preference controls how text is displayed and printed.

Solo was designed to take advantage of the more pleasing character spacing possible through the use of fractional character spacing. When exporting Solo formatted text to other applications (such as PowerPoint) which do not support the use of fractional widths, the text may not display exactly the same. To make Solo display the text the same as PowerPoint, you can turn off the fractional widths feature in Solo.

NOTE: Axon strongly suggests that you do not change this setting as its improper use can cause unintended incompatibilities when sharing documents with other Solo users.



To control fractional widths in the current document, use the new "Properties" menu item.



Fractional Character spacing properties are stored on a document by document basis. As such, there are a few things to keep in mind.

- When copying and pasting pages from one document to another, the character width settings of the target document are honored. Pages originating from a document where Fractional Character spacing was ON that are pasted into a document where Fractional Character spacing is OFF may exhibit different line wrapping characteristics (and vice versa).

This may require an inspection of the document to make sure that pages display and print as you require them.

4. Solo Release 4.5: New Features (continued)

SELECT CELLS COMMAND

A new Select Cells command has been added to the Edit menu.

The leftmost pop-up menu provides three basic search criteria for selecting cells: Modified since, Date modified, and Cells.

The rightmost pop-up changes to provide additional criteria depending on which of the three basic criteria is specified.

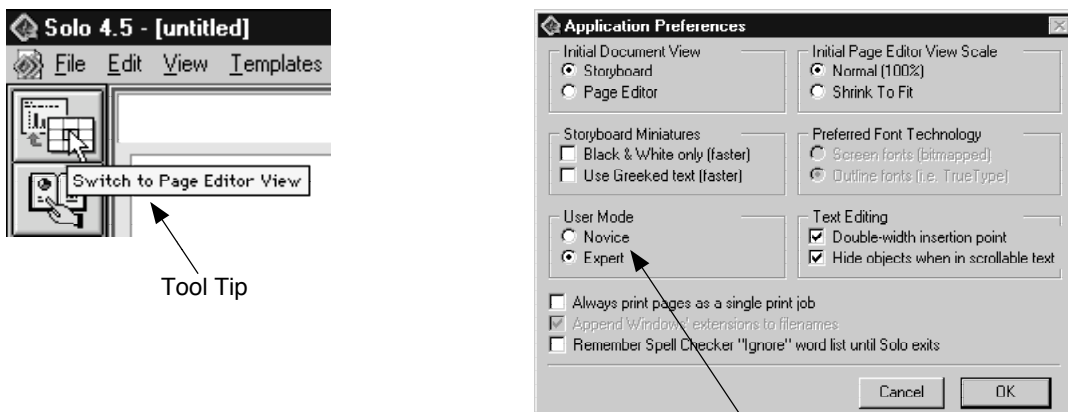


TOOL TIPS

Added support for context sensitive tool tips which display the associated command or function of a particular command or tool icon.

When the pointer is positioned over a command or tool icon, after a 1.5 second delay the tip for the icon is displayed. The tip will disappear after 4 seconds.

In the Application Preferences dialog box there is a new "User mode" section that allows you to specify a user level. Choosing the "Expert" mode turns the display of the Tool Tips Off.



Tool Tip

User Mode Preference Settings

4. Solo Release 4.5: New Features (continued)

NAMED TEXT

Solo now provides the ability to create "Named Text".

This new feature is useful for inserting standard text content (e.g., names, addresses, etc.) without having to retype it from document to document. Named Text objects are created in the same manner as other named objects. Use the new check box (illustrated below) to create "Named Text".

Inserting Named Text

Named Text can be inserted while in text edit mode. Named Text is displayed in Italics the Named Paragraph pop-up menu. Selecting a Named Text entry in the list inserts the contents of the Named Text object.

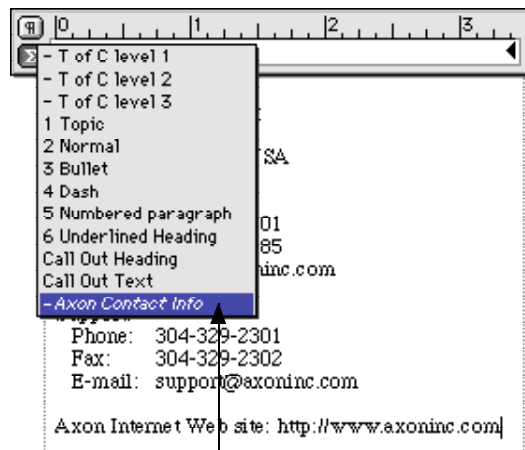
For example, these Release Notes contain a Named Text object, –Axon Contact Info, which in edit mode places Axon's standard contact information. Try using it on an empty page in this document.

