

Alt&Title USER GUIDE

THE QUICK AND EASY WAY TO ADD
ALT AND TITLE ATTRIBUTES
TO YOUR HTML TAGS





Alt&Title User Guide



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Foreword

In this section the following information is included:

- About this User Guide and Help
- Terminology
- Side Headings

About this User Guide and Help

The Alt&Title user guide and Help provide detailed instruction about how to operate Alt&Title; from installation and configuration, to scanning and adding alt and title attributes to HTML tags, they are designed as an everyday reference for both beginners and experts.

The user guide and Help assume you have a working knowledge of the Windows® operating system and its conventions, including how to use a mouse and keyboard, and how to run applications from the desktop or Start menu. For help with any of these techniques, please refer to your Windows® documentation or help.

Printing

The Alt&Title Help is primarily designed for on-screen reference. Even though its content can be printed, it is the Alt&Title user guide (AltTitle_User_Guide.pdf) that is better suited for this purpose.

The layout of the user guide is designed for duplex (back to back) printing. If your printer has a duplex facility, please ensure it is set prior to printing.

Terminology

Certain terms are underlined throughout the user guide and Help. By positioning your mouse pointer over one of these links and pressing your primary mouse button, one of the following actions occurs...

- A pop-up description of the term is displayed alongside.
- A page within the user guide or Help that describes the term or a topic relating to it is displayed.
- A Fly Software web page relating to the term is displayed.

Side Headings

For quick reference, the following side headings are displayed throughout the Alt&Title user guide and Help:

EXAMPLE:

Provides an example of the current topic.

NOTE:

Provides additional information or hints to assist in performing a task or understanding the current topic.

MORE:

Used to indicate where further details about the current or a related topic can be found.

CAUTION:

Used if the current action or omission may cause irretrievable results such as loss of data.

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In this section the following information is included:

- At a Glance
- Concise

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Introduction

In this section the following information is included:

- Why You Need Alt&Title
- What Alt&Title can do for You

Why You Need Alt&Title

As a web developer you already know certain HTML tags should contain alt and title attributes. Not only do they add visual cues and improve accessibility, they also help your web pages adhere to standards published by the World Wide Web Consortium (W3C).



Fig. 1 Examples of alt and title attributes in use

Despite their importance, have you (like many other developers) created web pages that contain HTML tags that do not contain an alt attribute or more likely a title attribute?

The problem of missing title attributes has become conspicuous with the release of Internet Explorer 8 and the increased popularity of Firefox. Unlike earlier versions of Internet Explorer, these browsers do not use the alt attribute to display a tooltip for certain page elements. Instead, the title attribute is used for this important visual cue.

If your website portfolio amounts to hundreds or thousands of pages, locating missing alt and title attributes and adding them to applicable HTML tags would be a very time consuming and costly process.

To help you quickly and easily resolve this problem, Fly Software has developed Alt&Title.

What Alt&Title can do for You

Alt&Title scans web pages and reports which supported HTML tags have missing alt and title attributes.

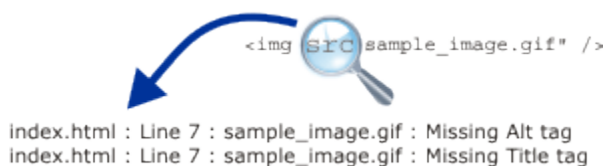


Fig. 2 Locating and reporting missing alt and title attributes

More importantly, Alt&Title can automatically add a title attribute to a supported HTML tag if an alt attribute is already present, and vice versa.



Fig. 3 Adding attributes

For example, if a HTML tag already contained `alt="Buy Now!"`, Alt&Title would automatically add `title="Buy Now!"` to the same tag. Similarly, if `title="Download Now!"` was present, `alt="Download Now!"` would be added.

Adding missing alt and title attributes to supported HTML tags is automatic, and can be performed on any number of web pages in seconds.

All alt and title attribute additions are reported, so you know exactly which web pages and tags have been updated, and what attribute content has been applied. There is even a preview facility that allows you to see what changes will be made prior to updating associated web pages.

By using Alt&Title, you no longer need to painstakingly open your web pages then locate and add missing alt and title attributes. Now you can simply select the problematic web pages, click a button and let Alt&Title perform the job for you!

Getting Started

In this section the following information is included:

- System Requirements
- Supported File Formats
- Supported HTML Tags
- Installing
- Launching
- Workspace Overview
- Licensing
- Displaying Developer and Application Information
- Viewing Preferences
- Using Panels
- Navigating Folders
- Selecting Files
- Updating
- Shutting Down
- Uninstalling

System Requirements

Alt&Title has the following minimum computer system requirements:

- Microsoft® Windows® 7, Vista, XP, 2003, 2000, NT.
- Intel® Pentium® or AMD® K6 processor.
- 128 MB of RAM (512 MB recommended).
- 20 MB of available hard-disk space.
- 800x600 pixel screen resolution.
- Internet connection for licensing (recommended).

Supported File Formats

Alt&Title supports the following default file formats:

asa	ascx	asmx	asp	aspx	cfc	cfml	dwt
hta	htc	htm	html	inc	php	php3	php4
php5	shtm	shtml	ssi	stm	xhtml		

If a file format you wish to [scan](#) or perform an [add attribute process](#) on is not included, you can specify your own.

MORE:

For further details about selecting and deselecting a file format and specifying your own, refer to Configuration > [File Formats](#).

Supported HTML Tags

Alt&Title supports the following HTML tags:

- area
- img
- input (image)

NOTE:

The HTML Tag buttons contained on the [Application toolbar](#) and the options contained on the Tools menu determine which tags are processed.

MORE:

For further details about selecting HTML tags, refer to Configuration > [HTML Tags](#).

Installing

The Alt&Title installation file, AltTitle_Setup.exe, can be downloaded from the following Fly Software web page...

