Stay Open.

Open-Xchange Documents

Minor Release v7.10.3

Feature Overview

V1.0

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1 OX Documents v7.10.3

1.1 Intention of this Document

This document provides an overview of the new web frontend features, backend improvements and other changes coming with this minor release of OX Documents, v7.10.3.

The purpose of this document is to inform Open-Xchange customers and partners about the main changes that have been made in this release.

1.2 Key Benefits of OX Documents v7.10.3

Open-Xchange is pleased to announce the release of OX Documents v7.10.3.

Keeping in line with Open-Xchange's end-user strategy OX Documents 7.10.3 contains many enhancements designed specifically for the user and the user experience.

Major enhancements in OX Documents 7.10.3 include:

- **Threaded Comments –** Comments in OX Spreadsheet and OX Presentation now allow for discussions, replies to comments, with other people. This can save a lot of time.

- **Better Navigation in OX Text**
  Users can now see the current, and total, number of pages in OX Text as they scroll through the document.

- **Shapes with Transparencies in OX Presentation**
  In OX Presentations a new dialog for formatting line and fill attributes of shapes now also includes its transparency.

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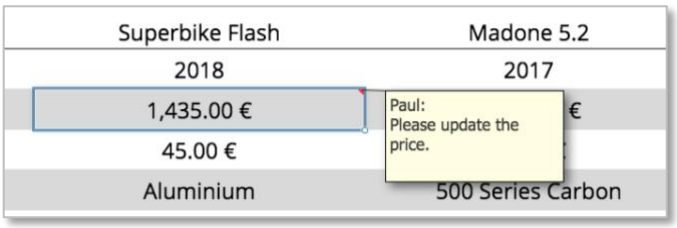
2 Comments in OX Spreadsheet

2.1 Differences between Notes and Comments

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.

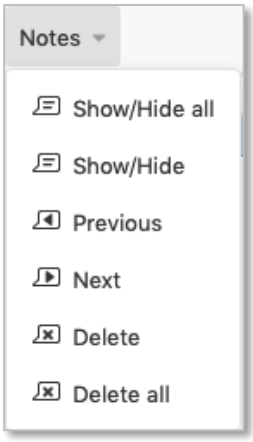
Introduced with OX Documents 7.10.0 comments in a spreadsheet that was created in Microsoft Excel, or OpenOffice, could be viewed in OX Spreadsheet. With this release we have changed the naming of this feature. What was called “comment” in OX Documents 7.10.0 is now called “note” in OX Documents 7.10.3.



Comments are now called “Notes”

Notes are displayed in OX Spreadsheet at the same position, in the same color and in the same size as they are created in Excel or OpenOffice. OX Spreadsheet also respects the visibility options set by the user: is a comment visible all the time or only when hovering over the cell. When a cell has a note, a red indicator appears in the corner on the cell.

A new dropdown in the “Review” toolbar allows users to toggle the visibility of a note, to cycle through all notes (one by one) and to remove notes. This dropdown is only available in the toolbar if the spreadsheet contains at least one note.



Dropdown for notes in “Review” toolbar

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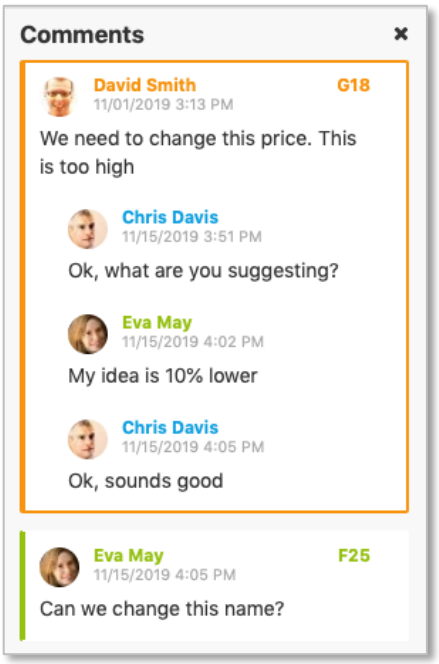
Notes can only be viewed but not created or edited in OX Spreadsheet.

With this version OX Spreadsheet introduces threaded comments in a new Comments pane. This allow for discussions with other people about the data within a spreadsheet. When a comment is inserted OX Spreadsheet stores the comment, the author, the date, and time. A co-worker can then click “Reply” and add a new comment to the same cell. This reply also lists the author, date and time. A comment can have multiple replies from multiple users. A reply will always be added at the end of the comment thread.



Threaded comments in new Comments pane

Comments have an orange triangle in the top right of the cell and an orange comment icon above the cell. If the comment already has one or more replies, the icon changes to a threaded comment icon:

Comment indicator with comment and threaded comments

Clicking the comment icon opens or closes the Comments pane. Threaded comments and notes can coexist side-by-side in a worksheet.

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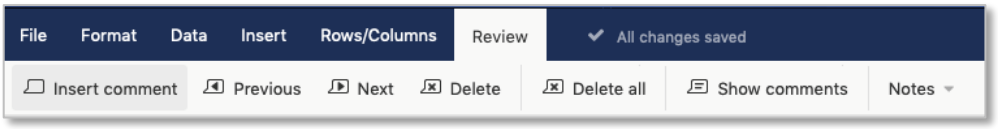
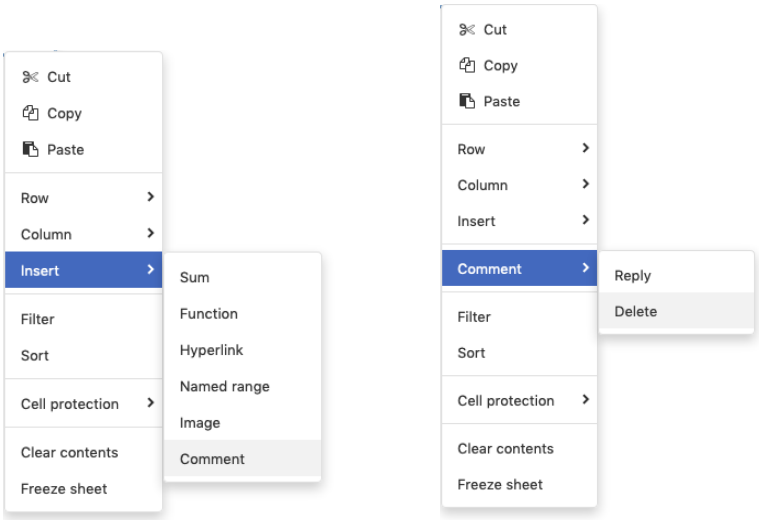
2.2 Working with Comments

Creating a Comment

A new comment can be created using the “Review” toolbar or via the context menu. If a comment is already existing, the context menu allows the user to reply or to delete the comment.



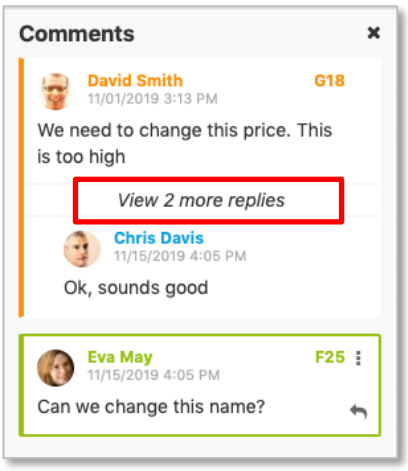
Inserting a comment via toolbar



Inserting a comment via context menu and working with a comment

All comments are shown in a pane alongside the spreadsheet. If this pane is not visible, it will automatically be opened when a comment is created.

If a comment has a number of replies, and another comment is selected, the comment thread will automatically be collapsed and only show the initial comment, the number of invisible replies and the last reply. Clicking the number of invisible replies will expand the thread and show all replies.



