



Open-Xchange Documents

Major Release v7.10.0

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1 Objective of this Document

1.1 The Purpose of This Document

This document provides an overview of the new features available in the OX Documents v7.10 release.

1.2 Key Benefits of OX Documents v7.10

This document provides an overview of the new features available in the OX Documents v7.10 release.

Better Preview of Spreadsheets

Previewing a spreadsheet will now show the whole spreadsheet in a menu-free view instead of a print preview on different pages. It is also possible to navigate within the different worksheets of a spreadsheet.

Do more with images: Cropping

Images are used in many documents to complement the message or to catch attention. Therefore, it is important to focus on the areas of the image that are important to the message. OX Documents features a new option to crop images, so users can now select the part of the image that matters the most.

Create better documents

OX Documents v7.10 introduces several new features to create better documents more easily. With a new ruler it is possible to adjust paragraph indentions in a visual manner. Table formatting now supports vertical alignment and new adjustment points in shapes allow users to easily change and customize shapes.

Context Menu for Cut, Copy & Paste

Cut, copy and paste commands in office apps dramatically improve productivity. They are time-saving features and one of the most frequently used commands in Office desktop applications. Therefore cut, copy and paste commands have now been made available in all OX Documents context menus.

2 OX Document Viewer

2.1 Better Preview and Download of Spreadsheets

Previewing a spreadsheet will now show the whole spreadsheet in a menu-free view instead of a print preview on different pages. It is also possible to navigate within the different worksheets of a spreadsheet.

3 General OX Documents Improvements

3.1 Crop Images

Images are often used to complement the message of a document or presentation. Images can also help to catch attention. Therefore, it is important to

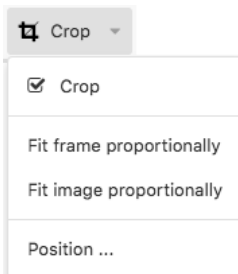
focus on the areas of the image that are appropriate to the message.

OX Documents now has a new option to crop images inside of OX Text and OX Presentation, so that users don't need a separate app to select the part of the image that matters the most.



Crop images in OX Text and OX Presentation

Cropping makes it easy to remove the unwanted portions of an image. If an image is selected, the new cropping feature is available in the Image toolbar.



Crop options

After an image is cropped with the cropping handles, the cropped parts remain as part of the image file.

In addition, it is possible to choose how an image fits in the frame by using the “Fit into frame proportionally” and “Fit image proportionally” options for fine tuning. “Fit into frame proportionally” fills the entire frame with the image and keeps the original aspect ratio. This also removes some part of the image. If

all of the image should fit within the frame, choose “Fit into frame proportionally”. The original image aspect ratio is maintained, but the frame may have empty space.



Fit image into frame proportionally



Fit into frame proportionally

For changing the crop frame or the dimensions of an image quickly, dragging the sizing and crop handles works well in many situations. For more precise control, the “Crop position” allows to enter exact measurements to resize the image, image position and crop frame. Click the arrows up or down to easily make fine adjustments.

Crop position	
Image position	
Width	4.3 in
Height	3.05 in
Offset X	-0.4 in
Offset Y	0.4 in
Crop frame position	
Width	3.5 in
Height	1.3 in
Left	1.15 in
Top	2 in
Cancel OK	

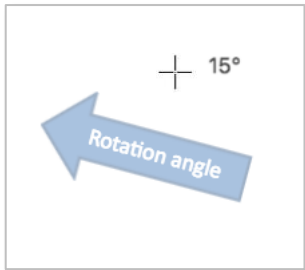
Define exact crop and image position

3.2 Rotate with Angle Indicator

In OX Documents images, shapes and text boxes can easily be rotated by dragging the rotation handle. To limit the rotation to 15-degree steps, users can hold the Shift key while dragging the rotation handle. When multiple

shapes are rotated, they do not rotate as a group, but instead each shape rotates around its own center.

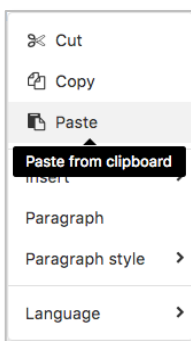
With the new angle indicator users can now rotate to an exact angle. The rotation angle is always displayed when the object is rotated. The rotation can easily be stopped when the desired angle of rotation is reached.



