







Formatting Text Appearance

The buttons in this section work on a selected portion of text. For some tools, it is enough to position the mouse cursor in a word to apply the necessary formatting, while others require entire words or paragraphs to be highlighted.

Bold		Ctrl+B	Applies bold formatting to the selected text. Highlight text, and click the button to apply bold . If the cursor is in a single word, clicking this button applies bold to the whole word.
Italic		Ctrl+I	Applies <i>italic</i> formatting to the selected text. Highlight text, and click the button to apply <i>Italic</i> . If the cursor is in a single word, clicking this button applies <i>italic</i> to the whole word.
Underline		Ctrl+U	Applies <u>underline</u> formatting to the selected text. Highlight the text, and click to apply <u>underline</u> . If the cursor is in a single word, clicking this button applies <u>underline</u> to the whole word.
Font Name			Sets the font typeface. This dropdown allows you to change the font of the selected text. Note: If a page is created using HTML code, changing the font using this dropdown menu will not override the code.
Font Size			Sets the font size. These dropdowns allow you to change the font size of the selected text.
Text Color (Foreground)			Changes the color of the selected text. This dropdown allows you to change the font color of the selected text from a color palette. If the desired color is not available, custom colors can be added.