



OpenPublisher

Documentation



Free desktop publishing
without ads or subscriptions.

Open Publisher — Complete User Guide

This guide synthesises the full history of Open Publisher's release notes into a single, definitive reference. Every feature is documented in the context of how it actually works today, with screenshots preserved exactly as published by the development team.

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1. Introduction & Getting Started

What is Open Publisher?

Open Publisher is a free, professional-grade desktop publishing application built to rival tools such as Microsoft Publisher. It runs natively on Windows, macOS, and Linux, and is also accessible as a web application directly in a modern browser. Whether you are creating newsletters, flyers, business cards, posters, booklets, or marketing materials, Open Publisher provides the precision layout tools, rich text formatting, shape and image manipulation, and export capabilities you would expect from a premium publishing suite — entirely free and open-source.

Open Publisher is a **WYSIWYG** (What You See Is What You Get) editor. The document you design on your screen will match your printed or exported output exactly, across PDF, image, HTML, and physical print formats.

The Application Interface



When you first open OpenPublisher, the workspace is divided into five key areas:

Area	Description
Ribbon	The tabbed toolbar at the top. Contains all tools, organised into tabs: File, Home, Insert, Page Design, Review, View, and contextual tabs that appear when elements are selected.
Canvas	The central white page area where you design your document.
Navigation Pane (Sidebar)	The panel on the left showing thumbnail previews of all pages in your document.
Status Bar	The bar at the very bottom of the screen. Displays the current zoom level with a slider control, cursor coordinates, and page information.
Floating Toolbar	A compact, context-sensitive toolbar that appears directly above selected text boxes, providing quick access to typography controls without navigating the ribbon.

The Ribbon



The ribbon is organised into tabs. Clicking a tab reveals a new row of tool groups relevant to that area of the application. When you select an element such as a text box, image, shape, or table, Open Publisher automatically switches to a **contextual tab** (e.g., *Text Box Tools*, *Picture Tools*, *Drawing Tools*, *Table Design*) that contains controls specifically relevant to that element type. Each contextual tab includes an **Arrange** group for positioning, sizing, layering, rotating, and deleting elements.

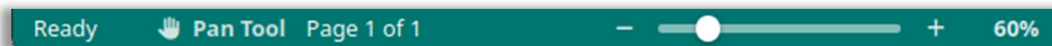
If the ribbon is too narrow to show all its tools at your current window width, translucent **scroll arrows** appear at the left and right edges of the toolbar, allowing you to pan horizontally through the full set of tools by clicking and holding them.

The Navigation Pane

The left-hand sidebar shows a vertically scrolling column of miniature page previews. These thumbnails are automatically refreshed whenever you make changes to your document, giving you a real-time map of your entire publication. Right-clicking anywhere in the blank grey area of this sidebar opens a context menu with quick access to page management actions such as inserting, duplicating, and deleting pages, as well as document-level settings.



The Status Bar



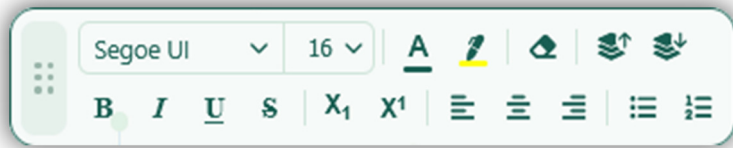
The status bar at the bottom of the screen contains the zoom slider — a control inspired by Microsoft Publisher and Word. It features:

- A **minus (-)** button to decrease zoom by 10% per click. 
- A draggable **slider** for smoothly scrubbing between 10% and 300%. 
- A **plus (+)** button to increase zoom by 10% per click. 
- A **percentage readout** that shows the current zoom level. Clicking this readout resets the view to 100%. 
- A **Pan Tool** toggle on the far left that locks your canvas elements in place, turning your cursor into a hand so you can click and drag the canvas freely without accidentally moving design objects.  **Pan Tool**

The Floating Toolbar

When you double-click into a text box to begin editing, a compact floating toolbar materialises above the text box.

This "Frost Mint" styled bar provides immediate, one-click access to font family, font size, bold, italic, underline, text colour, highlight colour, and text alignment — all without leaving the canvas. The toolbar remembers exactly where you position it on a per-element basis, so it will reappear in the same spot the next time you select that same text box.



Startup & Splash Screen

When Open Publisher launches, a dynamic splash screen appears as a draggable floating modal window. It provides a real-time scrolling terminal output of all the core modules and features being initialised in the background — bridging the brief gap between clicking the app icon and the fully interactive workspace appearing.

The splash screen includes a **dynamic progress bar** synchronized to the percentage of features loaded, and uses a realistic "boot physics" engine that simulates the stuttering terminal feel of a heavy operating system startup. Once the boot sequence completes, the modal begins a short countdown before fading out automatically. Pressing any key during this window will keep the modal open indefinitely so you can review the log output.



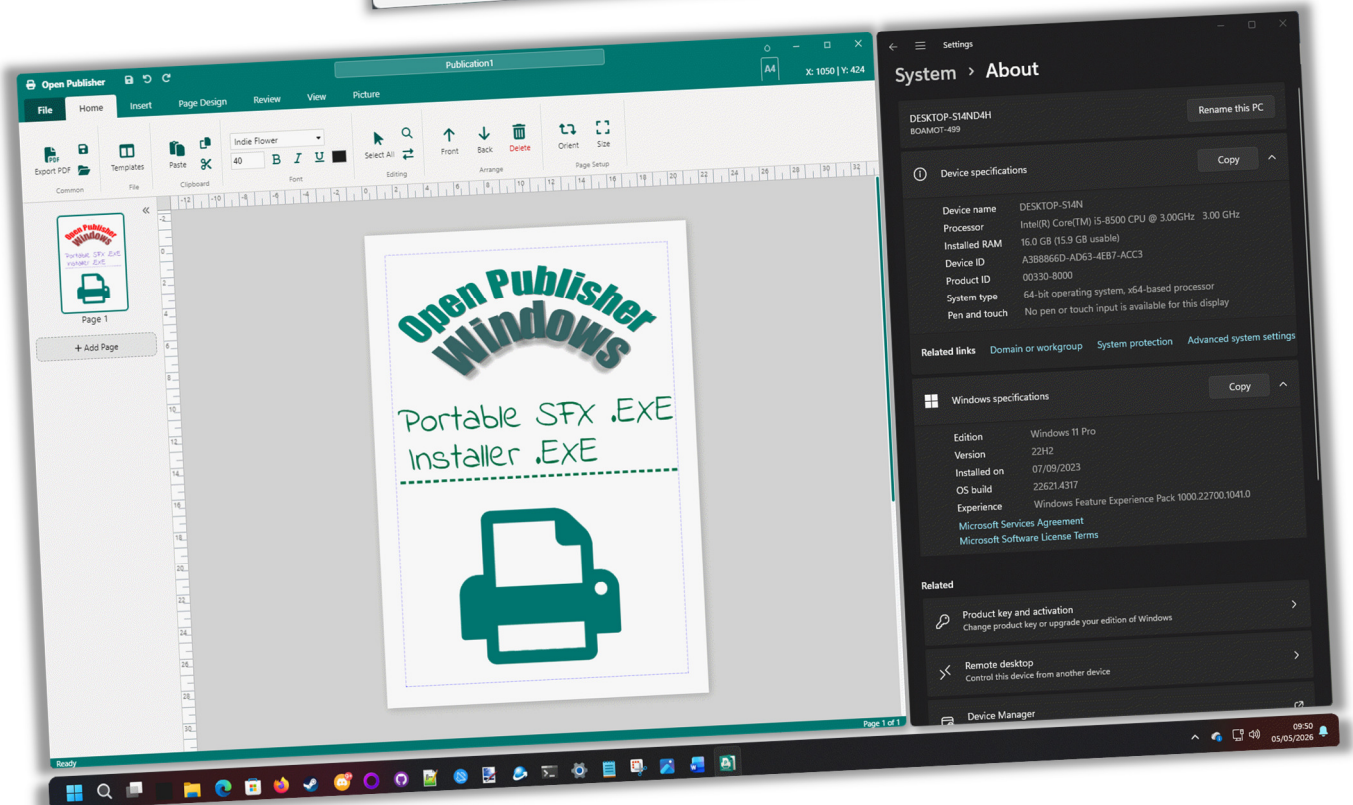
Installation

Windows

Open Publisher on Windows ships in two forms to suit different preferences and environments:

- **Standard Installer (.exe):** Run the installer to have Open Publisher set up automatically. It creates Start Menu and Desktop shortcuts, and registers the `.opub` file extension in the Windows registry so that double-clicking any `.opub` file will instantly launch the app and load your document.
- **Portable Version (.exe):** If you prefer not to install anything, the self-contained portable `.exe` runs completely in isolation — no registry modifications, no administrator privileges required. Simply drop it in any folder and run it.

In both cases, Windows will correctly associate `.opub` and legacy `.pub` files with Open Publisher after setup.



macOS

On macOS, Open Publisher integrates deeply with the operating system's native conventions:

- A fully native **macOS menu bar** maps all of the app's tools to the top of your screen, categorised by ribbon tab (File, Home, Insert, Page Design, Review, View, Picture).
- The app correctly identifies itself as "Open Publisher" in the menu bar, Dock, and system UI — eliminating the generic "nwjs" label that earlier versions displayed.
- A native warning modal prevents you from accidentally closing the app with unsaved changes.
- A custom splash screen and an offline connection error screen are built in for a polished experience.

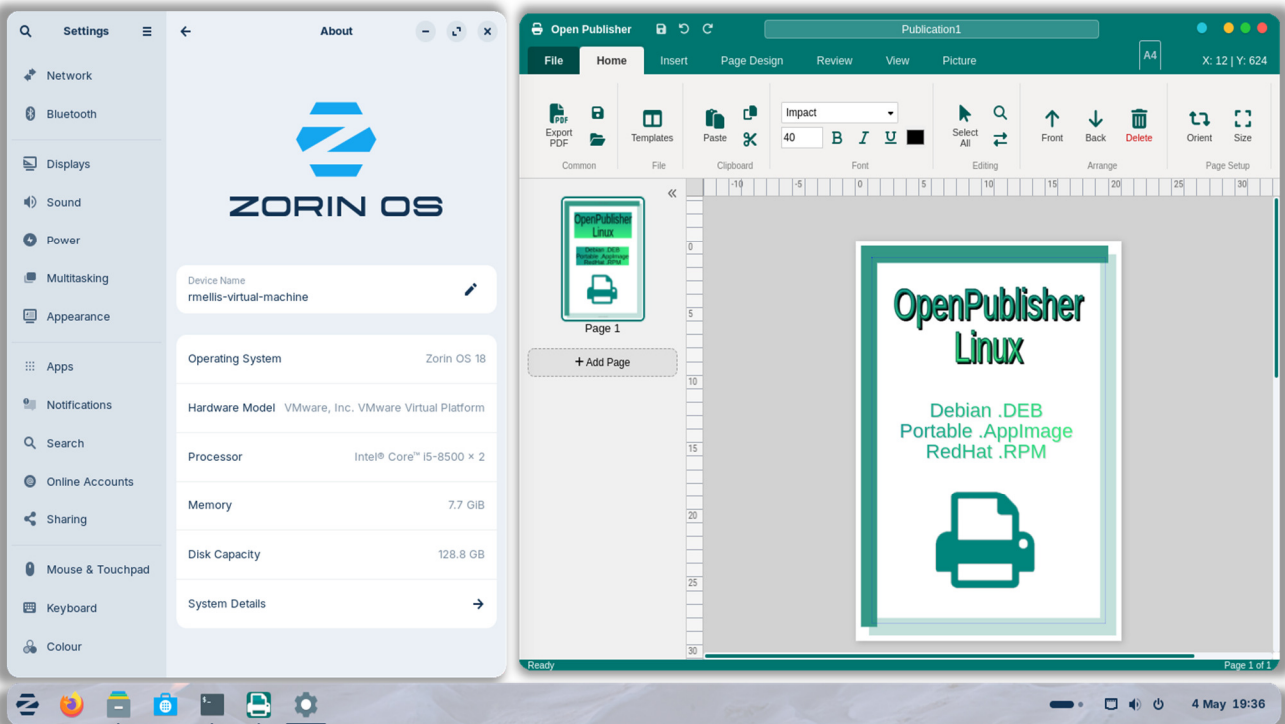


Linux

Open Publisher is packaged for Linux in three formats to accommodate different distributions and preferences:

- `.deb`` — for Debian/Ubuntu-based distributions.
- `.rpm`` — for Fedora/RHEL-based distributions.
- `.ApplImage`` — a portable, self-contained format that runs on virtually any Linux distribution without installation.

The application installs into the `/opt/` directory and registers `application/x-openpublisher` MIME types so that file associations work correctly out of the box. An automation script runs at the end of installation to refresh your system's icon cache and MIME database.



The `.opub` File Format

Open Publisher uses the `.opub` file extension as its native document format. When you save your work, your publication is written to a `.opub` file that you can store anywhere on your computer.



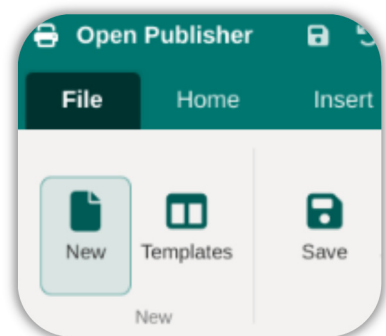
Key things to know about the `.opub` format:

- **Double-click to open:** On all supported operating systems, simply double-clicking a `.opub` file launches Open Publisher and loads your document automatically.
- **Backwards compatible:** Open Publisher continues to fully support its older `.json` save files. Both `.opub` and `.json` files are recognised and loaded seamlessly.
- **Import from other apps:** You can open Microsoft Publisher files (`.pub`, `.pubx`) and Microsoft Word documents (`.doc`, `.docx`) directly. When opening a `.pub` file, you are presented with a pre-flight menu offering two import modes:
 - **Editable Text Mode:** Extracts your layout and text as editable elements, with an optical colour scanner that reads the original text colours from the PDF layers of the file.
 - **Flattened Image Mode:** Renders a high-resolution, pixel-perfect image of each page. Less editable but guarantees 100% layout accuracy.
- **Drag-and-drop loading:** You can drag a `.opub` or `.json` file directly onto the Open Publisher canvas to load it instantly.

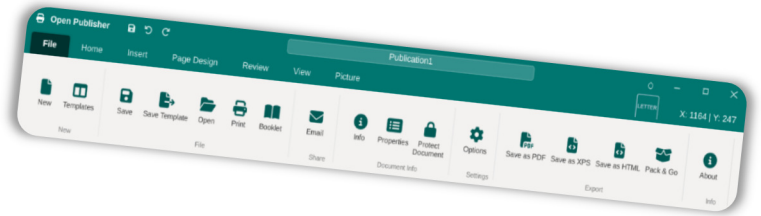
2. Page & Document Management

Creating a New Document

To start a fresh publication, go to **File > New**. This opens the template browser, where you can select from a range of professionally designed publication templates (newsletters, flyers, posters, business cards, etc.) or choose a blank canvas at a standard size. Once selected, a new, untitled document opens at the specified dimensions.



Opening and Saving Documents



Saving Your Work

Press **Ctrl+S** (Windows/Linux) or **Cmd+S** (macOS) at any time to save your current document. Open Publisher intercepts this keyboard shortcut at the browser/application level and routes it directly to the internal `saveDocument()` engine, producing a `.opub` file download rather than triggering the browser's native "Save Page As" dialog.

If this is the first time you are saving a new, untitled document, the system's native Save As dialog will prompt you to choose a filename and location.

Opening Documents

Use **File > Open** to browse for an existing `.opub` document. You may also drag any supported file (`.opub`, `.json`, `.pub`, `.doc`, `.docx`, or images) directly onto the canvas — Open Publisher's smart drag-and-drop router will detect the file type and load it correctly.

Document Properties & Metadata

Open Publisher allows you to embed rich metadata directly into your `.opub` file. To access these settings, navigate to **File > Info** and click the **Properties** button. The Properties modal lets you define the following fields:

- **Author**
- **Company**
- **Subject**
- **Keywords**

This information is stored within the save file and can be useful for identifying documents, improving searchability, or providing context to collaborators. All fields are optional.

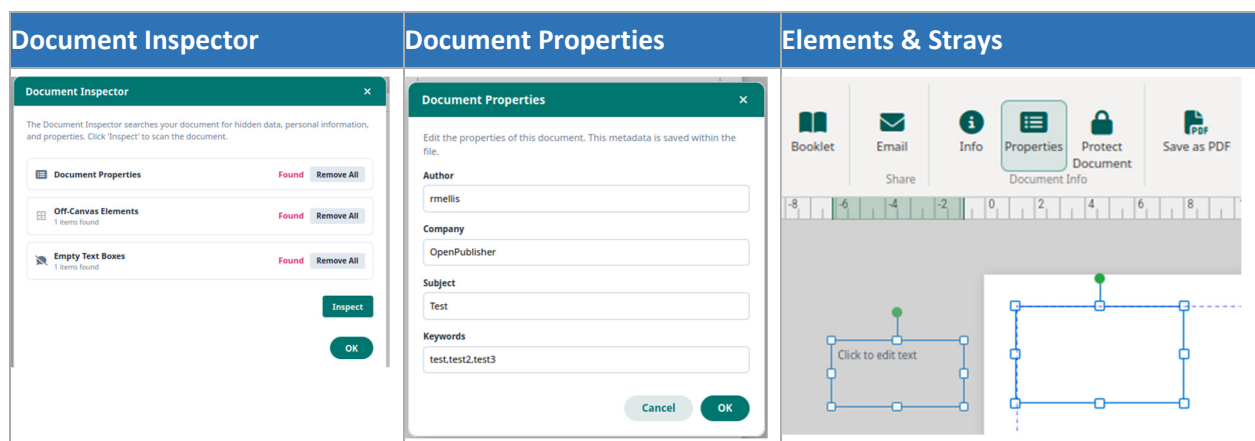
The Document Inspector

Before sharing or distributing a document, you can use the **Document Inspector** to scan for and remove hidden or unwanted content. Access it via **File > Info > Inspect Document**.

The Inspector performs a full, recursive scan of every page in your document and reports on three categories:

Category	What It Detects
Document Properties	Any author, company, subject, or keyword metadata embedded in the file.
Off-Canvas Elements	Objects that exist in your document but have been dragged partially or entirely outside the visible page boundary (onto the "scratch area").
Empty Text Boxes	Text boxes that appear to be empty, including those containing only invisible characters such as non-breaking spaces (<code>&nbsp;</code>).

Each category displays a colour-coded status indicator (**Found** or **Clean**). If content is found in any category, a one-click **Remove All** action immediately purges that data from the document. This is particularly useful for ensuring sensitive metadata is stripped before a document is handed off externally.



Page Setup

Page Size

The **Page Design** ribbon tab houses the **Size** dropdown, which lets you instantly resize the entire canvas to standard international and regional formats:

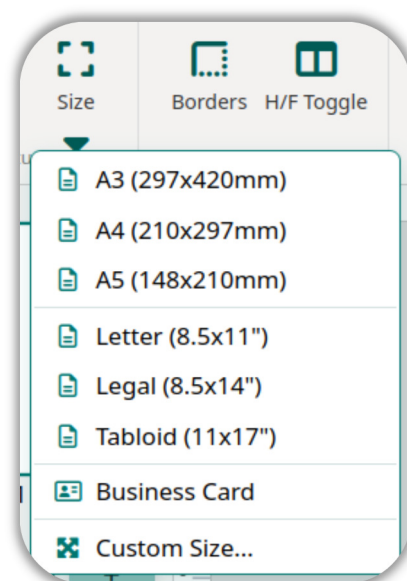
Format	Dimensions
A3	297 x 420 mm
A4	210 x 297 mm
A5	148 x 210 mm
Letter	8.5 x 11 in
Legal	8.5 x 14 in
Tabloid	11 x 17 in
Business Card	3.5 x 2 in

Each preset is represented by a unique icon in the dropdown and the top-right corner of the canvas always displays the correct format indicator.

A3	A4	A5	Letter	Legal	Tabloid	Card

Page Orientation

Toggle between **Portrait** and **Landscape** from the **Page Design** tab. The print and PDF export engines handle mixed-orientation documents correctly, automatically rotating pages in the output to match what you designed.



Page Margins

The **Margins** button in the **Page Design** ribbon opens a dropdown with five instant presets:

Preset	Value
Normal	0.5 in on all sides
Narrow	0.25 in on all sides
Moderate	1 in top/bottom, 0.75 in left/right
Wide	1 in on all sides
Zero	0 in — for borderless printing

Each preset displays a dynamic page icon previewing the exact margin scale before you click it. For precise control, select **Custom Margins...** to open a configuration modal where you can set independent top, bottom, left, and right values down to the pixel. Your custom margins integrate immediately with the blue snap guides visible on the canvas and are saved into your **.opub** file.

New Dropdown

Margins

Orient

Size

Border

Show/Hide Margins

Custom Margins...

Normal (0.5")

Narrow (0.25")

Moderate

Wide (1")

Zero (0")

Custom Margins

Custom Margins

Top Margin (px): 0

Bottom Margin (px): 0

Left Margin (px): 0

Right Margin (px): 0

Cancel

OK

Managing Pages

Adding Pages

New pages can be added in several ways:

- Click the **Add Page** button at the bottom of the left-hand Navigation Pane sidebar.
- Right-click the blank grey area of the Navigation Pane and choose **Insert Page** from the context menu.
- Right-click anywhere in the workspace background (outside the page canvas) and choose **Add New Blank Page**.

Duplicating, Moving, and Deleting Pages

Right-clicking on any page thumbnail in the Navigation Pane opens a context menu with the following page management options:

- **Duplicate Page** — creates an exact copy of the selected page and inserts it directly after it.
- **Move Page Up / Move Page Down** — shifts the page one position in the document order.
- **Delete Page** — removes the page permanently.
- **Add Note** — see the Page Notes section below.

The same actions are accessible via the ribbon and the workspace context menu.



Two-Page Spread Mode

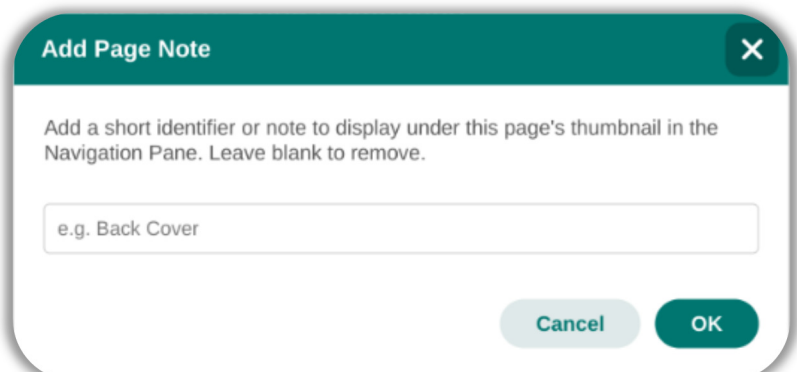
For publications designed as booklets or magazines, enable **Two-Page Spread Mode** from the Navigation Pane context menu. In this view, facing pages are displayed side by side in the sidebar thumbnails, allowing you to visualise the relationship between a left-hand and a right-hand page as readers will see them.

Page Notes

For larger, multi-page documents, it can be helpful to label individual pages so they are easy to identify at a glance without clicking into them. Open Publisher's **Page Notes** feature lets you attach a short custom identifier to any page.

How to add a Page Note:

17. Right-click a page thumbnail in the left-hand Navigation Pane.
18. Select **Add Note** from the context menu.

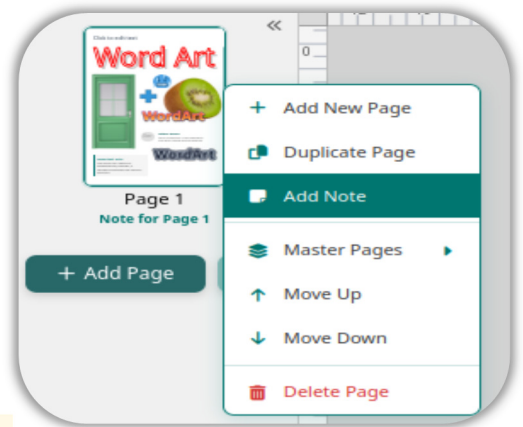


19. Type a short label — for example: **Front Cover**, **TOC**, **Back Cover**, **Chapter 3**.

20. The note appears directly beneath the page thumbnail in a bold, teal-coloured font.

To remove a note, right-click the page, select **Add Note**, and leave the input field blank before confirming. The note will be cleared automatically.

***Note:** Page Notes are purely for your own organisational use within the editor. They do not affect page numbering, printed output, or exported files.*



The Navigation Pane & Page Thumbnails

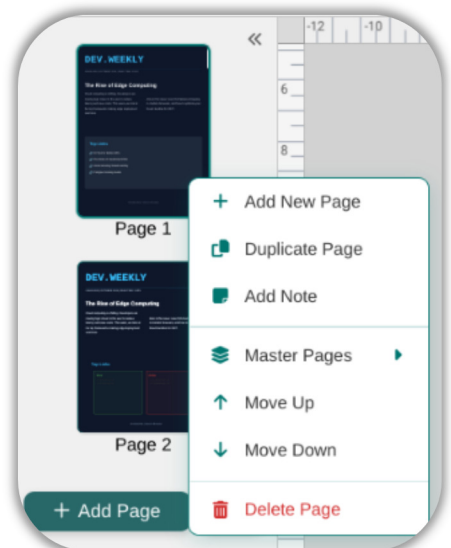
The left-hand Navigation Pane provides a live thumbnail preview of every page in your document. Clicking any thumbnail instantly switches the active canvas to that page. The thumbnails are generated automatically using a fast DOM-cloning system and update within 1.5 seconds of your last edit, so you always have an up-to-date visual map of your publication.

Right-clicking anywhere on a **page thumbnail** opens a context menu with the following options:

- Insert Page
- Duplicate Page
- Move Page Up / Down
- Delete Page
- Add Note
- Master Pages submenu (see Master Pages section)

Right-clicking the **blank grey area** of the Navigation Pane (not on a thumbnail) opens a workspace-level context menu for:

- Adding a new blank page
- Toggling Two-Page Spread Mode
- Collapsing the sidebar
- Changing Page Design / Size
- Exporting and printing the document

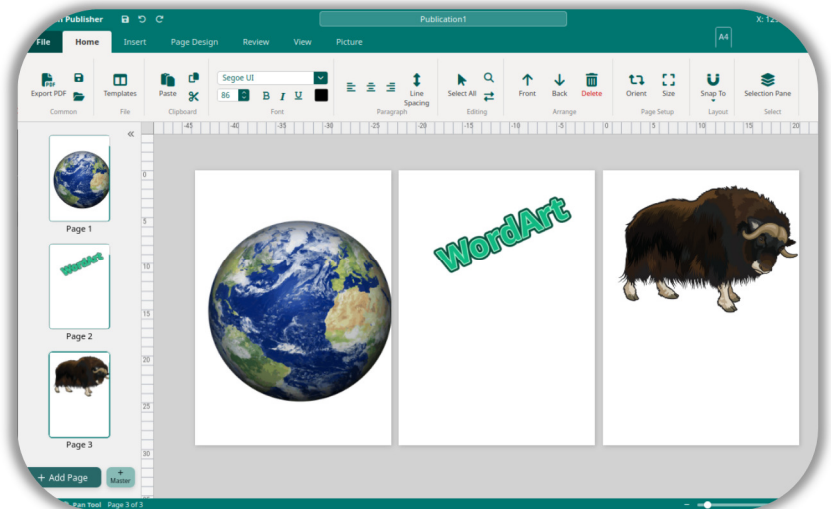


Multi-Page View

When you zoom out to **45% or below** on a document that contains more than one page, Open Publisher automatically activates **Multi-Page View**. In this mode, all pages are rendered side-by-side in the workspace, giving you a bird's-eye overview of your entire publication at once.

Key behaviours of Multi-Page View:

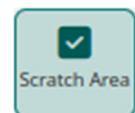
- All non-active pages are shown as **read-only preview clones**, rendered at full 1:1 quality.
- The **active (editable) page** is clearly labelled with an "(Editing)" badge and retains full interactivity — you can type, drag, and select elements normally.
- **Clicking any preview page** instantly swaps it to become the active editable page, while the previously active page converts to a read-only preview in its place — all without changing your zoom level.
- Pages are always arranged **horizontally** in a single row, calculated to fit your display width.



To exit Multi-Page View, simply zoom back in above 45%.

Scratch Area

Objects that you drag partially or completely off the page canvas enter the **Scratch Area** — an invisible staging zone surrounding the page. These elements are preserved in the document but do not appear in printed or exported output.



To manage scratch area visibility, go to the **View** ribbon tab and click the **Scratch Area** toggle button in the Show group. When toggled off, all off-page elements are instantly hidden from view (but not deleted), allowing you to focus cleanly on your page layout. Toggling it back on reveals them again instantly.

The Document Inspector (see above) can also detect and permanently remove all off-canvas elements in one click.

Auto Page Numbering

For longer documents, manually updating page numbers is tedious. Open Publisher provides an **Auto Page Numbers** feature that inserts dynamic, self-updating number tags.

How to insert auto page numbers:

21. Navigate to the **Insert** ribbon tab.
22. Click **Page Number**.
23. A page number element is inserted at your cursor position. It automatically displays the correct number for each page and updates itself as you add, remove, or reorder pages in your document.

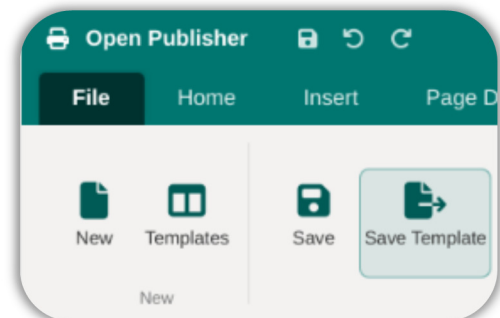


Template Saving

You can save any document you have designed as a **Publisher Template** so that it can be used as a clean starting point for future publications, without risk of overwriting the original.

How to save a template:

24. Design your publication as normal.
25. In the **File** ribbon, click **Save Template** (located next to the standard Save button).
26. Save the resulting `.opub` file to a convenient location.



When you save a template, two things happen immediately:

- A hidden `isTemplate: true` flag is embedded in the `.opub` file.
- Your current working session is renamed to `Untitled [DocumentName]`, so your next `Ctrl+S` will prompt for a new filename rather than silently overwriting the template.

When someone later opens the template file, the document loads with all its design intact but the title bar reads "**Untitled Publication**". Saving for the first time will always prompt for a new filename, permanently protecting the original template from accidental overwrites.

