

The placement of the first and last line of text, line number settings, timestamps and box information, are selected in the Page Setup tab of the Modify Layout dialog. The text seen here is determined by the settings for a Default Paragraph style under the Paragraph Setup tab of the Modify Layout dialog.

Q. If I want my Questions to have a Q followed by a period as the symbol, do I put Q. in the symbol field for a Question Paragraph?

A. Yes. And the same philosophy applies to your Answers. Just select the Answer Paragraph, and place either an A or A. in the symbol field. You select the placement of the Q or A, the text following the Q or A (First-line Indent), the right margin and the subsequent or wrap-around margins in that same location.

By the way, you also select where you want the text to indent when you make a paragraph within any style, by filling in the Continuation field.

MR. COLLOQUY: Excuse me. All settings for Q's, A's, Colloquy, Parentheticals and other paragraph types are selected under the Paragraph Setup tab.

And this is a continuation paragraph within colloquy.

DIRECT EXAMINATION ON CENTERED PARAGRAPH

BY MR. BY-LINE:

**Q. The text on the line above is located on a By-line Paragraph. Instead of putting in a new line to start your "by-line", you may use a By-line paragraph and take advantage of our Automatic By-Line feature in translate.**

(Off the record, this is a

Parenthetical paragraph.)

This is a New Line Paragraph. It is similar to using a <New Line> format symbol in prior versions of CATalyst.

The placement of the left and right margins for this type of paragraph are selected under the Paragraph Setup tab of the Modify Layout dialog.

I can set my User Defined Paragraph Style 1 to be a special paragraph for certified questions.

I can do this by selecting User Defined Paragraph Style 1 and adding a \*Q symbol in the Paragraph Setup tab or any symbol I wish. Or, if I prefer, the paragraph can have no symbol like we have as a default for Colloquy and Parenthetical paragraphs.

And with so many other user defined 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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