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Installing the macros

The 3 files that you require to use the macros are:

1. TactileMacrosV10_7_4.gms (the 10_7_4 is a version number): This file contains the VBA code for the macros
2. VBATemplate_Pts.cdt: This is a CorelDraw Template file that contains styles and pictures used by the macros
3. Tactile Macros.xslt: This is a CorelDraw Command bar containing a link to the Macros Main menu.

- Make sure CorelDraw is closed.
- **IMPORTANT:** If you already have a previous version of the macros, delete it before installing a new version.
- **RECOMMENDED:** Remove the macros that came with CorelDraw unless you use them. (CalendarWizard.gms and FileConverter.gms)

Place these 3 files into the CorelDraw GMS directory. If you have installed CorelDraw in the default location it is:

**CorelDraw 12**  
C:\Program Files\Corel\Corel Graphics 12\Draw\GMS

**CorelDraw X4**  
C:\Program Files\Corel\CorelDRAW Graphics Suite X4\Draw\GMS

**CorelDraw X5**  
C:\Program Files\Corel\CorelDRAW Graphics Suite X5\Draw\GMS

**NOTE For Windows 7 Users:**
Before installing the Tactile Macros, go to Corel Draw X5 folder, right click on the folder. Select properties, under "security tab" change the permissions to "full control".
Installing the **Tactile Macros Command Bar**

- Open CorelDraw
- Close the Welcome to CorelDraw dialogue box.
- Place your cursor over the Command Bar at the top of the CorelDraw window.
- Right-click
- Select Customize/Workspace/Import Workspaces
- Click the Browse button
- In the Import Workspace dialogue box that is displayed, browse to the gms folder where you copied the files (see above).
  - Select Tactile Macros.xslt
- Click Open
- Click Next
- On the next display, make sure Tactile Macros is checked.
- Click Next twice, then Finish
- Right-click the top Command Bar again.
- In the list displayed, click Tactile Macros to turn on this Command Bar

You can position the Tactile Macros Command Bar with the other Command Bars or at any location you prefer.

**The Tactile Macros Command Bar**
The left-most icon (TM) on the Command Bar is the main menu for the macros. The other buttons are shortcuts to some of the more frequently used macros so you can use them without opening the Menu window.
Getting Started

1. Open CorelDraw. Configure your computer according to instructions given on pages 2-3 of CorelDraw Tactile graphic booklet.


2. Select File from Menubar and click on New from Template

3. Click on Browse and select PRCVI template 2011. This template is created keeping in mind, needs of transcribers. This template has default for page size (11” x 11-1/2”), swell braille font, frequently used textures, lines with arrowheads, dots for graphs and maps etc.

4. Click on icon TM from tactile macros command bar.
5. There are four tabs on the TM (Tactile Macros main Menu): Styles, QDraw, Braille, Prelims.
I. Styles Tab

These macros work on a selection that you make before clicking the macro button.
1: Adds arrowheads to selected line or lines...

Draw a line by selecting Bezier tool from the toolbox.

Left click on the drawing page and drag the mouse to the point where you want the line to be and left click again. You can draw a straight line by holding on the Ctrl key.

Click on and select the type and direction of the arrowhead from the window which pops up. Click Apply and close.

You can get the following type of lines with arrowhead. The macro applies the correct arrowhead style for the outline width of each line in the selection.
2. replaces the selected straight line with a dotted measurement line.

Draw a line by selecting Bezier tool from the toolbox. Left click on the drawing page and drag the mouse to the point where you want the line to be and left click again. You can draw a straight line by holding on the Ctrl key.

Click on . We use measure line to show the distances between the objects, length or width of an object.

You can also draw measure line from the Tactile Macros Command Bar.
3. draw lines for graphic calculators, measure line.

Draw a line by selecting Bezier tool from the toolbox. Left click on the drawing page and drag the mouse to the point where you want the line to be and left click again. You can draw a straight line by holding on the Ctrl key.

Click on and select the line type from the pop-up window. Click close.

You can get the following type of lines.
applies a texture or colour to a shape.

Draw any shape from rectangle tool, ellipse tool, polygon tool, basic shapes tool from the toolbox.

Click on . Select a colour or a texture from the pop-up window and click on apply and close.