Placing Named Text

Named Text objects are placed in the same manner as any other Named object. Select the "Place Named Object" command from the "Templates" menu. This displays the "Named Objects" dialog box. Select the Named Text object in the list and click the "Place" button. A copy of the object will be placed on the currently selected page(s).



Named Object Check box



Named Text Listing

4. Solo Release 4.5: New Features (continued)

CONTEXTUAL MENUS - RIGHT MOUSE BUTTON USE

In the Page Editor view, you can use the right mouse button to display contextual menus. Contextual menus provide shortcuts to commonly used commands.

Position the pointer over an object and click the right mouse button. A pop-up menu is displayed allowing you to select a series of commands.

Selecting the "Properties" command displays a dialog box that governs the properties of the object.



Macintosh version: Substitute a Control-click for a right-mouse click. Press and hold the Control key and then click the mouse on an object to display the contextual menu.

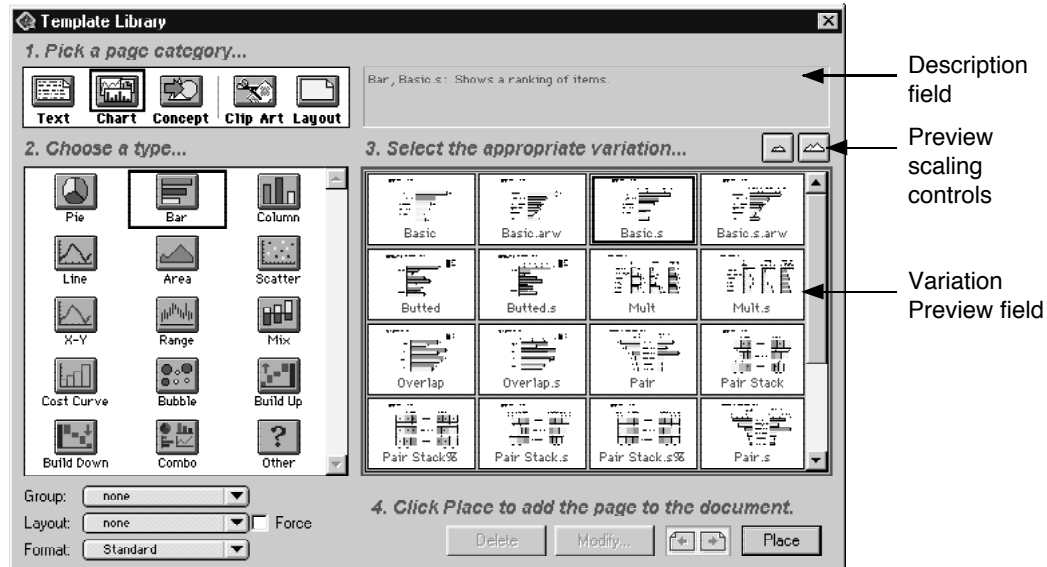
5. Solo Release 4.5: Changes and Improvements

IMPROVED TEMPLATE LIBRARY INTERFACE

The Template Library dialog box has been redesigned to guide users through the process of placing templates when building documents. Two new fields have been added, the Description field and the Variation Preview field. In addition, the dialog icons have been colored and it can now be navigated using the keyboard.

The new template variation preview field displays template miniatures allowing you to preview a template before placing it in a document. It can be scaled allowing you to view a single template miniature or 16 at a time.

The new dynamic description field displays relevant information about the template Categories, Types and Variations as they are selected in the dialog box.



Placing Templates

The process of placing templates remains the same four step process:

- 1 Pick a page category
- 2 Choose a type
- 3 Select the appropriate variation
- 4 Click the "Place" button to place the template in the document

Built-in Versus User Entered Descriptions

- User defined templates can now have descriptions added to them for display in the description field. This information is entered by the template designer when the template is created to guide other users in the "best use" of a template variation. The Define Template dialog box has been modified to accommodate the entry of variation descriptions.

