

Macintosh Learning Center

--- Shell Weinberg

Laguna Woods Town Centre

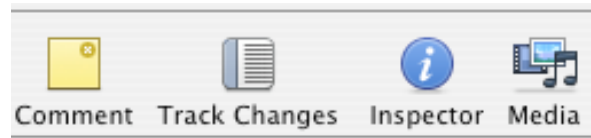
Laguna Woods Village Community Center, 3rd floor

Hours: 9:00 a.m. to 3:00 p.m., Monday thru Friday

Continuing, more about... Pages

Today we are going to attempt to explain what the **Inspector** is about. When I first saw this feature in *Pages* my thoughts went immediately to Inspector Clouseau (Peter Sellers in the *Pink Panther* movies). And, as it seems, the bumbling and confusion that Peter experienced is not too far removed from using the *Pages* Inspector.

When you launch *Pages* and then open a blank or template page, you will find the Toolbar at the top of the window. And there you'll see the Inspector, ready for selection.



A single click on the Inspector icon presents a **dialog** window with ten buttons at the top. If you place the cursor over a button, wait a few moments, a **descriptor tag** pops up. If you click on a button the **related options** will appear for your selection & adjustment.

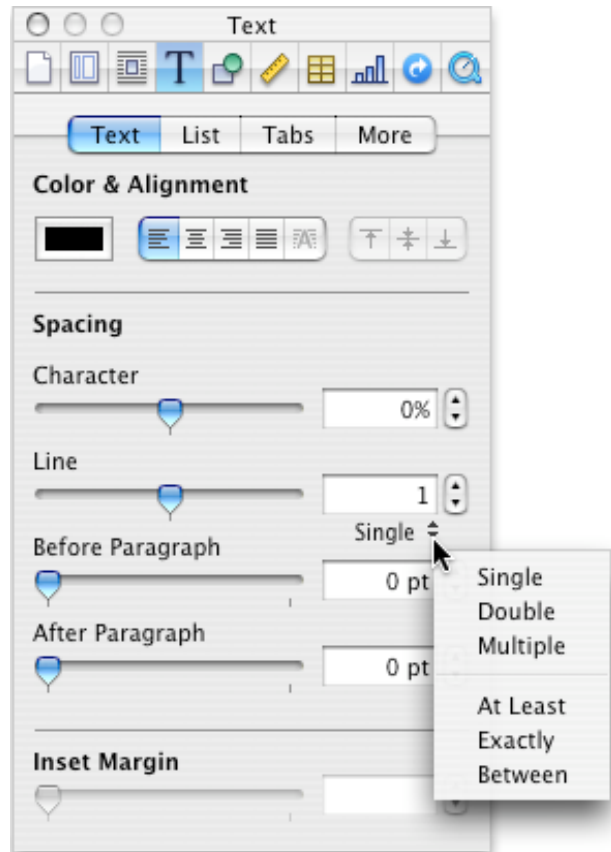
The ten buttons represent ten Inspectors:

Document	Metrics
Layout	Table
Wrap	Chart
Text	Link
Graphic	QuickTime

And these ten Inspectors offer you a total of about **165 different** setting options. Thank you Apple engineers... *call in Inspector Clouseau to help us learn and use them.*

Plus, we haven't yet talked about all the other items available on the Toolbar, some of which are also found in the Inspector.

So, for right now let us focus on just the **Text** part of the Inspector. Most of us will be using Word Processing and to know something about this **Text** will be helpful.



Near the top notice the **4 buttons**:

Text List Tabs More

To view text options the **Text button** should be highlighted. You can use the description tags to help understand what each item does.

These items, *with description tags*, show what you'll see when setting up text **line spacing**:

