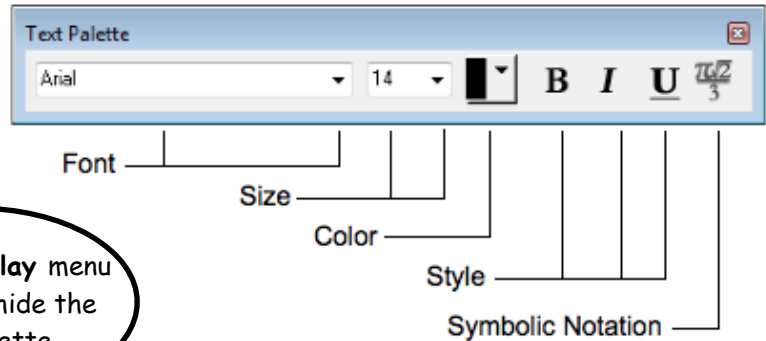
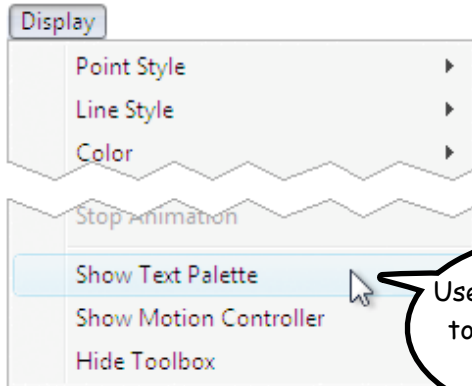


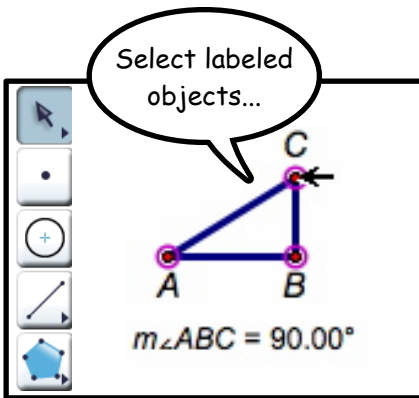
# Formatting Text

Use the Text Palette to format text.

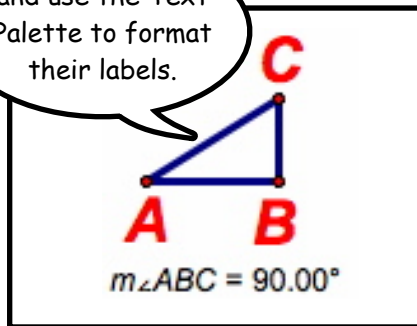
©2009 Key Curriculum Press



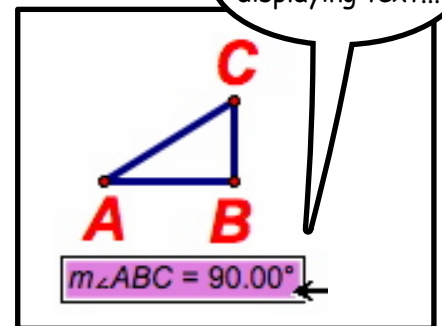
Use the **Display** menu to show or hide the Text Palette.



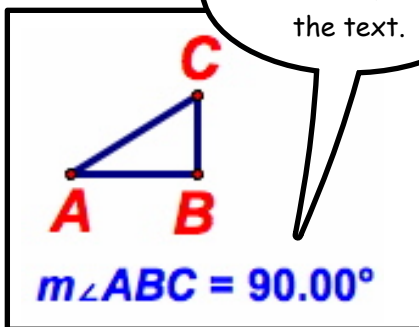
and use the Text Palette to format their labels.



Select objects displaying text...

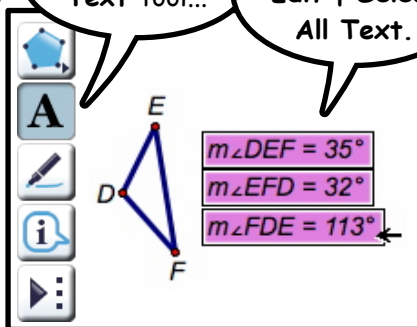


and use the Text Palette to format the text.

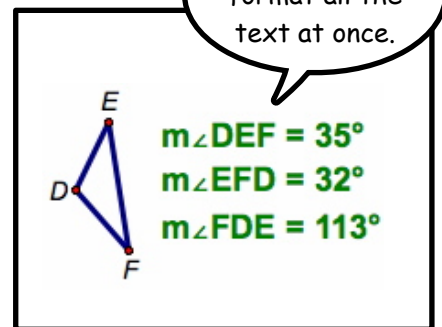


Choose the **Text** tool...

and choose **Edit | Select All Text**.

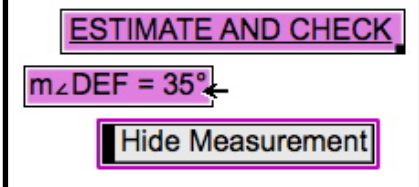


Now you can format all the text at once.

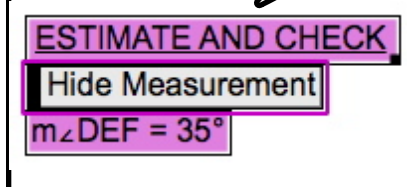


To align text objects...

Select them in the order you want them to appear.



Hold down the Shift key, and press the Enter key.



Keep pressing the Enter key to increase the spacing.

