



Open-Xchange App Suite
Open-Xchange Documents
Minor Release v7.6.2

Feature Overview

V1.5

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1 Objective of this Document

This document provides an overview of the major new features coming out in the OX App Suite and OX Documents v7.6.2 minor release.

The objective of this document is to help Open-Xchange customers and partners understand the logic behind these features and changes, especially the reason for enhancements in usability.

1.1 Adjusting the Design Paradigm

Following the release of OX App Suite v7.6.0 and v7.6.1, with its updated user interface, Open-Xchange presents the next update to the OX App Suite web frontend.

Flat design is not specific to the web – it works for operating systems and other native applications too. In OX App Suite v7.6.0, v7.6.1 and now v7.6.2, we adjusted some of our design principles to provide a better contemporary design. This means we have relaxed some constraints and do not have to be so *web-esque*: *Flat* is enough. In this document we highlight some of these changes.

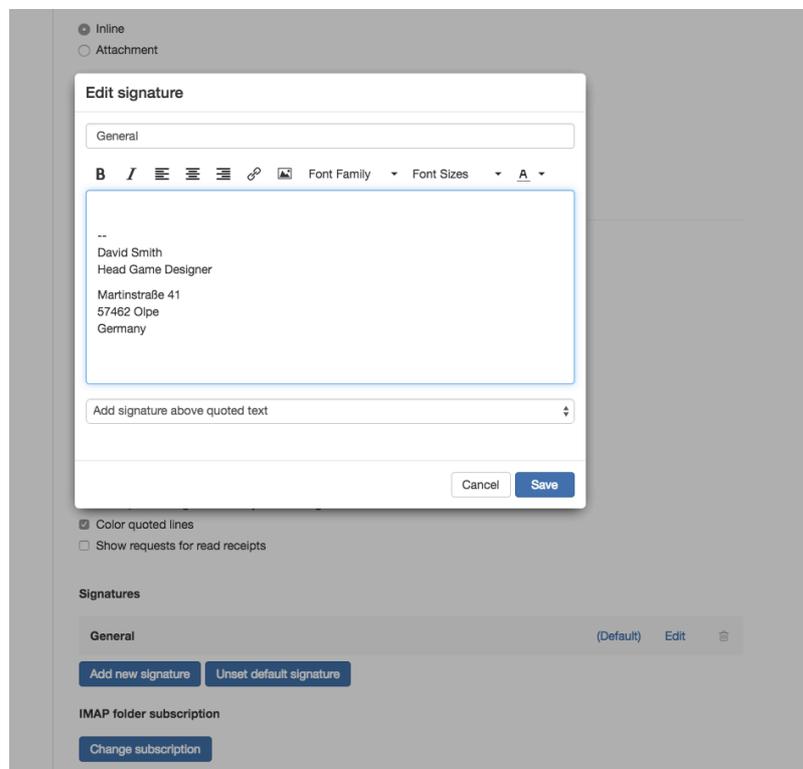
2 OX App Suite - General Improvements

2.1 HTML Email Signatures

To improve the OX Mail app in OX App Suite, the new minor releases provides functionality to edit email Signatures with an integrated HTML editor. This new functionality is in addition to the existing signature creation/edit capability in the email settings. The HTML editor provides the following:

- Bold, Italic
- Align left, align center and align right
- Insert/edit link
- Insert image from desktop
- Font Family, Font Size
- Text color

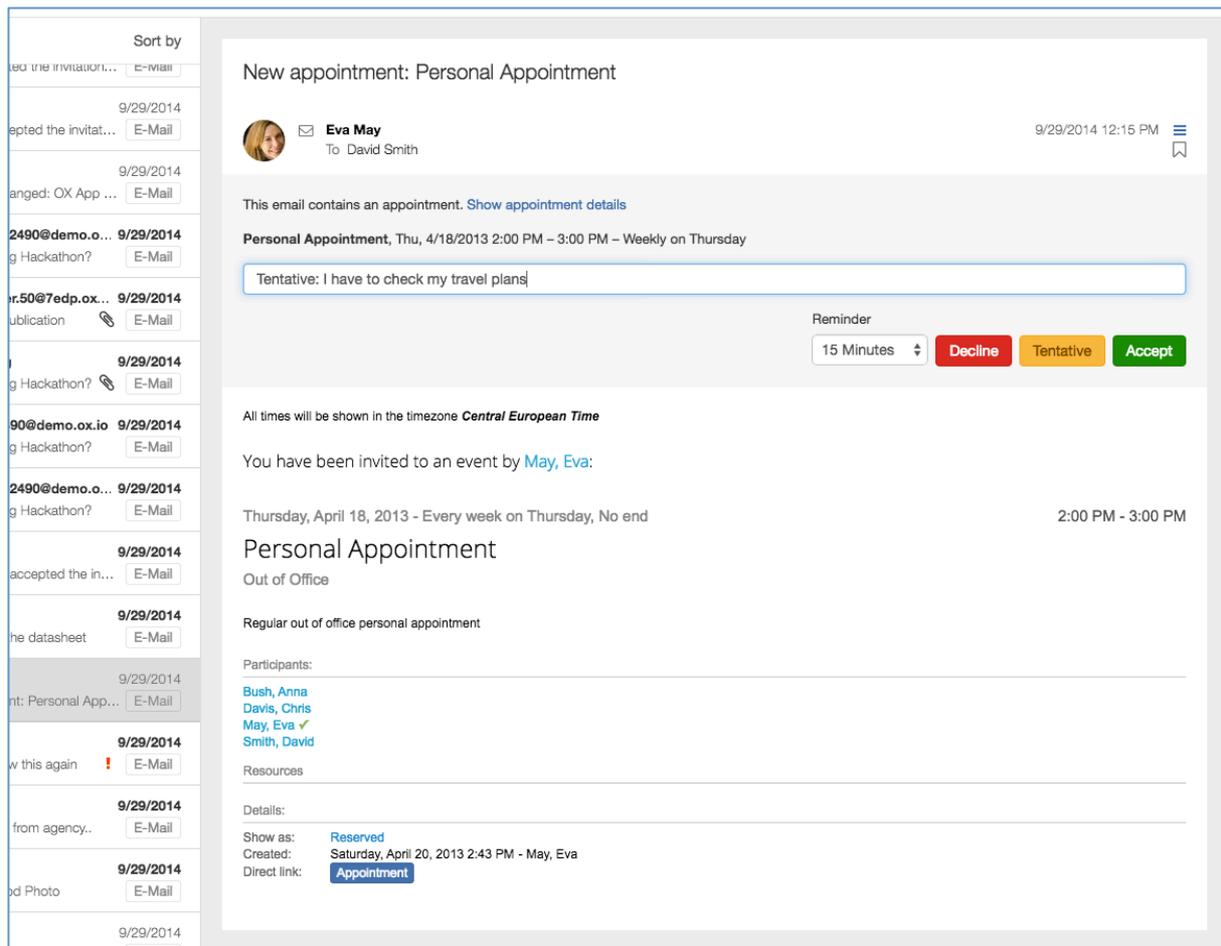
The user can create or edit signature with the “Add new signature” or “edit” functionality in the signature list view. The new HTML editor will then be found in the edit dialog.