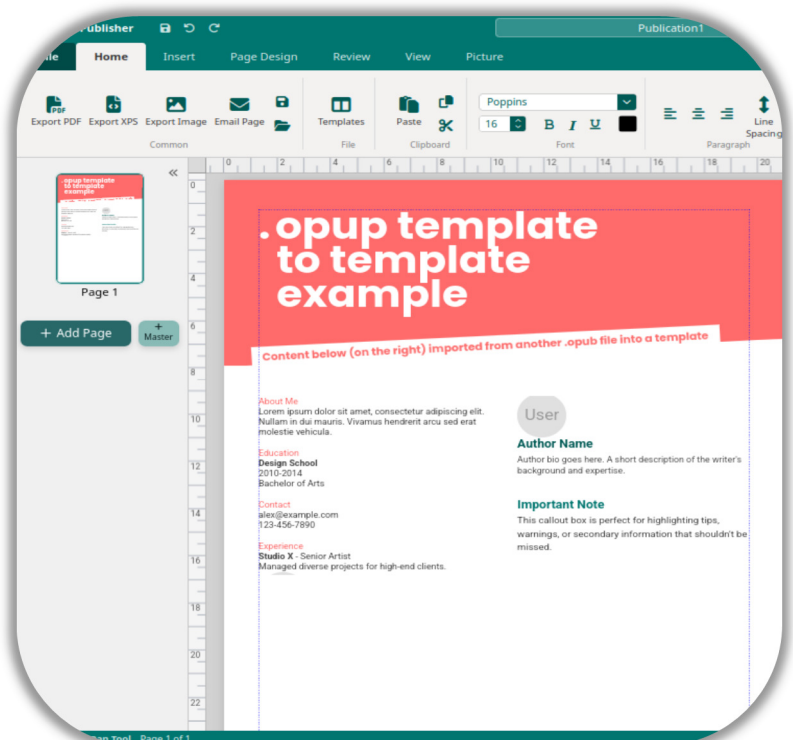
Content Migration (Insert > File)

Because Open Publisher is a precise page-layout tool where elements are locked to specific coordinates, you cannot simply open an old document inside a new template and expect the layout to transfer. However, when you want to reuse the **text content** from an existing publication in a brand new template, the **Insert > File** tool handles this automatically.

How to migrate text content to a new template:

27. Open the new template via **File > New** and select your desired layout.
28. Click inside the text box on the new template where you want your content to appear (it must be actively selected).
29. In the **Insert** ribbon, click the **Insert File** button (located next to the Text Box button).
30. Browse to your existing **.opub** or **.json** document and select it.
31. Open Publisher scans every page of the selected file in the background, extracts all text elements, and pours their content directly into your active text box.

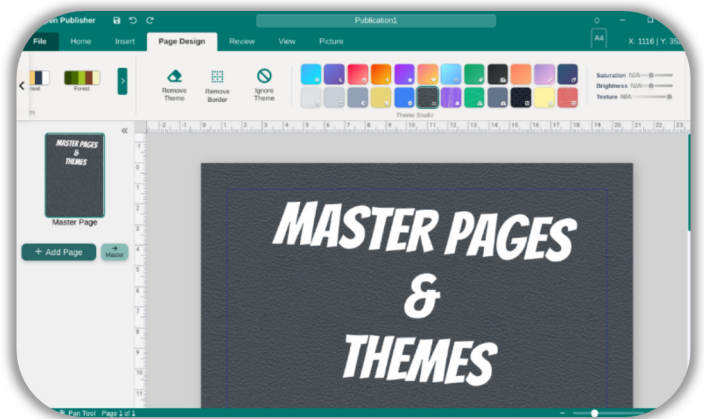
Note: Only text content is migrated. Images and shapes require manual placement in the new layout because their positions are tied to specific coordinates that may not correspond to the new template's design.



3. Master Pages & Themes

Understanding Master Pages

A **Master Page** is a special, dedicated layout layer that sits behind every page in your document. Any element you place on the Master Page — a header, a footer, a company logo, a watermark, a decorative border, or a background image — will automatically appear as a non-editable, ghosted background on every subsequent regular page. This eliminates the need to manually copy elements to every page in long publications.

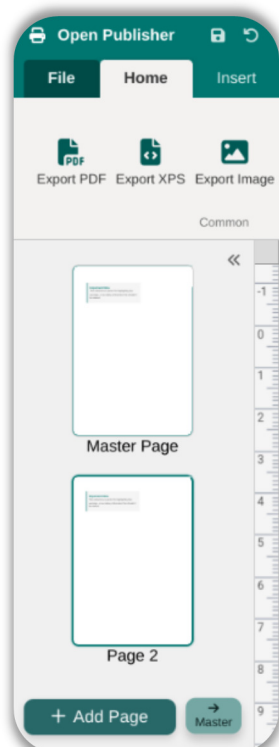


This system is modelled directly on the Master Page concept in Microsoft Publisher and is particularly powerful for:

- Company letterheads
- Branded newsletter or magazine templates
- Reports with consistent headers and footers
- Any publication requiring a repeating design element across all pages

Master Page elements are integrated into every output pathway: standard printing, saddle-stitch booklet printing, PDF export, and HTML export all respect and render Master Page content correctly.

Creating a Master Page



To create your first Master Page:

32. In the left-hand Navigation Pane sidebar, locate the **Add Master Page** button and click it. This initialises a new Master Page (Page 0) and switches your canvas to it automatically.
33. You are now editing the Master Page. Design your repeating elements here — add a logo image, draw a header background, insert a footer text box, or place any element you want to appear on every page.
34. When you are finished, click the **Master** button in the sidebar (or navigate to any regular page) to return to your normal document pages.

Elements on the Master Page appear on regular pages with `pointer-events: none` applied, meaning they are permanently in the background and cannot be accidentally selected, moved, or edited from a regular page.

Navigating to the Master Page — The Double-Click Quick Toggle

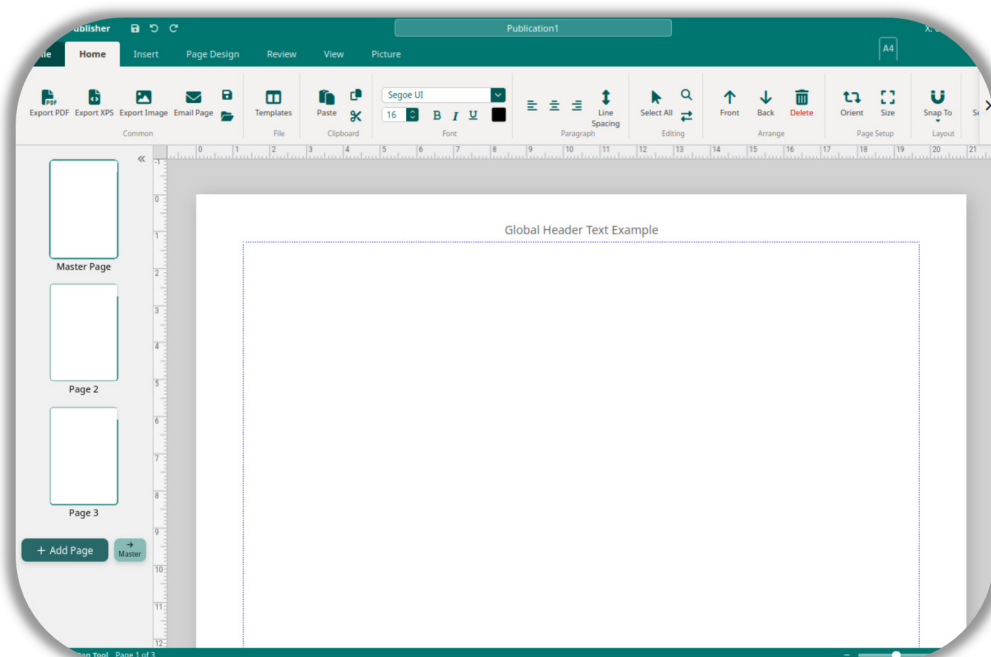
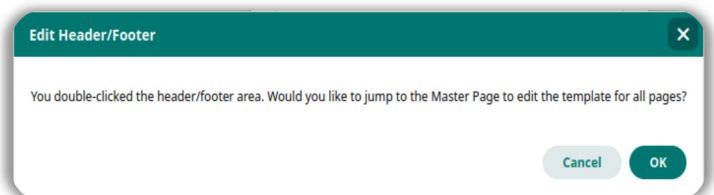
In addition to using the sidebar button, you can jump directly to the Master Page using a quick double-click gesture on the canvas edge. This is the fastest way to make small header or footer adjustments while deep in your layout work.

To activate the quick toggle:

- **Double-click anywhere within the top 100 pixels** (the header area) of a regular page canvas to instantly jump to the Master Page and place your cursor in the header.
- **Double-click anywhere within the bottom 100 pixels** (the footer area) to jump to the Master Page and focus in the footer.

Open Publisher is context-aware about this behaviour:

- **Confirmation dialog:** If you double-click the header or footer area of a standard page, a dialog appears asking: *"You double-clicked the header/footer area. Would you like to jump to the Master Page to edit the template for all pages?"* Click **OK** to jump, or **Cancel** to dismiss with no change.
- **Smart detection:** If you are already editing the Master Page, the system detects this and steps aside — your native browser text-selection behaviour (double-click to select a word, triple-click to select a paragraph) works flawlessly without the toggle intercepting it.
- **Element avoidance:** If you double-click near the edge but directly on an existing design element (a text box, shape, etc.), the toggle ignores the click and lets the element receive the event normally.
- **Zoom compensation:** The detection engine automatically compensates for your current zoom level, so the 100px detection zone remains accurate regardless of how far in or out you are zoomed.



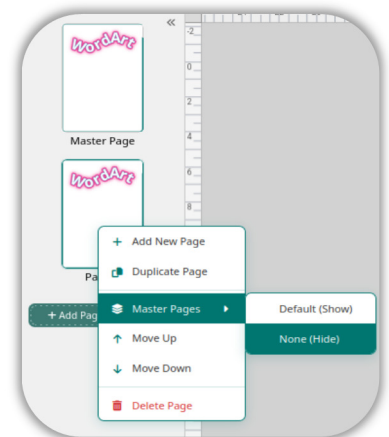
Ignoring the Master Page on Specific Pages

Sometimes a publication requires a specific page — such as a full-bleed cover, a blank divider, or an alternate layout — to be completely free of Master Page elements while all other pages retain them.

To hide the Master Page on a specific page:

35. Right-click the page thumbnail in the Navigation Pane for the page you want to exempt.
36. Hover over **Master Pages** in the context menu.
37. Select **None (Hide)**.

The Master Page elements immediately disappear from that page's canvas. All other pages are completely unaffected. This setting is serialised into the `.opub` file, so it persists across saves and reloads. It is also fully respected by all export pipelines — Print, Booklet Print, PDF, and HTML will all correctly omit the Master Page layer from exempted pages.



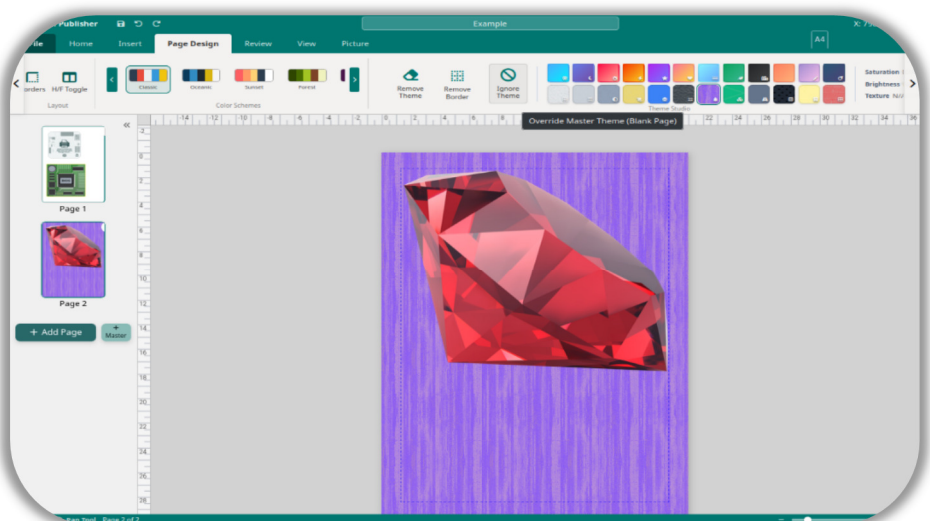
Ignoring the Theme Background on Specific Pages

Separately from the Master Page elements, Open Publisher's **Theme Studio** can apply a decorative background to all pages simultaneously. If you need a single page (such as a back cover or a blank insert) to have a white/plain background while the rest of the document keeps its theme background, use the **Ignore Theme** feature.

To exempt a page from the theme background:

38. Navigate to the page you want to exempt.
39. Open the **Theme Studio** ribbon (under Page Design).
40. Click the **Ignore Theme** button
(displayed with a teal cancel icon, next to the Remove Theme button).

The background on that page immediately turns white. All other pages retain their theme background intact. This override is fully supported in the standard print engine, the booklet imposition engine, and the PDF export pipeline.



Theme Studio

The **Theme Studio** is Open Publisher's document-wide design system, accessible from the **Page Design** ribbon tab. It lets you apply consistent visual styling — colour schemes and background textures — across your entire publication with a single click.

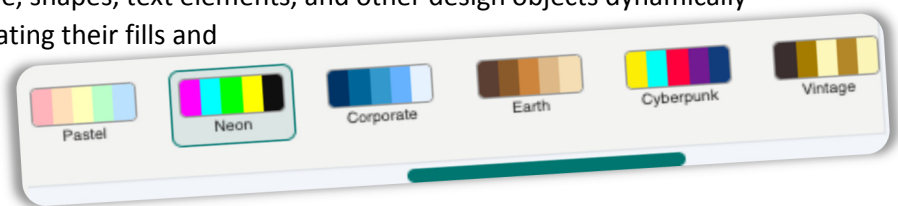
Colour Schemes

Open Publisher ships with a curated set of colour palette presets:

- **Classic** — clean, traditional publishing tones.
- **Pastel** — soft, muted hues for a gentle aesthetic.
- **Neon** — vivid, high-energy accent colours.
- **Corporate** — professional, restrained blues and greys.

When a colour scheme is active, shapes, text elements, and other design objects dynamically respond by automatically updating their fills and strokes to match the active document colour language.

The active scheme is highlighted in the ribbon so it is immediately obvious which palette is currently applied.



Page Background Themes

Alongside colour schemes, the Theme Studio provides a library of **page background themes** — solid colours, gradients, and textured patterns — that can be applied to the entire document backdrop. Simply click any swatch in the Theme Studio panel to apply it instantly.

Background themes are applied via a dedicated background layer that sits beneath all your content. Your selected theme is saved into your `.opub` file and loads automatically when you re-open the document. Backgrounds applied through the Theme Studio render correctly in all export formats, including booklet printing with accurate gradient reproduction.

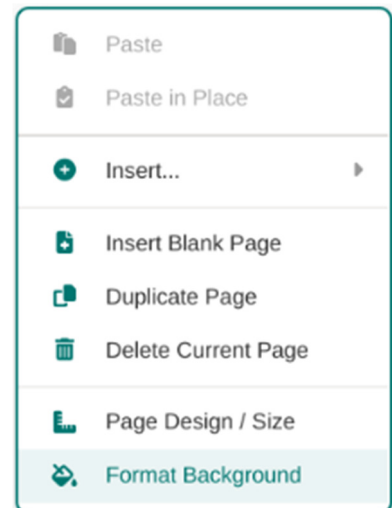
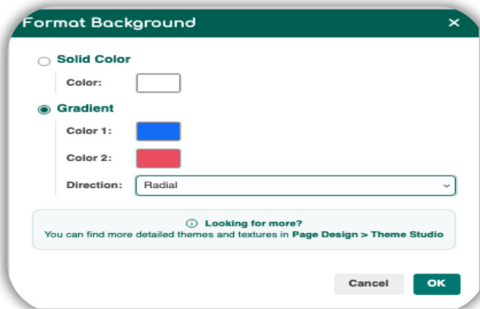
***Tip:** If you need more precise control over individual background colours or want to apply a custom solid colour, use the **Format Background** dialog (see below).*

Format Background Dialog

For direct, one-off background colour control on the current page, use the **Format Background** dialog. Access it by:

- Right-clicking anywhere on the page canvas and selecting **Format Background**.
- Using the workspace context menu or the ribbon.

The redesigned dialog features the application's signature dark-teal header, cleanly styled radio buttons for selecting background type (solid colour, gradient), custom colour inputs, and a tip box directing you to the Theme Studio for advanced textures and patterns.



Gradients applied via Format Background render correctly in all print modes, including Booklet printing.

Page Borders

Open Publisher includes a library of **100 unique decorative page border styles**, all drawn using scalable mathematical SVG paths. Because they are vector-based rather than CSS approximations, they scale proportionally to any document size without loss of quality, and they support custom colours and thickness.

How to Apply a Border

The Borders tool is accessible from two locations in the ribbon:

- **Page Design** tab
- **Insert** tab (under Graphics)

Click the **Borders** button to open a scrollable dropdown menu featuring:

Border Style Categories:

Category	Examples
Classic & Technical	Solid, Dashed, Blueprint, Pinstripe, Barcode
Geometric Corners	Plaque, Ticket, Diamond, Target, Octagon
Layered & 3D	Outset, Groove, Echo, Neon
Craft & Deco	Filmstrip, Double-Stitch, Photo-Corners, Art Deco

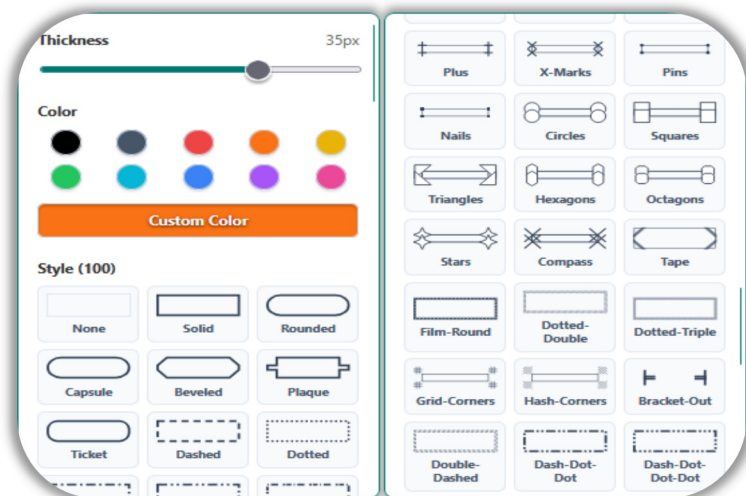
Customisation options in the dropdown:

- **10-colour quick-select palette** for instant colour changes.
- **Custom hex colour picker** for any specific colour.
- **Thickness slider** to dial in precise pixel weights.

The dropdown renders an accurate **1:1 scaled preview** of each border style (using the exact same SVG math used on the actual page, scaled down proportionally to a small card), so you know exactly what you will get before applying it.

Border Behaviour

Once applied, a border is permanently anchored to the background of your page with `pointer-events: none` applied, meaning it cannot be accidentally dragged or selected while you work on your design. It is fully print-safe and will appear correctly in all export formats.



4. Text Boxes & Typography

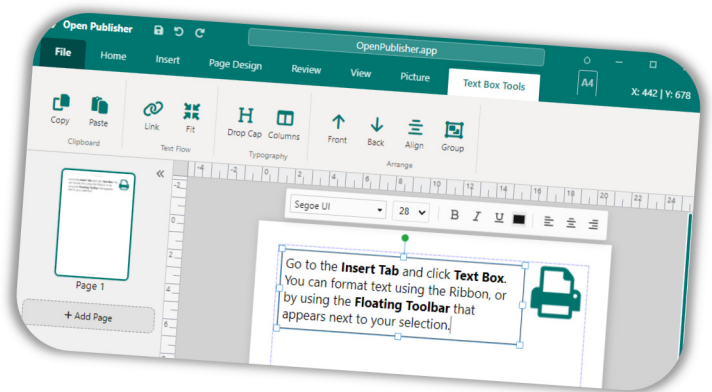
Inserting and Editing Text Boxes

Text boxes are the primary container for all written content in Open Publisher. To insert one:

41. Go to the **Insert** ribbon tab and click **Text Box**, or press **T** while the canvas is focused.
42. Click and drag on the canvas to draw the text box at the desired size.
43. The cursor automatically enters editing mode. Begin typing immediately.

To edit an existing text box, double-click it. The box enters editing mode, the floating toolbar appears above it, and the **Text Box Tools** contextual ribbon activates at the top of the screen.

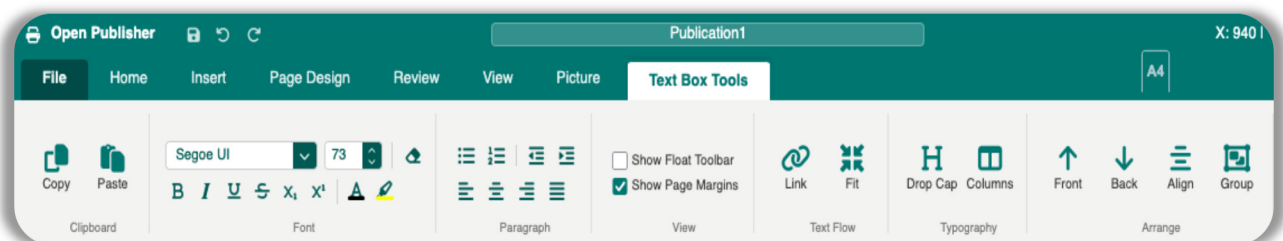
To exit editing and return to selection mode, press **Escape** or click anywhere outside the text box.



The Typography Ribbon

When a text box is active, the **Text Box Tools** ribbon and the floating toolbar both give you access to a fully modernised set of typography controls. The font family and font size selectors use custom styled inputs with solid teal control blocks, hover highlights, and precision-aligned icons — consistent across the main Home tab and all contextual text toolbars.

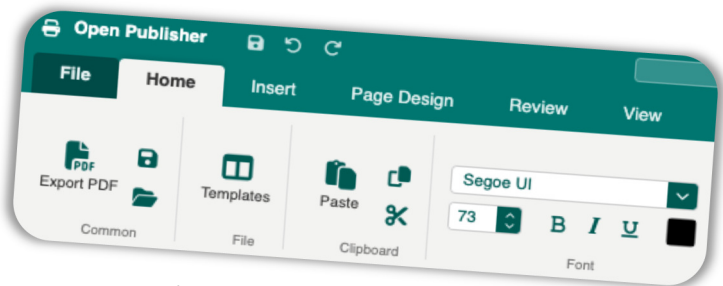
When you close a contextual tab (such as Picture Tools or Drawing Tools), the ribbon intelligently returns to whichever standard tab you were on previously — not always the Home tab — so your workflow is never interrupted.



Font Controls

Use the **Font** group on the Home ribbon or the floating toolbar to change:

- **Font Family** — choose from all system and Google Fonts available.
- **Font Size** — type directly into the size box, use the up/down spinner arrows, or use keyboard shortcuts to nudge.
- **Text Colour** — opens the OS colour picker with a live preview that updates the canvas in real time as you drag the colour wheel.
- **Highlight Colour** — applies a coloured background highlight to selected text.



Keyboard Shortcuts for Text Formatting

All standard formatting shortcuts are fully supported inside text boxes:

Shortcut	Action
Ctrl+B / Cmd+B	Toggle Bold
Ctrl+I / Cmd+I	Toggle Italic
Ctrl+U / Cmd+U	Toggle Underline
Ctrl+Space	Clear Formatting — strips all manual formatting and resets to the default style (Segoe UI, 12px)
Shift+F3	Cycle Change Case (see below)
Ctrl+Shift+K / Cmd+Shift+K	Toggle Small Caps
Ctrl+Shift++ / Cmd+Shift++	Toggle Superscript
Ctrl+= / Cmd+=	Toggle Subscript
Ctrl+Shift+>	Increase font size by 1px
Ctrl+Shift+<	Decrease font size by 1px
Ctrl+Z / Cmd+Z	Undo last text change (keystroke-by-keystroke granularity)

All of these shortcuts are guarded so they only activate when you are actively editing inside a text box, preventing interference with canvas-level interactions.

Bold, Italic, Underline

The standard **Ctrl+B**, **Ctrl+I**, and **Ctrl+U** shortcuts work reliably inside any text box. Each change is recorded in the undo history, so **Ctrl+Z** will reverse them as expected. The ribbon buttons for these actions prevent the text box from losing focus when clicked, ensuring the formatting is always applied to the correct selection.

Clear Formatting

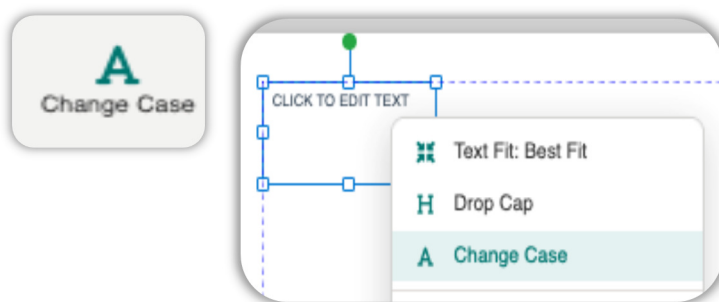
Press **Ctrl+Space** while text is selected to strip all manual formatting — bold, italic, underline, custom fonts, colours, and sizes — and reset the selection back to the document default style (Segoe UI, 12px). This is particularly useful for cleaning up pasted content from external sources.

Change Case

The **Change Case** button is found in the **Text Box Tools** contextual ribbon. Clicking it (or pressing **Shift+F3**) cycles your selected text through four formatting variants in sequence:

- 44. **lowercase** — all characters in lower case
- 45. **Sentence case** — first letter capitalised, rest lower
- 46. **UPPERCASE** — all characters in upper case
- 47. **Capitalize Each Word** — title case

Your text selection is preserved across each cycle, so you can keep pressing **Shift+F3** to step through options without needing to re-select.



Small Caps

Press **Ctrl+Shift+K** (or **Cmd+Shift+K** on macOS) with text selected to toggle Small Caps formatting. This wraps the selection in a non-destructive inline span with `font-variant: small-caps` applied. Pressing the shortcut again on already-formatted text intelligently strips the span and restores the original casing. The change is fully tracked by the undo system.

Superscript & Subscript

- **Superscript:** `Ctrl+Shift++` — raises selected characters above the baseline. Ideal for dates (10th), mathematical exponents (x^2), or footnote markers.
- **Subscript:** `Ctrl+=` — drops selected characters below the baseline. Ideal for chemical formulas (H₂O) or footnote indicators.

Both shortcuts plug directly into the browser's native `execCommand` API and are integrated with the undo stack.

Font Size Nudging

For fine-grained typographic control without reaching for the mouse, use:

- `Ctrl+Shift+>` to increase the selected text's font size by 1px.
- `Ctrl+Shift+<` to decrease it by 1px.

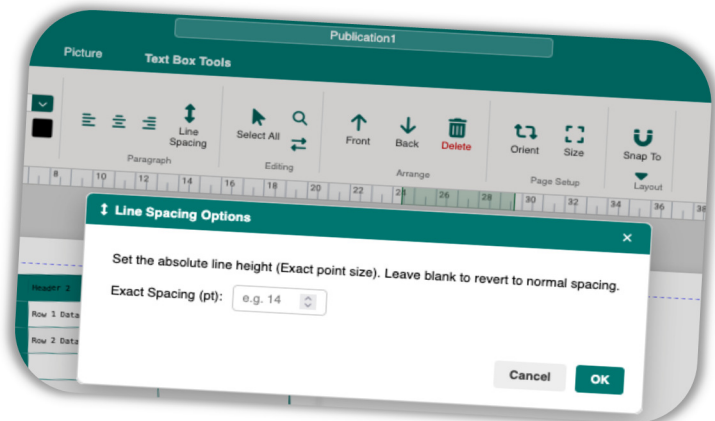
The floating toolbar's size label updates in real time with every keystroke, giving you instant visual feedback. This shortcut works correctly even when `Ctrl+A` (Select All) is used to highlight the entire text box.

Line Spacing (Exact Point Values)

Open Publisher provides an **Exact Line Spacing** tool that overrides dynamic CSS line-height calculations and locks your text to absolute point measurements.

To set exact line spacing:

48. Select a text box.
49. Click the **Line Spacing** button (the vertical double-arrow icon) in the **Paragraph** group on the Home ribbon, or from the floating Text Box Tools panel.
50. In the modal that opens, type an exact point value (e.g., 14, 30).
51. Click **OK**. The text box instantly updates to that exact line height.



Leaving the field blank and clicking OK reverts the text box to standard `normal` CSS line-height inheritance. Line spacing is also available in the **Spacing** group of the **Table Design** ribbon for applying consistent line heights within table cells.

Paragraph Indents (Ruler Drag Markers)

When a text box is selected and you are editing text inside it, three interactive indent markers appear on the left edge of the horizontal ruler:

Marker	Description
Top Triangle (First Line Indent)	Drag independently to adjust the starting position of the first line of the paragraph only.
Bottom Triangle (Hanging Indent)	Drag to push the left edge of all subsequent lines, keeping the first line anchored — perfect for bullet lists and numbered paragraphs.
Bottom Rectangle (Left Indent)	The master handle. Drag it to shift the entire paragraph block left or right while preserving the relative indent spacing between the two triangles.

The markers are context-aware: clicking between different paragraphs in the same text box causes them to jump instantly to reflect that paragraph's unique indentation. The coordinate engine compensates for zoom level and scroll position, so precision drag behaviour is maintained regardless of how far in or out you are zoomed.



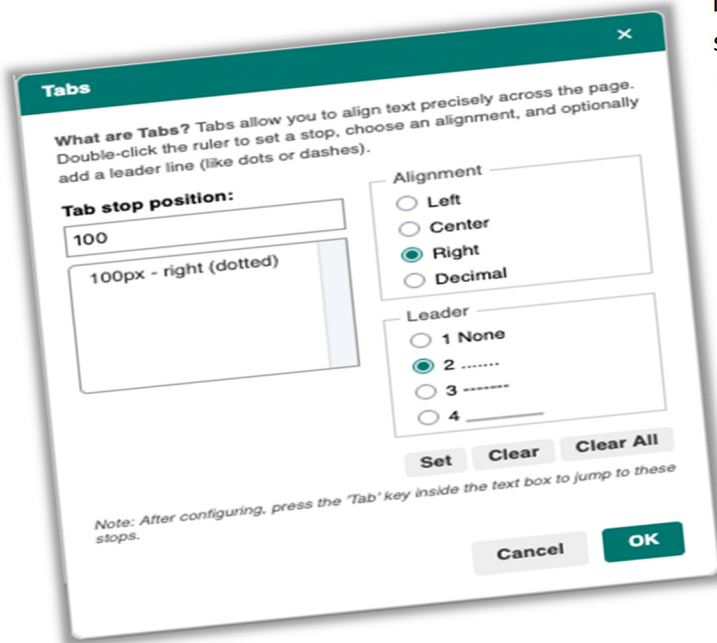
Tab Stops & Tab Leaders

Open Publisher supports fully customisable **tab stops** with **tab leaders** — the connecting dotted, dashed, or solid lines used in menus, price lists, and tables of contents.

To configure tab stops:

52. Select a text box and click inside it so the cursor is active.
 53. **Double-click anywhere on the top horizontal ruler** to open the **Tabs** dialog.
 54. In the dialog, enter a position value (in pixels or mm).
 55. Choose a **Tab Alignment**:
 - **Left** — text flows rightward from the tab stop (standard).
 - **Center** — text centres itself over the tab stop position.
 - **Right** — text pushes leftward and aligns flush to the right of the stop. Ideal for prices.
 - **Decimal** — similar to Right, for numerical column alignment.
 56. Choose a **Tab Leader**:
 - **None** — a plain blank space.
 - **Dotted (.....)** — classic TOC dot leaders.
 - **Dashed (-----)** — a dashed connecting line.
 - **Solid (_____)** — a solid underline leader.
 57. Click **Set**, then **OK**.
- Example:** Type "Menu Item 1", press **Tab**, then type "\$15.00". With a right-aligned dotted tab stop at position 300, the price right-aligns at 300px while a dotted leader line fills the gap automatically.

