

OpenOffice.org 3.0

Feature Overview
September 24th, 2008
Solveig Haugland
getOpenOffice.org

Topics: General and Cross-Application

New splash screen with options for templates

- Choose to start an application or see templates
- Shows up only when you just start OpenOffice.org, or when you've closed all documents but OpenOffice.org is still running



Docx File Support

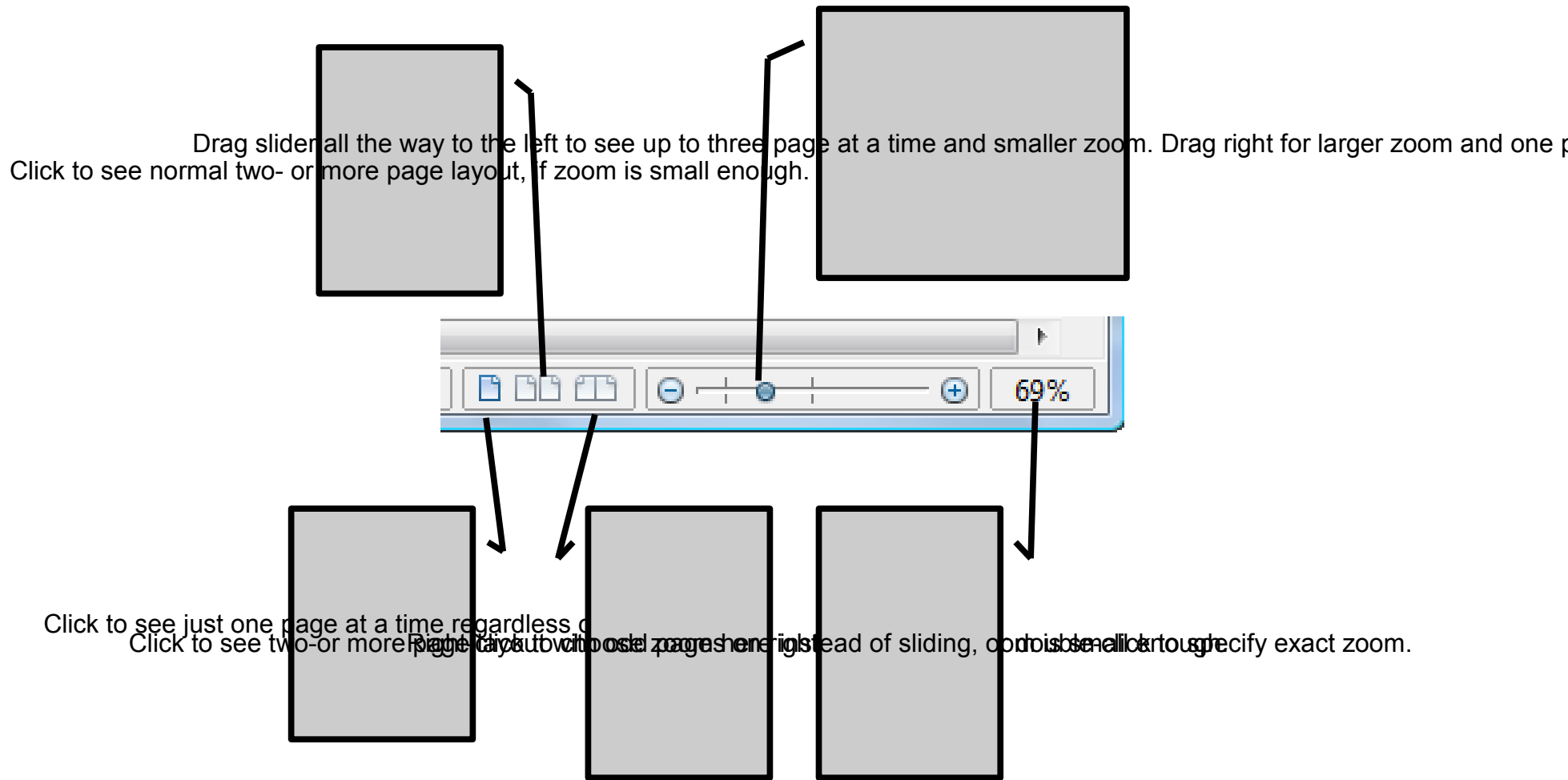
- Just choose File > Open and open any .docx document
-

Writer

View 2-3 Pages at the Same Time

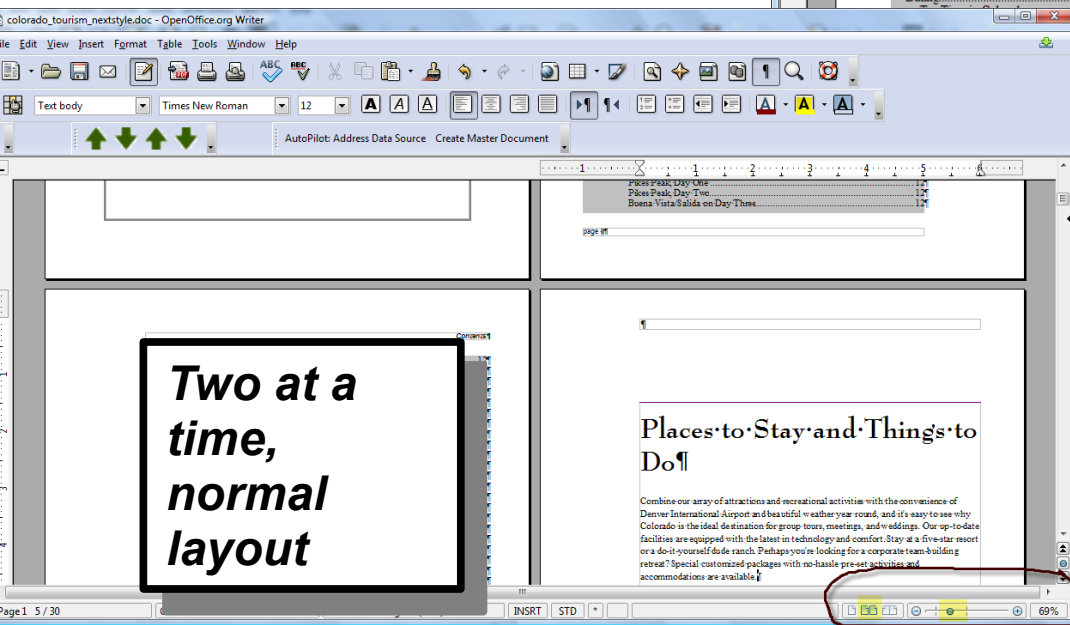
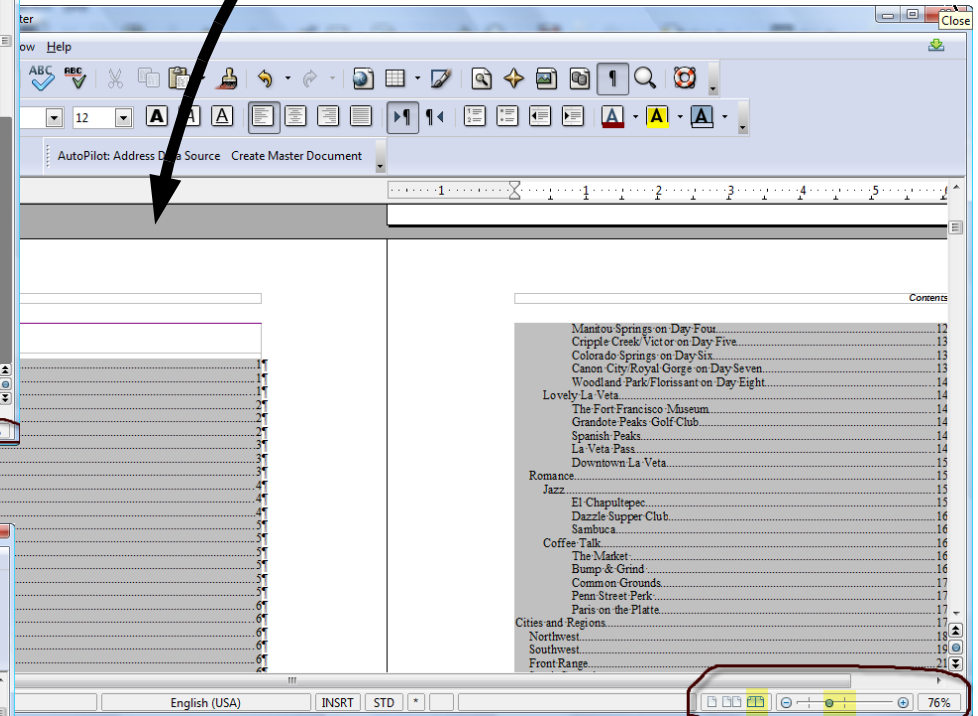
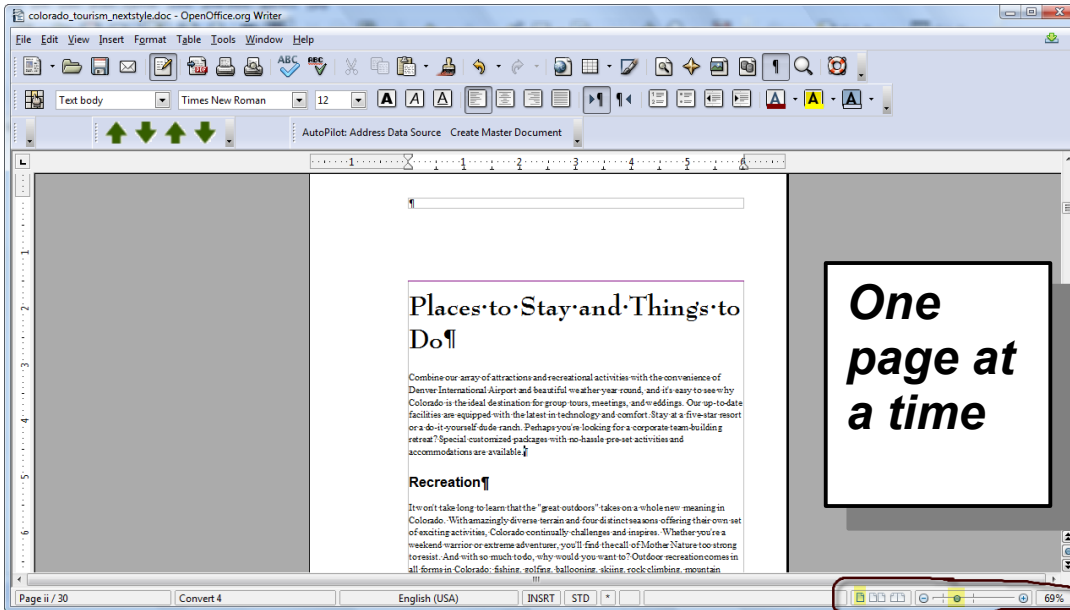
- Use Zoom or tool in lower right corner
- See it normally
- See it with the odd page on the left side
- See it with the odd page on the right side
- Drag from small enough to see 3 pages, to 2, to just 1

