Story Menu [EX]

The [Story] menu is for managing manga or comic works composed of two or more pages. You can manage how to display a page file, add and delete pages, manage manga or comic story information, and so on. This section describes the commands in the [Page Manager] menu.

Open page

Opens the page file selected on the [Page Manager] window after closing the page file you were editing.

Memo	● When there are two or more tabs open, the page file selected on the [Page Manager] window opens after the page file you were editing closes. The tabs of page files that were not being edited remain open.
	● If [Auto save when switching page] is turned on in [Preferences] → [Page Management], switching pages automatically saves and closes the page file you were editing. For details, see "Preferences [Windows]" → "**File[PRO/EX]**" .

Open page with new tab

Opens the page file selected on the [Page Manager] window with the page file you were editing kept open.

Memo	Selecting the same page as that of the page file being edited opens the same page file in another tab.

First Page

Opens the page file of the first page.

Previous page

Opens the page file of the previous page.

Next Page

Opens the page file of the next page.

Last Page

Opens the page file of the last page.

Add Page

Adds a new page file to the next page of the selected page file.

| Memo	● When a 2-page spread is present after the selected page, page files for two pages are added.
	● Adding a page to a single-page file displays the [Create page management folder] dialog box. For details on how to configure on the dialog box, see "**Saving Files Created from a Single-page File**" .

Add page (Detail)

Selecting the menu item displays the [Add page (Detail)] dialog box. Configuring the page to create on the dialog adds a new page file to the next page of the selected page file.

> **Memo**
> - When a 2-page spread is present after the selected page, page files for two pages are added.
> - Adding a page to a single-page file displays the [Create page management folder] dialog box. For details on how to configure on the dialog box, see **"Saving Files Created from a Single-page File"** .

[Add page (detail)] Dialog Box
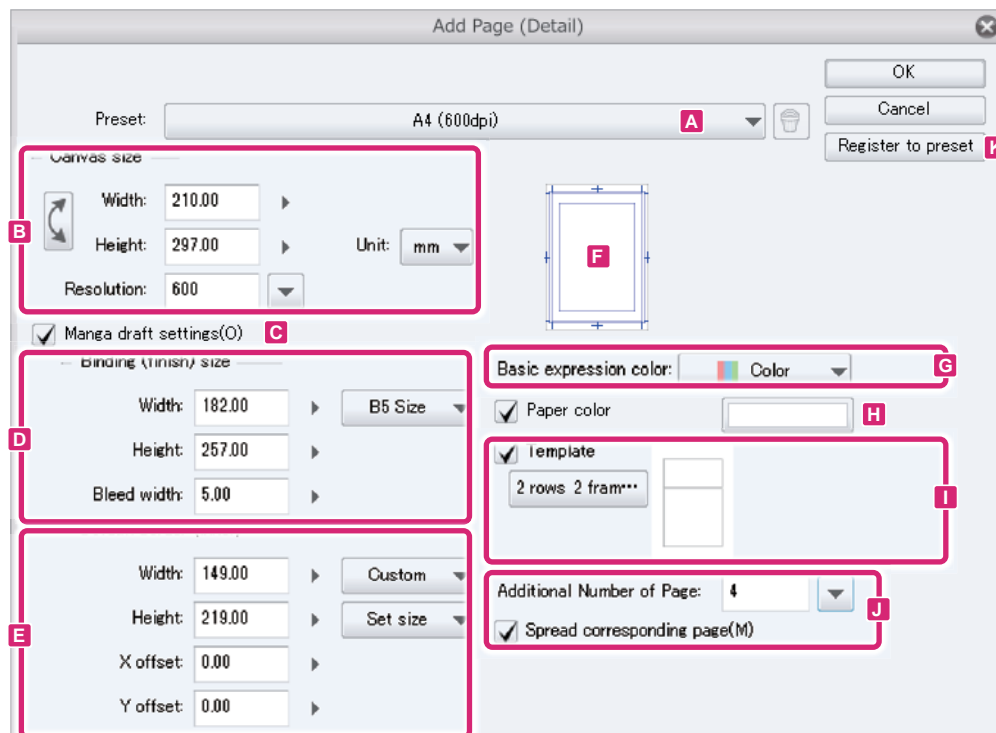
A. Preset

Allows you to select settings such as [Canvas Size], [Final size] and [Bleed border/Default border] from a list.

When custom settings exist, the icon on the right side allows you to delete a setting.

> **Memo**
> - Use [Final size] to configure the size when bound in a book.
> - [Custom] can be selected only when the default size settings have been changed.

B. Canvas size

Configures the size of the canvas for an original.

> ✏ **Memo**
> - When [Manga draft settings] is turned off, [Canvas size] becomes the final size.
> - When [Manga draft settings] is turned on, [Binding (finish) size] becomes the final size when bound in a book.

(1) Swap width/height

Swaps the width and height of the canvas.

(2) Width

Configure the width of the canvas.

(3) Height

Configure the height of the canvas.

(4) Resolution

Input the resolution of the canvas. Clicking ▼ allows you to select the resolution.

(5) Default size (Canvas size)

Allows you to select a [Width] and [Height] for the canvas from default sizes.

> ⚠ **Important**
> This item is displayed when [Manga draft settings] is turned off.
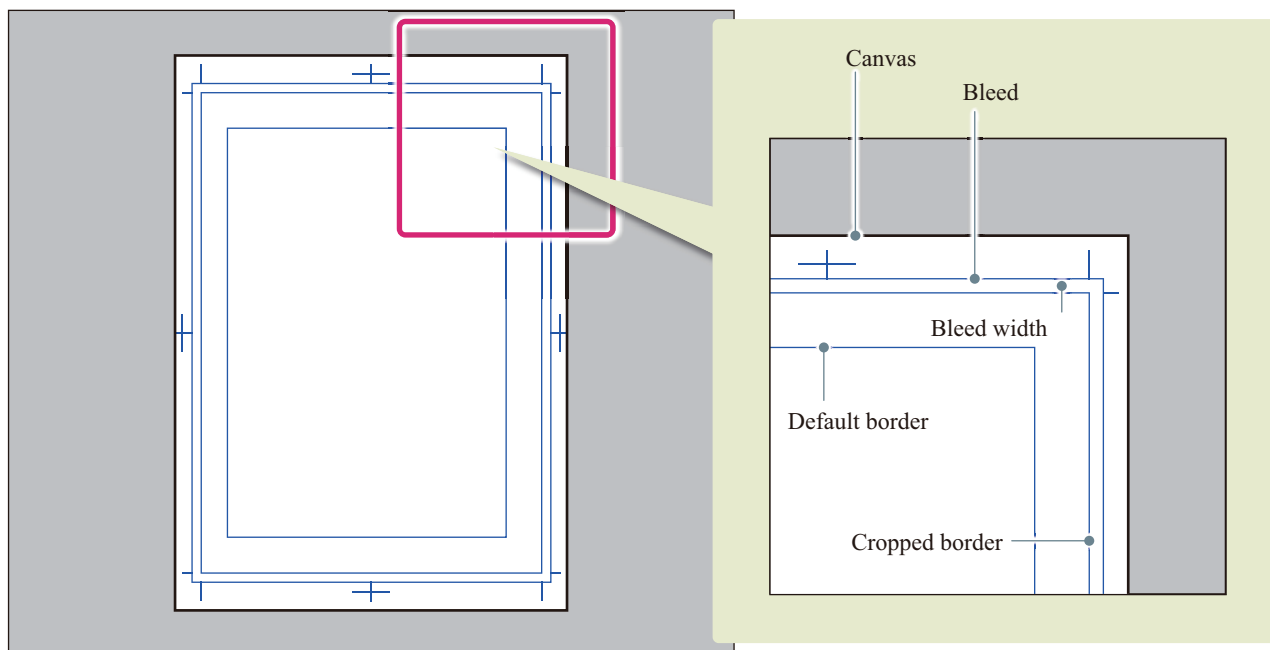
(6) Unit

Select a unit for [Width] and [Height] from [cm], [mm], [in], [px] and [pt].

C. Manga draft settings

Turning on this item creates [Crop mark], [Default border(inner)], [Cropped border] and [Bleed border] on the canvas.

Configuring the sizes of [Bleed border], [Default border] and [Canvas] displays guides on the canvas.


D. Manga draft settings → Binding (finish) size

Configure the line at which the edge of the pages will be trimmed for binding after printing. Drawings within these dimensions are printed.

Also configure the extra margin to deal with misaligned [Cropped border] lines when trimming the edges of the pages.

> ❗ **Important**   **This item is displayed when [Manga draft settings] is turned on.**
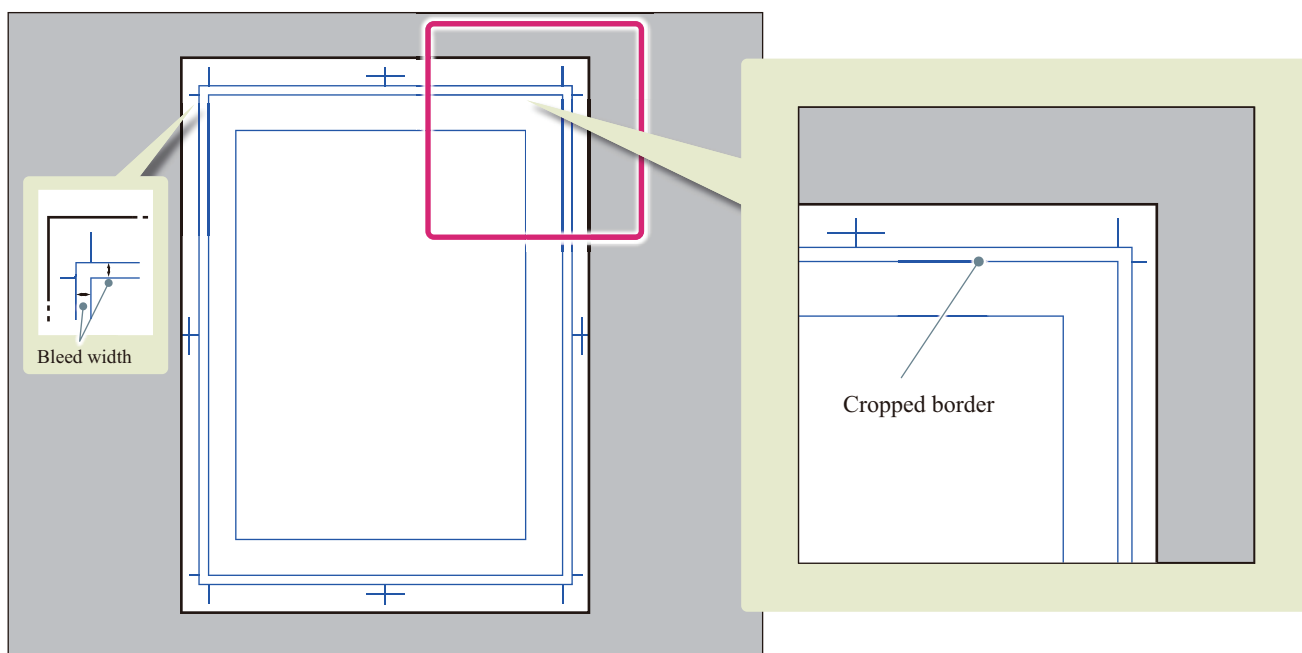
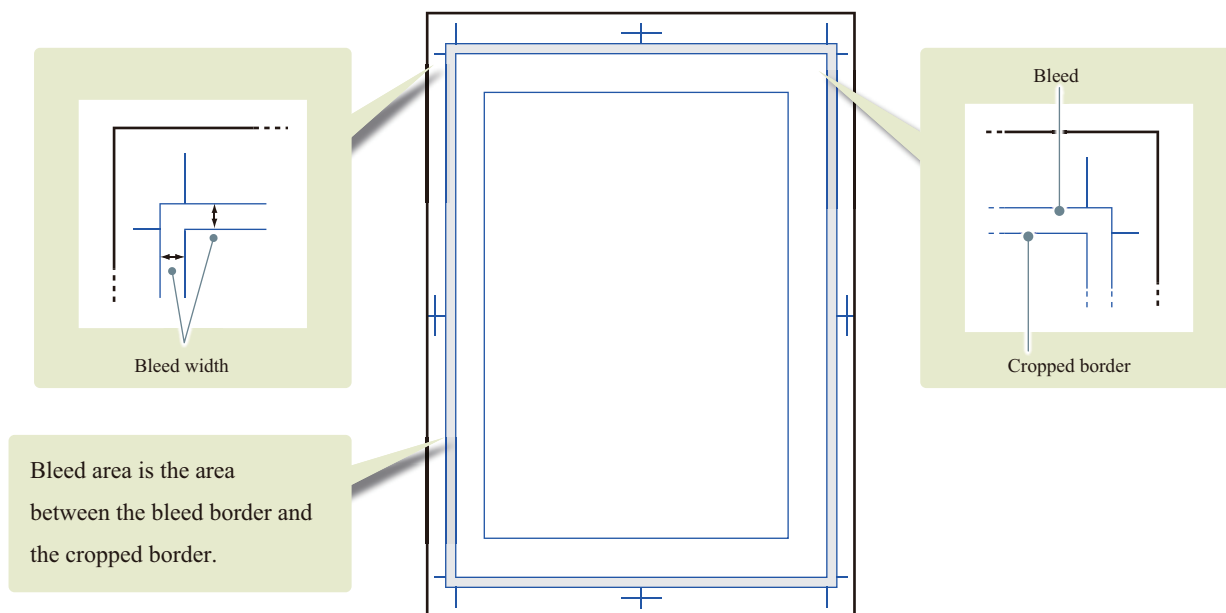### (1) Width

Horizontal length to print.

(2) Height

Vertical length to print.

(3) Bleed width

Configure the extra margin to deal with misaligned [Cropped border] lines when trimming the edges of the pages. Draw up to the [Bleed width] area to print to the edge of the pages.

The area between the bleed border (the first border from the edge) and the cropped border (the second border from the edge) is the bleed border area.