2.2 Comment field in Calendar invitation mails

OX App Suite v7.6.2 provides new functionality for the calendar invitation mails. If the user receives an invitation mail, they see three different buttons in the mail for setting the status for the appointment: Accepting, Declining or Tentative.

The new comment field is inserted into the invitation part. The user can write a comment when they set their status in the appointment.



The screenshot displays an email client interface. On the left is a list of emails, with the selected one highlighted. The main content area shows a 'New appointment: Personal Appointment' from 'Eva May' to 'David Smith' on 9/29/2014 at 12:15 PM. The appointment details are: 'Personal Appointment, Thu, 4/18/2013 2:00 PM – 3:00 PM – Weekly on Thursday'. A text input field contains the comment: 'Tentative: I have to check my travel plans'. Below the input is a 'Reminder' dropdown set to '15 Minutes' and three buttons: 'Decline' (red), 'Tentative' (orange), and 'Accept' (green). The event details include: 'All times will be shown in the timezone Central European Time', 'You have been invited to an event by May, Eva:', 'Thursday, April 18, 2013 - Every week on Thursday, No end', '2:00 PM - 3:00 PM', 'Personal Appointment', 'Out of Office', 'Regular out of office personal appointment', 'Participants: Bush, Anna; Davis, Chris; May, Eva ✓; Smith, David', 'Resources', 'Details: Show as: Reserved; Created: Saturday, April 20, 2013 2:43 PM - May, Eva; Direct link: Appointment'.

2.3 Maximum Size Parameter in Mail Detail View

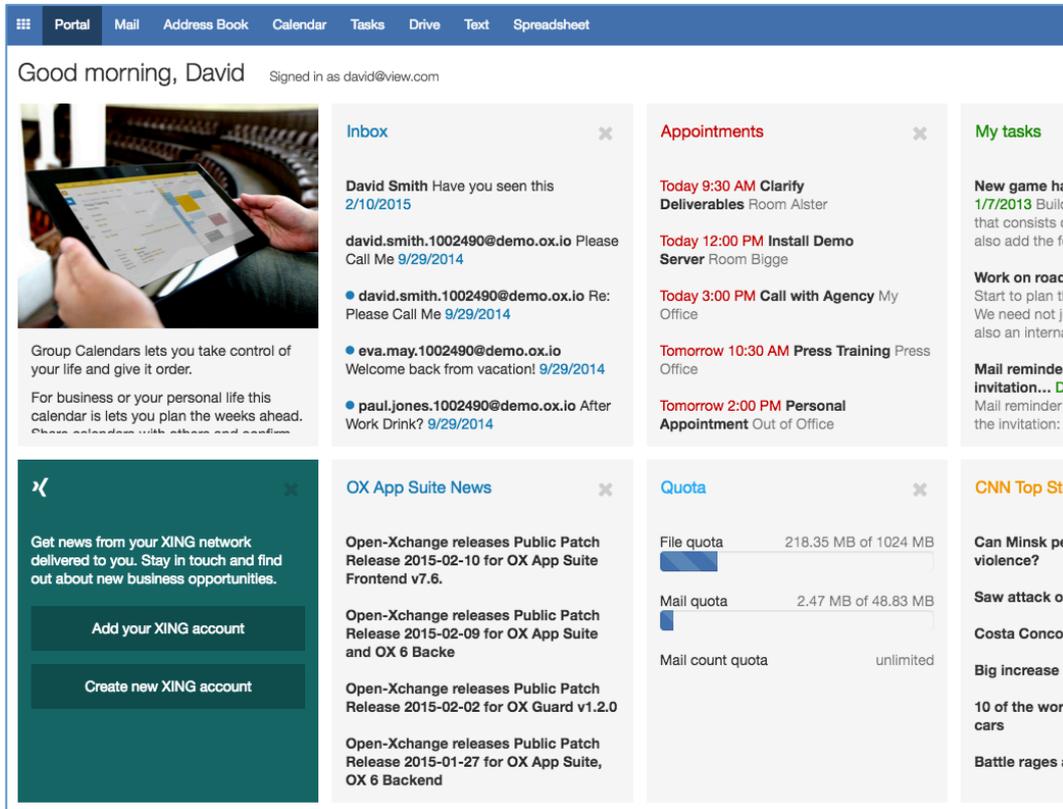
OX App Suite v7.6.2 introduces a new maximum size parameter (`max_size`; default 100KB) in the mail detail view.