6. Solo Release 4.5: Changes and Improvements (continued)

- As you click the various icons in the dialog box the description field dynamically updates to display relevant information about the Category, Type and individual Variation.
All Category, Type and data driven chart Variation descriptions are built into the Solo program and cannot be modified.

Using The Variation Preview Field

- The Variation Preview field can be scaled to display either a single miniature or 16 miniatures at a time by using the two scaling buttons located above the field.
- When there are more than 16 Variations, the vertical scroll bar on the right side of the field allows you to scroll through the field.
- When displaying a single miniature the scroll bar or arrow keys can be used to scroll the field.
- The Preview field can also be scaled up and down by pressing the Alt key and clicking the mouse on an individual Variation.

Navigating The Template Library Dialog Box

The Template Library dialog box is now divided into three fields and can be navigated using the keyboard.

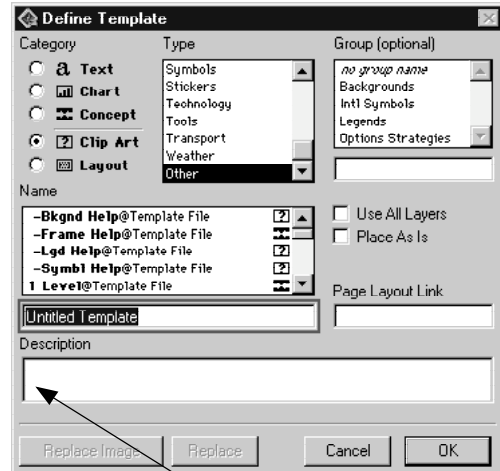
- Pressing the Tab key will navigate between the Category, Type and Variation fields.
- Pressing Shift-Tab reverses the direction of field selection.
- The Arrow keys can be used to navigate within a field.

5. Solo Release 4.5: Changes and Improvements (continued)

MODIFIED DEFINE TEMPLATE DIALOG BOX

The Define Template dialog box has been modified to accommodate the new Template Description feature. Template Designers can enter a template description in the field at the bottom of the dialog box. The description is then displayed in the Template Library dialog box description field when the template is selected.

When creating a template, a default Type description is automatically inserted in the field. The template designer should either modify this description or delete it and insert a replacement.



Description field

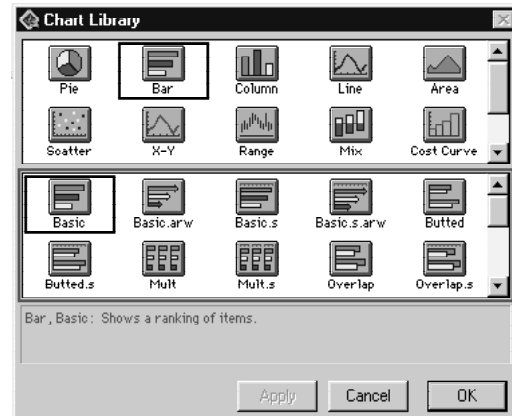
MODIFIED CHART LIBRARY DIALOG BOX

The Chart Library dialog box has been modified to display template variation descriptions. In addition, the Type and Variation icons have been colored.

Navigating The Chart Library Dialog Box

The Chart Library dialog box is now divided into two fields and can be navigated using the keyboard.

- Pressing the Tab key will navigate between the Type and Variation fields.
- The Arrow keys can be used to navigate within a field.



IMPROVED CHART DATA WINDOW ACCESS

A new Data Window command icon has been added to the chart frame that allows for quick and easy access to a chart's data window. Clicking the command icon immediately opens the data window.

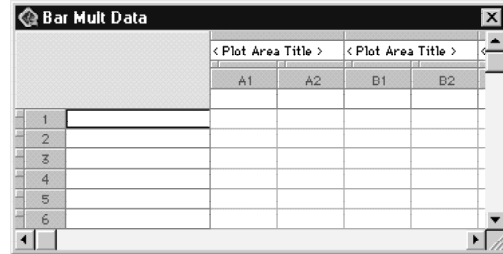


Data Window Command Icon

5. Solo Release 4.5: Changes and Improvements (continued)

IMPROVED CHART DATA WINDOW

The chart Data Window has been improved making it easier to select and manipulate data.



Data Window Modifications

- Selecting rows and columns
 - The Data window now contains row and column headers making the identification and selection of data more efficient. Selecting a row or column is a simple matter of clicking its header.
 - To select multiple rows or columns click and drag on a header.
- Moving rows and columns
 - It is no longer necessary to press and hold the shift key when using the row or column selectors to move them.