Bleed width

Bleed

Cropped border

Bleed area is the area between the bleed border and the cropped border.
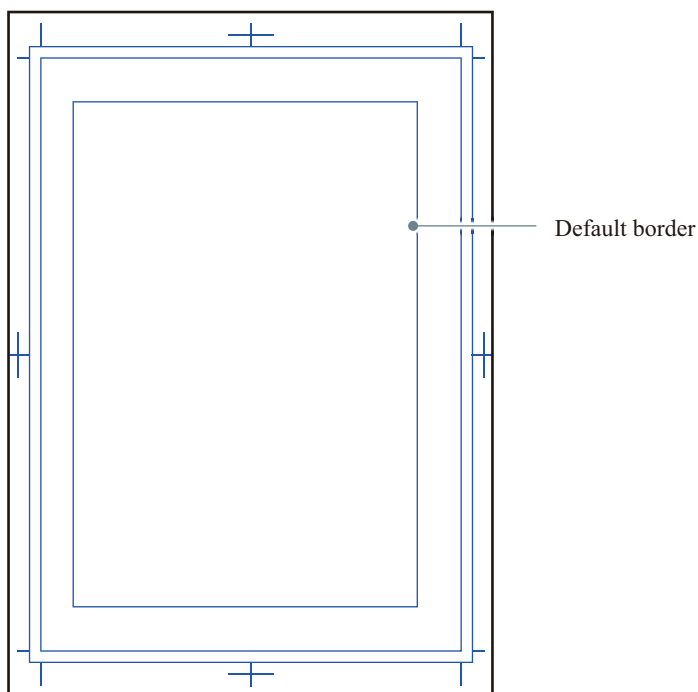
(4) Default size (Cropped border)

Allows you to select a [Width] and [Height] for the cropped border from default sizes.

E. Manga draft settings → Default border (inner)

Configure the border that will be the reference for laying out the frames. There are two ways of specifying the default border: by size and position, or by margin.

⚠ Important   **This item is displayed when [Manga draft settings] is turned on.**

Default border

(1) Default size (Default border)

Allows you to select a [Width] and [Height] for the default border from default sizes.

(2) How to specify default border

Configures how to specify the size and position of the default border. Displayed items vary depending on the content configured in [Default border settings].

Set size	Configures the default border based on the size and position.
Set margin	Configures the default border based on the distance from the left, right, top and bottom edges of the paper.

(3) Default border settings

Configures the size and position of the default border. Displayed items vary depending on the item selected in [How to specify default border].

Set size

Configures the default border based on the size and position.
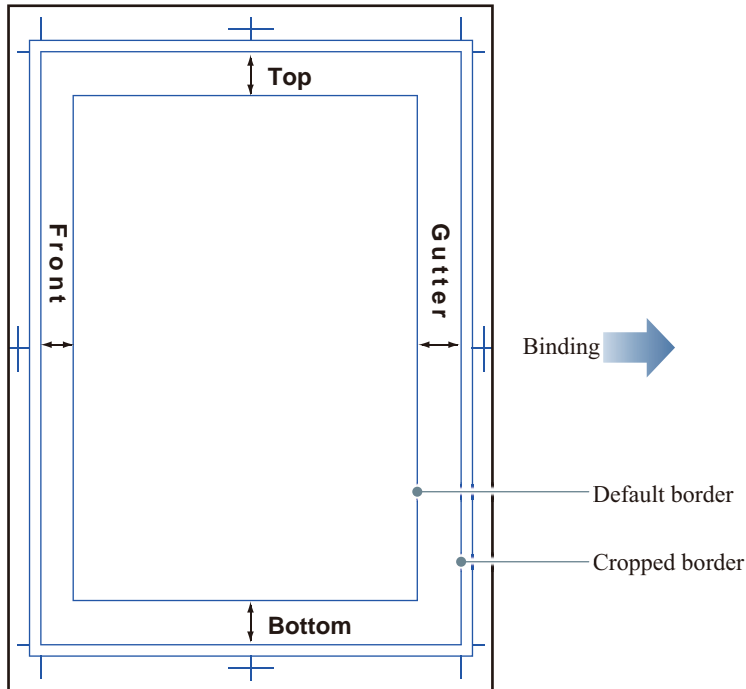
Width	Width of the [Default border].
Height	Length of the [Default border].
X offset	Horizontal position of the [Default border].
Y offset	Vertical position of the [Default border].

> **Memo**
> ● When [X offset] is 0, that means the [Default border] is centrally located with respect to the [Cropped border] on the left and right.
> ● When [Y offset] is 0, that means the [Default border] is centrally located with respect to the [Cropped border] at the top and bottom.

Set margin

Configures the default border based on the distance from the left, right, top and bottom edges of the cropped border.

Top	Specifies the upper side of the [Default border] as the distance from the top of the cropped border.
Bottom	Specifies the lower side of the [Default border] as the distance from the bottom of the cropped border.
Gutter	Specifies the right or left side of the [Default border] as the distance from the "Direction of the binding point".
Front	Specifies the right or left side of the [Default border] as the distance from the "Outer direction (opposite of binding point)".

F. Preview

Previews the configured [Cropped border], [Bleed border/Default border], [Paper color], and so on.

G. Basic expression color/Number of basic lines

Allows you to configure the basic expression color and the like.

> **! Important**
> The expression color [Monotone] configured with Ver.1.2.1 or earlier is converted into the following [Basic expression color] and [Drawing color].
> ● Basic expression color: Gray
> ● Drawing color: Only black button ON

(1) Basic expression color

Allows you to configure the basic expression color. Select from [Color], [Gray] and [Monochrome].

(2) Drawing color

Configures the drawing color for [Gray] and [Monochrome]. Configure the color with the [Black] and [White] buttons.

Gray

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as a gradient from black to transparent.
Only white button ON	The drawing color is configured as a gradient from white to transparent.
Both black and white buttons ON	The drawing color is configured as a gradient from black to white.

Monochrome

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as black or transparent.
Only white button ON	The drawing color is configured as white or transparent.
Both black and white buttons ON	The drawing color is configured as black, white or transparent.

✎ **Memo**　　　**For details on expression color and drawing color, see "Explanation: Expression Color and Drawing Color" .**

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(3) Number of basic screen frequency

Specify the number of tone (halftone dot) lines. The larger the value, the smaller will be the halftone dot.

H. Paper color

You can configure a color for the [Paper layer]. Clicking the color indicator displays the [Color settings] dialog box. Specifying a color configures it to the [Paper layer].

✎ **Memo**

- **[Paper layer] is a monochrome layer at the bottom of the data. Hiding the [Paper layer] displays transparent areas of the image on the canvas in a checkered pattern.**
- **The [Paper layer] color can be changed afterwards. You can double-click [Paper Layer] in the [Layer] palette to display the [Color settings] dialog box and change the color of the [Paper Layer].**
- **For details on the [Color settings] dialog box, see "[Advanced settings of color] Dialog Box *" .**

I. Template

Allows you to create a page file with an imported template.

Selecting the check box and clicking the button opens the [Template] dialog box. Specify the template to import to the page file in the dialog box.

(1) Template

When turned on, allows you to specify a template.

(2) Specify template

Clicking this button opens the [Template] dialog box. Specify the template to import to the page file in the dialog box.

[Template] Dialog Box

(1)Search box	Allows you to input a keyword and search for a template.
(2)Tag list	A list of tags assigned to materials displayed as buttons. Clicking a button displays the included materials in [Material list].
(3)Material list	A list of template materials. Click to select the material to import.
(4)Thumbnail [Large]	Shows the large thumbnails of the materials shown in [Material list].
(5)Thumbnail [Small]	Shows the small thumbnails of the materials shown in [Material list].
(6)Thumbnail [Detail]	Shows the thumbnails as well as information of the materials shown in [Material list].

🖉 **Memo**   **Templates can be added from [Edit] menu → [Register Material] → [Template]. For details, see "Register Layer as Template Material" .**

J. Number of pages

Configure the number of pages to add.

(1) Number of pages

Input the number of pages to create in the input field. Clicking ▼ allows you to select the number of pages from [1], [2], [4], [8], [12], [16], [24] and [32].

(2) Spread corresponding page

When turned on, creates a 2-page spread from a pair of left and right pages.

K. Register to preset

Registers the content configured in the dialog box as [Preset].

Clicking the button opens the [Register to preset] dialog box. On the dialog box, configure the [Preset name] and [Items to be included in preset].

[Register to preset] Dialog Box

(1) Preset name

Input a name for the [Preset] to register.

(2) Items to be included in preset

The content of the selected items will be registered in [Preset].

🖉 **Memo**   **[Width], [Height], [Unit] and [Manga draft settings] are always registered.**

Import Page

Adds a specified image file as page file to the next page of the selected page file.

File formats that can be imported are: Files saved in CLIP STUDIO PAINT format (extension: lip), IllustStudio documents (extension: xpg), ComicStudio page files (extension: cpg), CLIP STUDIO storyboard files (extension: csnf), BMP, JPEG, PNG, TIFF, Targa, Adobe Photoshop documents (extension: psd) and Adobe Photoshop Big documents (extension: psb).

> **Memo**
> - When a 2-page spread is present after the selected page, the page file of the imported image and a blank page file are added.
> - Importing an image file to a single-page file displays the [Create page management folder] dialog box. For details on how to configure on the dialog box, see **"Saving Files Created from a Single-page File"** .

Replace page

Replace the file of the selected page with a specified image file.

File formats that can be imported are: Files saved in CLIP STUDIO PAINT format (extension: lip), IllustStudio documents (extension: xpg), ComicStudio page files (extension: cpg), CLIP STUDIO storyboard files (extension: csnf), BMP, JPEG, PNG, TIFF, Targa, Adobe Photoshop documents (extension: psd) and Adobe Photoshop Big documents (extension: psb).

> **Memo**
> - Single-page files cannot be important as spread pages. Spread-page files cannot be imported as single page.
> - If a page that a member is specified as in charge of while using the group work function is replaced, the member is no longer specified for that page.

Duplicate Page

Copies the selected page file to the next page.

> **Memo**
> - When a 2-page spread is present after the selected page, the page file is copied to the next page of the last one.
> - Copying a page from a single-page file displays the [Create page management folder] dialog box. For details on how to configure on the dialog box, see **"Saving Files Created from a Single-page File"** .

Delete Page

Deletes the selected page file.

> **Memo**
> To delete multiple pages at once, select them on the [Page Manager] window.
> To select multiple pages on the [Page Manager] window, perform as follows:
> - To select multiple pages, click the pages while holding down the [Ctrl] key.
> - To select a group of consecutive pages, click the pages while holding down the [Shift] key.

Combine Pages

Combines the selected page and the next into one image, as a 2-page spread.

Selecting the menu item displays a confirmation dialog box. Clicking [OK] displays the [Combine Pages] dialog box where you will be able to configure the position of the crop mark between pages and the like.

| Two pages of original | Combined into one for a 2-page spread |

[Combine pages] Dialog Box

(1) Align crop mark

When turned off, combines the pages by matching the paper edges.

When turned on, combines the pages by matching the positions of the cropped border. The positions of the cropped border on the left and right pages can be adjusted in [Gap].

(2) Delete layer with no drawing

When turned on, deletes layers with no drawing on it at the time of combining the images.
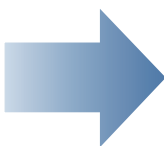
Change to Split Pages

Reverses the pages combined into one 2-page spread to two single pages.

Selecting the menu item displays a confirmation dialog box. Clicking [OK] displays the [Split Pages] dialog box and deletes blank layers when dividing the image.

| 2-page spread original | Divided into two single pages |

[Split Pages] Dialog Box

(1) Delete layer with no drawing

When turned on, deletes layers with no drawing on it at the time of dividing the images.
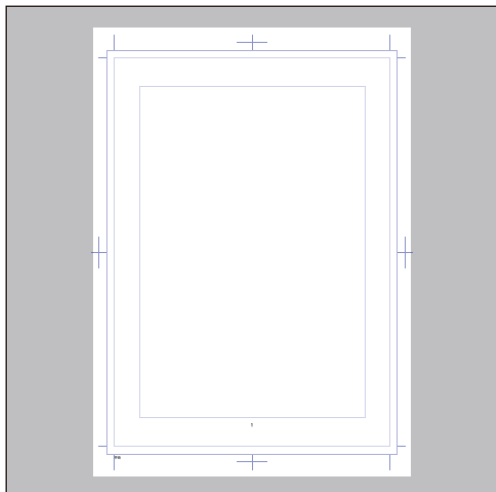
Change basic page settings

Selecting this menu item opens the [Change basic page settings] dialog box. Various settings can be changed for the page opened in the [Canvas] window or multiple pages selected in the [Page Manager] window. The settings that can be configured differ depending on whether the work is an illustration, manga or animation.

- "[Change basic page settings] Dialog Box (Illustration)"

- "[Change basic page settings] Dialog Box (Animation)"

1 Open page

Open the page for which to change the settings in the [Page Manager] window.

> ✎ **Memo**
>
> Page settings can also be changed by selecting the page for which to change the settings from the [Story] window. Batch settings can be configured for multiple pages when using this method.
>
> - Batch settings cannot be configured if the selected pages have different settings for items such as [Size], [Resolution] and [Basic expression color]. Configure the settings individually for each page.
> - The settings cannot be undone if the pages were selected from the [Page Manager] window. Reconfigure the settings. The settings can be undone in the [Canvas] window if the page selected in the [Page Manager] window is open in the [Canvas] window.
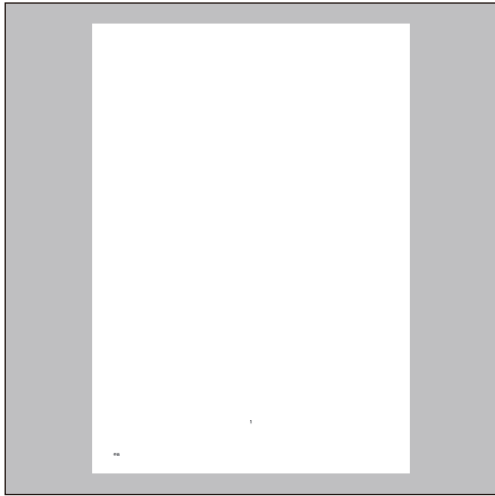
2 Select the command

Select the [Page Management] menu → [Change basic page settings].

