

# 100 Useful Apps Script Code Snippets

Google Apps Script is a powerful way to automate, customize, and supercharge your workflow in Google Docs. Whether you want to clean up references, format your document, or do advanced text processing, a simple script can save you hours. Here are 10 essential Google Apps Script snippets every Google Docs power user should know!

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## 1. Remove All [cite: 1234] References

### Description:

This script removes every instance of `[cite: 1234]` (where the number can be anything) from your document.

```
function removeCiteReferences() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  var pattern = /\[cite:\s*\d+\]/g;  
  var text = body.getText();  
  var cleanedText = text.replace(pattern, '');  
  body.setText(cleanedText);  
}
```

---

## 2. Convert All “Exercise” Sections to Heading 2

### Description:

Automatically converts every paragraph starting with "Exercise <number>:" to the Heading 2 style.

```
function convertExercisesToHeading2() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  var totalParas = body.getNumChildren();  
  
  for (var i = 0; i < totalParas; i++) {  
    var element = body.getChild(i);  
    if (element.getType() == DocumentApp.ElementType.PARAGRAPH) {  
      var para = element.asParagraph();  
    }  
  }  
}
```

```
        var text = para.getText();
        if (/^Exercise\s+\d+:/i.test(text)) {
            para.setHeading(DocumentApp.ParagraphHeading.Heading2);
        }
    }
}
```

---

### 3. Find and Highlight All TODOs

**Description:**

Highlights every “TODO” in yellow so you can spot unfinished work at a glance.

```
function highlightTODOs() {
    var body = DocumentApp.getActiveDocument().getBody();
    var found = body.findText('TODO');
    while (found) {
        found.getElement().setBackgroundColor('yellow');
        found = body.findText('TODO', found);
    }
}
```

---

### 4. Replace All Instances of a Word

**Description:**

Find and replace every instance of a specific word or phrase.

```
function replaceWord(oldWord, newWord) {
    var body = DocumentApp.getActiveDocument().getBody();
    body.replaceText(oldWord, newWord);
}
// Example usage: replaceWord('foo', 'bar');
```

---

### 5. Add a Table of Contents at the Top

**Description:**

Inserts an up-to-date Table of Contents at the beginning of your document.

```
function insertTableOfContents() {
    var body = DocumentApp.getActiveDocument().getBody();
    body.insertParagraph(0, "Table of
Contents").setHeading(DocumentApp.ParagraphHeading.HEADING1);
    body.insertTableOfContents(1, DocumentApp.TableOfContentsType.FLAT);
}
```

---

## 6. Remove Extra Blank Lines

**Description:**

Deletes consecutive blank paragraphs for a cleaner document.

```
function removeExtraBlankLines() {
    var body = DocumentApp.getActiveDocument().getBody();
    var numChildren = body.getNumChildren();
    for (var i = numChildren - 1; i > 0; i--) {
        var curr = body.getChild(i);
        var prev = body.getChild(i - 1);
        if (curr.getType() == DocumentApp.ElementType.PARAGRAPH &&
            prev.getType() == DocumentApp.ElementType.PARAGRAPH &&
            !curr.asParagraph().getText() &&
            !prev.asParagraph().getText()) {
            body.removeChild(curr);
        }
    }
}
```

---

## 7. List All Images with Their Index

**Description:**

Prints a log of all images in your document with their position number.

```
function listAllImages() {
  var body = DocumentApp.getActiveDocument().getBody();
  var imgs = body.getImages();
  for (var i = 0; i < imgs.length; i++) {
    Logger.log("Image " + (i + 1) + " found.");
  }
}
```

---

## 8. Count Words in Your Document

### Description:

Counts and logs the number of words in your document.

```
function countWords() {
  var text = DocumentApp.getActiveDocument().getBody().getText();
  var wordCount = text.match(/\b\S+\b/g)?.length || 0;
  Logger.log('Total words: ' + wordCount);
}
```

---

## 9. Change All Headings to Title Case

### Description:

Automatically updates all headings (H1, H2, H3, etc.) to Title Case.

```
function headingsToTitleCase() {
  var body = DocumentApp.getActiveDocument().getBody();
  var total = body.getNumChildren();
  for (var i = 0; i < total; i++) {
    var elem = body.getChild(i);
    if (elem.getType() == DocumentApp.ElementType.PARAGRAPH) {
      var para = elem.asParagraph();
      var heading = para.getHeading();
      if (heading != DocumentApp.ParagraphHeading.NORMAL) {
        var txt = para.getText();
```

```
        var newTxt = txt.replace(/\w\S*/g, w =>
w.charAt(0).toUpperCase() + w.slice(1).toLowerCase());
        para.setText(newTxt);
    }
}
}
```

---

## 10. Insert the Current Date Anywhere

### Description:

Quickly insert today's date wherever your cursor is in the doc.

```
function insertCurrentDate() {
    var cursor = DocumentApp.getActiveDocument().getCursor();
    if (cursor) {
        var dateStr = Utilities.formatDate(new Date(),
Session.getScriptTimeZone(), "yyyy-MM-dd");
        cursor.insertText(dateStr);
    } else {
        DocumentApp.getUi().alert('Place your cursor in the document
first.');
```

---

## How to Use These Snippets

1. Open your Google Doc.
2. Go to **Extensions** → **Apps Script**.
3. Paste your chosen script(s) into the code editor.
4. Save and run the function you want (authorize if prompted).

