

[EN] 04. Creating and Modifying Multi-Format Objects



The functions listed below are available after an appropriate reconfiguration of the dLibra system. The set of formats can be changed; the best time to do that is during the implementation of the software.

File Formats Available for Multi-Format Objects

- DjVu – a format consisting of a set of files in the DjVu format
- PDF – a format consisting of a single file in the PDF format
- image gallery – a format consisting of a set of graphics files in the JPG format (the JPG extension; for more information about it, see here)
- audio – a format consisting of a single audio file
- video – a format consisting of a single audiovisual file
- EPUB – a format consisting of a single file in the EPUB format
- MOBI – a format consisting of a single file in the MOBI format

Adding a Multi-Format Object

In order to create a new multi-format object, the user should invoke the New Object Wizard and select the "Multiformat Object" data source in the first step. See the [Creating a New Object](#) chapter for more details.

Changing the Default Format

In order to change the default format of a multi-format object, the user should indicate the object for which the change is to be made, go to the "Edition" tab (see the image below) in the property window, indicate the new default format in the "Formats" field on the expandable list, and confirm the change by clicking the "Confirm" button.

The screenshot shows the 'Edition' tab of the dLibra system's property window. The window is divided into several sections:

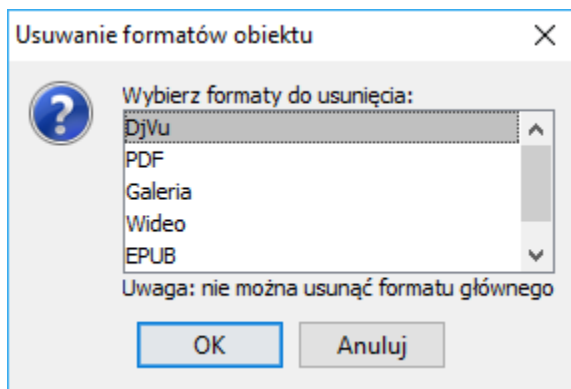
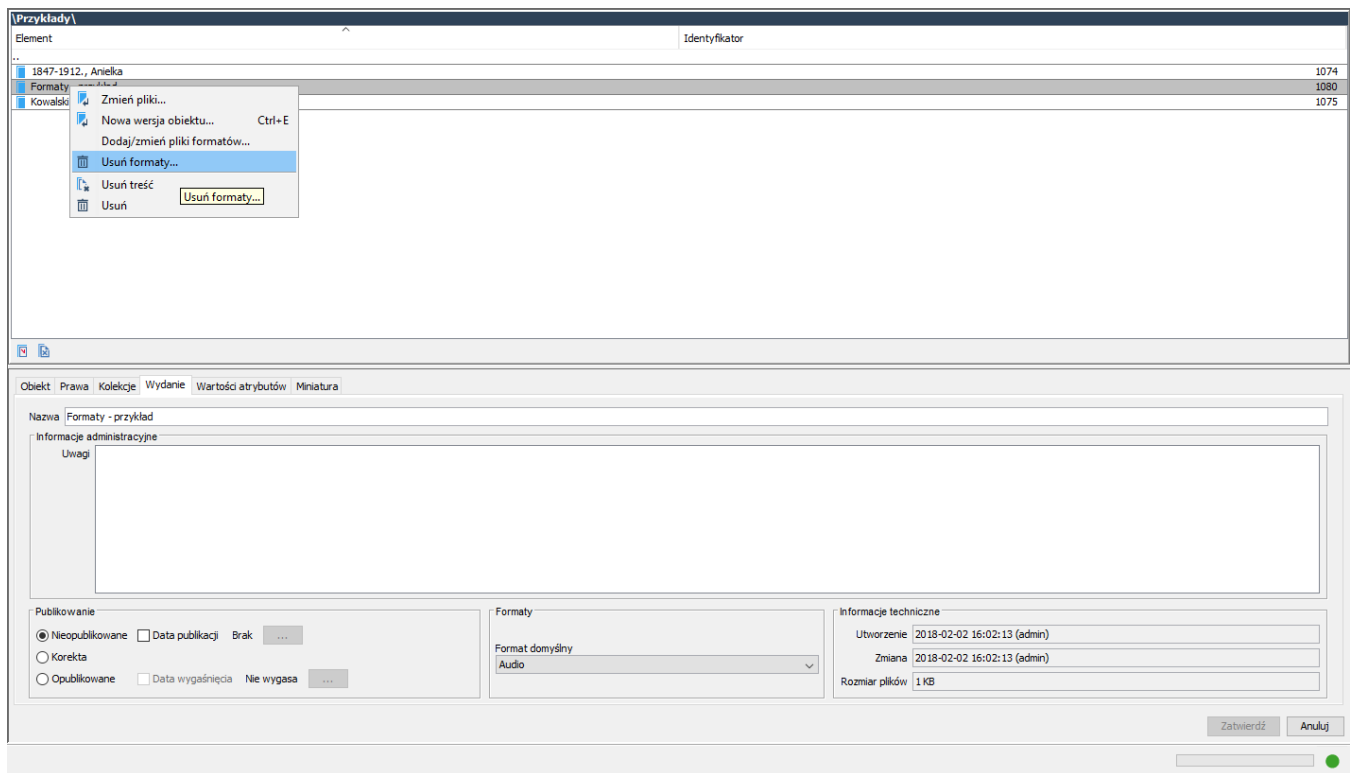
- Publikowanie:** Contains radio buttons for 'Nieopublikowane' (selected), 'Korekta', and 'Opublikowane'. There are also checkboxes for 'Data publikacji' and 'Data wygaśnięcia', and a 'Brak' button.
- Formaty:** A dropdown menu labeled 'Format domyślny' with 'Audio' selected.
- Informacje techniczne:** A table showing technical details:

Utworzenie	2018-02-02 16:02:13 (admin)
Zmiana	2018-02-02 16:02:13 (admin)
Rozmiar plików	1 KB

At the bottom right, there are 'Zatwierdź' and 'Anuluj' buttons.

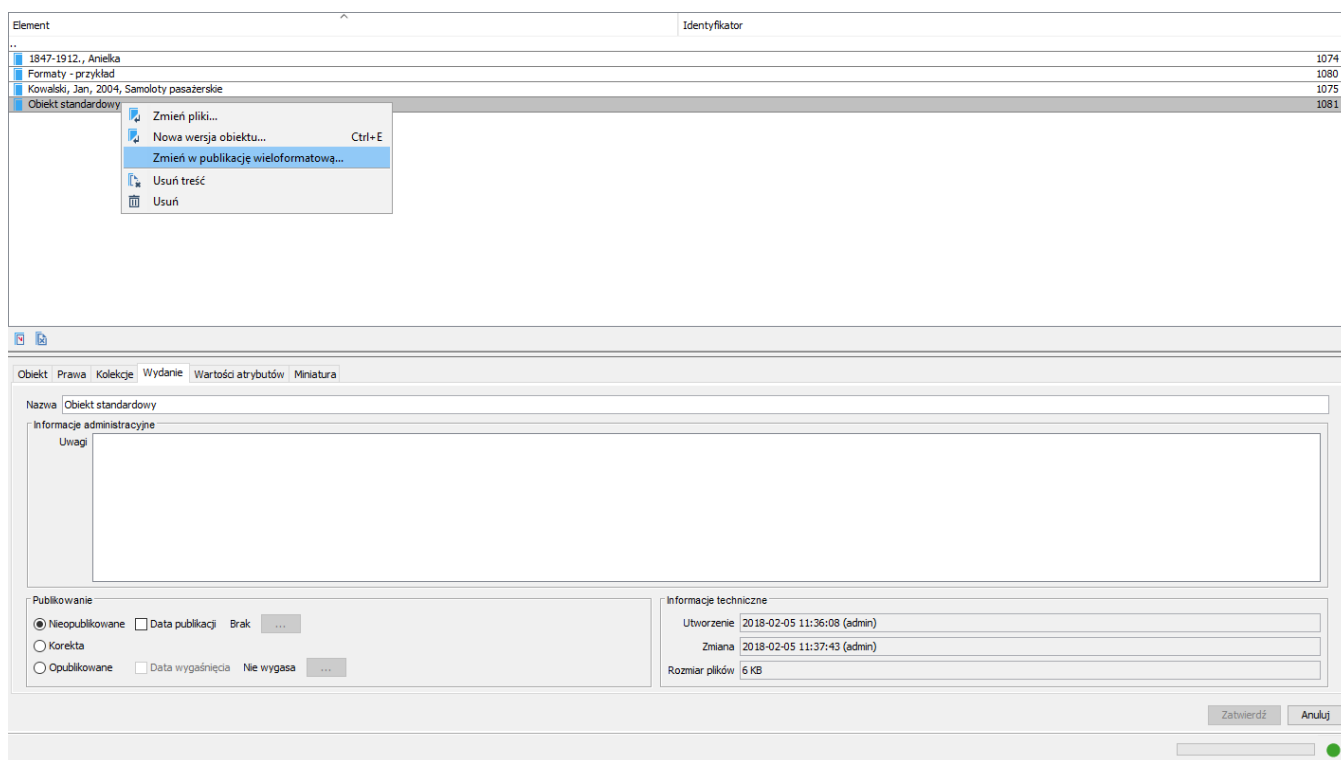
Removing a Format

Before changing the format of an object, the user should unpublish the object. In order to remove a format of a multi-format object, the user should point to the object for which the change is to be made, go to the "Edition" tab in the property window (see the [image below](#)), and unpublish that object by clicking the "Unpublished" option in the "Publishing" section. The next step will be to right-click the object and choose the "Remove formats..." option. In the new window (see the [image below](#)), the user should indicate the format (other than the default format) which is to be removed and click the "Remove" button.

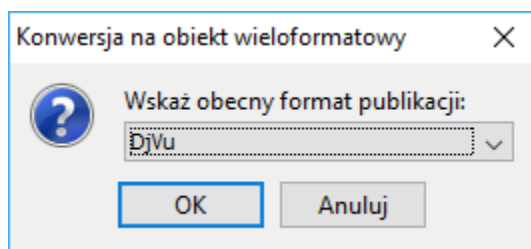


Changing a Standard Object into a Multi-Format Object

In order to change a standard object into a multi-format object, the user should select the object on the element list, go to the "Edition" tab in the property window, and unpublish the object, by clicking the "Unpublished" option in the "Publishing" section. The next step will be to right-click the object and select the "Change into a multi-format publication" option (see the image below).



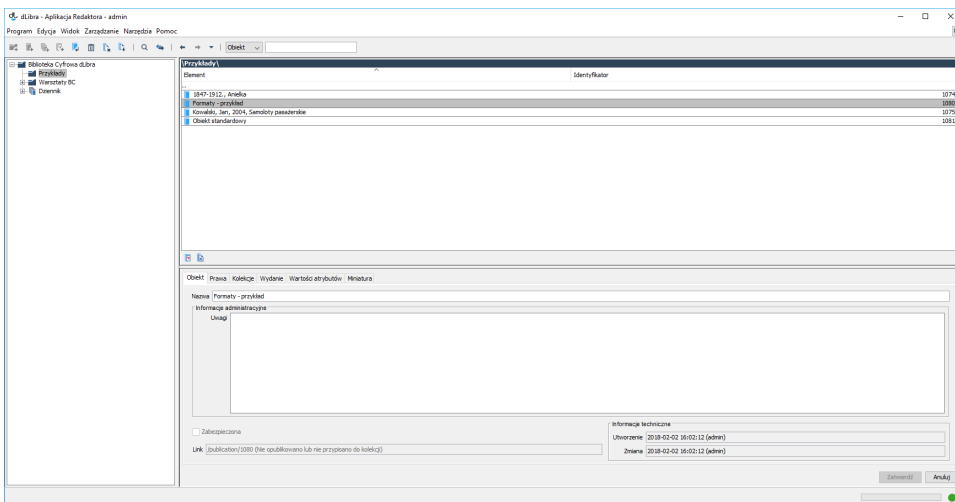
Next, the new format for the current content of the object should be indicated (see the image below).



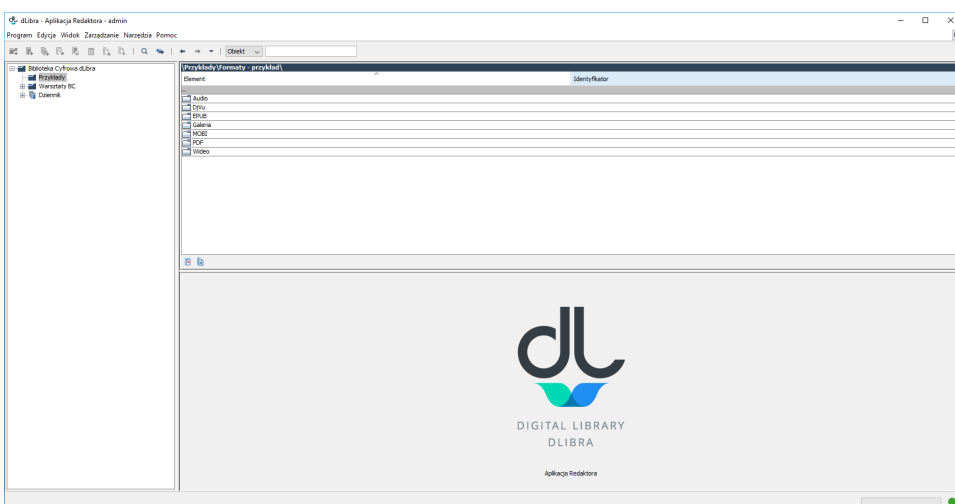
Modifying the Format Files of Multi-Format Object

1. Updating Format Files

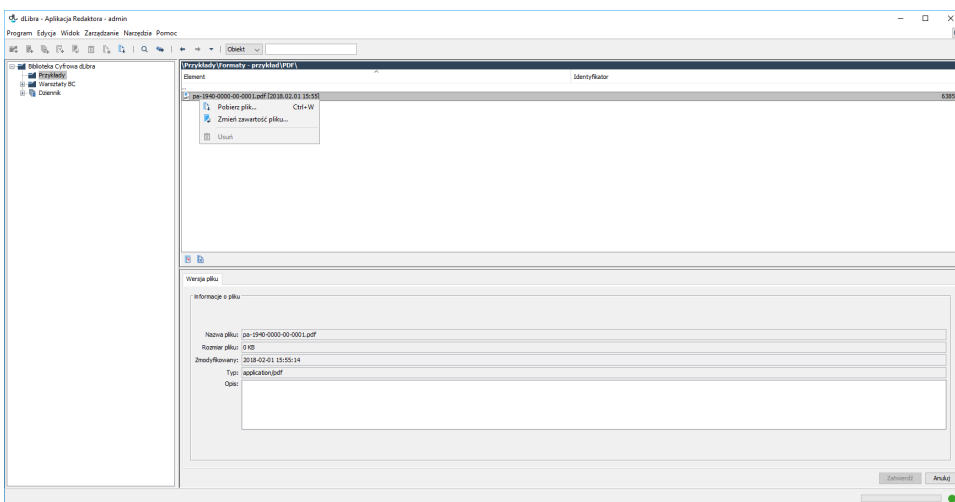
In order to change the format of the files of a multi-format object, the user should double-click the selected object or press the "Enter" key when the object is highlighted in the Editor Application (as shown in the image below).



As a result, the list of the formats assigned to the modified objects will be displayed.