Diagram of Side-by-Side View



Layout

No page on the left at the beginning; first page is on right



Notes

- Insert a note in text by choosing Insert > Note
- See the notes in the right-hand margin
- Format content by selecting text and right-clicking

How Notes Are Displayed

The image shows a document editor interface. At the top is a ruler with markings from 1 to 6. The main document area contains two sections:

Places to Stay and Things to Do ¶

Combine our array of attractions and recreational activities with the convenience of Denver International Airport and beautiful weather year round, and it's easy to see why Colorado is the ideal destination for group tours, meetings, and weddings. Our up-to-date facilities are equipped with the latest in technology and comfort. Stay at a five-star resort or a do-it-yourself dude ranch. Perhaps you're looking for a corporate team-building retreat? Special customized packages with no-hassle pre-set activities and accommodations are available. ¶

Recreation ¶

It won't take long to learn that the "great outdoors" takes on a whole new meaning in Colorado. With amazingly diverse terrain and four distinct seasons offering their own set

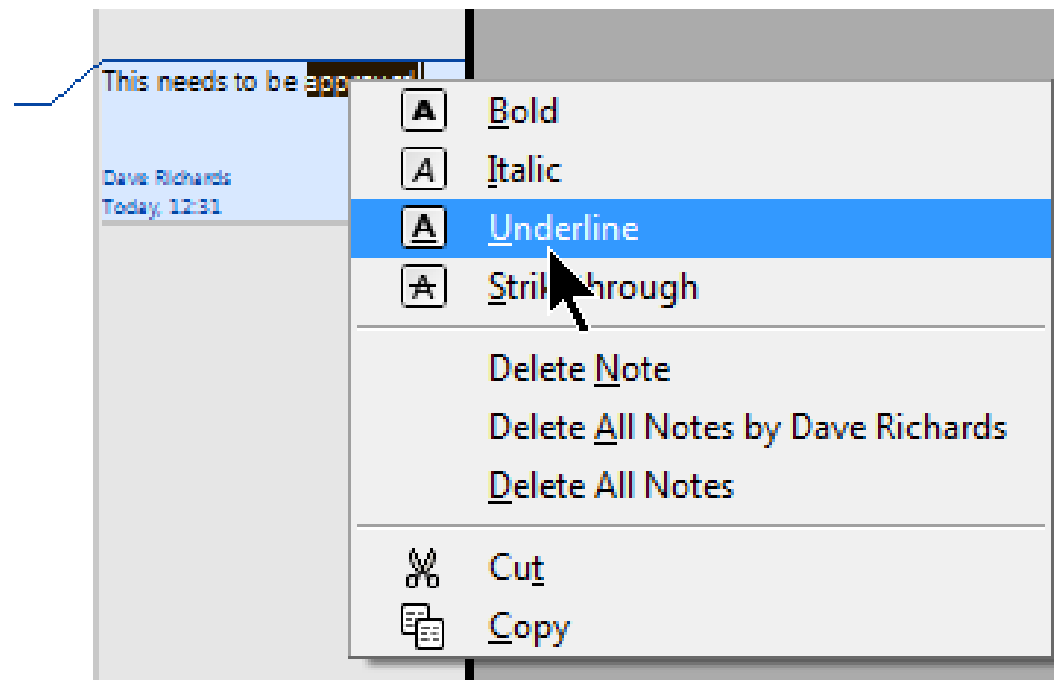
On the right-hand side, there is a sidebar with two notes:

- Note 1 (Yellow background):** "We need to come up with a different title for this." by Solveig Haugland, Today, 04:52.
- Note 2 (Blue background):** "Can we get advertising dollars from these folks?" by Dave Richards, Today, 12:13.

Dashed lines connect the notes to the text they refer to: the first note points to the main title, and the second note points to the end of the first paragraph.

