

WordPerfect 5.1– X4

# THE SOFT HYPHEN

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A “soft hyphen” is a conditional hyphenation added to a word so that it will divide if it is within the hyphenation zone of the right margin of a document. It’s useful in making a paragraph look more appealing.

Using a soft hyphen in a **sen-  
tence** where a word (“sen-  
tence”) wraps or does not  
wrap. *This one used the ‘soft  
hyphen’.*

**Figure 1**

Using a soft hyphen in a **sentence** where a word (“sen-  
tence”) wraps or does not  
wrap. *This one did not use  
the ‘soft hyphen’.*

**Figure 2**

According to WordPerfect: “The hyphenation zone is a narrow area surrounding the right margin of a document. Hyphenation divides words that span the hyphenation zone. You can move the boundaries of the hyphenation zone to hyphenate more or fewer words.

If the word with a soft hyphen is inside the hyphenation zone, it divides (**Figure 1**).

If it is not inside the zone — or there is no soft hyphen — it will not divide (**Figure 2**).

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