COD. ????

Player's Handbook Rules Supplement

# The Complete **Class_name's** Handbook

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CHAPTER

# Chapter Title

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This is a Microsoft®*Word*2003 template (.DOT format file extension) for typing netbooks and e-books based on the TSR (which is now owned by Wizards of the Coast—hereinafter referred to as WotC) production line's graphic design of the ADVANCED DUNGEONS & DRAGONS® 2nd Edition's 1990s Rule Supplements.

The template itself was coded, assembled and designed by Walter Arrighetti (the *author*), whom Copyright for the electronic template itself goes to as:

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## Foreword

Writing efficient netbooks and/or custom expansions to widely known, Open Gaming, role-playing games (such as those based on the d20 System) is extremely important because it provides their communities with valuable ideas, rules, narrative hints or even whole adventures/campaigns. Such additional data can relieve both DM and players from researching, inventing or experimenting themselves.

This—of course—when the innovation or extension phase is intended to be neither part or preliminary to the campaign and would not add any more enjoyment to it: many role-players still enjoy in inventing or simply better depicting settings, rules, maps and hints for their own, as well as others' campaigns. That is certainly the prime cause of this very template's existence.

On the other hand, customizations to existing rules, accessories and campaign settings all need careful attention to several aspects before being more "widely published", like coherence, game balance, compatibility, general interest and more. This is not a topic of discussion here though, so

the reader (and potential user) of this template may find suggestions about customized role-playing elsewhere.

Many well-written and well-balanced *unofficial* role-playing expansions are easily found—for example—over the internet, but too often even high-quality ones receive scarce attention due to the typographical choices they are presented with. After all, it is all stuff needing to be read with a certain degree of attention, and later (probably in-game) to be quickly consulted for easy reference.

In the author's opinion, one key solution would be to provide a template for the best-known word processing software showing a faithful representation of a role-playing game's design style, as much accessible and usable as possible. Third readers would then benefit from typographical characteristics they have already seen on the official product line's books for that game: they would browse more quickly such unofficial products (both electronically and on paper) for interesting and usable contents.

## Before Starting

Current section describes all the legal and technical aspects of this template.

### Disclaimer

Graphic design and logos used throughout these pages, as well as their original composition, are Copyright by TSR, Inc. All the fonts and types are Copyright of the respective owners.

This document template is created for the sole purpose of displaying and arranging text- and graphic-based fictional material by either the author (Walter Arrighetti) or other people, in a graphically pleasant and unified way, complying with the official ADVANCED DUNGEONS & DRAGONS® 2nd Edition's Rules Supplements of the 1990s (although almost any general-purpose expansion for AD&D® could be used with it). It is *not* intended to be printed or commercialized as is or in any other form, regardless of the content typed and inserted by others.

To this end, distinction must be made between the document template—hereinafter referred to as 'the template'—which is the set of text arrangements, text styles, headings, figures and background art (contained, in its original form, in a .dot file), but *not* this text which is being read, or any other texts — and the contents which any person may write using the template along with Microsoft®*Word* or a similar word-processing/desktop-publishing software (usually storing text plus template's document formatting in one or more files with extensions like .doc, .rtf, .odf, .pdf and .djvu).

This template is released for the purposes defined above under the Open Gaming License 1.0, cfr. www.wizards.com/d20. It is also released under a Creative Commons License 2.5 — Attribution, Noncommercial, whose full text is readable at creativecommons.org/licenses/by-nc/3.0/.

Anyone using the template can include texts, tables, figures and concepts inside it as long as they do not infringe such licenses. Furthermore any contents written using, even partially, this template is to be automatically considered Open Gaming Content.

The distribution and publishing of any document using this template is subject to

the additional requirement that, regardless from the file format and the digital or physical medium used (internet, DVD or any other digital mass storage device and other equipment) the original template file (.dot format file extension) has to be provided along *as is*, without modifications. In this sense the template itself is also licensed under a Creative Commons License — Attribution, Noncommercial, No Derivative Works too (whose text is readable at creativecommons.org/licenses/by-nc-nd/3.0/).

Even in case the document formatted using this template is distributed via non-electronic means (e.g. paper, photocopies, etc.) or in non-editable/non-modifiable form a source to the original template file must be included, clearly visible, at the bottom of the Table of Contents' page.

The author is not responsible for any damage, economical loss or fraud to any parties involved with the use or distribution of this template and is not involved in the contents that may be written/included with it. Cancellation or partial modification of this and previous statements voids neither this Disclaimer, nor the validity of the aforementioned Licenses, which this template is released under.

Microsoft®, *Windows*™ and *Word* are registered trademarks of Microsoft Corporation. Adobe®, *Acrobat*®, Distiller® and *Photoshop*® are registered trademarks of Adobe Systems, Inc.

## Technical specifications

The original template file is called AD&D-2E-supplement-template.dot; it is compatible with Microsoft®*Word* software version 2003 or later, or 100%-compatible applications, and its uncompressed size is approximately 10MB.

The template file includes *Word* styles, visualization presets and several page layouts according to different e-book sections (frontpage, credits, table of contents, chapters, appendices, index). It also includes several hypertexts like links, cross-references and automatically-sequenced items.

Since it was written via an Italian-version of Microsoft®*Word*2003 the style names are in Italian, but interactively browsing the sample sections allows to associate Italian-language style names to different document parts.

For Copyright reasons, the template file does *not* include the TrueType (TTF) fonts used in the text; if they are not installed in your PC the text will not be properly displayed, and in some cases it could even not be readable at all due to improper automatic font substitutions guessed by your software.