Rotation angle indicator

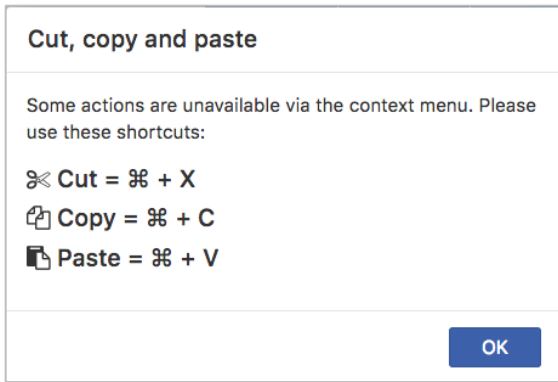
3.3 Context Menu for Cut, Copy & Paste

Cut, copy and paste commands in office apps dramatically improve productivity. They are time-saving features and one of the most frequently used commands in Office desktop applications. Therefore cut, copy and paste commands are now available in all context menus of OX Documents.



Cut, copy and paste in context menu

Because of the limitations of web browser technology, pasting in OX Documents shows a security alert and a workaround to use keyboard shortcuts Ctrl-X/Ctrl-C/Ctrl-V (Cmd-X/C/V for Mac users) instead.

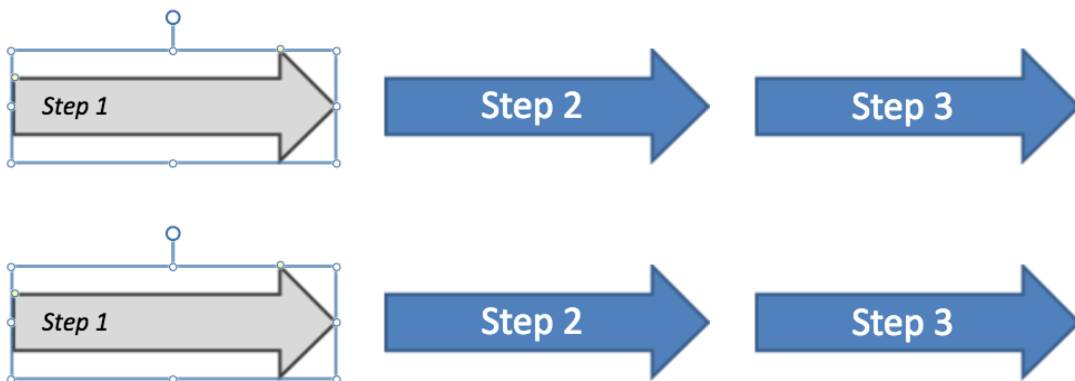


Cut, copy and paste warning with shortcuts

3.4 Format Painter

The Format Painter was introduced with OX Spreadsheet and is now also available in OX Text and OX Presentation. The Format Painter is used to apply the same formatting from one item to another. This is handy and saves time when you have done two or more different formatting's to an object and want to apply the same formatting's to several more objects.

For example, if you have inserted a shape, and have it formatted using a specific font, font size, background and border color. Now you want to apply these same changes to several more shapes. The Format Painter allows to copy all of these attributes at one time to a different shape, rather than having to apply all three individually. The Format Painter can be used for photos, text frames, table cells, and shapes.



3.5 Better Scalability for Large Scale Deployments

OX Documents is based on the concept of “operations”. Operations are used to transfer document data from the server to the client, when opening the document - and from the client to the server, when edits are saved back to the document. An operation describes a specific change to the document, like `InsertParagraph`, `InsertText`, `SetAttribute`, `Delete`.

Here is an example: To insert a paragraph with the text “Hello world”, the following operations are send from the client to the server:

```
[{"operations":[{"name":"insertParagraph","start":[0],"attrs":{},"osn":23,"opl":1}, {"name":"insertText","text":"Hello world","start":[0,0],"osn":24,"opl":11}]}]
```

The number and length of operations have direct impact on the memory consumption on the server. OX Documents now works with shortened operations which reduces the memory consumption on the server significantly. Here are three examples of shortened operations:

Long operation name:	Short operation name:
"insertParagraph"	"ip"
"insertText"	"it"
"setAttributes"	"sa"

Here is the list of shortened operations from the example above which reduces the memory footprint around 25% to 30%:

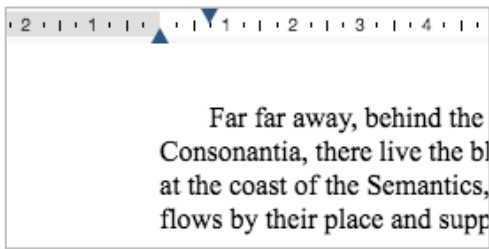
```
[{"operations":[{"osn":23,"opl":1,"n":"ip","o":[0],"a":{}}, {"osn":24,"opl":11,"n":"it","w":"Hello world","o":[0,0]}]}]
```

