

02_stylesheets

In this lesson, I will demonstrate how to select a style sheet. To begin, ensure that you are operating within the E-planning webtop application. Navigate to the subscriptions note in the navigation pain. From here, select the project that you wish to work with by right clicking that project name to open up the context menu. Select E-planning project, then manage style sheets. A new window will appear entitled project style sheets. You will notice four style sheets sections in this window. If you are working on a federal register notice or an interactive document style sheet then you will notice that the drop-down menus will only have one option available for both of these respective fields. However, the drop-down menus for the print PDF and web PDF style sheet have additional options available to you to choose from. These style sheets display content differently. For example, a federal register style sheet has all of the formatting requirements built in already for a document that needs to be submitted to the federal register. An interactive document style sheet will automatically break down chapters in sections of a document when displayed on a project website. If you find yourself working with a very small document such as a categorical exclusion or a decision record, it may be beneficial for you to choose the simple print PDF style sheet under the print PDF style sheet option. Selecting this option will display just the content you have written in that document whereas if you were to work with a larger document such as an EA or RMP, it may be beneficial for you to choose the complete print PDF one-column or two-column or the web PDF one-column or two-column options. Doing so will automatically display the content that you have written, which includes the cover page, table of contents, list of maps, list of

figures if you have those items included. The difference between the print PDS and web PDS style sheets is that with the print PDF web links and web addresses that you may have added into your document will show up as normal text. However, if you have those same web addresses and web links in a web PDF you will see the traditional underlying blue text similar to links in any other website displayed in this type of style sheet. Select the style sheet that best fits your project. You can click on a preview button to see what a specific style sheet looks like. By default, all previews that are displayed are going to display the Agua Fria National Monument draft RMP of Arizona. If I wanted to see the federal register style sheet for example, a new window would pop up displaying that Agua Fria National Monument DRMP in a federal register format. In this demonstration, if I wanted to see a style sheet in a simple print PDF format I'll select that here and open up that preview. Again, a new window will come up displaying that Agua Fria National Monument DRMP without the table of contents and will just show the content that I have written in. however, if I were to select a web PDF two-column for example and preview that, the new window will come up displaying a cover sheet of that document along with the table of contents, and if we get to the body of the document we can see that the text of the document has automatically been formatted in a two-column format. This can be really useful for those large NEPA or RMP documents. Once you have previewed the style sheets page and you are satisfied with what you have selected under these four fields, you can click the OK button in the lower right section of the screen. Later on, if you don't like how your document looks, you

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can return to this page and select another style sheet. Style sheets are part of a two-step process in publication of your document. Next up, after selecting style sheets we will move on to creating builds, which will prepare us for our web publications.