

Working with the TOC reference page



pp. 395–404

Much of the work you do for a TOC is done on the TOC reference page.

Modifying the ChapterTitleTOC entry

As it stands, the ChapterTitleTOC isn't set up to include the chapter number—because your body pages include the chapter number in the page number (page 3-1, for example), you want the ChapterTitleTOC entries to have the same numbering scheme.

NOTE: You'll change the format and page numbering of other TOC formats later.

To modify the ChapterTitleTOC to include the chapter page number for ChapterTitleTOC entries, follow these steps:



refpage

- 1 View the reference pages (**View** ► **Reference Pages**).
- 2 Scroll to the last reference page named TOC (as noted in the status bar at the bottom of the document window). You will see building blocks at the top of the page (Figure 74).

```
For Heading2 _____ openObjectId <$filename>.<$ObjectType> <$ObjectId>¶
                          |_____ <$paratext> <$pagenum>¶
For Heading1 _____ |_____ <$paratext> <$pagenum>¶
                          |_____ <$paratext> <$pagenum>¶
For ChapterTitle _____ |_____ $
```

Figure 74: Building blocks on TOC reference page

These building blocks control the content of the TOC entries on the body page, shown in Figure 73 on page 133.

NOTE: When you modify the structure of the building blocks on the TOC reference page, your changes aren't displayed in the TOC until you generate the book. You'll do so later in "Updating the TOC file" on page 139.

- 3 Verify that you are viewing the TOC flow by selecting the text frame on the page and then selecting **Graphics** ► **Object Properties**. The Customize Text Frame dialog box is displayed (Figure 75).

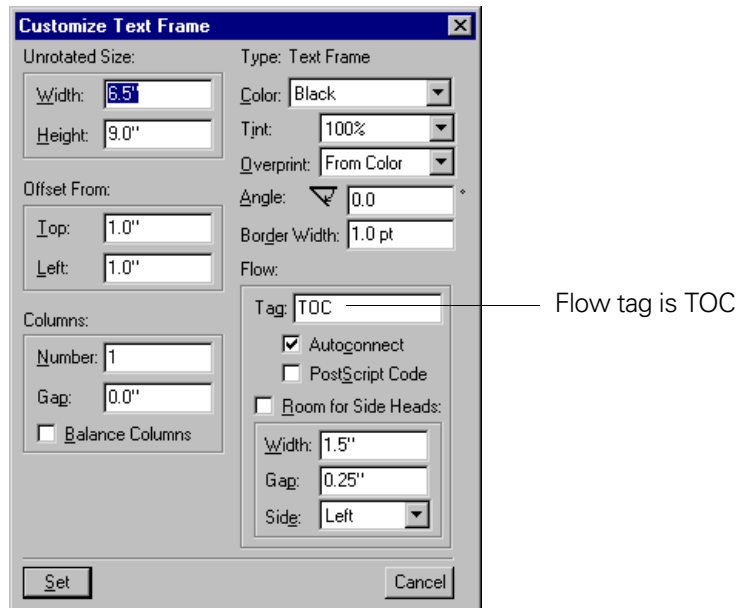


Figure 75: Verifying TOC flow

- 4 Look at the Tag field; its value is **TOC**.
- 5 Select the **Cancel** button.
- 6 Put the cursor in front of the <\$paratext> building block in the last line. The paragraph tag for the text is displayed in the left corner of the status bar at the bottom of the document window: ChapterTitleTOC.
- 7 Change the text and building blocks so that the text on the line reads as follows:
Chapter <\$chapnum>: <\$paratext> <\$chapnum>-<\$pagenum>
- 8 Put your cursor just before the second <\$chapnum> building block, then press the **Tab** key to insert a tab.

NOTE: If you have text symbols showing, a symbol representing the inserted tab is displayed. However, you haven't set up the specifications for tabs yet, so no text will "tab over."



- 9 Save the TOC file.