Editing Notes

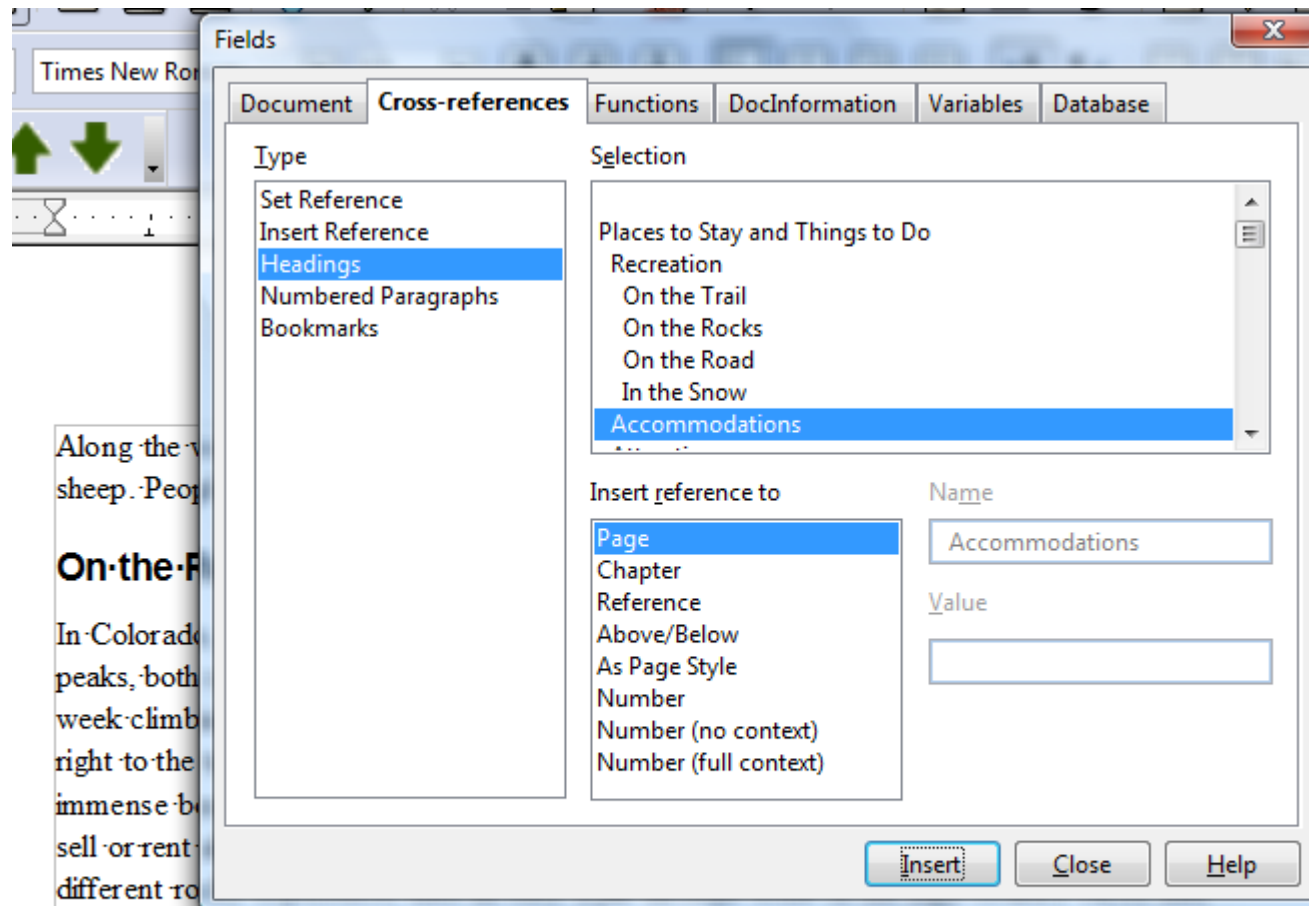
- Select text and right-click to get formatting options.
- Do the same to see options for deleting notes.



Cross-References

- You can insert a cross-reference without making it first.
- Just choose Insert > Cross Reference, select Headings as the category, then select the heading and a type of cross-reference such as Reference (the content) or Page.
- The cross-reference is clickable in OpenOffice and in PDFs.

Doing Cross References



Along the v
sheep. Peop

On-the-F

In Colorad
peaks, both
week climb
right to the
immense b
sell or rent
different ro

are open to visitors. Or, for the more adventurous, there are longer tours of undeveloped caves and caverns. ¶

For more information, see [Accommodations](#) on page 3 ¶

Calc

Adjustable Margins and Column Widths in Page Preview

- Choose File > Page Preview
- Click **Margins** button to turn on
- Drag margins
- Drag column widths
- Drag height of page and headers, footers
- Printing must be done from Preview window to have the changes made to the margins

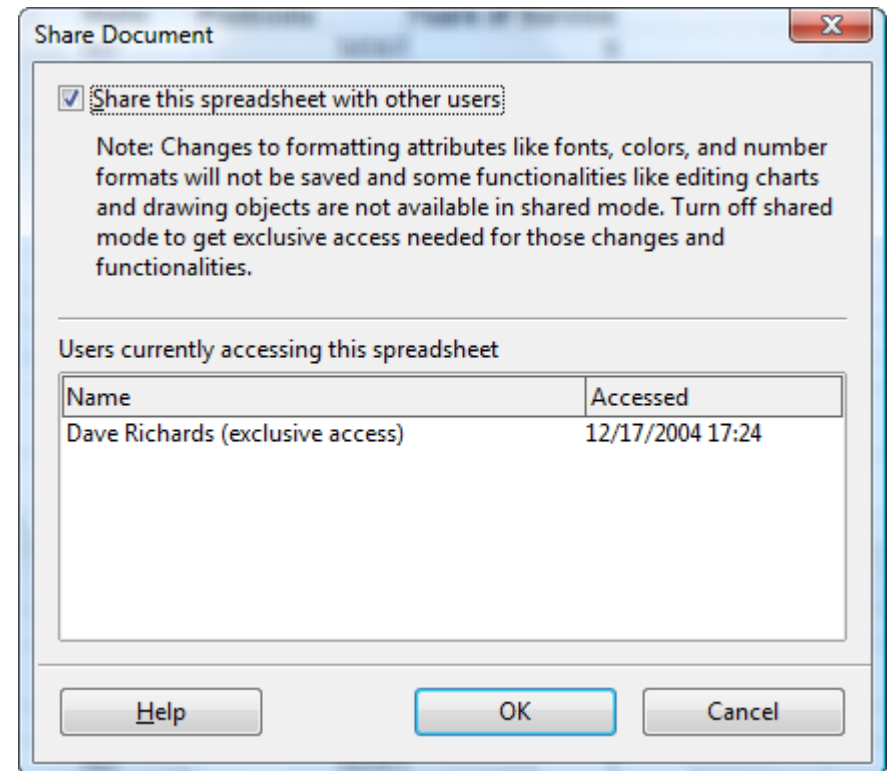
Adjustable Margins and Column Widths in Page Preview

The screenshot shows the Microsoft Excel interface in Page Preview mode. The 'Margins' button in the ribbon is highlighted with a red box, and a tooltip labeled 'Margins' is visible. The preview area shows a worksheet with a red border indicating adjustable margins. The worksheet content includes a title 'Working Knowledge Books Expenses and Revenue' and a sub-title 'Children's Palace'. It contains two columns of financial data: 'Monthly Expenses' and 'Monthly Revenue'. The status bar at the bottom shows 'Page 1', 'Default', and '52%' zoom.

Monthly Expenses		Monthly Revenue	
Rent	\$12,000.00	Books sold	5,000.00
Payroll	\$15,000.00		60,005,000.00
Promotions	\$6,000.00	Book profit	0
Books	\$1,500.00	Book club membership	3,500.00
		Room rentals	1,200.00
			60,009,700.00
	\$34,500.00		0
Monthly profit	\$59,975,200.00		
Yearly profit	\$719,702,400.00		

Collaboration: Shared Spreadsheets

- The collaboration feature for OOo allows to share and work simultaneously on a single spreadsheet.
- To share a spreadsheet, choose Tools > Share and check the checkbox. To stop sharing, do the same thing and deselect the checkbox.



Messages When Sharing Spreadsheets

- You'll see messages updating you on changes by other users.
- Save your spreadsheet to see updates from other users.

Count

- The **COUNT()** spreadsheet function now ignores error results of expressions and formula cells. Previously `=COUNT(A1:A2)` gave you an error if, for example, A1 contained the formula `=1/0` for which the result was `#DIV/0!`

	Number of students	Number of teachers	Students per class	
School A	120	0	#DIV/0!	
School B	220	11	20	
School C	410	16	25.63	
		Average	#DIV/0!	<i>=average function</i>
		Number of schools in district	2	<i>=count function</i>

Solver

- It finds a set of input values that maximize or minimize an objective function, while satisfying a set of constraints.
- Key thing is to use the constraints effectively.
- See example below for multiple variables: want to maximize amount eaten for low number of calories.

