## Line Spacing

Line spacing determines the amount of space between each line; you can set the line spacing before you start to type OR you can highlight selected text and change the line spacing.

## Changing the Line Spacing

Home << Line Spacing icon

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## Examples

This is single (1.0) line spacing This is single (1.0) line spacing This is single (1.0) line spacing

- This is 1.5 line spacing
- This is 1.5 line spacing
- This is 1.5 line spacing
- This is 2.5 line spacing
- This is 2.5 line spacing

This is 2.5 line spacing

This is 1.15 line spacing This is 1.15 line spacing This is 1.15 line spacing

This is double (2.0) line spacing

This is double (2.0) line spacing

This is double (2.0) line spacing

This is 3.0 line spacing

This is 3.0 line spacing

This is 3.0 line spacing

THE EXPERIENCE YOU NEED & THE SUPPORT TO SUCCEED



## Options

You can also customise the options for these further by **clicking** the **Line Spacing Options...** button in the drown menu

Paragraph
Indents and Spacing Line and Page Breaks
General
Alignment: Left 🗘
Outline Level: Body Text 📀 🗌 Collapsed by default
Indentation
Left: 0 cm 🗘 Special: (none) 📀 By: 🗘
Right: 0 cm 0
<ul> <li>Mirror Indents</li> <li>Automatically adjust right indent when document grid is defined</li> </ul>
Spacing
Before: 0 pt 0 Line spacing: Single 0 At:
After: 0 pt 0
Don't add space between paragraphs of the same style
Snap to grid when document grid is defined
Previous Paragraph Previous Para
Sample Text Sample
Following Paragraph Follow
Tabs Set As Default Cancel OK