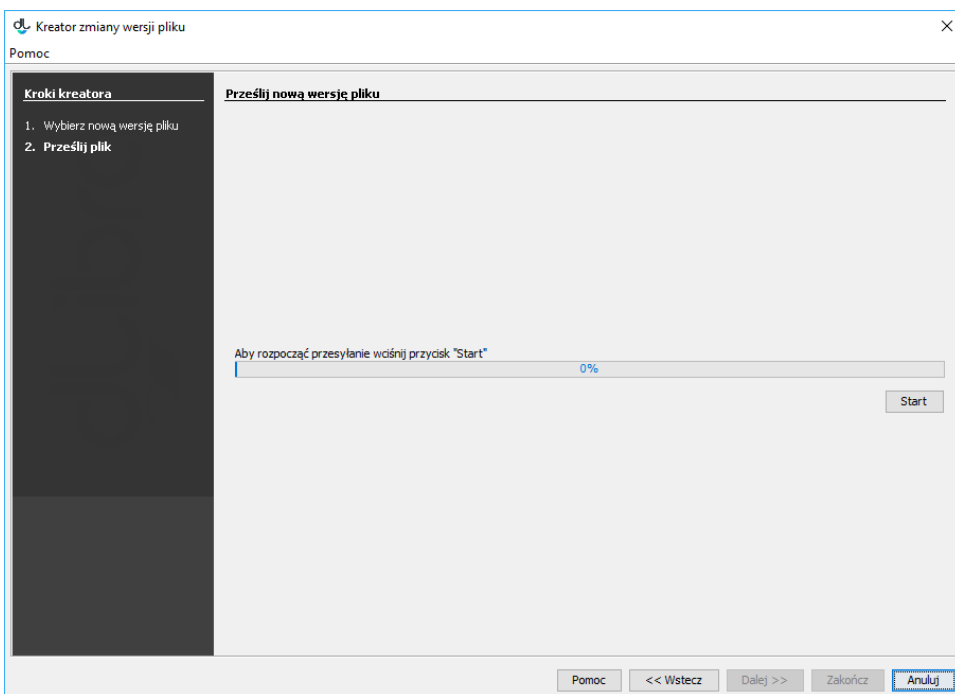
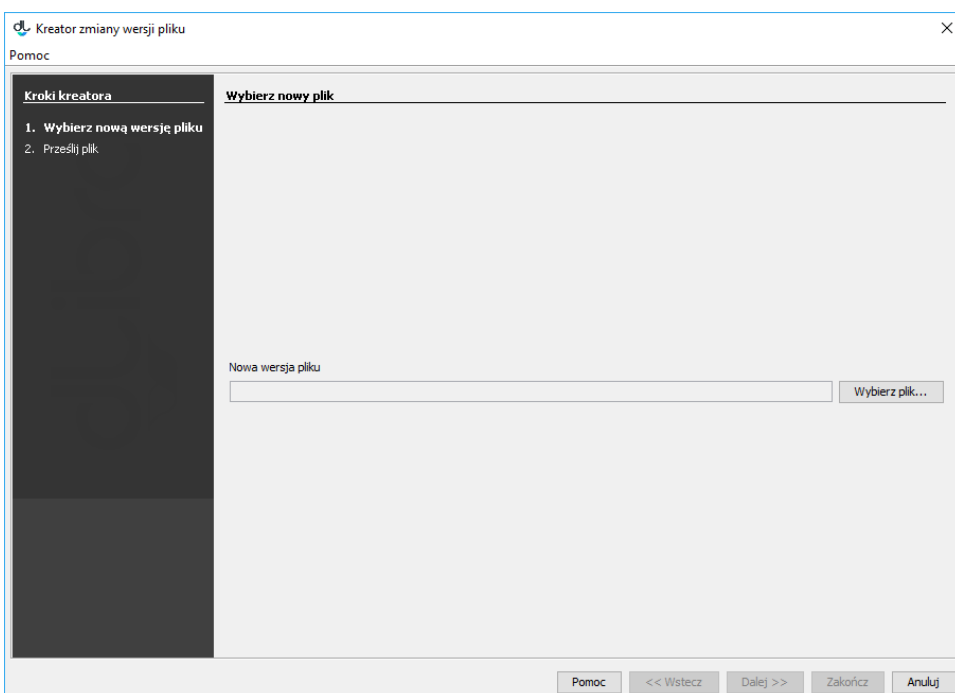


Next, the user should select the format which is to be modified and double-click the “Enter” button or press the “Enter” key. The list of the files in the given format will be shown. Clicking a file name will cause its context menu to appear. The context menu will have the “Change file content” option (as shown in the image below). The new file name should have the same name as the changed file.