3 Configure

Configure the settings in the [Change basic page settings] dialog box and click [OK].
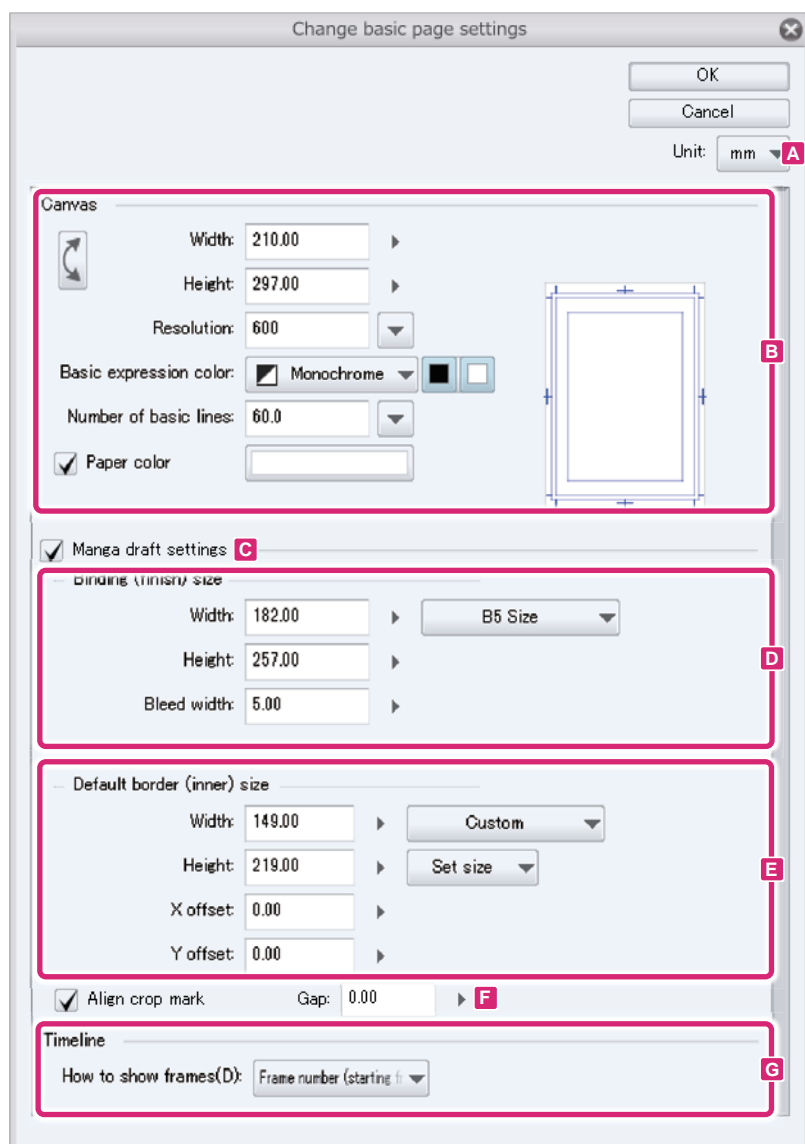
4 The settings are applied

The page settings are changed.

[Change basic page settings] Dialog Box (Illustration)

The following items can be set if [Use of work] is set to [Illustration], [Comic], [Printing of fanzine] or [Show all comic settings] when creating a new canvas.

A. Unit

Select a unit for [Width] and [Height] from [cm], [mm], [in], [px] and [pt].

B. Canvas

Configures settings related to the canvas.

> ✎ **Memo**
> - When [Manga draft settings] is turned off, [Canvas size] becomes the final size.
> - When [Manga draft settings] is turned on, [Binding (finish) size] becomes the final size when bound in a book.

(1) Swap width/height

Swaps the width and height of the canvas.

(2) Width

Configure the width of the canvas.

(3) Height

Configure the height of the canvas.

(4) Resolution

Input the resolution of the canvas. Clicking ▼ allows you to select the resolution.

(5) Basic expression color

Allows you to configure the basic expression color. Select from [Color], [Gray] and [Monochrome].

(6) Drawing color

Configures the drawing color for [Gray] and [Monochrome]. Configure the color with the [Black] and [White] buttons.

<u>Gray</u>

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as a gradient from black to transparent.
Only white button ON	The drawing color is configured as a gradient from white to transparent.
Both black and white buttons ON	The drawing color is configured as a gradient from black to white.

<u>Monochrome</u>

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as black or transparent.
Only white button ON	The drawing color is configured as white or transparent.
Both black and white buttons ON	The drawing color is configured as black, white or transparent.

> 🖉 **Memo**
>
> For details on expression color and drawing color, see **"Explanation: Expression Color and Drawing Color"** .

(7) Number of basic screen frequency

Specify the number of tone (halftone dot) lines. The larger the value, the smaller will be the halftone dot. This is displayed when [Basic expression color] is set to [Gray] or [Monochrome].

(8) Paper color

You can configure a color for the [Paper layer]. Clicking the color indicator displays the [Color settings] dialog box. Specifying a color configures it to the [Paper layer].

> 🖉 **Memo**
>
> - **[Paper layer] is a monochrome layer at the bottom of the data. Hiding the [Paper layer] displays transparent areas of the image on the canvas in a checkered pattern.**
> - **The [Paper layer] color can be changed afterwards. You can double-click [Paper Layer] in the [Layer] palette to display the [Color settings] dialog box and change the color of the [Paper Layer].**
> - **For details on the [Color settings] dialog box, see "[Advanced settings of color] Dialog Box *"** .

C. Manga draft settings

Turning on this item creates [Crop mark], [Default border(inner)], [Cropped border] and [Bleed border] on the canvas. Configuring the sizes of [Bleed border], [Default border] and [Canvas] displays guides on the canvas.

D. Manga draft settings → Binding (finish) size

Configure settings related to manga manuscripts.

(1) Width

Horizontal length to print.

(2) Height

Vertical length to print.

(3) Default size (Cropped border)

Allows you to select a [Width] and [Height] for the cropped border from default sizes.

(4) Bleed width

Configure the extra margin to deal with misaligned [Cropped border] lines when trimming the edges of the pages. Draw up to the [Bleed width] area to print to the edge of the pages.

The area between the bleed border (the first border from the edge) and the cropped border (the second border from the edge) is the bleed border area.

E. Manga draft settings → Default border (inner)

Configure the border that will be the reference for laying out the frames. There are two ways of specifying the default border: by size and position, or by margin. This item is displayed when [Manga draft settings] is turned on.

(1) Default size (Default border)

Allows you to select a [Width] and [Height] for the default border from default sizes.

(2) How to specify default border

Configures how to specify the size and position of the default border. Displayed items vary depending on the content configured in [Default border settings].

Set size	Configures the default border based on the size and position.
Set margin	Configures the default border based on the distance from the left, right, top and bottom edges of the paper.

(3) Default border settings

Configures the size and position of the default border. Displayed items vary depending on the item selected in [How to specify default border].

Set size

Configures the default border based on the size and position.

Width	Width of the [Default border].
Height	Length of the [Default border].
X offset	Horizontal position of the [Default border].
Y offset	Vertical position of the [Default border].

> ✏ **Memo**
> - When [X offset] is 0, that means the [Default border] is centrally located with respect to the [Cropped border] on the left and right.
> - When [Y offset] is 0, that means the [Default border] is centrally located with respect to the [Cropped border] at the top and bottom.

Set margin

Configures the default border based on the distance from the left, right, top and bottom edges of the cropped border.

Top	Specifies the upper side of the [Default border] as the distance from the top of the cropped border.
Bottom	Specifies the lower side of the [Default border] as the distance from the bottom of the cropped border.
Gutter	Specifies the right or left side of the [Default border] as the distance from the "Direction of the binding point".
Front	Specifies the right or left side of the [Default border] as the distance from the "Outer direction (opposite of binding point)".

F. Align crop mark

Displayed when a page set as a spread is opened. Turn this on to align the positions of the cropped border on the left and right pages. The positions of the cropped border on the left and right pages can be adjusted in [Gap].

G. Timeline

This is displayed if [Create moving illustration] is set in the [New] dialog. [How to show frames] allows you to select the method by which to display the number of frames in the [Timeline] palette.

> 🖉 **Memo**
> - **This is also displayed when a timeline is created by selecting the [Animation] menu→[Timeline]→[New time-line].**
> - **It is not displayed if the timeline is disabled by selecting the [Animation] menu→[Enable timeline].**

Frame number (starting from 1), Frame number (starting from 0)	Displays the number of frames for the entire timeline. The only difference between [Frame number (starting from 1)] and [Frame number (starting from 0)] is the start number of the frames.
Seconds + frame	The frame number is displayed as "number of seconds + frame number". The frame number starts from 1 again each time the second changes.
Time code	The frame number is displayed as "minutes:seconds:frame number" according to the playback time.

[Change basic page settings] Dialog Box (Animation)

The following items can be set if [Use of work] is set as [Animation] when creating a new canvas.
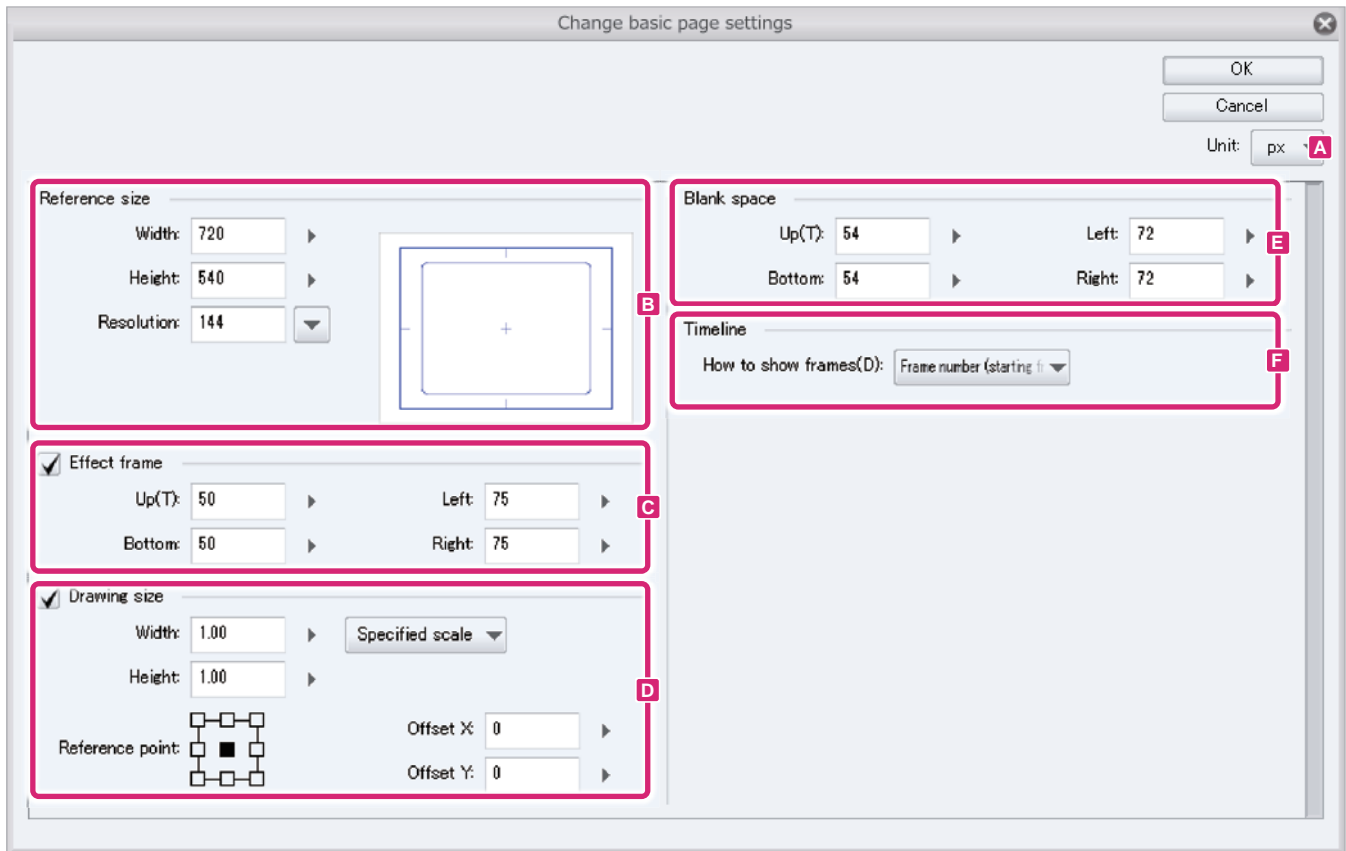
A. Unit

Select a unit for [Width] and [Height] from [cm], [mm], [in], [px] and [pt].

B. Reference size

Set the size and resolution of the reference frame of the canvas.

(1) Width

Configure the reference frame width.

(2) Height

Configure the reference frame height.

(3) Resolution

Input the resolution of the canvas. Clicking ▼ allows you to select the resolution.

C. Effect frame

Turn this on to set an effect frame on the canvas. Set the distance of the effect frame from the top, bottom, left and right edges of the reference frame (margin).

D. Drawing size

Turn this on to set a drawn frame on the canvas. This can be used when creating a cut for the vertical or horizontal scroll length.

(1) How to specify drawn frame

Set how to specify the drawn frame. The [Width] and [Height] are specified differently depending on this setting.

Specified scale	Specify a scale based on the reference size.
Specified size	Directly specify measurements for the [Width] and [Height].

(2) Width

Configure the drawn frame width.

(3) Height

Configure the drawn frame height.

(4) Reference point

Specify the position of the reference point (reference frame) in relation to the drawn frame.

(5) Offset X

Moves the position of the reference frame horizontally if the drawn frame is larger than the reference frame.

(6) Offset Y

Moves the position of the reference frame vertically if the drawn frame is larger than the reference frame.

E. Blank space

Set the blank space of the drawn frame. Turn [Drawn frame] off to create blank space in the reference frame.

Enter [Up], [Down], [Left] and [Right] to create blank space.

F. Timeline

[How to show frames] allows you to select the method by which to display the number of frames in the [Timeline] palette.

Frame number (starting from 1), Frame number (starting from 0)	Displays the number of frames for the entire timeline. The only difference between [Frame number (starting from 1)] and [Frame number (starting from 0)] is the start number of the frames.
Seconds + frame	The frame number is displayed as "number of seconds + frame number". The frame number starts from 1 again each time the second changes.
Time code	The frame number is displayed as "minutes:seconds:frame number" according to the playback time.

Change basic work settings

Selecting this menu item opens the [Change basic work settings] dialog box. The settings configured in the [New] dialog box can be changed for the entire work. The displayed window differs depending on the [Use of work] set in the [New] dialog.

The [Use of work] can be selected in the [Change basic work settings] dialog box. The settings configured in the [New] dialog box and [Show all comic settings] can be selected. Selecting a [Use of work] displays the settings related to the selected item.

