

# Package ‘officer’

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**Type** Package

**Title** Manipulation of Microsoft Word and PowerPoint Documents

**Version** 0.2.1

**Description** Access and manipulate 'Microsoft Word' and 'Microsoft PowerPoint' documents from R.

The package focuses on tabular and graphical reporting from R; it also provides two functions that let users get document content into data objects. A set of functions

lets add and remove images, tables and paragraphs of text in new or existing documents.

When working with 'PowerPoint' presentations, slides can be added or removed; shapes inside slides can also be added or removed. When working with 'Word' documents, a cursor can be used to help insert or delete content at a specific location in the document. The package does not require any installation of Microsoft products to be able to write Microsoft files.

**License** GPL-3

**LazyData** TRUE

**LinkingTo** Rcpp

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---

add_sheet	<i>add a sheet</i>
-----------	--------------------

---

## Description

add a sheet into an xlsx worksheet

## Usage

```
add_sheet(x, label)
```

## Arguments

x	rxlsx object
label	sheet label

## Examples

```
my_ws <- read_xlsx()
my_pres <- add_sheet(my_ws, label = "new sheet")
```

add\_slide                    *add a slide*

---

**Description**

add a slide into a pptx presentation

**Usage**

```
add_slide(x, layout, master)
```

**Arguments**

x	rptx object
layout	slide layout name to use
master	master layout name where layout is located

**Examples**

```
my_pres <- read_pptx()
my_pres <- add_slide(my_pres,
  layout = "Two Content", master = "Office Theme")
```

---

body\_add\_break              *add page break*

---

**Description**

add a page break into an rdocx object

**Usage**

```
body_add_break(x, pos = "after")
```

**Arguments**

x	an rdocx object
pos	where to add the new element relative to the cursor, one of "after", "before", "on".

**Examples**

```
library(magrittr)
doc <- read_docx() %>% body_add_break()
print(doc, target = "body_add_break.docx" )
```

---

body_add_fpar	<i>add fpar</i>
---------------	-----------------

---

**Description**

add an fpar (a formatted paragraph) into an rdocx object

**Usage**

```
body_add_fpar(x, value, style = NULL, pos = "after")
```

**Arguments**

x	a docx device
value	a character
style	paragraph style
pos	where to add the new element relative to the cursor, one of "after", "before", "on".

**See Also**

[fpar](#)

**Examples**

```
library(magrittr)
bold_face <- shortcuts$fp_bold(font.size = 30)
bold_redface <- update(bold_face, color = "red")
fpar_ <- fpar(ftext("Hello ", prop = bold_face),
             ftext("World", prop = bold_redface ),
             ftext(", how are you?", prop = bold_face ) )
doc <- read_docx() %>% body_add_fpar(fpar_)

print(doc, target = "body_add_fpar.docx" )
```

---

body_add_gg	<i>add ggplot</i>
-------------	-------------------

---

**Description**

add a ggplot as a png image into an rdocx object

**Usage**

```
body_add_gg(x, value, width = 6, height = 5, style = NULL, ...)
```

**Arguments**

x	an rdocx object
value	ggplot object
width	height in inches
height	height in inches
style	paragraph style
...	Arguments to be passed to png function.

**Examples**

```

if( require("ggplot2") ){
  doc <- read_docx()

  gg_plot <- ggplot(data = iris ) +
    geom_point(mapping = aes(Sepal.Length, Petal.Length))

  if( capabilities(what = "png") )
    doc <- body_add_gg(doc, value = gg_plot, style = "centered" )

  print(doc, target = "body_add_gg.docx" )
}

```

---

body_add_img	<i>add image</i>
--------------	------------------

---

**Description**

add an image into an rdocx object.

**Usage**

```
body_add_img(x, src, style = NULL, width, height, pos = "after")
```

**Arguments**

x	an rdocx object
src	image filename, the basename of the file must not contain any blank.
style	paragraph style
width	height in inches
height	height in inches
pos	where to add the new element relative to the cursor, one of "after", "before", "on".

**Examples**

```

doc <- read_docx()

img.file <- file.path( R.home("doc"), "html", "logo.jpg" )
if( file.exists(img.file) ){
  doc <- body_add_img(x = doc, src = img.file, height = 1.06, width = 1.39 )
}

print(doc, target = "body_add_img.docx" )

```

---

body_add_par	<i>add paragraph of text</i>
--------------	------------------------------

---

**Description**

add a paragraph of text into an rdocx object

**Usage**

```
body_add_par(x, value, style = NULL, pos = "after")
```

**Arguments**

x	a docx device
value	a character
style	paragraph style
pos	where to add the new element relative to the cursor, one of "after", "before", "on".

**Examples**

```

library(magrittr)

doc <- read_docx() %>%
  body_add_par("A title", style = "heading 1") %>%
  body_add_par("Hello world!", style = "Normal") %>%
  body_add_par("centered text", style = "centered")

print(doc, target = "body_add_par.docx" )

```

---

body_add_table	<i>add table</i>
----------------	------------------

---

## Description

add a table into an rdocx object

## Usage

```
body_add_table(x, value, style = NULL, pos = "after", header = TRUE,  
              first_row = TRUE, first_column = FALSE, last_row = FALSE,  
              last_column = FALSE, no_hband = FALSE, no_vband = TRUE)
```

## Arguments

x	a docx device
value	a data.frame to add as a table
style	table style
pos	where to add the new element relative to the cursor, one of "after", "before", "on".
header	display header if TRUE
first_row	Specifies that the first column conditional formatting should be applied. Details for this and other conditional formatting options can be found <a href="http://officeopenxml.com/WPtblLook.php">http://officeopenxml.com/WPtblLook.php</a> .
first_column	Specifies that the first column conditional formatting should be applied.
last_row	Specifies that the first column conditional formatting should be applied.
last_column	Specifies that the first column conditional formatting should be applied.
no_hband	Specifies that the first column conditional formatting should be applied.
no_vband	Specifies that the first column conditional formatting should be applied.

## Examples

```
library(magrittr)  
  
doc <- read_docx() %>%  
  body_add_table(iris, style = "table_template")  
  
print(doc, target = "body_add_table.docx" )
```



---

body_add_toc	<i>add table of content</i>
--------------	-----------------------------

---

**Description**

add a table of content into an rdocx object

**Usage**

```
body_add_toc(x, level = 3, pos = "after", style = NULL, separator = ";")
```

**Arguments**

x	an rdocx object
level	max title level of the table
pos	where to add the new element relative to the cursor, one of "after", "before", "on".
style	optional. style in the document that will be used to build entries of the TOC.
separator	optional. Some configurations need "," (i.e. from Canada) separator instead of ";"

**Examples**

```
library(magrittr)
doc <- read_docx() %>% body_add_toc()

print(doc, target = "body_add_toc.docx" )
```

---

body_add_xml	<i>add an xml string as document element</i>
--------------	--

---

**Description**

Add an xml string as document element in the document. This function is to be used to add custom openxml code.

**Usage**

```
body_add_xml(x, str, pos)
```

**Arguments**

x	an rdocx object
str	a wml string
pos	where to add the new element relative to the cursor, one of "after", "before", "on".

---

body_bookmark	<i>add bookmark</i>
---------------	---------------------

---

### Description

Add a bookmark at the cursor location.

### Usage

```
body_bookmark(x, id)
```

### Arguments

x	an rdocx object
id	bookmark name

### Examples

```
# cursor_bookmark ----
library(magrittr)

doc <- read_docx() %>%
  body_add_par("centered text", style = "centered") %>%
  body_bookmark("text_to_replace")
```

---

body_end_section	<i>add section</i>
------------------	--------------------

---

### Description

add a section in a Word document. A section affects preceding paragraphs or tables.

### Usage

```
body_end_section(x, landscape = FALSE, colwidths = c(1), space = 0.05,
  sep = FALSE, continuous = FALSE)

body_default_section(x, landscape = FALSE)

break_column_before(x)
```

**Arguments**

x	an rdocx object
landscape	landscape orientation
colwidths	columns widths as percentages, summing to 1. If 3 values, 3 columns will be produced.
space	space in percent between columns.
sep	if TRUE a line is separating columns.
continuous	TRUE for a continuous section break.

**Details**

A section starts at the end of the previous section (or the beginning of the document if no preceding section exists), and stops where the section is declared. The function `body_end_section()` is reflecting that Word concept. The function `body_default_section()` is only modifying the default section of the document.

**Examples**

```
library(magrittr)

str1 <- "Lorem ipsum dolor sit amet, consectetur adipiscing elit. " %>%
  rep(10) %>% paste(collapse = "")

my_doc <- read_docx() %>%
  # add a paragraph
  body_add_par(value = str1, style = "Normal") %>%
  # add a continuous section
  body_end_section(continuous = TRUE) %>%
  body_add_par(value = str1, style = "Normal") %>%
  body_add_par(value = str1, style = "Normal") %>%
  # preceding paragraph is on a new column
  break_column_before() %>%
  # add a two columns continuous section
  body_end_section(colwidths = c(.6, .4),
    space = .05, sep = FALSE, continuous = TRUE) %>%
  body_add_par(value = str1, style = "Normal") %>%
  # add a continuous section ... so far there is no break page
  body_end_section(continuous = TRUE) %>%
  body_add_par(value = str1, style = "Normal") %>%
  body_default_section(landscape = TRUE)

print(my_doc, target = "section.docx")
```

---

body_remove	<i>remove an element</i>
-------------	--------------------------

---

### Description

remove element pointed by cursor from a Word document

### Usage

```
body_remove(x)
```

### Arguments

x                    an rdocx object

### Examples

```
library(officer)
library(magrittr)

str1 <- "Lorem ipsum dolor sit amet, consectetur adipiscing elit. " %>%
  rep(20) %>% paste(collapse = "")
str2 <- "Drop that text"
str3 <- "Aenean venenatis varius elit et fermentum vivamus vehicula. " %>%
  rep(20) %>% paste(collapse = "")

my_doc <- read_docx() %>%
  body_add_par(value = str1, style = "Normal") %>%
  body_add_par(value = str2, style = "centered") %>%
  body_add_par(value = str3, style = "Normal")

print(my_doc, target = "init_doc.docx")

my_doc <- read_docx(path = "init_doc.docx") %>%
  cursor_reach(keyword = "that text") %>%
  body_remove()

print(my_doc, target = "result_doc.docx")
```

---

body_replace_all_text	<i>Replace text anywhere in the document, or at a cursor</i>
-----------------------	--

---

**Description**

Replace all occurrences of `old_value` with `new_value`. This method uses [grepl/gsub](#) for pattern matching; you may supply arguments as required (and therefore use [regex](#) features) using the optional `...` argument.

Note that by default, `grepl/gsub` will use `fixed=FALSE`, which means that `old_value` and `new_value` will be interpreted as regular expressions.

**Chunking of text**

Note that the behind-the-scenes representation of text in a Word document is frequently not what you might expect! Sometimes a paragraph of text is broken up (or "chunked") into several "runs," as a result of style changes, pauses in text entry, later revisions and edits, etc. If you have not styled the text, and have entered it in an "all-at-once" fashion, e.g. by pasting it or by outputting it programmatically into your Word document, then this will likely not be a problem. If you are working with a manually-edited document, however, this can lead to unexpected failures to find text.

You can use the officer function [docx\\_show\\_chunk](#) to show how the paragraph of text at the current cursor has been chunked into runs, and what text is in each chunk. This can help troubleshoot unexpected failures to find text.

**Usage**

```
body_replace_all_text(x, old_value, new_value, only_at_cursor = FALSE, ...)
```

**Arguments**

<code>x</code>	a docx device
<code>old_value</code>	the value to replace
<code>new_value</code>	the value to replace it with
<code>only_at_cursor</code>	if TRUE, only search-and-replace at the current cursor; if FALSE (default), search-and-replace in the entire document (this can be slow on large documents!)
<code>...</code>	optional arguments to <code>grepl/gsub</code> (e.g. <code>fixed=TRUE</code> )

**Author(s)**

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**See Also**

[grep](#), [regex](#), [docx\\_show\\_chunk](#)

**Examples**

```
library(magrittr)

doc <- read_docx() %>%
  body_add_par("Placeholder one") %>%
  body_add_par("Placeholder two")
```

```

# Show text chunk at cursor
docx_show_chunk(doc) # Output is 'Placeholder two'

# Simple search-and-replace at current cursor, with regex turned off
body_replace_all_text(doc, "Placeholder", "new", only_at_cursor=TRUE, fixed=TRUE)
docx_show_chunk(doc) # Output is 'new two'

# Do the same, but in the entire document and ignoring case
body_replace_all_text(doc, "placeholder", "new", only_at_cursor=FALSE, ignore.case=TRUE)
cursor_backward(doc)
docx_show_chunk(doc) # Output is 'new one'

# Use regex : replace all words starting with "n" with the word "example"
body_replace_all_text(doc, "\\bn.*?\\b", "example")
docx_show_chunk(doc) # Output is 'example one'

```

---

body_replace_at	<i>replace text at a bookmark location</i>
-----------------	--

---

## Description

replace text content enclosed in a bookmark with different text. A bookmark will be considered as valid if enclosing words within a paragraph; i.e., a bookmark along two or more paragraphs is invalid, a bookmark set on a whole paragraph is also invalid, but bookmarking few words inside a paragraph is valid.

