

*This setting means that when you finish typing your quotation and press the **Return** or **Enter** key, you will once again be typing in the **Normal** style.*



7. Click on **[Format]** and select **Paragraph**.
8. Click on the **Indents and Spacing** tab if it is not already selected.
9. In the **Indentation** section, type **2** in **Left** and **Right**.
10. In the **Spacing** section, set **After** to **18 pt** and the **Line spacing** to **Single**.
11. Click **[OK]** and **[OK]** again.

*Note that the new style has been applied directly to the paragraph, and appears in the **Styles** pane and in the **Quick Styles** gallery.*