A [Change basic work settings] dialog box specific to animation is displayed when [Animation] is selected from [Use of work] in the [New] dialog box. For information on settings specific to animation, see "[Change basic work settings] Dialog Box (Animation)" .
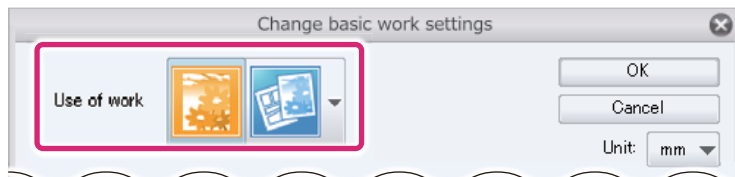

Illustration	Displayed when [Illustration] is set for [Use of work] in the [New] dialog. Select this to change settings related to illustrations. For information on each setting, see "[Change basic work settings] Dialog Box (Illustration)" .
Comic	Displayed when [Comic] is set for [Use of work] in the [New] dialog. Select this to change settings related to manga works. For information on each setting, see "[Change basic work settings] Dialog Box (Comic)" .
Printing of fanzine	Displayed when [Printing of fanzine] is set for [Use of work] in the [New] dialog. Select this to change settings related to printing of fanzines. For information on each setting, see "[Change basic work settings] Dialog Box (Printing of fanzine)" .
Show all comic settings	Displays all settings that can be configured for illustrations and manga when creating a new work. For information on each setting, see "[Change basic work settings] Dialog Box (Show all comic settings)" .

! Important

● **[Use of work] may not be displayed for files created in CLIP STUDIO PAINT Ver.1.3.9 or earlier. For details on setting items on the [Change basic work settings] dialog box, see "[Change basic work settings] Dialog Box (Show all comic settings)" .**

● **If the settings of a particular page are changed after configuring the settings in the [New] dialog box or [Change basic work settings] dialog box, the settings in the [Change basic work settings] dialog box are not applied to that page.**

✎ Memo

Settings for particular pages can be changed in the [Story] menu → [Change basic page settings]. For details, see "**Change basic page settings**" .

[Change basic work settings] Dialog Box (Illustration)

The window displayed when [Illustration] is selected from [Use of work] in the [Change basic work settings] dialog box.

(1) Unit

Select a unit for [Width] and [Height] from [cm], [mm], [in], [px] and [pt].

(2) Swap width/height

Swaps the width and height of the canvas.

(3) Width

Configure the width of the canvas.

(4) Height

Configure the height of the canvas.

(5) Default size (Canvas size)

Allows you to select a [Width] and [Height] for the canvas from default sizes.

(6) Resolution

Input the resolution of the canvas. Clicking ▼ allows you to select a resolution from 72 to 1200dpi.

(7) Basic expression color

Allows you to configure the basic expression color. Select from [Color], [Gray] and [Monochrome].

(8) Drawing color

Configures the drawing color for [Gray] and [Monochrome]. Configure the color with the [Black] and [White] buttons.

Gray

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as a gradient from black to transparent.
Only white button ON	The drawing color is configured as a gradient from white to transparent.
Both black and white buttons ON	The drawing color is configured as a gradient from black to white.

Monochrome

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as black or transparent.
Only white button ON	The drawing color is configured as white or transparent.
Both black and white buttons ON	The drawing color is configured as black, white or transparent.

> 🖊 **Memo**   For details on expression color and drawing color, see **"Explanation: Expression Color and Drawing Color"** .

(9) Number of basic screen frequency

Specify the number of tone (halftone dot) lines. The larger the value, the smaller will be the halftone dot. This is displayed when [Basic expression color] is set to [Gray] or [Monochrome].

(10) Paper color

You can configure a color for the [Paper layer]. Clicking the color indicator displays the [Color settings] dialog box. Specifying a color configures it to the [Paper layer].

> **Memo**
>
> - [Paper layer] is a monochrome layer at the bottom of the data. Hiding the [Paper layer] displays transparent areas of the image on the canvas in a checkered pattern.
> - The [Paper layer] color can be changed afterwards. You can double-click [Paper Layer] in the [Layer] palette to display the [Color settings] dialog box and change the color of the [Paper Layer].
> - For details on the [Color settings] dialog box, see **"[Advanced settings of color] Dialog Box *"** .

[Change basic work settings] Dialog Box (Comic)

The window displayed when [Comic] is selected from [Use of work] in the [Change basic work settings] dialog box.

A. Unit

The unit in which [Width] and [Height] are set. In this window, this is fixed as [mm].

B. Manga draft settings → Binding (finish) size

Configure settings related to manga manuscripts.

(1) Swap width/height

Swaps the width and height of the canvas.

(2) Width

Horizontal length to print.

(3) Height

Vertical length to print.

(4) Default size (Cropped border)

Allows you to select a [Width] and [Height] for the cropped border from default sizes.

(5) Bleed width

Configure [Bleed width]. You can select from [5mm] and [3mm].

The [Bleed width] is the extra margin to deal with misaligned [Cropped border] lines when trimming the edges of the pages. Draw up to the [Bleed width] area to print to the edge of the pages.

The area between the bleed border (the first border from the edge) and the cropped border (the second border from the edge) is the bleed border area.

(6) Resolution

You can set the resolution of the page. You can select a resolution from [600dpi] and [1200dpi] if [Basic expression color] is set to [Monochrome]. You can select a resolution from [350dpi] and [600dpi] if [Basic expression color] is set to [Color] or [Gray].

(7) Basic expression color

Allows you to configure the basic expression color. Select from [Color], [Gray] and [Monochrome].

(8) Drawing color

Configures the drawing color for [Gray] and [Monochrome]. Configure the color with the [Black] and [White] buttons.

Gray

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as a gradient from black to transparent.
Only white button ON	The drawing color is configured as a gradient from white to transparent.
Both black and white buttons ON	The drawing color is configured as a gradient from black to white.

Monochrome

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as black or transparent.
Only white button ON	The drawing color is configured as white or transparent.
Both black and white buttons ON	The drawing color is configured as black, white or transparent.

> ✏ **Memo**   For details on expression color and drawing color, see **"Explanation: Expression Color and Drawing Color"** .

(9) Number of basic screen frequency

Specify the number of tone (halftone dot) lines. The larger the value, the smaller will be the halftone dot. This is displayed when [Basic expression color] is set to [Gray] or [Monochrome].

C. Setting for fanzine

Configures settings related to printing fanzines.

(1) Check whether to export fanzine printing data

Turn this on and click [OK] in the [Change basic work settings] dialog box to check whether your fanzine printing data can be exported. A message is displayed if the data cannot be exported as fanzine printing data.

D. Multiple pages

You can create a work consisting of multiple pages and configure settings such as the number of pages and binding direction.

(1) Number of pages

Input the number of pages to create in the input field. Clicking ▼ allows you to select the number of pages.

> ✎ **Memo**   **A number lower than the current number of pages cannot be set.**

(2) Binding point

Selects the direction in which to bind the book. Select either [Left binding] or [Right binding].

> ✎ **Memo**   **Generally, [Right binding] is used if the dialog and text are written vertically and [Left binding] is used if they are written horizontally.**

(3) Start page

Configures the orientation of the start page in the book.

- When the start page is a left page, select [Left].
- When the start page is a right page, select [Right].

> ✎ **Memo**   **[Start page] cannot be set if [Cover page] is turned on.**

E. Cover page

You can add a cover page to a work and configure settings such as the drawing color and resolution.

(1) Cover page

When switched from off to on, you can set a cover page for the work. The first and last pages are replaced with a [Cover page], [Cover page (back)], [Back cover page (back)] and [Back cover page].

When switched from On to Off, the [Cover page], [Cover page (back)], [Back cover page (back)] and [Back cover page] remain but are changed to normal pages.

> ✎ **Memo**
> - **When [Cover page] is turned on and [OK] is clicked in the [Change basic work settings] dialog box, a message saying "Set existing pages as cover pages?" may be displayed. Click [No] to add new cover pages at the beginning and end of the work.**
> - **The existing settings of the cover pages or the pages replaced by normal pages are maintained when the [Cover page] setting is changed. Make sure that settings such as [Resolution] and [Basic expression color] in the [Story] menu → [Change basic page settings] match the settings in the [Change basic work settings] dialog box. For details on how to configure the settings, see "Change basic page settings".**

! Important

When [Cover page] is turned on and [OK] is clicked in the [Change basic work settings] dialog box, a message saying "Added a cover page because the cover page cannot be replaced in this composition." may be displayed. If 4 or more pages are added for [Number of pages] in the [Change basic work settings] dialog box and [OK] is clicked, a [Cover page], [Cover page (back)], [Back cover page (back)] and [Back cover page] are added at the beginning and end of the work.

If pages cannot be replaced with cover pages in the [Change basic work settings] dialog, this may be caused by the following issues:

- The work contains fewer than 4 pages.

- An odd number of pages are set for the work.

- The first page is a spread page and the pages set as the [Cover page (back)] and [Back cover page (back)] are a spread page.

- The first page is a spread page and [Binding point] is set as [Right binding] but [Start page] is set as [Left] or [Binding point] is set as [Left binding] but [Start page] is set as [Right].

- The first page is a single page and the pages set as the [Cover page (back)], [Back cover page (back)] and [Back cover page] are a spread page.

- The first page is a single page, [Binding point] is set as [Right binding] and [Start page] is set as [Right] or [Binding point] is set as [Left binding] but [Start page] is set as [Left].

To replace the pages with cover pages, change the following settings:

(1) Turn [Cover page] off in the [Change basic work settings] dialog box.

(2) Change the [Multiple pages] setting to resolve the above issues and click [OK].

(3) Display the [Change basic work settings] dialog box again and turn [Cover page] on.

(2) Resolution

You can set the resolution of the cover page. You can select a resolution from [600dpi] and [1200dpi] if [Basic expression color] is set to [Monochrome]. You can select a resolution from [350dpi] and [600dpi] if [Basic expression color] is set to [Color] or [Gray].

(3) Basic expression color

Allows you to configure the basic expression color. Select from [Color], [Gray] and [Monochrome].

(4) Drawing color

Configures the drawing color for [Gray] and [Monochrome]. Configure the color with the [Black] and [White] buttons.

Gray

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as a gradient from black to transparent.
Only white button ON	The drawing color is configured as a gradient from white to transparent.
Both black and white buttons ON	The drawing color is configured as a gradient from black to white.

Monochrome

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as black or transparent.
Only white button ON	The drawing color is configured as white or transparent.
Both black and white buttons ON	The drawing color is configured as black, white or transparent.

Memo

For details on expression color and drawing color, see "Explanation: Expression Color and Drawing Color" .

(5) Number of basic screen frequency

Specify the number of tone (halftone dot) lines. The larger the value, the smaller will be the halftone dot. This is displayed when [Basic expression color] is set to [Gray] or [Monochrome].

(6) Paper color

You can configure a color for the [Paper layer]. Clicking the color indicator displays the [Color settings] dialog box. Specifying a color configures it to the [Paper layer]. This is displayed when [Basic expression color] is set to [Color].

> ✎ **Memo**
> - [Paper layer] is a monochrome layer at the bottom of the data. Hiding the [Paper layer] displays transparent areas of the image on the canvas in a checkered pattern.
> - The [Paper layer] color can be changed afterwards. You can double-click [Paper Layer] in the [Layer] palette to display the [Color settings] dialog box and change the color of the [Paper Layer].
> - For details on the [Color settings] dialog box, see **"[Advanced settings of color] Dialog Box *"** .

F. Story Information/Folio

Set the scope of application of the story information and folio.

(1) Reset setting changes page by page

When turned on, the position, size, edge settings and the like for the [Story information] and pagination for all pages adjusted individually with tools and palettes are disabled and changed to the values configured on the [Change basic work settings] dialog box.

G. Story information

Input [Story name], [Number of stories], [Subtitle], [Author], [Page number], and so on. The input content is displayed outside the bleed border (in the non-printable area). Input is unnecessary when there is no relevant information.

(1) Story name

Input a title for the manga or comic book. A pull down menu allows you to configure the display position of [Story name].

(2) Number of stories

When turned on, you can enter the number of stories in the work.

(3) Subtitle

Input the subtitle for the manga or comic book.

(4) Author

Input the name of the author(s), club and the like. A pull down menu allows you to configure the display position of [Author].

(5) Page number

When turned on, you can set page numbers in the work. A pull down menu allows you to configure the display position of the [Page number]. The start number of the page numbers can also be set in [Start number].

H. Folio

Configure the page number displayed when the manga or comic is bound in a book.

(1) Start number

Input the starting page number.

(2) Color

Configure the color for the page number. Configure either [Black] or [White].

(3) Put edges

When turned on, an edge will be added to the page number text. The input field on the right allows you to configure the thickness of the edge.

(4) Folio

When turned on, page numbers are indicated inside the page. A pull down menu allows you to configure the display position of the page number.

(5) Format

Configure the text to be added before and/or after the page number, if any. Input the text in the fields on the left and right, respectively.

(6) Gap with default border

The gap between the folio and the default border can be set. The larger the value, the wider the gap between the default border and the folio.

(7) Font

Select the font to use for the page number.

(8) Size

Configure the font size for the page number.

(9) Blind folio

When turned on, hidden page numbers are indicated in the lower part of the gutter (the side where the book is bound). Settings such as font and size cannot be configured for [Blind folio].

[Change basic work settings] Dialog Box (Printing of fanzine)

The window displayed when [Printing of fanzine] is selected from [Use of work] in the [Change basic work settings] dialog box.

A. Unit

The unit in which [Width] and [Height] are set. In this window, this is fixed as [mm].

B. Manga draft settings → Binding (finish) size

Configure settings related to manga manuscripts.

(1) Width

Displays the horizontal length to print.

(2) Height

Displays the vertical length to print.

(3) Default size (Cropped border)

Allows you to select a [Width] and [Height] for the cropped border from default sizes.

(4) Bleed width

Configure [Bleed width]. You can select from [5mm] and [3mm]. Selecting a printing place in [Fanzine printing shop] automatically sets the [Bleed width] recommended by the printing place.

The [Bleed width] is the extra margin to deal with misaligned [Cropped border] lines when trimming the edges of the pages. Draw up to the [Bleed width] area to print to the edge of the pages.

The area between the bleed border (the first border from the edge) and the cropped border (the second border from the edge) is the bleed border area.

(5) Resolution

You can set the resolution of the page. If a printing place is selected in [Fanzine printing shop], it is possible to select a resolution from those recommended by the printing place.

(6) Basic expression color

Allows you to configure the basic expression color. Select from [Color], [Gray] and [Monochrome].

(7) Drawing color

Configures the drawing color for [Gray] and [Monochrome]. Configure the color with the [Black] and [White] buttons.

Gray

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as a gradient from black to transparent.
Only white button ON	The drawing color is configured as a gradient from white to transparent.
Both black and white buttons ON	The drawing color is configured as a gradient from black to white.

Monochrome

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as black or transparent.
Only white button ON	The drawing color is configured as white or transparent.
Both black and white buttons ON	The drawing color is configured as black, white or transparent.

