## **Building a Macro for Large Format**

Please be aware that you won't blow anything up if you make a mistake creating the Macro. Yes, the macro does have to be perfect. But if you make a mistake just close the box and start again. While it is possible to edit the text in a Macro Definition window, it is not recommended. If you make a mistake just hit cancel or close the box and start again. If you build it and the macro doesn't run correctly you can still delete the macro and start again.

- 1. Log into Eagle Browser
- 2. In the Launch Bar, type MIP and press enter
- 3. At top of screen, select the Tools function
  - a. Select Keyboard Macros
  - b. Select Edit Recorded Macro (3)



4. In the Programmable Key function, pull down on the drop bar option. Choose any *unused* programmable key. The Data File Name will come up blank if it is unused when you click on it. *For this example I used F10.* 

🛄 Programmable Keys	×
Edit Insert	
Programmable Key Ctrl F10	Description:
Data File Name:	Field Separator:
	, (Comma) 🔻
Macro Definition:	
🗹 Edit keys	Ok Cancel Apply

5. In the Description field, type in "Mango Closeout"

📟 Programmable Keys	×
Edit Insert	
Programmable Key Ctrl F10	Description: Mango Closeout
Data File Name:	Field Separator: , (Comma) ▼
Macro Definition:	, (comma)
	<u> </u>
🗹 Edit keys	Ok Cancel Apply

6. In the Data File Name field, double click in the blank space.

🛄 Programmable Keys		×
Edit Insert		
Programmable Key Ctrl F10	Description: Mango Closeout	
Data File Name:	Field Separa , (Comma)	tor:
Macro Definition:	j, (comma)	
		*
🗹 Edit keys	Ok Cancel Apply	<u>,                                     </u>

- a. This is where you are going to <u>select</u> the file that you are going to load. **DO NOT MANUALLY TYPE THE FILE NAME**
- b. This is the same file you saved from your email (" Closeout\_MACRO ", e.g. 07205 Closeout\_MACRO 0216.txt). Note, the full path to this file will show in this window after you select it. So the file name may be hidden, scrolled off to the right but it is really there.

📟 Programmable Keys	×
Edit Insert	
Programmable Key     Description:       Ctrl F10     Image Closeout       Data File Name:     Field Separato	] [:
C:\3apps\Temp\12265 - Closeout_MACRO - , (Comma) 💌	
Macro Definition:	
×	
Edit keys Ok Cancel Apply	)

7. Select the text highlighted yellow then right-click and select copy:

```
\label{eq:column 2}{TAB}{Column 3}{Column 4}{Column 5}{TAB}{Column 6}{Column 7}{Column 8}{TAB}{Column 1}{TAB}{Column 9}{ENTER}{ENTER}{ESC}{ENTER}{F12}
```

8. Now, put your cursor in the Macro Definition Field.

📟 Programmable Keys 🛛 🗙
Edit Insert
Programmable Key     Description:       Ctrl F10 <ul> <li>Mango Closeout</li> </ul>
Data File Name: Field Separator
\Temp\12265 - Closeout_MACRO - 0817.txt , (Comma) 🔻
Macro Definition:
Edit keys Ok Cancel Apply

a. Right-click in the blank space of the Macro Definition and select Paste

🛄 Programmable Keys 🛛 🗙
Edit Insert
Programmable KeyDescription:Ctrl F10Image CloseoutData File Name:Field Separator:
\Temp\12265 - Closeout_MACRO - 0817.txt , (Comma) 🔻
Macro Definition:
Cut Copy
Edit keys Delete Macro Apply
Programmable Keys
Edit     Insert
Edit Insert Programmable Key Ctrl F10 Data File Name: C:\3apps\Temp\12265 - Closeout_MACRO - , (Comma)
Edit Insert Programmable Key Description: Ctrl F10 Data File Name: Field Separator:

b. You are now done entering the Programming Macro. Click  $\mathbf{Ok}$ 

- a. Select Keyboard Macros
- b. Select **Play Recorded Macro** (2)
- c. Choose the key from Step 4 of this document. (I used Ctrl F10)
- d. DON'T CLICK OK

## \*\*\*\*IMPORTANT\*\*\*\*

Once you click OK you can't use your computer until the macro has finished. Clicking into other programs/ performing other tasks can result in chaos. The macro keystrokes will follow whatever program you're in.

This isn't intended to scare you but make you aware of what could happen. Consider your computer unusable until the macro has finished.

Have questions or concerns? Call us. 734.301.4510

10. Now you may click OK

11. Once the macro has finished head back to the normal instructions found here (Step 4).