## 11. Duplicate the Active Document

```
function duplicateActiveDoc() {  
    var doc = DocumentApp.getActiveDocument();  
    DriveApp.getFileById(doc.getId()).makeCopy('Copy of ' +  
doc.getName());  
}
```

---

## 12. Get a List of All Headings

```
function listAllHeadings() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    var numChildren = body.getNumChildren();  
    for (var i = 0; i < numChildren; i++) {  
        var elem = body.getChild(i);  
        if (elem.getType() == DocumentApp.ElementType.PARAGRAPH) {  
            var para = elem.asParagraph();  
            if (para.getHeading() != DocumentApp.ParagraphHeading.NORMAL) {  
                Logger.log(para.getText());  
            }  
        }  
    }  
}
```

---

## 13. Export Document as PDF and Email

```
function emailAsPDF() {  
    var doc = DocumentApp.getActiveDocument();  
    var file = DriveApp.getFileById(doc.getId());  
    var pdf = file.getAs('application/pdf');  
    MailApp.sendEmail('your@email.com', 'Document PDF', 'See attached.',  
{attachments:[pdf]});  
}
```

---

## 14. Remove All Hyperlinks

```
function removeAllHyperlinks() {
    var body = DocumentApp.getActiveDocument().getBody();
    var search = body.findText('https?://[^\s]+', null, {matchCase:
false, wholeWord: false, useRegularExpression: true});
    while (search) {
        search.getElement().setLinkUrl(null);
        search = body.findText('https?://[^\s]+', search,
{useRegularExpression: true});
    }
}
```

---

## 15. Capitalize All Paragraphs

```
function capitalizeAllParagraphs() {
    var body = DocumentApp.getActiveDocument().getBody();
    var n = body.getNumChildren();
    for (var i = 0; i < n; i++) {
        var el = body.getChild(i);
        if (el.getType() == DocumentApp.ElementType.PARAGRAPH) {
            var txt = el.asParagraph().getText();
            el.asParagraph().setText(txt.toUpperCase());
        }
    }
}
```

---

## 16. Count All Images

```
function countImages() {
    var body = DocumentApp.getActiveDocument().getBody();
    Logger.log('Image count: ' + body.getImages().length);
}
```

---

## 17. Convert All Text to Arial

```
function convertAllTextToArial() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  body.editAsText().setFontFamily('Arial');  
}
```

---

## 18. Remove All Comments

```
function removeAllComments() {  
  var doc = DocumentApp.getActiveDocument();  
  var comments = Drive.Comments.list(doc.getId()).items;  
  comments.forEach(function(comment) {  
    Drive.Comments.remove(doc.getId(), comment.commentId);  
  });  
}
```

---

## 19. Insert a Footer

```
function insertFooter() {  
  var doc = DocumentApp.getActiveDocument();  
  doc.addFooter().appendParagraph("Confidential");  
}
```

---

## 20. Insert a Header

```
function insertHeader() {  
  var doc = DocumentApp.getActiveDocument();  
  doc.addHeader().appendParagraph("Draft Version");  
}
```

---

## 21. Highlight All Email Addresses



```
function highlightEmails() {
    var body = DocumentApp.getActiveDocument().getBody();
    var found =
body.findText('[a-zA-Z0-9._%+-]+@[a-zA-Z0-9.-]+\.[a-z]{2,}', null,
{useRegularExpression:true});
    while (found) {
        found.getElement().setBackgroundColor('lightblue');
        found =
body.findText('[a-zA-Z0-9._%+-]+@[a-zA-Z0-9.-]+\.[a-z]{2,}', found,
{useRegularExpression:true});
    }
}
```

---

## 22. Make All Paragraphs Double-Spaced

```
function doubleSpaceParagraphs() {
    var body = DocumentApp.getActiveDocument().getBody();
    var n = body.getNumChildren();
    for (var i = 0; i < n; i++) {
        var p = body.getChild(i);
        if (p.getType() == DocumentApp.ElementType.PARAGRAPH) {
            p.asParagraph().setLineSpacing(2);
        }
    }
}
```

