

QUICK STERT GUIDE

designProp

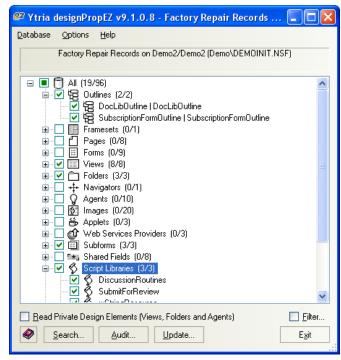
Search, audit and update design element properties in designPropEZ.

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Ytria designPropEZ lets you instantly search for design element properties. **Here's how:**

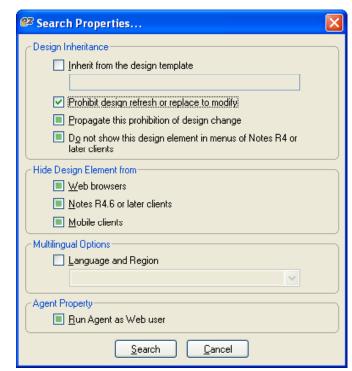


- A] Select some items in the **selection tree** then click the **Search button** in the main designPropEZ window.
- B] In the **Search Properties window**, tick the checkboxes for properties you'd like to find.
- Cl Click **Search** in this window.
- D] Voilà—the design properties of the database will appear in the Search Results window. The Search Results window supports grouping (the gray header labeled 'drag a column header here to group by that content') to help you organize the information. You can also export the data in this window to a number of common file formats.



The designPropEZ main screen

Note: In the Search Properties window designPropEZ will ignore a design property if its checkbox is marked with a green square.

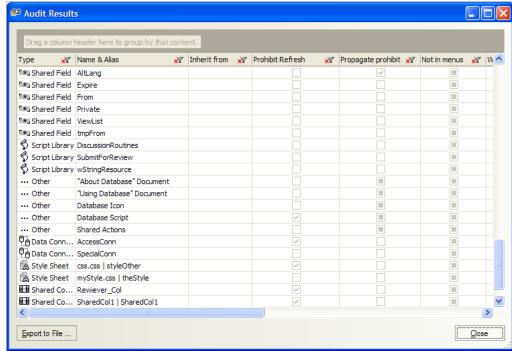


The designPropEZ Search Properties screen



With designPropEZ you can audit all the design element properties in a database. **Here's how:**

- A] Click the **Audit button** in the main designPropEZ window.
- B] In the resulting Audit Results window you can drag a column header (eg Inherit From) into the grouping area to organize the results of your audit. This is a quick way to see design element properties across an entire database. Data from this window can also be exported.



The designPropEZ
Audit screen



You can use designPropEZ to batch update design element properties. **Here's how:**

- A] Click the **Update button** in the main designPropEZ window.
- B] In the resulting **Update Properties window**, tick off the checkboxes for the options you'd like enable. Click a checkbox until it is blank if you'd like to disable an option.
- C] Click **Update**. If you choose to apply the changes an **Update Results** will appear. You can export the data in this window.



Note: In the Update Properties window designPropEZ will ignore a design property if its checkbox is marked with a green square.



You can batch process across several databases with designPropEZ and LotusScript. Here's how:

- A] Open your designPropEZ installer database (it will be called "designPropEZ.nsf" if you only downloaded the individual tool and it will be called "YtriaEZsuite. nsf" if you downloaded the entire EZ Suite). The file is installed to your Notes directory by default.
- B] From the designPropEZ database view you can create, edit or launch **Batch documents**.



Note: For more information on this feature see the Ytria Online Help Database: http://www.ytria.com/WebSiteHelp.nsf