## Usage

```
body_replace_at(x, bookmark, value)
```

## Arguments

x	a docx device
bookmark	bookmark id
value	the replacement string, of type character

## Examples

```

library(magrittr)
doc <- read_docx() %>%
  body_add_par("centered text", style = "centered") %>%
  slip_in_text(". How are you", style = "strong") %>%
  body_bookmark("text_to_replace") %>%
  body_replace_at("text_to_replace", "not left aligned")

```

---

color_scheme	<i>color scheme</i>
--------------	---------------------

---

**Description**

get master layout color scheme into a data.frame.

**Usage**

```
color_scheme(x)
```

**Arguments**

x                    rpx object

**Examples**

```
x <- read_pptx()  
color_scheme ( x = x )
```

---

cursor_begin	<i>set cursor in an rdocx object</i>
--------------	--------------------------------------

---

**Description**

a set of functions is available to manipulate the position of a virtual cursor. This cursor will be used when inserting, deleting or updating elements in the document.

**Usage**

```
cursor_begin(x)
```

```
cursor_bookmark(x, id)
```

```
cursor_end(x)
```

```
cursor_reach(x, keyword)
```

```
cursor_forward(x)
```

```
cursor_backward(x)
```

**Arguments**

x                    a docx device

id                   bookmark id

keyword             keyword to look for as a regular expression

**cursor\_begin**

Set the cursor at the beginning of the document, on the first element of the document (usually a paragraph or a table).

**cursor\_bookmark**

Set the cursor at a bookmark that has previously been set.

**cursor\_end**

Set the cursor at the end of the document, on the last element of the document.

**cursor\_reach**

Set the cursor on the first element of the document that contains text specified in argument keyword.

**cursor\_forward**

Move the cursor forward, it increments the cursor in the document.

**cursor\_backward**

Move the cursor backward, it decrements the cursor in the document.

**Examples**

```
library(officer)
library(magrittr)

doc <- read_docx() %>%
  body_add_par("paragraph 1", style = "Normal") %>%
  body_add_par("paragraph 2", style = "Normal") %>%
  body_add_par("paragraph 3", style = "Normal") %>%
  body_add_par("paragraph 4", style = "Normal") %>%
  body_add_par("paragraph 5", style = "Normal") %>%
  body_add_par("paragraph 6", style = "Normal") %>%
  body_add_par("paragraph 7", style = "Normal") %>%

# default template contains only an empty paragraph
# Using cursor_begin and body_remove, we can delete it
cursor_begin() %>% body_remove() %>%

# Let add text at the beginning of the
# paragraph containing text "paragraph 4"
cursor_reach(keyword = "paragraph 4") %>%
slip_in_text("This is ", pos = "before", style = "Default Paragraph Font") %>%

# move the cursor forward and end a section
cursor_forward() %>%
body_add_par("The section stop here", style = "Normal") %>%
body_end_section(landscape = TRUE) %>%
```



```

# move the cursor at the end of the document
cursor_end() %>%
body_add_par("The document ends now", style = "Normal")

print(doc, target = "cursor.docx")

# cursor_bookmark ----
library(magrittr)

doc <- read_docx() %>%
  body_add_par("centered text", style = "centered") %>%
  body_bookmark("text_to_replace") %>%
  body_add_par("A title", style = "heading 1") %>%
  body_add_par("Hello world!", style = "Normal") %>%
  cursor_bookmark("text_to_replace") %>%
  body_add_table(value = iris, style = "table_template")

print(doc, target = "bookmark.docx")

```

---

docx\_bookmarks

*List Word bookmarks*


---

## Description

List bookmarks id that can be found in an rdocx object.

## Usage

```
docx_bookmarks(x)
```

## Arguments

x                    an rdocx object

## Examples

```

library(magrittr)

doc <- read_docx() %>%
  body_add_par("centered text", style = "centered") %>%
  body_bookmark("text_to_replace") %>% body_add_par("centered text", style = "centered") %>%
  body_bookmark("text_to_replace2")

docx_bookmarks(doc)

docx_bookmarks(read_docx())

```

docx\_dim

*Word page layout*

---

**Description**

get page width, page height and margins (in inches). The return values are those corresponding to the section where the cursor is.

**Usage**

```
docx_dim(x)
```

**Arguments**

x                    an rdocx object

**Examples**

```
docx_dim(read_docx())
```

---

docx\_reference\_img

*add images into an rdocx object*

---

**Description**

reference images into a Word document. This function is to be used with [wml\\_link\\_images](#).

Images need to be referenced into the Word document, this will generate unique identifiers that need to be known to link these images with their corresponding xml code (wml).

**Usage**

```
docx_reference_img(x, src)
```

**Arguments**

x                    an rdocx object

src                  a vector of character containing image filenames.

---

docx_show_chunk	<i>Show underlying text tag structure</i>
-----------------	---

---

### Description

Show the structure of text tags at the current cursor. This is most useful when trying to troubleshoot search-and-replace functionality using [body\\_replace\\_all\\_text](#).

### Usage

```
docx_show_chunk(x)
```

### Arguments

x                    a docx device

### See Also

[body\\_replace\\_all\\_text](#)

### Examples

```
library(magrittr)

doc <- read_docx() %>%
  body_add_par("Placeholder one") %>%
  body_add_par("Placeholder two")

# Show text chunk at cursor
docx_show_chunk(doc) # Output is 'Placeholder two'
```

---

docx_summary	<i>get Word content in a tidy format</i>
--------------	--

---

### Description

read content of a Word document and return a tidy dataset representing the document.

### Usage

```
docx_summary(x)
```

### Arguments

x                    an rdocx object

**Examples**

```
example_pptx <- system.file(package = "officer",
  "doc_examples/example.docx")
doc <- read_docx(example_pptx)
docx_summary(doc)
```

---

doc_properties	<i>read document properties</i>
----------------	---------------------------------

---

**Description**

read Word or PowerPoint document properties and get results in a tidy data.frame.

**Usage**

```
doc_properties(x)
```

**Arguments**

x                    an rdocx or rpptx object

**Examples**

```
library(magrittr)
read_docx() %>% doc_properties()
```

---

external_img	<i>external image</i>
--------------	-----------------------

---

**Description**

This function is used to insert images into flextable with function display

**Usage**

```
external_img(src, width = 0.5, height = 0.2)
```

```
## S3 method for class 'external_img'
dim(x)
```

```
## S3 method for class 'external_img'
as.data.frame(x, ...)
```

```
## S3 method for class 'external_img'
format(x, type = "console", ...)
```

**Arguments**

src	image file path
width	height in inches
height	height in inches
x	external_img object
...	unused
type	output format

**Examples**

```
# external_img("example.png")
```

---

fpar	<i>concatenate formatted text</i>
------	-----------------------------------

---

**Description**

Create a paragraph representation by concatenating formatted text or images. Modify default text and paragraph formatting properties with update.

