> ⚠️ **Caution**
>
> If you modify an existing character, list, or paragraph style, the changes will affect all lists in the document that use those styles.
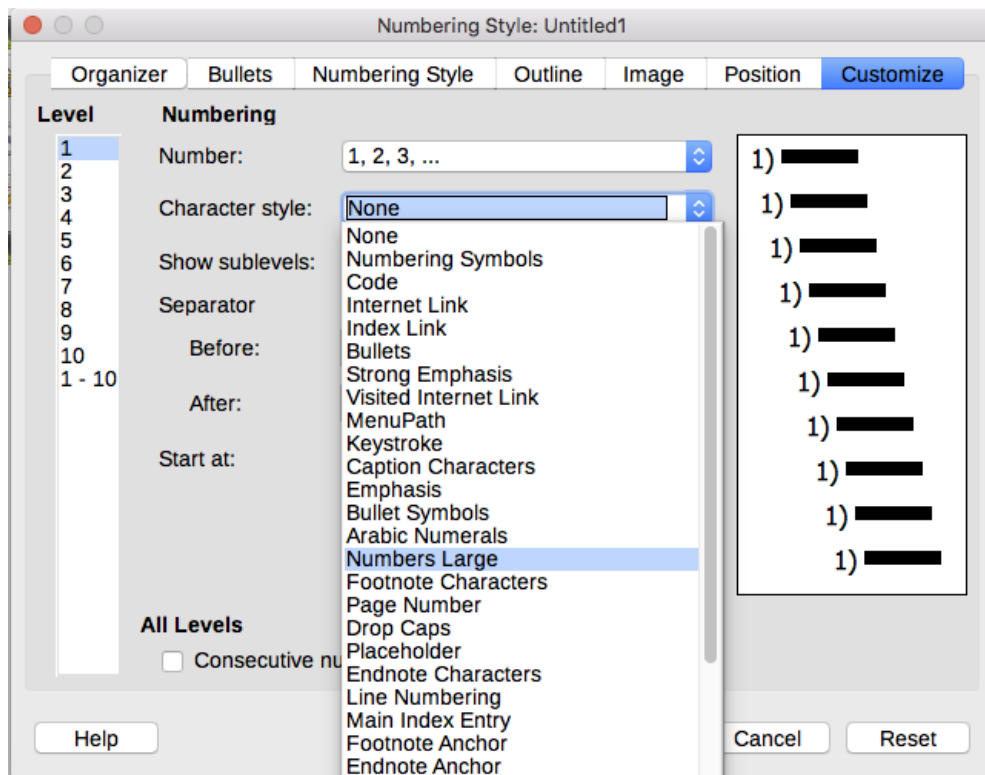

Figure 279: Choosing the character style for the numbers of a list

Working with two-digit list numbers

Numbered lists with two digits can displace list items (Figure 280). You can correct this problem in several ways:

- Never have a list with more than nine items. Rewrite lists that have more, combining steps or dividing one list into two or more shorter ones. This arrangement may make your instructions easier to remember.

- Add extra space between the number and the list item using the *Indent at* field on the *Position* tab of the dialog. Do not add so much space that the association between numbers and list items is lost.

- Adjust the size of the numbers using the *Character Style* field on the *Customize* tab.

- Set the *Numbering Alignment* to *Right*. Watch that this change does not extend numbers into the left margin.
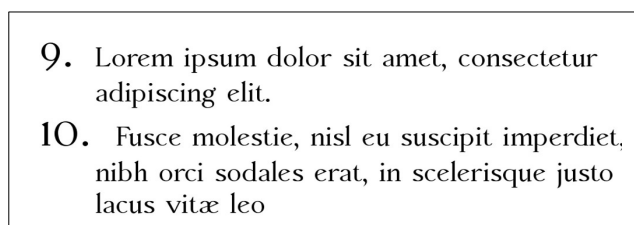

Figure 280: Unless extra spacing is provided, the list items are displaced when the numbering enters two digits.