**Table 1: FONTS USED IN THE TEMPLATE**

| Font name | Styles or Campaign Settings used for |
|---|---|
| ZapfCalligr BT | Default texts |
| Friz Quadrata Std | Headings; page numbers; titles |
| Korinna | 1st-Edition headings & titles |
| Sherwood | GREYHAWK™ headings |
| Forgotten Uncial | FORGOTTEN REALMS® headings |
| Bonzai | KARA-TUR headings |
| ZapfHumnstBT | DRAGONLANCE® texts |
| Libra BT | DRAGONLANCE® headings |
| Friz Quadrata | SPELLJAMMER® headings |
| Heidelberg | RAVENLOFT® headings |
| Black Castle | RAVENLOFT® logo |
| Nosferatu | RAVENLOFT® 2.5 headings |

| | |
|---|---|
| Opti Packard | DARK SUN® headings |
| Papyrus | DARK SUN® 2.5 headings |
| Merlin | AL-QADIM™ headings |
| Exocet | PLANESCAPE® headings |
| Baldur | MYSTARA™ headings |
| Democratica | BIRTHRIGHT™ headings |

If you do not own—or have a valid License for—at least the first two fonts in Table 1 ("Zapf Calligraphic BT", "Friz Quadrata Std") you cannot use this template, because font substitution is *not* allowed, *except* for the font used for the document's title in "Titolo volume" style (which may be changed from document to document according to the Licenses in the above Disclaimer).

The other fonts listed in Table 1 are dedicated to Official AD&D® Campaign Settings: see the corresponding subsection below for further information.

Remember that, according to the Creative Commons License above, this template must not be used if the required fonts are not licensed to the user and correctly installed on the computers used to type, edit, convert and print it. Furthermore, proper distribution licenses must be owned in order to distribute, spread, publish such documents and/or upload them into public- or restricted-access servers.

## PDF/DJVU Conversion

Conversion to a more universal e-book file format for the final document, like PDF or DEJAVU, is almost a compulsory choice, because not any potential reader has both Microsoft®*Word*2003 (or later) together with all the required fonts installed, and also those file formats are virtually machine-independent, i.e. they are supported by any hardware and operative systems (GNU/Linux, Microsoft®*Windows*™, Symbian®, Apple *MacOS*, etc.).

Moreover, the final .DOC file can be as large as several megabytes, whereas PDF or DEJAVU files respectively can be as small as 10% with respect to the original *Word* document file (depending on images' resolution and conversion factors).

Currently, the best conversion software for PDF files is Adobe® *PDFMaker* for Word (which automates almost every post-production editing), contained in Adobe® *Acrobat*® Distiller®.

The best conversion software for DEJAVU format is the LIZARDTECH® Virtual Printer driver, combined with LIZARDTECH® Document*Express* editor for post-production editing).

Whatever is the final file format, all used fonts must be *embedded* (either as a subset or as a whole) within the file with all the required font embedding rights/licenses by the document author. Conversion options for figures are detailed in the Preparing Images subsection; a common choice is to either leave them uncompressed, compressing them with a *lossless* (e.g. ZIP) or lossy high-quality (e.g. JPEG2000) compression algorithm, or downsample them to the lowest suggested resolution available, which varies according to different print purposes (see below).

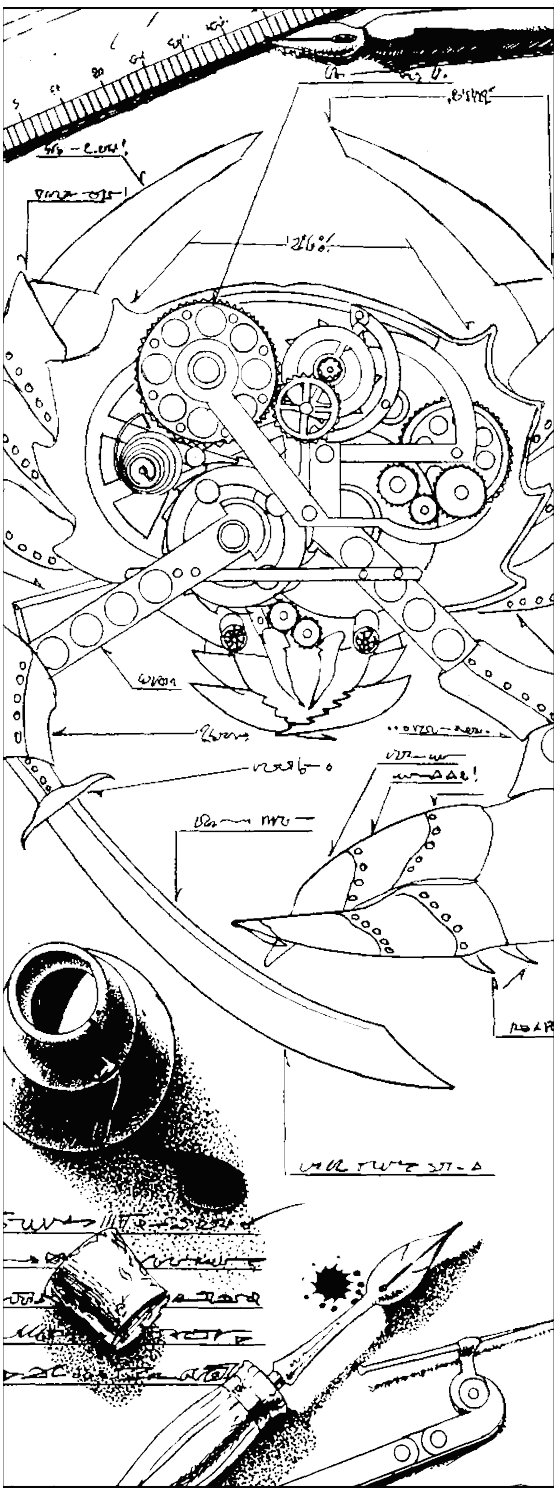
## Usage Warnings

In order to properly use this template and create your own AD&D®-based documents (net-/e-/books, addenda/compendia, sheets, expansion papers, maps, etc.) a relatively high degree of skill in using advanced Microsoft®*Word* features is required, lest document structure and paragraph

dimensions may get overwritten or corrupted. After a wrong file save these modifications are almost always permanent, nowhere to be undone or compensated via pasting from another correct file.