🖉 **Memo**   For details on expression color and drawing color, see **"Explanation: Expression Color and Drawing Color"** .

(8) Number of basic screen frequency

Specify the number of tone (halftone dot) lines. The larger the value, the smaller will be the halftone dot. This is displayed when [Basic expression color] is set to [Gray] or [Monochrome].

C. Setting for fanzine

Configures settings related to printing fanzines.

(1) Fanzine printing shop

Select the name of the printing shop from which to request printing. Select [General settings] if there are no applicable companies.

(2) Home Page

The URL of the website of the printing place selected in [Fanzine printing shop]. Click the URL to launch your web browser and display the website of the printing place. This item is not displayed if [General settings] or [Do not specify fanzine printing place] is selected.

(3) Check whether to export fanzine printing data

Turn this on and click [OK] in the [Change basic work settings] dialog box to check whether your fanzine printing data can be exported. A message is displayed if the data cannot be exported as fanzine printing data.

D. Multiple pages

You can create a work consisting of multiple pages and configure settings such as the number of pages and binding direction.

(1) Number of pages

Input the number of pages to create in the input field. Clicking ▼ allows you to select the number of pages.

If [Cover page] is turned on, include the cover page when setting the number of pages. The numbers of pages that can be selected differ depending on the settings.

> ✏️ **Memo**   **A number lower than the current number of pages cannot be set.**

(2) Binding point

Selects the direction in which to bind the book. Select either [Left binding] or [Right binding].

> ✏️ **Memo**   **Generally, [Right binding] is used if the dialog and text are written vertically and [Left binding] is used if they are written horizontally.**

E. Cover page

You can add a cover page to a work and configure settings such as the drawing color and resolution.

(1) Resolution

You can set the resolution of the cover page. If a printing place is selected in [Fanzine printing shop], it is possible to select a resolution from those recommended by the printing place.

(2) Basic expression color

Allows you to configure the basic expression color. Select from [Color], [Gray] and [Monochrome].

(3) Drawing color

Configures the drawing color for [Gray] and [Monochrome]. Configure the color with the [Black] and [White] buttons.

Gray

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as a gradient from black to transparent.
Only white button ON	The drawing color is configured as a gradient from white to transparent.
Both black and white buttons ON	The drawing color is configured as a gradient from black to white.

Monochrome

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as black or transparent.
Only white button ON	The drawing color is configured as white or transparent.
Both black and white buttons ON	The drawing color is configured as black, white or transparent.

> ✏️ **Memo**   **For details on expression color and drawing color, see "Explanation: Expression Color and Drawing Color" .**

(4) Number of basic screen frequency

Specify the number of tone (halftone dot) lines. The larger the value, the smaller will be the halftone dot. This is displayed when [Basic expression color] is set to [Gray] or [Monochrome].

(5) Paper color

You can configure a color for the [Paper layer]. Clicking the color indicator displays the [Color settings] dialog box. Specifying a color configures it to the [Paper layer]. This is displayed when [Basic expression color] is set to [Color].

> ✎ **Memo**
>
> - **[Paper layer] is a monochrome layer at the bottom of the data. Hiding the [Paper layer] displays transparent areas of the image on the canvas in a checkered pattern.**
> - **The [Paper layer] color can be changed afterwards. You can double-click [Paper Layer] in the [Layer] palette to display the [Color settings] dialog box and change the color of the [Paper Layer].**
> - **For details on the [Color settings] dialog box, "[Advanced settings of color] Dialog Box *" see.**

F. Story Information/Folio

Set the scope of application of the story information and folio.

(1) Reset setting changes page by page

When turned on, the position, size, edge settings and the like for the [Story information] and pagination for all pages adjusted individually with tools and palettes are disabled and changed to the values configured on the [Change basic work settings] dialog box.

G. Story information

Input information such as the story name and author name. The input content is displayed outside the bleed border (in the non-printable area). Input is unnecessary when there is no relevant information.

(1) Story name

Input a title for the manga or comic book. A pull down menu allows you to configure the display position of [Story name].

(2) Author

Input the name of the author(s), club and the like. A pull down menu allows you to configure the display position of [Author].

H. Folio

Configure the page number displayed when the manga or comic is bound in a book.

(1) Folio

When turned on, page numbers are indicated inside the page. A pull down menu allows you to configure the display position of the page number.

(2) Format

Configure the text to be added before and/or after the page number, if any. Input the text in the fields on the left and right, respectively.

(3) Font

Select the font to use for the page number.

(4) Size

Configure the font size for the page number.

(5) Blind folio

When turned on, hidden page numbers are indicated in the lower part of the gutter (the side where the book is bound). Settings such as font and size cannot be configured for [Blind folio].

[Change basic work settings] Dialog Box (Show all comic settings)

The window displayed when [Show all comic settings] is selected from [Use of work] in the [Change basic work settings] dialog box. The same settings are also displayed if [Use of work] is not displayed in the [Change basic work settings] dialog box.

A. Unit

Select a unit for [Width] and [Height] from [cm], [mm], [in], [px] and [pt].

B. Canvas

Configures settings related to the canvas.

> **Memo**
> - When [Manga draft settings] is turned off, [Canvas size] becomes the final size.
> - When [Manga draft settings] is turned on, [Binding (finish) size] becomes the final size when bound in a book.

(1) Swap width/height

Swaps the width and height of the canvas.

(2) Width

Configure the width of the canvas.

(3) Height

Configure the height of the canvas.

(4) Resolution

Input the resolution of the canvas. Clicking ▼ allows you to select the resolution.

(5) Basic expression color

Allows you to configure the basic expression color. Select from [Color], [Gray] and [Monochrome].

(6) Drawing color

Configures the drawing color for [Gray] and [Monochrome]. Configure the color with the [Black] and [White] buttons.

Gray

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as a gradient from black to transparent.
Only white button ON	The drawing color is configured as a gradient from white to transparent.
Both black and white buttons ON	The drawing color is configured as a gradient from black to white.

Monochrome

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as black or transparent.
Only white button ON	The drawing color is configured as white or transparent.
Both black and white buttons ON	The drawing color is configured as black, white or transparent.

> ✎ **Memo**   For details on expression color and drawing color, see **"Explanation: Expression Color and Drawing Color"** .

(7) Number of basic screen frequency

Specify the number of tone (halftone dot) lines. The larger the value, the smaller will be the halftone dot. This is displayed when [Basic expression color] is set to [Gray] or [Monochrome].

(8) Paper color

You can configure a color for the [Paper layer]. Clicking the color indicator displays the [Color settings] dialog box. Specifying a color configures it to the [Paper layer].

> ✎ **Memo**
> - **[Paper layer] is a monochrome layer at the bottom of the data. Hiding the [Paper layer] displays transparent areas of the image on the canvas in a checkered pattern.**
> - **The [Paper layer] color can be changed afterwards. You can double-click [Paper Layer] in the [Layer] palette to display the [Color settings] dialog box and change the color of the [Paper Layer].**
> - **For details on the [Color settings] dialog box, "[Advanced settings of color] Dialog Box *" see.**

C. Manga draft settings

Turning on this item creates [Crop mark], [Default border(inner)], [Cropped border] and [Bleed border] on the canvas.

Configuring the sizes of [Bleed border], [Default border] and [Canvas] displays guides on the canvas.

D. Manga draft settings → Binding (finish) size

Configure settings related to manga manuscripts.

(1) Width

Horizontal length to print.

(2) Height

Vertical length to print.

(3) Default size (Cropped border)

Allows you to select a [Width] and [Height] for the cropped border from default sizes.

(4) Bleed width

Configure the extra margin to deal with misaligned [Cropped border] lines when trimming the edges of the pages. Draw up to the [Bleed width] area to print to the edge of the pages.

The area between the bleed border (the first border from the edge) and the cropped border (the second border from the edge) is the bleed border area.

E. Manga draft settings → Default border (inner)

Configure the border that will be the reference for laying out the frames. There are two ways of specifying the default border: by size and position, or by margin. This item is displayed when [Manga draft settings] is turned on.

(1) Default size (Default border)

Allows you to select a [Width] and [Height] for the default border from default sizes.

(2) How to specify default border

Configures how to specify the size and position of the default border. Displayed items vary depending on the content configured in [Default border settings].

Set size	Configures the default border based on the size and position.
Set margin	Configures the default border based on the distance from the left, right, top and bottom edges of the paper.

(3) Default border settings

Configures the size and position of the default border. Displayed items vary depending on the item selected in [How to specify default border].

Set size

Configures the default border based on the size and position.

Width	Width of the [Default border].
Height	Length of the [Default border].
X offset	Horizontal position of the [Default border].
Y offset	Vertical position of the [Default border].

> ✏ **Memo**
> - When [X offset] is 0, that means the [Default border] is centrally located with respect to the [Cropped border] on the left and right.
> - When [Y offset] is 0, that means the [Default border] is centrally located with respect to the [Cropped border] at the top and bottom.

Set margin

Configures the default border based on the distance from the left, right, top and bottom edges of the cropped border.

Top	Specifies the upper side of the [Default border] as the distance from the top of the cropped border.
Bottom	Specifies the lower side of the [Default border] as the distance from the bottom of the cropped border.
Gutter	Specifies the right or left side of the [Default border] as the distance from the "Direction of the binding point".
Front	Specifies the right or left side of the [Default border] as the distance from the "Outer direction (opposite of binding point)".

F. Setting for fanzine

Configures settings related to printing fanzines.

(1) Fanzine printing shop

Select the name of the printing shop from which to request printing. Select [Do not specify fanzine printing place] if you do not want to set a fanzine printing place.

(2) Home Page

The URL of the website of the printing place selected in [Fanzine printing shop]. Click the URL to launch your web browser and display the website of the printing place. This item is not displayed if [General settings] or [Do not specify fanzine printing place] is selected.

(3) Check whether to export fanzine printing data

Turn this on and click [OK] in the [Change basic work settings] dialog box to check whether your fanzine printing data can be exported. A message is displayed if the data cannot be exported as fanzine printing data.

G. Multiple pages

You can create a work consisting of multiple pages and configure settings such as the number of pages and binding direction.

(1) Number of pages

Input the number of pages to create in the input field. Clicking ▼ allows you to select the number of pages.

If [Cover page] is turned on, include the cover page when setting the number of pages. The numbers of pages that can be selected differ depending on the settings.

> ✎ **Memo**   **A number lower than the current number of pages cannot be set.**

(2) Binding point

Selects the direction in which to bind the book. Select either [Left binding] or [Right binding].

> ✎ **Memo**   **Generally, [Right binding] is used if the dialog and text are written vertically and [Left binding] is used if they are written horizontally.**

(3) Start page

Configures the orientation of the start page in the book.

- When the start page is a left page, select [Left].
- When the start page is a right page, select [Right].

> ✎ **Memo**   **[Start page] cannot be set if [Cover page] is turned on.**

H. Cover page

You can add a cover page to a work and configure settings such as the drawing color and resolution.

(1) Cover page

When switched from off to on, you can set a cover page for the work. The first and last pages are replaced with a [Cover page], [Cover page (back)], [Back cover page (back)] and [Back cover page].

When switched from On to Off, the [Cover page], [Cover page (back)], [Back cover page (back)] and [Back cover page] remain but are changed to normal pages.

> **✎ Memo**
>
> - When [Cover page] is turned on and [OK] is clicked in the [Change basic work settings] dialog box, a message saying "Set existing pages as cover pages?" may be displayed. Click [No] to add new cover pages at the beginning and end of the work.
> - The existing settings of the cover pages or the pages replaced by normal pages are maintained when the [Cover page] setting is changed. Make sure that settings such as [Resolution] and [Basic expression color] in the [Story] menu → [Change basic page settings] match the settings in the [Change basic work settings] dialog box. For details on how to configure the settings, see **"Change basic page settings"** .

> **⚠ Important**
>
> When [Cover page] is turned on and [OK] is clicked in the [Change basic work settings] dialog box, a message saying "Added a cover page because the cover page cannot be replaced in this composition." may be displayed. If 4 or more pages are added for [Number of pages] in the [Change basic work settings] dialog box and [OK] is clicked, a [Cover page], [Cover page (back)], [Back cover page (back)] and [Back cover page] are added at the beginning and end of the work.
> If pages cannot be replaced with cover pages in the [Change basic work settings] dialog, this may be caused by the following issues:
>
> - The work contains fewer than 4 pages.
> - An odd number of pages are set for the work.
> - The first page is a spread page and the pages set as the [Cover page (back)] and [Back cover page (back)] are a spread page.
> - The first page is a spread page and [Binding point] is set as [Right binding] but [Start page] is set as [Left] or [Binding point] is set as [Left binding] but [Start page] is set as [Right].
> - The first page is a single page and the pages set as the [Cover page (back)], [Back cover page (back)] and [Back cover page] are a spread page.
> - The first page is a single page, [Binding point] is set as [Right binding] and [Start page] is set as [Right] or [Binding point] is set as [Left binding] but [Start page] is set as [Left].
>
> To replace the pages with cover pages, change the following settings:
>
> (1) Turn [Cover page] off in the [Change basic work settings] dialog box.
> (2) Change the [Multiple pages] setting to resolve the above issues and click [OK].
> (3) Display the [Change basic work settings] dialog box again and turn [Cover page] on.

(2) Resolution

Input the cover page resolution. Clicking ▼ allows you to select a resolution from 72dpi to 1200dpi.

(3) Basic expression color

Allows you to configure the basic expression color. Select from [Color], [Gray] and [Monochrome].

(4) Drawing color

Configures the drawing color for [Gray] and [Monochrome]. Configure the color with the [Black] and [White] buttons.

<u>Gray</u>

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as a gradient from black to transparent.
Only white button ON	The drawing color is configured as a gradient from white to transparent.
Both black and white buttons ON	The drawing color is configured as a gradient from black to white.

<u>Monochrome</u>

The drawing color is configured as follows with the [Black] and [White] buttons.

Only black button ON	The drawing color is configured as black or transparent.
Only white button ON	The drawing color is configured as white or transparent.
Both black and white buttons ON	The drawing color is configured as black, white or transparent.

> ✏ **Memo**　　**For details on expression color and drawing color, see "Explanation: Expression Color and Drawing Color" .**

(5) Number of basic screen frequency

Specify the number of tone (halftone dot) lines. The larger the value, the smaller will be the halftone dot. This is displayed when [Basic expression color] is set to [Gray] or [Monochrome].

(6) Paper color

You can configure a color for the [Paper layer]. Clicking the color indicator displays the [Color settings] dialog box. Specifying a color configures it to the [Paper layer]. This is displayed when [Basic expression color] is set to [Color].