**Usage**

```
fpar(...)
```

```
## S3 method for class 'fpar'
```

```
update(object, fp_p = NULL, fp_t = NULL, ...)
```

```
fortify_fpar(x)
```

```
## S3 method for class 'fpar'
```

```
as.data.frame(x, ...)
```

```
## S3 method for class 'fpar'
```

```
format(x, type = "pml", ...)
```

```
## S3 method for class 'fpar'
```

```
print(x, ...)
```

**Arguments**

...	unused
fp_p	paragraph formatting properties
fp_t	default text formatting properties
x, object	fpar object
type	a string value ("pml", "wml" or "html").

**Details**

fortify\_fpar, as.data.frame are used internally and are not supposed to be used by end user.

**Examples**

```
fpar(ftext("hello", shortcuts$fp_bold()))
```

---

fp_border	<i>border properties object</i>
-----------	---------------------------------

---

**Description**

create a border properties object.

**Usage**

```
fp_border(color = "black", style = "solid", width = 1)
```

```
## S3 method for class 'fp_border'
update(object, color, style, width, ...)
```

```
## S3 method for class 'fp_border'
format(x, type = "pml", ...)
```

**Arguments**

color	border color - single character value (e.g. "#000000" or "black")
style	border style - single character value : "none" or "solid" or "dotted" or "dashed"
width	border width - an integer value : 0 >= value
...	further arguments - not used
x, object	fp_border object
type	output type - only 'pml' currently supported.

**Examples**

```
fp_border()
fp_border(color="orange", style="solid", width=1)
fp_border(color="gray", style="dotted", width=1)
```

```
# modify object -----
border <- fp_border()
update(border, style="dotted", width=3)
```

fp\_cell

*Cell formatting properties***Description**

Create a fp\_cell object that describes cell formatting properties.

**Usage**

```
fp_cell(border = fp_border(width = 0), border.bottom, border.left, border.top,
        border.right, vertical.align = "center", margin = 0, margin.bottom,
        margin.top, margin.left, margin.right, background.color = "transparent",
        text.direction = "lrbt")
```

```
## S3 method for class 'fp_cell'
format(x, type = "wml", ...)
```

```
## S3 method for class 'fp_cell'
print(x, ...)
```

```
## S3 method for class 'fp_cell'
update(object, border, border.bottom, border.left, border.top,
        border.right, vertical.align, margin = 0, margin.bottom, margin.top,
        margin.left, margin.right, background.color, text.direction, ...)
```

**Arguments**

border	shortcut for all borders.
border.bottom, border.left, border.top, border.right	<a href="#">fp_border</a> for borders.
vertical.align	cell content vertical alignment - a single character value, expected value is one of "center" or "top" or "bottom"
margin	shortcut for all margins.
margin.bottom, margin.top, margin.left, margin.right	cell margins - 0 or positive integer value.
background.color	cell background color - a single character value specifying a valid color (e.g. "#000000" or "black").
text.direction	cell text rotation - a single character value, expected value is one of "lrbt", "tblr", "btlr".
x, object	fp_cell object
type	output type - one of 'wml', 'pml', 'html'.
...	further arguments - not used

**Examples**

```
obj <- fp_cell(margin = 1)
update( obj, margin.bottom = 5 )
```

---

fp_par	<i>Paragraph formatting properties</i>
--------	--

---

**Description**

Create a fp\_par object that describes paragraph formatting properties.

**Usage**

```
fp_par(text.align = "left", padding = 0, border = fp_border(width = 0),
padding.bottom, padding.top, padding.left, padding.right, border.bottom,
border.left, border.top, border.right, shading.color = "transparent")
```

```
## S3 method for class 'fp_par'
dim(x)
```

```
## S3 method for class 'fp_par'
print(x, ...)
```

```
## S3 method for class 'fp_par'
update(object, text.align, padding, border, padding.bottom,
padding.top, padding.left, padding.right, border.bottom, border.left,
border.top, border.right, shading.color, ...)
```

**Arguments**

text.align	text alignment - a single character value, expected value is one of 'left', 'right', 'center', 'justify'.
padding	paragraph paddings - 0 or positive integer value. Argument padding overwrites arguments padding.bottom, padding.top, padding.left, padding.right.
border	shortcut for all borders.
padding.bottom, padding.top, padding.left, padding.right	paragraph paddings - 0 or positive integer value.
border.bottom, border.left, border.top, border.right	<a href="#">fp_border</a> for borders. overwrite other border properties.
shading.color	shading color - a single character value specifying a valid color (e.g. "#000000" or "black").
x, object	fp_par object
...	further arguments - not used



**Value**

a fp\_par object

**Examples**

```
fp_par(text.align = "center", padding = 5)
obj <- fp_par(text.align = "center", padding = 1)
update( obj, padding.bottom = 5 )
```

---

fp_sign	<i>object unique signature</i>
---------	--------------------------------

---

**Description**

Get unique signature for a formatting properties object.

**Usage**

```
fp_sign(x)
```

**Arguments**

x                    a set of formatting properties

**Examples**

```
fp_sign( fp_text(color="orange") )
```

---

fp_text	<i>Text formatting properties</i>
---------	-----------------------------------

---

**Description**

Create a fp\_text object that describes text formatting properties.

**Usage**

```
fp_text(color = "black", font.size = 10, bold = FALSE, italic = FALSE,
  underlined = FALSE, font.family = "Arial", vertical.align = "baseline",
  shading.color = "transparent")
```

```
## S3 method for class 'fp_text'
format(x, type = "wml", ...)
```

```
## S3 method for class 'fp_text'
print(x, ...)
```

```
## S3 method for class 'fp_text'
as.data.frame(x, ...)

## S3 method for class 'fp_text'
update(object, color, font.size, bold = FALSE,
       italic = FALSE, underlined = FALSE, font.family, vertical.align,
       shading.color, ...)
```

### Arguments

color	font color - a single character value specifying a valid color (e.g. "#000000" or "black").
font.size	font size (in point) - 0 or positive integer value.
bold	is bold
italic	is italic
underlined	is underlined
font.family	single character value specifying font name.
vertical.align	single character value specifying font vertical alignments. Expected value is one of the following : default 'baseline' or 'subscript' or 'superscript'
shading.color	shading color - a single character value specifying a valid color (e.g. "#000000" or "black").
x	fp_text object
type	output type - one of 'wml', 'pml', 'html'.
...	further arguments - not used
object	fp_text object to modify
format	format type, wml for MS word, pml for MS PowerPoint and html.

### Value

a fp\_text object

### Examples

```
print( fp_text (color="red", font.size = 12) )
```

---

f <sub>text</sub>	<i>formatted text</i>
-------------------	-----------------------

---

**Description**

Format a chunk of text with text formatting properties.

