

L2:28:02 1 **The placement of the first and last line of**
L2:28:11 2 **text, line number settings, timestamps and box**
L2:28:19 3 **information, are selected in the Page Setup tab of the**
L2:28:31 4 **Modify Layout dialog. The text seen here is determined by**
L2:28:40 5 **the settings for a Default Paragraph style under the**
L2:28:51 6 **Paragraph Setup tab of the Modify Layout dialog.**

L2:28:58 7 **Q. If I want my Questions to have a Q followed by a**
L2:29:11 8 **period as the symbol, do I put Q. in the symbol field for**
L2:29:25 9 **a Question Paragraph?**

L2:29:29 10 **A. Yes. And the same philosophy applies to your**
L2:29:39 11 **Answers. Just select the Answer Paragraph, and place**
L2:29:49 12 **either an A or A. in the symbol field. You select the**
L2:30:02 13 **placement of the Q or A, the text following the Q or A**
L2:30:16 14 **(First-line Indent), the right margin and the subsequent**
L2:30:23 15 **or wrap-around margins in that same location.**

L2:30:31 16 By the way, you also select where you want
L2:30:42 17 the text to indent when you make a paragraph within any
L2:30:56 18 style, by filling in the Continuation field.

L2:31:04 19 **MR. COLLOQUY: Excuse me. All settings for Q's,**
L2:31:13 20 **A's, Colloquy, Parentheticals and other paragraph types**
L2:31:22 21 **are selected under the Paragraph Setup tab.**

L2:31:23 22 And this is a continuation paragraph within
23 **colloquy.**

L2:31:30 24 DIRECT EXAMINATION ON CENTERED PARAGRAPH

L2:31:34 25 **BY MR. BY-LINE:**

L2:31:35 1 **Q. The text on the line above is located on a**
L2:31:46 2 **By-line Paragraph. Instead of putting in a new line to**
L2:31:57 3 **start your "by-line", you may use a By-line paragraph and**
L2:32:08 4 **take advantage of our Automatic By-Line feature in**
L2:32:16 5 **translate.**

L2:32:18 6 (Off the record, this is a

L2:32:27 7 Parenthetical paragraph.)

L2:32:31 8 This is a New Line Paragraph. It is similar to using a
L2:32:44 9 <New Line> format symbol in prior versions of CATalyst.
L2:32:53 10 The placement of the left and right margins for this type
L2:33:04 11 of paragraph are selected under the Paragraph Setup tab of
L2:33:14 12 the Modify Layout dialog.

L2:33:21 13 I can set my User Defined
L2:33:27 14 Paragraph Style 1 to be a special
L2:33:32 15 paragraph for certified questions.

L2:33:37 16 I can do this by selecting User
L2:33:42 17 Defined Paragraph Style 1 and
L2:33:42 18 adding a *Q symbol in the
L2:33:48 19 Paragraph Setup tab or any symbol
L2:33:54 20 I wish. Or, if I prefer, the
L2:34:04 21 paragraph can have no symbol like
L2:34:10 22 we have as a default for Colloquy
L2:34:17 23 and Parenthetical paragraphs.

L2:34:22 24 And with so many other user defined
L2:34:28 25 paragraphs, such as this one which is User Defined

12:34:40 1

Paragraph Style 2, you can have paragraph styles for

12:34:47 2

quoted questions or anything else you may need. The end.

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