Marking highlight 1

Place the cursor under the first character of the text concerned and press HIGHLIGHT 1. The text will move to the right and underbar will appear.

Move the cursor to the space after the last character of the text concerned and press <u>HIGHLIGHT 1</u> again. A second underbar will appear and if there is any text to the right it will move to make room for the underbar.

When printed the text between the underbars will be in the highlight 1 mode, i.e. unless the effect has been changed with the HT, it will be underlined.

Marking highlight 2

Follow the same procedure as for highlight 1. Instead of an underbar the marker in the text is an asterisk. In the default mode this will result in bold type.