**Usage**

```
ftext(text, prop)

## S3 method for class 'ftext'
format(x, type = "console", ...)

## S3 method for class 'ftext'
print(x, ...)
```

**Arguments**

text	text value
prop	formatting text properties
x	f <sub>text</sub> object
type	output format, one of wml, pml, html, console, text.
...	unused

**Examples**

```
ftext("hello", fptext())
```

---

layout <sub>properties</sub>	<i>slide layout properties</i>
------------------------------	--------------------------------

---

**Description**

get information about a particular slide layout into a data.frame.

**Usage**

```
layoutproperties(x, layout = NULL, master = NULL)
```

**Arguments**

x	rp <sub>tx</sub> object
layout	slide layout name to use
master	master layout name where layout is located

**Examples**

```
x <- read_pptx()
layout_properties ( x = x, layout = "Title Slide", master = "Office Theme" )
layout_properties ( x = x, master = "Office Theme" )
layout_properties ( x = x, layout = "Two Content" )
layout_properties ( x = x )
```

---

layout_summary	<i>presentation layouts summary</i>
----------------	-------------------------------------

---

**Description**

get informations about slide layouts and master layouts into a data.frame.

**Usage**

```
layout_summary(x)
```

**Arguments**

x	rpptx object
---	--------------

**Examples**

```
my_pres <- read_pptx()
layout_summary ( x = my_pres )
```

---

media_extract	<i>Extract media from a document object</i>
---------------	---

---

**Description**

Extract files from an rdocx or rpptx object.

**Usage**

```
media_extract(x, path, target)
```

**Arguments**

x	an rpptx object or an rdocx object
path	media path, should be a relative path
target	target file

## Examples

```
example_pptx <- system.file(package = "officer",
  "doc_examples/example.pptx")
doc <- read_pptx(example_pptx)
content <- pptx_summary(doc)
image_row <- content[content$content_type %in% "image", ]
media_file <- image_row$media_file
media_extract(doc, path = media_file, target = "extract.png")
```

---

officer

*officer: Manipulate Microsoft Word and PowerPoint Documents*

---

## Description

The officer package facilitates access to and manipulation of 'Microsoft Word' and 'Microsoft PowerPoint' documents from R.

## Details

- read Word and PowerPoint files into data objects
- add/edit/remove image, table and text content from documents and slides
- write updated content back to Word and PowerPoint files

To learn more about officer, start with the vignettes: `browseVignettes(package = "officer")`

## Author(s)

**Maintainer:** David Gohel <david.gohel@ardata.fr>

Other contributors:

- Frank Hangler <frank@plotandscatter.com> (function `body_replace_all_text`) [contributor]
- Liz Sander <lsander@civisanalytics.com> (several documentation fixes) [contributor]
- Jon Calder <jonmcalders@gmail.com> (update vignettes) [contributor]

## See Also

Useful links:

- <https://davidgohel.github.io/officer>
- Report bugs at <https://github.com/davidgohel/officer/issues>

on\_slide *change current slide*

---

**Description**

change current slide index of an rpptx object.

**Usage**

```
on_slide(x, index)
```

**Arguments**

x	rpptx object
index	slide index

**Examples**

```
doc <- read_pptx()
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- on_slide( doc, index = 1)
doc <- ph_with_text(x = doc, type = "title", str = "First title")
doc <- on_slide( doc, index = 3)
doc <- ph_with_text(x = doc, type = "title", str = "Third title")

print(doc, target = "on_slide.pptx" )
```

---

pack\_folder *compress a folder*

---

**Description**

compress a folder to a target file. The function returns the complete path to target file.

**Usage**

```
pack_folder(folder, target)
```

**Arguments**

folder	folder to compress
target	path of the archive to create

**Details**

The function is using [zip](#), it needs a zip program.

---

ph_add_fpar	<i>append fpar</i>
-------------	--------------------

---

### Description

append fpar (a formatted paragraph) in a placeholder

### Usage

```
ph_add_fpar(x, value, type = "body", id_chr = NULL, level = 1)
```

### Arguments

x	a pptx device
value	fpar object
type	placeholder type
id_chr	placeholder id (a string). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'. Values can be read from <a href="#">slide_summary</a> .
level	paragraph level

### See Also

[fpar](#)

### Examples

```
library(magrittr)

bold_face <- shortcuts$fp_bold(font.size = 30)
bold_redface <- update(bold_face, color = "red")

fpar_ <- fpar(ftext("Hello ", prop = bold_face),
  ftext("World", prop = bold_redface ),
  ftext(", how are you?", prop = bold_face ) )

doc <- read_pptx() %>%
  add_slide(layout = "Title and Content", master = "Office Theme") %>%
  ph_empty(type = "body") %>%
  ph_add_fpar(value = fpar_, type = "body", level = 2)

print(doc, target = "ph_add_fpar.pptx")
```

---

ph_add_par	<i>append paragraph</i>
------------	-------------------------

---

### Description

append a new empty paragraph in a placeholder

### Usage

```
ph_add_par(x, type = NULL, id_chr = NULL, level = 1)
```

### Arguments

x	a pptx device
type	placeholder type
id_chr	placeholder id (a string). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'. Values can be read from <a href="#">slide_summary</a> .
level	paragraph level

### Examples

```
library(magrittr)

fileout <- tempfile(fileext = ".pptx")
default_text <- fp_text(font.size = 0, bold = TRUE, color = "red")

doc <- read_pptx() %>%
  add_slide(layout = "Title and Content", master = "Office Theme") %>%
  ph_with_text(type = "body", str = "A text") %>%
  ph_add_par(level = 2) %>%
  ph_add_text(str = "and another, ", style = default_text ) %>%
  ph_add_par(level = 3) %>%
  ph_add_text(str = "and another!",
             style = update(default_text, color = "blue"))

print(doc, target = fileout)
```

---

ph_add_text	<i>append text</i>
-------------	--------------------

---

### Description

append text in a placeholder



**Usage**

```
ph_add_text(x, str, type = NULL, id_chr = NULL, style = fp_text(font.size
  = 0), pos = "after", href = NULL, slide_index = NULL)
```

**Arguments**

x	a pptx device
str	text to add
type	placeholder type
id_chr	placeholder id (a string). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'. Values can be read from <a href="#">slide_summary</a> .
style	text style, a <a href="#">fp_text</a> object
pos	where to add the new element relative to the cursor, "after" or "before".
href	hyperlink to reach when clicking the text
slide_index	slide index to reach when clicking the text. It will be ignored if href is not NULL.