You can fill any object with these textures.
5 Geometry: applies angle signs, hatch marks, parallel marks to any geometric shape.

- Draw a triangle, rectangle, parallel lines etc.
- Click on Geometry
- Select angles or sides from the tab on the pop-up window
- Click angle signs, hatch marks, chevrons on the selected shape.
- Another dialogue box that comes up that reminds you that you can do doubles and triples. You can get out of the add marker using the ESC key. If there is no click for 30 secs the Add marker terminates automatically.
- You can also add labels to the selected shape.

Example:
6. **Scale** scales shape in selection maintaining positions.

- Select the objects.
- Click on

![Scale each shape in selection](image)

7. **Blank Space**: use blank space between textures and lines and also around Braille font that is near or over a texture.

You can also add blank space from the Tactile Macro Command Bar.
8  \[\text{Dot Size} \quad \text{R}\] changes the size and outline of all ellipses in the current selection to the specified size and outline.

Draw a circle and click on \[\text{Dot Size} \quad \text{R}\] . From the pop-up window, select the dot size and click ok.

\[\text{R}\] : Redo last dot size on selection.

You can also apply current dot size from the Tactile Macro Command Bar.

9  \[\text{Round}\] sets corners and line caps to rounded. The up/down arrows change the outline width by \(\frac{1}{2}\) point.

- Draw a line, square or rectangle. Click \[\text{Round}\].
10 Binding Edge: use this macro to place marks on the page to indicate the side that is to be bound.

Click the Left or Right buttons to add or move the marker. The Remove button deletes the marker from the active page.

11 There are two other buttons in this group: the up arrow at the bottom left--collapses the menu, and the Close button.
II. Qdraw Tab

These macros create a diagram or part of a diagram, based on parameters that you fill in on a form. NOTE: some of the macros on the QDraw tab will start in modify mode if you have selected a drawing previously created by the macro.

With Qdraw, you can make graphs (Cartesian, line and bar graph), pie chart, spinner, triangle, angle, clock, dot grid, graphics calculator.
1. **Line Grid**: makes cartesian graph or line graph.

Click on **Line Grid**. From the pop-up window make your selection for type of graph and enter numbers for x-axis, y-axis and labels. Click on OK.

**Graph on section of a page**: Draw a rectangle and then click on **Line Grid**, if you want to draw a graph within selected section of a drawing page. After graph is drawn by the macro, delete the rectangle.
2. **Number Line**: draws a number line.

Click on **Number Line**. From the pop-up window, select the type of line and enter numbers for ticks and labels. Click OK.
3. \textbf{Pie Chart} draws a pie chart.

- Draw a circle by selecting ellipse tool from the toolbox on the drawing page.
- Click on \textbf{Pie Chart}.
- On the pop-up window, enter the values in percentage or amounts for the pie chart. Click OK.
4. **Spinner** draws a spinner.

- Draw a circle by selecting ellipse tool from the toolbox on the drawing page.
- Click on **Spinner**.
- On the pop-up window, select number of segments for spinner. Select to have untextured or textured segments. You can add labels and pointer on spinner. Click OK.
5. **Bar Graph**: draw horizontal or vertical bar graph.

- Click on **Bar Graph**
- On the pop-up window, enter the values in percentages or amounts for the bar graph.
- Select to have a texture or untextured bar graph.
- Add labels if labels are in print. Click OK.
- On the second pop-up window, select the chart type and enter the values for axis labels. Click OK.
6. **Triangle** draws a triangle.

- Click on **Triangle**.
- On the pop-up page, follow the instructions written on the "TRIANGLE SPECIFIED PAGE".
- Click on **Triangle**.
- Follow the instructions on the second "TRIANGLE SPECIFIED PAGE".
7. **Angle**: draws an angle.

- Type the size of an angle on the drawing page and then click **Angle**.

- Draw the angle then click **Angle**. Macro will calculate the angle size. This macro only works with angles drawn with a continuous line.
8. Clock draws clock.

- click 
- On the pop-up window, enter the values for the clock and click OK.

- Click `Dot Grid`.
- Enter values for dotted grid on the pop-up window.
- Select or deselect Isometric Dot Grid and click OK.

![AddDotGrid V10.0](image)

![Isometric Dot Grid](image) ![Dot Grid](image)
10. **Qdraw Tab** draws graphs shown on graphic calculator.