This new parameter, in the mail detail view, limits the mail content. This will be configurable via a server setting. The benefit of this new setting possibility is to save bandwidth especially on mobile devices.

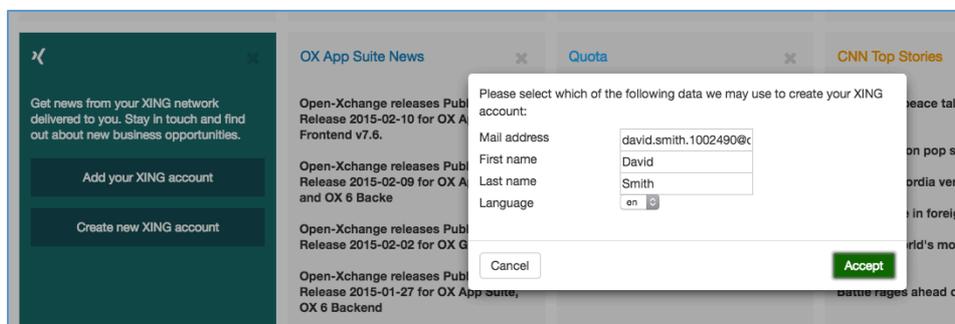
2.4 Improvements to OX Portal Xing-Widget

This release of OX App Suite provides improvements to the OX Portal Xing-Widget.

"Get news from your XING network delivered to you. Stay in touch and find out about new business opportunities"



OX App Suite v7.6.2 provides a new "Create new Xing account" process. After the click in the Xing-Widget to create a new account, the user will receive a confirmation mail with all necessary 'next steps'. This will be provided directly at the Xing-Widget. After the user follows the instructions in the mail, they then have to return to the Widget to complete account setup.



In OX App Suite provides new functionality behavior for the Subscribe to a Xing address books. After the Xing account is successful created, OX App Suite will automatically create a special Xing folder. If such a folder already exists then it will create an additional one. OX App Suite will also subscribe the address book of the Xing account and displays all created new contacts there.

3 OX Documents - General Improvements

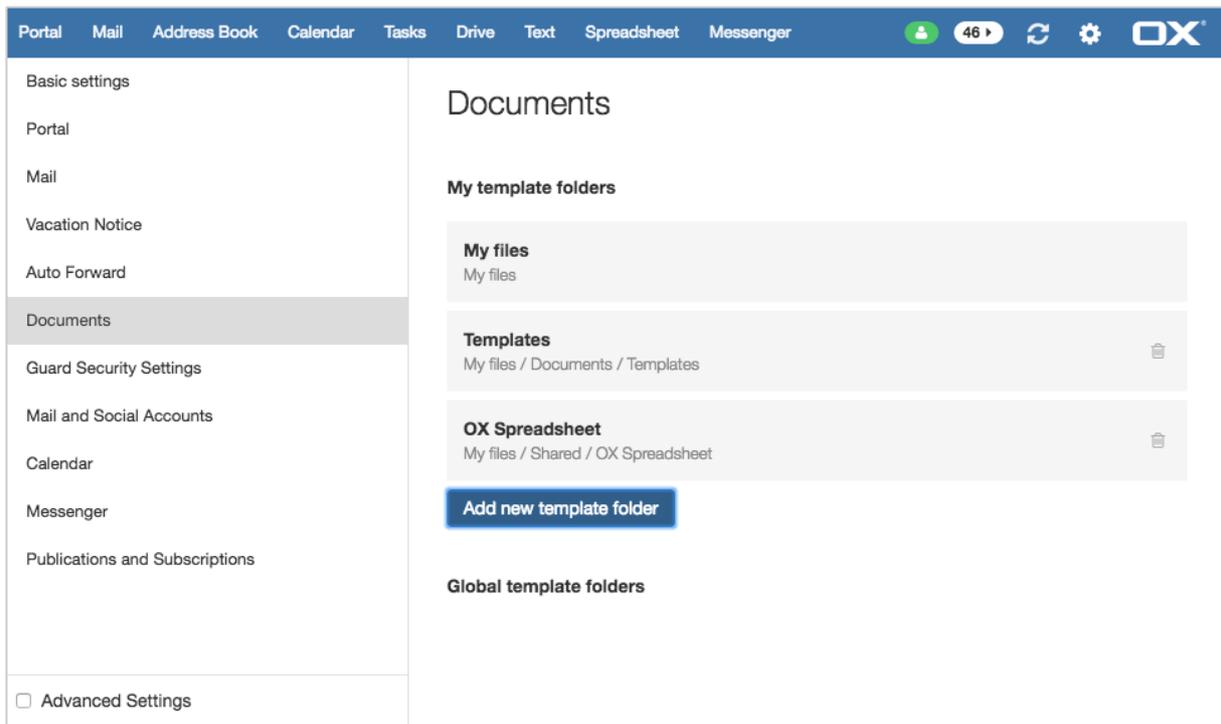
3.1 Improved template handling

OX Text and OX Spreadsheet include a number of ready-to-use templates for letters, memos, resumes, home budget, etc. These templates are made available in a global directory. The path to this global directory is defined in the *office.properties* file and must comply to the following rules:

```
/opt/open-xchange/templates/documents
|
----> text [application type]
|
|   ----> en-US [language-region]
|   |
|   ----> en [language fallback, en is also fallback for all other non-convered languages]
|   |
|   ----> de-DE
|   |
|   ----> de
|   |
|   ----> common [language independent, used in addition to the language specific ones]
|
----> spreadsheet
```

A context administrator can now also provide templates for all users in the same context.

