

# HOW TO: HERALD/WP PUZZLES

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### ASSUMPTIONS

This how to assumes that:

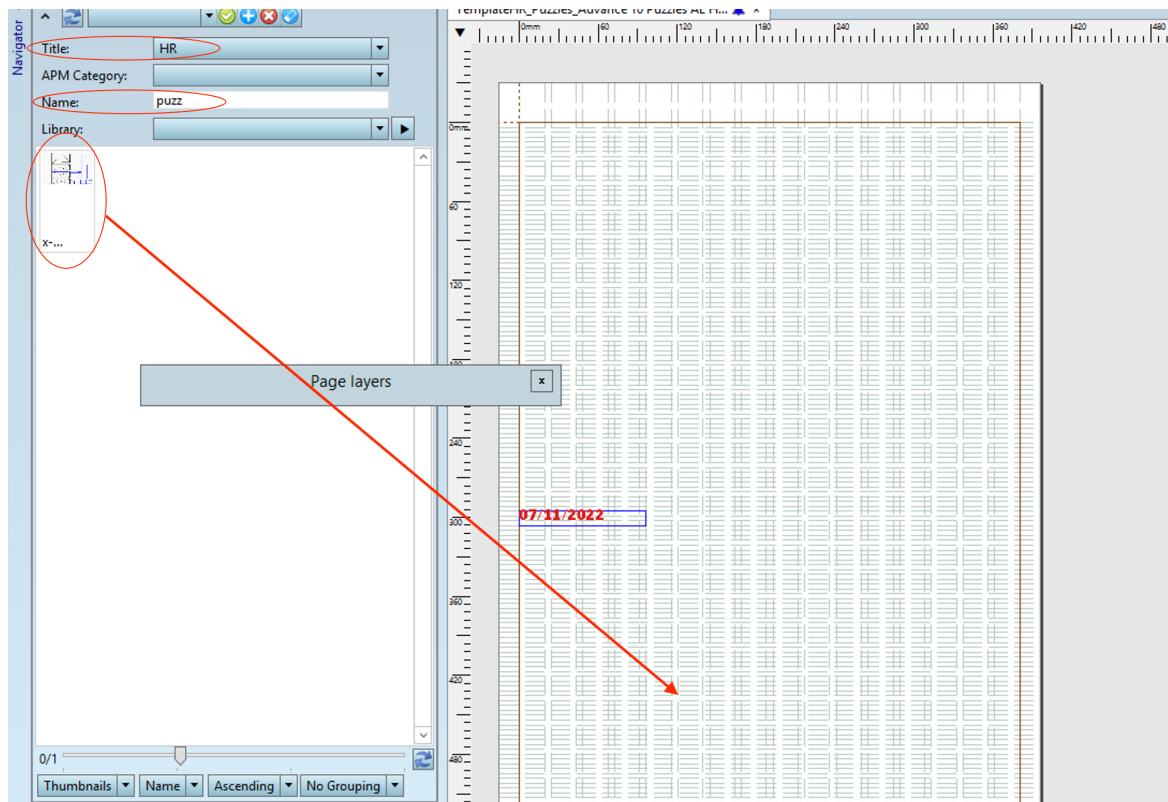
- i) You are familiar with GN4, page management, page design, linking content, image processing
- ii) Basic GNML coding
- iii) Finding objects in GN4 libraries

You will also need to be highly methodical and keep a record of which files have been used, which puzzles need to be ordered and when. Lastly, you will need a super-thick skin for when readers complain. They will. The grid/type will be too small. They will remember seeing a cartoon several years ago and will bleat about the “repeat”.