> ✏ **Memo**
> - **[Paper layer] is a monochrome layer at the bottom of the data. Hiding the [Paper layer] displays transparent areas of the image on the canvas in a checkered pattern.**
> - **The [Paper layer] color can be changed afterwards. You can double-click [Paper Layer] in the [Layer] palette to display the [Color settings] dialog box and change the color of the [Paper Layer].**
> - **For details on the [Color settings] dialog box, see "[Advanced settings of color] Dialog Box *" .**

I.　Story Information/Folio

Set the scope of application of the story information and folio.

(1) Reset setting changes page by page

When turned on, the position, size, edge settings and the like for the [Story information] and pagination for all pages adjusted individually with tools and palettes are disabled and changed to the values configured on the [Change basic work settings] dialog box.

J.　Story information

Input [Story name], [Number of stories], [Subtitle], [Author], [Page number], and so on. The input content is displayed outside the bleed border (in the non-printable area). Input is unnecessary when there is no relevant information.

(1) Story name

Input a title for the manga or comic book. A pull down menu allows you to configure the display position of [Story name].

(2) Number of stories

When turned on, you can enter the number of stories in the work.

(3) Subtitle

Input the subtitle for the manga or comic book.

(4) Author

Input the name of the author(s), club and the like. A pull down menu allows you to configure the display position of [Author].

(5) Page number

When turned on, you can set page numbers in the work. A pull down menu allows you to configure the display position of the [Page number]. The start number of the page numbers can also be set in [Start number].

K. Folio

Configure the page number displayed when the manga or comic is bound in a book.

(1) Start number

Input the starting page number.

(2) Color

Configure the color for the page number. Configure either [Black] or [White].

(3) Put edges

When turned on, an edge will be added to the page number text. The input field on the right allows you to configure the thickness of the edge.

(4) Folio

When turned on, page numbers are indicated inside the page. A pull down menu allows you to configure the display position of the page number.

(5) Format

Configure the text to be added before and/or after the page number, if any. Input the text in the fields on the left and right, respectively.

(6) Gap with default border

The gap between the folio and the default border can be set. The larger the value, the wider the gap between the default border and the folio.

(7) Font

Select the font to use for the page number.

(8) Size

Configure the font size for the page number.

(9) Blind folio

When turned on, hidden page numbers are indicated in the lower part of the gutter (the side where the book is bound). Settings such as font and size cannot be configured for [Blind folio].

[Change basic work settings] Dialog Box (Animation)

Displayed when [Animation] is selected for [Use of work] in the [New] dialog box. This allows you to change settings related to animation works.

(1) Unit

Select a unit for [Width] and [Height] from [cm], [mm], [in], [px] and [pt].

(2) Story name

Input the story name. A pull down menu allows you to configure the display position of [Story name]. The input information is displayed in the blank space.

(3) Number of stories

Allows you to input the number of stories for the manga or comic book.

(4) Reset setting changes page by page

Turn this on to stop adjustments made to one page, such as various frame sizes and the story information position, from being applied to all the other pages.

(5) Manage files using folders

Turn this on to manage multiple files in folders. Click [OK] in the [Change basic work settings] dialog to display the [Create story folder] dialog and create a folder for managing files.

> ✎ **Memo**   **For [Create story folder] dialog box, see "Saving Files Created from a Single-page File" .**

(6) Cel template

Turn this on to display the [Template] dialog, which allows you to select a template (layer configuration) for cels. Cel templates are applied at the same time a cel is created by selecting [Animation] → [New animation cel]. If a template is already set, you can display the [Template] dialog by clicking the template name button.

Sort page file names *

it is possible to reassign file names so that the pages managed in the [Page Manager] window have the same numbers as the page numbers indicated in the [Page Manager] window.

For example, if the cover page is page 1 and the main text starts from page 3, the file name of the cover page is changed to "page0001.clip" and the file names for the main text are changed to "page0003.clip", "page0004.clip", "page0005.clip", etc.

For 2-page spreads in the main text, both page numbers are used in the file name ("page0006-page0007.clip", etc.).

> ✎ **Memo**   **[Sort page file names] cannot be used when using the group work function.**

Page manager

Selecting the menu item displays the [Page Manager] window.
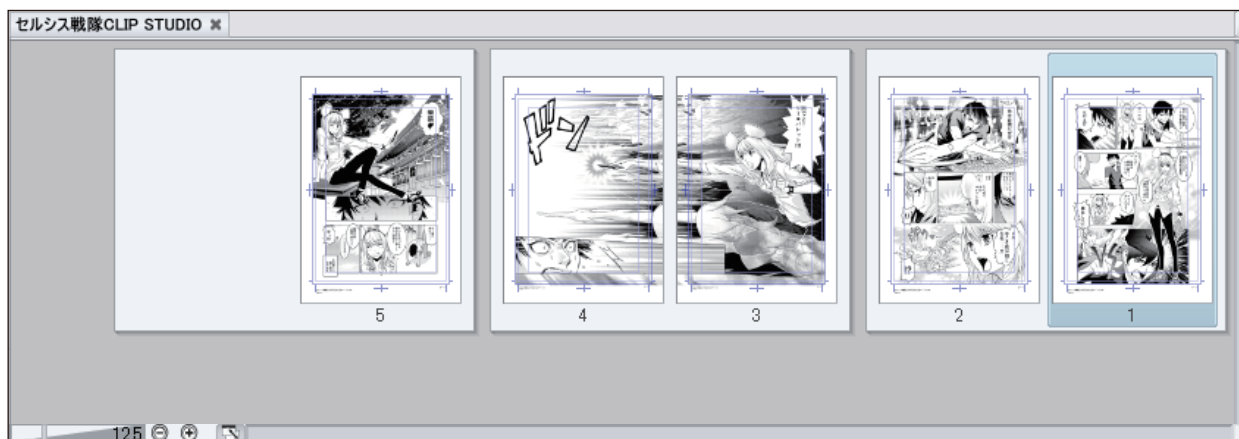
Page manager window

> ✎ **Memo**   For details on the [Page Manager] window, see **"Page Manager Window"** .

Page manager layout

Allows you to configure the layout of the [Page Manager] window. Available layout options are: [Tab], [Left], [Right], [Top] and [Bottom].

Page manager window layout: Tab

Page manager window layout: Left

Page manager window layout: Right

Page manager window layout: Up

Page manager window layout: Bottom

Binding process

[Binding process] is a function for publishing works created as fanzines.
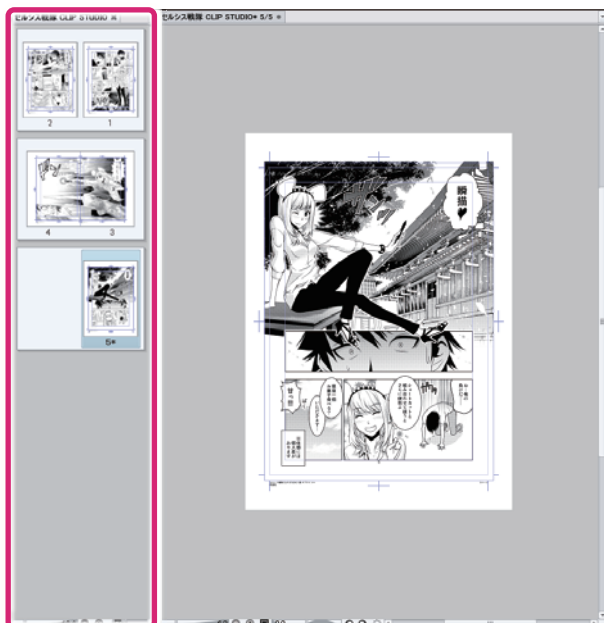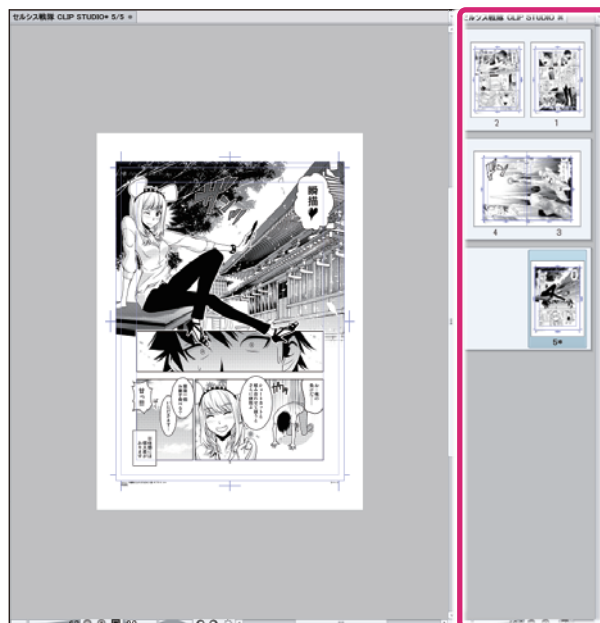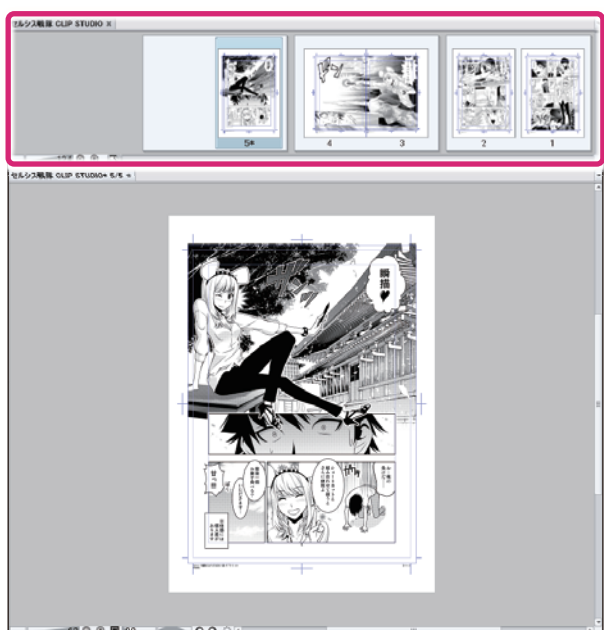
Show binding list

Selecting this item switches from the [Page Manager] window to the [Show binding list] window. [Show binding list] allows you to confirm and edit the print layout of the cover page, back cover page and main text of the work, as well as information on each page.

! Important	**[Show binding list] cannot be set when the [Page Manager] window is not displayed.**

🖉 Memo	**To restore the [Story] window, select the [Story] menu → [Binding process] → [Show binding list] again.**

[Show binding list] window

(1) No.

A number indicating the order of the work as a whole.

(2) Thumbnails

Thumbnails of each page. Double click a thumbnail to open the page (canvas).

(3) Confirm

Displays a message when confirmation of an item is required, such as when there is an issue with the data.

! Important	**For information on solutions when a message is displayed in [Confirm], see "Confirmation message" .**

(4) Flatplan

Shows the layout for printing and binding the work, including the cover page, back cover page and main text.

(5) Printing file name

The file name of each page when exporting fanzine printing data.

(6) Folio

The number of the page within the work. "-" is displayed for pages set not to use a folio.

(7) Basic expression color

The [Basic expression color] of each page. Allows you to confirm whether [Color], [Gray] or [Monochrome] is set.

(8) Resolution

The resolution of each page.

(9) Memo

Allows you to leave notes such as messages for the printing place or reminders about the manuscript. Double clicking the field allows you to enter a note. In addition to confirming notes in this window, notes can be exported to a text file when exporting the fanzine printing data.

Confirmation message

If a message is displayed in the [Confirm] field of the [Binding list] window, the following methods may resolve the issue.

Message	Solution
No setting for cropped border.	This is displayed if a binding (finish) size is not set. Open the page, select the [Story] menu → [Change basic page settings], turn on [Manga draft settings] and set the [Binding (finish) size]. For details on how to configure, see "Change basic page settings" .
Finish size differs from basic size.	This is displayed when the [Binding (finish) size] set in the [New] dialog box differs from the [Binding (finish) size] on the page. Open the page, select the [Story] menu → [Change basic page settings], turn on [Manga draft settings] and set the [Binding (finish) size] so that it matches the other pages. For details on how to configure, see "Change basic page settings" .
Bleed width is not set.	This is displayed if a Bleed width is not set for the work. Open the page, select the [Story] menu → [Change basic page settings], turn on [Manga draft settings] and set the [Bleed width]. For details on how to configure, see "Change basic page settings" .
Bleed width is different from width of basic setting.	This is displayed when the [Bleed width] set in the [New] dialog box differs from the Bleed width on the page. Open the page, select the [Story] menu → [Change basic page settings], turn on [Manga draft settings] and set the [Bleed width] so that it matches the other pages. For details on how to configure, see "Change basic page settings" .
Cover page is set with monochrome, but basic expression colors on canvas aren't set with monochrome.	This is displayed when the cover page is set to [Monochrome] but its [Basic expression color] is set to [Color] or [Gray]. Open to the applicable page and set [Basic expression color] to [Monochrome] in the [Story] menu → [Change basic page settings]. For details on how to configure, see "Change basic page settings" .
Cover page is set with gray, but basic expression colors on canvas are set with monochrome.	This is displayed when the cover page is set to [Color] or [Gray] but its [Basic expression color] is set to [Monochrome]. Open to the applicable page and set [Basic expression color] to [Color] or [Gray] in the [Story] menu → [Change basic page settings]. For details on how to configure, see "Change basic page settings" .
Main text is set with monochrome, but basic expression colors on canvas aren't set with monochrome.	This is displayed when the main text is set to [Monochrome] but its [Basic expression color] is set to [Color] or [Gray]. Open to the applicable page and set [Basic expression color] to [Monochrome] in the [Story] menu → [Change basic page settings]. For details on how to configure, see "Change basic page settings" .
Width of back is set to 0.0mm or narrower than it.	This is displayed when the width of the back (crop mark alignment width) on the cover page is set to 0.0mm. Open the page, turn on [Align crop mark] in the [Story] menu →[Change basic page settings] and set the [Gap] (back width). For details on how to configure, see "Change basic page settings" .