<http://www.flysoftware.com/downloads>

When the download is complete, double-click the file to start the installation procedure. Following this, the Installation Wizard is displayed which guides you through the entire Alt&Title installation.

NOTE:

Alt&Title can only be installed when you are logged on to Windows® as an administrator.

NOTE:

Installation can be aborted at anytime by clicking the Cancel button.

Default Install Locations

Alt&Title's application files and application data are stored in different locations.

Application Files

By default, Alt&Title's application files are installed in the following location:

C:\Program Files\Fly Software\AltTitle\

Application Data

By default, Alt&Title's application data, including its configuration file App.ini, and licence file AltTitle.lic, are installed in the following location:

Windows® XP, 2003, 2000, NT

C:\Documents and Settings\All Users\Application Data\Fly Software\AltTitle

Windows® 7, Vista

C:\ProgramData\Fly Software\AltTitle\

NOTE:

The Application Data and ProgramData folders may be hidden from view in Windows® Explorer or My Documents.

MORE:

To show the Application Data and ProgramData folders, refer to your Windows® documentation or Help.

Launching

Launch Alt&Title by clicking the Alt&Title icon (Fig. 4) in the Fly Software folder on the Windows® Start Menu. Alternatively, double-click the Alt&Title icon on the Windows® desktop (if available).



Fig. 4 Alt&Title icon

Following launch, the application workspace (Fig. 5) is displayed.

Workspace Overview

When Alt&Title is launched, the application window opens to display the workspace (Fig. 5).

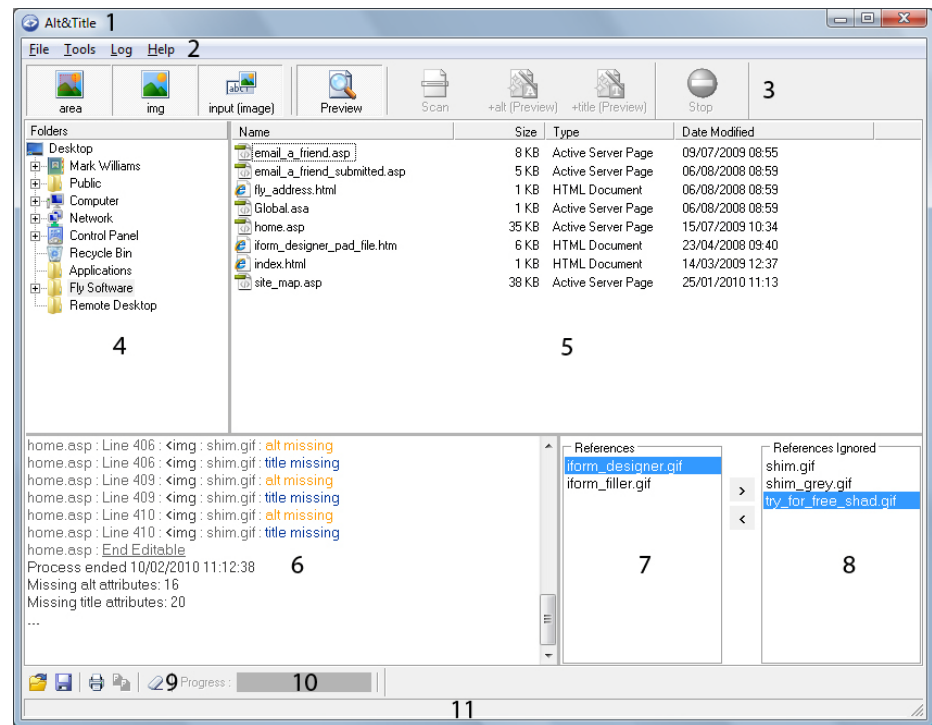


Fig. 5 Alt&Title workspace

The following components are contained within the Workspace:

Name	Description
1 Title bar	Displays the application icon and name, and buttons to resize and close the application window.
2 Application menus (File, Tools, Log and Help)	Provides access to Alt&Title functionality.
3 Application toolbar	Contains buttons that provide access to core Alt&Title functionality.
4 Folder panel	Provides access to the folders contained within the Windows® file system.
5 File panel	Displays the files contained within the folder selected in the Folder panel.

	Name	Description
6	Log panel	Displays messages during a <u>scan</u> or <u>add attribute process</u> .
7	References panel	Displays references such as image filenames located during a scan or add attribute process.
8	References Ignored panel	Displays references such as image filenames that Alt&Title should ignore during a scan or add attribute process.
9	Log toolbar	Provides access to Log panel functionality and displays the progress bar.
10	Progress bar	Indicates the progress of a scan or add attribute process.
11	Status bar	Displays the tooltip of an application object the mouse pointer is currently hovering over.

Licensing

Until Alt&Title is licensed, the functionality to add alt and title attributes is disabled.

NOTE:

The Preview button on the Application toolbar will remain pressed, and the Preview option on the Tools menu will remain ticked, all the while Alt&Title is unlicensed. As such, when an add attribute process is performed, only a preview is generated in the Log panel.

Licensing Alt&Title is performed using an online or manual process.

Purchasing a Licence

An Alt&Title licence can be purchased from the following Fly Software web page:

<http://www.flysoftware.com/products/altandtitle/overview.asp>

Online Licensing

Online licensing requires an Internet connection on the computer where Alt&Title is installed, and is the recommended and most convenient method of licensing.

Select Help > Licensing to open the License dialog Online tab (Fig. 6) where Alt&Title can be licensed or unlicensed using the online method.