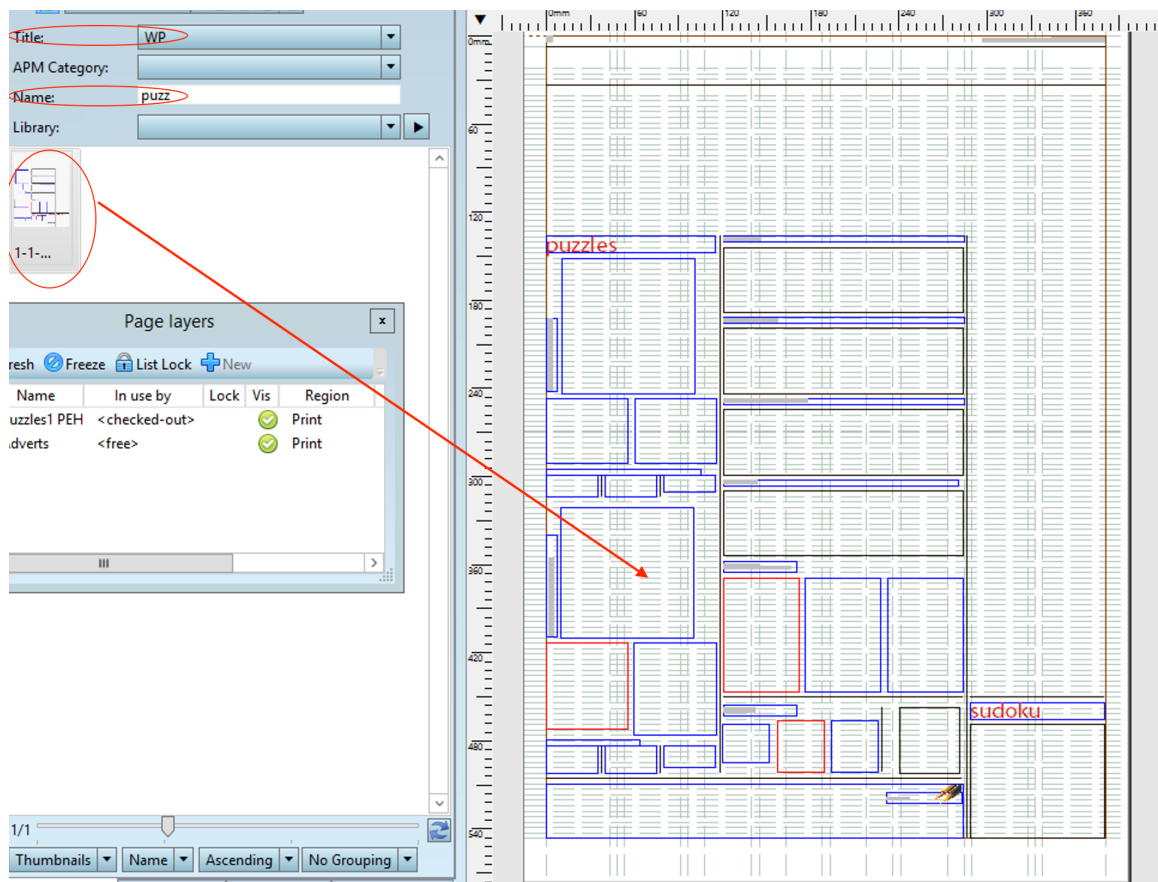
Lastly, check everything. Check that the crossword solutions work for yesterday’s puzzles. Check that the Sudoku solution works for yesterday’s puzzle. Check that you can get to the target word using yesterday’s target letters.

### THE PAGE

Find the target page in the day’s edition and place the puzzles library object on the page.

