Figure 1: The Styles and Formatting window for Writer, showing paragraph styles

After you have used a paragraph style at least once in a document, the style name appears on the Apply Style list near the left-hand end of the Formatting toolbar.

You can open this list and click the style you want, or you can use the up and down arrow keys to move through the list and then press Enter to apply the highlighted style.

* Tip

Select More at the bottom of the Apply Style list to open the Styles and Formatting window.

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Figure 2: The Apply Style list on the Formatting toolbar

## Using keyboard shortcuts

Some keyboard shortcuts for applying styles are predefined. For example, in Writer Ctrl+0