---

## 23. Add Page Numbers to Footer

```
function addPageNumbersToFooter() {
    var doc = DocumentApp.getActiveDocument();
    var footer = doc.addFooter();
    footer.appendPageNumber();
}
```

---

## 24. Insert Image by URL

```
function insertImageByUrl() {
    var url =
'https://www.google.com/images/branding/googlelogo/1x/googlelogo_color
_272x92dp.png';
    var imgBlob = UrlFetchApp.fetch(url).getBlob();
    DocumentApp.getActiveDocument().getBody().appendImage(imgBlob);
}
```

---

## 25. Find and Bold All Numbers

```
function boldAllNumbers() {
    var body = DocumentApp.getActiveDocument().getBody();
    var found = body.findText('\\d+', null, {useRegularExpression:
true});
    while (found) {
        found.getElement().setBold(true);
        found = body.findText('\\d+', found, {useRegularExpression:
true});
    }
}
```

---

## 26. List All Bookmarks

```
function listBookmarks() {
    var doc = DocumentApp.getActiveDocument();
    var bookmarks = doc.getBookmarks();
    bookmarks.forEach(function(bm, i) {
        Logger.log('Bookmark ' + (i+1) + ': ' + bm.getId());
    });
}
```

---

## 27. Remove All Bookmarks

```
function removeBookmarks() {  
    var doc = DocumentApp.getActiveDocument();  
    doc.getBookmarks().forEach(function(bm) { bm.remove(); });  
}
```

---

## 28. Merge All Tables into One

```
function mergeAllTables() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    var tables = [];  
    for (var i = 0; i < body.getNumChildren(); i++) {  
        if (body.getChild(i).getType() == DocumentApp.ElementType.TABLE) {  
            tables.push(body.getChild(i).asTable());  
        }  
    }  
    if (tables.length < 2) return;  
    var mainTable = tables[0];  
    for (var i = 1; i < tables.length; i++) {  
        var table = tables[i];  
        for (var r = 0; r < table.getNumRows(); r++) {  
            mainTable.appendTableRow(table.getRow(r).copy());  
        }  
        body.removeChild(table);  
    }  
}
```

---

## 29. Count All Tables

```
function countTables() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    var count = 0;
```

```
    for (var i = 0; i < body.getNumChildren(); i++) {  
        if (body.getChild(i).getType() == DocumentApp.ElementType.TABLE)  
count++;  
    }  
    Logger.log("Table count: " + count);  
}
```

---

### 30. Add “Draft” Watermark to Each Page (Header)

```
function draftHeader() {  
    var doc = DocumentApp.getActiveDocument();  
    doc.addHeader().appendParagraph("DRAFT");  
}
```

---

### 31. Center Align All Headings

```
function centerAlignHeadings() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    var n = body.getNumChildren();  
    for (var i = 0; i < n; i++) {  
        var elem = body.getChild(i);  
        if (elem.getType() == DocumentApp.ElementType.PARAGRAPH) {  
            var para = elem.asParagraph();  
            if (para.getHeading() != DocumentApp.ParagraphHeading.NORMAL) {  
                para.setAlignment(DocumentApp.HorizontalAlignment.CENTER);  
            }  
        }  
    }  
}
```

---

### 32. Remove All Bold Formatting

```
function removeAllBold() {
```

```
var text = DocumentApp.getActiveDocument().getBody().editAsText();
text.setBold(false);
}
```

---

### 33. List All Links

```
function listAllLinks() {
  var body = DocumentApp.getActiveDocument().getBody();
  var text = body.getText();
  var matches = text.match(/https?:\/\/\/[^\s]+/g);
  if (matches) Logger.log(matches.join('\n'));
}
```

---

### 34. Insert a Horizontal Line

```
function insertHorizontalLine() {
  DocumentApp.getActiveDocument().getBody().appendHorizontalRule();
}
```

---

### 35. Add “Reviewed” to Document Title

```
function markReviewedInTitle() {
  var doc = DocumentApp.getActiveDocument();
  doc.setName(doc.getName() + ' (Reviewed)');
}
```

---

### 36. Replace All Numbers with “#”

```
function replaceAllNumbers() {
  var body = DocumentApp.getActiveDocument().getBody();
  body.setText(body.getText().replace(/\d+/g, '#'));
}
```

---

### 37. Add Indentation to All Paragraphs

```
function indentAllParagraphs() {
  var body = DocumentApp.getActiveDocument().getBody();
  var n = body.getNumChildren();
  for (var i = 0; i < n; i++) {
    var para = body.getChild(i);
    if (para.getType() == DocumentApp.ElementType.PARAGRAPH) {
      para.asParagraph().setIndentStart(36); // Half-inch
    }
  }
}
```

