The Structure of the entry is based on the fields available in the bibliographic database. Consult the citation style required for your document and modify the Structure line as needed.

To remove elements from the Structure line, click the element then click the **Remove** button.

To add an element, click in the Structure line where it is to be inserted. Select either the **Tab Stop**, or an element in the drop-down list to the left of the **Insert** button, and then click **Insert**. The elements in the drop-down list are those fields found in the Bibliography Database.

All the elements on the Structure line can be formatted using the Character Style selection list. For example, you can define a character style so that book and journal titles are in italics or bold.

To determine how entries are sorted, modify the *Sort by* options. To sort by the sequence that entries appear in the text, choose **Document position**. In most modern citation styles, you will want **Content** (alphabetical descending order). Use *Sort keys* to group similar references.

Styles, Columns and Background tabs

Refer to "Styles tab" on page 324, "Columns tab" on page 332 and "Background tab" on page 324 for detailed information on these tabs.

Modifying the paragraph style for the bibliography

You can modify the Bibliography 1 paragraph style to suit your requirements. For example, to number the entries in the bibliography list, you need to define a numbering style and link that numbering style to the Bibliography 1 paragraph style. To do this:

1) On the Styles deck in the sidebar, click the **List Styles** icon. Right-click on Numbering 123 and choose **New** in the context menu.

2) On the Numbering Style dialog, go to the *Organizer* tab and type a name for this style. In our example we have named it Bibliography style.

3) In our example we want to have the numbers enclosed in square brackets. To do this, go to the *Customize* tab and type [in the **Before** box and] in the **After** box, as shown in Figure 361. Remove any other punctuation, such as a period, that may be in the **After** box.
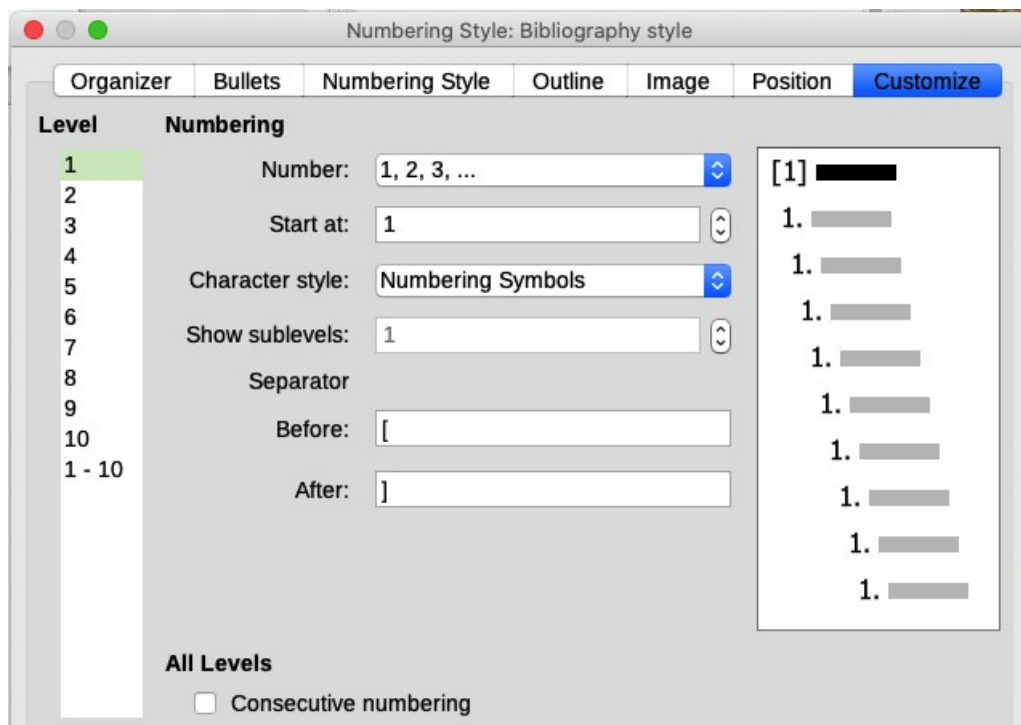

Figure 361: Specifying square brackets before and after the number in a list