CHANGE COLOR OF TEXT

It is possible to change the color of text in a publication by selecting a color from the Schemes Gallery, by selecting a new color, tint, or shade, or by creating a New Color Scheme.

Apply Color from Palette
- Select the text that is to be changed.
- Click the Home Tab.
- In the Font Group, click the Font Color button (see illustration below left).

or
- Select the text that is to be changed.
- Click the Text Box Tools Format Tab.
- In the Font Group, click the Font Color button arrow (see illustration below left).
- Click the color that you want from the palette (see illustration below right).

NOTE: The colors that appear in the palette will change depending on the Design that was applied to the publication.

Apply New Color Not in Palette
- Select the text that you want to change.
- Select one of the options described in the previous section.
- Instead of clicking a color, click the More Colors option.
- The Colors dialog box will display (see illustration on next page).
- In the Colors dialog box, select the color that you want from the Standard tab, the Custom tab, or the PANTONE® tab.
Click OK.

**NOTE:** Publisher applies the color to the selected text and adds it to the **Font Color** and **Fill Color** palettes.

**Apply Tint or Shade**
The color of text can be changed and then that color can be fine-tuned with tinting or shading. However, you cannot fill the color with patterns, textures, or gradients.

Select the text that is to be changed.

Click the **Home Tab**.

In the **Font Group**, click the **Font Color** button (see illustration below left).

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Select the text that is to be changed.

Click the **Text Box Tools Format Tab**.

Click the arrow next to the **Font Color** button.

Click the **Fill Effects** link to open the **Format Shapes** dialog box with the **Text Fill** option displayed (see illustration on next page).
Click the Color list arrow.

Click the Tint link.

The Fill Effects: Tint dialog box will open (see illustration).

Click the Base Color list arrow.

Under Tint/Shade, click the tint or shade that is to be applied.

Click the OK button to apply the tint or shade to the text.

**NOTE:** Publisher applies the tint or shade to the selected text and adds it to the Font Color and Fill Color palettes.