Collapsed comment thread

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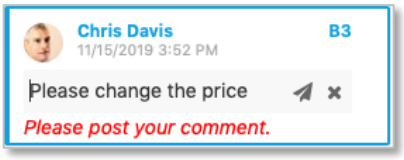
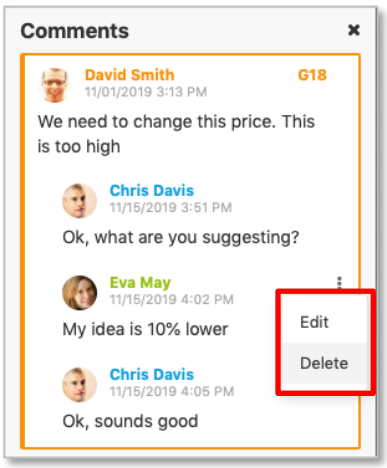
A comment needs to be posted before another comment can be created or edited. If a comment is not yet posted and the user wants to create a new comment, or edit another comment, a warning is shown (“Your document contains unposted comments”) and the unposted comment is highlighted:



Hint for unposted comment

Editing a Comment

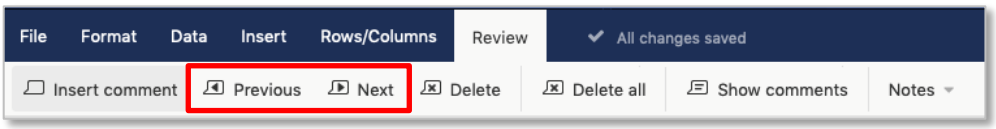
Existing comments can be edited via the “Edit” button in the Comments pane. To delete a comment, use the context menu, the “Delete” button in the Comments pane or “Review” toolbar.



Edit or delete a comment

Navigating in Comments

When dealing with a spreadsheet that contains many comments that are spread across a greater distance, the “Previous” and “Next” button, in the toolbar, allow for fast navigation from one comment to another.



Navigation in comments

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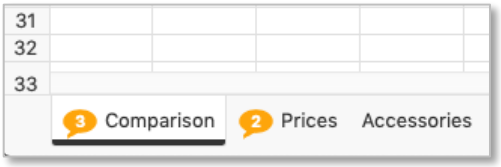
A notification (“No more comments found”) informs the user when the end of the spreadsheet has been reached.

Number of Comments

To keep track of the number of comment threads in a worksheet, the number is displayed in the sheet tab. Clicking the number also opens the Comments tab.



Number of comments in worksheet

Comments are editable

Keep in mind that it is possible for others to edit your comments. Comments in OX Documents are stored in the file. This means that anyone with edit access to the file can also edit comments.

3 Comments in OX Presentation

Comments are also helpful to give, or gather, feedback on a presentation. Threaded comments are now also available in OX Presentation. A comment can be attached to any element, or to an entire slide, in OX Presentation.

3.1 Working with Comments

Creating a Comment

A new comment can be created using the “Review” toolbar, or via the context menu. If a comment is created via context menu, the comment icon is placed exactly at the position of the mouse to the slide of where the context menu was opened.

Like in OX Spreadsheet, OX Presentation stores the comment, the author, the date and time when the comment was made. A comment needs to be posted before another comment can be created or edited. A co-worker can delete the

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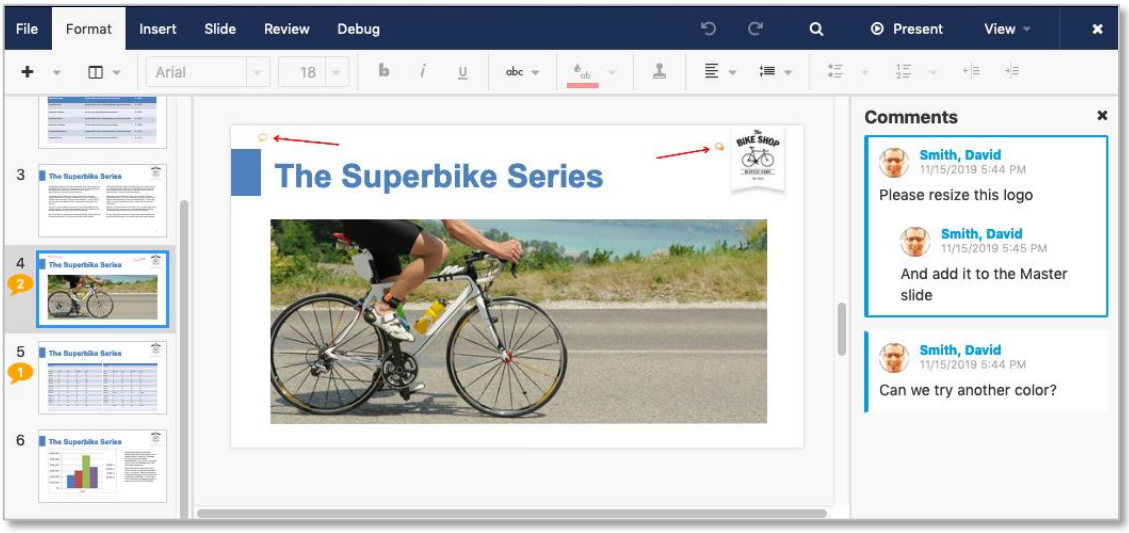
comment or add a reply. When a comment has a reply, the comment icon on the slide then shows that there is a thread of comments.



Presentation with comments on slide

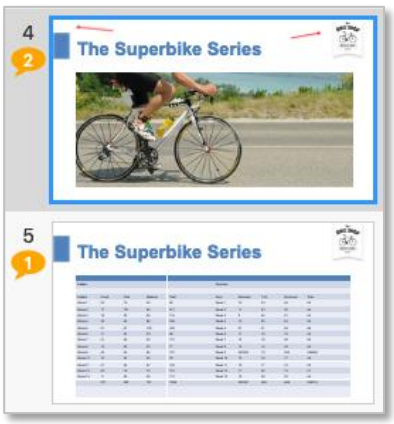
A comment icon (see red arrow in screenshot below) can be dragged and dropped everywhere on the slide to make clear to what the comment is referring to.

Navigating in Comments

When navigating the comments, with the “Next” and “Previous” button in the toolbar, a notification indicates when the end of the presentation has been reached.

Number of Comments

To easily identify slides with comments, an orange indicator in the slide pane on the left side shows the number of comment threads on a slide. Clicking the bubble opens and closes the Comments pane.



Number of comments in Slide pane

Comments are editable

Keep in mind that it is possible for others to edit a comment. Comments in OX Documents are stored in the file, so anyone with edit access to the file can also edit comments.

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4 Other Enhancements

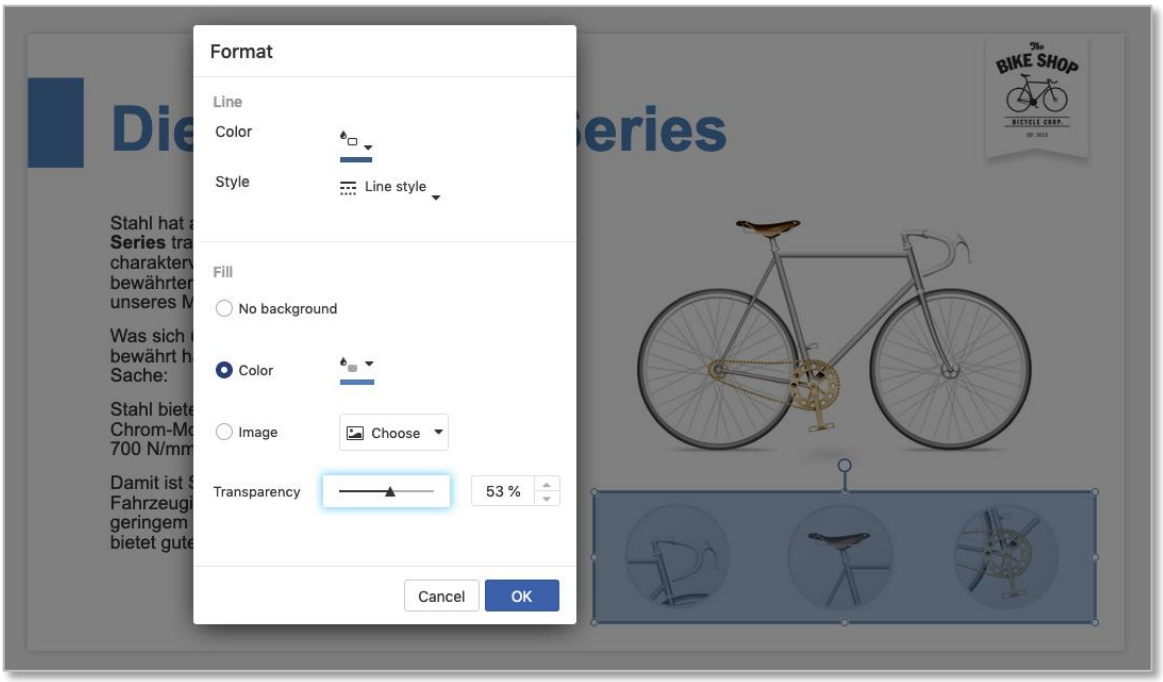
4.1 OX Text: Better Navigation

For a better navigation in longer documents users can now see the current and total number of pages in OX Text as they scroll through the document.

Page number while scrolling

4.2 OX Presentation: Transparency for Shapes

A new dialog in the context menu for formatting line, and fill attributes of shapes, now provides the ability to define the transparency.



Transparency in Format dialog

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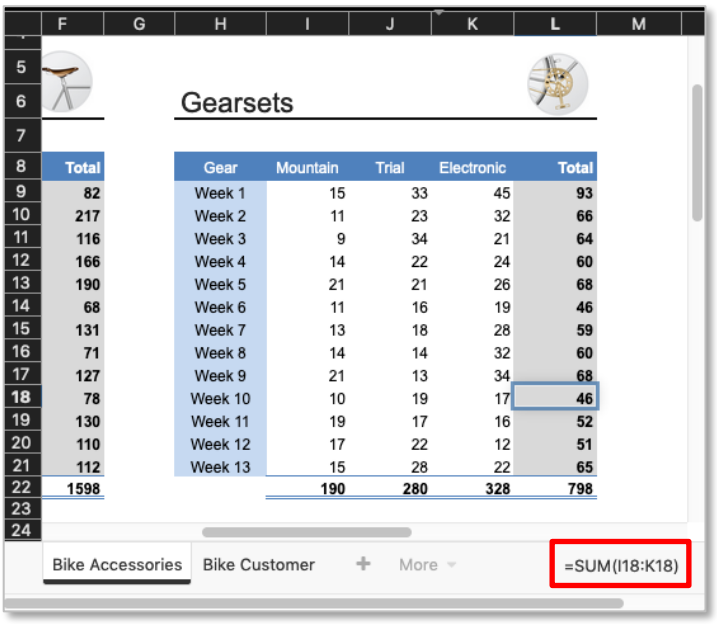
In addition, it is now also possible to add an image as the fill for a shape. This helps to enhance a presentation:

Image as fill for shape

4.3 OX Viewer: Check Formulas in Spreadsheets

