

Handout to Accompany:

*Scientific WorkPlace 3.0
Thesis Tutorial
Videos*

October 1999

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Please Note:

Make sure that you have set [View] [Normal] and that [View] [Zoom] is at 100%, when viewing this Word document on-line. *Otherwise the videos will appear distorted.* Also make sure that your screen resolution is set to 800x600 or higher so that you can see most or all of the video windows.

1. Entering Text

Double-click to watch the video:

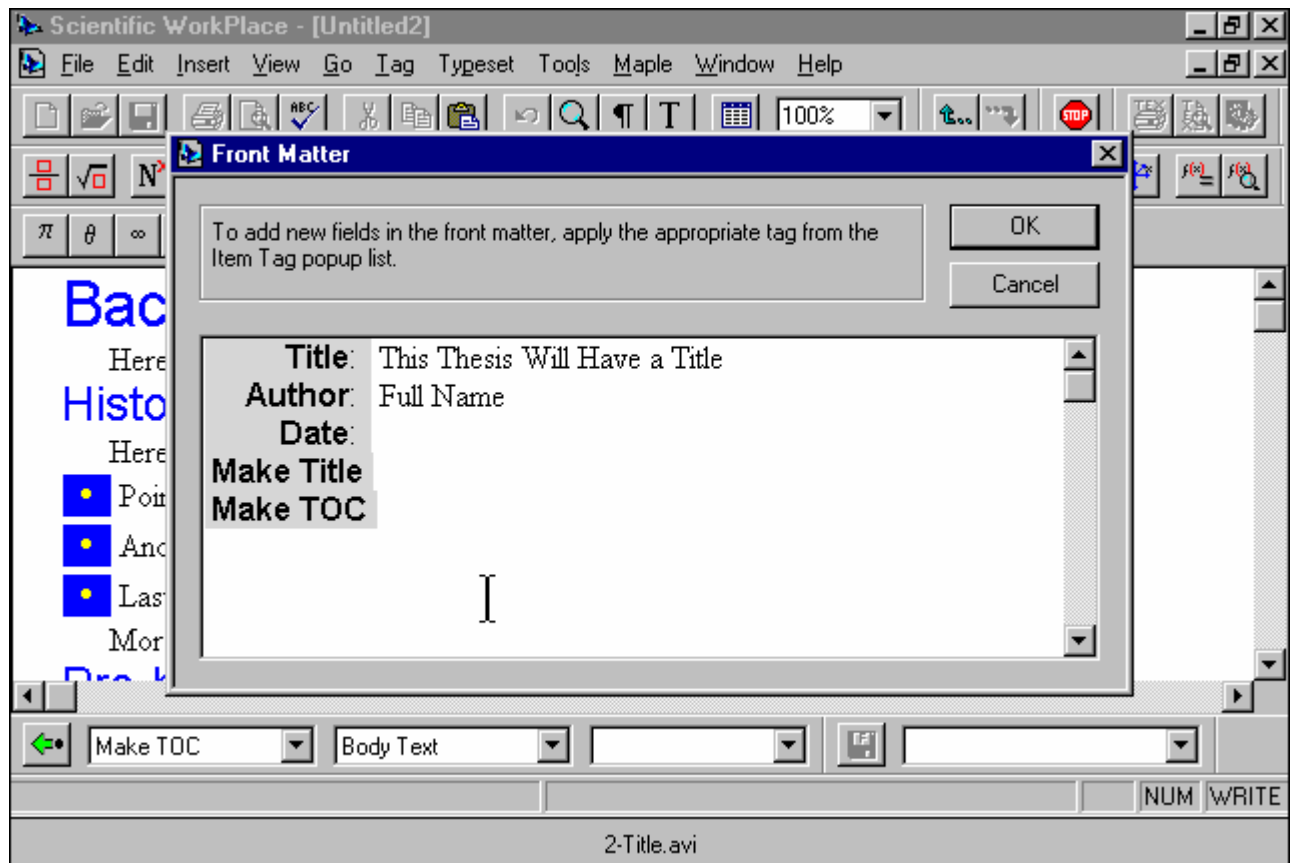


Then follow these steps:

1. [File] [New] Other Documents ... Report – Standard LaTeX Report
2. [Typeset] [Preview]. Press [Space] to zoom (also try * and /).
3. Close Previewer. [Edit] [Select All]. Then [Edit] [Delete].
4. Type: "Background". Change it from a Part to a Chapter.
5. Press [Enter]. Type a sentence, and try bolding, etc.
6. Press [Enter]. Type: "Historic". Change Body Text to Section.
7. Press [Enter]. Type a sentence. Press [Enter]. Type a bulleted list.
8. Press [Enter]. Type: "Pre-historic". Change Body Text to Section.
9. Press [Enter]. Type a sentence. Press [Enter]. Type a numbered list.
10. [Typeset] [Preview]. Try [Space], * and /. Close Previewer.

2. Title Page, etc.

Double-click to watch the video:

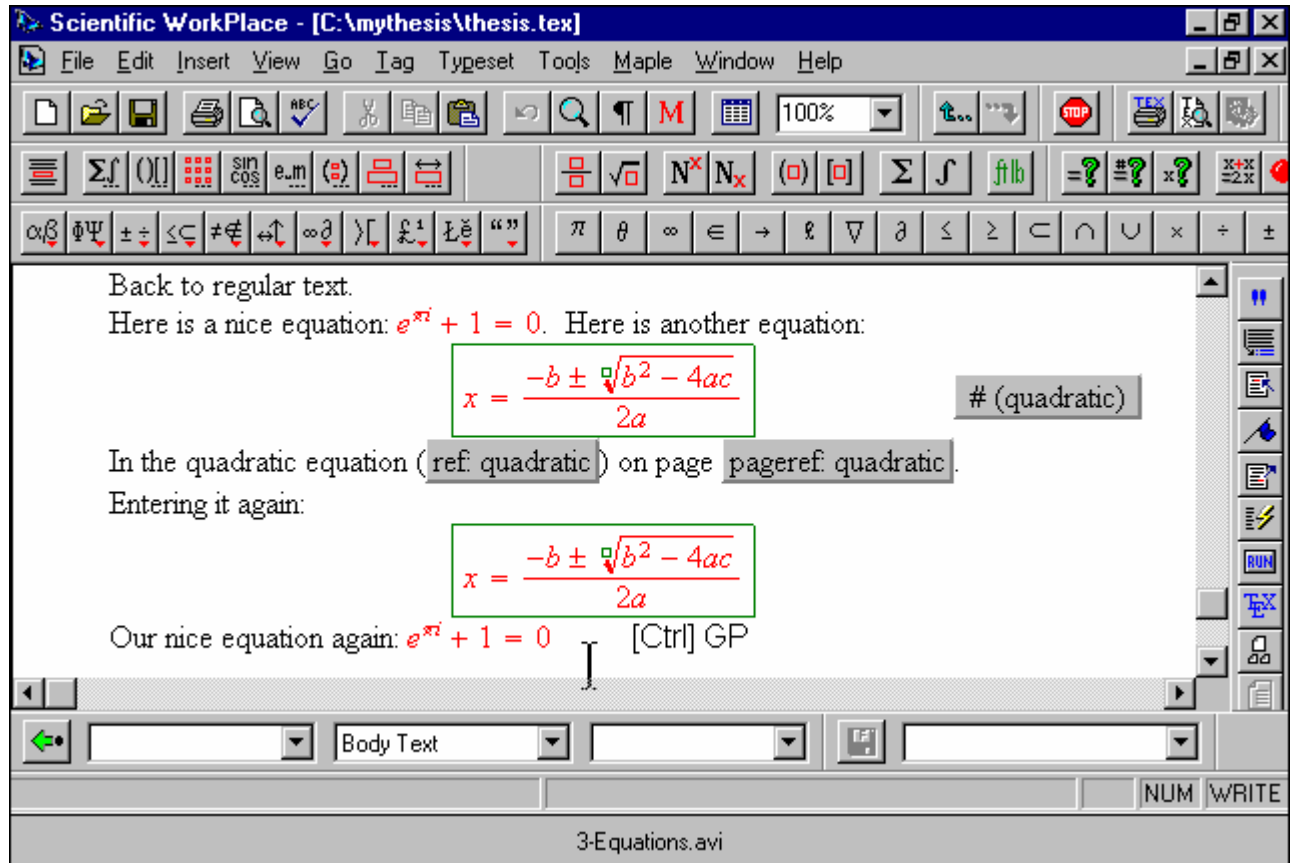


Then follow these steps:

1. [Typeset] [Front Matter].
2. Change the Title, Author and Date as shown above.
3. Click on the containing “Make Title”, and press [Enter].
4. Click on the **Remove Item Tag** button (left arrow).
5. Select “Make TOC” from the popup list.
6. Click OK.
7. [Typeset] [Preview]. Try [Space], * and /. Close Previewer.
8. [File] [Save]. Save the file as “C:\mythesis\thesis.tex”.

3. Equations

Double-click to watch the video:



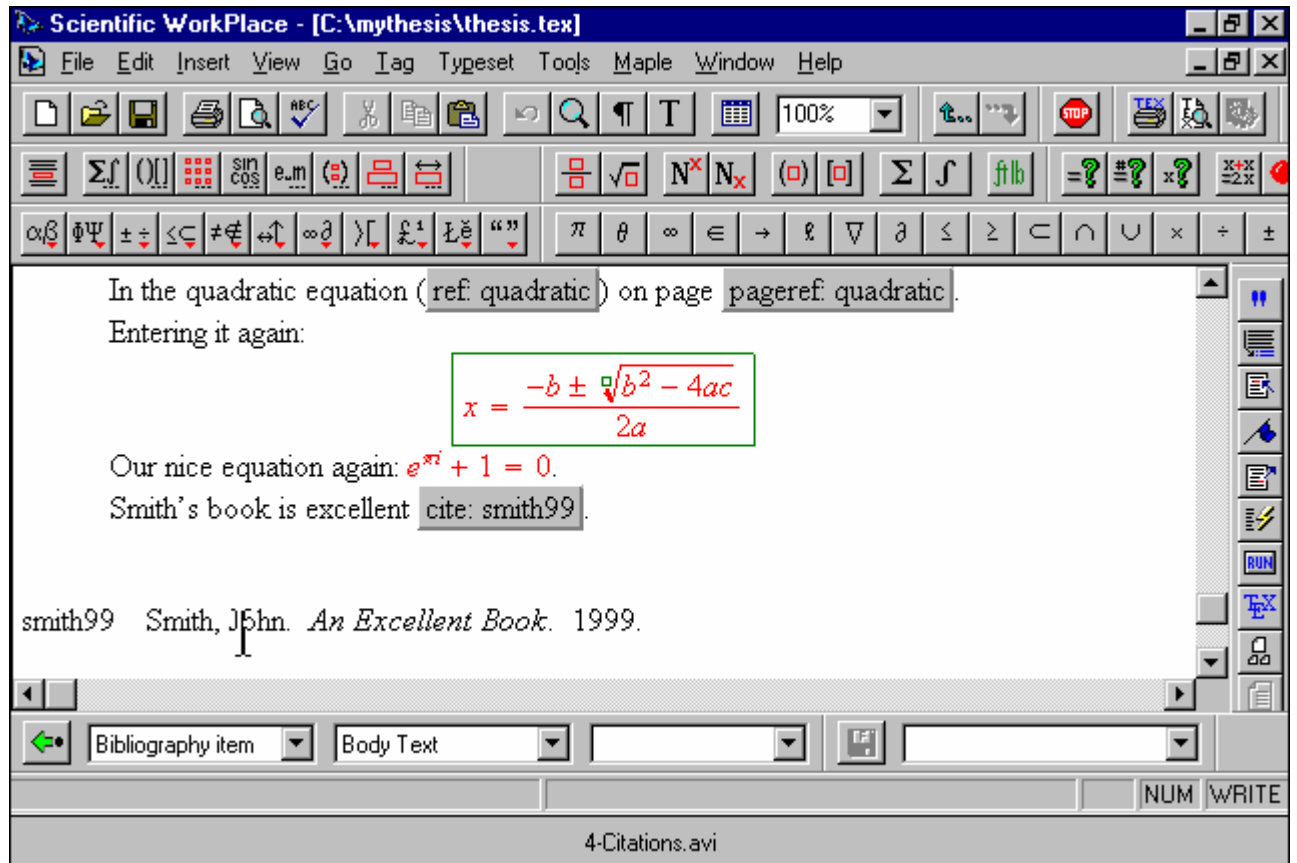
Then follow these steps:

1. Type "Here is a nice equation:" at the end of the document.
2. Click on the [T]. Enter the above equation using mouse clicks.
3. Click on the [M]. Type a period (.). Type "Here is another equation:"
4. [View] [Toolbars]. Select "Math2", "Symbol" and "Field".
5. Arrange the toolbars as shown above.
6. Click on the [Display] button.
7. Enter the quadratic equation using mouse clicks.
8. Click to the far right of the equation so that a tall cursor appears.
9. Click the [Properties] button.

10. Choose “Auto” for Numbering. Type in “quadratic” as the key. OK.
11. [View] [Marker Fields].
12. Press [Enter]. Type “In the quadratic equation ()”.
13. Inside the () click on the [Cross Reference] button.
14. Select “quadratic” and “Object counter”. OK.
15. Type “ on page “. Click on the [Cross Reference] button.
16. Select “quadratic” and “Page number”. OK.
17. [Typeset] [Preview]. Try [Space], * and /. Close Previewer.
18. Press [Enter]. Type “Entering it again”.
19. Click on the [Display] button.
20. Enter the quadratic equation using keyboard short-cuts.
(All short-cuts are listed in an Appendix of the SWP manual.)
21. Click to the far right of the equation so that a tall cursor appears.
22. Type “Our nice equation again:”. Click on the [T].
23. Enter the above equation using keyboard short-cuts.
[[Ctrl] G P gives you pi. **[Ctrl] G L** give you lambda.)
24. Click on the [M]. Type a period (,).

4. Citations

Double-click to watch the video:

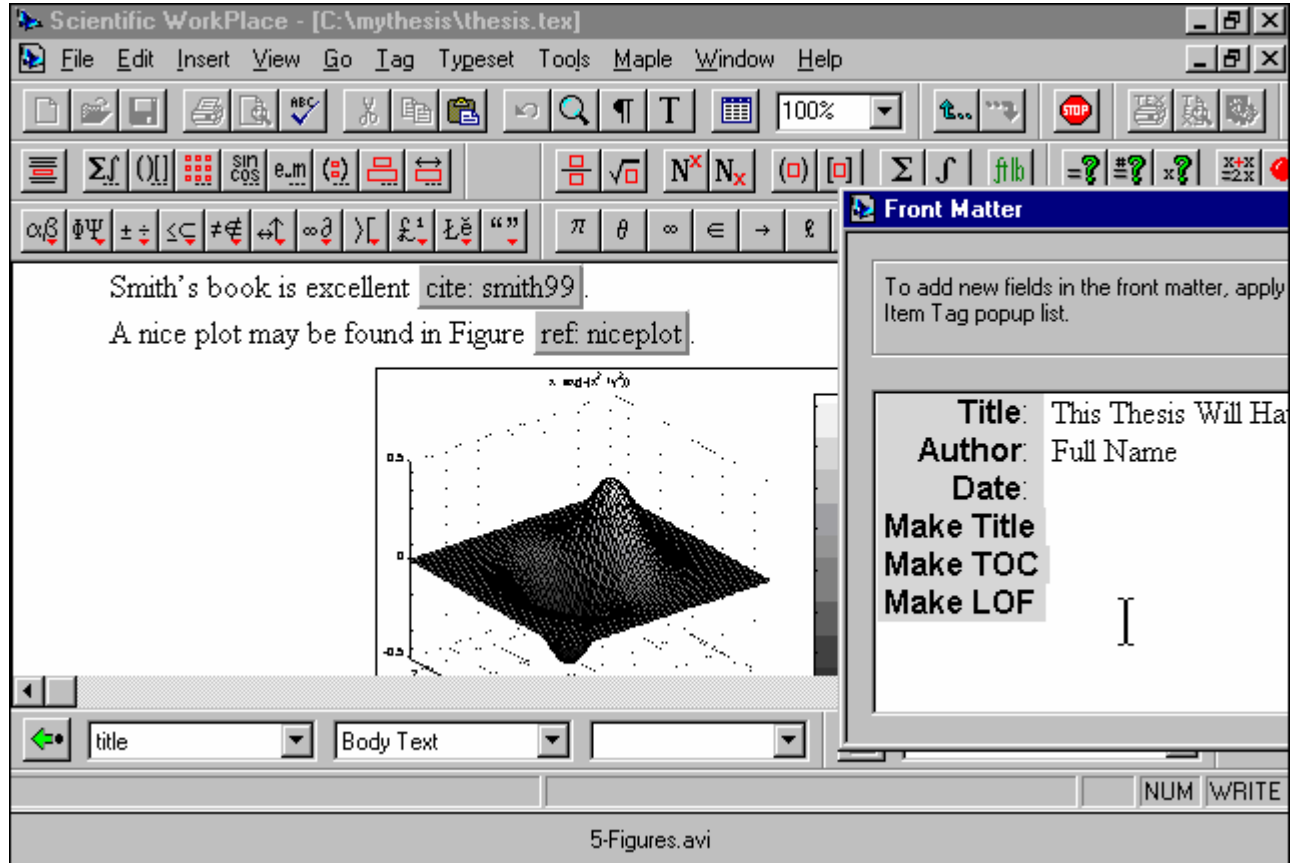


Then follow these steps:

1. Press [Enter]. Type "Smith's book is excellent".
2. Click on the [Citation] button.
3. Set the key to be "Smith99". OK.
4. Type a period (.). Press [Enter] a few times.
5. From the [Item Tag] pop-up, choose "Bibliography item".
6. Type the key of our first (and only item): "Smith99". OK.
7. Type the bibliographic information shown above.
8. [Typeset] [Preview]. Try [Space], * and /. Close Previewer.
(Note: Had we chosen the Standard LaTeX Article style, the Bibliography would have been labelled "References" instead.)

5. Figures

Double-click to watch the video:



Then follow these steps:

1. Click on the end of the last sentence. Press [Enter].
2. Type "A nice plot may be found in Figure .". Press [Enter].
3. [File] [Import Picture]. Open "x:\mythesis\niceplot.eps".
4. Click on the plot and re-size it.
5. Click on the plot, and click on the [Properties] button.
6. Click on the "Frame" tab. Under "Floating Placement", select "Here" and de-select "On a Page of Floats".
7. Click on the "Labeling" tab. Enter "niceplot" as the key.
8. Type "This is a nice plot" as the caption.
9. Type "Nice Plot" as the short caption (for the List of Figures). OK.

10. [Typeset] [Preview]. Try [Space], * and /. Close Previewer.
11. Click to the right of the word “Figure” in the text.
12. Click on the [Cross Reference] button. Select “niceplot”. OK.
13. [Typeset] [Front Matter]. Click to the right of “Make TOC”.
14. Press [Enter]. Click on the [Remove Item Tag] button.
15. From the [Item Tag] pop-up, choose “Make LOF”. OK.
16. [Typeset] [Preview]. Try [Space], * and /. Close Previewer.