**Examples**

```
library(magrittr)
fileout <- tempfile(fileext = ".pptx")
my_pres <- read_pptx() %>%
  add_slide(layout = "Title and Content", master = "Office Theme") %>%
  ph_empty(type = "body")

small_red <- fp_text(color = "red", font.size = 14)

my_pres <- my_pres %>%
  ph_add_par(level = 3) %>%
  ph_add_text(str = "A small red text.", style = small_red) %>%
  ph_add_par(level = 2) %>%
  ph_add_text(str = "Level 2")

print(my_pres, target = fileout)

fileout <- tempfile(fileext = ".pptx")
doc <- read_pptx() %>%
  add_slide(layout = "Title and Content", master = "Office Theme") %>%
  ph_with_text(type = "title", str = "Un titre 1") %>%
  add_slide(layout = "Title and Content", master = "Office Theme") %>%
  ph_with_text(type = "title", str = "Un titre 2") %>%
  on_slide(1) %>%
  ph_empty(type = "body") %>%
  ph_add_par(type = "body", level = 2) %>%
  ph_add_text(str = "Jump here to slide 2!", type = "body",
    slide_index = 2)
```

```
print(doc, target = fileout)
```

---

ph_empty	<i>add a new empty shape</i>
----------	------------------------------

---

### Description

add a new empty shape in the current slide.

### Usage

```
ph_empty(x, type = "title", index = 1)

ph_empty_at(x, left, top, width, height, bg = "transparent", rot = 0,
  template_type = NULL, template_index = 1)
```

### Arguments

x	a pptx device
type	placeholder type
index	placeholder index (integer). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'.
left, top	location of the new shape on the slide
width, height	shape size in inches
bg	background color
rot	rotation angle
template_type	placeholder template type. If used, the new shape will inherit the style from the placeholder template. If not used, no text property is defined and for example text lists will not be indented.
template_index	placeholder template index (integer). To be used when a placeholder template type is not unique in the current slide, e.g. two placeholders with type 'body'.

### Examples

```
fileout <- tempfile(fileext = ".pptx")
doc <- read_pptx()
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- ph_empty(x = doc, type = "title")

print(doc, target = fileout )

# demo ph_empty_at -----
fileout <- tempfile(fileext = ".pptx")
doc <- read_pptx()
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- ph_empty_at(x = doc, left = 1, top = 2, width = 5, height = 4)

print(doc, target = fileout )
```

---

ph\_from\_xml                      *add an xml string as new shape*

---

### Description

Add an xml string as new shape in the current slide. This function is to be used to add custom openxml code.

### Usage

```
ph_from_xml(x, value, type = "body", index = 1)
```

```
ph_from_xml_at(x, value, left, top, width, height)
```

### Arguments

x	a pptx device
value	a character
type	placeholder type
index	placeholder index (integer). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'.
left, top	location of the new shape on the slide
width, height	shape size in inches

---

ph\_hyperlink                      *hyperlink a placeholder*

---

### Description

add hyperlink to a placeholder in the current slide.

### Usage

```
ph_hyperlink(x, type = NULL, id_chr = NULL, href)
```

### Arguments

x	a pptx device
type	placeholder type
id_chr	placeholder id (a string). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'. Values can be read from <a href="#">slide_summary</a> .
href	hyperlink (do not forget http or https prefix)

**Examples**

```

fileout <- tempfile(fileext = ".pptx")
doc <- read_pptx()
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- ph_with_text(x = doc, type = "title", str = "Un titre 1")
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- ph_with_text(x = doc, type = "title", str = "Un titre 2")
doc <- on_slide(doc, 1)
slide_summary(doc) # read column id here
doc <- ph_hyperlink(x = doc, id_chr = "2",
  href = "https://cran.r-project.org")

print(doc, target = fileout )

```

---

ph\_remove

*remove shape*

---

**Description**

remove a shape in a slide

**Usage**

```
ph_remove(x, type = NULL, id_chr = NULL)
```

**Arguments**

x	a pptx device
type	placeholder type
id_chr	placeholder id (a string). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'. Values can be read from <a href="#">slide_summary</a> .

**Examples**

```

fileout <- tempfile(fileext = ".pptx")
doc <- read_pptx()
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- ph_with_text(x = doc, type = "title", str = "Un titre")
slide_summary(doc) # read column id here
doc <- ph_remove(x = doc, type = "title", id_chr = "2")

print(doc, target = fileout )

```

---

ph\_slidelink                    *slide link to a placeholder*

---

### Description

add slide link to a placeholder in the current slide.

### Usage

```
ph_slidelink(x, type = NULL, id_chr = NULL, slide_index)
```

### Arguments

x	a pptx device
type	placeholder type
id_chr	placeholder id (a string). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'. Values can be read from <a href="#">slide_summary</a> .
slide_index	slide index to reach

### Examples

```
fileout <- tempfile(fileext = ".pptx")
doc <- read_pptx()
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- ph_with_text(x = doc, type = "title", str = "Un titre 1")
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- ph_with_text(x = doc, type = "title", str = "Un titre 2")
doc <- on_slide(doc, 1)
slide_summary(doc) # read column id here
doc <- ph_slidelink(x = doc, id_chr = "2", slide_index = 2)

print(doc, target = fileout )
```

---

ph\_with\_gg                    *add ggplot to a pptx presentation*

---

### Description

add a ggplot as a png image into an rpptx object

### Usage

```
ph_with_gg(x, value, type = "body", index = 1, width = NULL,
           height = NULL, ...)
```

```
ph_with_gg_at(x, value, width, height, left, top, ...)
```

**Arguments**

x	a pptx device
value	ggplot object
type	placeholder type
index	placeholder index (integer). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'.
width, height	image size in inches
...	Arguments to be passed to png function.
left, top	location of the new shape on the slide

**Examples**

```

if( require("ggplot2") ){
  doc <- read_pptx()
  doc <- add_slide(doc, layout = "Title and Content",
    master = "Office Theme")

  gg_plot <- ggplot(data = iris ) +
    geom_point(mapping = aes(Sepal.Length, Petal.Length), size = 3) +
    theme_minimal()

  if( capabilities(what = "png") ){
    doc <- ph_with_gg(doc, value = gg_plot )
    doc <- ph_with_gg_at(doc, value = gg_plot,
      height = 4, width = 8, left = 4, top = 4 )
  }

  print(doc, target = "ph_with_gg.pptx" )
}

```

---

**ph\_with\_img***add image*

---

**Description**

add an image as a new shape in the current slide.

**Usage**

```
ph_with_img(x, src, type = "body", index = 1, width = NULL,
  height = NULL)
```

```
ph_with_img_at(x, src, left, top, width, height, rot = 0)
```

**Arguments**

x	a pptx device
src	image filename, the basename of the file must not contain any blank.
type	placeholder type
index	placeholder index (integer). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'.
width, height	image size in inches
left, top	location of the new shape on the slide
rot	rotation angle

**Examples**

```

fileout <- tempfile(fileext = ".pptx")
doc <- read_pptx()
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")

img.file <- file.path( R.home("doc"), "html", "logo.jpg" )
if( file.exists(img.file) ){
  doc <- ph_with_img(x = doc, type = "body", src = img.file, height = 1.06, width = 1.39 )
}

print(doc, target = fileout )

fileout <- tempfile(fileext = ".pptx")
doc <- read_pptx()
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")

img.file <- file.path( R.home("doc"), "html", "logo.jpg" )
if( file.exists(img.file) ){
  doc <- ph_with_img_at(x = doc, src = img.file, height = 1.06, width = 1.39,
    left = 4, top = 4, rot = 45 )
}

print(doc, target = fileout )

```

---

ph\_with\_table

*add table*


---

**Description**

add a table as a new shape in the current slide.