	A	B	C	D
1	Food	Calories	Eaten Per Day	Calorie Subtotal
2	chicken salad	200	1	200
3	bags of baby carrots	190	1	190
4	donuts	400	1	400
5				
6				
7	Total		3	790

Solver Setup

- Want to maximize C7
- Want to eat at least one but no more than 3 bags of baby carrots a day
- Will eat exactly one donut per day
- Will eat at least one chicken salad per day
- Plus maximum of D7 is 2000, another limiting condition

	A	B	C	D
1	Food	Calories	Eaten Per Day	Calorie Subtotal
2	chicken salad	200	1	200
3	bags of baby carrots	190	1	190
4	donuts	400	1	400
5				
6				
7	Total		3	790
8				
9				
10				
11				
12				
13				
14				
15				
16				
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19				
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27				
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29				
30				
31				
32				

Solver

Target cell:

Optimize result to: Maximum
 Minimum
 Value of

By changing cells:

Limiting conditions

Cell reference	Operator	Value
<input type="text" value="\$C\$2"/>	<input type="text" value=">="/>	<input type="text" value="1"/>
<input type="text" value="\$C\$3"/>	<input type="text" value="<="/>	<input type="text" value="3"/>
<input type="text" value="\$C\$3"/>	<input type="text" value=">="/>	<input type="text" value="1"/>
<input type="text" value="\$C\$4"/>	<input type="text" value="="/>	<input type="text" value="1"/>

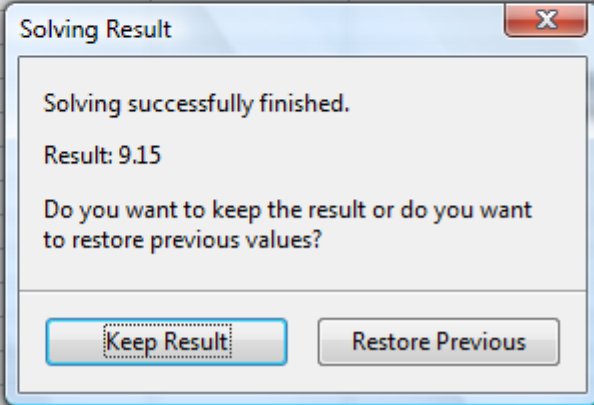
Options... Help Close Solve

Solver Results

• The optimal results for eating as many units of food as possible with a maximum of 2000 calories and the other constraints:

- 5.15 salads
- 3 bags of baby carrots
- 1 donut
-
-

	A	B	C	D
1	Food	Calories	Eaten Per Day	Calorie Subtotal
2	chicken salad	200	5.15	1030
3	bags of baby carrots	190	3	570
4	donuts	400	1	400
5				
6				
7	Total		9.15	2000
8				
9				
10				
11				
12				
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14				
15				
16				
17				
18				
19				
20				
21				



The image shows a 'Solving Result' dialog box with the following text: 'Solving successfully finished.', 'Result: 9.15', and 'Do you want to keep the result or do you want to restore previous values?'. There are two buttons: 'Keep Result' and 'Restore Previous'.

Translucent Selection

- Cells look different
- Row and column headers highlighted

	A	B	C	D	E	F
4		<i>Broken Down by Genre</i>				
5						
6	<i>Genre</i>	<i>2003</i>	<i>2004</i>	<i>2005</i>	<i>2006</i>	<i>2007</i>
7	Romance	\$13,351.00	\$14,352.00	\$53,377.00	\$18,990.00	\$19,900.00
8	History	\$21,299.00	\$21,223.00	\$12,889.00	\$13,990.00	\$14,000.00
9	Science Fiction	\$9,003.00	\$12,004.00	\$18,990.00	\$14,094.00	\$15,500.00
10	Humor	\$29,050.00	\$22,005.00	\$55,899.00	\$40,022.00	\$90,022.00
11	Fiction and Literature	\$17,045.00	\$19,055.00	\$18,990.00	\$17,005.00	\$19,344.00
12	Self Help	\$27,900.00	\$29,055.00	\$67,993.00	\$64,855.00	\$76,855.00

Maximum Columns

- Maximum columns extended from 256 to 1024.

Charts

- Customizable starting angle for pie charts
- Clockwise direction for pie charts
- Mean bars in charts
- Error bars in charts
- Titles for secondary axes in charts
-

Pie Charts 1

- Double-click a pie chart, then right-click in the pie and choose Object Properties.
- Choose Options tab.

The image shows a software interface with a pie chart titled "Sales by Genre 2003-2007". The pie chart is divided into five segments of different colors: light purple, dark purple, light blue, dark red, and light blue. A context menu is open over the pie chart, with "Object Properties..." selected. A black arrow points from the "Object Properties..." option in the context menu to the "Options" tab in the "Data Series" dialog box.

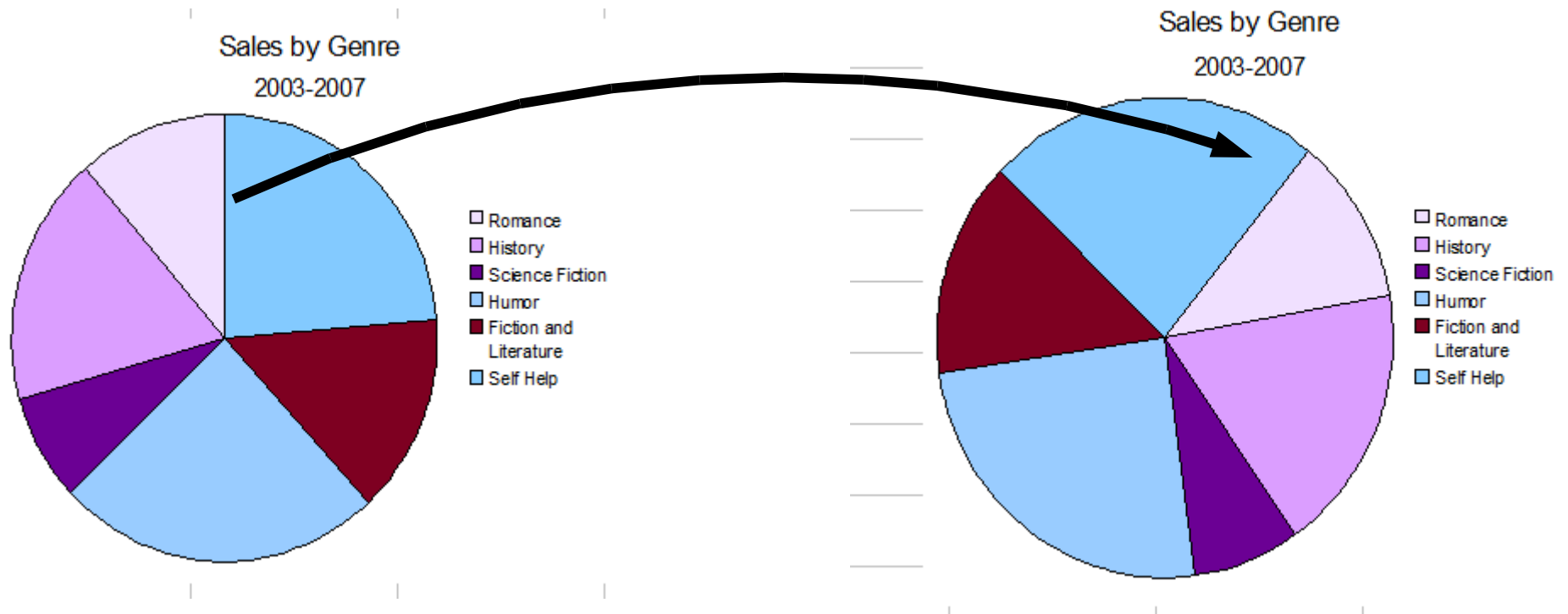
The "Data Series" dialog box has several tabs: "Borders", "Area", "Transparency", "Characters", "Font Effects", "Data Labels", and "Options". The "Options" tab is active and contains the following settings:

- Clockwise direction
- Starting angle: _____
- A circular gauge showing the starting angle, with a value of 01 and the unit "Degrees".

At the bottom of the dialog box are buttons for "OK", "Cancel", "Help", and "Reset".

