

WordPerfect

DELETE CODES AFTER HPG

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In Master Documents, you must use hard pages (HPg) at the end of each chapter so that the next chapter in the expanded Master Document begins at the top of a new page.

To delete any codes after a HPg is entered:

1. Select View Reveal Codes
2. Place the cursor (“red box”) after the HPg.
3. Touch & release F8 key. (This turns on “Select” command.)
4. Use Ctrl+End keys to move to the end of the last code listed.
5. Touch & release Delete key.