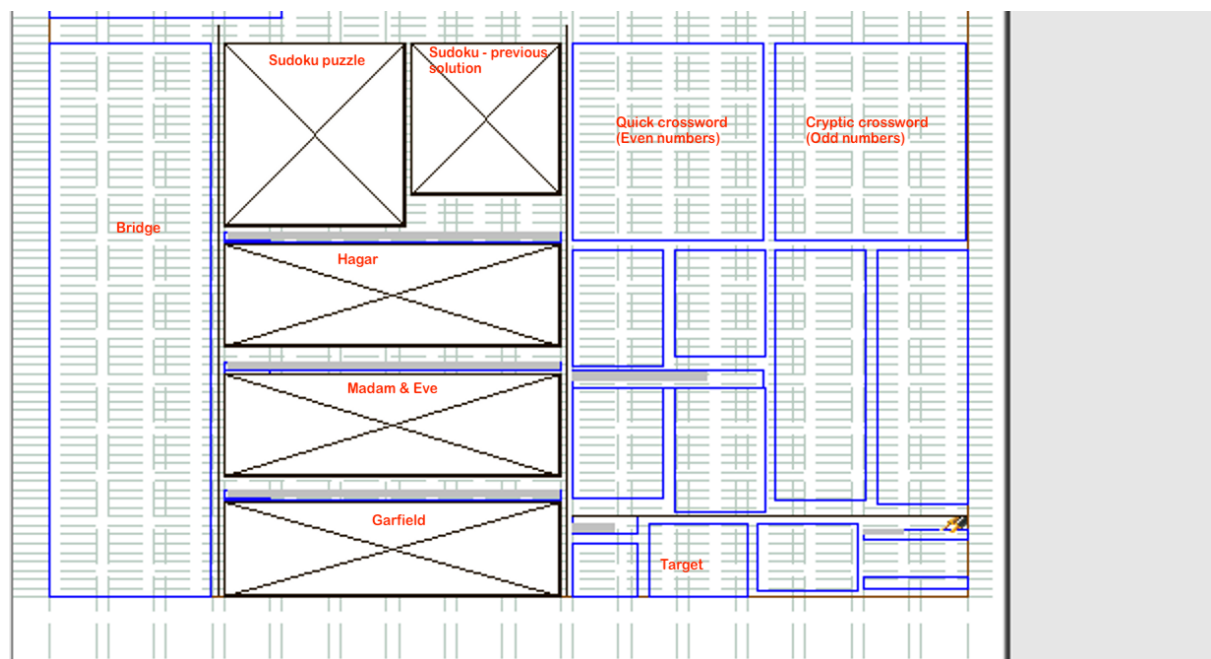


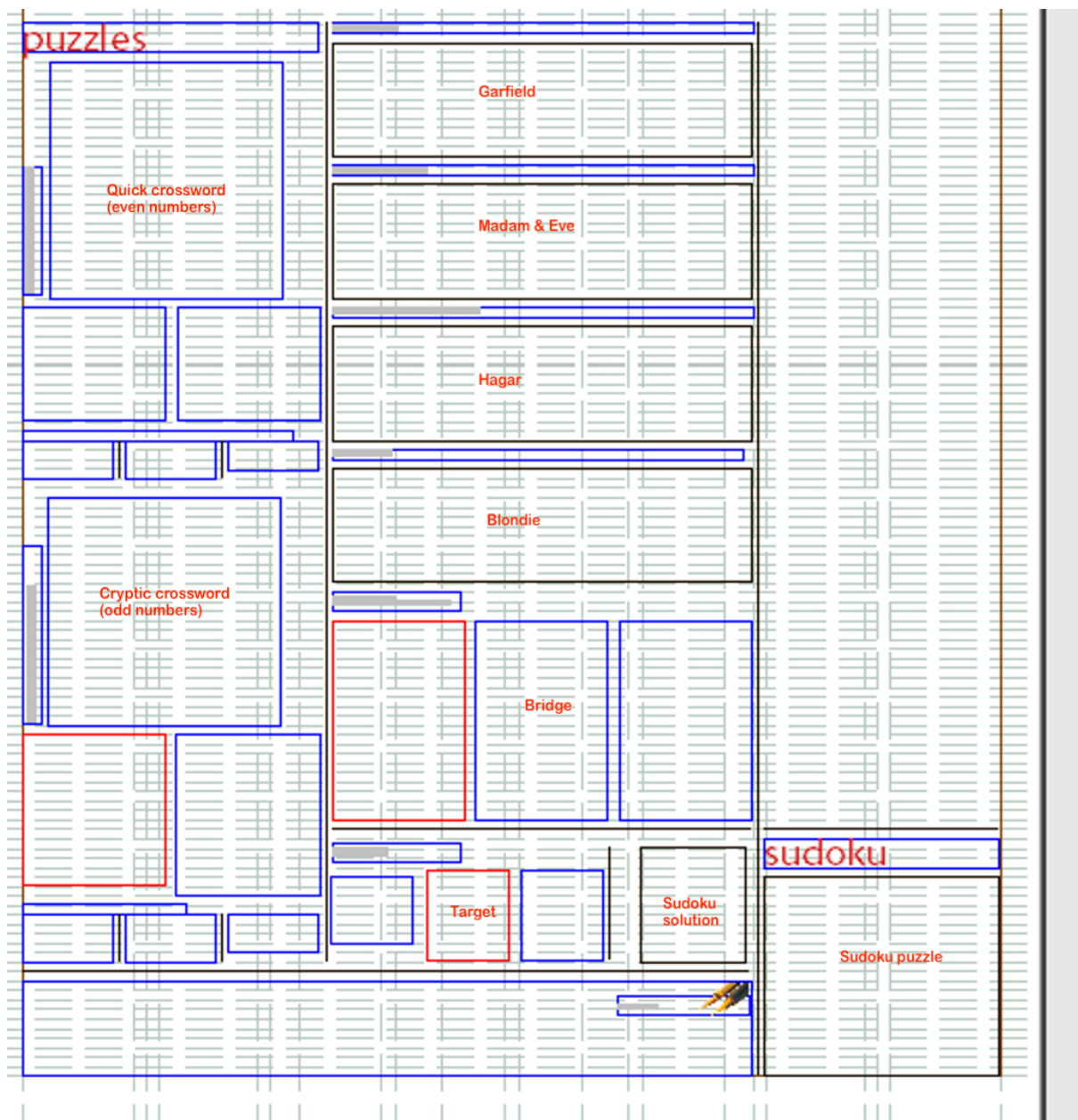
Note the different objects for the two titles:



WHAT GOES WHERE?

THE HERALD





## PUZZLES

There are four text puzzle elements that are placed on the Herald and Weekend Post puzzle pages.

- 1) Quick Crossword
- 2) Cryptic Crossword
- 3) Target
- 4) Bridge

In addition there are five graphic elements placed on the Herald and WP puzzle pages.

- 1) The Sudoku puzzle
- 2) The previous day's Sudoku solution
- 3) The Hagar Cartoon

- 4) The Madam & Eve Cartoon
- 5) The Garfield cartoon

For the Weekend Post there is an additional graphic element:

- 1) The Blondie cartoon

Each of these has to be dealt with in a specific way.

## PUZZLE SOURCES

The **quick and cryptic crosswords** come from the Telegraph – Dawn Gower is your contact. Note, The Telegraph does **NOT** send puzzle batches automatically. You need to request each batch of puzzles before the previous set runs out. To do so, email [dawn.gower@telegraph.co.uk](mailto:dawn.gower@telegraph.co.uk). Dawn usually responds within hours, but our mail system sometimes blocks her emails.

The **Bridge** and **Sudoku** puzzles come from Melany of Press Features. She usually sends batches of two weeks at a time, but sometimes resends the same batch as previously and sometimes forgets about the Weekend Post cartoons. Note, there are separate Sudoku puzzles and Hagar cartoons for the Weekend Post. Her email address is [melany@pressfeatures.co.za](mailto:melany@pressfeatures.co.za). She can take a while to respond. Also, Mimecast has blocked her emails before – so check this if you are expecting material that does not arrive. IT can release blocked emails.