Users can also create their own templates. These user templates are stored and retrieved from the user's root folder ("My files"). In addition to the root folder the user can now define more template folders, sub-folders or even external folders in the "Documents" section of the "Settings" menu. This helps organize templates and allows users to remove templates from the root folder.



Template folders

3.2 IME support on Android

An input method editor (IME) allows users to enter characters and symbols not found on their keyboard (i.e. for Asian languages). OX Documents now supports the IME on Android touch devices using Chrome.

3.3 Native clipboard support on Android

Copying and pasting content works within OX Documents and between other applications and OX Documents.

3.4 Borders for images

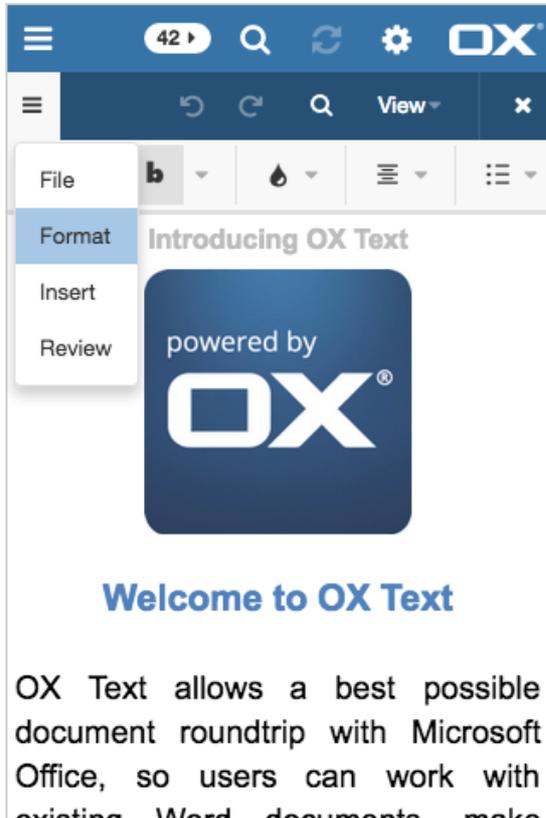
Images can be visually enhanced with a number of different border styles and border colors.



Image with different borders

3.5 Reduced number of toolbars for small devices

Due to the limited space on small devices the two toolbars of OX Text and OX Spreadsheet are now reduced to one for devices with screen sizes smaller than 768 pixel height. The UI reformats toolbars, groups and also removes features that do not make sense on small devices.



OX Text with two toolbars



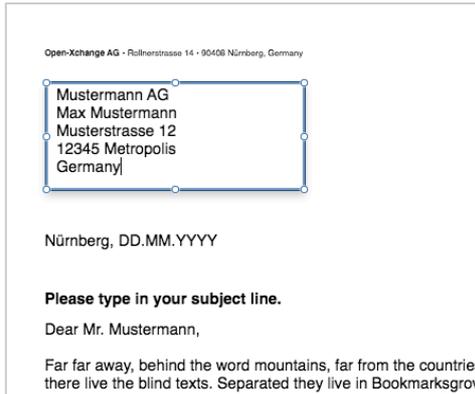
NEW: OX Text with combined toolbar

4 OX Text Improvements

4.1 Text frames

OX Text now supports text frames. Text frames in documents allow a more complex layout and are often used for positioning addresses, to create picture captions or columns. Text frames give users control over the position of a block of text.

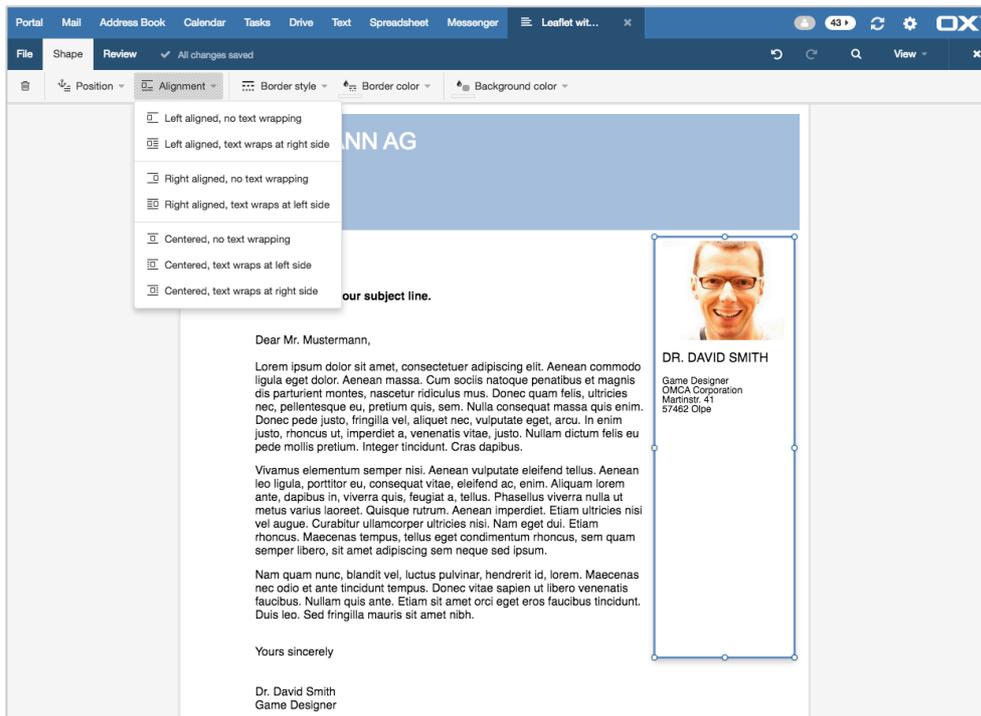
Text frame examples:



Text frame for address field



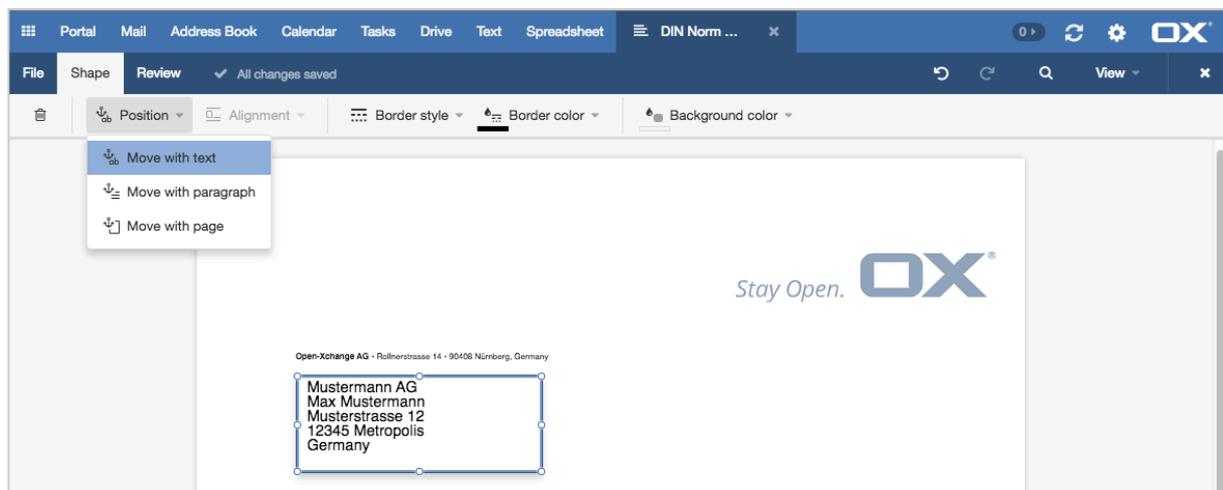
Text frame for picture caption



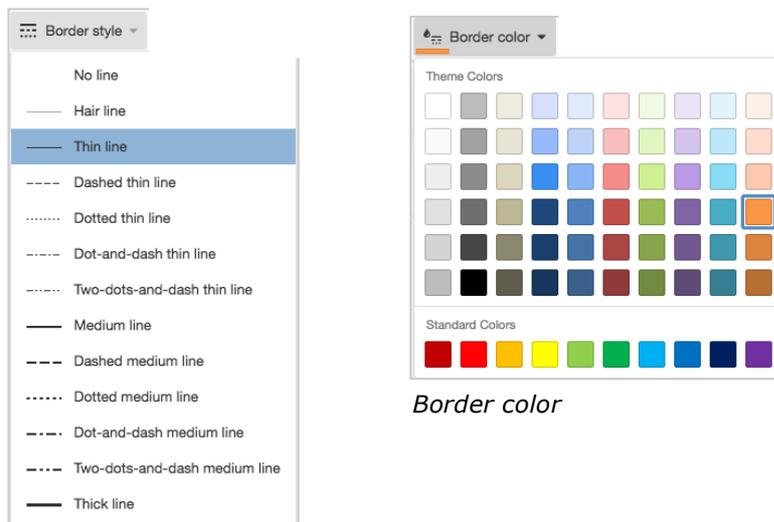
Text frame with picture in page margin

Text frames can have the following attributes:

- Hold text, tables or images
- Height and width can be resized independently or at the same time
- Default text frames can automatically adjust height with more content until they are resized (see “Autosize”)
- Can be positioned in-line with text (“Move with text”), anchored to a paragraph (“Move with paragraph”) or positioned on the page (“Move with page”)
- Can be placed in a page margin
- Can have a border style
- Can have a border color
- Can have a background fill color