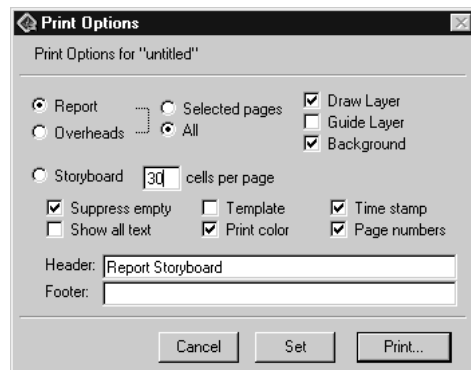
When the pointer is positioned over a row or column selector the pointer changes to a double headed arrow. Simply click and drag the row or column selector to change it's position in the window.

- Tool Tips
 - The data window also displays tool tips.

MODIFIED STORYBOARD PRINT OPTIONS

The default settings for printing a Storyboard have been changed as follows:

- Cells per page - changed from 12 to 30, with 120 the maximum allowed.
- Print Color - is now On by default to insure the highest quality printed output.
- Header - the default header is now "Report Storyboard".



All other settings remain the same as in previous versions.

5. Solo Release 4.5: Changes and Improvements (continued)

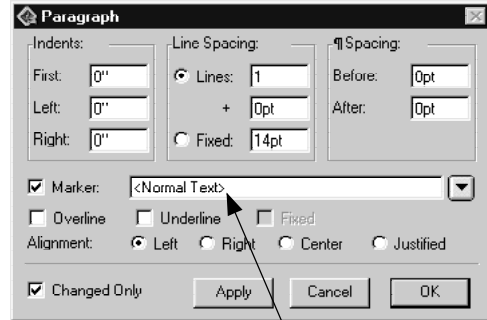
IMPROVED PARAGRAPH MARKERS

Paragraph Markers containing <place holder text> are now automatically selected when they are inserted in text objects.

Place holder text is any combination of text that is delimited by the < and > characters (e.g., < place holder text>).

When a new paragraph containing such a marker is inserted the <place holder text> is automatically selected. This document has been formatted using this improvement.

Paragraph markers can contain up to 255 characters.



Place holder text used as a paragraph marker

OTHER TEXT IMPROVEMENTS

Under Windows, the Condensed and Extended character styles are now available.

REVISED KEYBOARD COMMANDS

Macintosh Only

- Under Macintosh System 8.5.x the keyboard command to select <text place holders> has been changed to Control-Tab.

Macintosh & Windows

- The Forward Delete key now functions as does the Backspace key when not in text edit mode.

IMPROVED PAGE NUMBERING

You can now specify the text color of page numbers.

5. Solo Release 4.5: Changes and Improvements (continued)

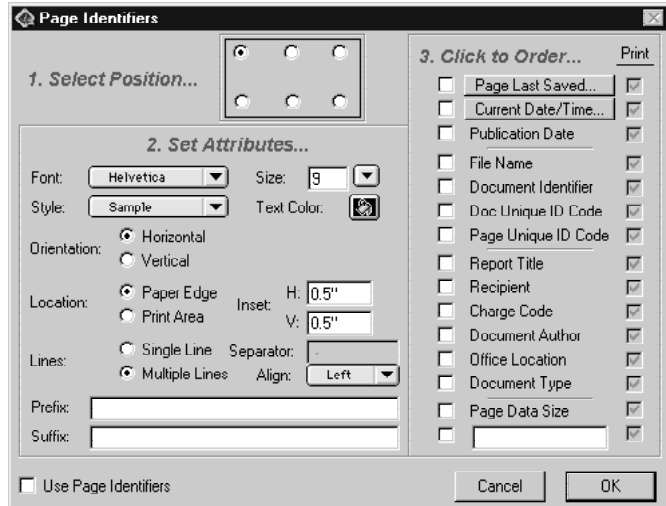
IMPROVED PAGE IDENTIFIERS

The Page Identifiers dialog box has been redesigned to improve its use and several features have been modified.

Modifications

- Dialog Layout
 - The dialog box has been divided into 3 sections to assist the user in it's use.
 - The check box controlling the page identifiers has been moved to the lower left of the dialog box.
- New Identifiers
 - 7 new page identifiers have been added. They are:

- Publication Date	- Report Title
- Recipient	- Charge Code
- Document Author	- Office Location
- Document Type	
 - The information used by these 7 new identifiers is linked to their corresponding fields (and Named objects) in the "Document Abstract" dialog box. This dialog box is displayed by choosing the "Abstract" command from the "File" menu.