4 OX Text

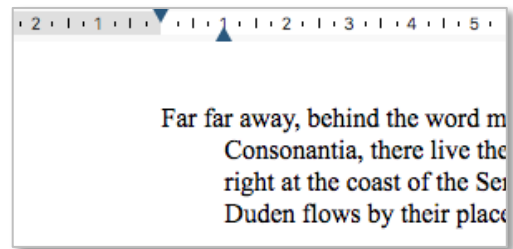
4.1 Set Paragraph Indents

Indenting paragraphs adds structure to a document by visually separating paragraphs from one another. Indented paragraphs are common in print publishing, business writing, and academic research.

In OX Text it is now possible to change or adjust paragraph indentation in a visual manner by using the new horizontal ruler.

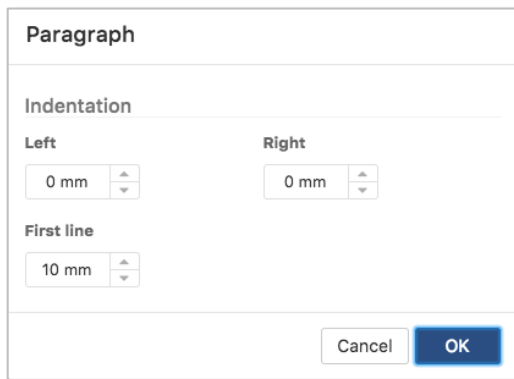


First line indent



Hanging indent

If specific values are required there is also a paragraph dialog box.



Paragraph indentation dialog

It is also possible to use the tab key to indent a single paragraph whereas the ruler is the quickest method to indent all existing paragraphs.

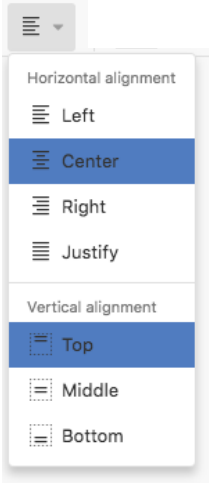
The ruler can be switched off in the View options.

4.2 Change Vertical Alignment in Table Cells

Tables are used in many documents. Often it is necessary to align information within the cells of a table. OX Text already offered the option to align text horizontally. Now OX Text also allows to change the vertical alignment in tables. With this new option aligning text in table cells offers nine ways to line up text vertically and horizontally.

Align Top Left	Align Top Center	Align Text Right
Align Center Left	Align Center	Align Center Right
Align Bottom Left	Align Bottom Center	Align Bottom Right

Nine ways to align text in tables



Horizontal and vertical alignment options in OX Text for “Align Top Center”

4.3 Maintain Table Formatting when Adding Rows & Columns

Tables are not just containers for data – they are a powerful formatting tool. The quickest way to format a table is to use table styles. These designs save users from the lack of design skills.

Even if no table styles are used, formatting tables has become far easier in OX Text. Now text and paragraph attributes are copied from the neighbor cells when inserting a new row or column in a table. The user does not have to repeat the formatting for each new row or column.

Name	Contact
David Smith	1-234-272-8383
Eva May	1-654-432-3523

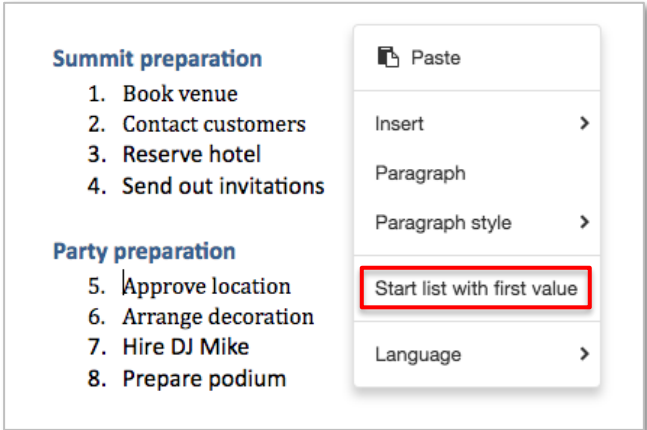
Inserting new row

Name	Contact
David Smith	1-234-272-8383
Eva May	1-654-432-3523
Paul Jones	

Text, paragraph and cell attributes are automatically copied

4.4 Restart or Continue List Numbering

For some types of numbering – for example, the numbered steps in a list of instructions – users can now restart at the beginning of each new list. This option can be applied to numeric and alphabetical lists.