The **Garfield** cartoon comes from bbs.amuniversal.com. You will need to download the puzzles. The site is password protected.

Username: 117952ASP

Password: herald

The **Hagar** cartoon comes from Melany at Press Features, see above for her contact details.

The **Madam&Eve** cartoons are sent by RapidPhase. To contact RapidPhase, email [Rico@rapidphase.co.za](mailto:Rico@rapidphase.co.za).

**Target** is downloaded from the Mirror's website. This is the only puzzle that is **not** an automated puzzle as it is stored in PDF format and the construction is too variable.

Site: [mirrorpics.com](http://mirrorpics.com)

Username: Tiso

Password: TV5umUeCSvRwwbA

## PUZZLES PROCESS

We have created a series of import processes that format the puzzles in GNML. These pre-formatted puzzles then only need to be linked to the page. While this may sound simple, one has to ensure that the correct puzzle-solution combo is run.

**Note:** the crosswords are numbered by batches. All even-numbered crosswords are “quick” crosswords. All odd-numbered crosswords are cryptic crosswords.

Things to watch out for:

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## CROSSWORDS

- 1) The crosswords. These files are received as XML files, with names that relate to their batch number and type.
- 2) These work without intervention from Tuesday to Friday.
- 3) Because the Weekend Post is a weekly, and shares the same crossword source as the Herald, the solutions that arrive automatically with Saturday's puzzles are, in fact, the solutions to Monday's puzzles.
- 4) Monday's puzzle solutions are in fact the solutions to the previous Saturday's puzzles.
- 5) Worked example:

|                                    |             |
|------------------------------------|-------------|
| Example cryptic crossword filename | 42842.16503 |
| Example quick crossword filename   | 42842.16504 |

- 6) Filename explanation:
  - a. 42842 – batch number. This is not useful to the human operator. It is used by the Telegraph and Arena to track our usage
  - b. 16503, 16504 – the actual crossword number with all even numbers being quick crosswords and all odd numbers being cryptic crosswords
- 7) Crossword source files need to be dropped into the [\\pkIgn4bck01\back4\\$\Fun & Games\In\HR\Bridge](#) shortcut. Crossword files dropped into this folder will be processed and output, fully formatted, in the HR>>Puzzles folder.
- 8) Note that puzzles need to be dropped into this shortcut **in numerical ascending order**. So 42842.16500 **must be** processed before 42842.16502. 42842.16501 **must be** processed before 42842.16503.
- 9) For any Tuesday to Friday, the files can simply be linked to the Herald's Puzzles page.
- 10) For Saturday's puzzles, the previous weeks solutions need to be inserted in the quick and cryptic puzzles, and the solutions that arrive with the preformatted puzzles need to be removed and saved for Monday's puzzles.
- 11) Once Monday's puzzles are processed, these solutions need to be inserted in the appropriate puzzles and the Monday solutions that arrive with the preformatted puzzle needs to be removed and saved for the following Saturday's puzzles.
- 12) Once processed, puzzles will become visible in the HR>>Puzzles folder in GN4.
- 13) Filenames in GN4 will drop the batch number – so filenames will simply be 16503, 16504, etc in GN4.

## BRIDGE

Melany sends the bridge puzzles both as an image PDF and as a text file. We are interested only in the text file.

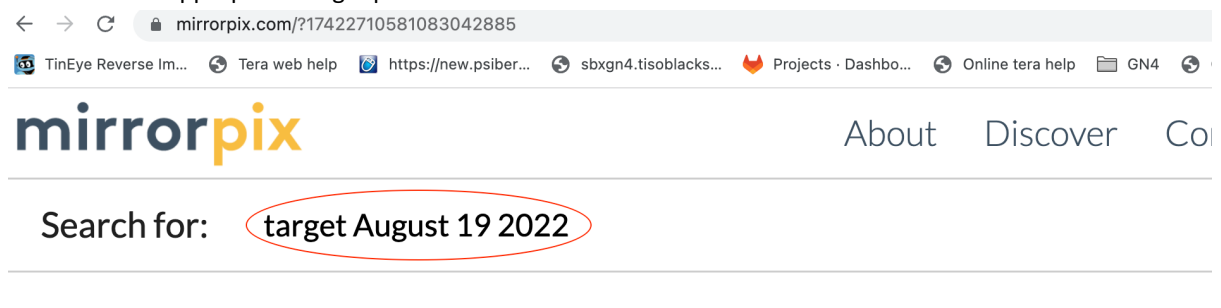
**Note:** Melany does **not** send the bridge puzzles in any particular sequence, which means you need to stay on top of which puzzles you have used and which you still need to use.

- 1) Bridge puzzles must be copied to the [\\\\pkign4bck01\\back4\\$\\Fun & Games\\In\\HR\\Crossword](\\\\pkign4bck01\\back4$\\Fun & Games\\In\\HR\\Crossword) hotfolder.
- 2) Bridge puzzles will retain their name when imported to GN4.