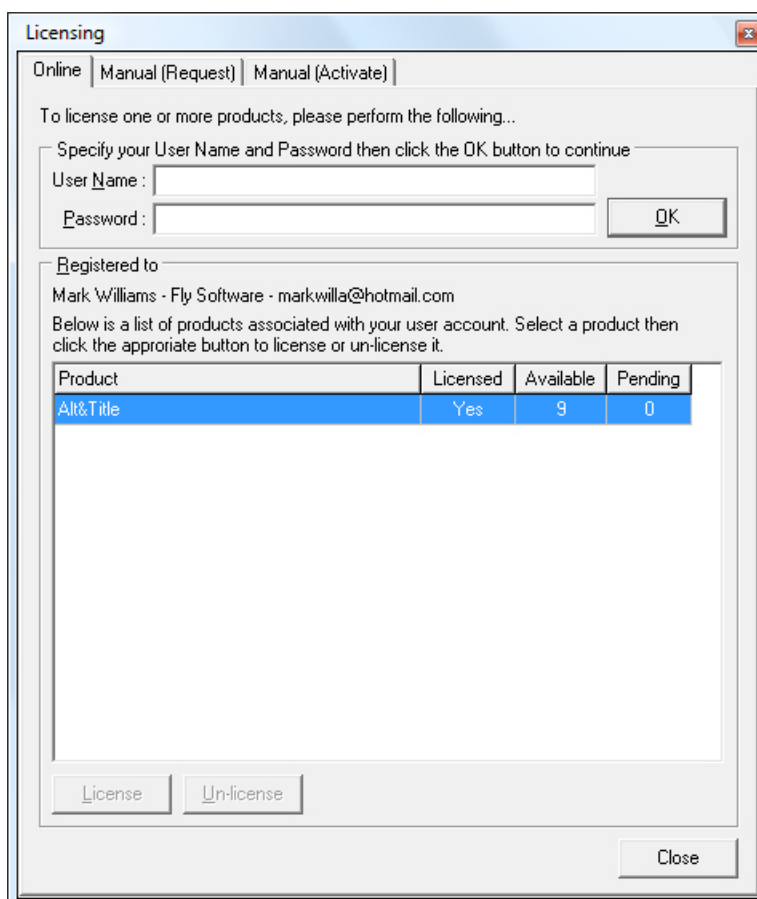


Fig. 6 Licensing dialog Online tab

Connecting to Your Fly Software User Account

Prior to licensing Alt&Title online, you must connect to your Fly Software user account.

In the Licensing dialog Online tab (Fig. 6) specify your user name and password then click the OK button. Following this, Alt&Title will attempt to connect to your user account on the Fly Software web server. If successful, Alt&Title is displayed together with its licence status (Yes and No), and the Available and Pending licences contained in your user account.

NOTE:

You are prompted to create a user account when you purchase an Alt&Title licence or any other Fly Software product for the first time. However, if you would like to create a user account prior to this visit the following Fly Software web page:

http://www.flysoftware.com/user_access/register.asp

NOTE:

Pending licences indicate the quantity of Alt&Title licences purchased through the associated Fly Software user account but not yet paid for.

When payment is received by Fly Software, applicable Pending licences become Available licences which can be used to license Alt&Title.

License

To license Alt&Title you must have at least one Available licence.

In the Licensing dialog Online tab (Fig. 6), click the License button. If successful, Yes is displayed in the Licensed column, and an Available licence for the associated plug-in is removed from your user account.

NOTE:

If Alt&Title was previously licensed (but had not been un-licensed) for an installation on the same computer, an Available licence is not removed from your account.

NOTE:

If Alt&Title does not have an Available licence, you will need to purchase one.

Un-license

If you no longer wish to use Alt&Title, or would like to use its associated licence on another computer, it can be un-licensed.

In the Licensing dialog Online tab (Fig. 6) click the Un-license button. If successful, No is displayed in the Licensed column, and an Available licence for the associated plug-in is added to your user account.

Manual Licensing

If the computer where Alt&Title is installed does not have an Internet connection, it must be licensed manually.

Manual licensing involves two processes:

1. Request an Alt&Title licence from Fly Software;
2. Activate the requested licence.

Request Licence(s)

The first part of the manual licensing process involves saving a licence request file then emailing it to Fly Software.

The licence request file has the following filename:

AltTitle Licence (user name – yyyyymmddhhmmss).req

This file contains information about Alt&Title together with your user name and password.

Select Help > Licensing to open the Licensing dialog. Now click the Manual (Request) tab to display the Licensing dialog Manual (Request) tab (Fig. 7).

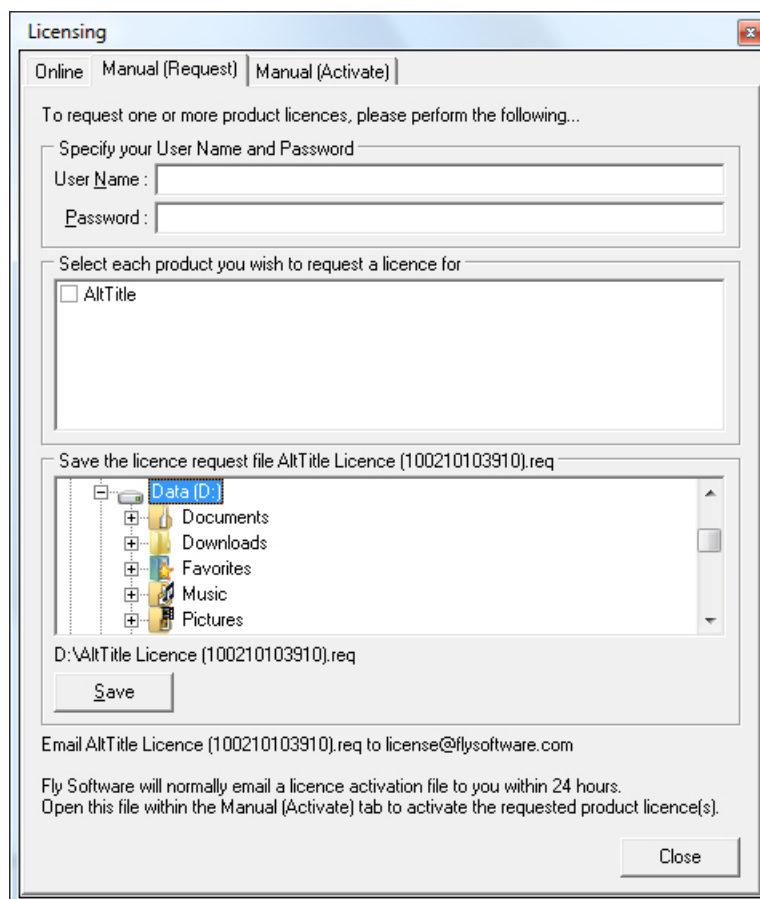


Fig. 7 Licensing dialog Manual (Request) tab

To save a licence request file, perform the following:

1. Specify your user name and password;
2. Click (tick) the Alt&Title checkbox;
3. Select where you would like to save the licence request file;
4. Click the Save button;
5. In the Confirmation dialog, click the OK button to close it.

Email the licence request file to license@flysoftware.com. This process is likely to involve moving the file to a computer with an Internet connection.

After receiving the licence request file, Fly Software uses it to create a corresponding licence activation file.

Activate Licence

The second part of the manual licensing process involves activating the requested Alt&Title licence. This is achieved using the licence activation file which is normally emailed to you by Fly Software within 24 hours of receiving your licence request file.

The licence activation file has the following filename:

AltTitle Licence (user name – yyyyymmddhhmmss).req

NOTE:

If you do not have an Available Alt&Title licence in your Fly Software user account, you will be notified by email. A licence will need to be purchased and the associated licence requested again.

NOTE:

When you receive your licence activation file, save it, and if necessary, make it accessible to the computer where Alt&Title is installed.

Select Help > Licensing to open the Licensing dialog. Now click the Manual (Activate) tab to display the Licensing dialog Manual (Activate) tab (Fig. 8).

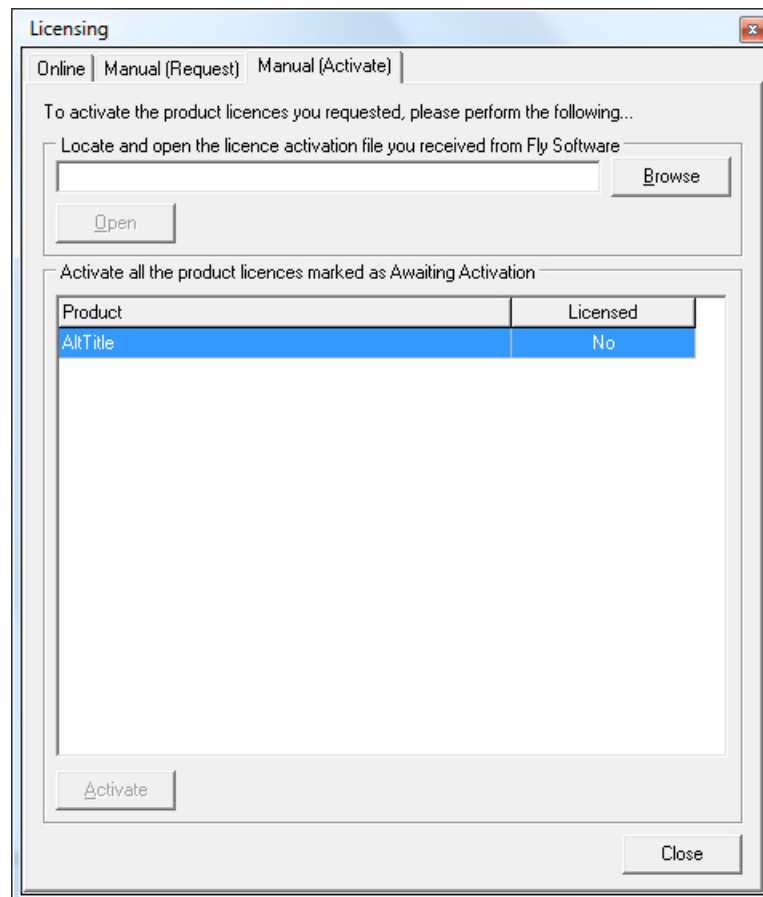


Fig. 8 Licensing dialog Manual (Activate) tab

To activate the requested Alt&Title licence, perform the following:

1. Click the Browse button;
2. In the Open dialog, locate and select your licence activation file then click the Open button to close the Open dialog;
3. Click the Open button;
4. Click the Activate button to activate the Alt&Title licence marked as Awaiting Activation.

Un-license

Please email license@flysoftware.com requesting instruction about how to manually un-license Alt&Title.

Displaying Developer and Application Information

Information about Fly Software, copyright notices and Alt&Title's version number, can be viewed on the Welcome screen when the application is launched, or at any time in the About dialog (Fig. 9).

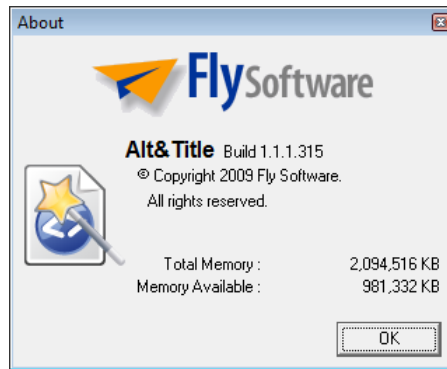


Fig. 9 About dialog

To display the About dialog, select Help > About Alt&Title.

Click the OK button to close the About dialog.

Viewing Preferences

Much of the functionality within Alt&Title is configured within the Preferences dialog (Fig. 10).