Restart list numbering

It is also possible to link two lists together and to begin a list where the last one left off (“Continue list numbering”). This is especially helpful for numbered lists that are interspersed with paragraphs that have a different format.

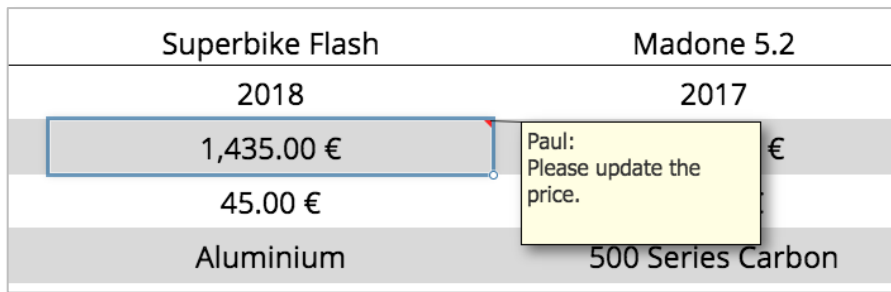
5 OX Spreadsheet

5.1 See Comments in Spreadsheets

Comments can help to make a spreadsheet easier to understand by providing additional context to the data it contains. Comments are basically notes that can be inserted into any cell.

Spreadsheet documents with comments created in Microsoft Excel can now be viewed in OX Spreadsheet. When a cell has a comment, a red indicator appears in the corner on the cell.

Superbike Flash	Madone 5.2
2018	2017
1,435.00 €	€
45.00 €	
Aluminium	500 Series Carbon



Comments with indicator

Excel automatically adds the user name to the comment. Comments are displayed in OX Spreadsheet at the same position, in the same color and in the same size as they are created in Excel. By default, OX Spreadsheet displays all comments. If a spreadsheet has a lot of comments, showing all of them at a time can complicate the perception of the data. In this case users can control how OX Spreadsheets displays comments by changing the “Show/Hide all” option in the Comments toolbar. Now the comment appears when the mouse hovers over a cell with an indicator.



Comments toolbar

In addition, the visibility of individual comments can be toggled with clicking “Show/Hide” in the Comments toolbar or in the context menu.

To cycle through all the comments one by one, the “Previous” or “Next” options allow to view comments in sequence or reverse order. If a comment is no longer needed, right-click the cell that contains the comment and then click “Comments – Delete” or click “Delete” in the Comments toolbar. “Delete all” allows to remove all comments in a spreadsheet.

Model	Superbike Flash	Madone 5.2	Chubaka
Year	2018	2017	2012
Price (MRP)	1,435.00 €	1,435.00 €	1,435.00 €
Destination Charge	45.00 €	45.00 €	45.00 €
Frame	Aluminium	500 Series Carbon	Aluminium suspension
Sizes	M	50 - 64 cm	One Size
Front Gear System	Shimano TX51	Shimano Utegra	Shimano SIS
Rear Gear System	Shimano TX35B	Shimano Utegra STI	Shimano Tourney
Suspension	Yes, Front and Rear	No	No
Color	Red, Blue	Closs/Matte Trek Black	Red, White

Comments in spreadsheets

Please note: Creating and editing comments will follow in one of the next releases.

6 OX Presentation

6.1 Performance: Faster load time

A number of features and functions in OX Spreadsheet were implemented and bundled in a calculation engine. This calculation engine needed to be installed in an OX App Suite configuration. Now OX Spreadsheet can be provisioned without this extra engine package. All features and functions are now implemented on the client itself and allow a much better scalability. Formerly

required resources (CPU, RAM) are now available for the OX App Suite processes.

7 Image Service

7.1 Independent Image Service

The Image Service now runs in a separate Java Runtime Environment for better robustness and easier deployment. This change needs manual adjustments after an update to OX App Suite v7.8.2. For details see the Release Notes and <https://oxpedia.org/wiki/index.php?title=AppSuite:DocumentConverterUpdate782>

7.2 Improved cache handling

The network traffic between the Document Converter and OX App Suite is reduced, because of an improved cache lookup handling. If a document is already available in the Document Converter cache, the lookup is done based on a hash instead of transferring document data again.