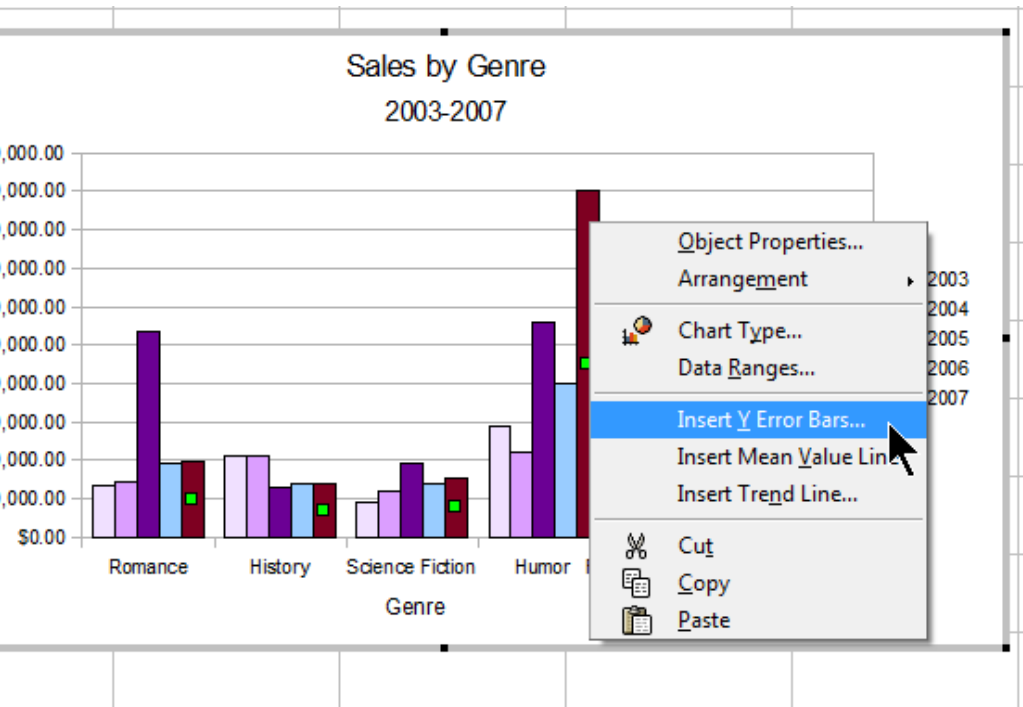
Pie Charts 2

- See the results: the pie pieces go in order clockwise starting the with first category in the chart data, and start at the angle specified



Adding Statistical Lines

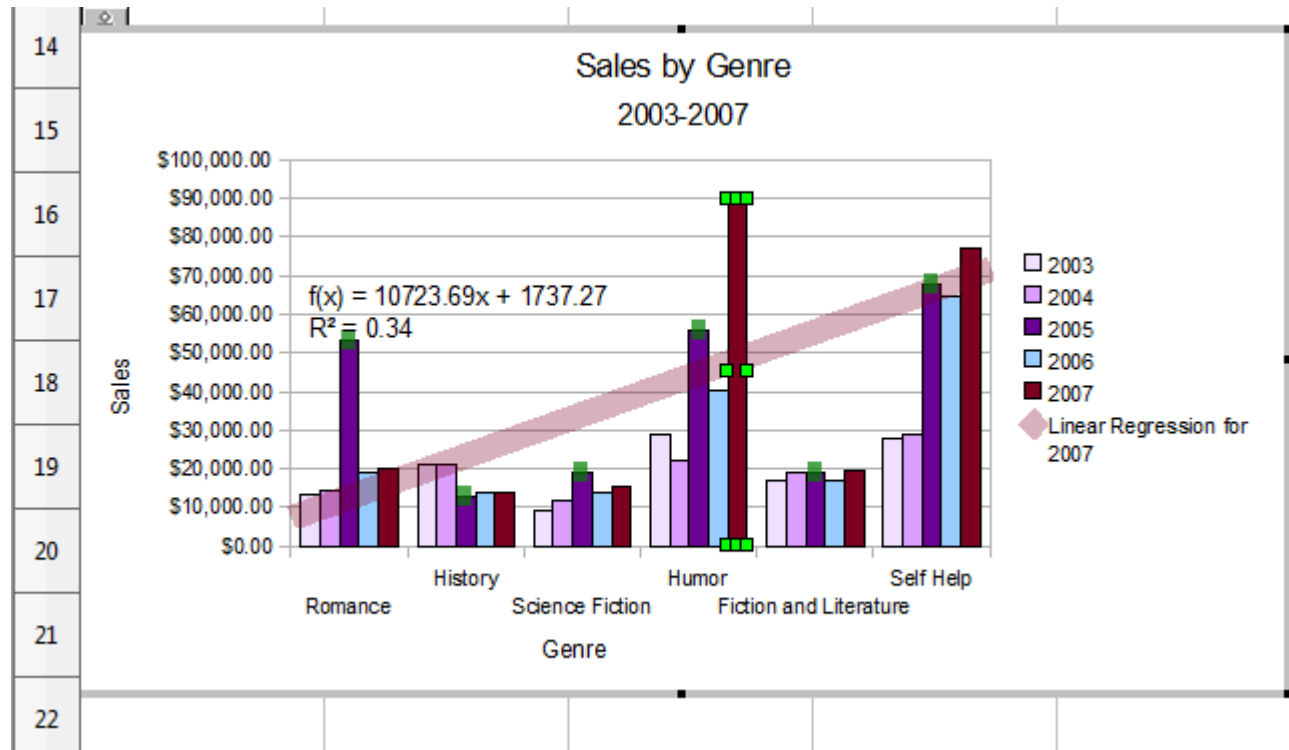
- Double-click a chart, then right-click on the data
- Choose the type of line to add
- Add attributes if setup window appears



The 'Error Indicator' dialog box is shown with the 'Y Error Bars' tab selected. The 'Error Category' is set to 'Standard Deviation'. The 'Error Indicator' is set to 'Positive and Negative'. The 'Parameters' section shows 'Positive (+)' and 'Negative (-)' both set to 0. The 'Same value for both' checkbox is checked.

Parameter	Value
Positive (+)	0
Negative (-)	0

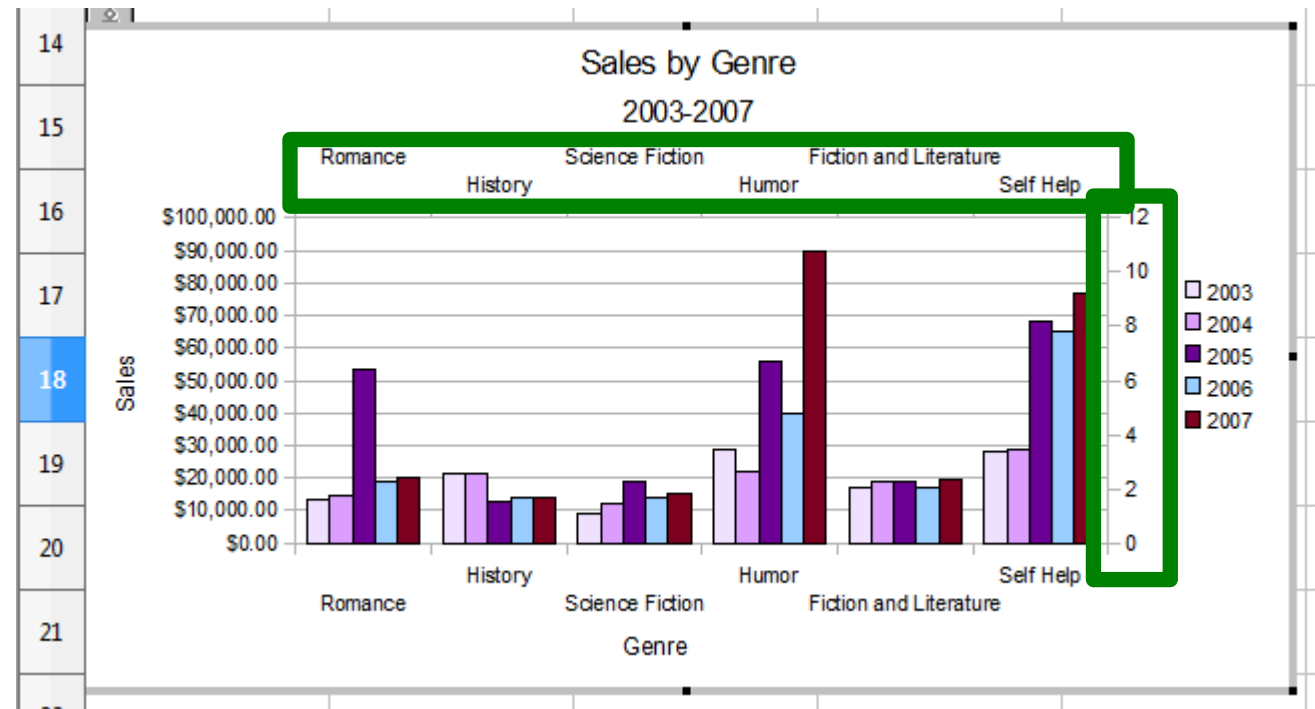
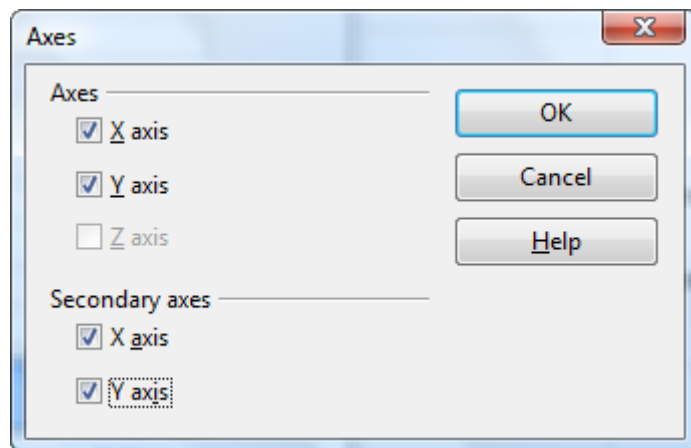
Adding Statistical Lines 2



- Right-click on a line and choose to delete it, to get rid of it

Adding Extra Axes

- Double-click a chart, then Insert > Axes.
- Select which ones to insert and click OK.



