

INTEROFFICE MEMORANDUM

<u>DATE:</u>	August 16, 1991	<u>FROM:</u> Info. Center
<u>PRODUCT:</u>	WordPerfect	<u>VERSION:</u> 5.1
<u>RELEASE DATE:</u>	ALL	
<u>SUBJECT:</u>	Creating Fractions That Look Similar To	

Character Set 4

The following steps may be used to create a fraction that may not be available in character set 4 (with a slash):

1. Move the cursor to the position where the fraction is to appear and note the position on the status line
2. Press Ctrl-F8, 1 for Size, 1 for Superscript and type the numerator
3. Press the Right Arrow key to move off the Superscript code
3. Press Shift-F8, 4 for Other, 1 for Advance, 6 for Position, and enter an amount to move the cursor to the left a little (the distance depends on the font being used and the printer)
4. Type a forward slash (/) and note the position where it appears
5. Press Shift-F8, 4 for Other, 1 for Advance, 6 for Position, and advance to the right a little
6. Press Ctrl-F8, 1 for Size, 2 for Subscript and type the denominator

Memo ID: WP51\_6658K