***Note:** If you press Tab in a text box that has no explicit tab stops configured, Open Publisher inserts a standard 4-space indentation (like a word processor), so normal text flow is preserved.*



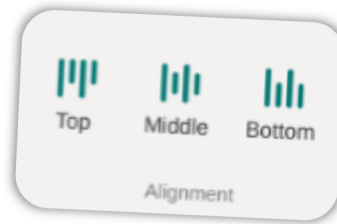
Tab leader lines are fully PDF and print safe — the print engine automatically converts CSS gradient leaders into real characters just before capture, ensuring they appear correctly in exported documents.

Vertical Text Alignment

You can control how text is positioned vertically within its container — pinning it to the top, centring it in the middle, or anchoring it to the bottom. This is ideal for title cards, pull quotes, sidebars, and grid layouts.

To set vertical alignment:

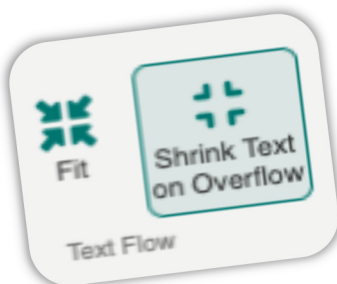
58. Select a text box.
59. In the **Text Box Tools** contextual ribbon, locate the **Alignment** group (situated after Text Flow).
60. Click **Top**, **Middle**, or **Bottom**.



The change takes effect immediately. Under the hood, Open Publisher uses a CSS Table-Cell architecture (rather than Flexbox) to implement vertical alignment. This was a deliberate engineering choice to bypass a known WebKit/Chrome rendering bug where Flexbox text nodes can collapse their line-heights to zero in PDF and print output. The table-cell implementation guarantees perfect 1:1 pixel rendering on both screen and paper.

Text Flow: Shrink Text on Overflow

The **Shrink Text on Overflow** toggle, found in the **Text Flow** group of the Text Box Tools ribbon, automatically reduces the font size of your text if you type more content than the box can hold.

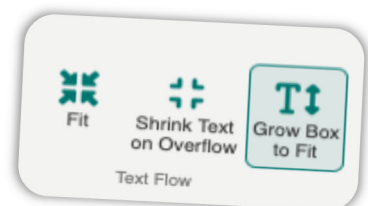


- The size reduction happens live as you type and also reacts when you resize the box.
- The original font size is remembered internally. Disabling the toggle restores the text to its original size.
- This mode is mutually exclusive with **Grow Box to Fit** — enabling one automatically disables the other.

Text Flow: Grow Box to Fit

The **Grow Box to Fit** toggle (also in the **Text Flow** group) makes the text box automatically expand downward as you type, ensuring all content remains visible without changing the font size.

- The box continuously monitors its content via a `ResizeObserver` and `input` event listener.
- A minimum height of 20 pixels is enforced so small or empty boxes remain easy to interact with.
- Grow Box to Fit and Shrink Text on Overflow are mutually exclusive. If Shrink is active when you enable Grow, Shrink is automatically disabled and the text is restored to its original font size.
- Both states persist across save/load and undo/redo.



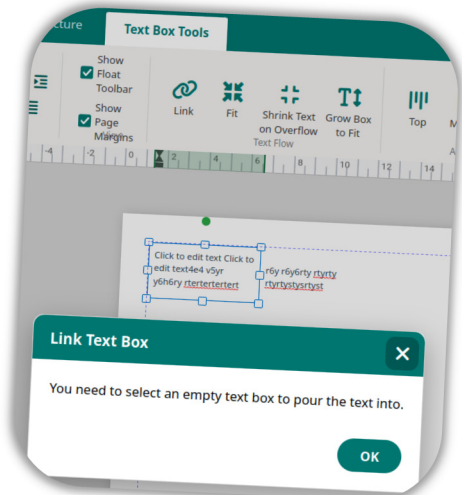
Linked Text Boxes (Story Editor)

For long-form content that flows across multiple pages — such as articles, stories, or reports — Open Publisher supports **linked text boxes**. When a text box overflows, you can link it to a second box on another page, and the content will flow continuously from one into the other.

To link text boxes:

61. Insert two or more text boxes
(on the same page or across different pages).
62. Select the first (source) text box.
63. In the **Text Box Tools** ribbon, click the **Link** button.
64. Your cursor changes to a chain link icon.
65. Click the second text box to complete the link.

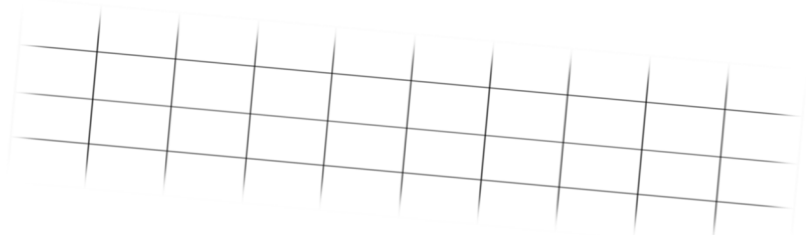
Text now flows between them automatically. Adding, editing, or deleting content in the first box causes the overflow to reflow into the linked box in real time. Links can be chained across as many text boxes as needed for multi-page articles.



Fun Fact: This feature was completely broken until I tested it creating this documentation, if it wasn't for this entry it would still be broken.

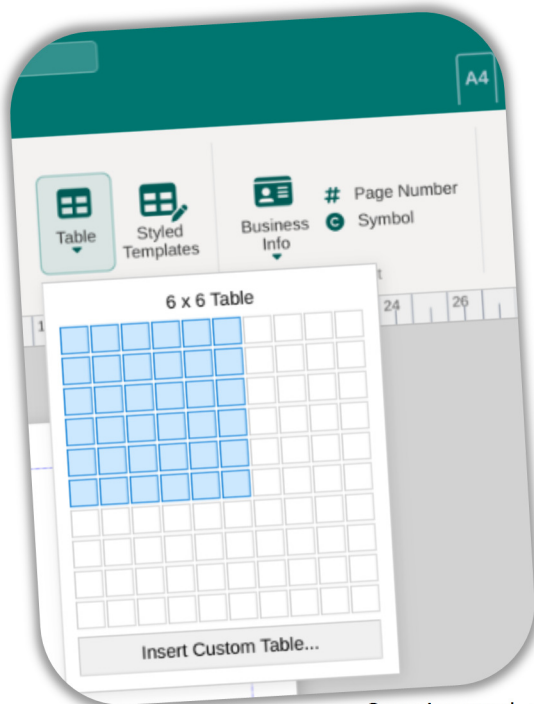
5. Tables

Inserting Tables



Tables can be inserted in several ways:

- **Standard Grid:** Go to **Insert > Table** and drag over the grid to select the number of rows and columns you want. Release to insert.
- **Styled Table Templates:** Click **Insert > Styled Templates** to open the 100-layout template browser. Here you can choose from a library of beautifully pre-formatted table designs with colour themes and border styles already applied. Double-click any template to insert it.
- **Right-Click Context Menu:** Right-click anywhere on the canvas and hover over **Insert...** to access both a standard **Table** and **Styled Tables** option directly.
- **Drag-and-Drop Excel Spreadsheet:** Drag a **.xlsx** or **.xls** file from your desktop directly onto the canvas. An Import Wizard appears (see below).



Once inserted, a table is a movable, resizable canvas element.

Drag it by its outer edge to reposition it, or drag its resize handles to scale the entire table.

The Table Design Ribbon & Layout Sidebar

Clicking into any table activates the **Table Design** contextual ribbon at the top of the screen and simultaneously opens the **Table Layout** sidebar on the right-hand side of the workspace.

- **Table Design ribbon:** Controls borders (colour, thickness), cell shading (fill colour), and table-wide styles.
- **Table Layout sidebar:** Contains insert/delete row and column controls, distribute rows and columns tools, and the 9-way cell alignment grid. The sidebar uses the same frosted-glass, card-based aesthetic as the Image and WordArt formatting panels.

Multi-Cell Selection

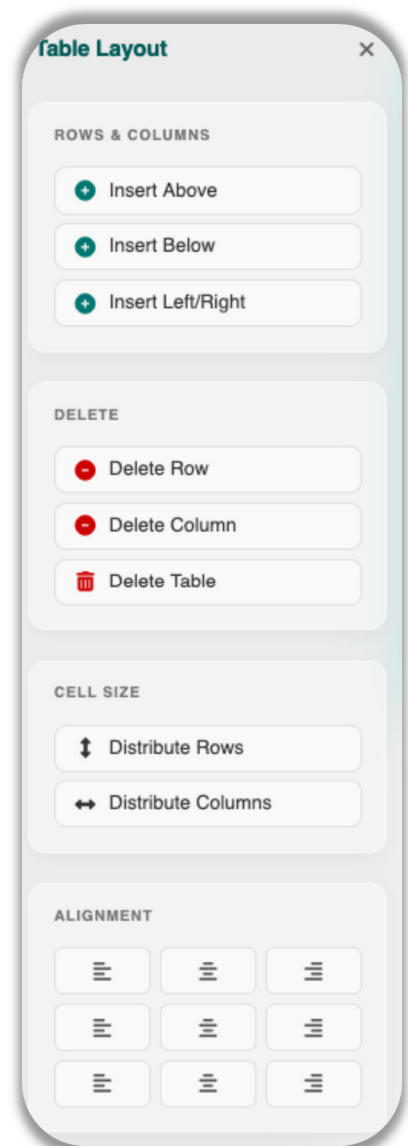
Click and drag your mouse across a group of cells to highlight them. Selected cells are shown with a light blue `.op-selected-cell` highlight. You can then apply border colours, fill colours, or line spacing to the entire highlighted group in one action.

One-Click Select-All Handle



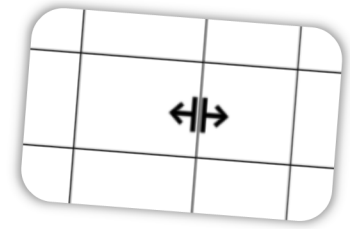
Whenever you hover over any table on the canvas, a small floating **four-way arrow handle** appears just outside the top-left corner of the table. Clicking this handle instantly highlights every cell in the table and switches your ribbon to the Table Layout and Table Design tools, ready for bulk formatting.

The handle disappears automatically when you move the mouse away or start dragging other elements, keeping your workspace uncluttered.



Cell Resizing (Cross-Browser)

Open Publisher ships with its own custom **Table Cell Resizer** that works reliably across Chrome, Safari, Firefox, and Edge, bypassing the browsers' inconsistent native implementations.



To resize a row or column:

66. Hover your mouse over any vertical or horizontal dividing line inside the table. The cursor changes to a resize arrow (`col-resize` or `row-resize`).
67. Click and drag to adjust the cell width or height. The boundary follows your cursor precisely.

Key behaviours:

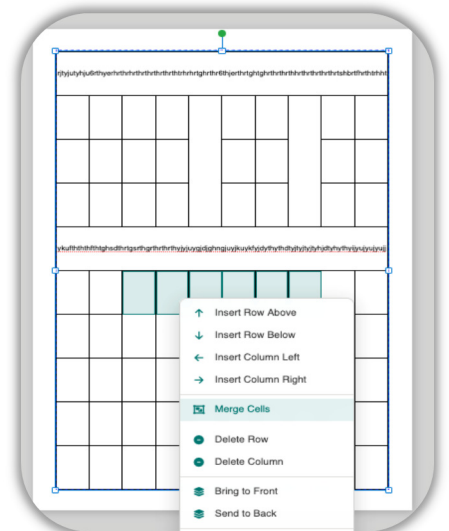
- **Dimension locking:** The moment you grab a border to resize it, all columns and rows in the table have their widths and heights locked to absolute pixel values. This prevents the browser's layout engine from implicitly resizing other cells and causing unpredictable shifts.
- **Zero-sum resizing:** Shrinking column A by 10px and increasing column B by 10px moves the boundary cleanly while leaving all other columns unchanged.
- **Smart drag detection:** Clicking the exact border engages the resizer. Clicking in the middle of a cell and dragging engages the multi-cell selection highlighter. Both modes coexist without conflict.
- **Element drag:** Hovering over the outer edge of the table (not an inner divider) shows a `move` cursor, letting you drag the entire table around the page.

Merge Cells

To merge multiple cells into a single large cell:

68. Click and drag across the cells you want to merge to highlight them.
69. Right-click anywhere within the highlighted boundary.
70. Select **Merge Cells** from the context menu.

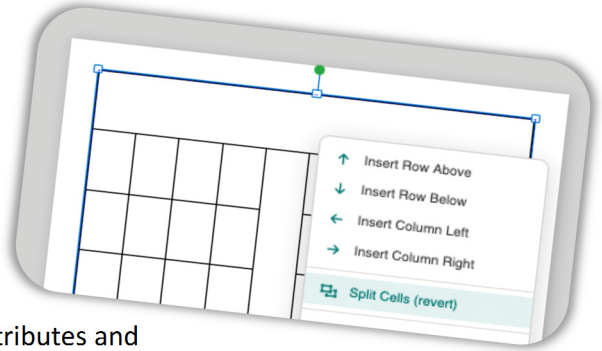
The cells collapse into one expanded cell. If the cells contained text, only non-empty cells contribute their content to the merged result — empty cells (` `, whitespace, `<br>`) are stripped to prevent the merged cell from expanding unexpectedly.



Split Cells

To split a previously merged cell back into its original grid structure:

71. Right-click inside the merged cell.
72. The context menu detects the `rowspan`/`colspan` attributes and offers **Split Cells (revert)**.
73. Click it. The merged cell immediately pops back into the individual rows and columns it had absorbed, with its layout perfectly restored.



Distribute Rows & Columns



The **Table Layout** sidebar contains **Distribute Rows** and **Distribute Columns** buttons for making multiple rows or columns exactly equal in size.

- **Full-table distribution:** Click anywhere inside the table (with no specific cells highlighted) and press **Distribute Columns**. All columns in the table are instantly resized to equal widths. **Distribute Rows** does the same for heights.
- **Targeted distribution:** Highlight a specific subset of cells by click-and-dragging across them, then press **Distribute Columns**. Only those selected columns are redistributed proportionally - the rest of the table is completely untouched.

All redistribution uses sub-pixel accuracy and freezes widths/heights to absolute pixel values to prevent unexpected layout shifts.

Cell Margins (Padding)

The **Table Layout** sidebar includes a **Cell Margins** slider (range: 0 - 50px) that controls the internal padding - the whitespace between your text and the cell's borders.



- **Universal padding:** Clicking anywhere in the table (without specific cells highlighted) and adjusting the slider applies padding uniformly across all cells.
- **Targeted padding:** Highlight specific cells first, then adjust the slider to apply padding only to those cells.
- The slider reads the padding of the currently active cell when you click into it, so the control always reflects the real current state.

Border Thickness & Colour

The **Table Design** ribbon provides full control over table borders.

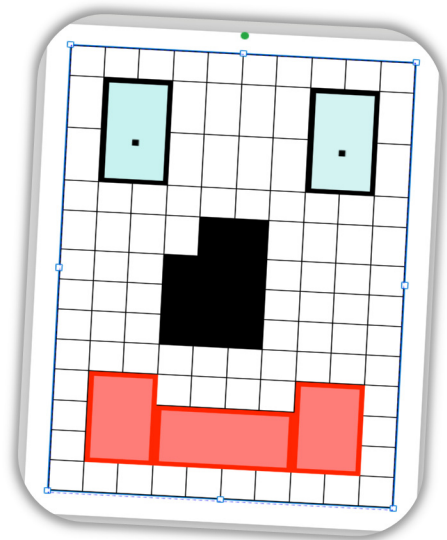
Targeting: Open Publisher uses a hyper-accurate targeting system:

- **Multi-cell selection:** Select multiple cells by dragging, then apply a border colour or thickness to all selected cells at once.
- **Single cell:** Click into one cell so the cursor is blinking - changes apply only to that cell.
- **Whole table:** Click the outermost edge of the table without focusing a cell - changes apply to the entire table.

Maximum thickness: The border thickness slider and spinner accept values up to **64px**, allowing you to create bold, ultra-thick grid lines for design purposes.

Colour: Use the colour picker in the Table Design ribbon to apply any colour to selected cell borders.

All changes are enforced via explicit `borderWidth` and `borderStyle: solid` CSS to guarantee correct rendering regardless of `border-collapse` state.



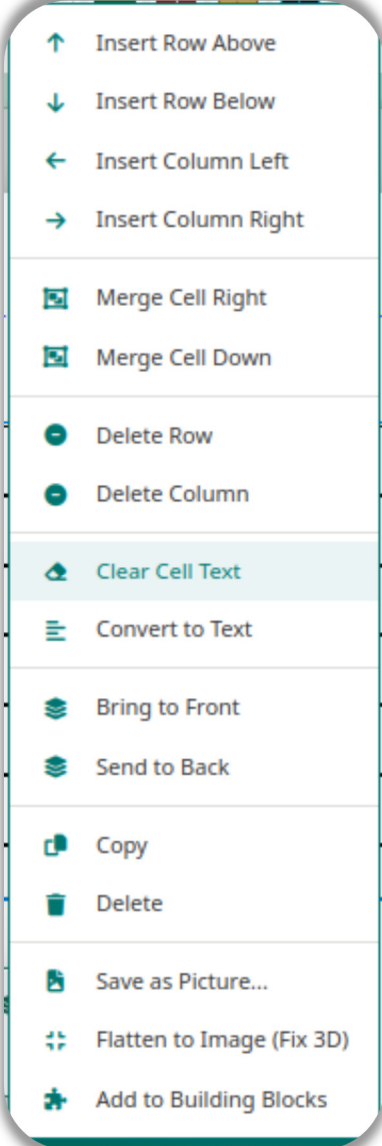
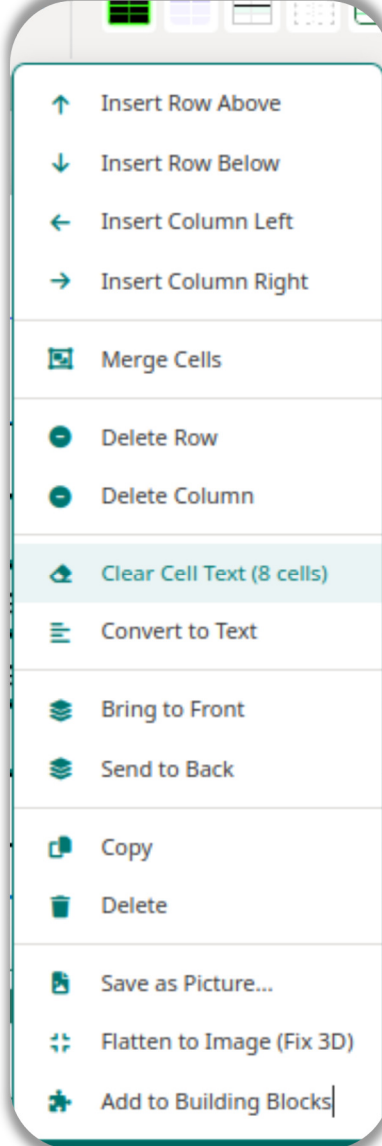
Clear Cell Text

To clear the text content from one or more cells without deleting the cells themselves:

74. Right-click inside a cell (or select multiple cells first).

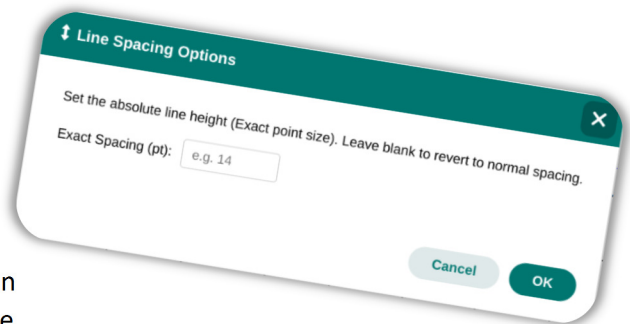
75. Choose **Clear Cell Text** from the context menu.

When multiple cells are selected, the menu option dynamically shows the count: e.g., "**Clear Cell Text (4 cells)**". The cells remain structurally intact and fully editable after clearing. The action is registered in the undo history, so **Ctrl+Z** will restore the cleared text immediately.

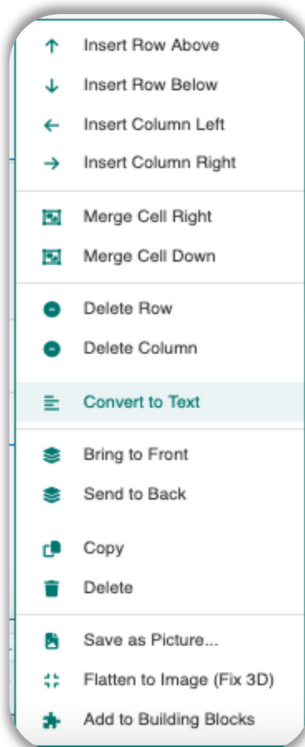
No Content Right Click	Some Content Right Click
 ↑ Insert Row Above ↓ Insert Row Below ← Insert Column Left → Insert Column Right Merge Cell Right Merge Cell Down Delete Row Delete Column Clear Cell Text Convert to Text Bring to Front Send to Back Copy Delete Save as Picture... Flatten to Image (Fix 3D) Add to Building Blocks	 ↑ Insert Row Above ↓ Insert Row Below ← Insert Column Left → Insert Column Right Merge Cells Delete Row Delete Column Clear Cell Text (8 cells) Convert to Text Bring to Front Send to Back Copy Delete Save as Picture... Flatten to Image (Fix 3D) Add to Building Blocks

Line Spacing in Tables

The **Spacing** group within the **Table Design** ribbon includes the same **Line Spacing** button available for text boxes. Select one or more cells and click it to set an exact point value for the line height of text within those cells, giving you the same precise typographic control available in text boxes.



Convert Table to Text



If you need to repurpose structured table data as free-flowing paragraph text, use the **Convert Table to Text** tool:

76. Select the table (click its outer edge).
77. Access **Convert Table to Text** from either the **Table Design** ribbon or the table's right-click context menu.
78. A dialog appears asking how the extracted text should be separated:
 - **Tabs** — each cell separated by a tab character.
 - **Commas** — CSV-style output.
 - **Paragraph marks** — each cell on its own line.
 - **Custom** — type any string to use as the separator.
79. Click **OK**. The table grid is removed, the cell data is extracted with your chosen separator, and the result appears as a standard, editable text box in the same location.

The conversion preserves the element's resize handles and rotation control. The active ribbon automatically transitions from Table Design to Text Box Tools for a seamless editing handoff.

Importing Excel Spreadsheets

Open Publisher can import `.xlsx` and `.xls` spreadsheets directly onto the canvas by dragging and dropping the file from your desktop.

Dropping a spreadsheet triggers the **Import Spreadsheet Wizard**, which presents two processing modes:

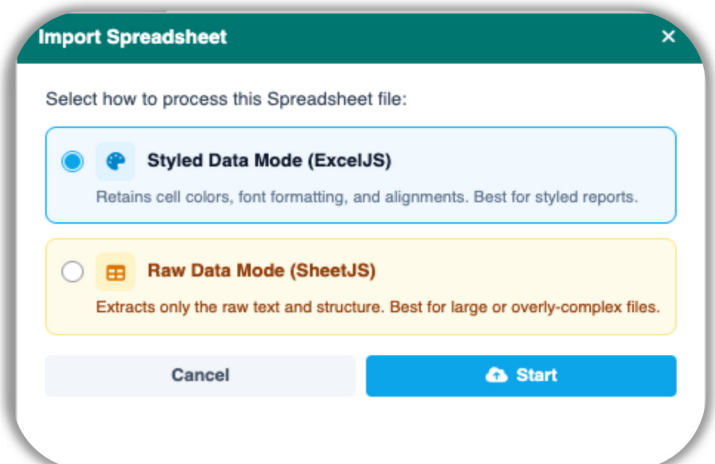
Styled Data Mode (ExcelJS — .xlsx only)

The high-fidelity parser reads through your cells and translates Microsoft's internal colour codes into standard web CSS. This allows you to perfectly retain:

- Background cell colours
- Font colours
- Bold and italic formatting
- Custom text alignment

Raw Data Mode (SheetJS)

A robust secondary parser that extracts the raw text and structure of your spreadsheet without any formatting. Use this if you want a clean, neutral-styled table, or if you are importing a legacy `.xls` file (which does not support the Styled Data Mode).



The wizard features intelligent safeguards: if you drop a legacy `.xls` file that does not support styling extraction, the **Styled Data Mode** option is automatically dimmed to prevent errors.

Once imported, the spreadsheet is rendered as a fully interactive, movable, and resizable table object. Because table cells retain their `contenteditable` attributes, you can click directly into the imported data to fix typos or update values on the fly.

6. Images & Graphics

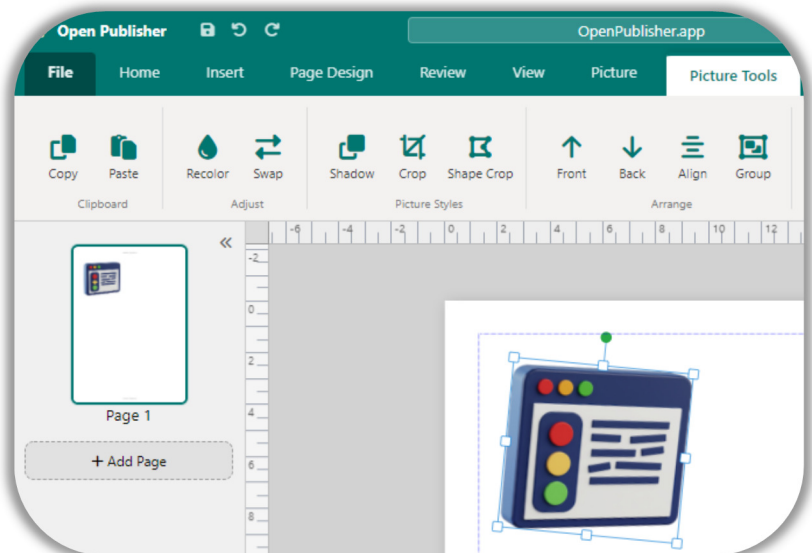
The Picture Tools contextual tab - appears automatically whenever an image is selected.

Inserting Images

Images can be brought into your document in several ways:

- **Ribbon:** Go to **Insert > Picture** and browse for an image file on your system.
- **Drag-and-Drop:** Drag any JPG or PNG file from your desktop or file manager directly onto the canvas. Open Publisher automatically pre-loads the image in the background, measures its natural dimensions, and scales it down to fit the canvas while perfectly maintaining the original aspect ratio — no more fixed 200×100 default boxes.
- **Paste:** Copy an image to your clipboard and press **Ctrl+V** / **Cmd+V** while the canvas is focused.
- **URL:** In the Insert menu, choose **Insert from URL** and paste in a direct web image link.

Once inserted, the image is a movable, resizable canvas element with selection handles on all edges and corners. Drag to reposition; drag the handles to resize.



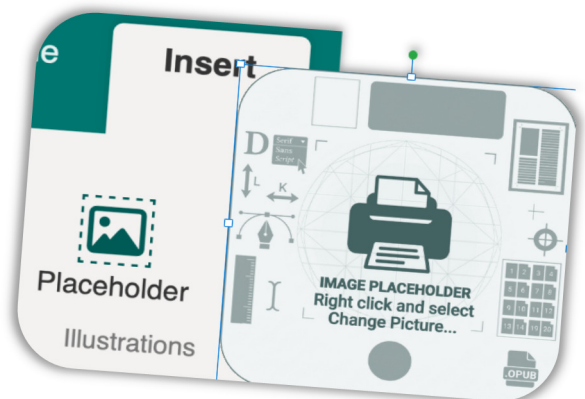
Picture Placeholders

When you are designing a layout but don't yet have your final photos ready, **Picture Placeholders** let you block out exactly where images will go, at the exact dimensions you want, without needing the real photos.

To insert a placeholder:

80. Go to **Insert > Picture Placeholder**.
81. A styled empty frame with a dashed border and camera icon appears on the canvas. Resize and position it as needed.
82. When your real image is ready, **double-click the placeholder** to open a file browser and swap it with the actual photo immediately.

Placeholders carry the `data-is-placeholder="true"` attribute, which the **Batch Picture Swap** engine (see below) uses to find and fill them automatically.



Batch Picture Swap

If you have a layout with multiple Picture Placeholders and a folder of photos ready, the **Batch Picture Swap** feature lets you fill all of them in one drag-and-drop action.

How it works:

83. Select multiple image files from your desktop or file manager.
84. Drag the entire batch and drop them onto the Open Publisher canvas.
85. Open Publisher detects that you have dropped multiple files and automatically scans the canvas for empty `data-is-placeholder="true"` elements.
86. If no placeholders are explicitly selected, the engine finds all empty placeholders and sorts them top-to-bottom, left-to-right based on their geometric position on the page.
87. Each photo is assigned to a placeholder in order and swapped in instantly.

***Tip:** If you want to control which placeholder receives which photo, select specific placeholders before dropping the batch. The engine respects your selection and fills only the targeted elements.*

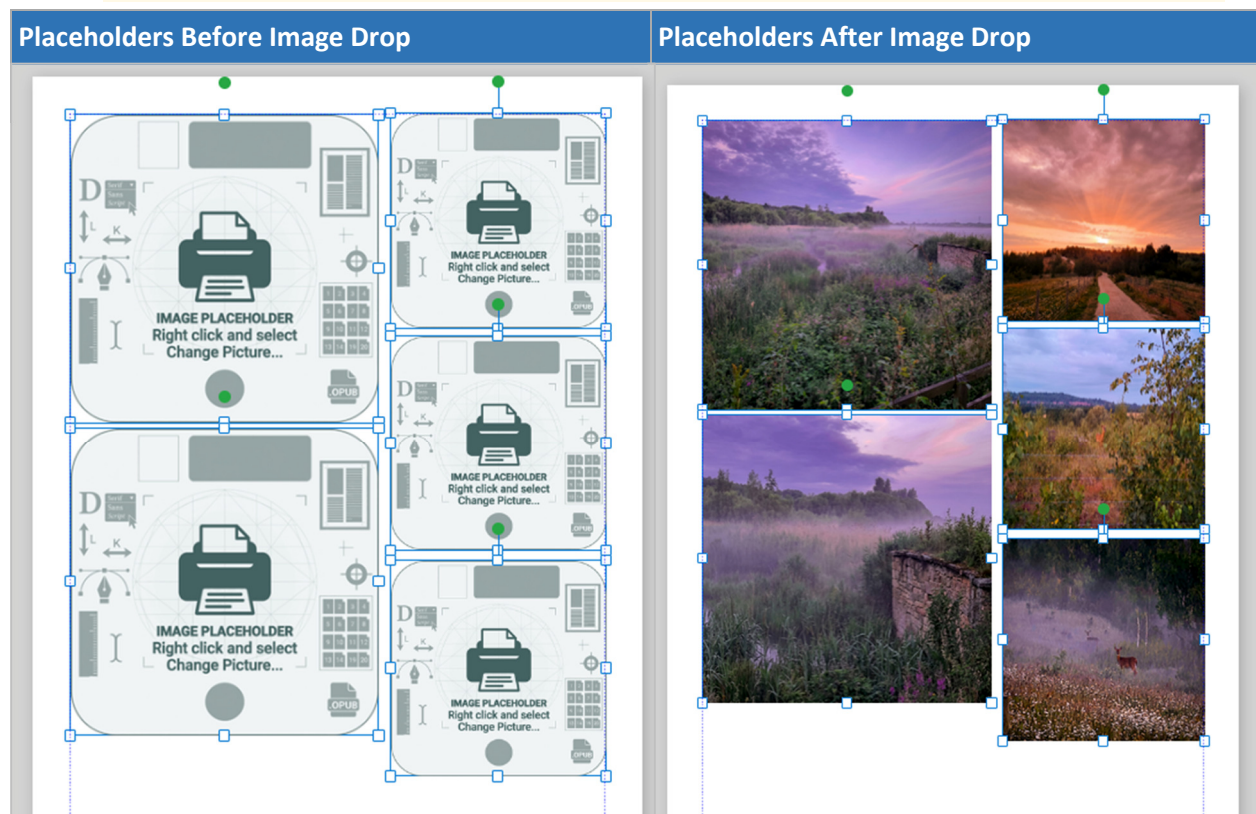
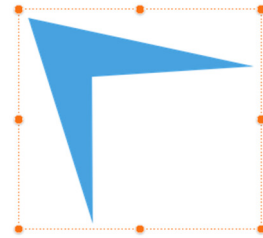


Image Cropping

Open Publisher's cropping tool lets you non-destructively trim an image to show only the part you want, while keeping the original file intact.

