

Re: Automating a list of aronyms from an existing document

Source:

<http://www.tech-archive.net/Archive/Word/microsoft.public.word.docmanagement/2004-05/0834.html>

From: Greg Maxey (*gmaxey_at_whamspammvps.org*)

Date: 05/07/04

Date: Fri, 07 May 2004 01:29:54 GMT

DeRobertis,

I was in a hurry and got careless.

The first Find/Replace should be:

In the find what field, type [!A-Z]

In the replace with field type +

Select Replace All

The second should be:

In the find what field, type +[!+]+

In the replace field, type +

Select Replace All

Delete the first single letter at the beginning of the document.

--

Greg Maxey

A peer in "peer to peer" support

Rockledge, FL

To e-mail, edit out the "w...spam" in gmaxey@whamspammvps.org

Greg Maxey wrote:

> DeRobertis,

>

> A better way may come around.

>

> I don't know how you could completely automate this task, but you

> could simplify it by automarking your acronyms using

> Insert>Reference>Index>Automark.

>

> First we have to create a Automark file. This file needs to be an

> alphabetical listing of your acronyms. You indicated that they were

> dispersed throughout your document in ALL CAPS.

>

> Save your document as new file (Call it Automark). Lets use

> Edit>Replace and wild cards to see if we can eliminate everything is

> this new document except the words in ALL CAPS. Click the More

> button and check use wildcards.

>

microsoft.public.word.docmanagement: Re: Automating a list of aronyms from an existing document

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> In the find what field, type  [!A-]
> In the replace with field type +
> Select Replace All
>
> Now lets get rid of single CAP letters.
>
> In the find what field, type +[!+]+
> In the replace field, typr =
> Select Replace All
> Delete the first single letter at the beginning of the document.
>
> Next lets make a list of the words separated with paragraph marks
>
> In the find what field, type +{1,}
> In the replace with field, type ^p
> Select Replace All
>
> Next sort the list.
> Select the list
> Table>Sort>By Paragraphs>Text>Ascending
>
> Finally lets elliminate duplicates
> In the find what field, type (*^13){1,}
> In the replace with field, type \1
> Select Replace All
>
> Save your AutoMark file
>
> Now you can use this file to automark the acronyms in your document to
> create and index.
>
> HTH
>
> DeRobertis wrote:
>> I have a long document with extensive use of acronyms.  I am required
>> to generate an acronym list at the end of the document.  Is there a
>> way to automate that process (the acronyms will be all caps,
>> obviously, if that helps)?  Is there a way to ensure that each
>> acronym is shown only once in the acronym list?
>>
>> Thanks.
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