

Numbering images by chapter

Additional options for numbering captions are available under the **Options** button in the Captions dialog (Figure 244). Some of these settings, which refer to the outline level, will have an effect only if you are using outline level paragraph styles on the chapter headings within your document.

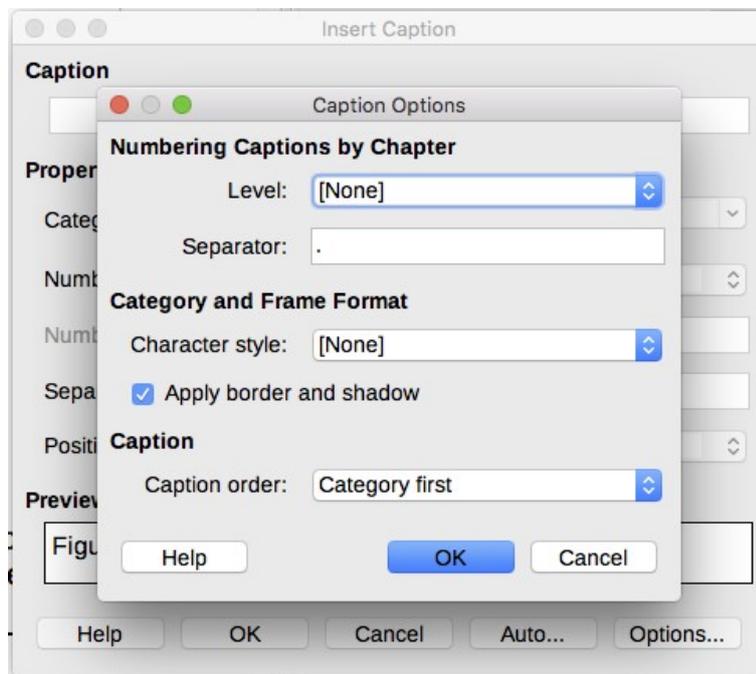


Figure 244: Options for numbering figures

When chapter numbering is set up, Writer will restart the caption numbering for each chapter it encounters. For example, if the last figure caption you create in chapter 1 is Figure 1.15, and the next figure caption you create is in chapter 2, the numbering will start over at Figure 2.1.

Options available for chapter numbering of captions are as follows:

- Use **Level** to specify the outline level that triggers a restart of the numbering as well as how many levels of outline numbering are shown before the table number. For example, if the document uses Heading 1 style for chapters and Heading 2 style for sub-headings, if you want all the tables in a chapter (that is, between two Heading 1 paragraphs) to be numbered sequentially independently of the sub-heading they are under, select 1 as Level. If instead you want to restart the numbering at each sub-heading, select level 2.
- Use the **Separator** field to establish the separator between the chapter number and figure number.
- Use **Character style** to set a character style for the caption. This is useful if the separator of your choice is not a symbol included in the default font type of your document or if you want the caption to have a special color, size and so on.
- The **Apply border and shadow** option does not apply to table captions. LibreOffice normally wraps the objects you can add a caption to in a frame, but not for tables.
- Use **Caption order** to specify whether you want the category or numbering to appear first in the caption.