To crop an image:

88. Select the image on the canvas.
89. In the **Picture Tools** contextual ribbon, click **Crop**.
90. The element enters crop mode: black crop handles appear at the edges and corners. Drag them inward to set the visible area.
91. While in crop mode, you can also **click and drag the image itself** to pan it within the crop frame - repositioning the content without changing the frame boundaries.
92. Click anywhere outside the element (or click the **Crop** button again) to confirm the crop and exit crop mode.



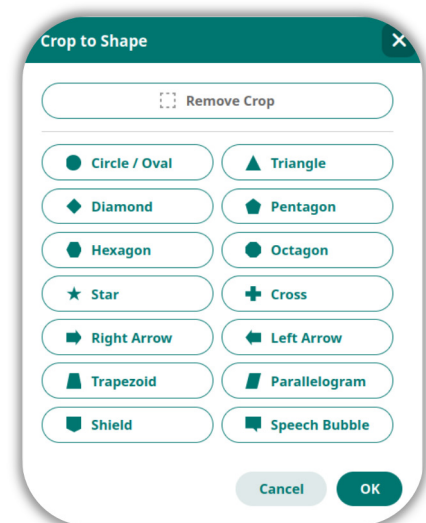
The crop parameters (frame position, image pan offset, and zoom) are all saved into the element's data and persist across undo/redo and save/load cycles. The print engine honours your exact crop settings - it does not reset to the full image during printing.

Crop to Shape

In addition to rectangular cropping, Open Publisher can clip any image to a custom shape. As of version 4.13.20, the shape library has been expanded to 14 options: circle, star, triangle, heart, diamond, pentagon, hexagon, octagon, cross, arrows, trapezoid, parallelogram, shield, and speech bubble.

How to Apply a Shape Crop

1. **Select** the image.
2. In the **Picture Tools** ribbon, click **Shape Crop** (or select it from the right-click context menu).
3. **Choose a shape** from the one-click button grid. The interface features a 2-column grid with built-in preview icons—simply click your desired shape to instantly apply the crop and close the dialog.



Technical & Export Notes

- **PDF & Print Export:** The image is immediately clipped to the selected shape. The shape crop is stored with the element and is fully respected by the PDF export engine. The print pipeline detects shape crops and "bakes" the mask directly into the image pixels via canvas. This bypasses the WebKit limitation that normally ignores CSS clip-path during printing.
- **UI & Performance (v4.13.20):** The shape gallery utilizes a custom UI (featuring clean white backgrounds, teal borders, and interactive hover effects) that completely replaces the old native <select> drop-down menu. Eliminating the native OS drop-down permanently bypassed a WebKit/Blink compositor hardware acceleration bug that previously caused blank white boxes on transformed (draggable) dialog layers in macOS Safari and some Linux setups.

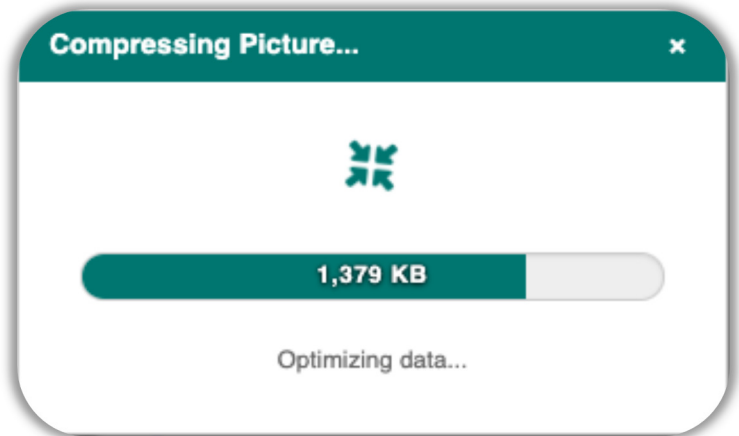
Note on existing documents: If older documents contain shape crops that were saved before this fix, re-apply the shape via **Picture Tools > Shape Crop** to force the updated data into the file.

Compressing Pictures

To reduce the file size of your `.opub` document, use the **Compress** button to reduce the embedded size of large image files without significantly affecting their visible quality.

To compress a picture:

93. Select the image on the canvas.
94. In the **Picture Tools** ribbon or the **Insert** ribbon (under Adjust), click **Compress**.
95. A modal appears with a live progress bar tracking the estimated size reduction in real time.
96. When complete, the image in the document is replaced with the compressed version.



Safeguards:

- If you attempt to compress an image that is already fully optimised, a dialog appears explaining it cannot be reduced further — no redundant processing occurs.
 - If an unsupported element type is selected (Clipart, WordArt, a vector Shape), the tool halts and displays a clear "Not Supported" message rather than failing silently.
-

Shadow Options

The **Shadow Options** pane gives you fine-grained, real-time control over drop shadows on both images and shapes.

To open Shadow Options:

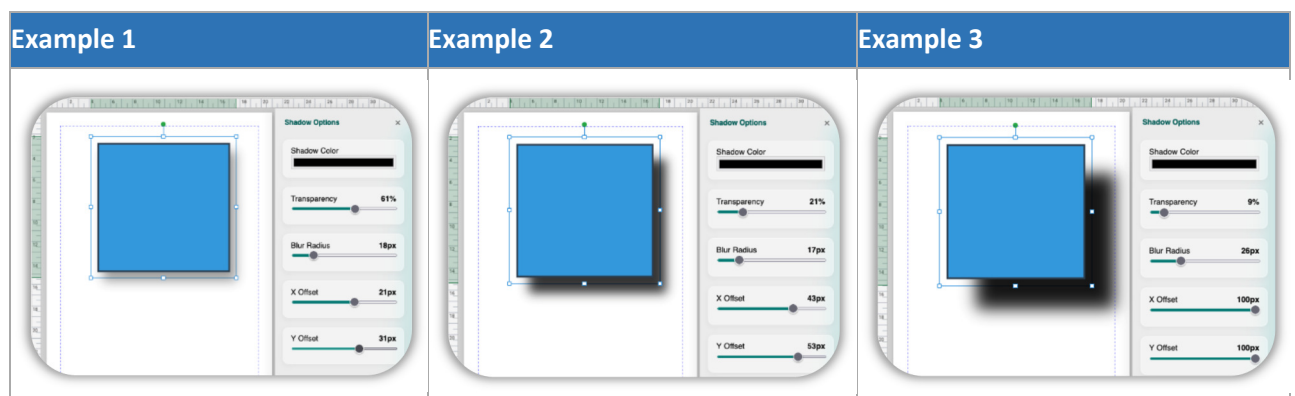
97. Select an image or shape.
98. In the **Picture Format** or **Shape Format** contextual ribbon, click the **Shadow** button.
99. The **Shadow / Glow Options** sidebar slides open on the right.

The sidebar contains five live controls:

Control	Description
Colour Picker	Sets the shadow colour.
Transparency Slider	Controls shadow opacity from solid to fully transparent.
Blur Radius Slider	Adjusts softness — low values produce sharp hard shadows; high values produce soft, diffuse halos.
X Offset Slider	Shifts the shadow left or right.
Y Offset Slider	Shifts the shadow up or down.

All five controls update the shadow in real time as you drag. When you click on an element that already has a shadow applied, the sidebar's sliders automatically read the existing shadow values and snap to match — so the UI always reflects the exact current state.

Shadows are applied using CSS `drop-shadow` filters on the `.element-content` wrapper, allowing the shadow to organically overflow the element's bounding box without being clipped.



Glow Effects

Glow is a specialised variant of the shadow effect, designed to make transparent PNG logos, shapes, and cutout graphics pop against dark or busy backgrounds.

To add a glow:

100. Select an image or shape.
101. Click the **Glow** button (sun icon) in the **Picture Format** or **Shape Format** ribbon, located next to the Shadow button.

A default electric-blue glow (`drop-shadow(0px 0px 15px rgba(0,191,255,0.8))`) is applied immediately.

Use the same **Shadow / Glow Options** sidebar to adjust the blur radius, transparency, and colour to create any glow style you need — from a tight neon outline to a broad, soft luminous halo.

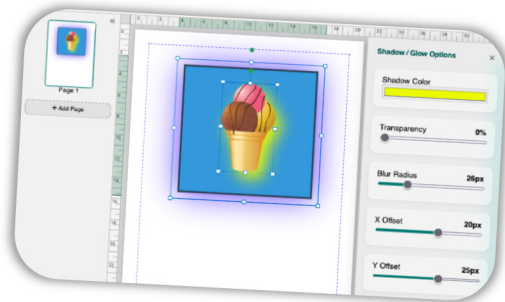
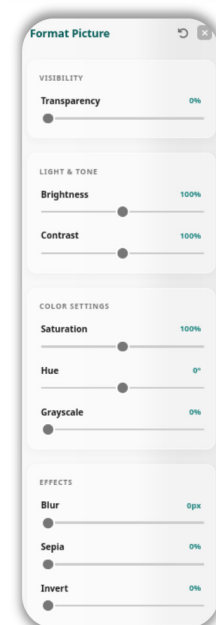


Image Filters (Hue, Brightness, and More)

The **Picture Tools** sidebar provides real-time image filter controls:

- **Hue Rotation** — shifts the colour tones of the image across the colour wheel (0–360°). Useful for recolouring clipart or creating dramatic tinted effects.
- **Brightness** — lightens or darkens the image.
- **Contrast, Saturate, Sepia, Blur, Invert** — additional CSS filter adjustments available in the sidebar.

Filters are non-destructive on the canvas. However, before printing or exporting to PDF, they are "baked" into the image using the `html2canvas` pipeline. The export engine waits for the filtered image source to be fully resolved before capturing the snapshot, ensuring the exported PDF and emailed images correctly reflect your filter settings.



Alt Text

Every image in Open Publisher can have **Alt Text** (alternative text) attached to it for accessibility compliance. Alt text describes the image to screen readers and is embedded in HTML exports.

To add Alt Text:

102. Right-click any image on the canvas.
103. Select **Edit Alt Text** from the context menu.
104. Type a descriptive label for the image (e.g., "Company logo in teal green" or "Bar chart showing Q1 sales").
105. Click **Save**.

The text is stored on the element's `data-alt-text` attribute. It is written into the `alt` attribute of the `<img>` tag in all HTML exports, and is also reported by the **Accessibility Checker** as part of its WCAG 2.1 scan.

The image consists of three side-by-side panels illustrating accessibility features in Canva.

- Right Click Menu:** A context menu is shown over a green geometric image. The menu includes options like 'Change Picture...', 'Apply to Background (Fill)', 'Apply to Background (Tile)', 'Format Picture', 'Crop Image', 'Insert Caption', 'Bring to Front', 'Send to Back', 'Copy', 'Delete', 'Save as Picture...', 'Flatten to Image (Fix 3D)', and 'Add to Building Blocks'. The 'Alt Text' option is highlighted.
- Dialog Window:** A dialog box titled 'Alt Text' is shown. It has a text input field containing 'Alt Text Example' and a description area below it. The text 'Alt text helps users who use screen readers understand the content of images.' is visible. There are 'Cancel' and 'OK' buttons at the bottom.
- Result in Accessibility Checker:** A screenshot of the Canva Accessibility Checker tool. It shows a green geometric image and a list of accessibility issues. One issue is highlighted: 'Image alt text is missing'. The tool provides a description of the issue and a 'Fix' button.

The Graphics Manager

The **Graphics Manager** gives you a complete audit of every image and graphic in your entire document — across all pages — in one unified, searchable panel.

To open the Graphics Manager:

- Go to **File > Info > Graphics Manager**, or
- Click **Graphics Manager** in the **Picture Tools** ribbon.

The Graphics Manager displays a scrollable list of every image in the document, showing:

- A thumbnail preview
- The image name or URL
- The page number it lives on
- Its current status (OK, Missing, Low-Resolution)

From the Graphics Manager you can:

- **Navigate** — click any entry to instantly jump to that image's page and select the element.
- **Update** — click the **Update** button next to an image to replace it with a new file from your system without changing its position or size on the canvas.



Precise Size Controls

When an image is selected, the **Picture Tools** contextual ribbon includes a **Size** group with:

- **Width** and **Height** spinners — type an exact pixel value or use the up/down arrows to nudge in 1px increments.
- **Lock Aspect Ratio** checkbox — when checked, changing the width automatically recalculates the height proportionally (and vice versa), preventing distortion. This is identical to holding **Shift** while dragging a resize handle.



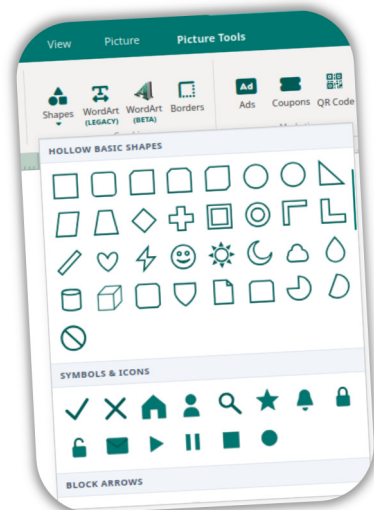
7. Shapes & Drawing

The SVG Shape Library

Open Publisher includes a library of over **200 vector shapes** built entirely from mathematical SVG paths. Unlike raster images, these shapes are infinitely scalable — they remain perfectly crisp at any zoom level, any document size, and in any PDF or print output.

To insert a shape:

1. Go to the **Insert** ribbon tab and click **Shape** (the drop-down arrow).
2. Browse the categorised gallery - shapes are grouped by type:



Category	Examples
Basic Geometry	Rectangle, Ellipse, Triangle, Diamond, Pentagon, Hexagon, Octagon, Parallelogram
Arrows & Lines	Single arrow, Double arrow, Curved arrow, Hollow arrows (Flat stop, Diamond head)
Callouts & Speech	Rectangular callout, Cloud callout, Oval callout, Thought bubble
Stars & Bursts	4-point, 5-point, 6-point, 8-point, 12-point, 16-point, 24-point, 32-point stars, Sun burst
Hearts & Shields	Heart, Shield, Cross, Fleur-de-lis
Banners & Ribbons	Horizontal banner, Diagonal ribbon, Curved banner
Flow & Process	Process box, Decision diamond, Cylinder, Database
Frames & Borders	Rounded rectangle, Snip corners, Diagonal corner

106. Click a shape to insert it at a default size on the canvas. Then resize and position it as needed. Shapes support full colour fills (solid, gradient, pattern, texture), borders, shadows, glows, opacity, 3D rotation, and custom point editing.

Double-Click to Format

For the fastest access to a shape's formatting options, simply **double-click any vector shape** on the canvas. The **Format Properties** dialog opens immediately, right where you need it, without requiring navigation through the ribbon.

Shape Fill: Solid Colour & No Fill

With a shape selected, use the **Shape Fill** button in the **Drawing Tools** ribbon (the paint bucket icon with a colour swatch) to apply a solid fill colour. Clicking it opens the OS colour picker.

To make a shape hollow (transparent interior with only a border), open the **Format Properties** dialog and select the **No Fill (Transparent)** option.

Shape Fill: Gradient Fills

Open Publisher ships with a suite of beautiful pre-calculated gradient presets and a custom two-colour tool:

Gradient Presets:

- **Gold, Chrome, Bronze, Silver** — metallic reflective gradients.
- **Sunset** — warm orange-to-pink blend.
- **Ocean** — cool blue-to-teal blend.

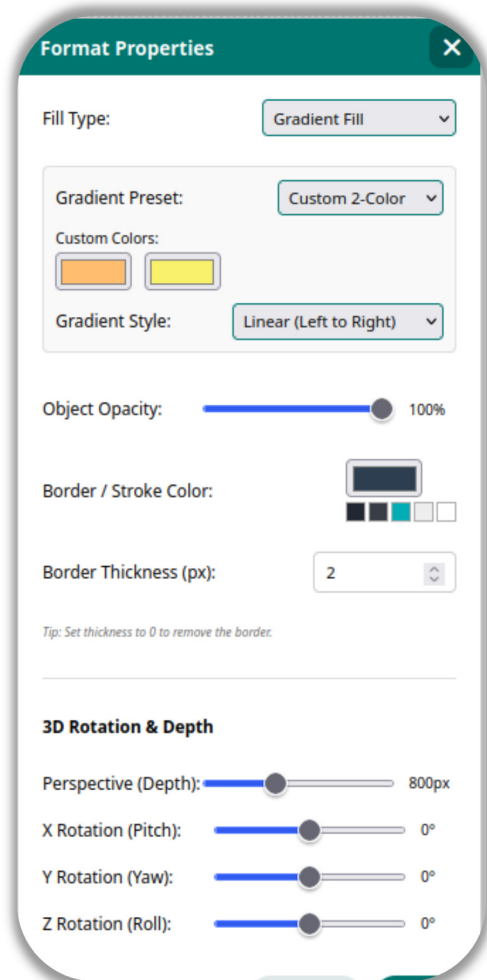
Gradient Directions:

- Linear, Diagonal, or Radial.

To apply a gradient:

107. Double-click the shape to open Format Properties.
108. Choose **Gradient** from the Fill dropdown.
109. Select a preset or use the custom two-colour tool.
110. Choose a direction.
111. Click OK.

The gradient is immediately applied as a native SVG `<linearGradient>` or `<radialGradient>`, meaning it scales perfectly and is fully print-safe.⁴

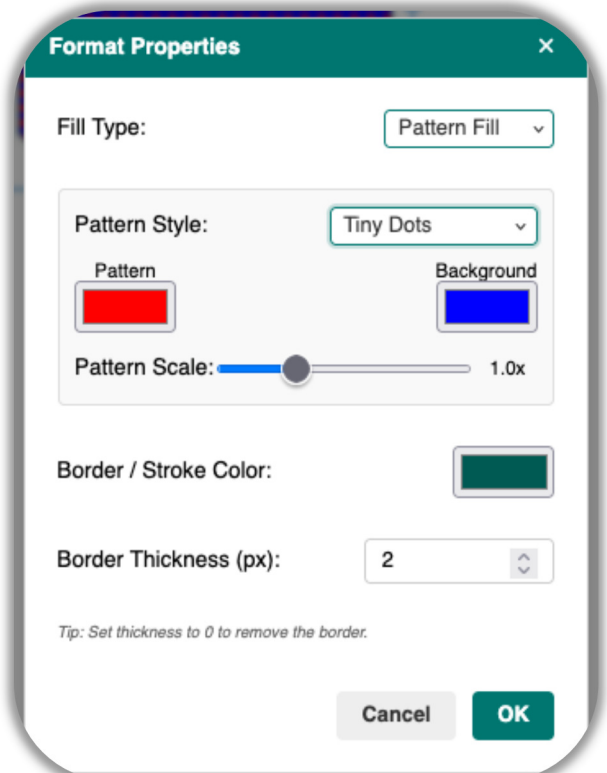


Shape Fill: Textured Patterns

Eight distinct texture styles can be applied to any vector shape or text box:

Texture	Description
Tiny Dots	Fine, dense dot matrix
Polka Dots	Large, evenly spaced circles
Diagonal Lines	45° hatching lines
Vertical Lines	Straight vertical striping
Horizontal Lines	Straight horizontal striping
Crosshatch	Overlapping diagonal lines forming a grid
Checkerboard	High-contrast alternating squares
Square Grid	Uniform grid overlay

Pattern Scale: A slider in the Format Properties dialog lets you scale textures from 20% (very fine, dense) up to 300% (very large, bold). Textures are rendered as native SVG `<pattern>` definitions for vector shapes, ensuring they remain infinitely sharp at any zoom level.



Object Transparency (Opacity)

The **Format Properties** dialog includes an **Opacity** slider that controls the transparency of the entire object — from fully opaque (100%) down to completely invisible (0%). This applies universally to the whole element, including its fill, borders, and any pattern or gradient applied.

This is ideal for creating semi-opaque overlay effects, letting underlying images, text, and page backgrounds softly show through your design elements.

When you click OK, the transparency is "baked" into the element as a PNG image, ensuring overlays render flawlessly in PDF exports and print output without layering artefacts.



Resizing Shapes

Open Publisher provides several resize modifiers:

Modifier	Behaviour
Drag a resize handle	Scales the shape from the opposite edge (standard).
Shift + drag corner handle	Scales proportionally, locking the aspect ratio.
Ctrl/Cmd + drag any handle	Scales outward from the exact centre point of the shape.
Ctrl/Cmd + Shift + drag corner	Proportionally scales from the centre — the most precise resize modifier.

Shapes dynamically stretch to fit their bounding boxes. Borders intelligently recalculate their thickness when stretching to extreme proportions, maintaining a uniform and even border on all sides.

Precise Size Controls (Width & Height)

The **Drawing Tools** contextual ribbon includes a **Size** group with **Width** and **Height** spinners and a **Lock Aspect Ratio** checkbox - identical to the Picture Tools size controls. Enter exact pixel values for perfectly precise element dimensions.

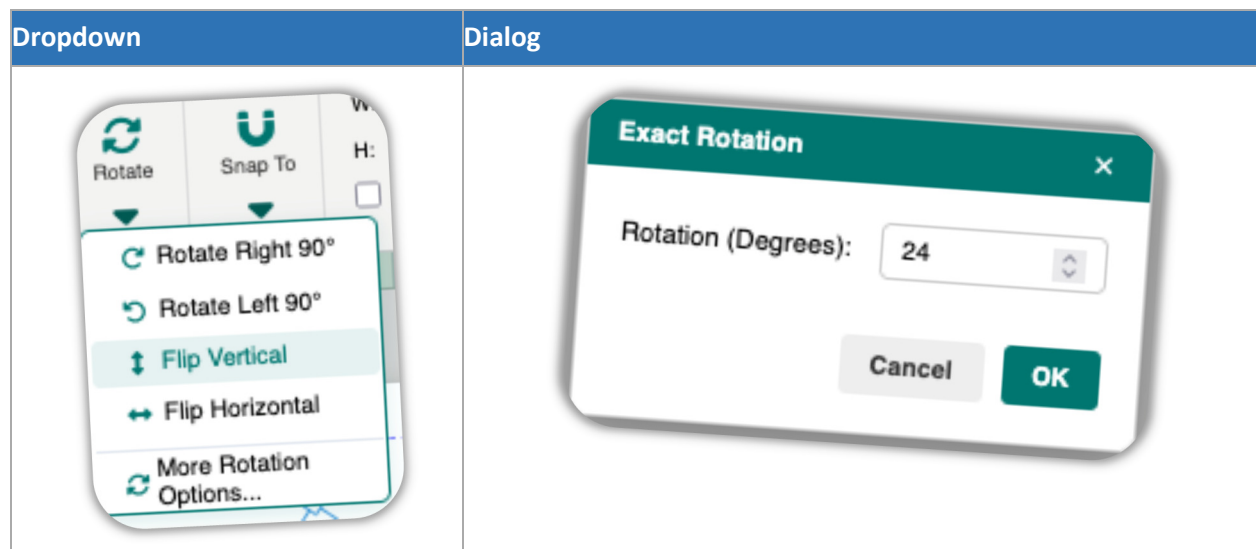


Rotation & Flipping Controls

The **Rotate** dropdown in the **Arrange** group is available on all contextual ribbons (Drawing Tools, Text Box Tools, Picture Tools, WordArt Tools):

- **Rotate Right 90°** — snaps the element clockwise by 90°.
- **Rotate Left 90°** — snaps the element counter-clockwise by 90°.
- **Flip Horizontal** — mirrors the element left-to-right.
- **Flip Vertical** — mirrors the element top-to-bottom.
- **More Rotation Options...** — opens a numeric dialog where you can type any specific degree value (e.g., 45, -15, 400). Values above 360° are handled correctly.

For free-hand rotation, drag the **green circular rotation handle** that appears above a selected element. This handle has explicit `pointer-events: auto` applied so it reliably intercepts your click.



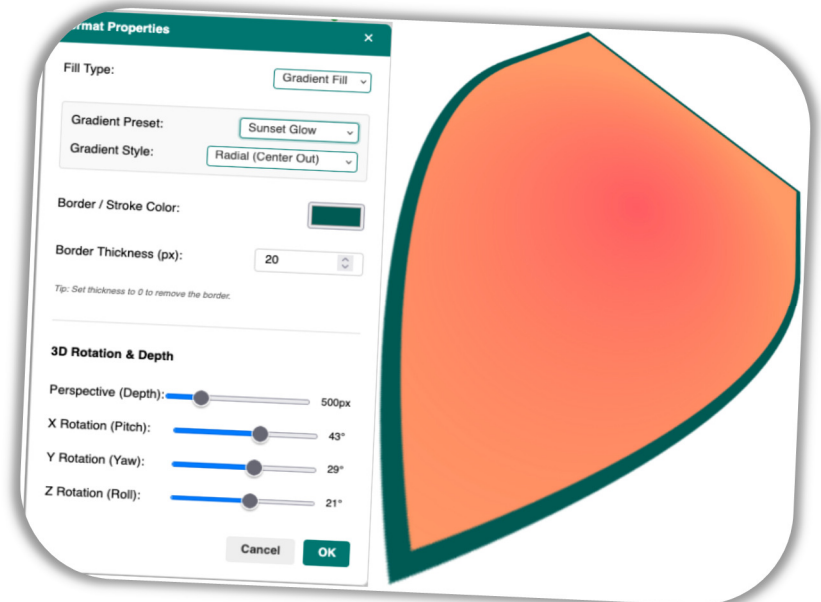
3D Rotation Engine

Open Publisher features a full **3D rotation engine** for shapes and text boxes. Using the **Format Properties** dialog, you can rotate elements along the X, Y, and Z axes and adjust the depth perspective to create modern 3D aesthetic effects.

How to apply 3D rotation:

112. Double-click a shape (or select it and click **Format Properties** in the ribbon).
113. Navigate to the **3D Rotation** section.
114. Adjust the X, Y, Z axis sliders and the Perspective depth value.
115. Click **OK**.

Because browsers cannot reliably print live CSS 3D transforms, the engine automatically **flattens** the 3D object into a high-quality PNG the moment you click OK. A custom pixel-scanning algorithm tightly crops the baked image around the actual 3D footprint and recalculates the bounding box, so your resize handles perfectly wrap the visual edges of the rotated shape.



Non-Destructive Smart Object Editing

The flattened PNG stores the original live HTML, CSS, and 3D parameters in a hidden data attribute. **Double-clicking the PNG** instantly restores the live 3D element and reopens the Format dialog. If you click Cancel, the previous PNG is restored from memory — no re-rasterization required.

A **teal loading spinner** appears while the 3D projection and smart-trimming calculations run.

116. Custom Shape Points Editor

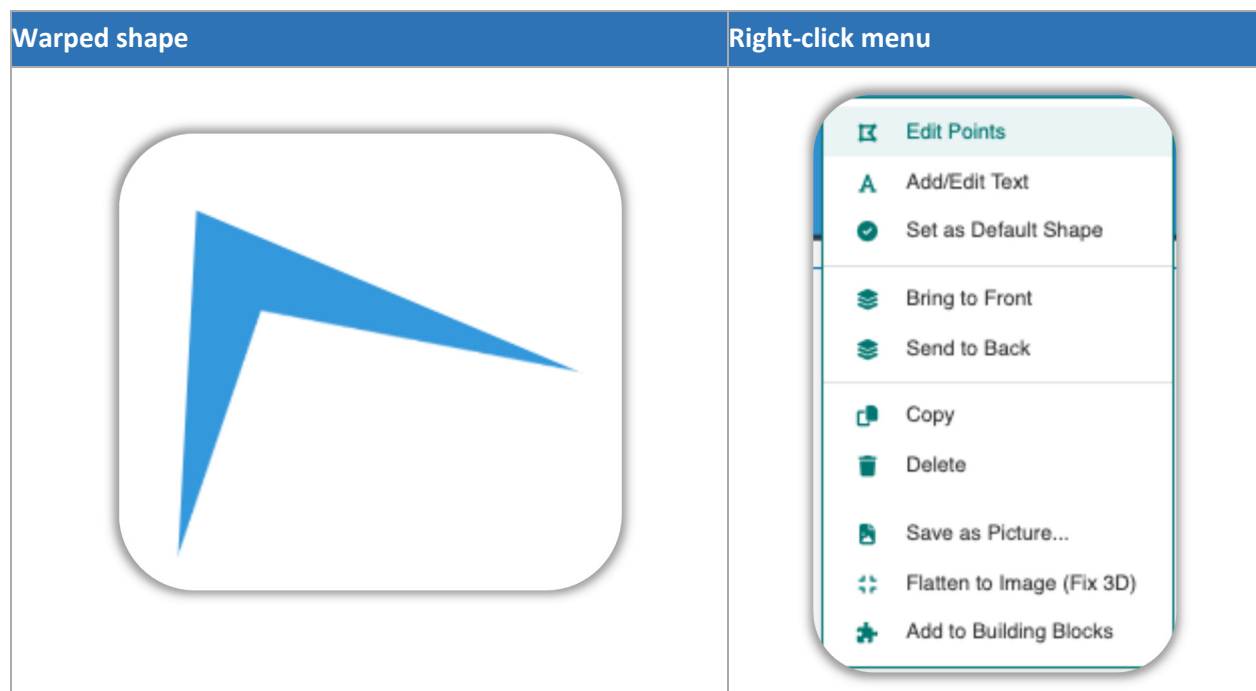
The **Edit Shape Points** tool lets you manipulate the individual vertices of standard shapes, morphing them freely into custom polygons.

To edit shape points:

117. Right-click a shape on the canvas.
118. Select **Edit Points** from the context menu.
119. Draggable control vertices appear at the corners. Drag any vertex to reshape the polygon.
120. The shape updates in real time as you drag, using CSS `clip-path` for the new boundary.
121. Click away to finish editing.

The editor supports elements that have been 3D rotated or transformed, allowing vertex manipulation even on skewed shapes.