---

### 38. Remove All Indentation

```
function removeAllIndentation() {
  var body = DocumentApp.getActiveDocument().getBody();
  var n = body.getNumChildren();
  for (var i = 0; i < n; i++) {
    var para = body.getChild(i);
    if (para.getType() == DocumentApp.ElementType.PARAGRAPH) {
      para.asParagraph().setIndentStart(0);
    }
  }
}
```

---

### 39. Append Text at the End

```
function appendTextEnd() {
  DocumentApp.getActiveDocument().getBody().appendParagraph('--- End
of Document ---');
}
```

---

## 40. Insert Current User's Email

```
function insertCurrentUserEmail() {  
    var email = Session.getActiveUser().getEmail();  
    DocumentApp.getActiveDocument().getBody().appendParagraph(email);  
}
```

---

## 41. List All Unique Words

```
function listUniqueWords() {  
    var text = DocumentApp.getActiveDocument().getBody().getText();  
    var words = text.match(/\b\w+\b/g);  
    var unique = Array.from(new Set(words));  
    Logger.log(unique.join(', '));  
}
```

---

## 42. Delete All Tables

```
function deleteAllTables() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    for (var i = body.getNumChildren() - 1; i >= 0; i--) {  
        if (body.getChild(i).getType() == DocumentApp.ElementType.TABLE) {  
            body.removeChild(body.getChild(i));  
        }  
    }  
}
```

---

## 43. Add Highlight to All Headings

```
function highlightAllHeadings() {  
    var body = DocumentApp.getActiveDocument().getBody();
```

```

var n = body.getNumChildren();
for (var i = 0; i < n; i++) {
    var el = body.getChild(i);
    if (el.getType() == DocumentApp.ElementType.PARAGRAPH) {
        var para = el.asParagraph();
        if (para.getHeading() != DocumentApp.ParagraphHeading.NORMAL) {
            para.setBackgroundColor('#ffe599');
        }
    }
}
}

```

---

#### 44. Find and Italicize All Quoted Text

```

function italicizeQuotes() {
    var body = DocumentApp.getActiveDocument().getBody();
    var found = body.findText('"[^"]+"', null,
{useRegularExpression:true});
    while (found) {
        found.getElement().setItalic(true);
        found = body.findText('"[^"]+"', found,
{useRegularExpression:true});
    }
}

```

---

#### 45. Add a Hyperlink to a Selected Word

```

function addHyperlinkToSelection(url) {
    var selection = DocumentApp.getActiveDocument().getSelection();
    if (selection) {
        var elements = selection.getRangeElements();
        elements.forEach(function(el) {
            var elem = el.getElement().asText();
            elem.setLinkUrl(el.getStartOffset(), el.getEndOffsetInclusive(),
url);

```



```
    });  
  }  
}  
// Example usage: addHyperlinkToSelection('https://google.com');
```

---

## 46. Replace All Tab Characters with Spaces

```
function replaceTabsWithSpaces() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  var txt = body.getText().replace(/\t/g, '    ');  
  body.setText(txt);  
}
```

---

## 47. Remove All Underlines

```
function removeAllUnderlines() {  
  var text = DocumentApp.getActiveDocument().getBody().editAsText();  
  text.setUnderline(false);  
}
```

---

## 48. List Paragraphs Longer Than 100 Characters

```
function longParagraphs() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  var n = body.getNumChildren();  
  for (var i = 0; i < n; i++) {  
    var el = body.getChild(i);  
    if (el.getType() == DocumentApp.ElementType.PARAGRAPH) {  
      var txt = el.asParagraph().getText();  
      if (txt.length > 100) Logger.log(txt);  
    }  
  }  
}
```

---

## 49. Set All Text Color to Black

```
function setAllTextBlack() {  
    var body = DocumentApp.getActiveDocument().getBody().editAsText();  
    body.setForegroundColor('black');  
}
```

---

## 50. Make All Headings Bold

```
function makeHeadingsBold() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    var n = body.getNumChildren();  
    for (var i = 0; i < n; i++) {  
        var el = body.getChild(i);  
        if (el.getType() == DocumentApp.ElementType.PARAGRAPH) {  
            var para = el.asParagraph();  
            if (para.getHeading() != DocumentApp.ParagraphHeading.NORMAL) {  
                para.setBold(true);  
            }  
        }  
    }  
}
```

---

## 51. Log All Paragraph Styles

```
function logParagraphStyles() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    for (var i = 0; i < body.getNumChildren(); i++) {  
        var p = body.getChild(i);  
        if (p.getType() == DocumentApp.ElementType.PARAGRAPH) {  
            Logger.log(p.asParagraph().getHeading());  
        }  
    }  
}
```

```
}  
}
```

---

## 52. Set Document Font Size to 12

```
function setFontSize12() {  
    var text = DocumentApp.getActiveDocument().getBody().editAsText();  
    text.setFontSize(12);  
}
```