Message	Solution
Resolution may be set to the value that fanzine printing place doesn't accept.	This is displayed if the resolution differs from that specified by the printing place. The images may be scaled up or down when executing [Export fanzine printing data]. To output the data in its original resolution, use the [File] menu → [Export multiple pages] → [Batch export]. For details, see "Export multiple pages [EX]" → "Batch export" .
Layer with expression color that cannot be reproduced with basic expression colors may be contained.	This is displayed when a page contains a layer with a larger number of colors than the [Basic expression color] of the page. For example, if [Basic expression color] is set to [Monochrome], layers with [Color] or [Gray] set as the expression color cannot be reproduced. Open the page and change the expression color or apply tone to the layer. For details on how to configure, see "Layer Property Palette [PRO/EX]" .
Folio is outside of cropped border.	This is displayed when the folio is outside the cropped border. Open the page and use the [Object] sub tool to move the folio inside the cropped border.
Text is outside of or near cropped border.	This is displayed when text such as dialog is outside or near the cropped border. Open the page and use the [Object] sub tool to move the text so that it is at least 5mm inward from the cropped border.
Main text page is set to export with color.	This is displayed if the [Basic expression color] of the main text pages in the work is set to [Color] or [Grey]. Open to the applicable page and set [Basic expression color] to [Monochrome] in the [Story] menu → [Change basic page settings]. For details on how to configure, see "Change basic page settings" .
Resolution is different from the basic settings of cover page.	This is displayed when the cover page resolution set in the [New] dialog box differs from the actual resolution of the cover page. Open to the applicable page and set the cover page resolution in the [Story] menu → [Change basic page settings] so that it matches the basic settings. For details on how to configure, see "Change basic page settings" .
Resolution is different from the basic settings of main text.	This is displayed when the main text resolution set in the [New] dialog box differs from the actual resolution of the main text. Open to the applicable page and set the main text resolution in the [Story] menu → [Change basic page settings] so that it matches the basic settings. For details on how to configure, see "Change basic page settings" .

Settings of printing file name

You can add text to the beginning or end of the file name used when exporting fanzine printing data.

1 Select the command

Select the [Story] menu → [Binding process] → [Settings of printing file name].

2 Configure the text to be added

Configure this setting in the [Settings of printing file name].

(1) Enter the text to be added to the printing file name in [Prefix] or [Suffix] for [Cover page], [Back cover page] or [Main text].

(2) Click [OK].

3 The text is added to the file name

The configured text is added to [Printing file name] in the [Binding list screen].

[Settings of printing file name] dialog box

(1) Cover page

Allows you to configure text to be added to the printing file name of the cover page.

(2) Back cover page

Allows you to configure text to be added to the printing file name of the back cover page.

> 🖉 **Memo**　　The [Prefix] and [Suffix] settings for [Back cover page] are not applied if the cover page is a spread.

(3) Main text

Allows you to configure text to be added to the printing file name of the main text.

(4) Prefix

Allows you to configure text to be added to the beginning of the printing file name.

(5) Suffix

Allows you to configure text to be added to the end of the printing file name.

Enable to sort the order of cover page

Select this item to move (rearrange) the pages set as [Cover page], [Cover page (back)], [Back cover page] and [Back cover page (back)] in the [Page Manager] window and [Show binding list].

If the same items are selected again, [Cover page], [Cover page (back)], [Back cover page] and [Back cover page (back)] are locked and cannot be moved.

Edit text

The [Edit text] function allows you to batch-edit dialog (text) in the work using the [Story editor]. You can use functions such as Search and Replacement or enter all dialog (text) at once before drawing the illustrations.

[Edit text] operations

The following operations can be performed in [Edit text] in the [Story] menu.

Show story editor	"Open story editor"
Add new dialog (text area)	"New text"
Delete entered dialog (text area)	"Delete text"
Set font and size of dialog	"Apply tool properties to text"
Search for dialog in work	"Search and replacement" → "Search for text"
Replace dialog in work	"Search and replacement" → "Replace text"

🖉 **Memo** The [Story editor] can be operated using the mouse or keyboard. For details on the operating procedures for these functions, see **"Explanation: Balloons and Text"** → **"Text"** → **"Operations in the story editor [EX]"** .

Open story editor

Selecting this menu item displays the [Story editor].

⚠ **Important**
- Displaying the [Story editor] deletes the entire history of each page.
- After displaying the [Story editor], operations performed on all pages while displaying the [Story editor] are recorded to the history. Closing the [Story editor] deletes the entire history of operations performed while displaying the [Story editor].

🖉 **Memo**
- If text has been entered in the work, the text entered in the [Story editor] is reflected when displaying the text.
- The displayed text and layout of the [Story editor] can be configured in the [Preferences] dialog → [Story editor] → [View]. For details, see **"File Menu"** → **"Preferences [Windows]"** → **"Edit text [EX]"** .

[Story editor] window

(1) Page area

An area displaying a list of the text on a page. The number of pages is displayed below. One page is created for each page in the work. You can select page areas by clicking them while holding down the [Ctrl] key or [Shift] key.

🖉 **Memo**
- To select multiple page areas, click the page areas while holding down the [Ctrl] key.
- To select a group of consecutive page areas, click the page areas while holding down the [Shift] key.

(2) Text area

An area displaying the text in one piece of dialog. Clicking this displays the cursor inside the text area, allowing you to enter or edit text. The entered or edited text is reflected on the page. You can select text areas by clicking them while holding down the [Ctrl] key or [Shift] key.

Memo	● Hidden text layers and balloon layers on the page are displayed as text areas but cannot be edited.
	● You can add a new text layer by selecting the [Story] menu → [Edit text] → [New text].
	● To select multiple text areas, click the text areas while holding down the [Ctrl] key.
	● To select a group of consecutive text areas, click the text areas while holding down the [Shift] key.

New text

Add a [Text area] in the [Story editor].

1 Select text area

Click a [Text area] in the [Page area].

2 Select the command

Select the [Story] menu → [Edit text] → [New text].

3 A text area is added

A new text area is added behind the text area you clicked.

4 Enter text

Click the text area and enter text. The entered text is displayed in the top right corner of the page.

> ✏ **Memo**
>
> - **You can move text areas in the [Story editor]. For details, see "Explanation: Balloons and Text" → "Text" → "Operations in the story editor [EX]" .**
> - **You can also create a new text area by moving the cursor to the beginning or end of a text area and pressing the [Shift] + [Enter] keys.**
> - **If the text inserted on the page is written horizontally, the entered text is displayed at the top left of the page.**
> - **Text layers can be added and font settings can be configured from the [Preferences] dialog box → [Story editor] → [New text]. For details, see "File Menu" → "Preferences [Windows]" → "Edit text [EX]" .**

Delete text

Delete a text area from the [Story editor].

1 Select text area

Select the text area to be deleted by clicking while holding down the [Ctrl] key.

2 Select the command

Select the [Story] menu → [Edit text] → [Delete text].

3 The text is deleted

The selected text area is deleted from the [Story editor]. The text is deleted from the page at the same time.

> ✏ **Memo**
>
> **You can also delete text areas by clicking a text area while holding down the [Ctrl] key to select the text area and then pressing the [Delete] key.**

Apply tool properties to text

Applies the format settings from the [Tool Property] palette of the [Text] sub tool to the selected text area.

1 Select text area

Select the text area to which to apply the settings by clicking while holding down the [Ctrl] key.

2 Configure the format

Select the [Text] tool from the [Tool] palette and select the [Text] sub tool from the [Sub tool] palette.

On the [Tool Property] palette, configure the format settings for the selected text.

3 Select the command

Select the [Story] menu → [Edit text] → [Apply tool properties to text].

4 The settings are applied

The settings from the [Tool Property] palette of the [Text] sub tool are applied to the selected text area.
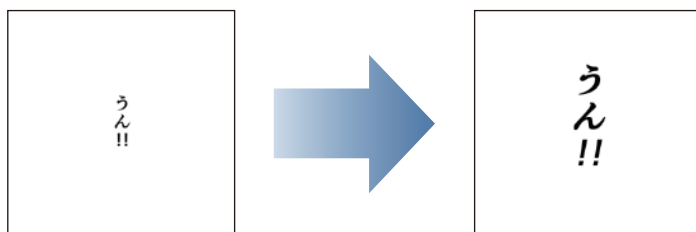
> **Memo**
>
> - The initial settings of the text entered in the [Story editor] can be specified as the settings on the [Tool Property] palette of the [Text] sub tool. For details, see **"File Menu"** → **"Preferences [Windows]"** → **"Edit text [EX]"** .
> - For information on configuring advanced settings for the entered text, see **"Explanation: Balloons and Text"** → **"Text"** → **"Editing Text"** .

Search and replacement

You can search for or replace text in the [Story editor].

Search for text

Search for text in the [Story editor].

1 Select the command

Select the [Story] menu → [Edit text] → [Search and replacement].

2 Configure the text to be searched

Configure settings such as the text to be searched and the search method in the [Search and replacement] dialog box.

(1)   Enter the text to be searched in the [Search string] box.

(2)   Select the [Search direction]. This allows you to set the direction in which to search from the position of the cursor in the [Story editor].

(3)   Click [Search].

3 The search is complete

The text set in [Search string] is searched and displayed with highlighting.

> ✎ **Memo**   **If the search target text appears multiple times in the work, you can search for the next occurrence by clicking [Search] again.**

Replace text

You can replace the text entered in [Search string] in the [Story editor] with different text.

1 Select the command

Select the [Story] menu → [Edit text] → [Search and replacement].

2 Configure the text to be replaced

Configure the [Search and replacement] dialog box.

(1)   Enter the text to be replaced in [Search string].

(2)   Enter the replacement text in [Replacement string].

(3)   Click [All replacement].

3 The replacement is complete

All occurrences of the text entered in [Search string] are replaced with the text entered in [Replacement string].

> ✎ **Memo**   **To replace one occurrence of the text at a time, click [Replacement] in the [Search and replacement] dialog box.**

[Search and replacement] dialog box

(1) Search string

Enter the text to be searched. If replacing text, enter the text to be replaced here.

(2) Replacement string

If replacing the text in [Search string], enter the replacement text here.

(3) Do not differentiate case

Turn this on to search alphabetic characters entered in [Search string] without differentiating between upper case and lower case.

(4) Search direction

Select the direction in which to start searching or replacement. Select [Forward] to search forward from the position of the cursor. Select [Backward] to search backward from the position of the cursor.

(5) Search

Search for the text entered in [Search string] in the [Story editor]. If the search target text appears multiple times in the [Story editor], you can move to the next occurrence by clicking [Search] again.

(6) Replacement

Search for the text entered in [Search string] in the text in the [Story editor] and replace it with the text entered in [Replacement string]. Click this again to replace the target text and move to the next occurrence of the target text.

(7) All replacement

Replaces multiple occurrences of the target text at the same time. All occurrences of the text entered in [Search string] in the text in the [Story editor] are replaced with the text entered in [Replacement string].

(8) Close

Closes the [Search and replacement] dialog box.

Group work

A function allowing group work by multiple users for works consisting of multiple pages.

To enable group work, the user serving as the administrator uploads a work folder to a network server or shared folder as group work data.

The users working on the project obtain the group work data and create work folders on their own computers. Each user edits pages in their work folder and the edited content is reflected in the group work data on the network.

> ⚠ **Important**
>
> **Each user's environment must be confirmed before using the group work function.**
> - **If the group work data is saved to a Windows environment, the group work function cannot be used on computers with Mac OS X 10.9.**
> - **If the group work data is saved to a mac OS environment, the group work function cannot be used on computers with Windows.**

Operations of the group work function

The following operations can be performed with the group work function. The operations that can be performed may vary depending on the settings of the group work data and your environment.

Contents	Command
To upload group work data	"Prepare group work data"
To download group work data	"Obtain group work data"
To specify a member in charge	"Set member for work"
To reflect edited content in the group data	"Reflect change on group work data"
To remove a member in charge	"Cancel settings of member for work"
To update your work folder	"Update work folder"
If multiple members have edited the same page	"Open conflicting file" "Cancel change of work folder" "Resolve confliction"
To check the work history	"Show log"
To check the data settings, your user name and your user authority	"View settings"

Update work folder

Select this to access the group work data on the network and update the work folder. Group work data edited by other users is reflected.

> 🖉 **Memo**
>
> - **If the page you are editing in your work folder is updated by another user, a confliction occurs between the two versions of the page. Conflictions between multiple versions of a page can be resolved by performing [Cancel change of work folder] or [Resolve confliction]. For details, see "Cancel change of work folder" / "Resolve confliction" .**
> - **If a confliction occurs for a page management file, this cannot be resolved by performing [Cancel change of work folder] or [Resolve confliction]. In [Obtain group work data], create a work folder in another folder, perform an operation such as adding a page and perform [Reflect change on group work data].**

Reflect change on group work data

The content edited in your work folder is reflected in the group work data.

1 Execute command

Select the [Story] menu → [Group work] → [Reflect change on group work data].

2 Configure changes

In the [Reflect change on group work data] dialog box, configure the page for which to reflect edited content in the group work data.

(1) Enter a message for other users in [Comment].

(2) Select the page for which to reflect edited content in the group work data from [Reflected file].

(3) Click [OK].

3 Confirm changes

Confirm the content in the [Result of change] dialog box and click [OK].

> **! Important**
>
> When works containing a file object layer are included in group work data, the reference file of the file object layer is not included. To apply changes to the file object layer, the reference file needs to be placed in a location where all users can access it.

> **✎ Memo**
>
> If the page you are editing in your work folder is updated by another user, a confliction occurs between the two versions of the page. Conflictions between multiple versions of a page can be resolved by performing [Cancel change of work folder] or [Resolve confliction]. For details, see **"Cancel change of work folder"** / **"Resolve confliction"** .

[Reflect change on group work data] dialog box

(1) Cancel setting of member for work

Turn this on to remove your setting as the member in charge when reflecting the changes in the group work data.

(2) Comment

Enter a message for other users.

(3) Reflected file

A list of pages and files edited in your work folder. Turn on the check box of each page or file for which to reflect changes in the group work data.

> **✎ Memo**
>
> If you have added or deleted pages, the changes to the page management file also need to be reflected in the group work data.

Show log

Select this to display the [Log] dialog box and check the log for [Reflect change on group work data] (change history).

[Log] Dialog Box

(1) Displayed content

Select the content for which to display a log.

Show all log	Displays the logs of the page management file and all logs.
Show log of selected page	Displays the log of the page selected in the [Page Manager] window.
Show log of page management file	Displays the log of the page management file.

(2) Log

A list of group work data logs. The content to be displayed can be refined in [Displayed content].

The date on which the group work data was uploaded, serial number, name of the member in charge and comments are displayed here. Select a log to display details in [Comment] and [Change file].

> ✎ **Memo** **A serial number is not displayed if the group work data is set as [Do not rewrite over group work data]. The settings of the group work data can be checked in [Show settings]. For details, see "View settings" .**

(3) Comment

Displays comments added to the selected log. This is not displayed if a log with no comments is selected.