Automatic print flattening: Because browsers discard `clip-path` CSS properties during `window.print()`, the moment you finish editing and click away, the engine automatically traces the drawn points onto an HTML5 `<canvas>`, exports a transparent PNG, and swaps the DOM element with the baked image. This guarantees 100% print reliability without any manual intervention.

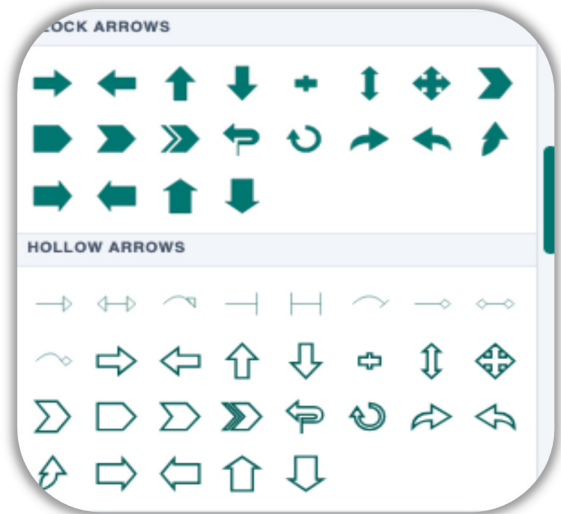


Hollow Arrow Styles

A dedicated **Hollow Arrows** section within the Shape dropdown menu provides 9 unique arrowed line combinations using three distinct terminator styles:

- **Standard Hollow Points** — classic arrows with clean, transparent hollow arrowheads.
- **Flat Stops** — lines terminating in a perpendicular T-bar blocking line.
- **Hollow Diamonds** — elegant geometric diamond heads with transparent interiors.

All hollow arrows use modern SVG `context-stroke` mechanics, meaning their arrowheads automatically and perfectly adapt to match whatever stroke colour you apply to the line — no manual re-colouring required.

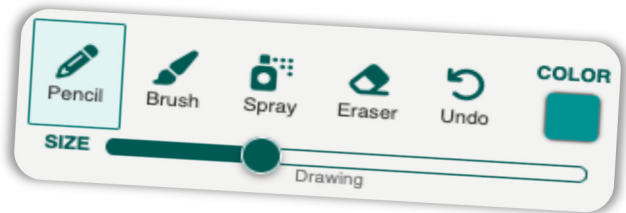


The Drawing Engine (Freehand Drawing)

Open Publisher includes an **MS Paint-style drawing engine** for annotating documents, sketching layouts, or drawing directly over images.

To access Drawing Tools:

122. Go to the **Insert** ribbon tab.
123. Locate the **Drawing** group at the far right.
124. Select a tool:



Tool	Description
Pencil	Classic, aliased pixel-perfect strokes for sharp, solid lines.
Brush	Anti-aliased paintbrush with rounded caps for smooth, organic strokes.
Spray Paint	Authentically scatters dots within a radius around your cursor for texture and shading effects. Radius and density scale with the brush size slider.
Eraser	Wipes away pixels from your drawing.

Brush Size Slider

A slider spanning the Drawing group controls brush size dynamically from **1px to 50px**. This also scales the Spray Paint dot radius and density mathematically.

Colour

Use the **Colour** button in the Drawing group to set the active drawing colour.

Undo

Press **Ctrl+Z** / **Cmd+Z** while drawing, or click the **Undo** button in the ribbon, to instantly erase your last stroke.

Finishing a Drawing

Click anywhere outside the drawing canvas to exit drawing mode. The engine automatically:

125. Scans the entire canvas and calculates the exact bounding box of your artwork.
126. Crops away empty transparent space.
127. Exports a transparent, print-safe PNG directly onto your document page.

Editing a Drawing

Double-click any finished drawing to restore it to the full-screen canvas with all raw layer data intact — allowing seamless re-editing without any pixel degradation.

Drawing Over Images

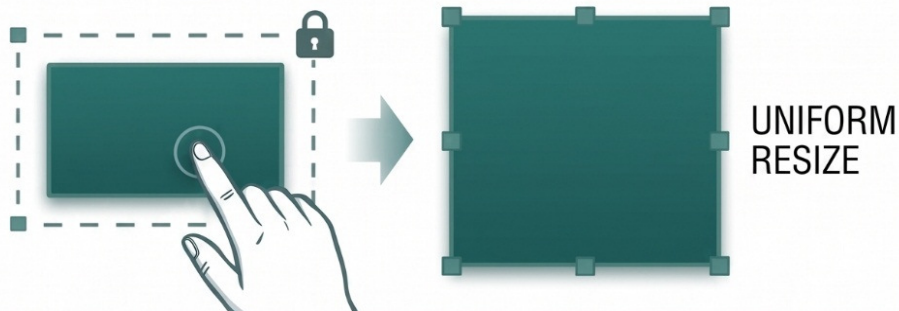
Select any image on the canvas and click **Edit** in the **Picture Tools** ribbon. The drawing engine overlays the canvas at the image's exact coordinates, letting you annotate, spray-paint, or sketch directly on top of any photo or clipart in your document.

Flexible Resizing

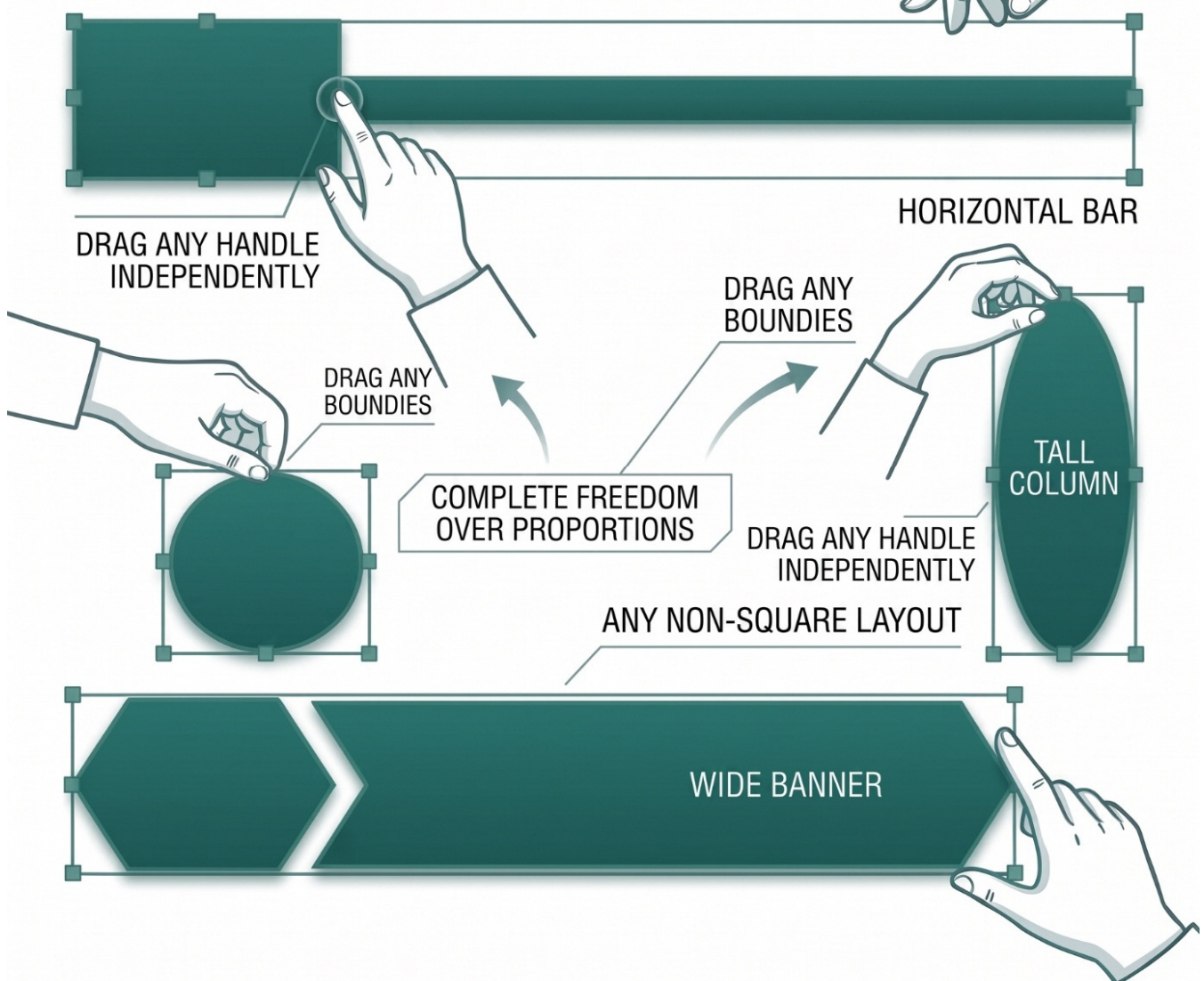
Shapes now dynamically stretch to fill their bounding boxes in both directions. Previously, shapes would lock their aspect ratios during resize. Now, dragging any handle independently adjusts width or height, giving you complete freedom over your shapes' proportions for horizontal bars, tall columns, wide banners, and any non-square layout.

Below is an illustration created with Gemini's Nano Banana:

PREVIOUSLY (LOCKED ASPECT RATIO)



NOW: DYNAMIC STRETCH TO FILL BOUNDING BOXES



8. WordArt

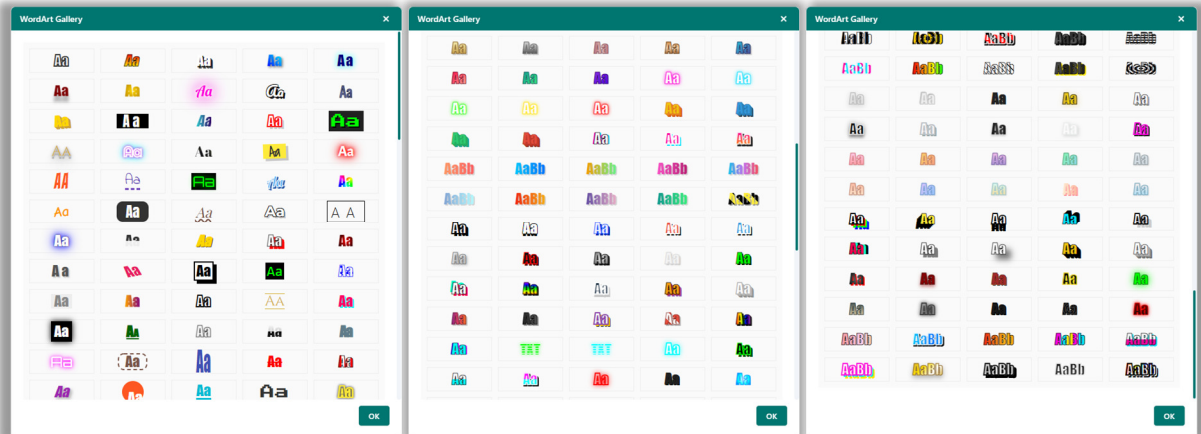
Open Publisher includes two distinct WordArt systems, which sit side by side in the **Graphics** group of the Insert ribbon. They are clearly labelled to distinguish them at a glance.

Legacy WordArt vs. Beta WordArt

Feature	Legacy WordArt	Beta WordArt
Rendering	Live CSS text effects rendered in-DOM	Pixel-baked high-fidelity PNG images
Print Safety	Relies on CSS; some effects may differ on export	100% print-safe — screen output is identical to PDF
Style Variety	~200 classic styles	500+ styles including 3D, curves, neon, holographic, gradients
Editability	Edit text directly on canvas	Double-click to reopen the generator in Edit Mode
Hue Shifting	Not supported	Fully supported via Format WordArt sidebar
Label in Ribbon	WordArt (LEGACY) 	WordArt (BETA) 

Recommendation: Use **Beta WordArt** for all new documents. It produces superior visual results and is guaranteed to export identically to PDF and print.

Legacy WordArt



The Legacy WordArt engine applies decorative text styling using CSS properties directly. To insert Legacy WordArt:

128. Go to **Insert > WordArt (LEGACY)**.
129. A gallery of CSS-styled text samples opens. Click a style to select it.
130. Type your text in the input field that appears.
131. The styled text is inserted as a live DOM element on the canvas.

What to Expect with Legacy WordArt

Legacy WordArt is editable in place on the canvas - click it to enter editing mode, type, and apply font changes. However, certain advanced effects (multi-layered drop shadows, complex CSS patterns, some gradient types) may not print or export correctly to PDF, as the `html2canvas` render engine cannot process all CSS properties. Styles that are known to have the worse print limitations are automatically hidden from the selection gallery to prevent users from designing with effects that will not survive export.

Beta WordArt - Inserting

The Beta WordArt engine generates text as high-fidelity PNG images using a hardware-accelerated Canvas 2D pipeline. The generated PNG matches the screen output pixel-perfectly in all browsers, PDFs, and physical prints.

To insert Beta WordArt:

132. Go to **Insert > WordArt (BETA)**.
133. The WordArt Generator modal opens. The grid of 500+ style thumbnails loads instantly (the modal caches its DOM, so subsequent openings take 0ms).
134. Type your text into the input field at the top of the modal.
135. Browse the style gallery. Thumbnails render asynchronously in the background so the modal opens immediately without freezing your browser.
136. **Single-click** to preview a style. **Double-click** to confirm your selection and insert.
137. Your WordArt is inserted as a transparent PNG onto the canvas, with a selection box that "shrink-wraps" precisely around the text and shadow — no clunky over-sized bounding boxes.



Beta WordArt - Style Library

The style library contains **500+ presets** spanning a wide range of creative categories:

Style Category	Examples
Classic 90s	Rainbow Gradients, 3D Blue Extrusions, Silver Chrome, Wavy Purple (inspired by MS Word 97 styles)
Modern & Minimal	Clean shadows, thin metallic outlines, flat solid fills
Neon & Glow	Neon Wireframes, electric glow halos, cyberpunk outlines
Holographic & Iridescent	Glass-like prismatic gradients, holographic foil effects
Vaporwave & Retro	Sunset gradients, synthwave purples, pastel 80s palettes
3D & Depth	Extruded letter stacks, bevelled edges, cast shadow layers
Curved & Arched	Arch Up, Arch Down, Wave, Sine Wave, Zig-Zag, Triangle peak
High Contrast	Bold outlines, Caution-Tape designs, Checkerboard fills

Curved Text Paths

Several styles use mathematical path rendering to curve your text:

- **Arch Up** — text curves upward along a circular arc (like a smile shape).
- **Arch Down** — text curves downward along a circular arc (like a bowl shape).
- **Wavy** — characters dynamically tilt with a rolling sine wave.
- **Zig-Zag** — sharp 45-degree triangle wave bounces between letters.
- **Triangle** — text scales upward to a massive central peak.



Beta WordArt - Double-Click to Edit

Beta WordArt is not static once placed on the canvas. Each generated PNG stores its original text and style in hidden `data-beta-wa-text` and `data-beta-wa-style` attributes.

To re-edit an existing WordArt element:

138. Double-click the WordArt on the canvas.
139. The generator modal reopens in **Edit Mode**, pre-filled with your original text and the currently applied style highlighted.
140. Change the text, choose a new style, or both.
141. Double-click or click OK to confirm. The PNG is regenerated and **replaced in-place**, preserving your position, size, and layout on the canvas exactly as it was.

Beta WordArt - Dedicated Floating Toolbar

When a Beta WordArt element is selected, a dedicated **pill-shaped, teal floating toolbar** appears above it. It provides:

- **Edit Text** — opens the generator modal in Edit Mode.
- **Change Style** — opens the style gallery only (with your current text pre-filled) for quick re-styling without retyping.

The toolbar has a **vertical grip handle** on the left so it can be freely dragged out of the way without deselecting the element.



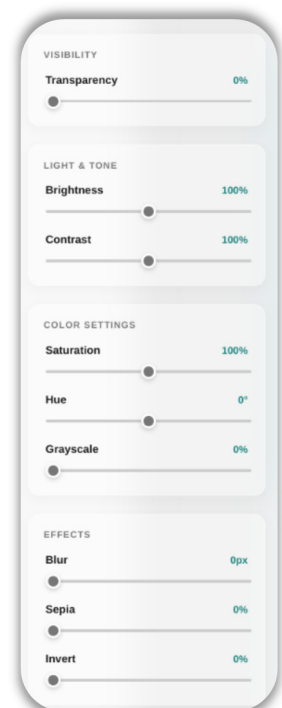
Beta WordArt - Hue Shifting & Format WordArt

Because Beta WordArt is a PNG, it inherits all of the advanced image formatting tools available in the **Format WordArt** sidebar (the same sidebar as Format Picture, but contextually renamed when a WordArt element is detected).

Hue Shifting Workflow:

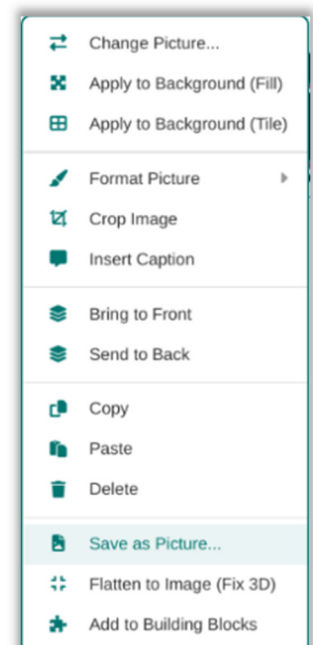
142. Generate a Beta WordArt element (e.g., a vibrant blue arch style).
143. Select the WordArt on the canvas to open the **Format WordArt** sidebar.
144. Scroll to **Color Settings** and adjust the **Hue** slider.
145. The entire colour spectrum of the WordArt shifts in real time — your blue arch becomes emerald green, deep purple, sunset orange, or any other hue without needing to regenerate the WordArt.

This is especially powerful for matching WordArt colours to theme changes without starting over.



Beta WordArt - Save as Picture

Right-clicking any WordArt element and choosing **Save as Picture...** exports a pixel-perfect, transparent PNG of the element exactly as it appears on screen. The export engine creates an isolated clean-room clone of the element, bakes the SVG curves into static pixels, strips live-editing variables, and captures a flawless snapshot.



Print & PDF Fidelity

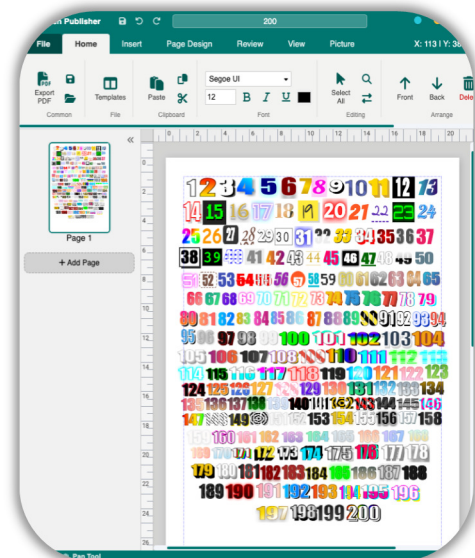
Beta WordArt is rendered print-safe through an automated Canvas Compositor pipeline that runs silently during export:

146. The engine detects WordArt elements in the document.
147. It draws the raw gradient and text mask on isolated off-screen canvases and composites them together.
148. The final result is a 1:1 Base64 PNG that is swapped into the DOM just before the PDF snapshot is taken.
149. For multi-word WordArt that is rotated, spaces are internally replaced with a mathematical four-per-em



space (`U+205F`) that does not split into separate rotatable inline boxes, preventing misalignment in the exported PDF.

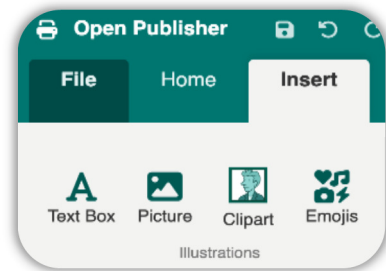
All of this happens automatically and invisibly — you never need to take any action to ensure print fidelity.



9. Clipart & Emojis

The Clipart Gallery

Open Publisher includes a built-in Clipart Gallery with **3,403 high-quality, transparent images** accessible directly from the Insert ribbon.

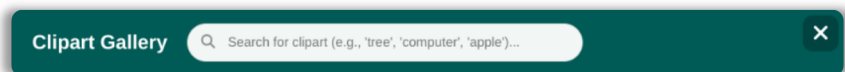


To open the Clipart Gallery:

150. Go to **Insert > Clipart**.
151. The gallery opens in a full-panel modal window.

Searching

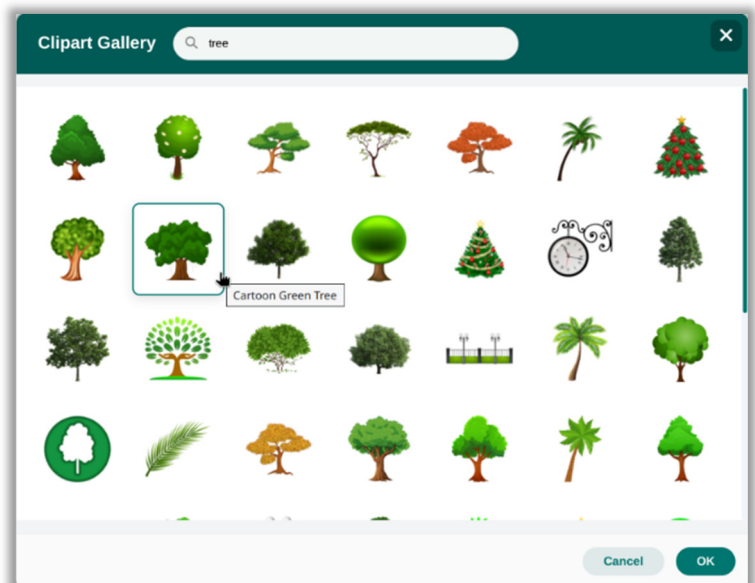
A **live search bar** is built into the gallery header. As you type, the grid instantly filters to show only matching images. The search engine parses every image filename, strips system formatting, and generates clean human-readable names on the fly — so typing "coffee" or "arrow" or "star" immediately narrows the gallery to relevant results.



Hovering over any thumbnail shows a **tooltip** with the image's clean name.

Browsing & Loading

- Thumbnails use **asynchronous lazy loading** via an `IntersectionObserver` — images are only fetched from the network when they scroll into view, so the gallery opens instantly regardless of its size.
- A strict concurrency queue limits thumbnail fetching to **5 images at a time**, preventing browser overload and proxy rate-limiting when scrolling fast.
- **Auto-retry**: If a thumbnail fails to load due to a network blip, the system waits 1.5 seconds and retries automatically. After two failed attempts, it falls back to fetching the full-resolution version instead of showing a broken placeholder.
- **Vision-aware queue re-sorting**: The loading engine continuously tracks which thumbnails are visible on screen and re-sorts the queue multiple times per second, so whatever you are currently looking at always loads first — no matter how fast you scroll.
- **Gallery randomization**: The gallery shuffles its 3,400+ entries with a Fisher-Yates algorithm every time it opens, so you see a fresh selection every session rather than the same images at the top.



Inserting Clipart

- **Single click** to select a thumbnail (highlighted with a teal border).
- **Double-click** to insert it instantly.
- Or click once, then click the **OK** button in the modal footer.

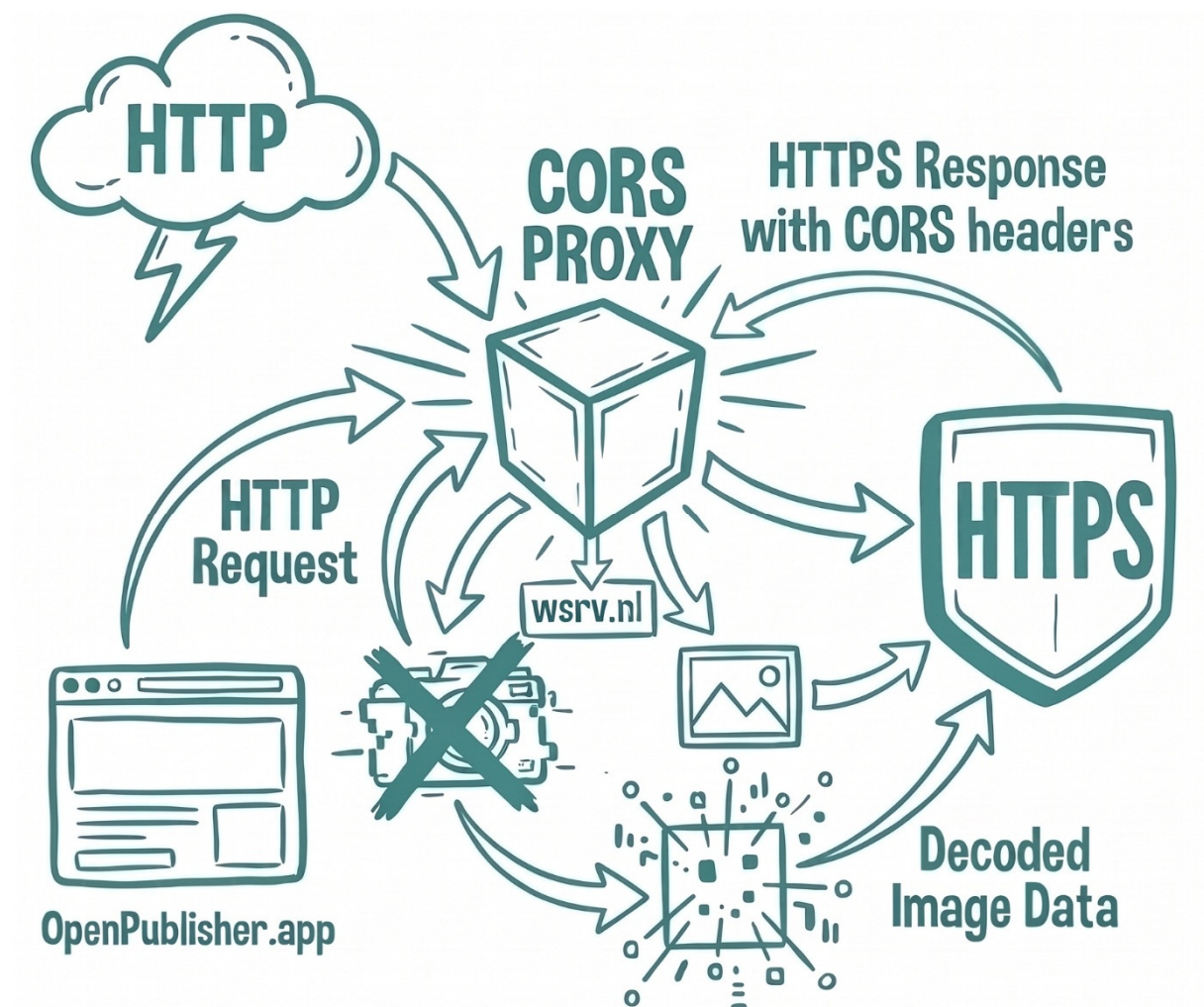


When inserting, a styled "**Importing Image... Please wait**" overlay appears centered over the document while the high-resolution file downloads from the remote server.

Clipart Technical Details

All clipart images are served as transparent PNGs via the `wsrv.nl` HTTPS proxy, which converts the external HTTP library over HTTPS to bypass browser mixed-content restrictions. The canvas insertion engine features the following fallbacks:

- If the server returns a 404 for a high-res image, the engine catches the error and falls back to the thumbnail version automatically.
- If a network proxy intercepts the error and returns an invisible 1x1 pixel (HTTP 200), the engine detects the anomaly by scanning the pixel dimensions and also falls back to the thumbnail — so you'll likely never end up with a broken or invisible element on your canvas.



Emojis

The **Emojis** gallery (formerly labelled "Classic Clipart") provides access to the full Twemoji library — Twitter's open-source, high-quality emoji set rendered as scalable SVG graphics.

To insert an Emoji:

152. Go to **Insert > Emojis**.
153. The Emoji modal opens.
154. Browse or search the library, then double-click any emoji to insert it. (you can also click an emoji, then click the ok button)



Scalable & Stretchable Emojis

Emojis in Open Publisher are inserted as **inline SVGs** (not linked image files), with `preserveAspectRatio="none"` applied. This means they stretch freely to fill any bounding box — useful for making oversized decorative emoji elements — without leaving white letterbox space, which was a limitation of the old `<img>` implementation.

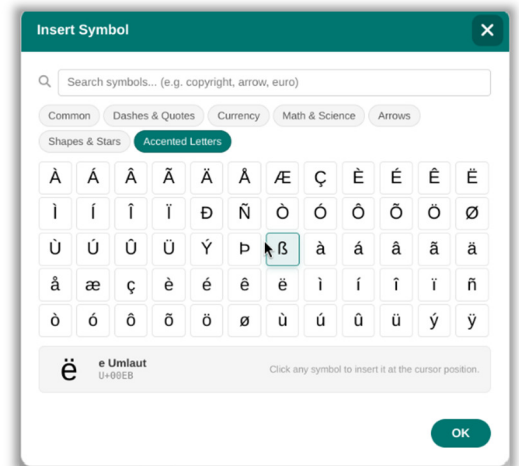
When you open a document that contains older emoji `<img>` elements, the editor automatically upgrades them to the new inline SVG format in the background.

Inserting Symbols

For special characters that would otherwise require memorising Unicode codes or copying from an external site, Open Publisher provides a rich **Insert Symbol** modal.

To insert a symbol:

155. Click inside any text box to position your cursor.
156. Go to **Insert > Symbol** (the © icon in the toolbar).
157. The Symbol modal opens, grouping hundreds of characters into easy-to-navigate categories:
 - **Common** — copyright ©, trademark ™, registered ®, and frequently used punctuation.
 - **Dashes & Quotes** — em dash, en dash, curly quotes, ellipsis.
 - **Currency** — £, €, ¥, ¢, and more.
 - **Math & Science** — $\pm$, $\div$, $\neq$, ∞ , π , and Greek letters.
 - **Arrows** — directional arrows in multiple styles.
 - **Shapes & Stars** — geometric shapes and decorative stars.
 - **Accented Letters** — accented Latin characters for international text.
158. Use the **Search bar** to find a symbol by name (e.g., "check", "euro", "arrow").
159. Click any symbol to insert it at your cursor position. It is added using native `execCommand('insertText')`, integrating flawlessly into both standard text boxes and advanced Flexbox text blocks.



Recently Used Symbols

The modal automatically tracks your **20 most recently used symbols** in browser LocalStorage. They appear in a "Recently Used" row at the top of the modal every time you open it — your most frequent symbols are always one click away.

Live Preview

Hovering over or clicking a symbol shows its **name**, **character**, and **Unicode value** in a live preview panel at the bottom of the modal.



10. Marketing & Promotional Tools

Open Publisher includes a dedicated suite of marketing and promotional tools, all accessible from the **Insert** ribbon. These tools are designed to produce print-ready promotional content that renders perfectly in PDF and physical print output.