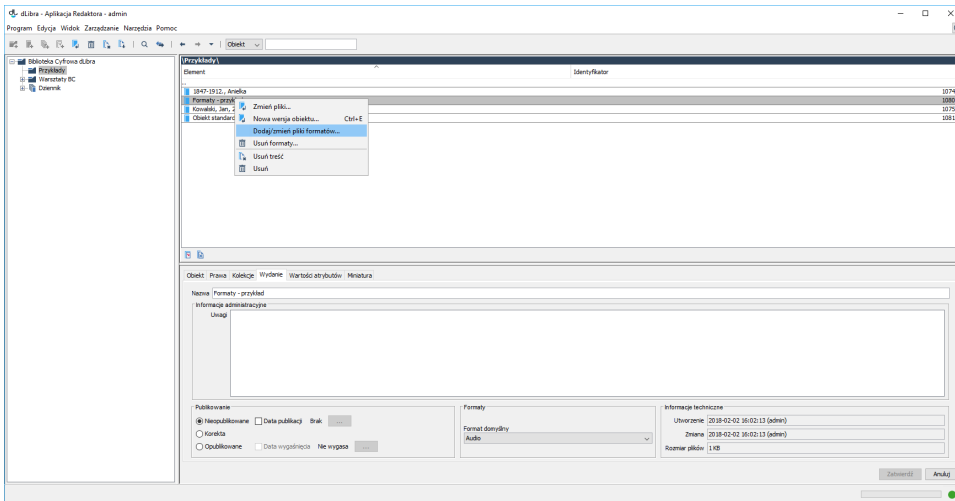
After the new file has been indicated (with the use of the “Select a file” button, as shown in the image below), it can be sent to the dLibra server by

clicking the “Start” button (as shown in the next image below).