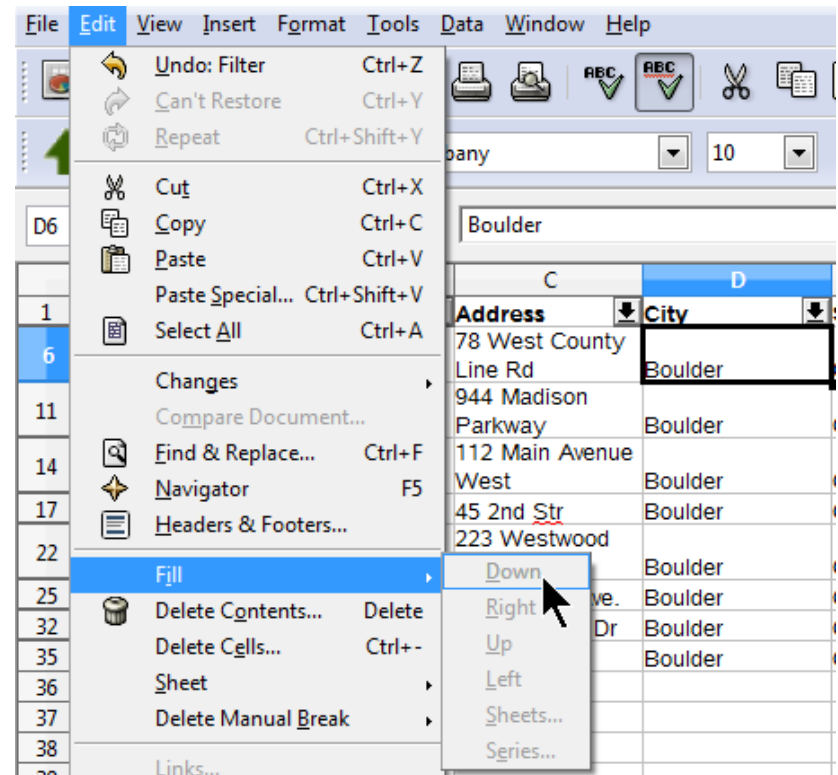
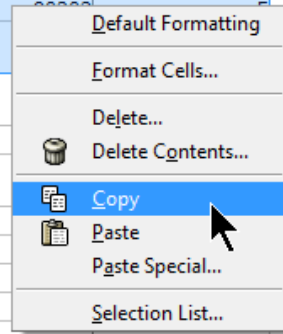
Sheet names can have other characters

- Sheet names now can contain almost any character, previously they were restricted to letters, digits, underscore and space.
- For MS-Excel interoperability the following characters are not allowed when renaming sheets or entering new sheet names: colon : back slash \ forward slash / question mark ? asterisk * left square bracket [right square bracket] single quote ' if that is the very first or last character of the name (leading or trailing single quote)

Filtered Data Operations

- You can delete, but can't cut, data when you select two or more rows with the AutoFilter on
- You can drag with the cell handle, but can't Edit > Fill, in the same situation

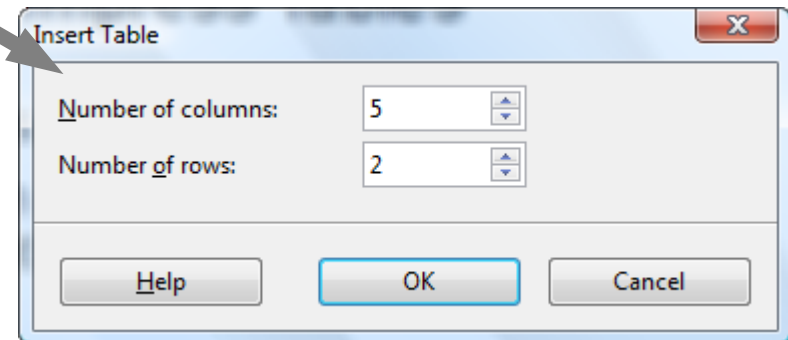
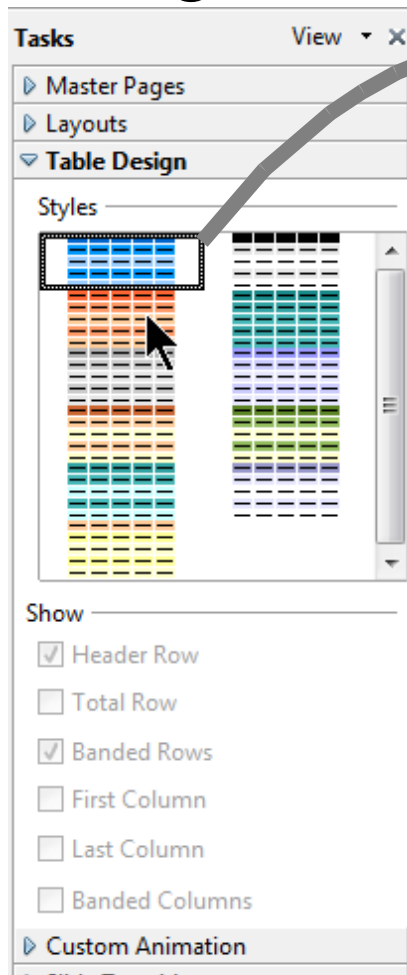
Firstname	Lastname	Address	City	State	Postcode	Years of Servi
Bryan	Togerson	78 West County Line Rd	Boulder	CO	80500	
Tessa	Manson	944 Madison Parkway	Boulder	CO		
Steve	Warner	112 Main Avenue West	Boulder	CO		
Marcus	Jacobson	45 2nd Str	Boulder	CO		
		223 Westwood Drive	Boulder	CO		
Stephanie	Mindrum	67 Roberts Ave.	Boulder	CO		
Gunhild	Hanson	910 Harrison Dr	Boulder	CO		
Kirsten	Hanson	445 Ludlow	Boulder	CO		
Jennifer	Olson					



Impress

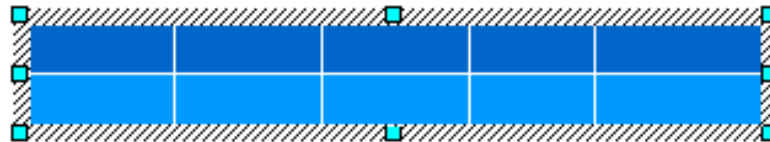
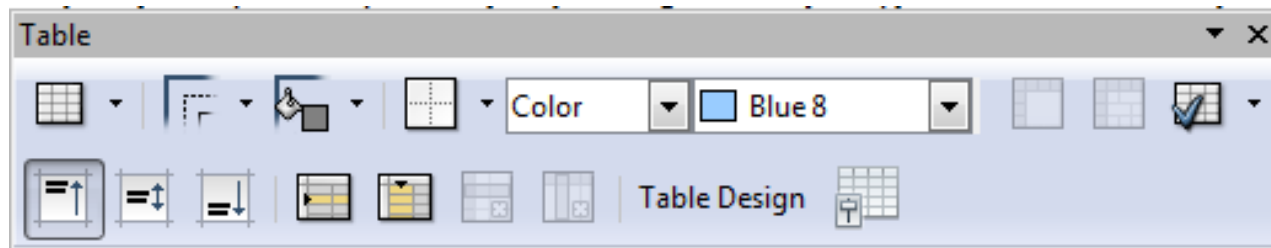
Impress Tables