---

## 53. Remove All Strikethrough

```
function removeAllStrikethrough() {  
    var text = DocumentApp.getActiveDocument().getBody().editAsText();  
    text.setStrikethrough(false);  
}
```

---

## 54. Highlight All Paragraphs Containing “Important”

```
function highlightImportant() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    var n = body.getNumChildren();  
    for (var i = 0; i < n; i++) {  
        var el = body.getChild(i);  
        if (el.getType() == DocumentApp.ElementType.PARAGRAPH) {  
            if (el.asParagraph().getText().match(/important/i)) {  
                el.asParagraph().setBackgroundColor('pink');  
            }  
        }  
    }  
}
```

---

## 55. Add Table with 3 Rows and 3 Columns

```
function add3x3Table() {
    var body = DocumentApp.getActiveDocument().getBody();

    body.appendTable([['A1', 'B1', 'C1'], ['A2', 'B2', 'C2'], ['A3', 'B3', 'C3']])
    ;
}
```

---

## 56. Remove All Tables Except the First

```
function keepFirstTableOnly() {
    var body = DocumentApp.getActiveDocument().getBody();
    var foundFirst = false;
    for (var i = body.getNumChildren() - 1; i >= 0; i--) {
        var child = body.getChild(i);
        if (child.getType() == DocumentApp.ElementType.TABLE) {
            if (!foundFirst) {
                foundFirst = true;
            } else {
                body.removeChild(child);
            }
        }
    }
}
```

---

## 57. Add Timestamp to End of Doc

```
function addTimestampEnd() {
    var now = new Date();
    var str = Utilities.formatDate(now, Session.getScriptTimeZone(),
    'yyyy-MM-dd HH:mm:ss');
    DocumentApp.getActiveDocument().getBody().appendParagraph(str);
}
```

---

## 58. Highlight All Numbers Over 100

```
function highlightLargeNumbers() {
  var body = DocumentApp.getActiveDocument().getBody();
  var found = body.findText('\\b\\d{3,}\\b', null,
{useRegularExpression:true});
  while (found) {
    found.getElement().setBackgroundColor('#f4cccc');
    found = body.findText('\\b\\d{3,}\\b', found,
{useRegularExpression:true});
  }
}
```

---

## 59. Insert Line Breaks After Every Sentence

```
function breakAfterSentences() {
  var body = DocumentApp.getActiveDocument().getBody();
  var text = body.getText().replace(/([.?!])\s/g, '$1\n');
  body.setText(text);
}
```

---

## 60. Add “Confidential” Watermark (Footer)

```
function addConfidentialFooter() {

DocumentApp.getActiveDocument().addFooter().appendParagraph("CONFIDENT
IAL");
}
```

---

## 61. Set All Paragraphs to Single Spacing

```
function singleSpacing() {
  var body = DocumentApp.getActiveDocument().getBody();
  for (var i = 0; i < body.getNumChildren(); i++) {
    var p = body.getChild(i);
    if (p.getType() == DocumentApp.ElementType.PARAGRAPH) {
      p.asParagraph().setLineSpacing(1);
    }
  }
}
```

---

## 62. Find All Paragraphs Starting with “Note:”

```
function findNotes() {
  var body = DocumentApp.getActiveDocument().getBody();
  for (var i = 0; i < body.getNumChildren(); i++) {
    var para = body.getChild(i);
    if (para.getType() == DocumentApp.ElementType.PARAGRAPH) {
      var text = para.asParagraph().getText();
      if (/^Note:/i.test(text)) Logger.log(text);
    }
  }
}
```

---

## 63. Convert All Text to Sentence Case

```
function toSentenceCase() {
  var body = DocumentApp.getActiveDocument().getBody();
  var text =
body.getText().toLowerCase().replace(/(^\\s*\\w|[.!?]\\s*\\w)/g,
function(c){return c.toUpperCase()});
  body.setText(text);
}
```

---

## 64. Insert a Blank Page at End

```
function insertBlankPage() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    body.appendPageBreak();  
}
```

---

## 65. Insert a Table of Figures Placeholder

```
function insertTableOfFigures() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    body.insertParagraph(0, "Table of  
Figures").setHeading(DocumentApp.ParagraphHeading.HEADING1);  
}
```

---

## 66. Add a Horizontal Line After Every Heading

```
function lineAfterHeading() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    for (var i = body.getNumChildren() - 1; i >= 0; i--) {  
        var para = body.getChild(i);  
        if (para.getType() == DocumentApp.ElementType.PARAGRAPH &&  
            para.asParagraph().getHeading() !=  
DocumentApp.ParagraphHeading.NORMAL) {  
            body.insertHorizontalRule(i+1);  
        }  
    }  
}
```