It is therefore highly suggested to backup often and have best resorting to an older, uncorrupted version (even restart anew if necessary), than risk accumulating styles' and paragraphs' modifications up to a point where the original TSR design is irrevocably lost.

Please pay particular attention when copying, cutting and pasting whole document sections, chapters and especially "objects" (like images, tables and/or texts in a box or frame) and when editing global document structures (like chapter numbers & titles, headings and index items). Consult an advanced *Word* manual as a reference to what (and *how*) can be done with styles and boxes; you may even refer to other professional sources regarding unfamiliar procedures and general concepts from the desktop publishing world.



## How to write an AD&D® based electronic document

This section describes the general parts a AD&D®-based documents resembling 1990s' original layouts by TSR is made of, how these parts are transformed in Microsoft®*Word* "sections" and editable areas, and how texts and images have to be correctly inserted.

Please refer to Usage Warnings above for general modification rules of this template.

### General Layout

The template is divided in *Word* sections: the first two and last two sections are for

special parts of the (virtual) e-book, whereas the sections in the middle are formatted in the same way and are reserved for normal chapters. As a common *Word* feature, the first page of each section is slightly different from the other ones, who also have "vertically-reflected" layouts for even and odd pages

Remember that any texts and objects typed or inserted in 'Normal View' and 'Print Layout' view modes do not affect the page layout—they appear the same way regardless of page parity and position relative to each section—whereas anything that is modified in 'Header and Footer' view mode modifies either the first page, all the even or all the odd pages within that section (and only that one).

Also pay attention to text styles: with the exception of standard text ("Normale" style) and headings ("Titolo 1/2/3"), many lines, once removed, cannot be properly restored by typing a specific-style text only—especially chapter titles and chapter names.

## Cross-References

One of the advantages of using electronic word-processing/desktop-publishing software is that many cross-references (cfr.) inside a document are in fact automatically converted to interactive hypertexts: websites' and email addresses become hyperlinks, whereas references to other parts of the text become interactive links themselves by a simple mouse-(n-keyboard) action.

By default Microsoft®*Word* detects and treats them upon typing or via the 'Cross-reference...' option in the 'Insert' menu: website and email addresses are automatically blue-coloured and accepted as URLs; links to Table of Contents and Index are linked to chapter headings, as well as table captions and the like.

Since this template is specifically aimed to e-books (which are primarily consulted online or via computers), such features are extremely important because they ease readability and passage from a section to another, more than page numbers and a mere Table of Contents would do for traditional books. For this reason any template user is highly encouraged to use cross-references provided via *Word* fields and to convert the document using software which transfers or re-creates them in universal e-book file formats like PDF and DeJaVU.

Please consult the corresponding subsection above for suggestions on correct conversion software and parameters.

## Typography

For information on fonts used in this template and their licenses, read the Technical specifications subsection above.

As a last hint for typing graciously-formatted body texts according to D&D® standards by TSR, bear in mind that *Word* does not support a completely-typographic kerning unlike other professional desktop publishing software.

To overcome this problem, many fonts include automatically-kerned couples as single glyphs, which are accessible from the font's Character Map: for this template's standard font for example, the corresponding glyphs are 'fi' and 'fl', in place of 'fi' and 'fl' unkerned couples.

The whole Character Map for any installed fonts is accessible under Microsoft®*Word* via the 'Symbol' window in the 'Insert' menu; that window allows to insert into the text any

special glyphs which cannot be directly typed via keyboard such as accented/foreign characters ('û', 'æ', 'þ', 'ð', etc.), dashes ('–', '—'), mathematical symbols ('*f*', 'π', '≠', '≤', etc.), miscellaneous symbols ('†', '‡', '«' '»', '•', etc.), optional *dingbat*s, as long as the aforementioned automatically kerned character combinations.

Since all the body texts are written with the same font (regardless from the used character style), be sure that either **(standard text)** or **ZapfCalligr BT** appears in the 'Symbol' window's Font caption.

Many TrueType and OpenType fonts have standardized Unicode glyphs, so replacing a font for another is mostly harmless: characters/scripts/glyphs remain unchanged. In many other cases (especially for non-standard glyphs like miscellaneous symbols and dingbats) the glyphs are not inter-compatible from a font to another, so pay particular attention when copying and pasting any texts from a style (font) to another.

## Preparing Images

Whatever is the figure collocation, it is highly suggested to properly format the corresponding digital image with a photo-manipulation or vector-imaging software (like Adobe® *Photoshop*®, Adobe® *Illustrator*® or *The GIMP*) according to the following pre-press settings before inserting it in the document; once the figure is included into it, the source image file is not used anymore and is completely separated from the document file.

If the document is intended to be distributed online for electronic reading only, there is no need for photo-quality images, because their resolution is higher than most-to-any computer monitor could display, and they would significantly increase (up to more than 90%) the final file size. In this case suggested resolutions range from 72dpi to 200dpi, with:

- 72dpi for colour images;
- 150dpi for and greyscale images;
- 200dpi for black-and-white (B&W) images

If, on the contrary, the document is intended for print or professional electronic publishing, camera-ready, high-resolution images are required. In this case consider the following to be the suggested *least* resolutions:

- 300dpi for colour images;
- 600dpi for greyscale images;
- 1200dpi for B&W images.