- Native tables, for new and for converting
- Table design in the right hand panel; click a design to choose rows and columns



Impress Table Toolbar

- Select a table and get this toolbar
- Right-click on the table to align the table itself



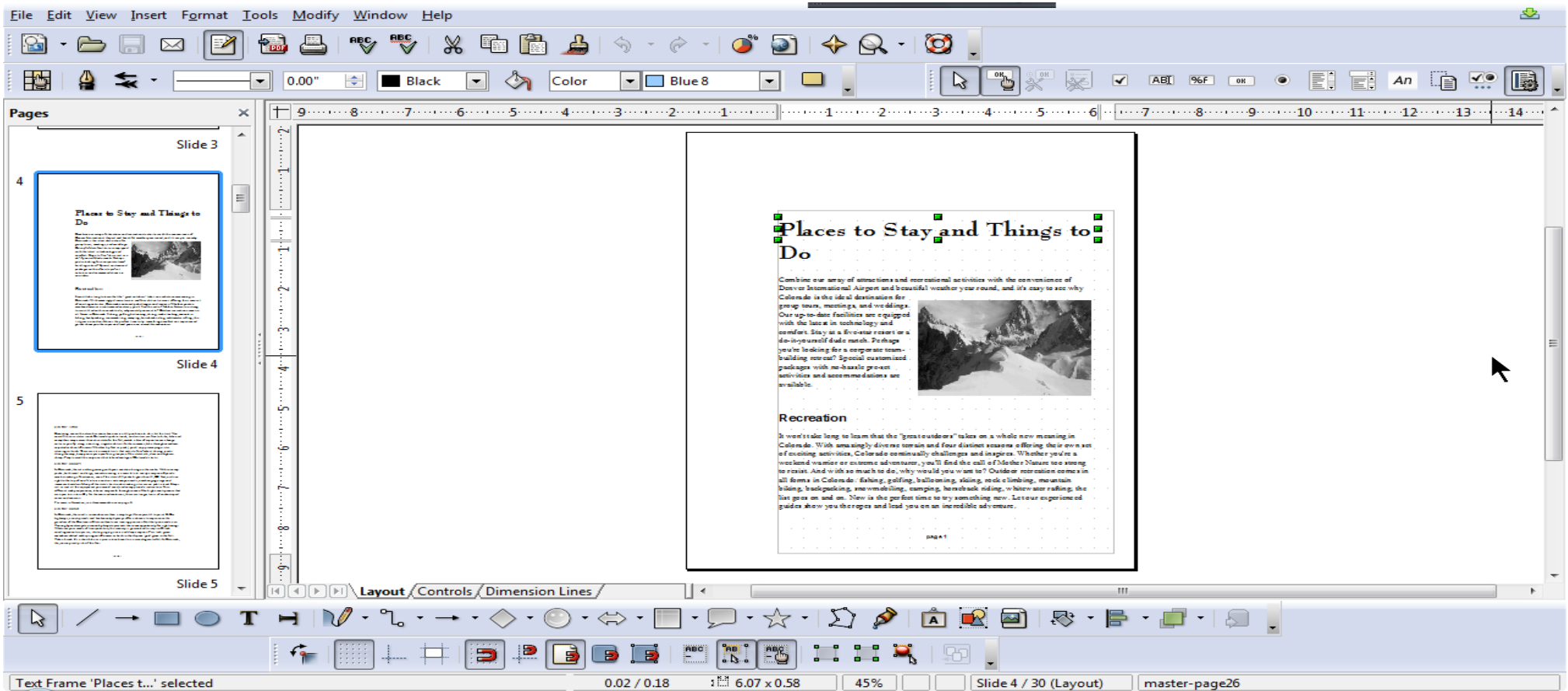
Editing PDFs: Extra Extension

- The Sun PDF Editor Extension for this capability (see extensions.openoffice.org)
- In OpenOffice.org, choose File > Open
- Select PDF file
- Opens in Draw
- Make changes by clicking on text or graphics and deleting, retyping, dragging, etc.
- To save changes in Draw file, save the file
- To create a new PDF with the changes in it, choose File > Export as PDF

PDF Options: The Draw File

Opens with one slide for every page

Each line is a separate text box



PDF Tasks Include

Places to Stay While i
Do

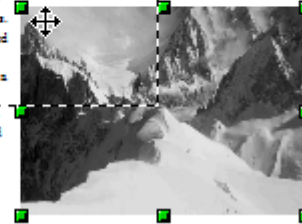
Retyping text
(text doesn't wrap
to new line)

Adding, deleting,
or dragging
pages to new
places

Moving, resizing,
deleting, or
arranging
graphics

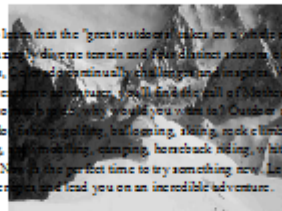
Places to Stay While i
Do

Combine our array of attractions and recreational activities with the convenience of Denver International Airport and beautiful weather year round, and it's easy to see why Colorado is the ideal destination for group tours, outings, and weddings. Our up-to-date facilities are equipped with the latest in technology and comfort. Stay at a five-star resort or a do-it-yourself picnic ranch. Perhaps you're looking for a corporate team-building retreat? Special customized packages with no-basis pre-set activities and accommodations are available.



Recreation

It won't take long to learn that the 'great outdoors' takes on a whole new meaning in Colorado. With amazingly diverse terrain and fully diverse seasons, offering their own set of exciting activities, Colorado continually challenges you to explore. Whether you're a weekend warrior or an avid adventurer, you'll find the call of Mother Nature too strong to resist. And with so many options, how do you choose? Outdoor recreation comes in all forms in Colorado: hiking, golfing, boating, skiing, rock climbing, mountain biking, backpacking, horseback riding, camping, horseback riding, whitewater rafting; the list goes on and on. Now is the perfect time to try something new. Let our experienced guides show you the ropes and lead you on an incredible adventure.