Changes in Behavior

- In previous versions a single identifier could be placed in multiple locations on the pages in a document.
- In this version, an identifier can only be used once in a single location.
 - This is true for all identifiers with one exception, the "Free Form" edit field identifier can be used in multiple locations on a page. This is the edit field at the very bottom of the dialog box and can contain up to 255 characters.

Modifying Page Identifiers

- To turn Page Identifiers off, un-check the check box in the lower left corner of the Page Identifiers dialog.
- To change the location of an existing Page Identifier, deselect the identifier under #3, select a new location under #1, then re-select the identifier and click OK. The identifier will appear in the new location.
- To add an identifier, select the location (#1), set its attributes (#2) and then select the identifier(s) you wish to see in that location. Click OK and the new identifiers will appear on each page in your document.

5. Solo Release 4.5: Changes and Improvements (continued)

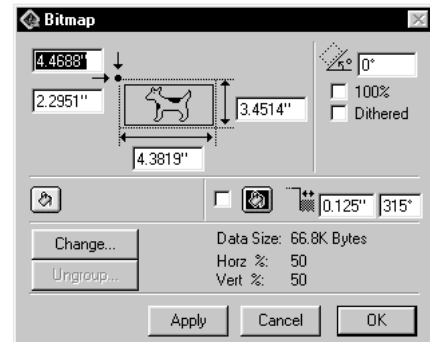
IMPROVED PICTURE FRAME OBJECT INFORMATION DIALOG BOX

The Picture frame "Object Info" has been improved to make the substitution of frame contents easier. It now provides additional information about a frame's contents.

To access this dialog box, double-click a picture frame or right-mouse click a frame and use the "Properties" command.

The following additions have been made:

- Change Button
 - Clicking this button allows you to change the contents of the frame
- Ungroup button - *Macintosh Pictures Only (PICT, PCT, PIC)*
 - Clicking the button "Ungroups" Macintosh pictures into distinct elements.
- Data Size display
 - Displays the data size of the picture
- Horizontal & Vertical dimensions
 - Displays the size of the image in percent from it's original (source) size



In addition, the title bar displays the type of picture contained within the frame (Bitmap, Windows Meta File, Macintosh Picture, etc.).

5. Solo Release 4.5: Changes and Improvements (continued)

General Improvements...

- Improved the Slideshow display on large monitors. The Slideshow is now better centered on the screen.
- Lines can now be specified in fractional weights (e.g., 1.5 points).
- Control-Period now cancels the startup of Solo under Windows.
- The Template Library, Define Template, Chart Library dialog boxes are smarter about their initial placement on screen.
- Multiple lines of text in the chart data window are easier to select.
- The Page Editor grid lines are now turned off when placing templates with attached layouts in the Page Editor view to improve screen view.
- Improved the display and printing of AM/PM page identifiers.
- Improved the pasting of text from MS Excel into Solo tables.
- Improved the color handling of plot point labels in charts.
- Improved the positioning of large font sized page numbers.
- Improved the handling of pages on Windows machine where a printer driver has never been selected or setup.
- Improved the handling of templates containing pictures.
- Improved option duplication of tables and charts.
- Improved the importation of Windows Meta Files.
- Improved the export of text, polygons and Meta File objects to PowerPoint files.
- Improved the conflict handling of named objects after undoing the placement of templates.
- Improved the scrolling speed of the data, page editor and clipboard windows.
- Improved the handling of chart baseline labels, they are now correctly repositioned when using Alt (Option)-Backspace.
- Improved the handling of log scales in charts.
- Improved the display of dialog boxes under non-US systems.
- Improved the display of the Page Identifiers dialog box when selecting it's various options.
- Corrected a problem when entering zero or negative numbers in fax software print job dialog boxes.
- Modified printing pages that are numbered before "1" in documents. To print pages before page "1", you have four options:
 - In the Storyboard "Print Options" dialog box use the "Selected Pages" option.
 - In the Storyboard "Print Options" dialog box use the "All" option.
 - Select the pages in the Storyboard and use the "QuickPrint" command icon.
 - Print pages individually in the Page Editor using the "QuickPrint" command icon.