

**i Tip**

Most people keep the AutoCorrect setting for smart quotes and use the Special Characters dialog to insert straight quotes when needed. See Chapter 2, Working with Text: Basics.

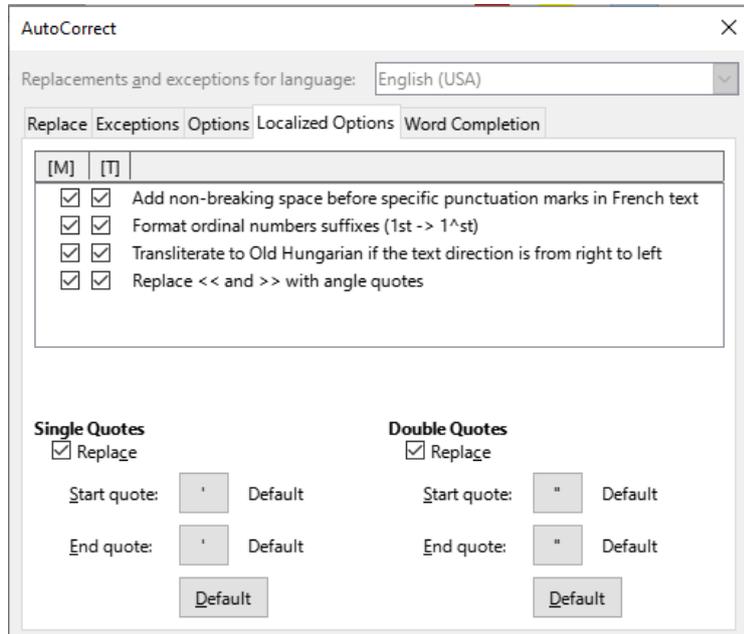


Figure 87: Autoformatting quotation marks

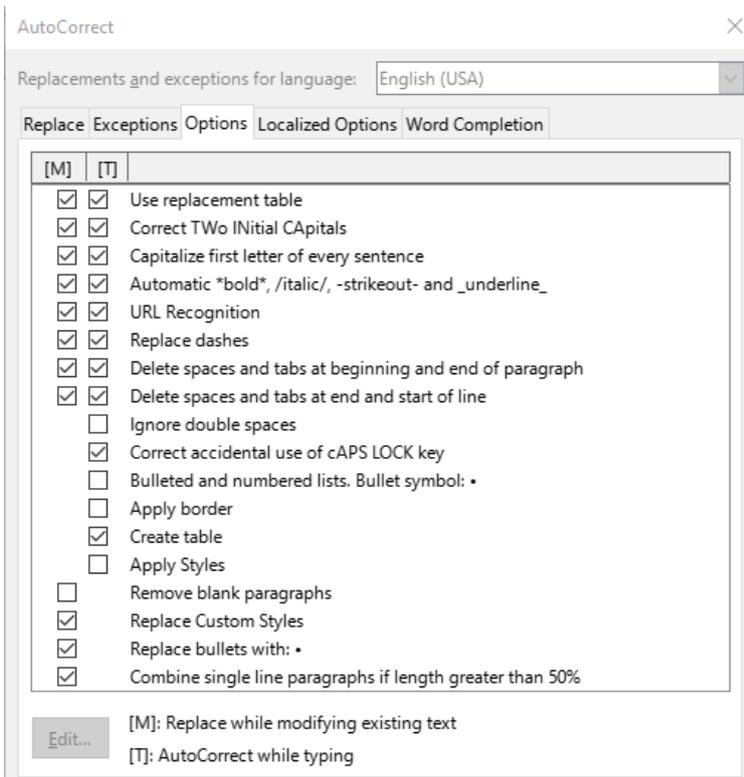


Figure 88: Autoformat choices on the Options tab of the AutoCorrect dialog