

Setting MACREX defaults

(Need another help file? Try [Macrex Help Contents](#). MACREX help key ? or <CTRL><ALT>F1)

When you save a "default" file in MACREX you are offered the choice

Save in default folder - active for new indexes
Save in index folder - overrides default for indexes in this folder only
See help on where to save

1. **Save in the default folder:** This will apply the settings to all your indexes, **unless** you have set specific defaults for an index which is not in the default folder, using the *Save in index folder* option below
2. **Save in index folder:** This will apply the settings only to indexes in the same folder as your current index. This could be useful, for example, if you are saving layouts and you have a different folder for each publisher, each set up with the style required by that publisher.

The MACREX default folder is set up when you install MACREX for the first time. Unless you changed this it will be in

Documents and Settings\<your user name>\indexes.

If all your indexes are in this folder it won't make any difference where you save the default file.

The reason for offering the choice is to enable you to have different defaults in different folders that are used for different purposes - for example you could have one for html indexing that is set up with the default html codes that you want and others for different publishers.

MACREX default files

The following files are used to store the default behaviour of various MACREX functions. They can all be modified by and saved to set up a different default behaviour. If you manage to save a default file that does not work or do what you want you can delete it. (Note that you may have to delete both the copy in the index folder and the one in the MACREX default folder). Macrex will still work and will use the built-in defaults which do not require a file. If you want to keep a particular layout or sort sequence you have set up as the default for use again another time, simply save a named file for future use. All the menus where settings can be changed include options to save (and reload) a named file.

default8.aut
default8.col
default8.htx
default8.kwd
default8.lay
default8.macros
default8.mpt
default8.mrg
default8.mwp
default8.op8
default8.opt
default8.pairs
default8.rsy
default8.srt

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