The suggested import-ready file formats are the following ones:

- TIFF (compressed), PNG or JPEG, for colour and 16bpp greyscale *raster* images — the JPEG compression ratio [image quality] should be as low [high] as possible, or set to JPEG2000.
- GIF for 8bpp greyscale *raster* images.
- GIF or (compressed) TIFF for B&W *raster* images.
- EPS (Encapsulated PostScript) or SVG for *vector* images.

When and if the document is converted into a more universally readable file format

like PDF or DeJaVu, consider image conversion settings accordingly: read Technical specifications subsection.

Black-and-white image files can optionally support *transparency*: the image is thus saved as a transparent bitmap, with black dots as "ON" pixels, and white dots as "OFF" (transparent) pixels. Since the template's page backgrounds are always solid-white, this results in no practical visual difference. Transparent B&W images should be saved in GIF file format.

**Full-page illustrations:** Since colour images are commonly used as full-page illustrations only (see subsection below), their size should be set to 21cm×27.1cm, to avoid them to be improperly resized or deformed when imported into the *Word* document. According to the above considerations, full-page images' dimension is approximately:

- 2480×3201 pixels at 300dpi;
- 595×768 pixels at 72dpi.

**Header-bar cliparts:** Raster or vector images to be used as header-bar cliparts (cfr. Illustrations subsection) have to be further prepared as to be contained in a 3.75cm×4.00cm box: they should be square images of side-length between 3.5cm and 3.7cm.

Vector cliparts must be greyscale and employ transparency gradations ("*alpha* channel"), in order to blend with the header-bar's own background colour, as well as using either *solid* black and white.

Raster cliparts can be either:

- ***Transparent greyscale*** (PNG file format)**:** As for vector cliparts, gradual transparency ("*alpha* channel") allows them to blend with the background colour.
- ***Transparent B&W*** (GIF file format)**:** They are not properly B&W images because their dots can be actually white, black (both "ON"), or transparent ("OFF").
- ***Colour*****:** Could feature sharp transparency borders, but in any case must only use a palette containing gradations between black, white and the header-bar's background colour.

The sample raster clipart used for this chapter section comes from a greyscale .PNG file which only used transparency gradations of white.

**Monster illustrations:** Such figures should preferably be either greyscale or B&W (in order to comply with those in the *MONSTROUS COMPENDIUM® Appendices* by TSR). Standard considerations hold; their size is fixed to 8.6cm×10.5cm.

Sometimes colour images can be used too (as in *MONSTROUS COMPENDIUM® Annual* Volumes), provided they employ either a white background (preferred file formats: TIFF or JPEG) or are fully transparent ('*alpha* channel'—preferred file formats: PNG for raster, EPS for vector).

In every case a proper, 2mm-thick black border must be used around the image, which should be preferably set by *Word* images' options—in this case the whole image should be 4mm less in both height and weight.

## Section by section

General formatting rules regarding different chapters, Table of Content (ToC), Appendices, monster sheets and Index, and how to compose and type in them will be described.

With the exception of Cover Page and Creature Sheets, all the other pages share the same bottom part: the page number separated by a '•' from either one or two

different footers for even- and odd-numbered pages (it depends on the *Word* section); footers use "Piè di pagina" style.

Whenever a new section is edited or created, remember to go in "Headers and footers" view mode and change the footers for either first, even and odd pages within the section (preferably using *Word* fields for automatic footers' update), according to the following rule:

- **ToC:** «Table of Contents» on every page.
- **Chapters:** «Chapter » plus the chapter's ordinal number on even pages; the chapter's name on first and odd pages.
- If an introductory chapter is present, use the same page layout as standard Chapter Sections but type «Introduction» on every page.
- **Appendices:** «Appendix» on even pages; the appendix subtitle on first and odd pages.
- **Index:** «Index» on every page.

## Cover Page

First section is reserved for the e-book cover (the inner, not the paperback one) and is a compulsory section (i.e. it must *not* be deleted), where only a few lines need to be changed.

Volume title in the first page has "Titolo volume" style, but "Sottotitolo volume" should also be employed to differentiate the emphasis in the whole title; for example PHBR Rules Supplements titled The Complete **Class_name's** Handbook feature the class name only in "Titolo volume", whereas the rest of the title is in "Sottotitolo volume". Consult Rules Supplements and Campaign Settings subsection for further information.

The kind of Rules Supplement, according to the old TSR's classification scheme is specified by proper texts (formatted as a non-standard table) around the AD&D® logo.

Although these texts are optional, do *not* remove them entirely, but simply empty the spaces (otherwise the proper central positioning of the document's title is void); they are especially important if the document replicates or is intended to be a fictional part of an already-existing series of AD&D® supplements.

The supplement's code is inserted in the top-leftmost position, followed by (a *replica* of) TSR's internal 4- or 5-digits item code in the top-rightmost position—both in "Codici volume" style. The supplement's family name (which may have corresponding codes as defined above) can be placed in either bottom-leftmost and bottom-rightmost positions, just below the AD&D® logotype, using "Collana volume" style. Consult Table 2 for further details on the supplement's code and family names.

## Table of Contents

The second section is reserved for the Table of Contents (ToC)'s and Credits' page(s). Starting from this section, TSR's classical two-columns layout is followed.

To update the provisional ToC's *Word* field select the 'Update field' option from the right-clickable drop-down menu of the ToC).

