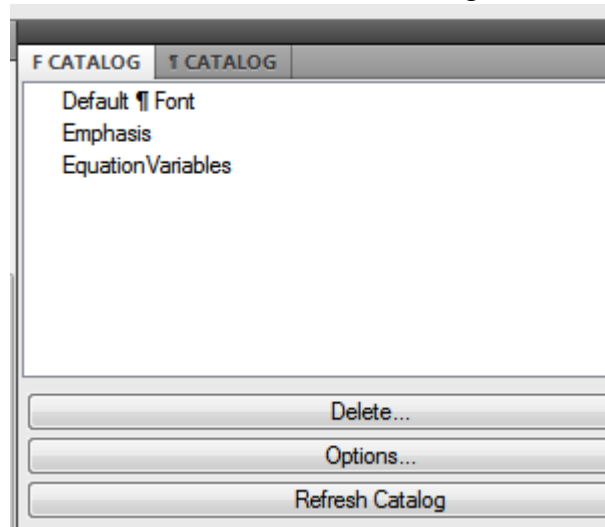# Formatting Text with Character Tags

If you've used publishing software such as Microsoft Word or Adobe InDesign, you might be familiar with the concept of styles. FrameMaker has a similar function called tags. A tag is just a collection of formatting settings that you can apply to text. If you change the settings of a tag, all text with that tag will change according. Character tags are used to format just certain characters within a paragraph.

## Applying a Character Tag to Text

1. Click Format > Characters > Catalog. The Character catalog panel opens.



2. Select the text you want to apply a character tag to.
3. Click on the name of the character tag you want to apply from the list in the Character catalog. The character tag is applied to the highlighted text.

## Editing a Character Tag

1.

## Removing a Character Tag

1.

## Creating a New Character Tag

1.