---

## 67. Highlight All Unique Words Longer Than 10 Letters

```
function highlightLongUniqueWords() {  
    var body = DocumentApp.getActiveDocument().getBody();
```

```

var text = body.getText();
var longWords = Array.from(new Set(text.match(/\b\w{11,}\b/g) ||
[]));
longWords.forEach(function(word) {
    var found = body.findText('\b'+word+'\b');
    while (found) {
        found.getElement().setBackgroundColor('#d9ead3');
        found = body.findText('\b'+word+'\b', found);
    }
});
}

```

---

## 68. Remove All Images

```

function removeAllImages() {
    var body = DocumentApp.getActiveDocument().getBody();
    var imgs = body.getImages();
    for (var i = imgs.length - 1; i >= 0; i--) {
        var parent = imgs[i].getParent();
        if (parent) parent.removeChild(imgs[i]);
    }
}

```

---

## 69. Add a Cover Page

```

function addCoverPage() {
    var body = DocumentApp.getActiveDocument().getBody();
    body.insertParagraph(0, "My Document
Title").setHeading(DocumentApp.ParagraphHeading.TITLE);
    body.insertParagraph(1, "Author
Name").setHeading(DocumentApp.ParagraphHeading.HEADING2);
    body.insertParagraph(2,
    "").setHeading(DocumentApp.ParagraphHeading.NORMAL);
    body.insertPageBreak(3);
}

```



---

## 70. Randomize Paragraph Order

```
function randomizeParagraphs() {
  var body = DocumentApp.getActiveDocument().getBody();
  var paras = [];
  for (var i = 0; i < body.getNumChildren(); i++) {
    var el = body.getChild(i);
    if (el.getType() == DocumentApp.ElementType.PARAGRAPH) {
      paras.push(el.asParagraph().copy());
    }
  }
  for (var i = body.getNumChildren() - 1; i >= 0; i--) {
    if (body.getChild(i).getType() ==
DocumentApp.ElementType.PARAGRAPH)
      body.removeChild(body.getChild(i));
  }
  paras.sort(function(){return 0.5-Math.random()});
  paras.forEach(function(para) { body.appendParagraph(para.getText());
});
}
```

---

## 71. Replace All “lorem” With “ipsum”

```
function replaceLoremWithIpsum() {
  var body = DocumentApp.getActiveDocument().getBody();
  body.replaceText('lorem', 'ipsum');
}
```

---

## 72. List All Paragraphs Containing a Number

```
function paragraphsWithNumber() {
  var body = DocumentApp.getActiveDocument().getBody();
```

```

for (var i = 0; i < body.getNumChildren(); i++) {
    var p = body.getChild(i);
    if (p.getType() == DocumentApp.ElementType.PARAGRAPH) {
        var txt = p.asParagraph().getText();
        if (/\\d/.test(txt)) Logger.log(txt);
    }
}
}

```

---

### 73. Delete All Paragraphs Containing “delete me”

```

function deleteParagraphsWithDeleteMe() {
    var body = DocumentApp.getActiveDocument().getBody();
    for (var i = body.getNumChildren() - 1; i >= 0; i--) {
        var para = body.getChild(i);
        if (para.getType() == DocumentApp.ElementType.PARAGRAPH) {
            if (/delete me/i.test(para.asParagraph().getText()))
                body.removeChild(para);
        }
    }
}

```

---

### 74. Make All Links Blue

```

function setAllLinksBlue() {
    var body = DocumentApp.getActiveDocument().getBody();
    var found = body.findText('https?://[^\s]+', null,
    {useRegularExpression:true});
    while (found) {
        found.getElement().setForegroundColor('blue');
        found = body.findText('https?://[^\s]+', found,
    {useRegularExpression:true});
    }
}

```

---

## 75. Number All Headings Sequentially

```
function numberHeadings() {
  var body = DocumentApp.getActiveDocument().getBody();
  var n = body.getNumChildren();
  var count = 1;
  for (var i = 0; i < n; i++) {
    var el = body.getChild(i);
    if (el.getType() == DocumentApp.ElementType.PARAGRAPH) {
      var para = el.asParagraph();
      if (para.getHeading() != DocumentApp.ParagraphHeading.NORMAL) {
        para.setText(count + ". " + para.getText());
        count++;
      }
    }
  }
}
```

---

## 76. Highlight Palindromes

```
function highlightPalindromes() {
  var body = DocumentApp.getActiveDocument().getBody();
  var text = body.getText();
  var words = text.match(/\b\w+\b/g) || [];
  words.forEach(function(word) {
    if (word.length > 2 && word === word.split('').reverse().join(''))
    {
      var found = body.findText('\b' + word + '\b');
      while (found) {
        found.getElement().setBackgroundColor('#d9ead3');
        found = body.findText('\b' + word + '\b', found);
      }
    }
  });
}
```

---

## 77. Log Document Creation Date

```
function logDocCreationDate() {  
  var doc = DocumentApp.getActiveDocument();  
  var file = DriveApp.getFileById(doc.getId());  
  Logger.log(file.getDateCreated());  
}
```

---

## 78. Remove All Formatting

```
function removeAllFormatting() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  var text = body.getText();  
  body.setText(text); // Removes all formatting  
}
```

---

## 79. Duplicate the First Paragraph

```
function duplicateFirstParagraph() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  var first = body.getChild(0);  
  if (first.getType() == DocumentApp.ElementType.PARAGRAPH) {  
    body.insertParagraph(1, first.asParagraph().getText());  
  }  
}
```

---

## 80. Move All Headings to Top

```
function moveHeadingsToTop() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  var headings = [];
```

```

    for (var i = body.getNumChildren() - 1; i >= 0; i--) {
        var para = body.getChild(i);
        if (para.getType() == DocumentApp.ElementType.PARAGRAPH &&
            para.asParagraph().getHeading() !==
DocumentApp.ParagraphHeading.NORMAL) {
            headings.unshift(para.asParagraph().getText());
            body.removeChild(para);
        }
    }
    headings.forEach(function(h, idx) {
        body.insertParagraph(idx,
h).setHeading(DocumentApp.ParagraphHeading.Heading1);
    });
}

```

---

## 81. Insert Blank Paragraph After Each Heading

```

function blankAfterHeadings() {
    var body = DocumentApp.getActiveDocument().getBody();
    for (var i = body.getNumChildren() - 1; i >= 0; i--) {
        var para = body.getChild(i);
        if (para.getType() == DocumentApp.ElementType.PARAGRAPH &&
            para.asParagraph().getHeading() !==
DocumentApp.ParagraphHeading.NORMAL) {
            body.insertParagraph(i + 1, '');
        }
    }
}

```

---

## 82. Replace All Exclamation Marks With Periods

```

function exclamationsToPeriods() {
    var body = DocumentApp.getActiveDocument().getBody();
    var text = body.getText().replace(/!/g, '.');
    body.setText(text);
}

```

```
}
```

---

### 83. Add “Summary” Section at End

```
function addSummarySection() {  
    var body = DocumentApp.getActiveDocument().getBody();  
  
    body.appendParagraph('Summary').setHeading(DocumentApp.ParagraphHeading.Heading1);  
}
```

---

### 84. Find and Bold All Proper Nouns

```
function boldProperNouns() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    var found = body.findText('\\b[A-Z][a-z]+\\b', null, {useRegularExpression:true});  
    while (found) {  
        found.getElement().setBold(true);  
        found = body.findText('\\b[A-Z][a-z]+\\b', found, {useRegularExpression:true});  
    }  
}
```

---

### 85. Insert Document Word Count at the Top

```
function insertWordCountAtTop() {  
    var body = DocumentApp.getActiveDocument().getBody();  
    var count = body.getText().match(/\\b\\S+\\b/g)?.length || 0;  
    body.insertParagraph(0, 'Word Count: ' + count);  
}
```

---

## 86. Insert a Divider Line After Each Table

```
function lineAfterEachTable() {
    var body = DocumentApp.getActiveDocument().getBody();
    for (var i = body.getNumChildren() - 1; i >= 0; i--) {
        var el = body.getChild(i);
        if (el.getType() == DocumentApp.ElementType.TABLE) {
            body.insertHorizontalRule(i + 1);
        }
    }
}
```

---

## 87. Log All Paragraph Indentations

```
function logIndentations() {
    var body = DocumentApp.getActiveDocument().getBody();
    for (var i = 0; i < body.getNumChildren(); i++) {
        var p = body.getChild(i);
        if (p.getType() == DocumentApp.ElementType.PARAGRAPH) {
            Logger.log(p.asParagraph().getIndentStart());
        }
    }
}
```

---

## 88. Remove All Empty Headings

```
function removeEmptyHeadings() {
    var body = DocumentApp.getActiveDocument().getBody();
    for (var i = body.getNumChildren() - 1; i >= 0; i--) {
        var para = body.getChild(i);
        if (para.getType() == DocumentApp.ElementType.PARAGRAPH &&
            para.asParagraph().getHeading() !=
            DocumentApp.ParagraphHeading.NORMAL &&
            !para.asParagraph().getText().trim()) {
            body.removeChild(para);
        }
    }
}
```

```
    }  
  }  
}
```

---

## 89. Highlight All Dates (YYYY-MM-DD)

```
function highlightDates() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  var found = body.findText('\\b\\d{4}-\\d{2}-\\d{2}\\b', null,  
{useRegularExpression:true});  
  while (found) {  
    found.getElement().setBackgroundColor('#fce5cd');  
    found = body.findText('\\b\\d{4}-\\d{2}-\\d{2}\\b', found,  
{useRegularExpression:true});  
  }  
}
```