Since the TSR standard AD&D® layout divides by default the book texts into three levels (sections, subsections and subsubsections), the ToC only displays starting pages for headings down to the 3rd level, as well as the (optional) ToC itself, plus Appendix and Index.

At the and of the ToC there are the document's credits (some TSR standards are written by default) written with the "Crediti" style. If some lines are missing just delete them, but leave the spaces between paragraphs intact. The template author—WalterMß—must *always* and unconditionally appear as "Template Author", otherwise all the three Licenses it is released under (Open Gaming, d20 System, Creative Commons) are void.

Small texts under the Credits section ***must not*** be altered, as well as the "Design", "Template", "Typography" and "Production" names, and the Licenses' text. On the contrary the "Editing", "Interior Art" and "Color Illustrations" fields *must* be changed with appropriate author name(s).

WotC/TSR contacts can be updated or replaced with d20 System's ones or any other contacts the document author may require (they are inside a table for better editing left- and right-handed text separately).

The last line, must *not* be changed accordingly since its *Word* fields get automatically updated as soon as the document's Author replaces its name in the 'Properties...' window from the 'File' menu.

## Chapter Sections

Subsequent sections are reserved for standard chapters in two-columns layout: the chapter's name ("Titolo Intestazione" style) appears on the coloured headline of the first page, visible in "Page layout" and editable in "Headers and footers" view modes.

The most important appearance of the title though, is in the chapter's first line, in the invisible "Titolo 1" style: you have to re-type the name of the chapter in white here in order for the ToC to be automatically updated.

The chapter's number must be included (preferably as a *Word* field, because it is automatically updated) in the first-page header-bar's square box, using "intestazione

numero" style (whereas the 'CHAPTER' script above, which must *not* be changed, is in "intestazione capitolo" style).

On every other chapter's page, a proper clipart (consult Illustrations subsection above) must be inserted into the header-bar's square box—the same for both even- and odd-numbered page headers. Such cliparts should visually suggest each chapter's general contents.

All the paragraphs have to be written using "Normale" style and divided into subsections and subsubsections (whose headings use "Titolo 2/3" styles).

Game acronyms like THAC0, AC, AT#, MAC, etc. have to be all-caps, as well as most Campaign Settings' names (cfr. Table 1), whereas other non-game-related acronyms may use *Word*'s SMALL-CAPS text weight.

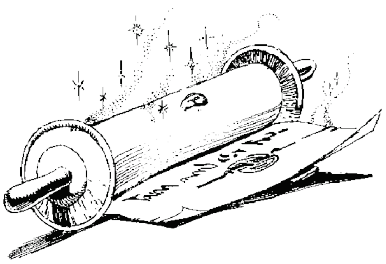
*Quotations have to be typed using "Citazione" style, which also includes automatic spacing before and after the paragraph(s).*

*If a quotation's source is required (suggested), use the "Citazione (fonte)" style for it, immediately after the quotation's last paragraph.*

—WalterMß, the template author

Every subsection regarding game mechanics or rules must use *italicized* names for spells, psionic powers and magical items, as well as for books' and other official publications' names. Examples of this rule are the *power word, Blind* spell, a +2 *chain mail* magic armour, or the *AD&D® Player's Handbook* (which can also be abbreviated in *PHB*—as every other AD&D® "core" book).

*Italics* and **bold**face texts can be used for the introducing short descriptions of special rules' list, such as '**Nonweapon Proficiencies:** *Bonus (Wizard)*—Spellcraft. *Recommended (General)*—Languages (ancient), Religion,



Appraise' in the list of nonweapon-proficiency rules associated to a class or kit).

- Lists are always unnumbered and use the "Puntato" style.
- Type the ENTER key after each list entry to go to the next one.
- Manually re-set the style to "Normale" to end the list and revert back to normal text (typing ENTER twice is *not* recommended).

Chapter sections may also contain Tables and Illustrations, whose rules can be consulted in the corresponding sections.

## Appendix

Use the reserved *Word* section for optional Appendix (or Appendices), as required. This section has almost the page layout as standard Chapter Sections, except that its heading, displayed in the first page's header-bar, begins with the text «Appendix: » (followed by two spaces) followed by the Appendix title.

The most important appearance of the appendix name though, is in the section's first line, in the invisible "Titolo 4" style: you have to re-type «Appendix: » followed by the appendix name here in order for the ToC to be automatically updated.

The square box in its first page's header-bar does not contain any chapter number, but rather an appropriate clipart used on every other page's square box—the same throughout each Appendix section (see

subsections above for preparing images as cliparts).

Headings in the Appendix section(s) have to be of 3rd level only ("Titolo 3" style), whereas "Appendice" character-style must be applied *over* "Normale" styles for standard text size.

## Index

As far as the Index section is concerned, it is *highly* suggested to highlight items to be indexed after having written about the whole document (and having all the images correctly positioned); scan the texts for candidate items, open the 'ToC and Index...' window from the 'Insert' menu, and click on the 'Mark Entry' button for each new entry. Index is to be placed/updated via the same window immediately after the corresponding heading (using "Indice" styles). As for the ToC, the Index is automatically updated by right-clicking on it, then clicking on the 'Update field' option.

## Tables

Tables can be inserted in both Chapter Sections and in the optional Appendix section(s) (in the latter case, always apply "Appendice" character-style over the whole table) and can be either one-column or two-columns wide.

The table style to use is "Tabella AD&D" although it is highly suggested to hand-tune cells' dimensions, positioning and justification for each separate table. First row is mandatory for every table (it contains the boldface title for each column) and its vertical alignment must always be set to **bottom** (in the 'Cell' tab of the 'Table Properties...' window).