The OX Viewer is now able to analyze formulas in the spreadsheet. If a cell has a formula, the formula is shown in the status bar.



OX Viewer allows to check formulas

4.4 OX Viewer: Faster Photo Thumbnail Creation

The average size and resolution of a photo is growing with each new smartphone generation. Current smartphone cameras create an average photo size from 7 to 12MB. Creating thumbnails for these photos takes up more and more processing time when the images become bigger and bigger. To keep up

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with this trend, thumbnail generation has had to become faster and more reliable. In this release this has been achieved with the following changes:

- The image converter can now run on a dedicated node to increase reliability
- The property for the maximal allowed pixel size and the processing timeout was increased
- A new image library is now up to 20% faster

5 Administration, Configuration, etc.

5.1 Document Collaboration Service (DCS)

With OX Documents 7.10.3 the “Documents Collaboration Service” has been introduced. The Documents Collaboration Service needs to be installed, configured and run. It supports collaboration across Middleware nodes but is also mandatory for small (even single node) environments.

For upgrades from versions earlier than 7.10.2 the hazelcast cluster requires a complete shutdown, because the internal OX Documents data has changed. A rolling upgrade is not possible.

Further information can be found at:
https://oxpedia.org/wiki/index.php?title=AppSuite:Documents_Installation_Guide#Documents_Collaboration_Service

5.2 Apache Version 2.4.10

Please note: For OX Documents 7.10.3, Apache version 2.4.10 or newer is required.

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