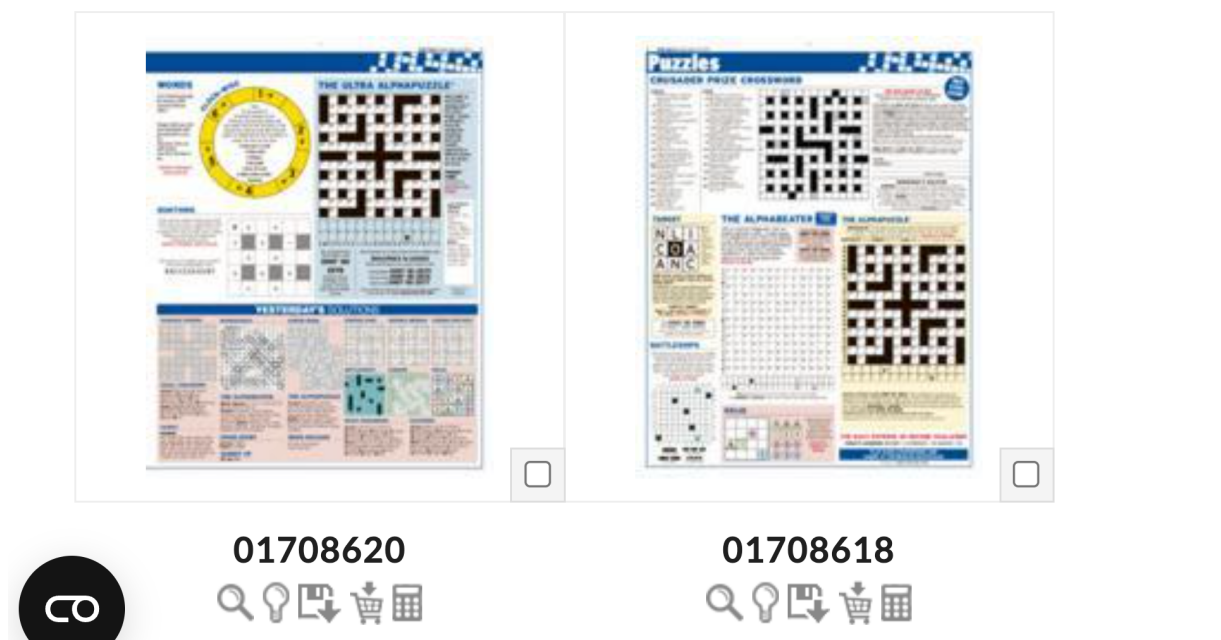
## TARGET

Target is a manual puzzle.

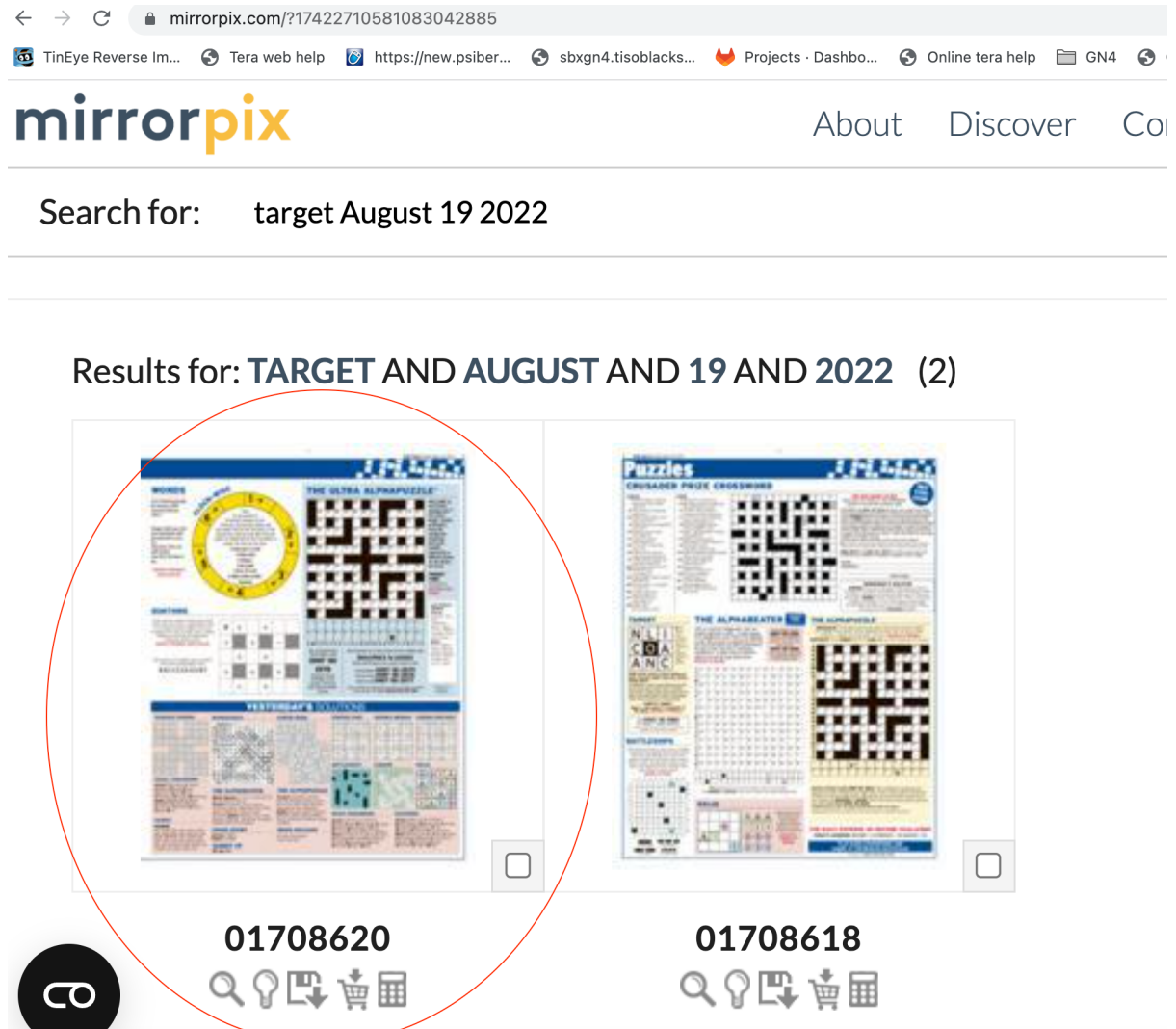
- 1) Search for the appropriate target puzzle