Different positions of a text frame

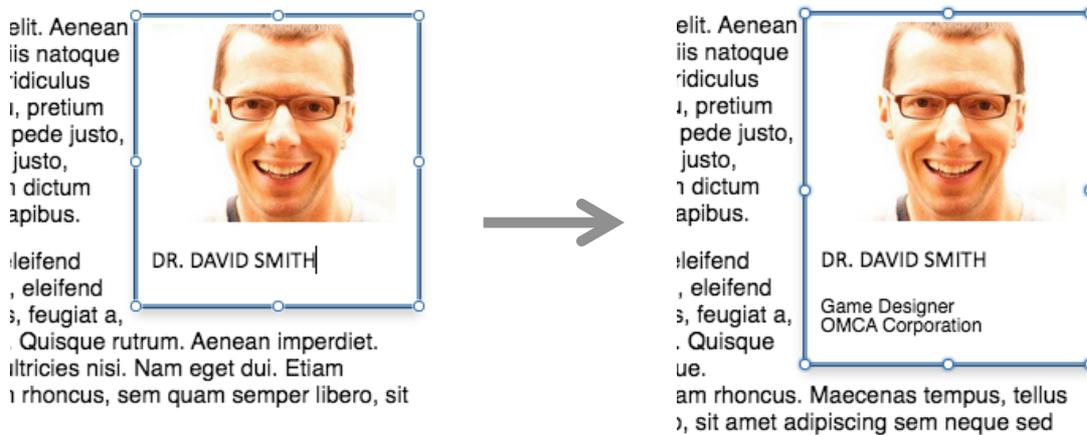


Border color

Border style

4.1.1 Autosize

New text frames allow resizing with your text. When the amount of text within the frame shrinks or grows, the height of the text frame will automatically resize.



Note: If you resize the text frame manually in vertical direction, the “Autosize” function is disabled.

4.1.2 Position

When a text frame is placed on a page, it can have one of the following positions:

- Move with text
- Move with paragraph
- Move with page

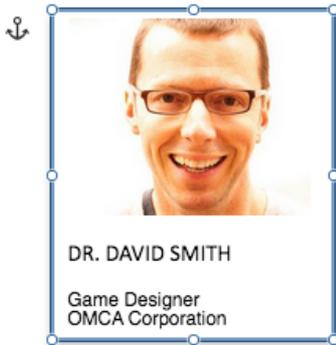
The default position is “**Move with text**”, which inserts the frame in the text at the location of the cursor. The text frame moves as you add or delete the text before the frame.

“**Move with paragraph**” anchors the text frame to a paragraph and moves with the paragraph. Inside the paragraph the position of the text frame is fixed.

If the text frame is positioned as “**Move with page**”, the frame is associated with a paragraph but does not move on the page until this paragraph is moved to another page. Inside the paragraph the position of the text frame is fixed.

4.1.3 Visible “anchor”

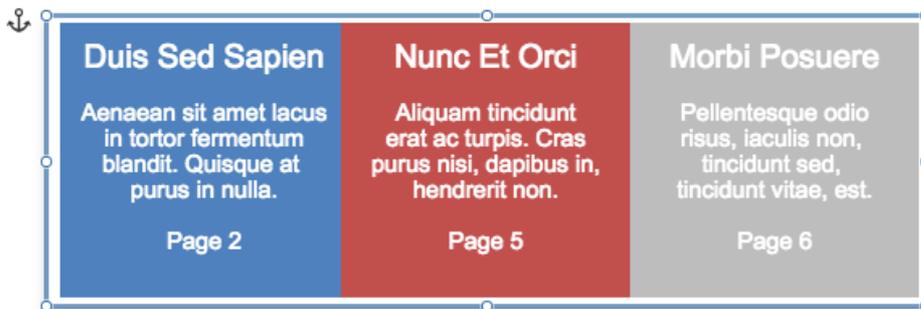
If you click a text frame that is anchored as “Move with paragraph” or “Move with page”, you can see the text frame anchor in the page margin. A text frame that is positioned as “Move with text”, does not have an anchor because it is placed within the text and treated like any other character in the text itself.



The anchor of the text frame is displayed as a small boat anchor

4.1.4 Grouped text frames

As text frames (or drawings) in Microsoft Word are often grouped together, OX Text can handle those groups as well. Grouped frames can be edited, resized or repositioned.



Group of three text frames

4.2 Display header and footer

Headers and footers can keep longer documents organized and make them easier to read. They generally contain pieces of text such as page numbers, an author’s name, or graphics that appear at the top and bottom of every page in a document.

Headers and footers in OX Text are visible and appear grayed out, but they are locked and can’t be changed. This will be supported soon.

In Microsoft Word or OpenOffice users can define different headers or footers for the first page, the left or right pages. These different headers and footers are also displayed in OX Text.