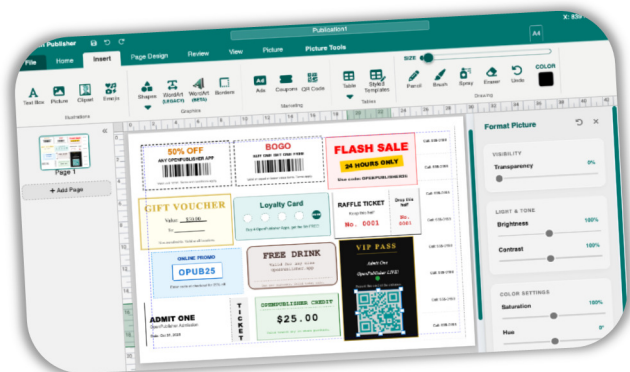
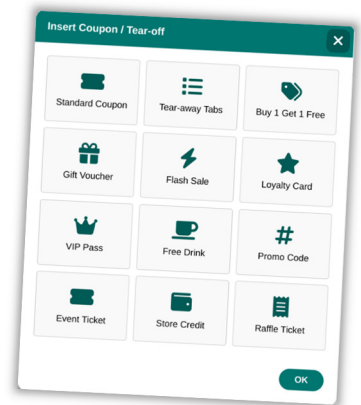
Coupon Templates

The **Coupon** insertion tool provides a library of **12 distinct, fully designed coupon templates** accessible in a compact 3-column grid layout.

To insert a coupon:

160. Go to **Insert > Coupon**.
161. The Coupon gallery opens showing 12 template options.
162. Click a template to insert it onto the canvas.
163. Edit the text, prices, and details by clicking into the text blocks.

Print Safety Note: All barcode generation bypasses CSS structural layouts entirely. Barcodes are drawn to an off-screen HTML5 Canvas and exported as a single flat Base64 PNG, preventing print engines from stripping backgrounds or shifting elements.



Available templates:

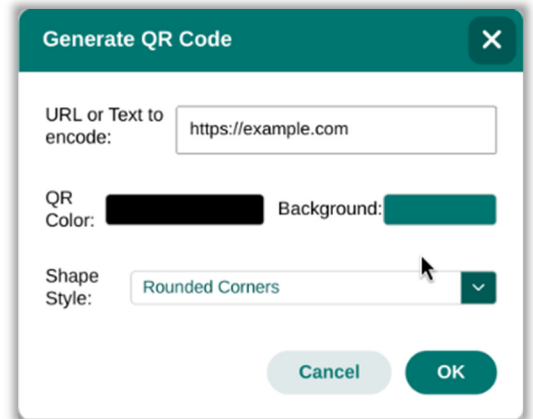
Template	Description
Buy 1 Get 1 Free (BOGO)	Uses custom high-density PNG barcode rendering.
Gift Voucher	Classic bordered certificate style.
Flash Sale	High-contrast, attention-grabbing block for urgent promotions.
Loyalty Card	"Buy 4 Get 1 Free" graphical punch card.
VIP Pass	Elegant gold and black styling for premium admissions.
Free Drink	Warm, coffee-shop aesthetic.
Promo Code	Clean blue e-commerce style discount block.
Event Ticket	Realistic rotated stub design (engineered with native HTML tables to prevent structural collapse during print rendering).
Store Credit	Simple, high-visibility cash value voucher.
Raffle Ticket	Split-design ticket with a perforated-style tear-off section.

QR Code Generator

The QR Code Generator lets you create fully customised, print-safe QR codes that point to any URL, text, or contact information.

To insert a QR code:

164. Go to **Insert > QR Code**.
165. Enter the URL or text content for the QR code.
166. Customise the appearance using the options below.
167. Click **Insert** to place the QR code on the canvas.



Customisation options:

Option	Description
Foreground Colour	Dynamic colour picker for the QR code pattern colour.
Background Fill	Dynamic colour picker for the background of the QR code.
Standard	Default square QR code.
Rounded Corners	QR code with softly rounded module corners.
Circular Badge	QR code masked into a perfect circle.

Print-Safe Canvas Bake Method: WebKit-based print engines (Chrome, Safari, Edge) have a long-standing bug where CSS `border-radius` and `clip-path` shapes applied to images are ignored during print, causing circular or rounded QR codes to revert to squares. To bypass this, the generator fetches the raw QR API image, draws it to an invisible canvas, physically cuts out the transparent corners pixel-by-pixel, draws a visible boundary border, and exports the final result as a flat PNG. The print engine receives an image with pre-cut transparent corners, guaranteeing perfect shape retention.

Business Information

The **Business Information** feature lets you store core business details once and then instantly generate pre-formatted, auto-populated templates across your documents - no retyping required.

To set up your Business Information:

168. Go to **Insert > Business Information** (or **Insert > Business Card/Letterhead**).
169. The Business Information dialog opens.
170. Fill in the fields: **Name**, **Job Title**, **Organization**, **Address**, **Contact Info**, **Tagline**, and **Logo URL**.
171. Click **Save**. Your details are stored securely in your browser's LocalStorage and will be available every time you open Open Publisher.

To use your Business Information:

From the **Insert** ribbon, open the Business Information dropdown and choose from three ready-made templates:

- **Letterhead** - A formatted header block for professional correspondence, auto-populated with your name, company, and contact details.
- **Business Card** - A compact, formatted business card layout pre-filled with all your stored information and logo.
- **Signature** - A compact email or document signature block.

Each template is inserted as a fully editable group on the canvas, positioned and sized for immediate use.

 Individual Name

 Job Title

 Organization Name

 Address

 Contact Details

 Tagline

 Logo

BULK PLACEMENTS

 Letterhead

 Signature Block

 Business Card Layout

 Edit Business Information...



Edit Business Information

×

Save your business details here to easily insert them into any document.

Individual Name

Test

Job Title

Manager

Organization Name

OpenPublisher

Address

10000 OpenPublisher Street

Contact Details (Phone/Fax/E-mail)

55555 111222

Tagline or Motto

Simple desktop publishing

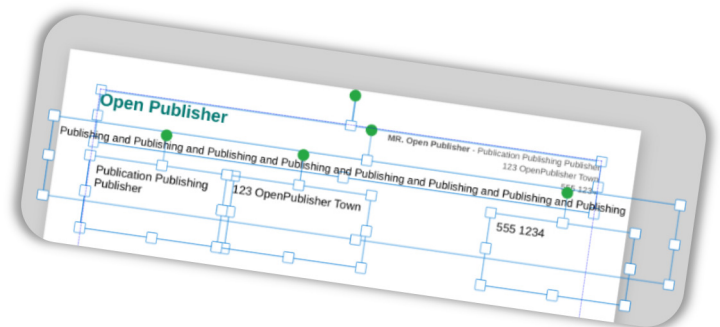
Logo (Base64 string or URL)

data:image/jpeg;base64,/9j/4AAQSkZJRgABAQAAQABAAQ/6zcq

Select Local Image

Cancel

OK



Publication Templates

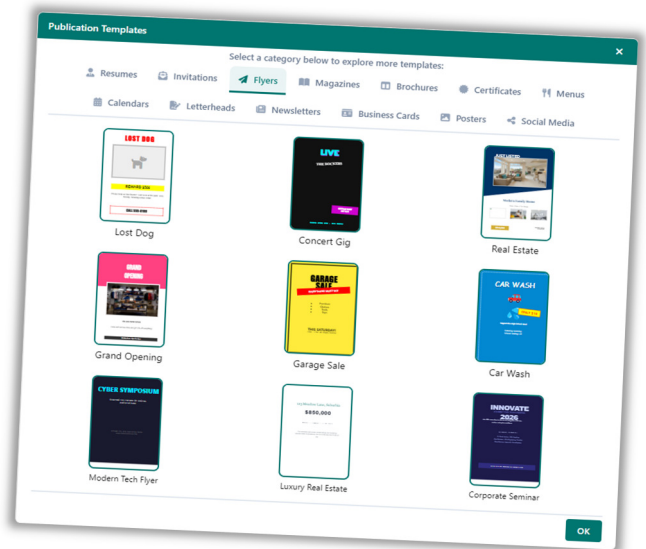
The **Publication Templates** library provides full-page, professionally designed starting points for common publication types (newsletters, flyers, brochures, menus, etc.). Templates open as complete documents, ready for your content.

To use a template:

172. Go to **File > New** (or click **New** in the File ribbon tab).
173. Browse the template gallery.
174. Double-click a template to open it.

Smart Template Behaviour: If you open a template while on a new blank page, it adds the template to your current page rather than replacing the whole document. This lets you mix and match layouts within a single publication.

Note: Loading a template replaces the content of your currently selected page only - not the entire document.



11. Layout & Workspace Tools

Page Size & Format

Open Publisher supports a comprehensive range of international page sizes. Change your canvas size at any time from the **Page Design** ribbon using the **Size** button.

Available presets:

Format	Dimensions
A3	297 x 420mm
A4	210 x 297mm (European/UK default)
A5	148 x 210mm
Letter	8.5 x 11" (US/Canada/Mexico default)
Legal	8.5 x 14"
Tabloid	11 x 17"
Business Card	3.5 x 2"

Locale-Aware Defaults: When you create a new document, Open Publisher automatically selects the correct default size for your region. Users in the US, Canada, Mexico, Colombia, Venezuela, Chile, and the Philippines default to **US Letter**; users everywhere else default to **A4**. This happens automatically in the background.

The **page format indicator** in the top-right corner of the canvas always reflects your current format precisely -- it is wired directly into the rendering engine and updates instantly whenever you change size, switch pages, undo, or redo.

A3	A4	A5	Letter	Legal	Tabloid	Card
						

Page Margins

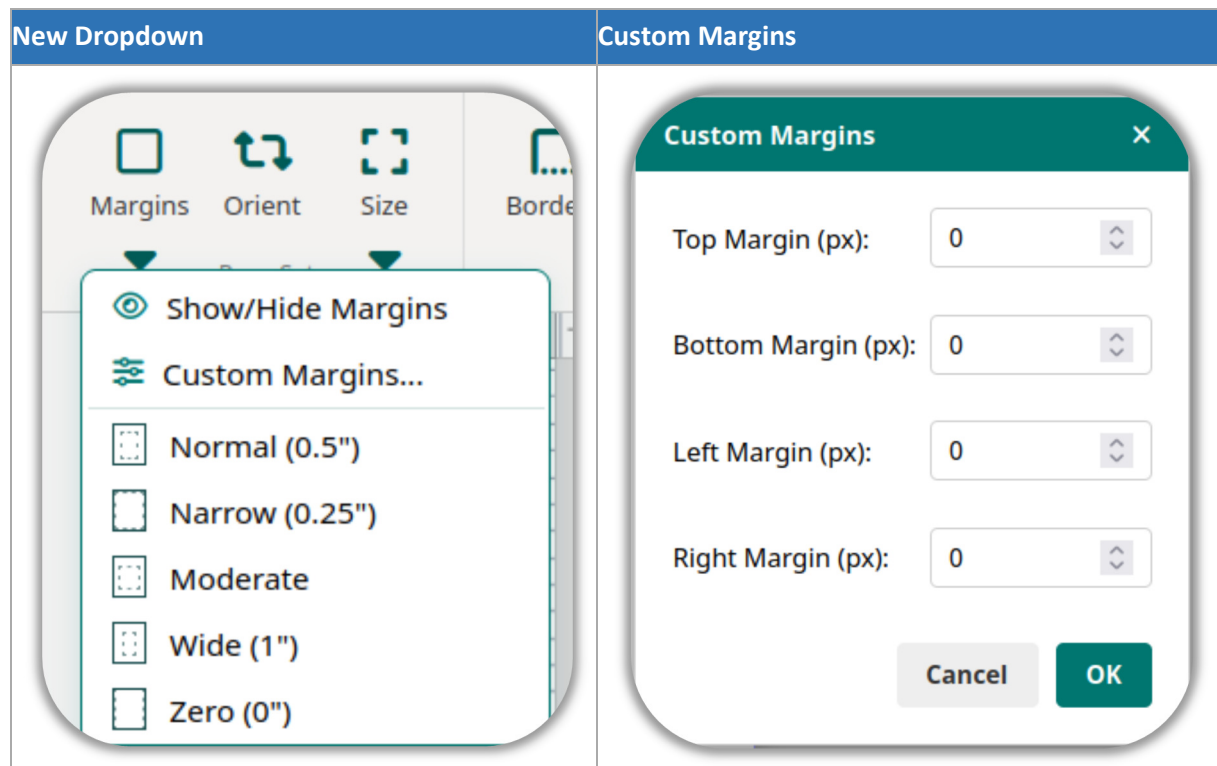
The **Margins** button in the **Page Design** ribbon controls the safe-zone guides on the canvas. Five presets are instantly available:

Preset	Margins
Normal	0.5" on all sides
Narrow	0.25" on all sides
Moderate	1" top/bottom, 0.75" left/right
Wide	1" on all sides
Zero	0" (borderless, full-bleed printing)

Each preset shows a small dynamic page icon that visually represents the margin layout before you click.

For precise control, click **Custom Margins...** to open a configuration modal where you can set independent top, bottom, left, and right margins in pixels. Your custom margins are saved to the document and persist when the file is reopened.

Margins appear as dotted blue snapping guides on the canvas and are automatically excluded from exported images and PDFs -- they never appear in your final output.

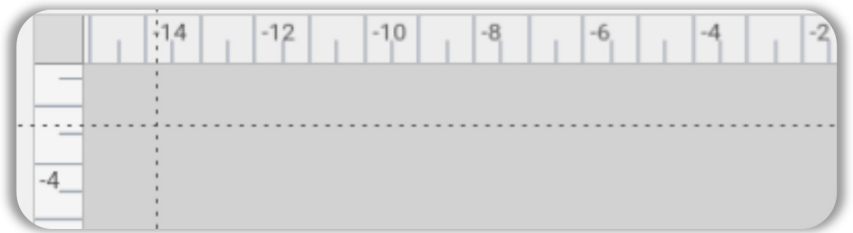


Rulers & Ruler Origin

Pixel rulers run along the top and left edges of the canvas, giving you a precise spatial reference while you work.

To show or hide rulers:

- Go to **View > Show > Rulers**, or
- Right-click in the workspace background and select **Show/Hide Rulers**.



Custom Ruler Origin (Zero Point)

By default, the ruler's **0, 0** origin sits at the top-left corner of the canvas. You can redefine this origin to any point on the page:

175. **Drag** the grey intersection box (where the horizontal and vertical rulers meet, at the very top-left corner).
176. As you drag, dashed guide lines follow your cursor across the page to help you visually pinpoint the target coordinates.
177. Release to set the new zero point. All ruler ticks and labels immediately recalculate from the new origin.
178. **Double-click** the intersection box at any time to instantly reset the rulers back to their default position.

Your custom origin is saved into the **.opub** file, so it persists across sessions.

Snapping

Open Publisher provides three independent snapping systems that can be toggled individually:

Snap Mode	What it does
Snap to Grid	Elements snap to an invisible pixel grid as you drag.
Snap to Guides	Elements snap to the margin guide lines.
Snap to Objects	Elements snap to the edges and centres of other elements on the page.

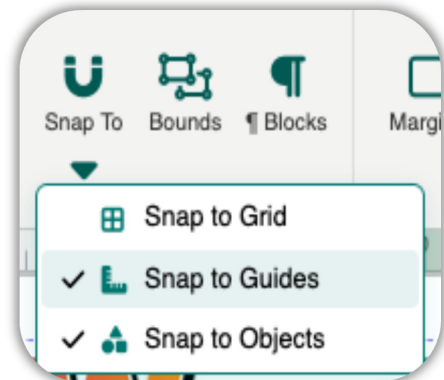
To manage snapping:

- Use the **Snap To** dropdown in the **View** tab, the **Text Box Tools** ribbon, or the **Picture Tools** ribbon.
- Or right-click the canvas and select the snapping options from the context menu.

Hold `Ctrl` while dragging to temporarily bypass grid snapping without toggling the setting off -- the most efficient way to place something between grid positions.

Snap tolerance: The magnetic pull distance for Snap to Guides and Snap to Objects is set to 8 pixels, providing a subtle and predictable snap feel that matches professional desktop publishing software.

Smart Grid Prompt: If you turn off "Snap to Grid" while the visual grid overlay is currently visible, a dialog intelligently asks if you also want to hide the visual grid to clear up your workspace.

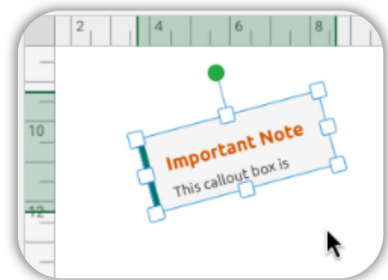


Smart Guides (Alignment Lines)

When you drag any element on the canvas, **Smart Guides** appear as semi-transparent teal lines that indicate when the element is aligned with the edges or centres of other elements on the page.

- Smart guides use a **smooth fade-in and fade-out transition** rather than abruptly flashing on/off. This preserves high responsiveness while eliminating visual flicker.
- The guide colour is a soft, semi-transparent teal -- visible enough to be useful but not heavy enough to overpower the design.

Smart guides work alongside (not instead of) the snapping system. Snapping "pulls" the element to the alignment point; smart guides show you where that alignment point is.



Zoom Controls

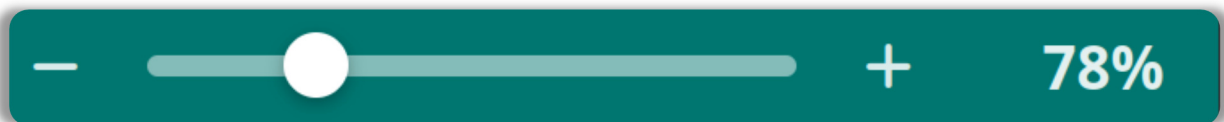
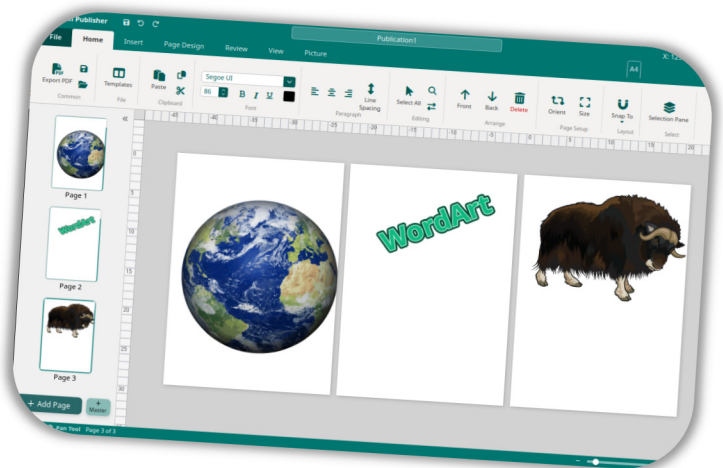
The zoom level is shown in the **bottom-right corner** of the workspace. A zoom slider allows smooth, continuous zoom from 10% all the way to 500%.

Keyboard shortcuts for zoom:

Shortcut	Action
F9	Toggle between your current zoom level and 100% actual size. Pressing again returns to the previous zoom.
Ctrl + Shift + L	Whole Page View - instantly zooms to fit the entire page in the window.
Ctrl + Shift + O	Toggle Boundaries on/off (show/hide element boundary boxes).

Right-click the zoom slider to open a context menu for instant one-click access to common zoom levels: 60%, 70%, 80%, 90%, 100%, 110%, 120%, 130%, 150%, 175%, and 200%.

Multi-Page View: When the zoom level drops below 45% and your document has more than one page, Open Publisher automatically switches to a **Multi-Page View** that renders all your pages side-by-side in the workspace. Read-only preview clones of all non-active pages appear beside the live editable page. Click any preview page to switch to editing it instantly without leaving multi-page view.



Selection Pane

The **Selection Pane** gives you full visibility and control over every element on the canvas, making it trivial to select, hide, or rename even deeply buried, stacked, or obscured objects.

To open the Selection Pane:

- Go to **Home > Select > Selection Pane**.

The pane slides out on the right side and shows a scrollable list of every object on the canvas, sorted top-to-bottom to match their true visual Z-index (the topmost element in the list is in front).

What you can do from the Selection Pane:

Action	How
Select an element	Click its entry in the pane - the element is highlighted on the canvas.
Show / Hide	Click the eye icon on any entry to toggle visibility. Hidden elements are invisible on screen and excluded from PDF exports.
Show All / Hide All	Use the bulk buttons at the top of the pane to toggle all elements at once.
Rename an element	Click the element's name in the pane to activate an inline edit field. Type a descriptive name (e.g., "Background Logo", "Footer Bar") and press Enter.

The pane updates in real time via a native `MutationObserver` -- no manual refresh needed. Add an element, delete one, move something, and the pane reflects it instantly.

Basic example	More detailed example

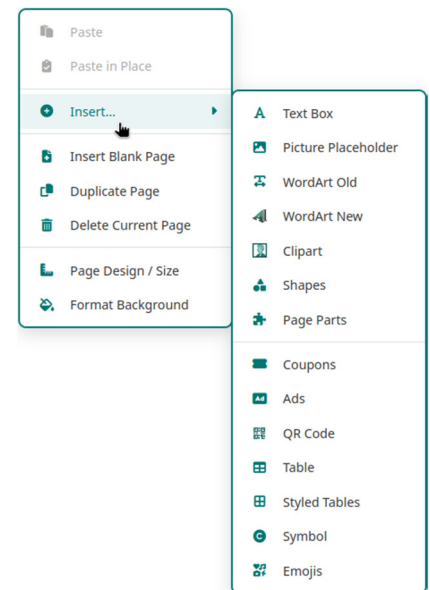
Context Menus

Open Publisher replaces the browser's default right-click menu with custom, application-specific context menus throughout the entire workspace.

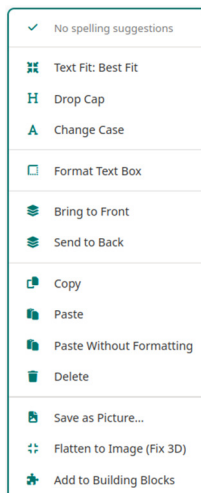
Canvas Right-Click Menu

Right-clicking anywhere on the **document canvas** (on an empty area, not on an element) opens a menu with:

- **Insert** sub-menu: Table, Styled Tables, Text Box, Picture, Shape, Drawing, QR Code, etc.
- **Format Background** - opens the background colour/texture dialog.
- **Snap to toggles** (Grid, Guides, Objects).
- **Show/Hide Rulers, Toggle Grid, Page Design/Size.**



Element Right-Click Menu



Right-clicking a **text box** opens a contextual menu with layering (Bring Forward, Send Backward, etc.), formatting, Save as Picture, and copy/paste actions.

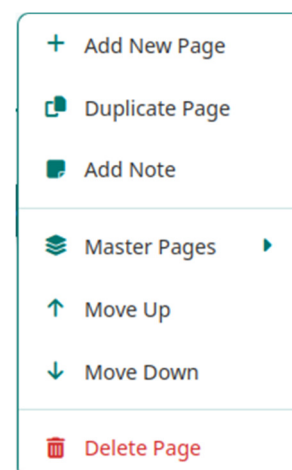
Right-clicking a **table** opens a dedicated table menu with Insert Row/Column, Delete Row/Column/Table, Merge Cell options, and Clear Cell Text.

Right-clicking an **image** opens a picture menu with the same layering, crop, and Save as Picture options.

Page Thumbnail Right-Click Menu

Right-clicking a **page thumbnail** in the left sidebar opens a page management menu:

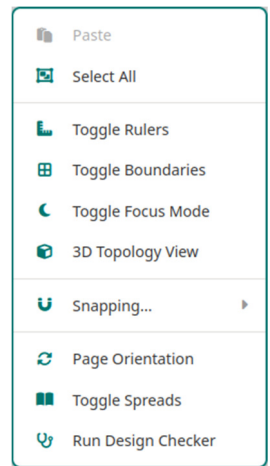
- Duplicate Page
- Move Page Up / Down
- Delete Page
- Add Note (add a custom label to the thumbnail)
- Master Pages sub-menu (Set Master, Ignore Master, None)



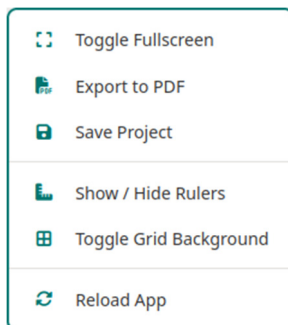
Workspace Background Right-Click Menu

Right-clicking the **grey workspace area** outside the document opens a menu with:

- Add new blank page
- Show/Hide Rulers
- Toggle page margins
- Page Design/Size
- Format Background



Ribbon Right-Click Menu



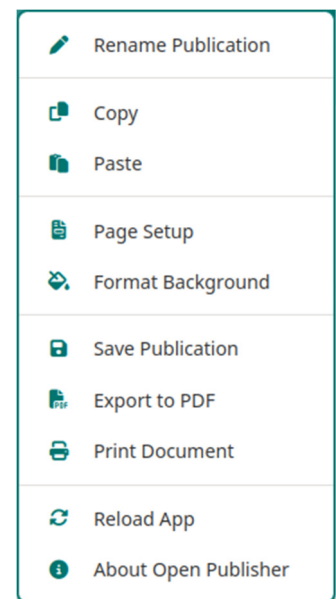
Right-clicking the **empty grey space in the ribbon toolbar** opens a menu with:

- Toggle Fullscreen
- Export to PDF
- Save Project
- Show/Hide Rulers
- Toggle Grid Background
- Reload App

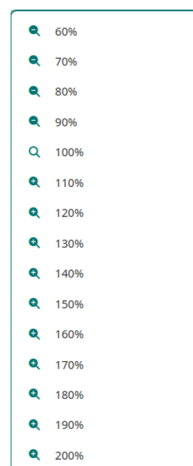
Title Bar Right-Click Menu

Right-clicking in the **empty space of the top menu bar** (where the document title is) opens a menu with:

- Rename Publication
- Copy / Paste
- Page Setup
- Format Background
- Save / Export / Print
- Reload App and About



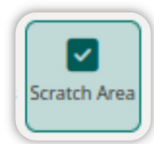
Zoom Bar Right-Click Menu



Right-clicking the **zoom slider** in the bottom-right corner opens a quick scale menu with preset zoom levels from 60% to 200%.

Scratch Area

Any element dragged outside the page boundary is stored in the **Scratch Area** -- an off-canvas holding space useful for keeping elements in reserve without cluttering your document.



To hide or show scratch area items:

- Go to **View > Show > Scratch Area** (the toggle button with an interactive checkmark icon), or
- Right-click in the workspace and toggle the option.

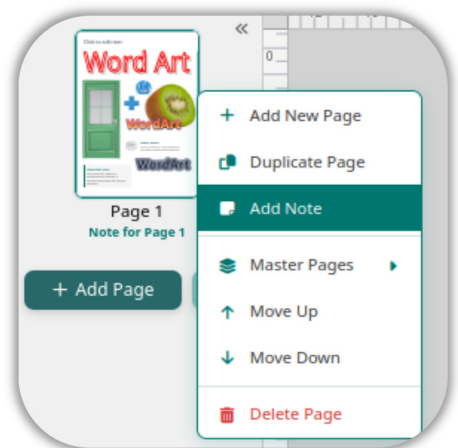
When the Scratch Area is hidden, off-page objects become invisible (`opacity: 0`) and non-interactive (`pointer-events: none`), but are not deleted. Toggle it back on to bring them back immediately. A `MutationObserver` ensures that any new element dragged off-page is also hidden immediately if the toggle is currently off.

Page Notes

For complex multi-page documents, **Page Notes** let you add short custom labels to individual page thumbnails in the sidebar to help you stay organised.

To add a note to a page:

179. Right-click the page thumbnail in the left sidebar.
180. Select **Add Note**.
181. Type a short identifier (e.g., "Front Cover", "TOC", "Advertorial", "Back Cover").
182. Press Enter or click OK.



The note displays directly beneath the thumbnail in a bold teal font, making it easy to skim through a long document at a glance. To remove a note, repeat the process and leave the field blank.

Insert File (Content Migration)

The **Insert > File** tool solves a common problem when migrating between templates: Open Publisher is a precise page-layout tool, so simply swapping a template would destroy your carefully crafted layout.

How it works:

183. Open the new template you want to use (**File > New**).
184. Click inside the text box in the new template where you want your old content to go.
185. Go to **Insert > File** and select your old `.opub` document.
186. Open Publisher cracks open the old file in the background, scans every page, and extracts all text elements.
187. All the scraped text is poured directly into the selected text box automatically.



Note: Images and shapes are not transferred by this method, as they require precise manual placement in the new layout. Only text content is migrated.

12. Export & Sharing

Saving Your Document (.opub)

Open Publisher's native file format is `.opub` - a JSON-based container that stores all your pages, elements, settings, styles, and embedded images in a single portable file.

To save:

- Press `Ctrl+S` / `Cmd+S`, or go to **File > Save Publication**. The `.opub` format preserves:
 - All pages and their elements (text, images, shapes, tables, WordArt)
 - Page size and orientation
 - Master Page content
 - Custom margin settings
 - Custom ruler origin
 - Color scheme and Theme Studio backgrounds
 - CMYK/RGB mode selection
 - Page Notes and document metadata (Author, Company, Subject, Keywords)
 - Password protection (encrypted blob when a password is set)



Printing (Standard & Booklet)

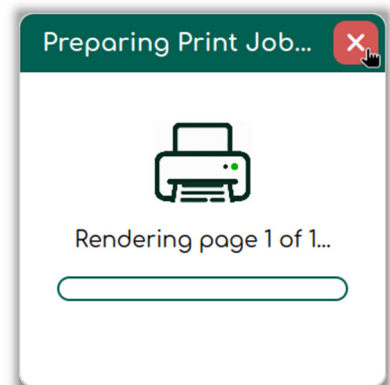
Standard Print

To print your document:

- Press `Ctrl+P` / `Cmd+P`, or click the **Print Document** button in the **File** ribbon or **Home** tab.

Open Publisher uses its own high-resolution print engine (not the browser's native dialog directly). The engine assembles your document inside a sandboxed invisible iframe, normalises page orientations, scales everything to the correct paper width, and then triggers the system print dialog.

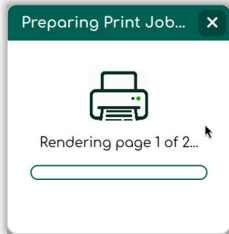
- **Multi-page documents:** Each page is rasterised at high resolution and fed into the print spool in sequence. Page backgrounds, textures, and gradients all render correctly.
- **Mixed orientation documents:** The engine detects orientation differences and rotates pages mathematically before feeding them into the print stream, so a landscape page between two portrait pages prints perfectly.
- **Micro-bleed:** A 100.4% micro-bleed is applied to eliminate the fractional white borders that appear on full-bleed designs.



Booklet Printing

Booklet Printing assembles your pages into **printer spreads** ready for saddle-stitch binding (like a zine or magazine).

How pages are paired:



For an 8-page document, the engine creates the following pairs:

- Sheet 1 front: Pages 8 + 1
- Sheet 1 back: Pages 2 + 7
- Sheet 2 front: Pages 6 + 3
- Sheet 2 back: Pages 4 + 5

To print as a booklet:

188. Go to **File > Print Booklet**, or select the Booklet option from the print modal.

189. Print double-sided on your printer, fold and staple through the central spine.

Page backgrounds applied via Format Background or Theme Studio render correctly in booklet mode - gradients are physically converted to DOM layers to bypass browser `backgroundColor` limitations.