---

## 90. List All Tables and Their Size

```
function logTableSizes() {  
  var body = DocumentApp.getActiveDocument().getBody();  
  for (var i = 0; i < body.getNumChildren(); i++) {  
    if (body.getChild(i).getType() == DocumentApp.ElementType.TABLE) {  
      var table = body.getChild(i).asTable();  
      Logger.log('Table at index ' + i + ': ' + table.getNumRows() + '  
rows x ' + table.getRow(0).getNumCells() + ' cols');  
    }  
  }  
}
```

---

## 91. Make All Text 1.5 Line Spaced

```
function onePointFiveSpacing() {
```



```

var body = DocumentApp.getActiveDocument().getBody();
for (var i = 0; i < body.getNumChildren(); i++) {
  var p = body.getChild(i);
  if (p.getType() == DocumentApp.ElementType.PARAGRAPH) {
    p.asParagraph().setLineSpacing(1.5);
  }
}
}

```

---

## 92. Highlight All Questions

```

function highlightQuestions() {
  var body = DocumentApp.getActiveDocument().getBody();
  var found = body.findText('[^?]+\?', null,
{useRegularExpression:true});
  while (found) {
    found.getElement().setBackgroundColor('#d9ead3');
    found = body.findText('[^?]+\?', found,
{useRegularExpression:true});
  }
}

```

---

## 93. Insert an Index of All Headings at Top

```

function insertHeadingsIndex() {
  var body = DocumentApp.getActiveDocument().getBody();
  var headings = [];
  for (var i = 0; i < body.getNumChildren(); i++) {
    var para = body.getChild(i);
    if (para.getType() == DocumentApp.ElementType.PARAGRAPH &&
        para.asParagraph().getHeading() !=
DocumentApp.ParagraphHeading.NORMAL) {
      headings.push(para.asParagraph().getText());
    }
  }
}

```

```
body.insertParagraph(0, "Index: " + headings.join(" | "));
}
```

---

## 94. Log All Paragraph Alignments

```
function logAlignments() {
  var body = DocumentApp.getActiveDocument().getBody();
  for (var i = 0; i < body.getNumChildren(); i++) {
    var p = body.getChild(i);
    if (p.getType() == DocumentApp.ElementType.PARAGRAPH) {
      Logger.log(p.asParagraph().getAlignment());
    }
  }
}
```

---

## 95. Convert All Uppercase Words to Lowercase

```
function uppercaseToLowercase() {
  var body = DocumentApp.getActiveDocument().getBody();
  var text = body.getText().replace(/\b[A-Z]{2,}\b/g,
function(w){return w.toLowerCase();});
  body.setText(text);
}
```

---

## 96. Highlight All Headings with Custom Color

```
function highlightHeadingsColor() {
  var body = DocumentApp.getActiveDocument().getBody();
  for (var i = 0; i < body.getNumChildren(); i++) {
    var para = body.getChild(i);
    if (para.getType() == DocumentApp.ElementType.PARAGRAPH &&
        para.asParagraph().getHeading() !=
DocumentApp.ParagraphHeading.NORMAL) {
```

```
        para.asParagraph().setBackgroundColor('#b6d7a8');
    }
}
}
```

---

## 97. List All Section Breaks

```
function logSectionBreaks() {
    var body = DocumentApp.getActiveDocument().getBody();
    for (var i = 0; i < body.getNumChildren(); i++) {
        var el = body.getChild(i);
        if (el.getType() == DocumentApp.ElementType.SECTION_BREAK) {
            Logger.log('Section break at index ' + i);
        }
    }
}
```

---

## 98. Highlight All Capitalized Words

```
function highlightCapWords() {
    var body = DocumentApp.getActiveDocument().getBody();
    var found = body.findText('\\b[A-Z][A-Z]+\\b', null,
    {useRegularExpression:true});
    while (found) {
        found.getElement().setBackgroundColor('#f4cccc');
        found = body.findText('\\b[A-Z][A-Z]+\\b', found,
    {useRegularExpression:true});
    }
}
```

---

## 99. Remove All Paragraph Background Colors

```
function clearAllBackgroundColors() {
```

```
var body = DocumentApp.getActiveDocument().getBody();
for (var i = 0; i < body.getNumChildren(); i++) {
  var para = body.getChild(i);
  if (para.getType() == DocumentApp.ElementType.PARAGRAPH) {
    para.asParagraph().setBackgroundColor(null);
  }
}
}
```

---

## 100. Add "Appendix" Section at End

```
function addAppendixSection() {
  var body = DocumentApp.getActiveDocument().getBody();

  body.appendParagraph('Appendix').setHeading(DocumentApp.ParagraphHeading.HEADING1);
}
```