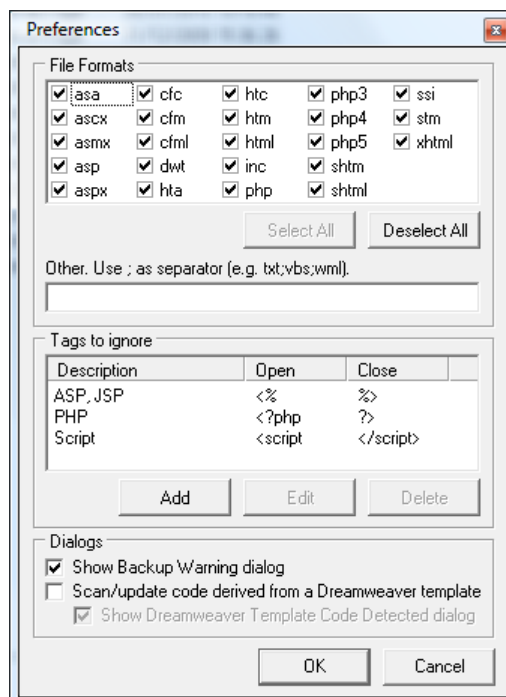


Fig. 10 Preferences dialog

To open the Preferences dialog select File > Preferences.

If a change is made within the Preferences dialog, click the OK button to apply it, or the Cancel button to cancel it. Following this, the Preferences dialog is closed.

Using Panels

The [Folder panel](#), [File panel](#), [Log panel](#) and [References panel](#) can all be resized, and the content they contain can be moved.

Resizing

The internal vertical and horizontal borders of panels are used for resizing.

Move the mouse cursor over a border until it changes to a double arrow then click and hold the mouse button. Move the mouse left or right for a vertical border, or up and down for a horizontal border to resize the panel. When the panel is at your preferred size, release the mouse button.

NOTE:

Resizing a panel automatically resizes any adjacent panel.

Moving Content

Scrollbars appear when the content within a panel extends beyond its viewable area.

Scrollbars are used to move the content of a panel left and right (for a horizontal scrollbar), or up and down (for a vertical scrollbar).

MORE:

For details about using scrollbars, refer to your Windows® documentation or Help.

Navigating Folders

The Folder panel displays a list of folders and drives contained within your Windows® file system. It enables you to locate the files you want to scan or perform an add attribute process on.

Click the plus (+) symbol next to a folder or drive icon to open it. Alternatively, double-click the folder or drive's icon or name. Following this, folders it may contain are displayed below it.

Click a folder icon or name to display the supported files it contains within the File panel.

Click the minus (-) symbol next to a folder or drive icon to close it. Alternatively, double-click the folder or drive's icon or name.

NOTE:

When launched, Alt&Title automatically opens the folder or drive that was previously open prior to shutting down.

Selecting Files

Files you want to scan or perform an add attribute process on, must be selected within the File panel.

NOTE:

If a file you expect to see in the File panel is not displayed, its format may not be selected or specified in the Preferences dialog (Fig. 10).

There are several ways to select files in the File panel:

- To select an individual file, click its filename;
- To select a consecutive group of files, click the filename of the first file, hold down the SHIFT key then click the filename of the last file.
- To select a consecutive group of files without using the keyboard, drag the mouse pointer to create a selection around the outside of all the files you want to include then release the mouse button.
- To select non-consecutive files, hold down the CTRL key then click the filename of each file you want to select.
- To select all files, select File > Select All.

NOTE:

When the File panel is active, selected files have a blue background. When the File panel is inactive (i.e. the Folder panel is active), selected files have a grey background.

Cancelling Selection

There are several ways to cancel the selection of files in the File panel:

- To cancel the selection of individual files within a selected group, hold down the CTRL key then click the filename of each file you no longer want to include.
- To cancel the selection of all files, select File > Deselect All.

Opening a File

Double-click a file in the File panel to open it within its native application.

EXAMPLE:

If an ASP file is associated with Dreamweaver, Dreamweaver is launched and the file is opened within it.

Updating

Alt&Title is continually being developed. As a result, new versions will become available that introduce new features or improve existing ones.

To avoid technical difficulties and to benefit from the latest enhancements, it is advised you update your Alt&Title installation regularly.

NOTE:

Prior to updating, it is advised you uninstall your existing installation of Alt&Title.

Updating Alt&Title is performed in the same way as [installing](#) it.

Shutting Down

Alt&Title is shutdown by selecting File > Exit, or by clicking the close (X) button located top-right of the Title bar.

Uninstalling

If you no longer wish to use Alt&Title and would like to remove it from your computer, it can be uninstalled.

NOTE:

Before Alt&Title can be uninstalled, it must first be shutdown.

Alt&Title is uninstalled using the Windows® Add/Remove Programs or Programs and Features facility within the Windows® Control Panel.

MORE:

For details about the Windows® Add/Remove Programs or Programs and Features facility, refer to your Windows® documentation or help.

Configuring

In this section the following information is included:

- File Formats
- HTML Tags
- Language Tags
- References
- Attribute
- Dreamweaver Template Code
- Backup Warning DialogBackup Warning Dialog

File Formats

To ensure the File panel is only populated with specific files, or to display other non-default supported files, file formats can be selected, deselected and specified.

Selecting

To select a file format, open the Preferences dialog (Fig. 10) then click the checkbox next to a file format to add a tick.

To select all file formats and tick all checkboxes, click the Select All button.

Deselecting

To deselect a file format, open the Preferences dialog (Fig. 10) then click the checkbox next to a file format to remove the tick.

To deselect all file formats and remove the tick from all checkboxes, click the Deselect All button.

Specifying

To specify a file format, open the Preferences dialog (Fig. 10) and type the extension (i.e. txt) of the required file format in the Other text box.

To specify more than one file format, separate each extension with a semi colon (;).

EXAMPLE:

txt;vbs;wml

HTML Tags

By default, all supported HTML tags are scanned and have an add attribute process performed on them. However, if you do not want a particular HTML tag to be reported in the Log panel, or updated, it can be turned off.