Export to PDF

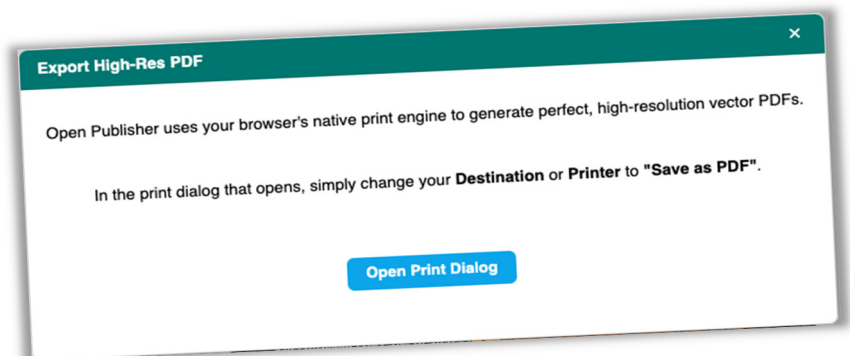
Open Publisher produces print-quality PDF output via the native browser **Save as PDF** workflow.

To export as PDF:

190. Go to **File > Export to PDF**, or click the **Export PDF** button in the **Export** group of the File ribbon.
191. A guidance dialog explains the process: Open Publisher opens your system's print menu and instructs you to select **"Save as PDF"** as the printer destination.
192. Click through to generate the file.

The PDF export uses the same high-resolution print engine as standard printing, with additional pre-processing:

- WordArt is converted to a 1:1 PNG using the Canvas Compositor before the PDF snapshot.
- CSS filters (hue, brightness, contrast) are baked into images via canvas rendering.
- Shape crops, clip-paths, and 3D rotations are all flattened and rasterised.
- Master Page headers and footers are correctly applied to every page.
- Margin guides and selection boxes are stripped from the snapshot.



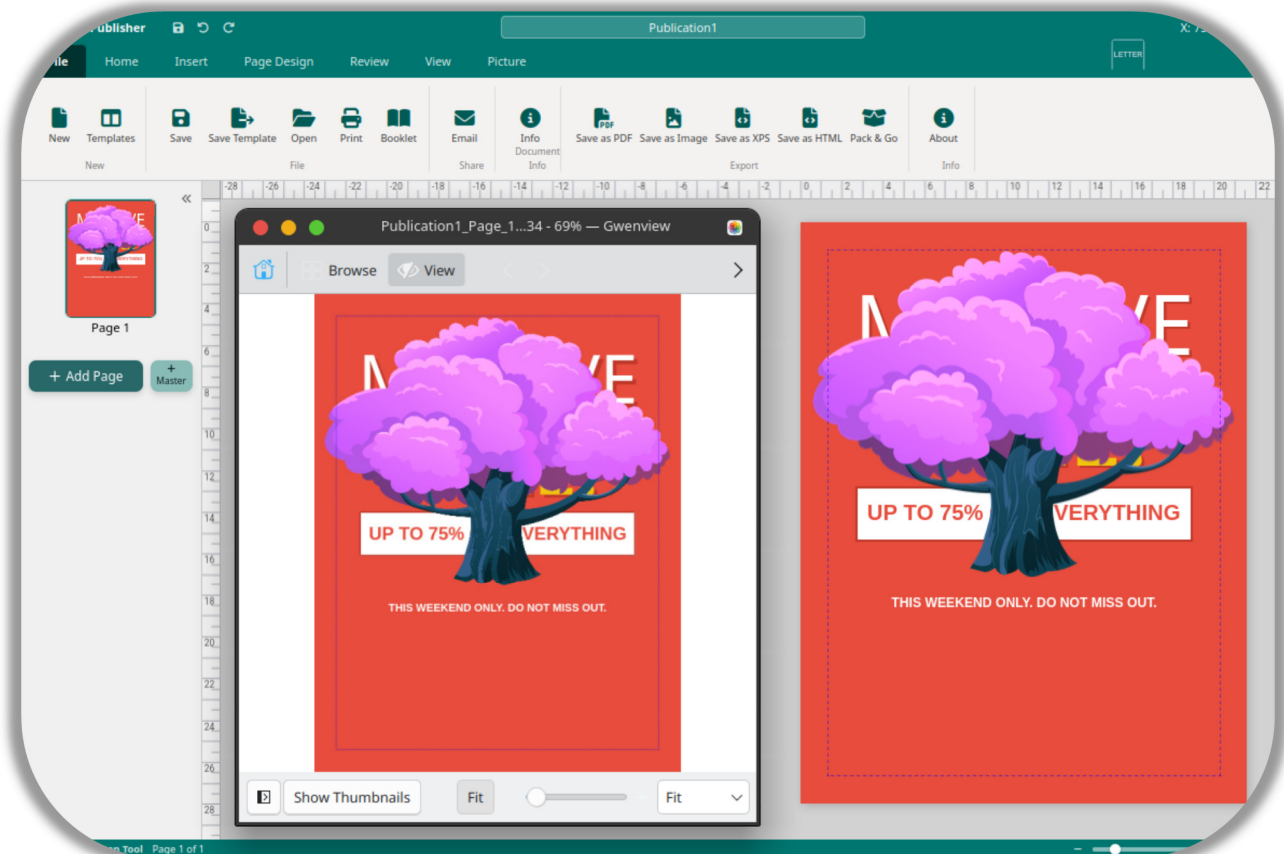
Export as Image

You can export any individual page as a high-quality image file.

To export the current page as an image:

- 193. Go to **File > Export > Export as Image**, or click **Export Image** in the Export ribbon group.
- 194. The engine captures a clean, pristine snapshot of the current page using `html2canvas`.
- 195. Before taking the snapshot, all margin guides (`.margin-guides`), selection boxes, and resize handles are stripped from the temporary DOM clone, ensuring the output is a production-ready image with no UI artefacts.
- 196. All CSS filters (hue rotation, brightness adjustments, etc.) are correctly applied to the exported image.

A maximum canvas dimension of 2000px is enforced to prevent browser out-of-memory crashes on very large, high-resolution documents.



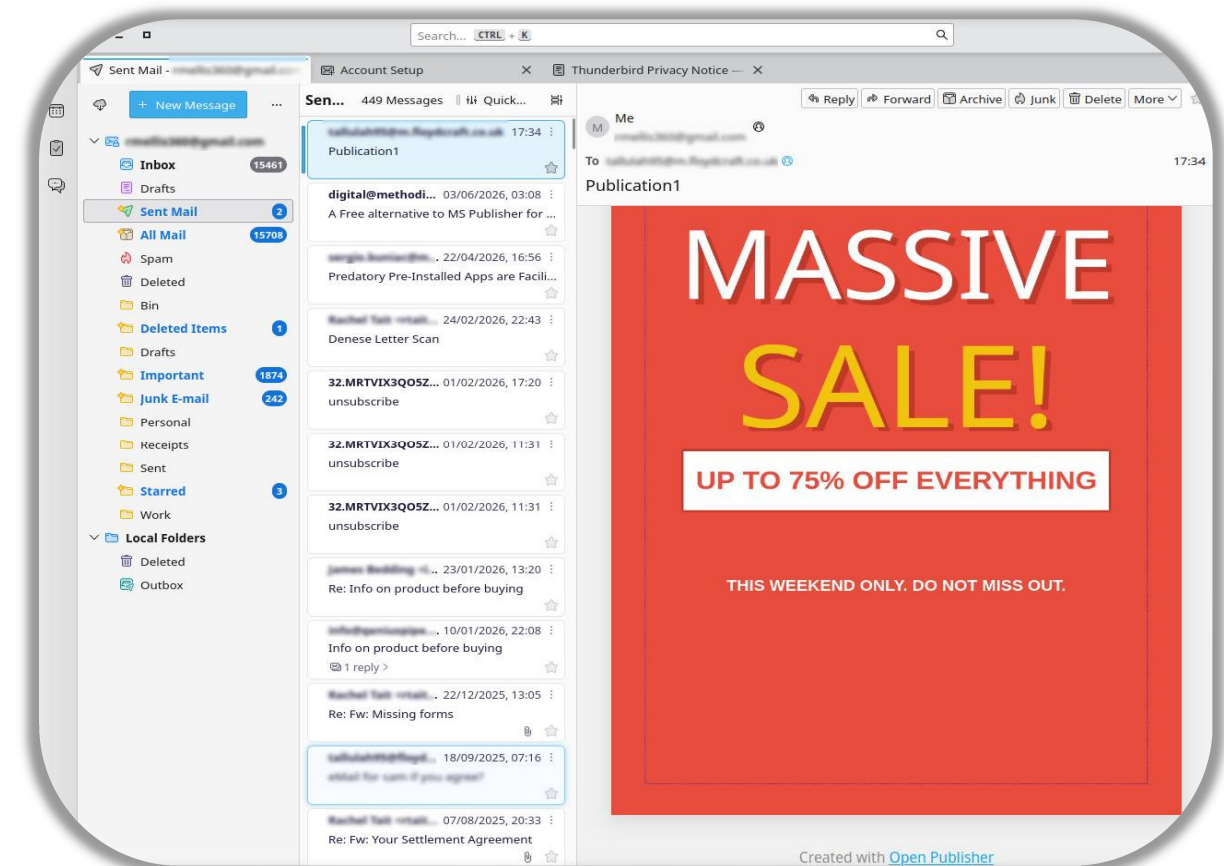
Share via Email (.eml)

The **Share > Email** feature lets you send any page as the visual body of an email, without manually attaching files or dealing with complex email formatting.

To share a page via email:

197. Go to **File > Share > Email**, or click the **Email** button in the Share group.
198. Open Publisher captures a high-resolution snapshot of the current page (hiding selection boxes), encodes it as Base64, and wraps it in a standard multi-part MIME **.eml** file structure.
199. The **.eml** file is automatically downloaded to your computer.
200. Open the downloaded file - your default email client (Outlook, Apple Mail, Thunderbird, etc.) opens with your page perfectly embedded in the email body, ready to address and send.

All CSS filters applied to images (hue rotation, etc.) are correctly reflected in the emailed image, as the email export uses the same capture pipeline as the image export.



Export as HTML

The **Export as HTML** feature turns your Open Publisher document into a standalone `.html` file for use as an email newsletter, a mobile-responsive flyer, or a web page.

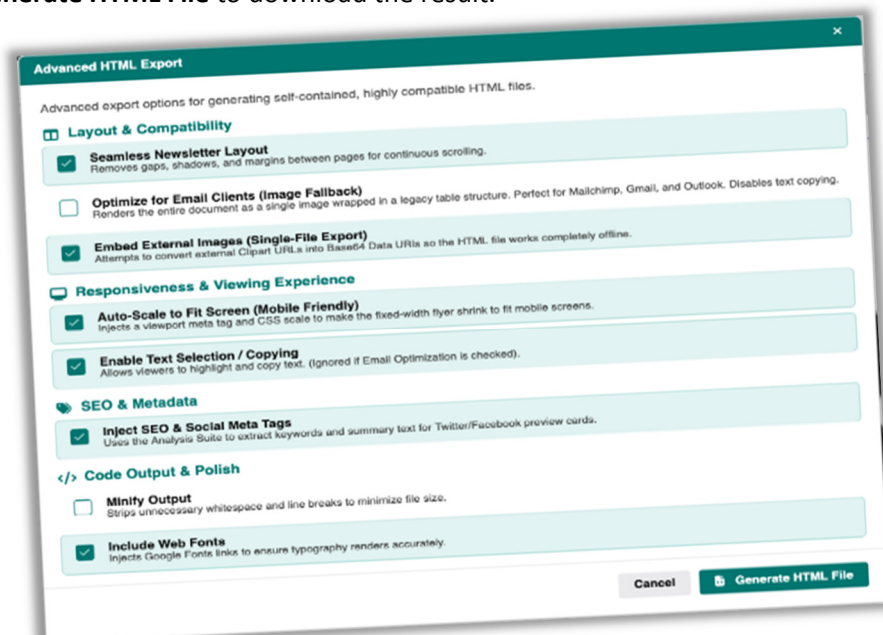
To export as HTML:

201. Go to **File > Save as HTML**.

202. The Advanced HTML Export modal opens with the following toggleable options:

Option	What it does
Seamless Newsletter Layout	Removes margins and shadows between pages for a single unified scrolling canvas.
Optimize for Email Clients	Converts all pages to high-fidelity <code>html2canvas</code> screenshots wrapped in a legacy <code><table></code> structure, ensuring 100% layout compatibility with strict email clients (Gmail, Outlook, Mailchimp) where modern CSS often fails.
Embed External Images (Single-File)	Converts all remote images (e.g., Clipart) into inline Base64 Data URIs, so the <code>.html</code> file works completely offline without broken image links.
Auto-Scale to Fit Screen	Injects a dynamic CSS <code>transform: scale()</code> rule so fixed-width flyer layouts shrink correctly onto small mobile screens.
Enable Text Selection/Copying	Controls whether viewers can highlight and copy text from the HTML page.
Inject SEO & Social Meta Tags	Runs a headless analysis of your document's text, extracts the top 5 keywords, formulates a 150-character description, and injects <code>og:title</code> , <code>og:description</code> , and standard meta tags into the <code><head></code> - generating correct preview cards when shared on iMessage, Twitter, and Facebook.
Minify HTML	Strips whitespace from the raw HTML to reduce file size.
Include Google Fonts	Appends <code><link></code> tags for all fonts used in the document, preserving typography in the browser.

203. Click **Generate HTML File** to download the result.

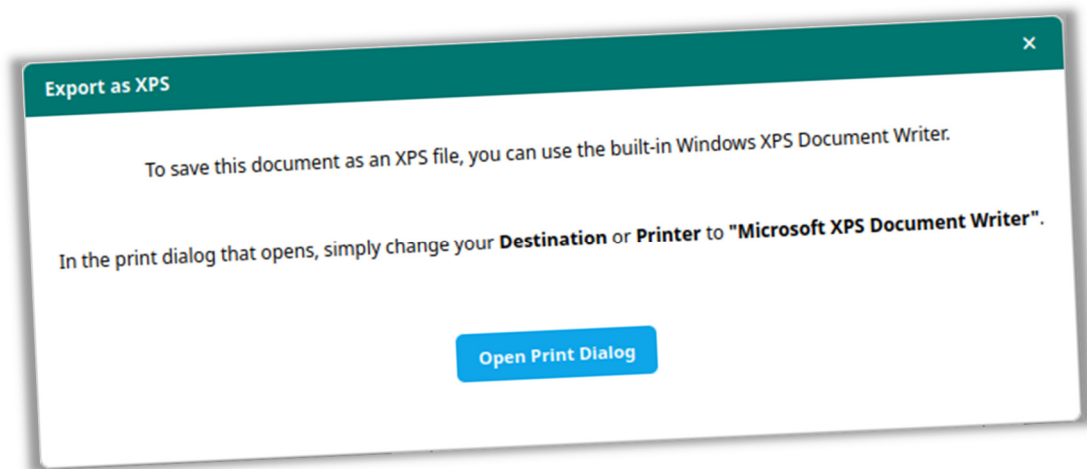


Export as XPS

For Windows users or corporate environments where PDF is not supported, Open Publisher can produce an **XPS (XML Paper Specification)** file, which is Microsoft's built-in alternative to PDF and works natively on virtually any Windows machine without requiring Adobe Acrobat or any third-party software.

To export as XPS:

204. Click **Export XPS** in the **File** or **Home** ribbon tab (next to the PDF export button).
205. A dialog opens explaining the process: because web browsers cannot natively generate XPS files on their own, the button hooks into your browser's native print engine and instructs you to select "**Microsoft XPS Document Writer**" as your printer destination.
206. Follow the dialog instructions to produce the XPS file.



Pack & Go (Commercial Print Package)

Pack & Go is Open Publisher's professional handoff tool for commercial print shops. It packages your entire document and all its dependencies into a single `.zip` folder that any printer can open and work with immediately.

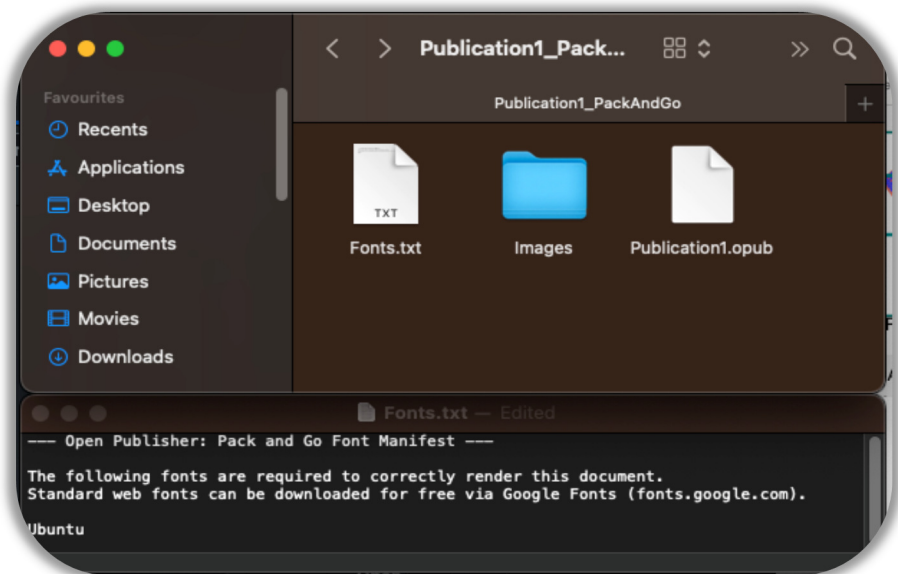
To use Pack & Go:

207. Go to **File > Export > Pack & Go**.
208. The system runs an intelligent client-side algorithm that:
 - Scans your entire `.opub` project file for all embedded base64 image strings.
 - Extracts the raw binary data of every graphic and converts them into standard image files (e.g., `image_1.jpeg`, `image_2.png`) organised in an `Images/` folder.
 - Rewrites the `.opub` project file's internal links to reference the extracted image files.
 - Performs a deep scan of every `font-family` declaration across all elements and pages, compiles a definitive list, and generates a `Fonts.txt` manifest so the print shop knows exactly which Google Fonts to install.
 - Compresses everything into a `.zip` file and downloads it.
209. Hand the single `.zip` file to your commercial printer - they have everything they need.

Privacy:

The entire process happens natively in your browser using the open-source JSZip library.

Your documents and images are never uploaded to any external server.



Double-Page Spreads

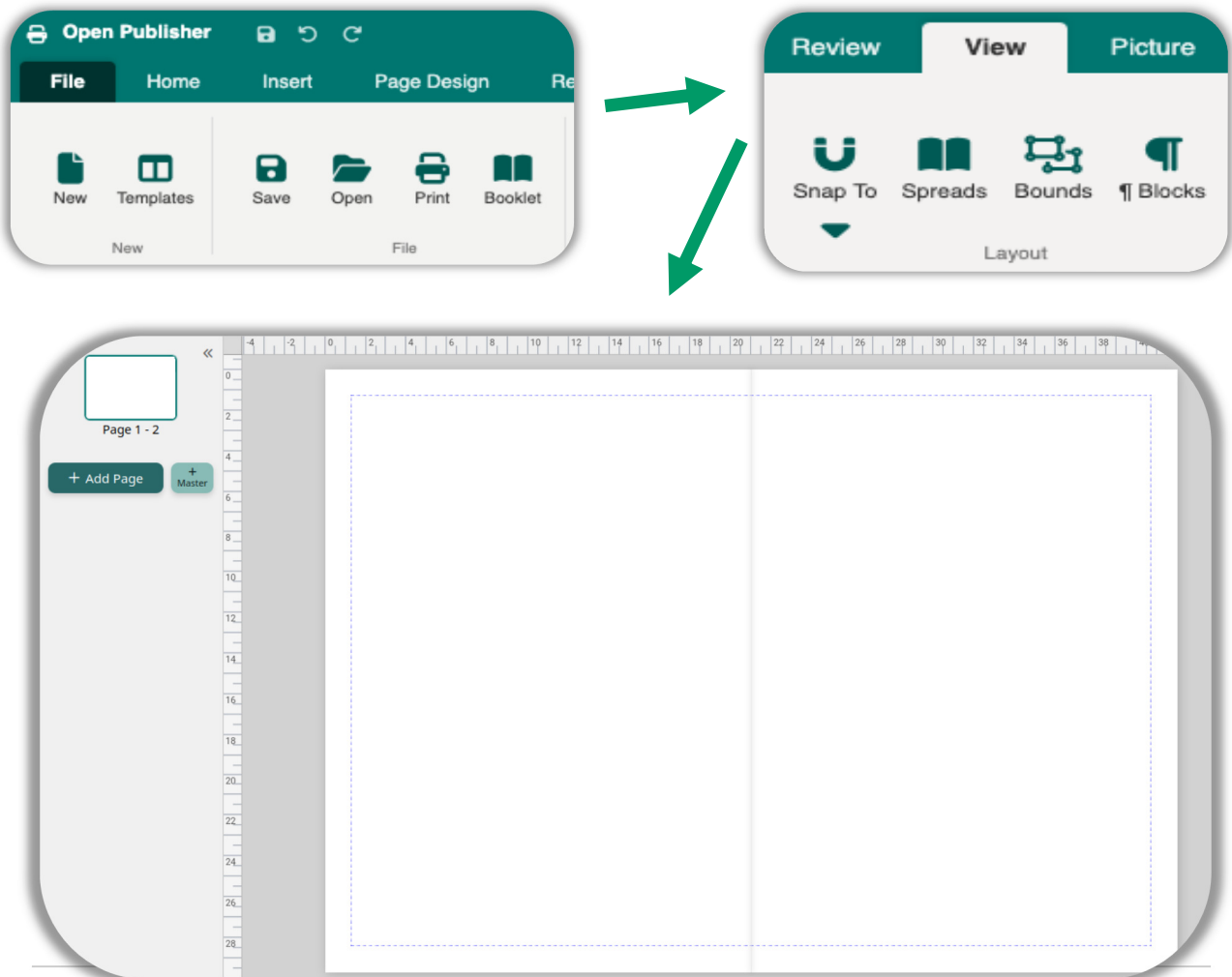
For magazine or booklet layouts, Open Publisher supports **Double-Page Spreads** - a wide landscape canvas that represents two facing pages side by side.

To toggle Spreads:

- Go to **View > Spreads** (or the Spreads toggle in the Layout ribbon).

The canvas switches to a wide landscape format (1588px for A4). A visual book-fold line appears in the centre as a pure CSS decorative element (`pointer-events: none`) - it cannot be selected or accidentally grabbed during editing.

The page size menu is spreads-aware: if you switch paper size while in Spread mode, the engine automatically doubles your dimension so the double-wide layout is preserved.



13. Document Security & Privacy

Password Protection (AES-GCM Encryption)

Open Publisher allows you to fully encrypt any document with a password. Once protected, the file saves as an encrypted binary blob rather than a readable `.html` or `.opub` structure - the content is completely unreadable to anyone who doesn't have the correct key.

To protect a document:

210. Go to **File > Protect Document**, or click the **Protect Document** button in the ribbon.
211. Enter a password and confirm it in the dialog.
212. Click **Protect**.

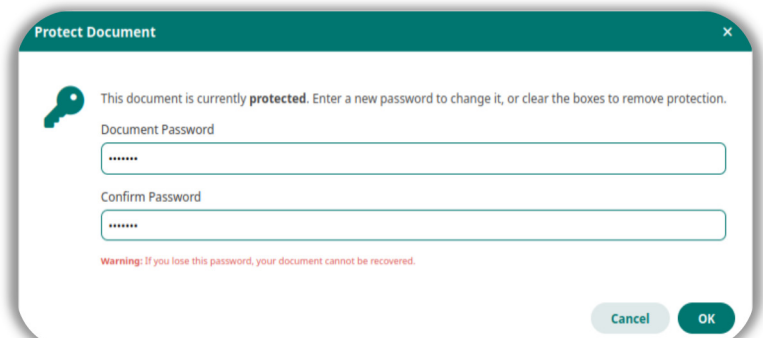
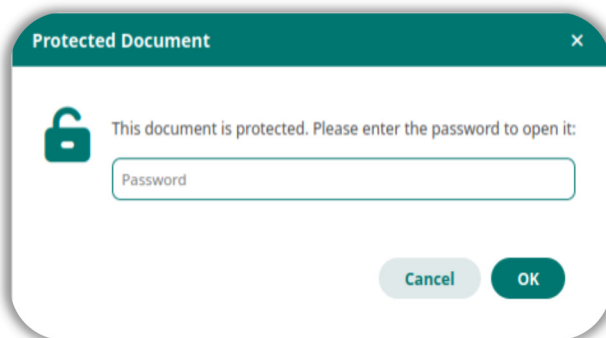
The document is encrypted using the **Web Crypto API (AES-GCM)** - a robust, industry-standard encryption algorithm implemented natively in the browser.

A **Protected badge** appears in the top-right area of the canvas, giving you immediate visual confirmation that the active document is secured.

To open a protected document:

213. Open the `.opub` file.
214. A decryption prompt immediately appears.
215. Enter the correct password. If it matches, the document decrypts and loads instantly.
216. If the password is incorrect, the document remains locked.

Warning: *There is no password recovery mechanism. If you lose the password, the document cannot be recovered. Keep a backup copy of the unprotected source file in a secure location.*



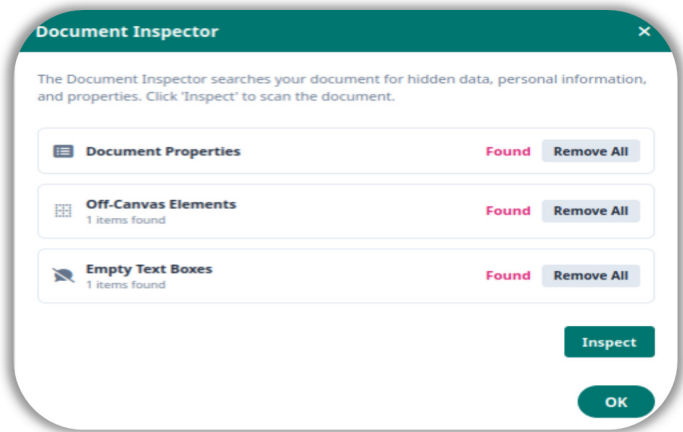
Document Inspector

The **Document Inspector** scans your document for hidden data and stray objects before you share or publish it, giving you full control over what you hand off.

To open the Document Inspector:

- Go to **File > Info > Inspect Document**.

The Inspector scans across all pages and checks three categories:



Category	What it finds
Document Properties	Checks for embedded metadata (Author, Company, Subject, Keywords) set via the Document Properties editor.
Off-Canvas Elements	Detects elements that exist completely outside the page boundary (in the Scratch Area or accidentally dragged off-page).
Empty Text Boxes	Flags text boxes containing only whitespace or invisible HTML entities like <code>&nbsp;</code> .

Each category shows a colour-coded status badge: **Found** (requires attention) or **Clean** (nothing to report). A one-click **Remove All** button is provided for each category to instantly purge the data.

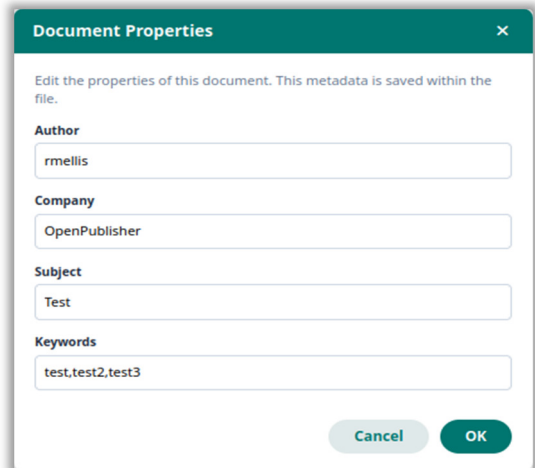
Document Properties

Document Properties lets you embed descriptive metadata directly into the `.opub` file itself.

To set Document Properties:

217. Go to **File > Info > Properties**, or click the **Properties** button in the File ribbon under Document Info.
218. Fill in the fields: **Author**, **Company**, **Subject**, and **Keywords**.
219. Click **Save**.

The properties are stored within the `.opub` save file. They can be viewed and stripped at any time via the Document Inspector.



Clickjacking & UI Occlusion Protection

Open Publisher includes a passive, lightweight security guard against **UI redressing** and **clickjacking scams** - where a malicious website frames Open Publisher and overlays it with deceptive UI to trick users into interacting with the scammer's content.

Using the **IntersectionObserver v2** (occlusion tracking) API, Open Publisher continuously monitors whether the workspace is being covered by unauthorized content from another frame or website. If an occlusion is detected, a clear in-app warning dialog alerts the user that they may be interacting with a scam.

This protection:

- Has **no false positives** against legitimate CMS integrations or creative suite embeds (it tracks physical pixel occlusion, not domain blacklists).
- Does **not** force browser redirects, so it avoids Google Safe Browsing flags.
- **Fails gracefully** on older browsers without occlusion tracking support (wrapped in a silent `try-catch`).

Suspicious Activity Detected It appears this website is overlaying unauthorized content (like ads) on top of Open Publisher. Open Publisher is a 100% free tool. Please be careful as the surrounding site may be trying to mislead you.

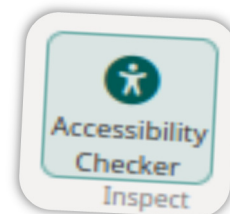
14. Review & Accessibility

Accessibility Checker

The **Accessibility Checker** scans your entire document for common accessibility violations and provides a dedicated task pane with one-click fixes, ensuring your publications are fully readable by screen readers and comply with **WCAG 2.1** guidelines.

To run the Accessibility Checker:

220. Go to the **Review** ribbon tab.
221. Click **Accessibility Checker**.
222. The Accessibility task pane slides out on the right.

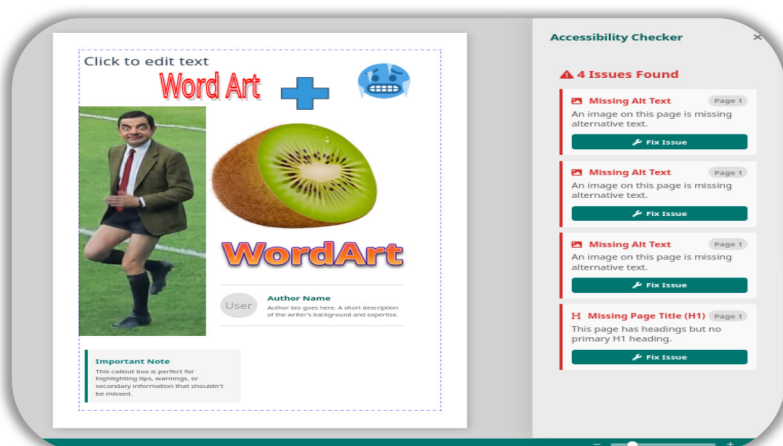


The checker scans across all pages and flags three types of issues:

Issue Type	Description	Severity
Missing Alt Text	Images without a descriptive alt attribute. Screen readers will be unable to describe these to visually impaired users.	High
Low Colour Contrast	Text/background colour combinations that do not meet WCAG 2.1 minimum contrast ratios.	High
Illogical Heading Structure	Detects missing H1 headings, skipped heading levels (e.g., H1 directly to H3), and pages with no headings at all.	Medium

For each flagged issue, the task pane shows:

- The severity level (colour-coded red/orange).
- A description of the problem.
- A **Fix Issue** button that instantly navigates to the offending element and triggers the appropriate repair workflow (e.g., opens the Alt Text dialog for a missing alt, or applies a high-contrast theme for a contrast failure).