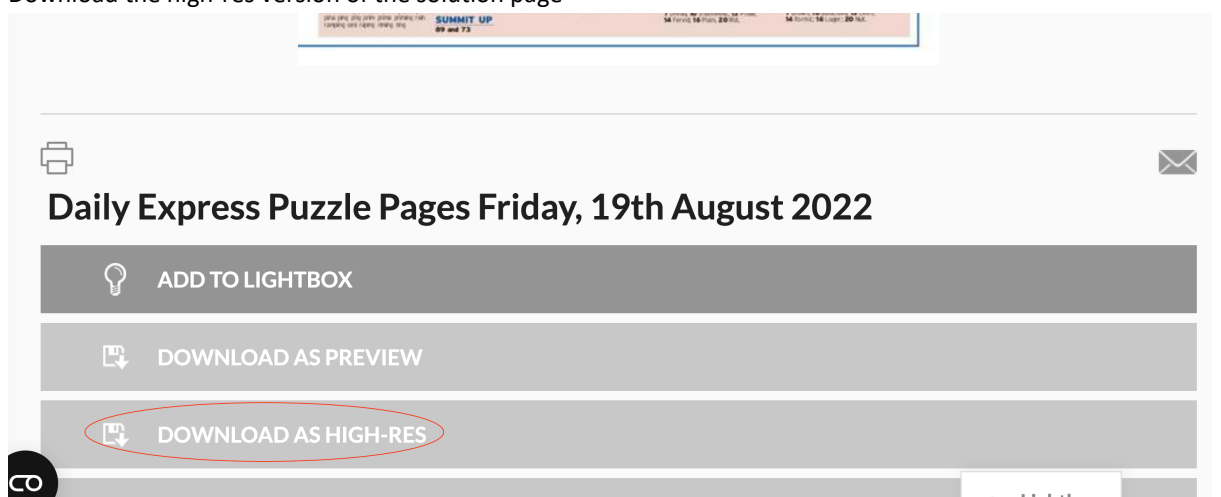
Results for: **TARGET AND AUGUST AND 19 AND 2022** (2)



- 2) Select the solution page (click on it)



- 3) Download the high-res version of the solution page



- 4) Copy the solution and paste it into the appropriate spot  
**Hint: I usually create the target article and then copy and paste the previous day's code into it to ensure that I can see the clue letters and solution at the same time.**
- 5) Open the target puzzle page and slot the clue letters into their designated spots.

- 6) Slot the number of target words that qualify as “Good”, “Very Good” and “Excellent” into the appropriate spot in the puzzle.
- 7) Move the puzzle to Production>>Page.

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## GRAPHIC ELEMENTS

All graphic elements are supplied in tiff format. These need to be dropped into the \\amendoorISO1\gn4validation\$\HR\Main Body\Graphics\ shortcut.

Once processed, these files will arrive in the Herald>>Images>>Graphics folder in GN4.

## PUTTING THE PAGE TOGETHER

Slot the appropriate puzzle into the appropriate slot. Slot that appropriate graphic into the appropriate spot.

**Note that the Bridge is of very variable length. You can change all the >bridgebody< tags to >bridgebody2< tags. This will gain you a few lines – which can help particularly on a Saturday.**

**Note also: The crossword grid on the quick puzzle can be adjusted up in size. Since the grid is actually a font, find the font definition. If the puzzle is two lines short, you can change the font size command to >h 16.8<. If the puzzle is four lines short you can change the font size command to >h 17.8<. You will need to adjust the clue and grid boxes appropriately after those.**

**Note further: More than 50 solution words in the target is likely to require adjustment to the font size and leading.**

**Note lastly: The crosswords are likely to need adjustment either of the layout of the previous solution or in terms of the font (shrink layout if it is short, adjust font size and leading if over).**

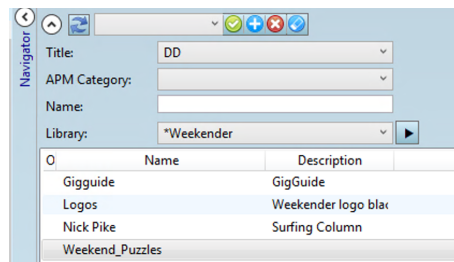
Added 02 April 2024

## WEEKENDER PUZZLES

The Weekender is a new title that was added when the Weekend Dispatch and Weekend Post were discontinued. The Weekend is a tabloid-format insert into the Friday editions of the Herald and the Daily Dispatch. A puzzles page was added in the second week of publication.