Select Tools > area, img or input (image) to remove the associated tick and ignore the HTML tag, or add a tick and enable the HTML tag. Alternatively, click an area, img or input (image) button on the Application toolbar to push it up and ignore the HTML tag, or push it down to enable the HTML tag.

Language Tags

To enable Alt&Title to deal with language code such as ASP that may be embedded within supported HTML tags, it must know its opening and closing tags.

EXAMPLE:

ASP code opens with `<%` and closes with `%>`.

The Preferences dialog (Fig. 10) provides a facility for adding, editing and deleting the opening and closing tags of languages present within the files you scan and perform add attribute processes on.

By default, the opening and closing tags of the following languages are already defined:

- ASP
- JSP
- PHP

CAUTION:

If opening and closing tags are not defined for language code that appears within HTML tags, unpredictable and undesirable results may occur during an add attribute process.

Adding

To add the opening and closing tags of a language, open the Preferences dialog (Fig. 10) then click the Add button within the Tags to Ignore section. Following this, an Add Tags to Ignore dialog (Fig. 11) appears where the opening and closing tags of a language can be defined.

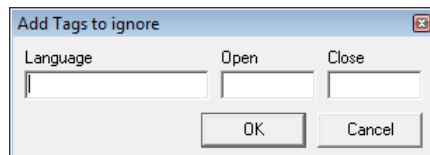


Fig. 11 Add Tags to Ignore dialog

After specifying a language description together with its opening and closing tags, click the OK button to close the Add Tags to Ignore dialog and return to the Preferences dialog.

To cancel the add process and return to the Preferences dialog, click the Cancel button.

Editing

To edit the description, and opening and closing tags of a language, open the Preferences dialog (Fig. 10) then click the required language name followed by the Edit button within the Tags to Ignore section. Following this, an Edit Tags to Ignore dialog (Fig. 12) appears where the opening and closing tags of a language can be defined.

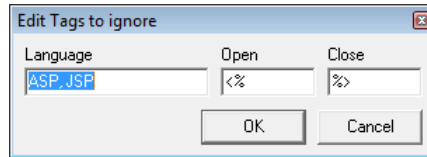


Fig. 12 Edit Tags to Ignore dialog

After making the required changes, click the OK button to close the Edit Tags to Ignore dialog and return to the Preferences dialog.

To cancel the edit process and return to the Preferences dialog, click the Cancel button.

Deleting

To delete a previously defined language tag, open the Preferences dialog (Fig. 10) then click the required language name followed by the Delete button. Following this, a Confirm Delete Tag dialog (Fig. 13) is displayed.

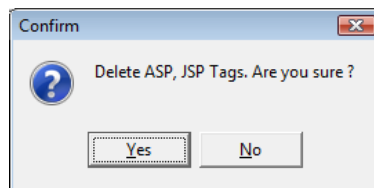


Fig. 13 Confirm Delete Tag dialog

To delete the language tag and return to the Preferences dialog, click the Yes button.

To cancel the delete and return to the Preferences dialog, click the No button.

References

When a file is [scanned](#), or has an [add attribute process](#) performed on it, a reference within a [supported HTML tag](#) such as an image filename or code that refers to an image filename, is listed in the [References panel](#).

EXAMPLE:

The following HTML tag:

```

```

Would cause the following reference (image filename) to be listed:

```
iform_designer.gif
```

Ignoring

It is likely certain references would never need to be reported in the [Log panel](#), or have an alt or title attribute added to them.

EXAMPLE:

A shim image (i.e. shim.gif) would not normally require an alt or title attribute.

For this reason, references can be moved to the [References Ignored panel](#) so they are ignored for all future [scans](#) and [add attribute processes](#).

Select one or more references in the References panel then click the greater than (>) button to move the selection to the References Ignored panel.

MORE:

For details about the mechanism used to select references, refer to Getting Started > [Selecting Files](#).

NOTE:

Selected references have a blue background.

NOTE:

References added to the references Ignored panel remain throughout Alt&Title sessions until they are [removed](#).

Removing Ignored References

References must be removed from the [References Ignored panel](#) before they are considered again during future [scans](#) and [add attribute processes](#).

Select one or more references in the References Ignored panel then perform one of the following actions:

- Right-click anywhere within the selection, then click the Delete option on the Context menu; or
- Click the less than (<) button to move the selection to the References panel.

MORE:

For details about the mechanism used to select references, refer to Getting Started > [Selecting Files](#).

Attributes

Options are provided to determine whether messages associated with alt and title attributes are displayed within the [Log panel](#) during a [scan](#). This is useful for limiting the amount of information you see in the Log panel (i.e. you may only be interested in missing title attributes so alt attributes can be turned off).

Select Log > Show Missing alt Attribute in Scan, or Show Missing title Attribute in Scan to remove the tick and turn the option off, or add a tick and turn the option on.

NOTE:

Turning off one of these options does not affect an [add attribute process](#) or the associated reporting in the Log panel.

Dreamweaver Template Code

When a Dreamweaver template is updated using Dreamweaver, files that contain HTML code derived from that template are also updated. As such, it may be preferable for Alt&Title to ignore HTML code derived from a Dreamweaver template, so any alt and title attribute additions are not overwritten following a Dreamweaver template update.

NOTE:

It is advised the following process is performed when dealing with Dreamweaver template code:

1. Perform an add attribute processes on a Dreamweaver template;
2. Use Dreamweaver to update the files that contain HTML code derived from that template.

An option is provided to determine whether HTML code derived from a Dreamweaver template is scanned and has an add attribute process performed on it. By default, this option is turned off, but can be turned on if required.

Open the Preferences dialog (Fig. 10) then click the Scan/update code derived from a Dreamweaver template checkbox to add a tick and turn the option on, or remove the tick and turn the option off.