> ✎ **Memo** **Comments are added when performing [Reflect change on group work data]. For details, see "Reflect change on group work data" .**

(4) Change File

Displays the number of changed pages in the selected log. A basic history of changes such as [Updated] and [Added] is also displayed.

Below is a breakdown of changes.

Add	Displayed when a page is added.
Update	Displayed when a page is updated.
Deleted	Displayed when a page is deleted.
Submit	Displayed when a user performs [Reflect change on group work data] if [Do not rewrite over group work data] is turned on for the group work data. This creates a duplicate file without overwriting the group work data.
Reject	Displayed for group data set to [Do not rewrite over group work data] if a work file edited by a user is deleted when the administrator performs [Resolve confliction].

Set member for work

A member in charge can be set for each page.

> **! Important**
> ● It may not be possible to set [Set member for work] depending on the group work data setting. A member in charge can be set when your [Authority] is [Administrator] or when [Open only file set for member in charge] and [Do not rewrite over group work data] are turned off.
> ● The settings of the group work data, such as [Authority], can be checked in [Show settings]. For details, see "**View settings**".

1 Select page

Select the page for which to set a member in charge from the [Page Manager] window.

2 Execute command

Select the [Story] menu → [Group work] → [Set member for work].

3 Configure the member in charge

Specify the member in charge and the page they are in charge of in the [Set member for work] dialog box.

(1) Turn on [Give instructions to other users].

(2) Enter the [Name of member].

(3) Enter instructions, etc. in [Comment].

(4) Select the page for which to specify a member in charge from [File to do while in charge of].

(5) Click [OK].

4 Configuration of the member in charge is complete

An icon and the name of the member appear next to the applicable page in the [Story] window when the member in charge is configured.

> **Memo**
> Multiple members in charge can be set for the same page. Selecting a page for which a member in charge has been specified and setting another member in [Set member for work] displays an icon and the number of members in charge next to the applicable page in the [Page Manager] window.

[Set member for work] dialog box

> **Memo**
> When [Open only file set for member in charge] is turned on for group work data, the [Set member for work] dialog box is displayed when opening a page for which no member in charge has been set by the [Administrator], allowing a member in charge to be set.

(1) Set yourself in charge

When turned on, this allows members to specify themselves as members in charge.

(2) Give instructions to other users

When turned on, this allows members to specify other members as members in charge.

(3) Name of member

Enter the name of a member to set that member. It may be possible to set previously entered names of members by clicking [▼] and selecting a name from the displayed menu.

> **! Important**
> When setting [Name of member], use the name set for [User name] in [Prepare group work data] and [Obtain group work data]. A member cannot be set as a member in charge if the name set in [Name of member] is different from that set in [User name]. Users should confirm each other's user name before starting work.

> **✐ Memo**
> The member names displayed when [▼] is clicked are a history of names previously entered in [Name of member]. A maximum of 10 entries are displayed.

(4) Comment

Allows you to enter a comment such as work instructions.

(5) File to do while in charge of

A list of pages and files for which a member in charge can be set. Turn on the check box of each page to select pages for which to set a member in charge.

> **✐ Memo**
> Setting a member in charge of a page management file allows that member to add and delete pages. If [Open only file set for member in charge] or [Do not rewrite over group work data] is turned on, only the [Administrator] can add or delete pages.

Cancel settings of member for work

Removes the member(s) in charge set for a page.

> **! Important**
> ● It may not be possible to perform [Cancel setting of member for work] depending on the group work data setting. The member in charge settings can be deleted if your [Authority] is [Administrator] or [Open only file set for member in charge] and [Do not rewrite over group work data] are turned off.
> ● The settings of the group work data, such as [Authority], can be checked in [Show settings]. For details, see "**View settings**" .

1 Select page

Select the page for which to remove a member in charge from the [Page Manager] window.

2 Execute command

Select the [Story] menu → [Group work] → [Cancel setting of member for work].

3 Remove the member(s) in charge

Remove the member in charge set for the page in the [Cancel setting of member for work] dialog.

(1) Select the name of a member.

(2) Select the page for which to remove a member in charge from [File in no charge of].

(3) Click [OK].

4 Removal of the member(s) in charge is complete

The icon and name of the member disappear from the applicable page in the [Page Manager] window when the member in charge is removed.

[Cancel settings of member for work] dialog box

(1) Name of member

Select the name of the user who will no longer be a member in charge.

(2) File in no charge of

Select the file or page for which to remove a member in charge. You can select a file by turning on the check box.

Show member's comment

Select this to display the [Member's comment] dialog box and check the settings of and comments from the member in charge.

[Member's comment] dialog box

(1) Member in charge

Displays the settings of the member in charge.

The page for which the member in charge was set, the date on which they were set as a member in charge, the name of the member in charge and comments from the member are displayed here. Select this to display detailed comments in [Comment].

(2) Comment

Displays comments for the item selected in [Member in charge]. This is not displayed if an item with no comments is selected.

> 🖉 **Memo**   **Comments are added when [Set member for work] is executed. For details, see "Set member for work" .**

Cancel change of work folder

Cancels the changes made in your work folder and restores the contents to their status when they were imported from the group work data.

> 🖉 **Memo**   **If changes by another user are reflected on the same page, the page is imported with the other user's edits.**

1 Execute command

Select the [Story] menu → [Group work] → [Cancel change of work folder].

2 Select page

In the [Cancel change of work folder] dialog, select the file for which to cancel changes and click [OK].

3 Confirm changes

Confirm the content in the [Result of change] dialog box and click [OK].

4 The edits to your work folder are discarded

In the [Cancel change of work folder] dialog, the changes are canceled and the files are obtained from the group work data.

Open conflicting file

Opens the conflicting file saved in your work folder.

> 🖉 **Memo**   **If multiple users edit the same page at the same time and both users attempt to reflect their changes in the group work data or update their work folder, a confliction occurs in the page. A yellow "!" icon is displayed next to conflicting files in the [Page Manager] window.**
> **When a confliction occurs, edits by the other user are saved in your work folder as a new, independent file. This file is called a "Conflicting file".**

1 Select page

Select the conflicting page from the [Page Manager] window.

2 Execute command

Select the [Story] menu → [Group work] → [Open conflicting file].

3 The conflicting file opens

The conflicting file saved in your work data opens.

> **Memo** — If the group work data is set to [Do not rewrite over group work data], the [Open conflicting file (for Administrator)] dialog box is displayed for the administrator. In [File to open], select the file to be opened and click [OK].
> For details, see **"[Open conflicting file (for Administrator)] dialog box"** .

[Open conflicting file (for Administrator)] dialog box

(1) Show only the latest one

When turned on, this displays only the last file for which a user performed [Reflect change on group work data].

> **Memo** — If a user performs [Reflect change on group work data], a new file is created in the group work data. If multiple users perform [Reflect change on group work data] for the same page, a new file is created each time this operation is performed.

(2) File to open

Displays a list of files created when users have performed [Reflect change on group work data]. Select the file to open.

Resolve confliction

Select the file containing the version of the conflicting page to be kept. This resolves the confliction.

> **Memo** — If multiple users edit the same page at the same time and both users attempt to reflect their changes in the group work data or update their work folder, a confliction occurs in the page. A [!] icon is displayed next to conflicting files in the [Page Manager] window.

1 Select page

Select the conflicting page from the [Page Manager] window.

2 Execute command

Select the [Story] menu → [Group work] → [Resolve confliction].

3 Select the file to be kept

In the [Resolve confliction] dialog box, select the file to be kept and click [OK].

> **Important** — If the group work data is set to [Do not rewrite over group work data], the [Resolve confliction (for Administrator)] dialog box is displayed for the administrator. In [File to keep], select the file to be kept in the work folder and click [OK].
> For details, see **"[Resolve confliction (for Administrator)] dialog"** .

4 The confliction is resolved

The selected file is kept and the other files are discarded, resolving the confliction. The icon indicating a confliction disappears from beside the page in the [Page Manager] window.

> **Important** — To reflect the settings in the group work data, perform [Reflect change on group work data] after performing [Resolve confliction].

[Resolve confliction] dialog

This dialog is displayed if [Do not rewrite over group work data] is turned off or if you have [User] authority. Select the version of the page to be kept by selecting the file in the group work data or the file you edited.

✎ Memo	The settings of the group work data can be checked in [Show settings]. For details, see **"View settings"** .

[Resolve confliction (for Administrator)] dialog

This dialog is displayed when the administrator selects [Resolve confliction] if [Do not rewrite over group work data] is turned on.

✎ Memo	The settings of the group work data can be checked in [Show settings]. For details, see **"View settings"** .

(1) Show only the latest one

When turned on, this displays only the last file for which a user performed [Reflect change on group work data].

✎ Memo	If a user performs [Reflect change on group work data], a new file is created in the group work data. If multiple users perform [Reflect change on group work data] for the same page, a new file is created each time this operation is performed.

(2) File to keep

Displays a list of files created when users have performed [Reflect change on group work data]. Select the file to keep.

Prepare group work data

Open the page management file for which to perform group work and upload the group work data to a location such as a network server or group folder. You can also specify an operation method for the group work data.

Execute [Prepare group work data]. The user who uploaded the group work data is set as the administrator.

! Important	• The settings configured in the [Prepare group work data] dialog cannot be changed after uploading the group work data. • When works containing a file object layer are included in group work data, the reference file of the file object layer is not included. To allow other users to edit the file object layer, the reference file needs to be placed in a location where all users can access it.

1 Open the page management file

Open the page management file for which to perform group work.

2 Execute command

Select the [Story] menu → [Group work] → [Prepare group work data].

3 Upload group work data

In the [Prepare group work data] dialog box, set the location and operation method of the group work data and upload the data.

(1) In the [Location to create group work data] dialog box, specify the location in which to create group work data.

(2) Enter the name of the folder for the group work data in [Group work folder name].

(3) Enter the user name(s) in [User name].

(4) Set an operation method for the group work data.

(5) Enter comments in [Comment].

(6) Click [OK].

> **✏ Memo**
>
> For information on each item in the [Prepare group work data] dialog box, see **"[Prepare group work data] dialog box" .**

4 The upload is complete

The [Prepare group work data] dialog box closes and the group work data is uploaded.

The displayed page management file can be edited continuously as the page management file of the work folder.

> **❗ Important**
>
> If group work data is created in a shared folder set with the macOS file sharing feature, access authority needs to be set for group work members in macOS.
> To use the group work function, set the access authority for all users to [Read/Write], click the gear icon and select "Apply to enclosed items".
> See the help of your version of macOS for details on how to set the macOS file sharing function.

[Prepare group work data] dialog box

(1) Location to create group work data

Specify the location to create group work data so that other users can participate in the group work.

Example: Location set as the shared folder in Windows or macOS.

> **✏ Memo**
>
> For information on how to configure shared folders, see the help of your computer.

(2) Group work folder name

Enter the name of the folder to which to save the data for the group work.

(3) User name (your name)

Enter the name of the user performing [Prepare group work data].

> **✏ Memo**
>
> The user name set here is used when specifying and removing member names. Make sure to inform the other users of this user name before starting the group work.

(4) Open only files set for member in charge

When turned on, members can only open pages for which they are specified as a member in charge. Even the administrator of the group work data cannot open pages for which they are not specified as a member in charge.

> **✏ Memo**
>
> Specify members in charge in [Set member for work]. For details, see **"Set member for work" .**

(5) Display warning if opening file that hasn't been set by member in charge

When turned on, a warning message is displayed when a member attempts to open a file for which they are not set as a member in charge.

This cannot be set if [Open only file set for member in charge] is set.

(6) Do not rewrite over group work data

When turned on, the group work data cannot be overwritten.

When a user performs [Reflect change on group work data], a new folder is created in the group work folder and the edited page is copied there.

Only the administrator can reflect users' edits in the group work data. When the administrator performs [Update work folder], the page edited by the user is imported as a conflicting file. The administrator must perform [Resolve confliction] and configure the settings so that the user's edits are reflected in the group work data.

Additionally, only the administrator can specify or remove members in charge.

> **✎ Memo**
>
> **If an online file sharing service is used as the destination for creating group work data, turn on [Do not rewrite over group work data].**
> **It may take time to reflect edits if the group work data is created on a file sharing service. This means that it may not be possible to operate the group work data correctly if [Do not rewrite over group work data] is turned off.**

(7) Comment

Enter comments for the group work data.

Obtain group work data

Obtain (download) the group work data created in [Prepare group work data] and create a work folder on the computer you will use to participate in the group work.

Perform [Obtain group work data]. The user who created the work folder is set as a user.

1 Execute command

Select the [Story] menu → [Group work] → [Obtain group work data].

2 Obtain group work data

In the [Obtain group work data] dialog box, obtain the group work data and create a work folder on your computer.

(1) Specify the location of the group work data to be obtained in [Group work data location].

(2) Specify a location in which to create the work folder in [Location to create work folder].

(3) Enter the name of the work folder in [Folder name].

(4) Enter the user name(s) in [User name].

(5) Click [OK].

> **✎ Memo**
>
> **For information on each item in the [Prepare group work data] dialog box, see "[Prepare group work data] dialog box" .**

3 The work folder is created

The [Obtain group work data] dialog closes and the work folder is created in the specified location.

The [Page Manager] window of the work folder is also displayed.

[Obtain group work data] dialog box

(1) Location of group work data (on network)

Specify the location of the group work data to be obtained.

(2) Location where to create work folder (on this computer)

Specify a location in which to obtain the group work data and create a work folder for editing the data on your computer.

(3) Folder name

Enter a name for the work folder.

(4) User name (your name)

Enter the name of the user performing [Obtain group work data].

> **✎ Memo**
>
> **The user name set here is used when specifying and removing member names. Make sure to inform the other users of this user name before starting the group work.**

View settings

You can confirm the settings of the group work data you are currently editing.

[Settings of group work] Dialog Box

(1) Group work data

Displays the location of the group work data.

(2) Work folder

Displays the location of the work folder.

(3) User name

Displays the user name set for the group work data. This user name is used when specifying and removing member names.

(4) Authority

Displays the user's authority level. The user who performed [Prepare group work data] is displayed as [Administrator]. Users who perform [Obtain group work data] are displayed as [User].

(5) Open only files set for member in charge

Displays the setting configured by the administrator in the [Prepare group work data] dialog box.

(6) Warn if opening file not for member in charge

Displays the setting configured by the administrator in the [Prepare group work data] dialog box.

(7) Do not rewrite over group work data

Displays the setting configured by the administrator in the [Prepare group work data] dialog box.

📝 **Memo** **See [Open only file set for member in charge], [Warn if opening file not for member in charge] and [Do not rewrite over group work data] "Prepare group work data" .**