Auto-fix Missing Titles: The scanner can automatically generate and insert an H1 page title on any page that is missing one, directly from the Fix Issue button.

Integrated Thesaurus

The **Thesaurus** is built directly into Open Publisher - no external websites needed.

To use the Thesaurus:

- 223. Highlight any single word in a text box, header, footer, or table.
- 224. Go to **Review > Thesaurus**.
- 225. The Thesaurus sidebar slides out on the right, showing a list of synonyms fetched from the LanguageTool API.

Smart Auto-Replace: Clicking any synonym instantly replaces the highlighted word in your document while **preserving the original capitalisation** - if the original word was Title Case, the replacement is automatically capitalised to match.

Clipboard Fallback: If no text is highlighted when you open the Thesaurus, clicking a synonym safely copies the word to your clipboard and displays a notification instead of replacing nothing.



Spell Check

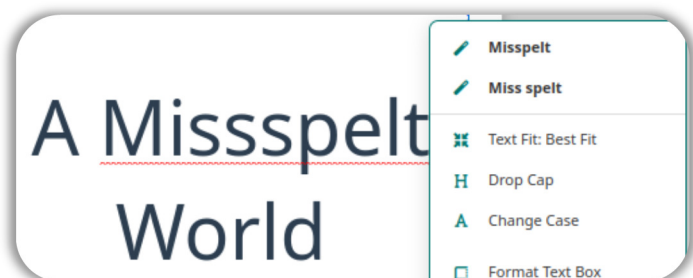
Open Publisher provides desktop-grade spell check suggestions built directly into the right-click context menu.

To use spell check:

- 226. Right-click on a word underlined with the browser's red squiggly spell-check indicator.
- 227. A "Checking spelling..." spinner appears briefly at the top of the context menu while the **LanguageTool API** fetches corrections.
- 228. Up to three top spelling suggestions appear with a magic wand icon.
- 229. Click any suggestion to instantly replace the word, preserving your formatting and adding the correction to the undo history.

Bulletproof word extraction: The engine uses a 3-tier approach to reliably identify the word you right-clicked:

- 230. Checks if you explicitly highlighted the word.
- 231. Uses X/Y pixel coordinates of the click to find the nearest text node.
- 232. Falls back to the current cursor (caret) position if the click missed the text.



Design Checker

The **Design Checker** is a pre-flight diagnostic tool that scans your document for potential issues before printing or sharing.

To run the Design Checker:

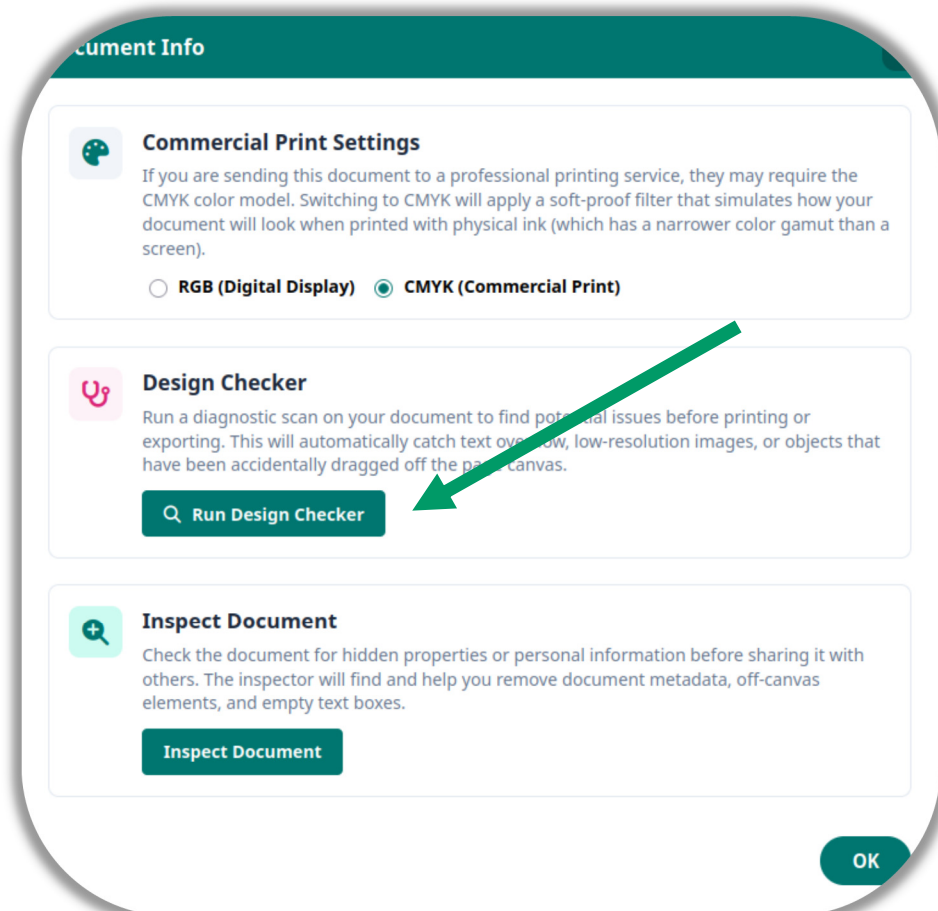
233. Go to **File > Info > Run Design Checker**.

234. A report is generated listing all flagged issues.

The checker scans for:

Issue	What is flagged
Text Overflow	Text boxes where typed content exceeds the visible box boundary (words would be cut off).
Low-Resolution Images	Images stretched beyond their native pixel dimensions - flagged as a pixelation risk in print.
Off-Page Objects	Elements partially or completely outside the page boundary.

Each flagged issue has a **crosshair button**. Clicking it closes the report, scrolls to the problem element, selects it, and flashes a red highlight around it so you can fix it immediately.



CMYK Commercial Print Mode

Professional printing services work in the **CMYK** colour model (Cyan, Magenta, Yellow, Key/Black) rather than the **RGB** model used by screens. CMYK has a smaller colour gamut - it cannot reproduce certain vivid neon or electric colours that look brilliant on screen.

Open Publisher's **CMYK Soft-Proof mode** lets you preview exactly how your colours will shift before sending your file to print.

To toggle CMYK mode:

235. Go to **File > Info**.

236. Find the **Colour Mode** toggle and switch from **RGB** to **CMYK**.

When CMYK is active, Open Publisher applies a custom SVG soft-proof filter across the entire canvas. Vivid, out-of-gamut neon colours are intelligently dulled to give you an accurate real-time preview of how the document will look when printed with physical ink. Your selected colour model is saved into the `.opub` file and persists between sessions.

Switch back to **RGB** at any time to return to the full screen-accurate colour display.



Commercial Print Settings

If you are sending this document to a professional printing service, they may require the CMYK color model. Switching to CMYK will apply a soft-proof filter that simulates how your document will look when printed with physical ink (which has a narrower color gamut than a screen).

☐ **RGB (Digital Display)** ☒ **CMYK (Commercial Print)**

Page Parts Library

The **Page Parts** library provides 20 professional, drag-and-drop structural building blocks that automatically inherit your document's current colour scheme and fonts.

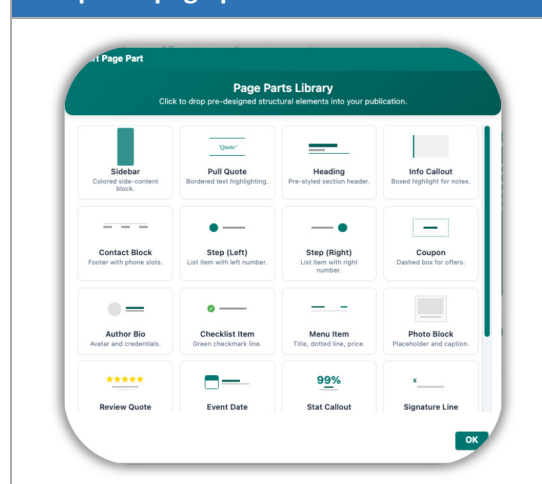
To open the Page Parts library:

- Go to **Insert > Page Parts**.

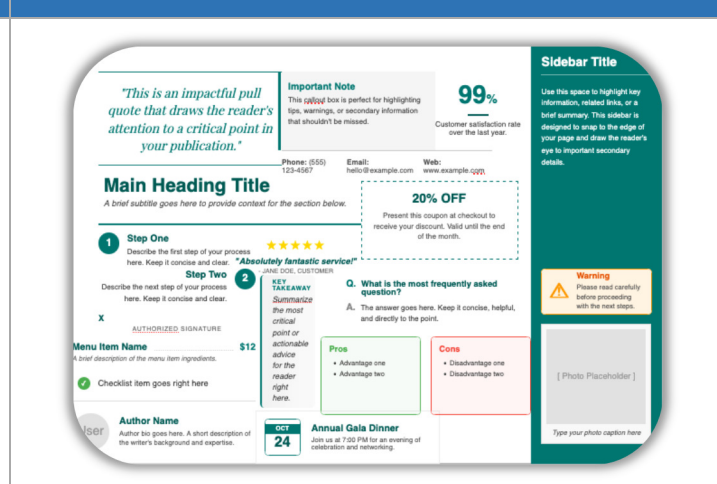
Available components:

Part	Description
Info Callout	Tinted box with a thick left-hand colour accent for tips or warnings.
Contact Block	Wide footer block with Phone, Email, and Website placeholders.
Numbered Steps (Left & Right)	Bold circular numbered graphic, alternatable for zig-zag layouts.
Tear-off Coupon	Classic dashed-border box for special offers.
Author Bio	Horizontal profile block for avatar, credentials, and background.
Checklist Item	Text item with a green circle and checkmark.
Menu Item	Restaurant menu item with title, price, and a dotted leader line.
Photo Block	Grey image placeholder with a caption slot.
Review Quote	Customer testimonial block with 5 golden stars.
Event Date	Calendar badge (Month + Day) alongside a headline and description.
Stat Callout	Massive bolded number layout for key statistics.
Signature Line	Classic dotted "Sign Here" block.
Pros & Cons	Two-column list with a green Pros and red Cons section.
Q&A Block	Question & Answer pair with bold coloured Q/A markers.
Key Takeaway	Tinted summary box to highlight a document's most important point.
Warning Alert	Bright orange caution box for critical steps or dangers.

Example of page parts



Part selection window



15. Document Info & Application Settings

The Document Info Menu (Backstage View)

File > Info opens a centralised hub for advanced document settings and diagnostics, inspired by the Backstage View in professional publishing software.

From this single panel you can access:

- **Document Properties** - set Author, Company, Subject, and Keywords.
- **Document Inspector** - scan for hidden data and stray elements.
- **Run Design Checker** - pre-flight diagnostic scan.
- **CMYK / RGB Colour Mode** - toggle print colour mode.
- **Protect Document** - set or remove password encryption.
- **Graphics Manager** - open the full image asset panel.

Keyboard Shortcuts Reference

Action	Windows/Linux	Mac
Save	Ctrl+S	Cmd+S
Undo	Ctrl+Z	Cmd+Z
Redo	Ctrl+Y	Cmd+Y
Copy	Ctrl+C	Cmd+C
Paste	Ctrl+V	Cmd+V
Cut	Ctrl+X	Cmd+X
Select All	Ctrl+A	Cmd+A
Bold	Ctrl+B	Cmd+B
Italic	Ctrl+I	Cmd+I
Underline	Ctrl+U	Cmd+U
Find & Replace	Ctrl+H	Cmd+H
Toggle Boundaries	Ctrl+Shift+O	Cmd+Shift+O
Quick Zoom (100%)	F9	F9
Whole Page View	Ctrl+Shift+L	Cmd+Shift+L
Undo Drawing Stroke	Ctrl+Z (in draw mode)	Cmd+Z (in draw mode)
Enter/Exit Master Page	Double-click top or bottom 100px of canvas	Same
Konami Code (Easter Egg)	↑ ↑ ↓ ↓ ← → ← → B A	Same

Startup Splash Screen

When Open Publisher loads, a **Startup Splash Screen** modal appears, providing a real-time terminal-style log of the application's initialization sequence. Nearly **100 core modules** are listed as they initialize, including the Print Spooler, WordArt Engine, Minimap System, and more.

Key details:

- A **teal progress bar** floats beneath the console output, synced to the exact percentage of modules loaded.
- The boot sequence runs at a fast 30ms base speed with an 8% chance to "hang" briefly on heavier modules, creating a realistic terminal boot feel.
- The modal is **fully draggable** and can be moved out of the way.
- After the boot completes, a **4-second countdown** begins before the modal auto-dismisses. Press any key during the countdown to keep the log open for review.



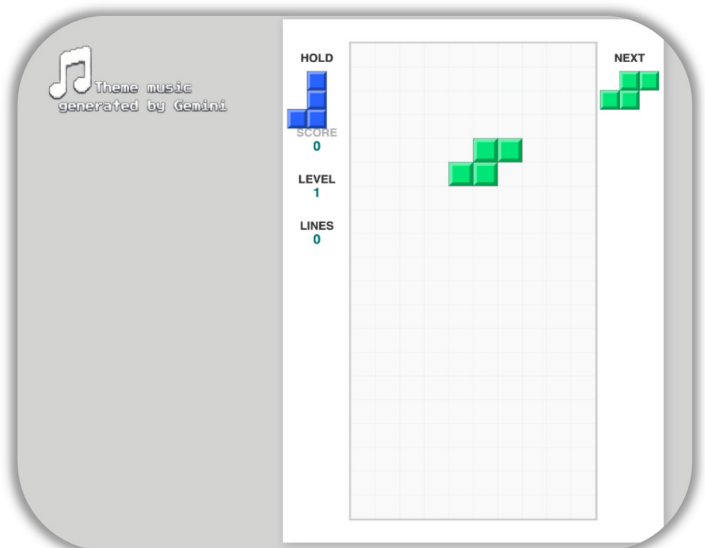
Easter Egg: Tetris

Enter the classic **Konami Code** (`↑ ↑ ↓ ↓ ← → ← → B A`) on your keyboard at any time while Open Publisher is open.

The document editor transforms into a fully-playable retro **Tetris** game rendered directly on the `#paper` canvas:

- A complete Tetris engine (rotation, collision detection, line clearing, scoring).
- Synthesised 8-bit sound effects (Web Audio API) for movements, rotations, drops, and line clears.
- The Open Publisher Tetris Theme plays in the background.
- An **Exit Tetris** button is injected into the Home Ribbon for a clean 1-click escape.
- A 3D CSS `rotateX` credit overlay unrolls into the workspace on game start.

Your document is perfectly preserved and restored the moment you exit the game.



Appendix: Additional Features & Tips

Text Fit & Drop Cap

Two quick text formatting options are available by right-clicking any text box:

Text Fit: Best Fit

Right-click a text box and select **Text Fit > Best Fit** to automatically scale your font size up or down so the text fills the box exactly. Particularly useful for headings where you want the text to span the full width of the container without manual trial-and-error sizing.

Drop Cap

Right-click a text box and select **Drop Cap** to stylize the first letter of the paragraph as a large, decorative capital - a classic typographic technique used in newspapers and magazines.

Opening & Importing Legacy Files

In addition to `.opub` files, Open Publisher can open and import several other formats:

Format	How it imports
<code>.opub` / `.json`</code>	Native format - full fidelity, restores your entire working session exactly.
Images (<code>.png` , `.jpg` , `.gif` , `.webp` , etc.)</code>	Dropped or opened images are placed directly onto the current page canvas.
Publisher Files (<code>.pub` , `.pubx`)</code>	Experimental import of legacy Microsoft Publisher files. Layout fidelity varies.
Excel Spreadsheets (<code>.xlsx` , `.xls`)</code>	Rendered as fully interactive, movable, resizable table objects (see Section 5).
Word Documents (<code>.doc` , `.docx`)</code>	Two import modes available (see below).

Word Document Import Modes

Dropping or opening a `.doc` or `.docx` file triggers an **Import Wizard** with two modes:

- 1. Editable Text Mode** - The engine extracts all text, fonts, and colours and converts them into editable Open Publisher text boxes. Best for documents where you want to continue editing the content.
 - 2. Flattened Image Mode (Safe Mode)** - The document is rendered as a high-resolution, uneditable background image, guaranteeing 100% layout accuracy. Recommended for complex forms, medical tables, or any document where pixel-perfect fidelity matters more than editability.
-

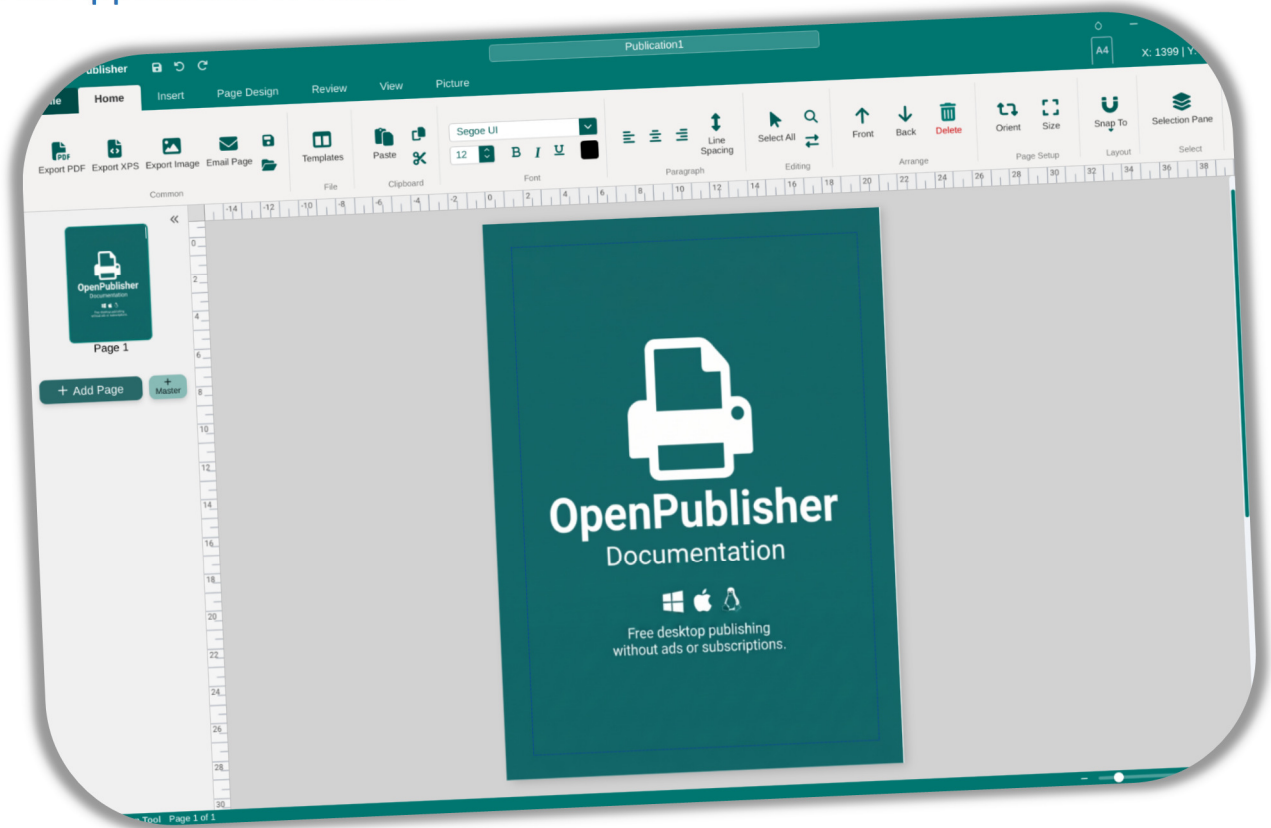
Zoom: Complete Shortcut Reference

Shortcut	Action
Ctrl + Mouse Wheel	Zoom in / out in fine increments while hovering over the canvas.
Ctrl + 0	Reset zoom to 100%.
F9	Toggle between current zoom and 100%. Pressing again restores the previous level.
Ctrl + Shift + L	Whole Page View - zoom to fit the full page in the window.
Click zoom % readout	Reset to 100%.
Right-click zoom slider	Open preset zoom level menu (60% - 200%).

Grouping & Multi-Select Workflows

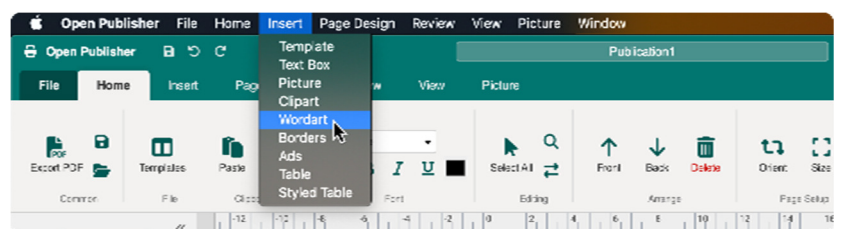
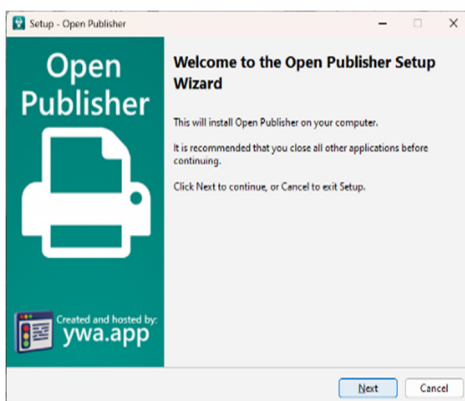
- **Marquee Selection:** Click and drag on an empty area of the canvas to draw a selection rectangle. All elements whose bounds fall within the rectangle are selected.
 - **Shift+Click:** Hold **Shift** and click additional elements to add them to the current selection one by one.
 - **Group:** With multiple elements selected, right-click and choose **Group**. Grouped elements move, resize, and rotate as a single unit.
 - **Ungroup:** Right-click a group and choose **Ungroup** to release the elements back to individual objects.
 - **Flip:** Drag a resize handle past the element's opposite edge to mirror (flip) the object horizontally or vertically.
-

Full Application Window

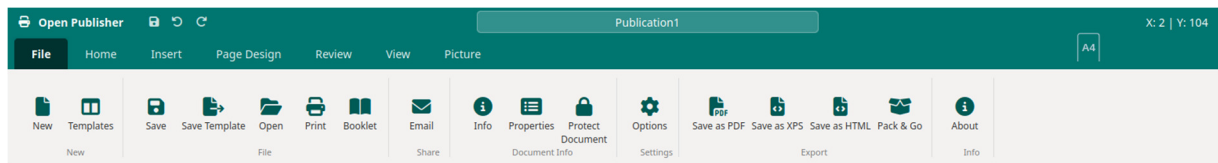


The main workspace showing the ribbon, navigation pane (left), canvas with rulers, and status bar (bottom right).

Desktop Platform Installers



The File Tab



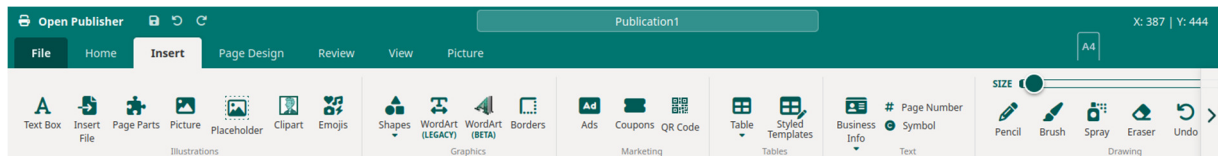
The Home Tab



Groups:

- **Common** - PDF Export and Save shortcuts.
- **Clipboard** - Paste, Copy, Cut.
- **Font** - Font Family, Size, Bold, Italic, Underline, Colour Picker.
- **Editing** - Select All.
- **Arrange** - Bring to Front, Send to Back, Delete.

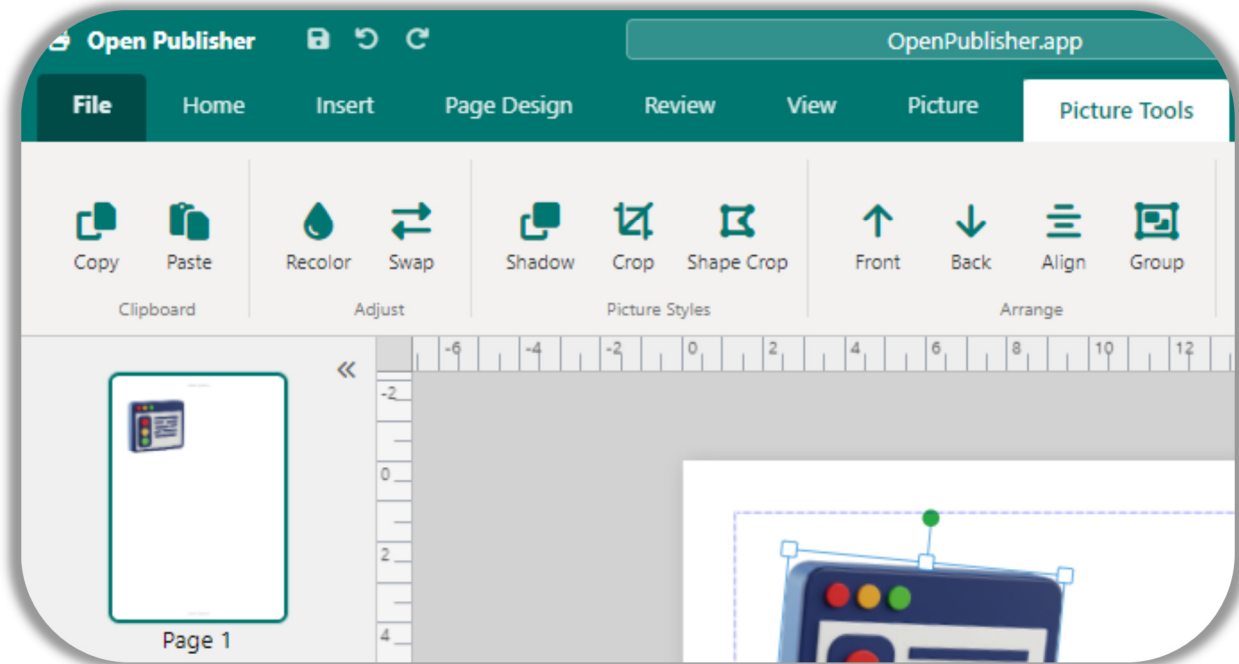
The Insert Tab



Groups:

- **Illustrations** - Text Box, Picture (Upload), Clipart Gallery.
- **Graphics** - Shapes (Solid & Outlines), WordArt.
- **Marketing** - Ad templates and stickers, QR Code, Coupon.
- **Tables** - Grid picker to insert editable tables.

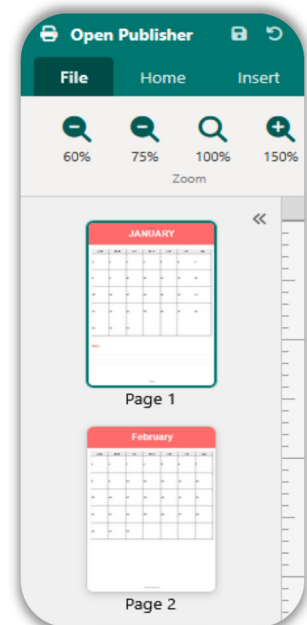
Picture Tools (Contextual Tab)



The Picture Tools contextual tab appears automatically when an image is selected. It provides access to Crop, Crop to Shape, Recolor filters, shadow effects, and the Format Picture sidebar.

Page Sidebar & Navigation

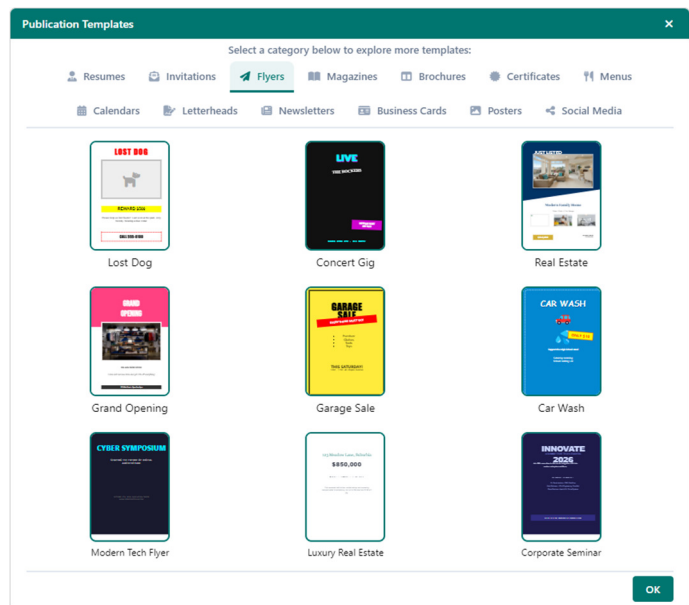
The left sidebar shows page thumbnails. Click a thumbnail to switch to that page. Right-click a thumbnail for the page management context menu. The **+ Add Page** and **Master Page** buttons sit at the bottom of the sidebar.



Templates Gallery

Access the full templates gallery from **File > New > Templates**. Browse categories including Resumes, Flyers, Menus, and Certificates.

***Note:** Loading a template replaces the content of your currently selected page only - not the entire document.*



Appendix B: Additional Features & Tips

Text Fit & Drop Cap

Two quick text formatting options are available by right-clicking any text box:

Text Fit: Best Fit

Right-click a text box and select **Text Fit > Best Fit** to automatically scale your font size up or down so the text fills the box exactly. Particularly useful for headings where you want the text to span the full width of the container without manual trial-and-error sizing.

Drop Cap

Right-click a text box and select **Drop Cap** to stylize the first letter of the paragraph as a large, decorative capital - a classic typographic technique used in newspapers and magazines.

Opening & Importing Legacy Files

In addition to `.opub` files, Open Publisher can open and import several other formats:

Format	How it imports
<code>.opub</code> / <code>.json</code>	Native format - full fidelity, restores your entire working session exactly.
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-

Custom Color Picker

Version 4.13.22 added new color picker, elevating the design tool experience. We've introduced a tabbed interface, added a professional gradient wheel for precise selections, and implemented a smart fallback for text box undo operations.

What was added & fixed:

- **Tabbed Interface:** The color picker now features a clean, tabbed design allowing you to easily switch between "Swatches" and the new "Custom" color selection tools.
- **Professional Gradient Wheel:** A fully functional, 2D Saturation/Brightness canvas and a 1D Hue slider have been added to the Custom tab, mirroring the behavior of professional design software like Photoshop.
- **RGB and Hex Support:** Alongside the Hex input, you can now fine-tune your colors using precise RGB number inputs. All inputs are synchronized in real-time with the gradient picker.
- **Visual Polish:** The Custom tab integrates perfectly with the app's teal, green, and white theme, complete with rounded corners, a thin teal outline on focus, and an integrated eyedropper tool.
- **Improved Responsiveness:** Fixed an issue where sliders were rendering outside the bounds of the container, ensuring a perfect fit within the color picker popup.
- **Smart Undo Fallback:** Fixed an issue where pressing Ctrl + Z while editing a text box would fail to undo canvas actions if the browser's native undo history was empty. The app now gracefully falls back to the main canvas undo function when the native browser undo has no effect.