By default, even-numbered rows have a grey background, whereas odd-numbered ones do not have one (i.e. it is white); adding, (re)moving or replacing rows automatically adjusts this colouring (the user has nothing else to do) so an "interlaced" pattern is always present. If, once a table has been completed (at least as far as the rows' number is concerned), different row background patterns are required for readability's sake, you can manually change them as to feature white-and-grey rows' alternation as two-by-two, three-by-three or four-by-four (cfr. Table 1 vs. Table 2).

**Table 2: PSIONIC POWER PROGRESSION**

| Exp. Level | Total Discipl. | Total Sciences | Total Devotions | Def. Modes |
|---|---|---|---|---|
| 1 | 1 | 1 | 3 | 1 |
| 2 | 2 | 1 | 5 | 1 |
| 3 | 2 | 2 | 7 | 2 |
| 4 | 2 | 2 | 9 | 2 |
| 5 | 2 | 3 | 10 | 3 |
| 6 | 3 | 3 | 11 | 3 |
| 7 | 3 | 4 | 12 | 4 |
| 8 | 3 | 4 | 13 | 4 |
| 9 | 3 | 5 | 14 | 5 |
| 10 | 4 | 5 | 15 | 5 |
| 11 | 4 | 6 | 16 | 5 |
| 12 | 4 | 6 | 17 | 5 |
| 13 | 4 | 7 | 18 | 5 |
| 14 | 5 | 7 | 19 | 5 |
| 15 | 5 | 8 | 20 | 5 |
| 16 | 5 | 8 | 21 | 5 |
| 17 | 5 | 9 | 22 | 5 |
| 18 | 6 | 9 | 23 | 5 |
| 19 | 6 | 10 | 24 | 5 |
| 20 | 6 | 10 | 25 | 5 |

Mandatory table captions are automatically generated by right-clicking on the table's top-

rightmost icon (in the 'Page layout' view mode only), then on the 'Caption...' option, **above** the table. The caption's label must be "Table *n*: " followed by two spaces (where *n* is the table's absolute number within the document) and its complete title in "Titoletto" character-style.

Column-wide tables need a blank line immediately below them (except for tables positioned at the bottom of a page, or within a text box). They can also be allowed to span over two consecutive columns or pages.

Page-wide tables need to be created *inside* a text box (as opposed to *inline* tables); this is an option for column-wide tables, although it maybe useful to fix a table on a top or bottom of a page. First of all create a text box with the corresponding entry in the "Insert" menu. Draw a rough rectangle on the page you want the table to appear in then follow these steps:

- Right-click on the text box's dithered border.
- Go to the 'Dimensions' tab in the 'Box Properties...' window;
- set box 'width' to **16.0 cm** for page-wide tables, or **7.5 cm** for column-wide ones.
- Go to the the 'Layout' tab and click on the 'Advanced...' button (then go to its 'Box position' sub-tab).
- Pick **centred** as 'horizontal alignment' with respect to either **margin** for page-wide tables, or **column** for column-wide ones;
- pick either **top** or **bottom** as 'vertical alignment' with respect to page **margin**;
- check 'anchor block' and 'layout in table' entries; uncheck 'allow over' entry;
- check [uncheck] 'move object with text' if you [do not] want the table to be moved as long as text is typed before it.
- Go to the 'Text position' sub-tab and select **above and below** as 'style'.
- Click on the two 'Ok' buttons to apply changes and check whether the text box displays correctly.

You can then create a table inside the new text box following the aforementioned rules (click *inside* it to position the cursor).

There can be occasional *very* small inline tables, lacking both caption and row colouring (all rows white). Such tables should have very few cells and must be entirely hand-tuned after creating them with "Tabella AD&D" style.

## Illustrations

Original AD&D® Rules Supplements usually featured three kinds of images: **full-page** illustrations, **standard** illustrations, and header-bar **clipart**s.

The former were usually (and may be) spread across "strategic" pages within the document, and should *always* be colour images. Since Chapter Sections (with possibly the exception of the first chapter) begin on odd-numbered pages, full-page illustrations are placed over the previous chapter's (even-numbered) last page each time that ends on a odd-numbered page too (in order not to leave a blank page aside the next chapter's first page).

Full-page illustrations cover the *entire* page surface (headers, footers and margins included), so neither header-bars nor page number are visible over them. For this reason it is easier to process the corresponding image file (as detailed in the Preparing Images subsection), despite the insertion process into the document being more delicate.

Since full-page illustrations need to be over everything else on the page and it is not recommended to create a new 1-page *Word*

section dedicated to each of them (that section should have *zero* margins all around, with completely empty, *unlinked*-to-previous-sections headers and footers), it is better to add full-page illustrations in the final-format electronic file, by simply placing the full-page image over the corresponding blank page. This is automatically added by *Word*—and visible in 'Page layout' view mode only—in order for the next chapter to begin on a even-numbered page. If the ultimate file format for the document is PDF for example, Adobe® *Acrobat*® can be used to add the full-page illustrations.

Standard illustrations must be either B&W or greyscale images are highly suggested to be imported and adjusted inside the pages as one of the last tasks per chapter, so that their position does not change during text typing and formatting phases. For this reason enter the images one at a time at the end of the document (or chapter's) editing, according to the page order which they are to be included in.

Illustrations must be exactly either one- or two-columns wide and are preferably positioned on either top or bottom of the page/column's margins.