   - Draw a rectangle.
   - Click on **Graphics Calculator**. Enter values of horizontal axis and vertical axis for graphics calculator on the pop-up window.
   - Select or deselect arrowheads for axis lines.
   - Click OK.
These macros add, fix or position Braille

Braille tab corrects braille, makes numbers in braille, aligns position of braille, makes key list, adds Greek letters.
1. On the pop-up window, select or deselect options from actions, range and page area and click OK. Check for Braille Errors appears if the document is Nemeth. It performs a number of checks to find some of the more common Nemeth errors.

- Non Nemeth parenthesis
- Opening Nemeth parenthesis followed by a number sign
- Upper numbers
- Contractions in keys
- Invalid contractions
- Opening TN followed by a contraction
2. **Key List**: makes a list for a key, reformat a key and finds symbols used in the key.

   ![Key List](image)

3. **Position Braille**: aligns braille horizontally to the centre of the drawing page, vertically or align braille to a tick on the graphs. The Braille and the tick must both be selected.

   ![Position Braille](image)

4. **Greek Letters**: Adds Greek letters outside the drawing page.

   - Click on **Greek Letters**. Select Greek letter from the pop-up window.
   - Select or deselect "add deadzone".
5. **KeyCheck**: will compare the keys in the selected textbox to the diagram on the specified Corel page.

![Key Check V4.20](image)

6. **Flag Keys**:

- This macro can be used on Nemeth documents in conjunction with the Nemeth Checker macro (the Check Braille macro on the Braille tab).
- When you create keys with an Upper Number, select them and click the Flag Keys macro. When you run the Check Braille on your document, these numbers will not be flagged as errors.
- NOTE: If you do not flag the keys using this macro, you will be given the opportunity to do so the first time you run the Braille Checker.
IV. Prelims Tab

These macros are used primarily when creating supplements, although the Braille Code/Type also applies to inserts. Preferences also applies.

1. The Preferences macro on the Prelims tab stores information in your document for future use of all the macros.
2. **Braille Code/Type** sets the braille code and type for the document.
   - Click on **Braille Code/Type**
   - On the pop-up window, select the braille code, braille type, braille font for the document.
   - Click OK.

3. **Add Pages** adds drawing pages to document. You would only use this if you want to add multiple pages at one time.

4. **Save Style Defaults** macro on the Prelims tab can be used to make the tactile styles the default for every new document that you create. This is optional. If you use CorelDraw for work other than Tactile Projects you probably do not want all your documents to contain the tactile styles.
**Tactile Macro Command Bar**

1. TM: opens up Tactile Macros main menu.

2. \[\text{Page}\]: adds a new page after the currently active page. It also creates “dummy” Print and Braille page numbers. You can also add a new page from the Tactile Macro Command Bar.

3. Adds narrow deadzone (blank space) and wide deadzone (blank space) around an object.

4. You can increase or decrease outline width of a line or a shape.
5 Fix swell braille font size (24 pt) in selection.
You can also fix the braille font size from the Tactile Macro Command Bar.

6 You can also create measure line.

7 Apply current dot size.

8 You can centre braille horizontally from the tactile macro toolbar.
**ASCII Conversion for Braille**

| a | n | = | & | # |
| b | o | ( | 1 | > |
| c | p | ! | 2 | ' |
| d | q | ) | 3 | - |
| e | r | * | 4 | @ |
| f | s | < | 5 | ^ |
| g | t | % | 6 | _ |
| h | u | ? | 7 | " |
| i | v | : | 8 | . |
| j | w | $ | 9 | ; |
| k | x | ] | 0 | , |
| l | y | \ | / | , |
| m | z | [ | + | ] |
Websites

- [http://www.prcvi.org/files/tactilegraphics/index.html](http://www.prcvi.org/files/tactilegraphics/index.html) to download CorelDraw Tactile graphic booklet for creating tactile graphics


- Go to Learning center at [www.prcvi.org](http://www.prcvi.org) to look at PRCVI Tactile Graphic catalogue.

- Corel Draw files from this catalogue are available in a CD upon request from PRCVI. (No longer available through our website).

- CorelDraw X5 – available from [www.softchoice.com](http://www.softchoice.com) for about $89.00 (educational price)