

## Chapter III-1 — Notebooks

Paragraph Property	Description
Line alignment	Left, center, right or full.
Space before	Extra vertical space to put before the paragraph.
Min line space	Minimum height of each line in the paragraph.
Space after	Extra vertical space to put after the paragraph.
Tab stops	Left, center, right, decimal-aligned or comma-aligned tab stops.
Ruler font	The default font to use for the paragraph.
Ruler text size	Default text size to use for the paragraph.
Ruler text style	Default text style to use for the paragraph.
Ruler text color	Default text color to use for the paragraph.

### Plain Notebook Paragraph Properties

For each plain notebook, there is one set of paragraph properties that govern all paragraphs. Many of the items are fixed — you can't adjust them.

Paragraph Property	Comment
First-line indent	Fixed at zero.
Left margin	Fixed at zero.
Right margin	Fixed at infinity.
Line alignment	Fixed as left-aligned.
Space before	Fixed at zero.
Min line space	Fixed at zero.
Space after	Fixed at zero.
Tab stops	None.
Font	Set using Notebook menu.
Text size	Set using Notebook menu.
Text style	Set using Notebook menu.
Text color	Set using Notebook menu.

There is only one font, text size, text style and text color for the entire document which you can set using the Notebook menu.

Although you can not set paragraph tab stops in a plain notebook, you *can* set and use the notebook's default tab stops, which affect the entire notebook.

### Notebook Character Properties

The character properties are font, text size, text style, text color and vertical offset. The vertical offset is used mainly to implement superscript and subscript. A specific collection of character properties is called a "text format". You can set the text format using the Notebook menu. The Set Text Format dialog allows you to inspect and set all of the character properties.