

If you need a sequence name that is not one of the names provided, you can add any custom name you wish:

- 1) Open the AutoCaption dialog, as described above.
- 2) In the *Add captions automatically when inserting* section, select **LibreOffice Writer Image**. This activates the Caption area in the dialog for images.
- 3) Under the Category drop-down list, enter the name that you want added (say, *Photo*), by typing it in the box. (Overwriting a term in the box does not delete it from the list.) You can also set some options for the number style and for a separator between the name and the number, if desired. Click **OK** to save the changes.

## Adding captions using the Caption dialog

To add captions using the Caption dialog:

- 1) Insert the image, then either right-click it and select **Insert Caption** in the context menu, or select it and choose **Insert > Caption** on the Menu bar.
- 2) Under *Properties* on the Caption dialog (Figure 243), make your selections for the Category, Numbering, and Separator fields [Illustration, Arabic (1 2 3), and a colon (:), respectively, for the example in Figure 243] and type your caption text in the Caption box at the top. The text you enter for the caption appears in the box at the bottom, after the sequence name, number, and separator.
- 3) Click **OK**. The image and its caption are placed in a frame.

### Tip

In the Category box, you can type any name you want (for example, *Photo*) if the drop-down list does not include it. Writer will create a numbering sequence using that name, as it does when using the AutoCaption feature.

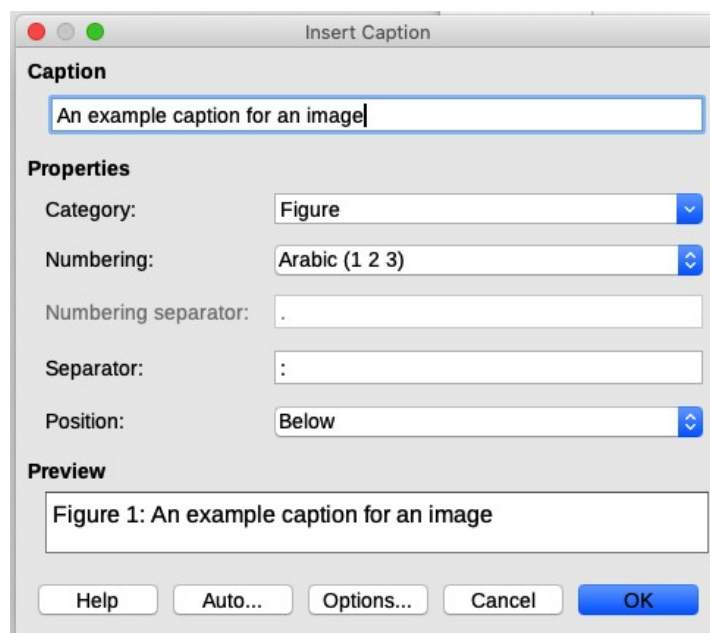


Figure 243: Defining the caption for an illustration