After importing the image file, right-click on the figure (in 'Page layout' view mode) and select the 'Image Properties' window, then follow the next steps:

- Go to the 'Dimensions' tab and make sure 'block aspect ratio' entry is checked;
- set image 'width' to either **7.5 cm** for column-wide illustrations, or **16.0 cm** for page-wide ones.
- Go to the the 'Layout' tab and click on the 'Advanced...' button (then go to its 'Image position' sub-tab).
- Pick **centred** as 'horizontal alignment' with respect to either **column** for column-wide illustrations, or **margin** for page-wide ones;
- pick either **top** or **bottom** as 'vertical alignment' with respect to page **margin**;
- check 'anchor block' and 'layout in table' entries; uncheck 'allow over' entry;
- check [uncheck] 'move object with text' if you [do not] want the image to be moved as long as text is typed before it.
- Go to the 'Text position' sub-tab and select **above and below** as 'style'.
- Click on the two 'Ok' buttons to apply changes and check whether the image displays correctly.

No figure captions are used in this template: this because illustrations are positioned in the very page (or column) where the rule or information they refer to belongs. As regards illustrations' credits, you must

- Quote *all* the interior artists and illustrators in the Credits (in the Table of Contents section).
- Include only images which are released under either same Licenses of the template itself (cfr. Disclaimer subsection), or equivalent licenses.
- Make use of public-domain images too.

Cliparts are vector or raster images to be positioned inside header-bars' square boxes for Chapter Sections and Appendices. Their purpose is to visually refer to the general content of those sections (since the sections' title is displayed in each first page only).

Every individual section has its own clipart, which has to be inserted in the header-bar's square box of both odd- and even-numbered section pages' headers, separately; every optional Appendix also needs its own clipart on the header-bar's square box in its first page.

To insert a clipart go to the 'Headers and footers' view mode, click inside the square box and select 'Image > from File...' from the "Insert" menu, then follows these steps:

- Go to the 'Dimensions' tab and make sure 'block aspect ratio' entry is checked.
- Should the clipart be incorrectly positioned within the square box: check that its 'height' is between **3.5 cm** and **4.0 cm**;
- Go to the the 'Layout' tab and click on the 'Advanced...' button (then go to its 'Image position' sub-tab);

- Pick **centred** as 'horizontal alignment' with respect to either **column** for column-wide illustrations, or **margin** for page-wide ones;
- check 'anchor block' and 'layout in table' entries; uncheck 'allow over' and 'move object with text' entries;
- go to the 'Text position' sub-tab and select **above text** as 'style'.
- Click on the 'Ok' button(s) to apply changes and check whether the clipart displays correctly.

If the clipart's source image was correctly prepared (as described in the above subsection), no other modifications should be required.

Remember this has to be done for both odd- and even-numbered headers (as well as for Appendices' first-page headers).

## Rules Supplements and Campaign Settings

Rules Supplements were book series regarding specific "families" of additional rules to the AD&D® game. By default, graphics on the books was the same (and is the one this template is page-made after); it only featured a change in the unique colour used for the headings and the header-bar shared by books within the same family.

**Table 3: OFFICIAL RULES SUPPLEMENTS**

| Code | Family name | # |
|---|---|---|
| PHBR | Player's Handbook Rules Supplement | 15 |
| DMGR | DUNGEON MASTER's Guide Rules Supplement | 9 |
| HR | Historical Reference | 7 |
| CGR | Campaign Reference | 3 |

Table 2 shows a list of the official AD&D® Rules Supplements' families along with their code and specific colour: if the document using this template virtually falls into one of these categories as a whole, it is suggested to properly cross-set the family's code and name with the corresponding fields in the Cover Page (see subsection above); then replace the colour of "Base Titolo" style, as well as that of the footers and of the header-bars' background for *each and every* section of the document, with the one reported in the 1st column of Table 1. The 3rd column is the number of books which have been published within each family: since TSR's AD&D® production line has been discontinued, those numbers are *definitive*.

Character-styles for the official supplements' families have been added to facilitate such colour-based procedures, the style names corresponding to supplements' family codes: "PHBR", "HR" and "DMGR".

As already said in the Technical specifications, the fonts listed in Table 1 past the second one are dedicated to Official AD&D® Campaign Settings (CSs), i.e. particular super-sets of rules (and books publishing them) regarding geography, history, races, classes, spells & powers, relics and specific background data on particular "worlds" created by TSR, where an AD&D® campaign may take place.

If you want to use the template to write specifically for one or more CSs (e.g. one chapter per CS), simply add the associated *character*-style—whose style-name is the *same* as the CS—to the (hidden) "Base Titolo" style: character-styles may in fact be applied "over" existing styles to change characters appearance. Since "Titolo 1" style is used for page headers and is in reversed white colour, you should have to re-set that style's colour back to 'White' after this.

When writing chapters or whole documents for a specific CS, also use the character-style associated with that CS (and which bears its very name) for headings, headers and footers (and the volume title itself in the case of a specific CS-based document). For better automation, it is sufficient to manually copy the typographical properties of the character-style *over* those of the "Base Titolo" style and eventually changing the section(s)' colours as described above.

For example, use "Greyhawk", "Forgotten Realms" or "Ravenloft" character-styles for headings of either the GREYHAWK™ Campaign Setting, the FORGOTTEN REALMS® Campaign Setting or the RAVENLOFT® Campaign Setting.

If the whole document is dedicated to one specific CS (TSR published several Campaign References under the "CGR" code—cfr. Table 2), then also apply the CS character-style to "Titolo volume" style (in this case you might also want to colour the whole volume title all in black). Readjusting the header bar's background colour to that of the character-style (or vice-versa) might also be in order. In this case the use of 'Campaign Reference' family name in the Cover Page is suggested, as per Table 2.

## Creature Sheets

This optional sections are reserved for data sheets of creatures and monsters and comply with the layout used in the official Rules Supplements' last pages, which were originally page-made in order to be detached from the books and filed within metal-rings

of AD&D® *MONSTROUS COMPENDIUM* Volume folders.