Header

Footer

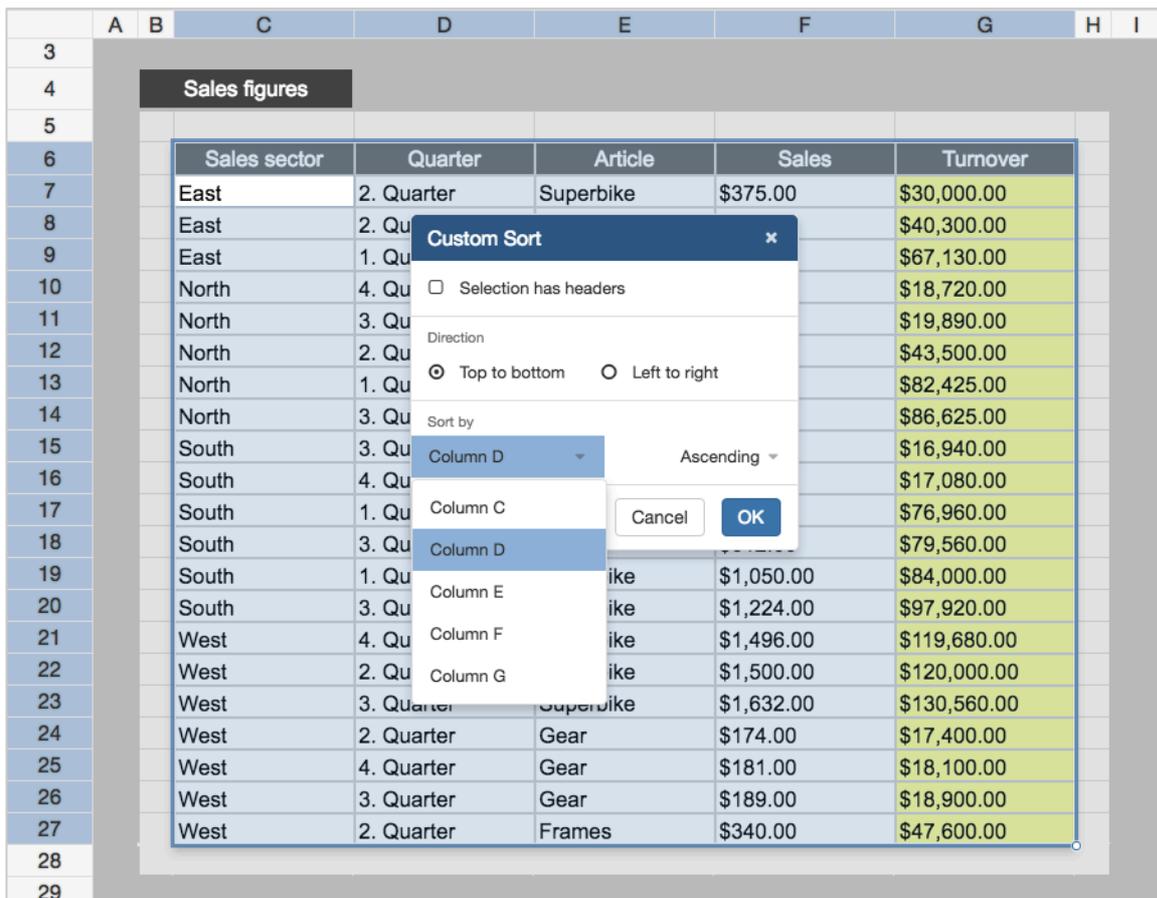
5 OX Spreadsheet Improvements

5.1 Sorting

Data in a spreadsheet is often unorganized making it difficult to examine. When analyzing the information in your spreadsheet, you may need to rearrange the data in different ways to answer different questions. Sorting in OX Spreadsheet allows you to arrange your data in a specific order so you can use it more efficiently. You can sort text, numbers, dates and time.

To sort a list of data:

- Select a single cell in the column containing the data you want to sort
- Select the “Data” tab
- Click the “Sort” button (toggle button) and select the order you want your data to be sorted
- Click the dropdown and select “Custom” to sort by a custom column
- Instead of sorting your data by columns, you can also sort the data by row



Custom sort

Note: If you select an entire column, OX Spreadsheet will sort only that column. This can produce results that you don't want, such as moving cells in that column away from other cells in the same row. Therefore OX Spreadsheet will ask the user to automatically expand the selection:

Sorting
Expand the selection?
<input type="button" value="No"/> <input checked="" type="button" value="Yes"/>

Hidden rows or columns are not included in the sorting process.

5.2 Filtering

Filtering is a powerful way to work with large amounts of data in a spreadsheet. It allows you to extract certain data from your spreadsheet. Unlike sorting, filtering doesn't just reorder the list. It actually hides the rows or columns containing data that do not meet the filter criteria you define. OX Spreadsheet has an AutoFilter feature that makes it very easy to extract data from your spreadsheet.

To use AutoFilters:

- Click on any cell in your spreadsheet.
- Select the Data tab.
- Click the filtering button
- Dropdown menus will appear next to each cell heading
- Clicking on any dropdown menu will provide you with options for filtering
- Run the filter by choosing your filter criteria and clicking "OK"
- The filtered range grows dynamically when new cell data is entered directly below the filtered range

Note: OX Spreadsheet supports one AutoFilter per sheet in the document and up to eight filter conditions. AutoFilters ignore leading and trailing spaces in cells.

Sales figures				
Sales sector	Quarter	Article	Sales	Turnover
Filter	1. Quarter	Frames	\$479.50	\$67,130.00
<input type="checkbox"/> Select all	2. Quarter	Frames	\$340.00	\$47,600.00
<input checked="" type="checkbox"/> East	3. Quarter	Frames	\$121.00	\$16,940.00
<input checked="" type="checkbox"/> North	4. Quarter	Frames	\$122.00	\$17,080.00
<input type="checkbox"/> South	2. Quarter	Gear	\$174.00	\$17,400.00
<input type="checkbox"/> West	2. Quarter	Gear	\$435.00	\$43,500.00
Cancel	3. Quarter	Gear	\$189.00	\$18,900.00
OK	4. Quarter	Gear	\$181.00	\$18,100.00
South	1. Quarter	Handlebar	\$549.50	\$82,425.00
	3. Quarter	Handlebar	\$577.50	\$86,625.00
	1. Quarter	Saddle	\$592.00	\$76,960.00

Apply filter criteria

Only those rows whose contents meet the filter criteria are displayed. The other rows are filtered. The filtering arrow in the table header changes the icon to indicate a filter is applied. Click the icon to change or clear the filter.

Sales figures				
Sales sector	Quarter	Article	Sales	Turnover
East	4. Quarter	Frames	\$479.50	\$67,130.00
North	2. Quarter	Gear	\$435.00	\$43,500.00
North	1. Quarter	Handlebar	\$549.50	\$82,425.00

Filter icon for filtered column

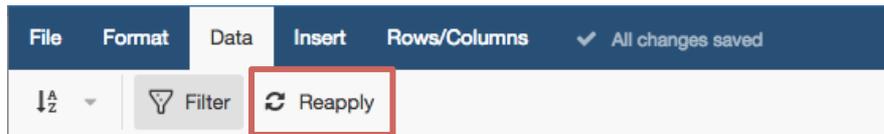
When you apply a filter to a column, the only filters available for other columns are the values visible in the currently filtered range.

