The InDesignSecrets Guide to Special Characters in Adobe InDesign®

WHITE SPACE

MAGNIFIED! These screen captures simulate 12 pt. type viewed at 800% zoom level for easier identification.

| Normal Space width = letterspace defined by typeface | d b |
|--|------------------|
| Em Space width = pt. size of type (24pt type, 24pt wide) | d · b |
| En Space width = ½ em space | d-b |
| Third Space width = ½ em space | d b |
| Quarter Space width = ¼ em space | d.b |
| Sixth Space width = % em space | d:b |
| Thin Space width = 1/8 em space | ďb |
| Hair Space width = ½4 em space | db |

| Nonbreaking Space ¹ width = normal space | d∧b. |
|---|------|
| Nonbreaking Space (fixed width) ² | d^b |
| Punctuation Space width = period, colon, or exclamation point in current typeface | d!b |
| Figure Space width = numeral in current typeface | d#b |
| Flush Space ³ width varies | d-b |

Notes:

- 1. In InDesign CS2, the Nonbreaking Space is a fixed width. In CS3 and CS4 the width will vary depending on tracking, justification, etc.
- 2. In InDesign CS3 and CS4, this special white space character replaces the behavior of the Nonbreaking Space in CS2.
- 3. The Flush Space is only applicable in lines that are fully justified. In left-, right-, or center-aligned lines, the Flush Space acts like a normal space.

Visit us at InDesignSecrets.com E-mail: info@indesignsecrets.com

©2008 Publishing Secrets, Inc.

HYPHENS

| | Inline | End of line | |
|-----------------------------------|--------|---|---|
| Hard hyphen (entered manually) | d-b | d- | The thin vertical blue line in |
| Auto hyphen | db | d- | some of these examples is a portion of the frame edge |
| Discretionary hyphen | db | d | _ |
| Nonbreaking hyphen | d-b | By definition, nonbreaking hyphens won't appear at line breaks. | - |

LINE BREAKS

| | Inline | End of line | |
|-----------------------------|---|-------------|--|
| Forced line break | By definition, forced line breaks won't appear inline. | d | |
| Discretionary line break | db | d | |

TEXT FLOW BREAKS

| Paragraph Break (Return) | d¶ |
|-----------------------------|----|
| Column Break | d |
| Frame Break | d |

| Page Break | d: |
|--------------------|----|
| Odd Page Break | d. |
| Even Page Break | d∵ |

OTHER SPECIALS

| End of text in this story | d# |
|---|-----|
| Tab | d » |
| Right Indent Tab | d * |
| Non-joiner Used to separate ligature characters | fi |

| End Nested Style | db |
|------------------------------|-----|
| Indent to Here | b |
| Custom Anchored Object | ¥db |

MARKERS

| | Layout | Story Editor |
|---|--------|-------------------|
| Index Marker | db | ædb |
| Hyperlink (Source) Default appearance | db | $\blacksquare db$ |
| Text Anchor A type of hyperlink destination | db | in db |
| Cross-Reference Source Default appearance | pg 1 | pg # 1 |
| Cross-Reference Destination Source links to this paragraph text | db | • db |
| Conditional Text Indicator color and style may vary | db | <u>db</u> |
| Hidden Conditional Text | db | db |

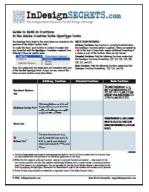
MARKERS continued

| | Layout | Story Editor |
|---|--------|---------------------------------------|
| Inline Note Marker color may vary | db | d.note.b |
| Footnote Not shown: Footnote text in layout | db^1 | db 1. 1. Footnote text |
| Text Variable Shown is a Custom Text variable containing the text "db" and named DB | db | $\mathbf{DB} \rightarrow \mathbf{db}$ |
| XML Tagged Text Marker color and tag labels may vary | db | x author 10 (/author x |

Note: Some of the special characters shown in this guide are for features found only in InDesign CS3 and/or CS4.

Also available from InDesignSecrets.com

Guide to OpenType Fractions

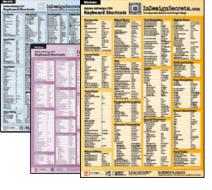


Which of the free OpenType fonts that are installed with Adobe InDesign have an "intelligent fractions" feature? See for yourself in this handy 4-page PDF.

Cost: Free

Get it: http://indesignsecrets.com/ download-our-guide-to-opentypefractions.php

InDesign Keyboard Shortcuts



All of InDesign's keyboard shortcuts (many of which don't appear in the menus) are sorted into logical groupings in our 18" by 26" full-color posters. Available for CS2, CS3, and CS4.

Cost: \$15.00

Get it: http://indesignsecrets. com/indesign-poster-details/