Deleting text
boxes such as
page numbers

4



Slide 4

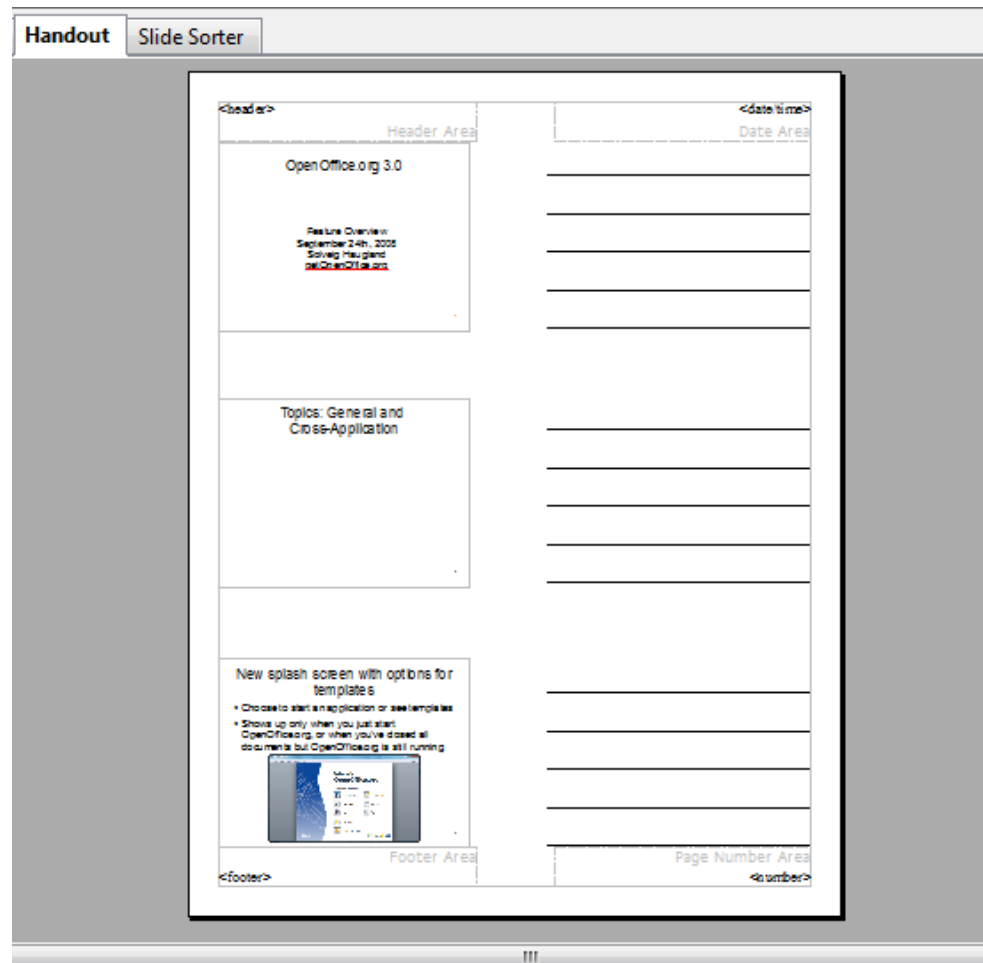
New Page

Paste

5

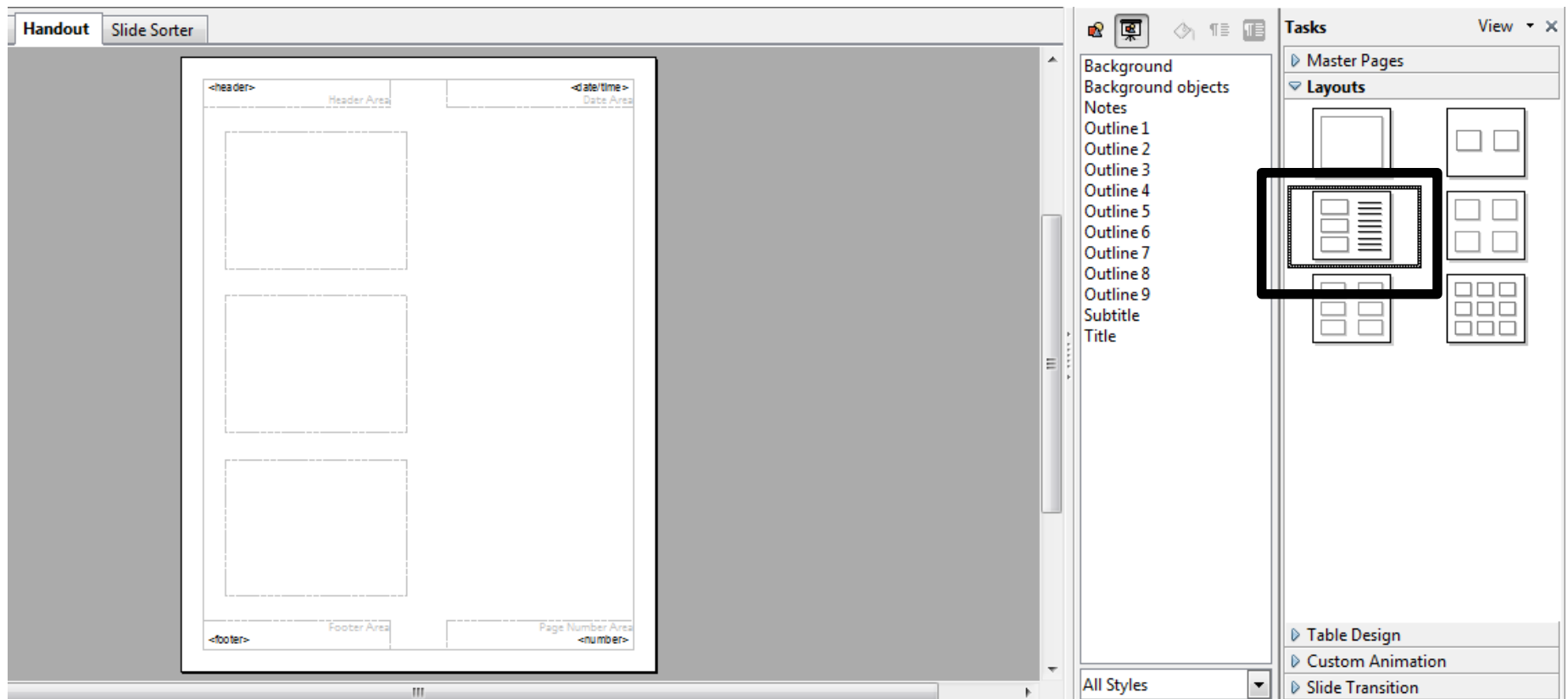
Improvements to Print Handouts

- You used to have to draw your own lines if you wanted something like this



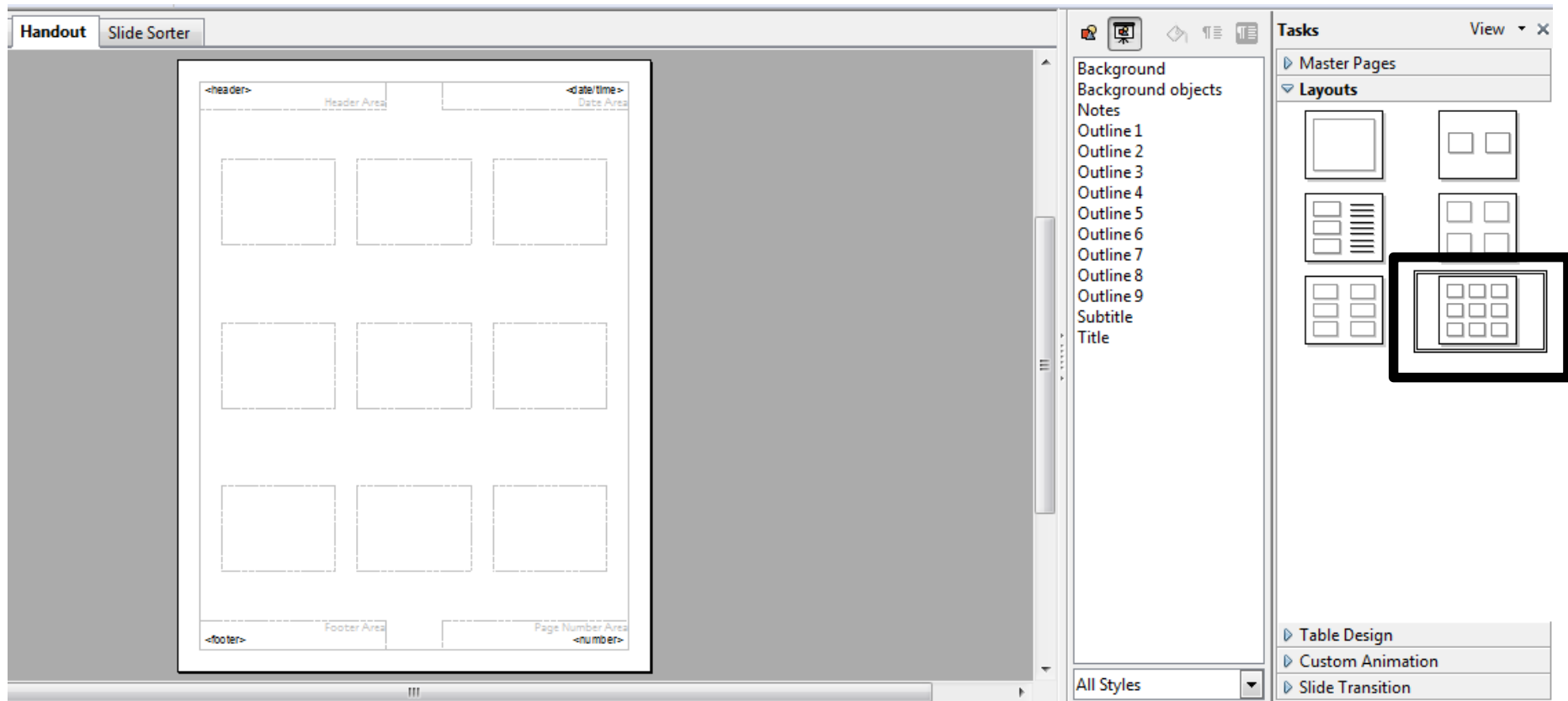
3-Up on One Side Handout Layout

- Now it's already set up for you. (The lines aren't easily visible in the layout area but they do print correctly.)



9-Up Handout Layout

- There is also a nine-handout layout



More Obvious Printing for Handouts

- You can now just choose File > Print and select whether to print regular view, handouts, etc. in the normal print window.