Dreamweaver Template Code Detected Dialog

To alert you that Dreamweaver template code will be updated, a Dreamweaver Template Code Detected dialog () can be displayed at the start of an add attribute process.

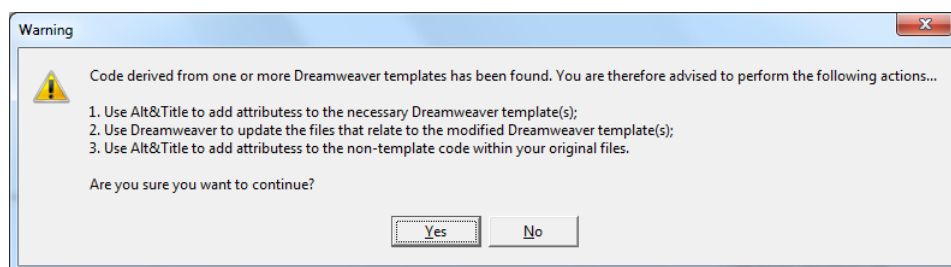


Fig. 14 Dreamweaver Template Code Detected dialog

By default, this dialog is turned on, but can be turned off if required.

Open the Preferences dialog (Fig. 10) then click the Show Dreamweaver template code detected dialog checkbox to remove the tick and turn the dialog off, or add a tick and turn the dialog on.

Backup Warning Dialog

To enable you to revert back to the condition files were in prior to an add attribute process being performed, it is advised they are backed up.

As a reminder, a Backup Warning dialog (Fig. 15) can be displayed at the start of an add attribute process.

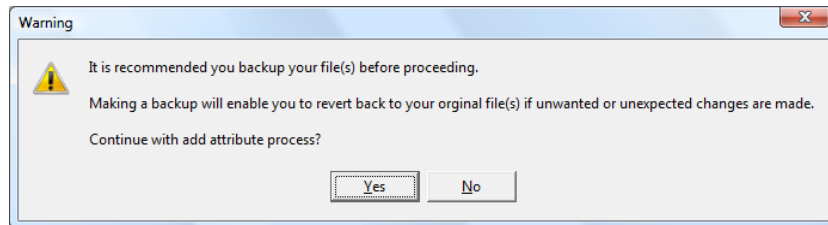


Fig. 15 Backup Warning dialog

By default, this dialog is turned on, but can be turned off if required.

Open the Preferences dialog (Fig. 10) then click the Show Backup Warning dialog checkbox to remove the tick and turn the dialog off, or add a tick and turn the dialog on.

MORE:

For details about backing up files, refer to your Windows® documentation or Help.

File Operations

In this section the following information is provided:

- Scanning
- Adding Attributes
- Stopping a Scan or Add Attribute Process

Scanning

Alt&Title allows you to scan one or more files and report which supported HTML tags have missing alt and title attributes.

To perform a scan:

1. Select one or more files in the File panel;
2. Select Tools > Scan, or click the Scan button on the Application toolbar.

Following this, scan messages are reported in the Log panel, and relevant references are listed in the References panel.

MORE:

For details about Log messages, refer to Appendix A – Log Messages.

The Progress bar displays the progress of a scan.

NOTE:

If expected messages do not appear in the Log panel, one or more of the following may need addressing:

- A supported tag is turned off;
- An associated reference is being ignored;
- Reporting of alt and/or title attributes is turned off;
- Reporting of Dreamweaver template code is turned off.

Adding Attributes

The core functionality of Alt&Title is to add missing [alt](#) and [title](#) attributes to [supported HTML tags](#) contained in one or more selected files.

NOTE:

During an add attribute process all changes made are reported in the [Log panel](#).

CAUTION:

Adding alt and title attributes is permanent and cannot be undone. Prior to doing so, it is therefore advised you perform a backup of relevant web files and [preview](#) the changes that will be made.

If enabled, a Backup Warning dialog (Fig. 15) is displayed prior to performing an add attribute process.

If Dreamweaver template code will be updated, a Dreamweaver Template Code Detected dialog (Fig. 14) (if enabled) is displayed prior to performing an add attribute process.

The [Progress bar](#) displays the progress of an add attribute process.

NOTE:

Until Alt&Title is [licensed](#), an add attribute process can only be previewed, and no changes will be made to selected files.

Alt Attribute

To add an alt attribute to [supported HTML tags](#) that already contain a title attribute:

1. [Select](#) one or more files in the [File panel](#);
2. Select Tools > Add alt, or click the Add alt button on the [Application toolbar](#).

Following this, the required changes are made (if [Preview](#) is turned off), add attribute messages are reported in the [Log panel](#), and relevant references are listed in the [References panel](#).

MORE:

For details about Log messages, refer to [Appendix A – Log Messages](#).

Title Attribute

To add a title attribute to [supported HTML tags](#) that already contain an alt attribute:

1. [Select](#) one or more files in the [File panel](#);

2. Select Tools > Add title, or click the Add title button on the [Application toolbar](#).

Following this, the required changes are made (if [Preview](#) is turned off), add attribute messages are reported in the [Log panel](#), and relevant references are listed in the [References panel](#).

MORE:

For details about Log messages, refer to [Appendix A – Log Messages](#).

Previewing

Prior to adding alt or title attributes, it is advised the changes that will be made are previewed in the [Log panel](#).

Select Tools > Preview to add a tick and enable previewing, or remove the tick and disable previewing. Alternatively, click the Preview toolbar button to push it down and enable previewing, or push it up and disable previewing.

NOTE:

Previewing is permanently enabled until Alt&Title is [licensed](#).

Stopping a Scan or Add Attribute Process

To stop a [scan](#) or an [add attribute process](#), select Tools > Stop.
Alternatively, click the Stop button on the [Application toolbar](#).