### LIBRARY ITEM

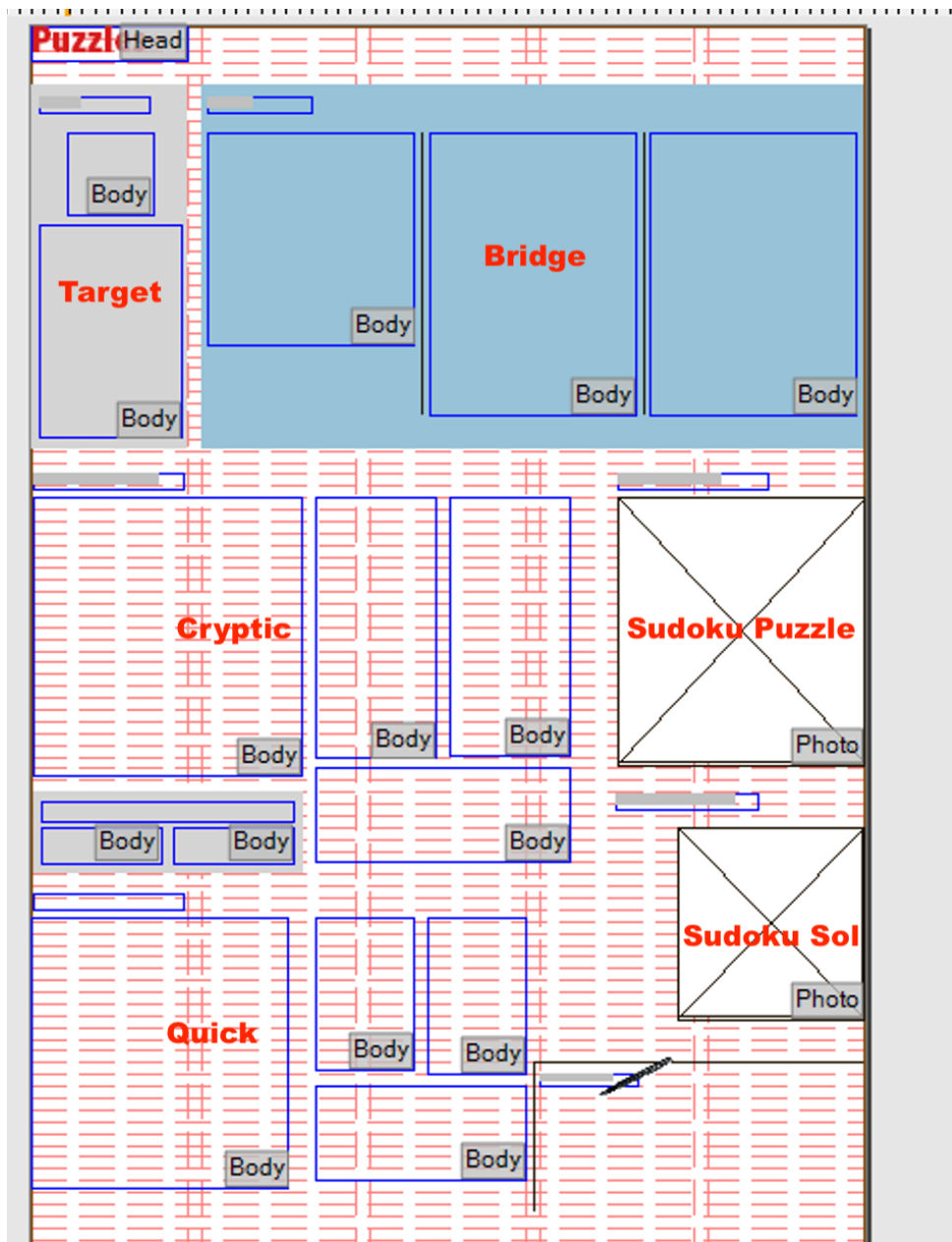
A library item exists for the Weekender puzzles page. It can be found here:



The page contains:

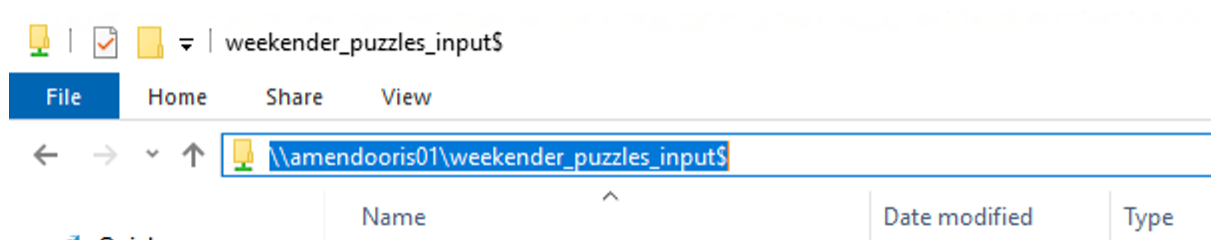
- A quick crossword and the previous week's solution
- A cryptic crossword and the previous week's solution
- A bridge puzzle
- A target puzzle and the previous week's solution
- A Sudoku puzzle and the previous week's solution

The laydown for the page looks like this:



## INPUTTING THE PUZZLES

To input puzzles for the Weekend, open Windows explorer and enter [\\amendooris01\weekender\\_puzzles\\_input\\$](\\amendooris01\weekender_puzzles_input$) into the address bar and hit enter:



Copy all the source files into this folder – so the two crossword files (XML format), the bridge puzzle (txt format) and the PDFs/tiffs for the Sudoku.

## PROCESSED FILES

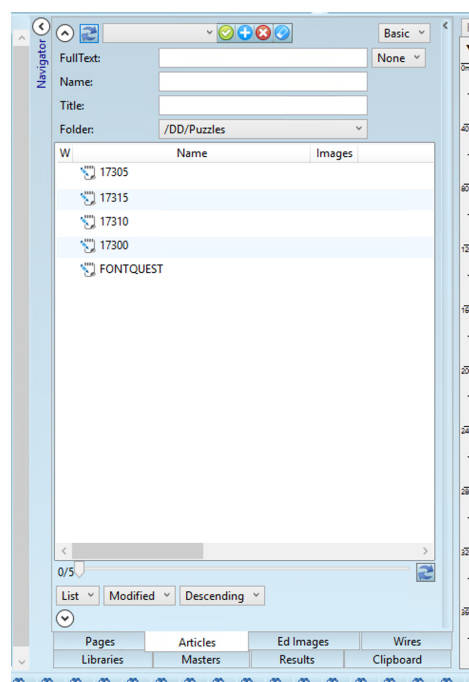
The processed text files will appear in the **DD>>Puzzles** folder of GN4.

The processed images will appear in the **Images>>DD>>Main Body>>Graphics** folder in GN4

## PUTTING TOGETHER THE PAGE

Open the puzzles page (usually page 10) of the appropriate edition of the Weekender. Check out and unlock the page. Drag the library puzzle item onto page.

Select the article tab in the pages main tab and navigate to the DD>>puzzles folder.

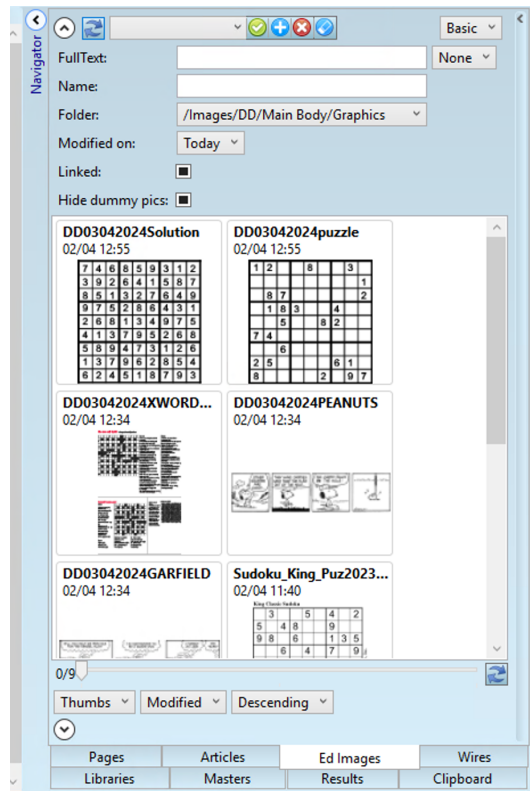


Select the appropriate markup frames and drag link the individual articles to these.

THE TARGET PUZZLE NEEDS TO BE LINKED IN REVERSE ORDER – IE BOTTOM FRAME FIRST. THIS IS TO ENSURE THAT THE ACTUAL TARGET PUZZLE IS CONSISTENTLY DISPOSED.

The format has been pre-set in the library item, but if for some reason the articles should lose their formatting, all puzzles styles are part of the DDLeisure format.

Select the images tab in the page main tab and navigate to the images>>DD>>Main Body>>Graphics folder



Drag link the Sudoku puzzle and sudoku solution to their respective image placeholders.

A NOTE ON PUZZLE ORDER: WITH THE RE-INTRODUCTION OF THE SIX-DAY, TWO-PRODUCT ROTATION, PUZZLES WILL HAVE TO BE ALLOCATED BETWEEN THE HERALD AND THE WEEKENDER AS WAS THE CASE



WITH THE HERALD AND THE WEEKEND POST. THIS IMPLIES THAT CROSSWORD SOLUTIONS WILL NEED TO BE MOVED BETWEEN THE TWO TITLES AS REQUIRED.