A separate *Word* section for each sheet should be used for each creature with a maximum two pages per section (so that each section takes one paper sheet): copy each section multiple times for convenience's sake.

A creature sheet has a header reporting the creature's name (in "Nome creatura" style) and an optional table cell on the right of the header for either a Rules Supplement's code (in "Appendice" style) or a Campaign Setting's logo (in order to distinguish the origin of each sheet within *MONSTROUS COMPENDIUM* folders); both are editable in "Headers and footers" page view mode. In case a CS logo is used, this will be a black-and-white image, whose size does not exceeds the associate table cell's boundaries.

If the creature has either a special origin and monster-attribute, report the creature's name first, then its origin/attribute between parentheses: for example «Centaur (Undead)», and «Eladrin (Celestial)». If it is a special variant or subspecies of an existing creature instead, report the creature's species or general name first, then add its subspecies or variant attribute separated by a comma: for example «Dragon, Pyrochlastic», and «Mind Flayer, Ulitharid». Such name formats can be combined as needed, in the style of an Encyclopædia, for example: «Genie (Paraelemental), Sand» or «Sphynx, Greater (Undead)».

The rest of the sheet is in a two-columns layout. On the upper part of the first column, there is a pre-compiled table in "Tabella mostro AD&D" table-style for the creature's general AD&D® characteristics (refer to any *MONSTROUS COMPENDIUM Appendix* for completing it). Boldface entries on the left must not be changed: additional characteristics can be added below in the textual parts, as required.

On the upper part of the second column there must be the fixed space left for the creature's illustration (see Preparing Images subsection); once the corresponding image file has been imported, follow these steps to adjust it.

- Go to the 'Dimensions' tab and make sure 'block aspect ratio' entry is checked;
- set either image 'width' to **8.6 cm** or image 'height' to **10.5 cm**.
- Go to the the 'Layout' tab and click on the 'Advanced...' button (then go to its 'Image position' sub-tab).
- Pick **centred** as 'vertical alignment' with respect to the page **margin**;
- pick **right** as 'horizontal alignment' with respect to the page **margin**;
- check 'anchor block' and 'layout in table' entries; uncheck 'allow over' and 'move object with text' entry.
- Go to the 'Text position' sub-tab and select **above and below** as 'style'.
- Click on the two 'Ok' buttons to apply changes and check whether the image is correctly displayed as fixed in the upper part of the second column per each sheet.

Since Creature Sheets can optionally be detached and associated with other creatures' repositories, it is highly suggested for its illustrator's signature or nickname to be reported on the illustration itself, even if this is also reported in the document's Credits section.

Both the characteristics' table and the illustration must appear once on the top of the first page only for each Creature Sheet section.

The textual part below is reserved for additional description of the creature. Use

"Creatura" style for it, except for first paragraphs in "Creatura (primo paragrafo)" style and the "Creatura (descrizione)" character-style for blue-coloured sub-headings. The mandatory sub-headings are **Combat**, **Habitat/Society** and **Ecology**, but additional ones can be used as needed. The first paragraph (which must not possess any sub-headings) is reserved for a visual description of the creature's default appearance. Use "Creatura Puntato" style for lists.

Additional one- or two-columns-wide tables can be used in the textual parts of a Character Sheet, as needed; use the standard "Tabella AD&D" table-style for them (cfr. Tables subsection) with an "Elemento tabella" style added in each cell (to comply with the sheet's font size).

## Conclusions

With the aid of this *Word* template it is possible to type rules' and settings' expansions for the AD&D® game setting, conforming them to the official, old-fashioned, books.

The author hopes that this may serve to "revive" the discontinued production line of that milestone role-playing game in the fantasy and enthusiasm of many players who enjoyed and still enjoy it all over the world.

# Appendix: Title

Appendix text.

# Index

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Wizards of the Coast; 3
WotC. *Vedi* Wizards of the Coast

# Creature name (Type), subspecies



**CLIMATE/TERRAIN:**
**FREQUENCY:**
**ORGANIZATION:**

**ACTIVITY CYCLE:**
**DIET:**
**INTELLIGENCE:**

**SIZE:**
**ALIGNMENT:**
**TREASURE:**

**NO. APPEARING:**
**ARMOUR CLASS:**
**MOVEMENT:**

**HIT DICE:**
**THAC0:**
**NO. OF ATTACKS:**

**DAMAGE/ATTACK:**
**SPECIAL ATTACKS:**
**SPECIAL DEFENSES:**

**PSIONICS:**
**RESISTANCES/IMMUNITIES:**
**MORALE:**
**XP VALUE:**

Enter here a physical description of the creature/monster, as detailed as possible. Include also its possible "variations" (according to sex, age, size, subtype, class, etc.).

You can optionally use either a column- or a page-wide table (caption*less*) to better list the creature's properties and their progression.

**Combat:** Insert here detailed information on how (as well as *if*, when and why) the creature defends itself and/or attacks others.

Do not include only tabled or "numerical" results though, but rather include information of (preferred) combating techniques and weaknesses.

- Use "Creatura Puntato" style for lists.
- They can be used to enumerate spells, psionic powers (wild talents), spell-like abilities usable or items (typically) possessed by each creature, as well as for other purposes.

**Habitat/Society:** Describe the creature's habits (society) here, including whether (and how) it mates, breeds and, above all, how does it interact with others of other races, as well as its own.

Include information on where and how this creature can be found and how it is safe to approach it, as well as to what organizations/guilds/sects does it usually belong.

**Ecology:** Describe what is the creature's usual food and how does it get it.

For magical creatures, constructs, undead or others which do not properly "feed" themselves, describe how they are created/generated/raised.