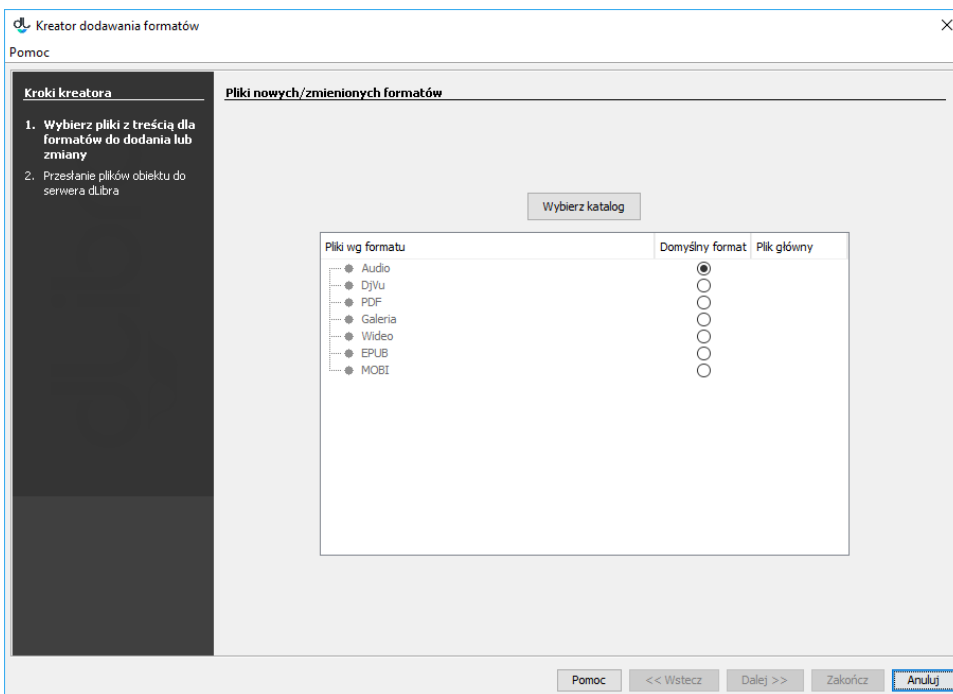


2. Adding/Changing Format Files

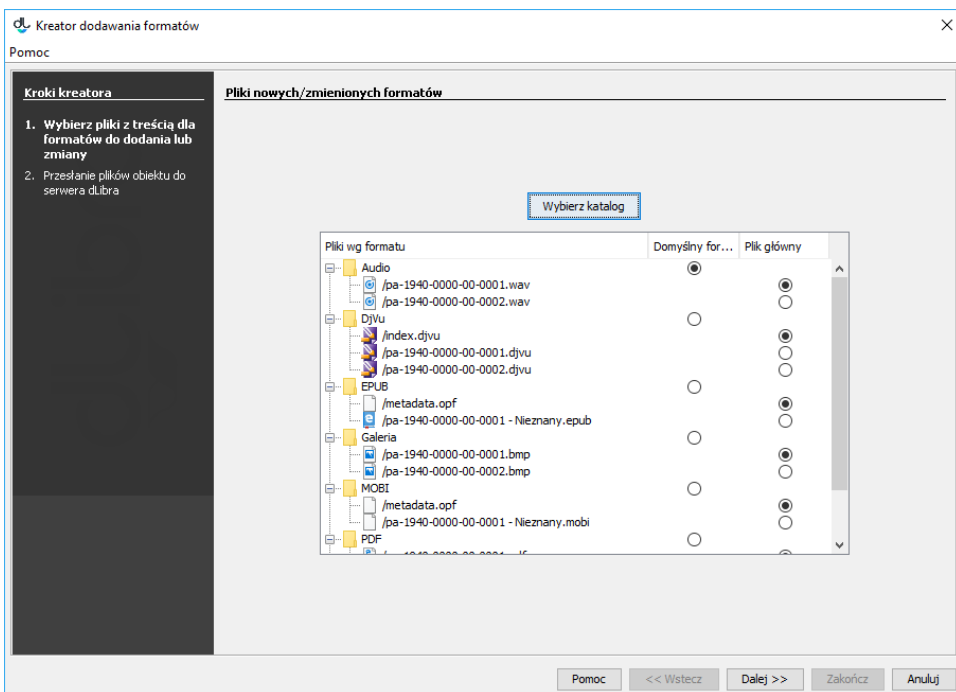
Before changing the format of an object, the user should unpublish the object. In order to add files in a format to a multi-format object, the user should point to the object for which the change is to be made, go to the “Edition” tab in the property window (see the [image below](#)), and unpublish that object by clicking the “Unpublished” option in the “Publishing” section. The next step will be to right-click the object and select the “Add /change format files...” option.



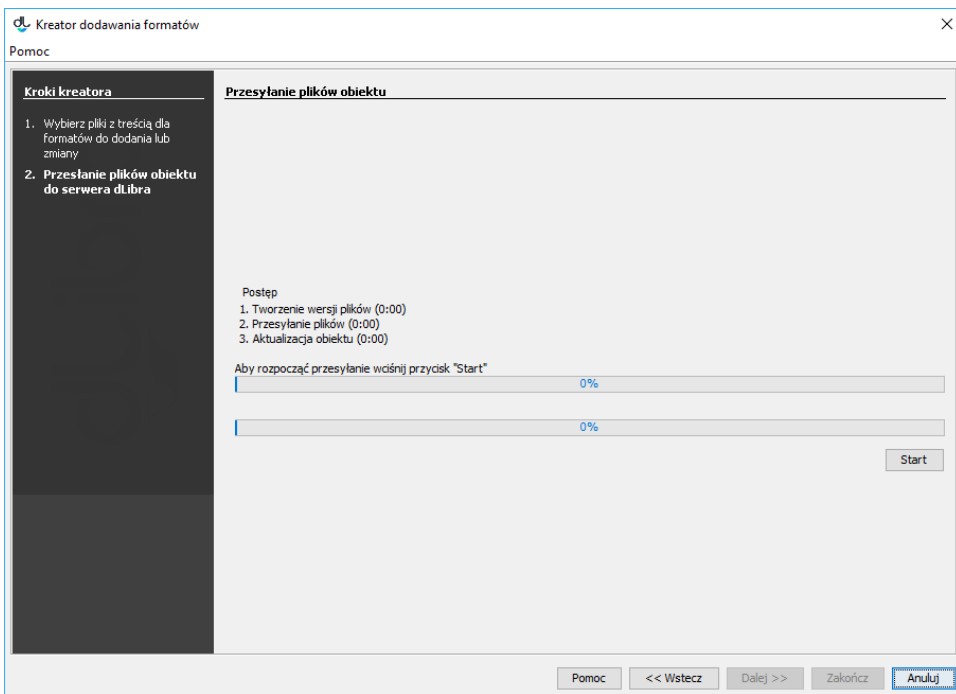
In the new window (see the [image below](#)), the user should indicate the directory which contains subdirectories with the format files to be added or changed.



Having selected the directory, the user should indicate the default format for the files of the multi-format object and choose the main file for each format, if the main file is to be different than the automatically identified one.



Next, the files of the multi-format object should be sent to the dLibra server by clicking the “Start” button.



Finally, the object has to be republished by selecting the “Published” option in the “Edition” tab, in the “Publishing” section.

