



Figure 116: Removing the border from a frame

Anchoring frames

To anchor a frame, click on it, then right-click and point to **Anchor**, or click the **Anchor** button on the Frame toolbar and select the type of anchor, or open the Frame dialog to the *Type* tab.

To Page (available only on Frame dialog, not the toolbar or context menu)

The frame keeps the same position in relation to the page margins. It does not move as you add or delete text. This method is useful when the frame does not need to be visually associated with a particular piece of text. It is often used when producing newsletters or other documents that are very layout-intensive, or to center text vertically on a page.

To Paragraph

The frame is associated with a paragraph and moves with the paragraph. It may be placed in the margin or another location. It is also used to center text on a page in documents which will be used in a master document (frames anchored to pages will disappear from the master document).

To Character

The frame is associated with a character but is not in the text sequence. It moves with the paragraph but may be placed in the margin or another location. This method is similar to anchoring to a paragraph.

As Character

The frame is placed in the document like any other character and, therefore, affects the height of the text line and the line break. The frame moves with the text as you add or delete text. This method is useful for adding a small icon in sequence in a sentence. It is also the best method for anchoring an image to an empty paragraph so it does not move around the page in unexpected ways.

Linking frames

You can link frames to each other even when they are on different pages of a document. The contents will automatically flow from one to the next. This technique is very useful when designing newsletters, where articles may need to be continued on a different page.

✓ Note

Text can only flow into a frame from one other frame, and flow on to one other frame. You can not link from a frame to more than one other frame.