**Usage**

```
ph_with_table(x, value, type = "title", index = 1, header = TRUE,
             first_row = TRUE, first_column = FALSE, last_row = FALSE,
             last_column = FALSE)
```

```
ph_with_table_at(x, value, left, top, width, height, header = TRUE,
                first_row = TRUE, first_column = FALSE, last_row = FALSE,
                last_column = FALSE)
```

**Arguments**

x	a pptx device
value	data.frame
type	placeholder type
index	placeholder index (integer). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'.
header	display header if TRUE
first_row, last_row, first_column, last_column	logical for PowerPoint table options
left, top	location of the new shape on the slide
width, height	shape size in inches

**Examples**

```
library(magrittr)

doc <- read_pptx() %>%
  add_slide(layout = "Title and Content", master = "Office Theme") %>%
  ph_with_table(value = mtcars[1:6,], type = "body",
              last_row = FALSE, last_column = FALSE, first_row = TRUE)

print(doc, target = "ph_with_table.pptx")

library(magrittr)

doc <- read_pptx() %>%
  add_slide(layout = "Title and Content", master = "Office Theme") %>%
  ph_with_table_at(value = mtcars[1:6,],
                  height = 4, width = 8, left = 4, top = 4,
                  last_row = FALSE, last_column = FALSE, first_row = TRUE)

print(doc, target = "ph_with_table2.pptx")
```



---

ph\_with\_text                    *add text into a new shape*

---

**Description**

add text into a new shape in a slide.

**Usage**

```
ph_with_text(x, str, type = "title", index = 1)
```

**Arguments**

x	a pptx device
str	text to add
type	placeholder type
index	placeholder index (integer). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'.

**Examples**

```
fileout <- tempfile(fileext = ".pptx")
doc <- read_pptx()
doc <- add_slide(doc, layout = "Title and Content", master = "Office Theme")
doc <- ph_with_text(x = doc, type = "title", str = "Un titre")
doc <- ph_with_text(x = doc, type = "ftr", str = "pied de page")
doc <- ph_with_text(x = doc, type = "dt", str = format(Sys.Date()))
doc <- ph_with_text(x = doc, type = "sldNum", str = "slide 1")

doc <- add_slide(doc, layout = "Title Slide", master = "Office Theme")
doc <- ph_with_text(x = doc, type = "subTitle", str = "Un sous titre")
doc <- ph_with_text(x = doc, type = "ctrTitle", str = "Un titre")

print(doc, target = fileout )
```

---

ph\_with\_ul                    *add unordered list to a pptx presentation*

---

**Description**

add an unordered list of text into an rpptx object. Each text is associated with a hierarchy level.

**Usage**

```
ph_with_ul(x, type, index = 1, str_list = character(0),
           level_list = integer(0), style = NULL)
```

**Arguments**

x	rpptx object
type	placeholder type
index	placeholder index (integer). This is to be used when a placeholder type is not unique in the current slide, e.g. two placeholders with type 'body'.
str_list	list of strings to be included in the object
level_list	list of levels for hierarchy structure
style	text style, a fp_text object list or a single fp_text objects. Use fp_text(font.size = 0, ...) to inherit from default sizes of the presentation.

**Examples**

```
library(magrittr)
pptx <- read_pptx()
pptx <- add_slide(x = pptx, layout = "Title and Content", master = "Office Theme")
pptx <- ph_with_text(x = pptx, type = "title", str = "Example title")
pptx <- ph_with_ul(
  x = pptx, type = "body", index = 1,
  str_list = c("Level1", "Level2", "Level2", "Level3", "Level3", "Level1"),
  level_list = c(1, 2, 2, 3, 3, 1),
  style = fp_text(color = "red", font.size = 0) )
print(pptx, target = "example2.pptx") %>%
  invisible()
```

---

pptx\_summary

*get PowerPoint content in a tidy format*

---

**Description**

read content of a PowerPoint document and return a tidy dataset representing the document.

**Usage**

```
pptx_summary(x)
```

**Arguments**

x	an rpptx object
---	-----------------

**Examples**

```
example_pptx <- system.file(package = "officer",
  "doc_examples/example.pptx")
doc <- read_pptx(example_pptx)
pptx_summary(doc)
```

---

read_docx	<i>open a connection to a 'Word' file</i>
-----------	---

---

### Description

read and import a docx file as an R object representing the document.

### Usage

```
read_docx(path = NULL)

## S3 method for class 'rdocx'
print(x, target = NULL, ...)

## S3 method for class 'rdocx'
length(x)
```

### Arguments

path	path to the docx file to use as base document.
x	an rdocx object
target	path to the docx file to write
...	unused

### Examples

```
# create an rdocx object with default template ---
read_docx()

print(read_docx())
# write a rdocx object in a docx file ----
if( require(magrittr) ){
  read_docx() %>% print(target = "out.docx")
  # full path of produced file is returned
  print(.Last.value)
}

# how many elements are there in the document ----
length( read_docx() )
```

---

read_pptx	<i>open a connexion to a 'PowerPoint' file</i>
-----------	--

---

### Description

read and import a pptx file as an R object representing the document.

### Usage

```
read_pptx(path = NULL)

## S3 method for class 'rpptx'
print(x, target = NULL, ...)

## S3 method for class 'rpptx'
length(x)
```

### Arguments

path	path to the pptx file to use as base document.
x	an rpptx object
target	path to the pptx file to write
...	unused

### number of slides

Function length will return the number of slides.

### Examples

```
read_pptx()
# write a rdocx object in a docx file ----
if( require(magrittr) ){
  read_pptx() %>% print(target = "out.pptx")
  # full path of produced file is returned
  print(.Last.value)
}
```

---

read_xlsx	<i>open a connexion to an 'Excel' file</i>
-----------	--

---

**Description**

read and import an xlsx file as an R object representing the document.

**Usage**

```
read_xlsx(path = NULL)

## S3 method for class 'rxlsx'
length(x)

## S3 method for class 'rxlsx'
print(x, target = NULL, ...)
```

**Arguments**

path	path to the xlsx file to use as base document.
x	an rpptx object
target	path to the xlsx file to write
...	unused

**Examples**

```
read_xlsx()
# write a rdocx object in a docx file ----
if( require(magrittr) ){
  read_xlsx() %>% print(target = "out.xlsx")
  # full path of produced file is returned
  print(.Last.value)
}
```

---

remove_slide	<i>remove a slide</i>
--------------	-----------------------

---

**Description**

remove a slide from a pptx presentation

**Usage**

```
remove_slide(x, index = NULL)
```

**Arguments**

x                    rpptx object  
 index                slide index, default to current slide position.

**Note**

cursor is set on the last slide.

**Examples**

```
my_pres <- read_pptx()
my_pres <- add_slide(my_pres,
  layout = "Two Content", master = "Office Theme")

my_pres <- remove_slide(my_pres)
```

---

set\_doc\_properties     *set document properties*

---

**Description**

set Word or PowerPoint document properties. These are not visible in the document but are available as metadata of the document.

**Usage**

```
set_doc_properties(x, title = NULL, subject = NULL, creator = NULL,
  description = NULL, created = NULL)
```

**Arguments**

x                    an rdocx or rpptx object  
 title, subject, creator, description  
                       text fields  
 created             a date object

**Note**

The "last modified" and "last modified by" fields will be automatically be updated when the file is written.

**Examples**

```
library(magrittr)
read_docx() %>% set_doc_properties(title = "title",
  subject = "document subject", creator = "Me me me",
  description = "this document is empty",
  created = Sys.time()) %>% doc_properties()
```

---

sheet_select	<i>select sheet</i>
--------------	---------------------

---

### Description

set a particular sheet selected when workbook will be edited.

### Usage

```
sheet_select(x, sheet)
```

### Arguments

x	xlsx object
sheet	sheet name

### Examples

```
my_ws <- read_xlsx()  
my_pres <- add_sheet(my_ws, label = "new sheet")  
my_pres <- sheet_select(my_ws, sheet = "new sheet")  
print(my_ws, target = tempfile(fileext = ".xlsx") )
```

---

shortcuts	<i>shortcuts for formatting properties</i>
-----------	--

---

### Description

Shortcuts for fp\_text, fp\_par, fp\_cell and fp\_border.

### Usage

```
shortcuts
```

### Examples

```
shortcuts$fp_bold()  
shortcuts$fp_italic()  
shortcuts$b_null()
```

---

slide_summary	<i>get PowerPoint slide content in a tidy format</i>
---------------	--

---

**Description**

get content and positions of current slide into a data.frame. Data for any tables, images, or paragraphs are imported into the resulting data.frame.

**Usage**

```
slide_summary(x, index = NULL)
```

**Arguments**

x	rpptx object
index	slide index

**Examples**

```
library(magrittr)

my_pres <- read_pptx() %>%
  add_slide(layout = "Two Content", master = "Office Theme") %>%
  ph_with_text(type = "dt", str = format(Sys.Date())) %>%
  add_slide(layout = "Title and Content", master = "Office Theme")

slide_summary(my_pres)
slide_summary(my_pres, index = 1)
```

---

slip_in_img	<i>append an image</i>
-------------	------------------------

---

**Description**

append an image into a paragraph of an rdocx object

**Usage**

```
slip_in_img(x, src, style = NULL, width, height, pos = "after")
```

**Arguments**

x	an rdocx object
src	image filename, the basename of the file must not contain any blank.
style	text style
width	height in inches
height	height in inches
pos	where to add the new element relative to the cursor, "after" or "before".



**Examples**

```
library(magrittr)
img.file <- file.path( R.home("doc"), "html", "logo.jpg" )
x <- read_docx() %>%
  body_add_par("R logo: ", style = "Normal") %>%
  slip_in_img(src = img.file, style = "strong", width = .3, height = .3)

print(x, target = "append_img.docx")
```

---

slip\_in\_seqfield      *append seq field*

---

**Description**

append seq field into a paragraph of an rdocx object

**Usage**

```
slip_in_seqfield(x, str, style = NULL, pos = "after")
```

**Arguments**

x	an rdocx object
str	seq field value
style	text style
pos	where to add the new element relative to the cursor, "after" or "before".

**Examples**

```
library(magrittr)
x <- read_docx() %>%
  body_add_par("Time is: ", style = "Normal") %>%
  slip_in_seqfield(
    str = "TIME \u005C@ \\"HH:mm:ss\" \u005C* MERGEFORMAT",
    style = 'strong') %>%

  body_add_par(" - This is a figure title", style = "centered") %>%
  slip_in_seqfield(str = "SEQ Figure \u005C* roman",
    style = 'Default Paragraph Font', pos = "before") %>%
  slip_in_text("Figure: ", style = "strong", pos = "before") %>%

  body_add_par(" - This is another figure title", style = "centered") %>%
  slip_in_seqfield(str = "SEQ Figure \u005C* roman",
    style = 'strong', pos = "before") %>%
  slip_in_text("Figure: ", style = "strong", pos = "before") %>%
  body_add_par("This is a symbol: ", style = "Normal") %>%
  slip_in_seqfield(str = "SYMBOL 100 \u005Cf Wingdings",
    style = 'strong')

print(x, target = "seqfield.docx")
```

---

slip_in_text	<i>append text</i>
--------------	--------------------

---

**Description**

append text into a paragraph of an rdocx object

**Usage**

```
slip_in_text(x, str, style = NULL, pos = "after")
```

**Arguments**

x	an rdocx object
str	text
style	text style
pos	where to add the new element relative to the cursor, "after" or "before".

**Examples**

```
library(magrittr)
x <- read_docx() %>%
  body_add_par("Hello ", style = "Normal") %>%
  slip_in_text("world", style = "strong") %>%
  slip_in_text("Message is", style = "strong", pos = "before")

print(x, target = "append_run.docx")
```

---

slip_in_xml	<i>add a wml string into a Word document</i>
-------------	--

---

**Description**

The function add a wml string into the document after, before or on a cursor location.

**Usage**

```
slip_in_xml(x, str, pos)
```

**Arguments**

x	an rdocx object
str	a wml string
pos	where to add the new element relative to the cursor, "after" or "before".

---

styles_info	<i>read Word styles</i>
-------------	-------------------------

---

**Description**

read Word styles and get results in a tidy data.frame.

**Usage**

```
styles_info(x)
```

**Arguments**

x                    an rdocx object

**Examples**

```
library(magrittr)
read_docx() %>% styles_info()
```

---

unpack_folder	<i>Extract files from a zip file</i>
---------------	--------------------------------------

---

**Description**

Extract files from a zip file to a folder. The function returns the complete path to destination folder.

**Usage**

```
unpack_folder(file, folder)
```

**Arguments**

file                path of the archive to unzip  
folder              folder to create

**Details**

The function is using [unzip](#), it needs an unzip program.

---

wml_link_images	<i>transform an xml string with images references</i>
-----------------	---

---

**Description**

The function replace images filenames in an xml string with their id. The wml code cannot be valid without this operation.

**Usage**

```
wml_link_images(x, str)
```

**Arguments**

x	an rdocx object
str	wml string

**Details**

The function is available to allow the creation of valid wml code containing references to images.

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