Filtered rows are marked with a colored triangle:

3	
4	
5	
6	Sales sector
7	East
12	North
15	North
16	North
18	East
20	North
21	North
24	East
28	
29	

Filtered rows

The “Reapply” button refreshes the current filter settings, e.g. after manipulating cells in the filtered range.



Reapply button

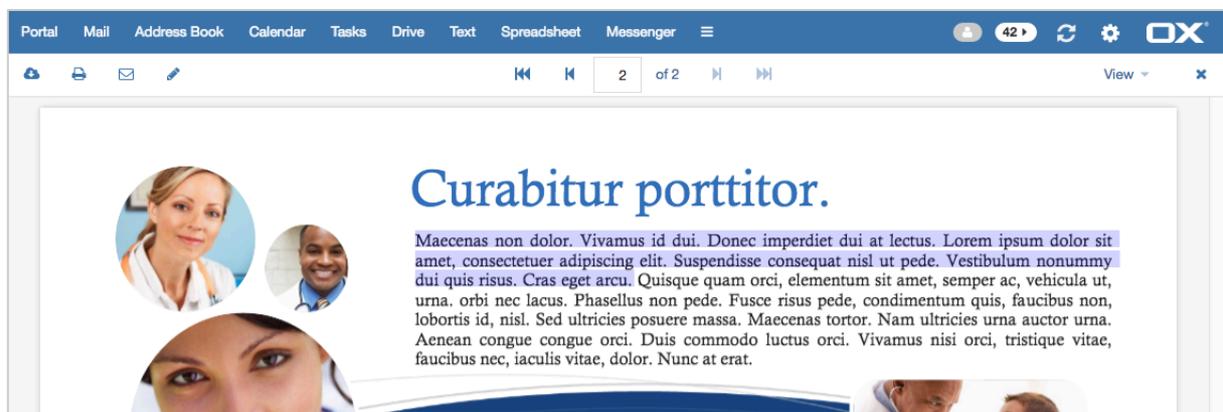
6 OX Documents Viewer

6.1 Performance improvements

The rendering of the OX Documents Viewer has been changed to PDF.js, which allows a simplified document rendering process that results in a faster viewing experience.

6.2 Select and copy text

It is now possible to highlight and copy text from OX Documents Viewer via the clipboard to another application like OX Text or OX Spreadsheet.



Copy text in clipboard

7 Administration, Technical Extensions, Plug-ins, etc.

7.1 Migrate Database Schemas

With release OX App Suite v7.6.2 it is possible to move whole database schemas between database clusters online. A set of command line tools exists to perform the necessary steps. For dumping and replaying a schema, plain MySQL tools (mysqldump and mysql) are used, while the groupware takes care that all according contexts are locked, so that no data can be manipulated during the process.

There is documented all necessary general assumptions, toolset and walkthrough's in the Open-Xchange Knowledgebase under:

<http://oxpedia.org/wiki/index.php?title=AppSuite:MoveDBSchemas>

7.2 Remote logging to analyze tool logstash

OX App Suite v7.6.2 introduces a new feature that allows the Open-Xchange server to log directly to a logstash server.

To enable the new provided feature, it is necessary (besides the logstash server) to add/enable the OX logstash appender in the logback.xml file.

There is documented all necessary properties and configurations under:

https://oxpedia.org/wiki/index.php?title=AppSuite:OX_Logging#Remote_logging_to_logstash

7.3 Get/set context-wide settings using the config cascade

With OX App Suite v7.6.2, the context administrator is able to set certain context-wide settings that apply to every user in that context. The general usage/restriction of existing config cascade is maintained. A dedicated HTTP-API call is supposed to be used to get/set certain, non-protected settings.

Further details are available under:

http://oxpedia.org/wiki/index.php?title=HTTP_API#Get_a_property_.28since_7.6.2.29

http://oxpedia.org/wiki/index.php?title=HTTP_API#Set_a_property_.28since_7.6.2.29

7.4 User Group and Resource Management

With OX App Suite v7.6.2, users with special administrative permissions, e.g. context administrators, can manage groups and resources.

The corresponding admin panes can be found as part of the settings application. The user is able to manage groups if the permission *access-edit-group* is set; likewise, the user can manage resources if the permission *access-edit-resource* is set.

As usual, those permissions are granted via the command-line interface: *access-edit-group on* and *access-edit-resource on* (see http://oxpedia.org/wiki/index.php?title=AppSuite:User_management).

This means that the permissions to see, create, edit, and delete groups as well as resources is not limited to context administrators. Please note that it's not sufficient to just set the related capabilities (*edit_group* and *edit_resource*) via the *config-cascade* directly.

Please Note: The new functionality requires the backend package *open-xchange-manage-group-resource*.

7.5 Automatic cleanup of deleted files and folders

With OX App Suite v7.6.2, Open-Xchange introduces a new property to automatic cleanup of deleted files and folders. To control the number of days deleted files and folders are kept in the trash folder until they are finally deleted, the property *"com.openexchange.infostore.trash.retentionDays"* has been introduced. Clients are able to get / set the configured value via the preference path *"io.ox/files//trashRetentionDays"*.

Additionally, a new config file *"infostore.yml"* is added in the *"meta"* configuration subdirectory.