Log Operations

In this section the following information is provided:

- Opening
- Saving
- Printing
- Copying
- Clearing
- Determining Messages to Display

MORE:

For details about Log messages, refer to [Appendix A – Log Messages](#).

Opening

To open a log file:

1. Click the Open Log button on the Log toolbar. Following this, a standard Windows® Open dialog is displayed;
2. Browse the file system for the required Log file then select it;
3. Click the Open button to close the Open dialog and display the messages the log file contains in the Log panel.

NOTE:

Messages contained in an opened log file are displayed after other messages already present in the Log panel.

MORE:

For details about using the Windows® Open dialog, refer to your Windows® documentation or Help.

Saving

To save all messages contained in the [Log panel](#) to a Log file:

1. Click the Save Log button on the [Log toolbar](#). Following this, a standard Windows® Save dialog is displayed;
2. Browse the file system to select a save location;
3. Specify a filename for the Log file;
4. Click the Save button to save it and close the Save dialog.

MORE:

For details about using the Windows® Save dialog, refer to your Windows® documentation or Help.

Printing

To print all messages contained in the [Log panel](#):

1. Click the Print button on the [Log toolbar](#). Following this, a standard Windows® Print dialog is displayed;
2. Select a printer;
3. Click the print button to print the messages and close the print dialog.

MORE:

For details about using the Windows® Print dialog, refer to your Windows® documentation or Help.

Copying

To copy messages contained in the Log panel to the Windows® clipboard:

1. Position the mouse pointer at the start of the Log panel content you want to copy;
2. Click and hold the mouse button;
3. Move the mouse until the content you want to copy is highlighted (with a black background);
4. Release the mouse button;
5. Click the Copy button on the Log toolbar, or right-click over the highlighted content then select the Copy to Clipboard option that appears.

Clearing

To clear (remove) all the messages in the Log panel, click the Clear button on the Log toolbar. Following this, a Confirm Clear dialog (Fig. 16) is displayed asking you to confirm the clear.

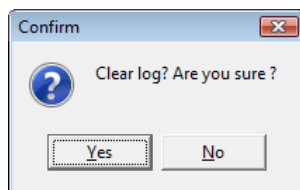


Fig. 16 Confirm Clear Log dialog

Click the Yes button to close the Confirm Clear dialog and clear the messages in the Log panel.

Click the No button to close the Confirm Clear dialog and cancel the clear.

Determining Messages to Display

Messages that appear in the [Log panel](#) can be restricted in the following ways:

- [Ignore specific supported HTML tags](#);
- [Ignore specific references](#);
- [Ignore specific attributes](#);
- [Ignore code derived from a Dreamweaver template](#).

MORE:

For details about restricting messages in the Log panel, refer to [Configuring](#).

Technical Support and Troubleshooting

In this section the following information is provided:

- Staying Up-to-date
- Finding Answers to Common Questions
- Requesting Support

Staying Up-to-date

One of the best ways to help ensure your experience with Alt&Title is as problem-free as possible is to keep your installation up-to-date.

MORE:

For further details about updating Alt&Title, refer to Getting Started > [Updating](#).

Finding Answers to Common Questions

A Knowledge Base, where solutions to common Alt&Title questions are provided, can be found on the following Fly Software web page:

http://www.flysoftware.com/support/knowledge_base.asp

NOTE:

If you encounter a problem, please refer to the Knowledge Base for a solution before requesting support from Fly Software.

Requesting Support

Fly Software operate a support ticket system for anyone who encounters a problem using Alt&Title.

NOTE:

If you encounter a problem, please consult the [Knowledge Base](#) for a solution before submitting a support ticket.

Support tickets can be submitted, and previous tickets and associated responses viewed, on the following Fly Software web page:

http://www.flysoftware.com/user_account/support_form.asp

NOTE:

To submit or view support tickets, you must login or sign-up for a Fly Software User Account.

Appendix A - Log Messages

Log Message	Description
alt & title missing - unable to add alt	Indicates an alt attribute could not be added to the associated HTML tag because a title attribute was not present.
alt & title missing - unable to add title	Indicates an alt attribute could not be added to the associated HTML tag because an alt attribute was not present.
alt added: "x"	Indicates the alt attribute added to the associated HTML tag.
n alt attribute(s) added	Indicates the number of alt attributes added to the selected file(s).
n alt attribute(s) would be added	Indicates the number of alt attributes that would be added to the selected file(s).
alt missing	Indicates an alt attribute is missing from the associated HTML tag.
alt would be added: "x"	Indicates the alt attribute that will be added to the associated HTML tag.
Detected code derived from a Dreamweaver Template	Indicates the associated file contains code derived from a Dreamweaver template.
Dreamweaver Template End	Indicates the end of Dreamweaver template code.
Dreamweaver Template Start	Indicates the start of Dreamweaver template code.
Line n	Indicates the line number within the associated file where a missing alt or title attribute is located.

Appendix A – Log Messages

Log Message	Description
Missing alt attributes: n	Indicates the total number of missing alt attributes within the selected file(s).
Missing title attributes: n	Indicates the total number of missing title attributes within the selected file(s).
No Changes	Indicates missing alt and title attributes were not found in the associated file.
Path	Indicates the drive and folder path of the selected file(s).
Process ended dd/mm/yyyy hh:mm:ss	Indicates the date and time a scan or add process ended.
Process started dd/mm/yyyy hh:mm:ss	Indicates the date and time a scan or add process started.
title added: "x"	Indicates the title attribute added to the associated HTML tag.
n title attribute(s) added	Indicates the number of title attributes added to the selected file(s).
n title attributes would be added	Indicates the number of title attributes that would be added to the selected file(s).
title missing	Indicates a title attribute is missing from the associated HTML tag.
title would be added: "x"	Indicates the title attribute that will be added to the associated HTML tag.
Updated successfully	Indicates the associated file was updated successfully during an add attribute process.

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