

08 Macro Menu – complete macro tool list

Word version for easier searching: [Click here](#). (Then check your browser's downloads.)

(In the separate Macro Menu file – both the pdf and the Word version – the macros **highlighted in yellow** are the 50 most recently dated, i.e. either newly added or updated.)

The aim of this section is to whet your appetite by offering a macro smorgasbord. The problem with this book is that there are far too many macros, so how do you know what's available that you might find useful for your own particular style of editing? Here I take different topics and simply state what's available related to that topic (i.e. some macros appear in multiple sections below). If something catches your fancy, place your cursor in the macro name (in italic) and *InstantFindDown* or *FRselective* to search for the details.

Loads of extra (undocumented) macros

I have a huge range of macros that I have never got round to adding to this book, but I have therefore added them to the macro menu below. However, the only information available is the single-line descriptor that each of my macros has – there are **no written instructions...** not yet, sorry.

But each has a linked macro name, so that you can download the macro from the WMT website.

If you find a macro that looks really useful, please email me, and I'll see if I can get it written up and put in the book properly.

Hint: Notice that each of the new macros has a date – some go back to 2012. The chances are that the more recent macros are (a) better programmed and (b) more likely to be useful. **Enjoy!**

1. Bookmarks

DeleteAllBookmarks – Deletes all bookmarks
BookmarkTempAdd – Adds temporary marker
BookmarkTempClear – Deletes temporary markers
BookmarkToCursorSelect – Selects from temporary marker to cursor
a- *Jumps to temporary marker*

2. Comments

CommentAdd – Adds a comment
CommentAdd2 – Adds a comment
CommentAddMenu – Adds a comment off a menu
CommentAdder – Adds a comment off a menu
CommentAddSimple – Adds a new comment with a standard text item added
CommentAddFromFile – Adds a comment from a file of ready-made comments
CommentAddAndPasteSelected [22.10.22] – Copies text, adds a comment and pastes text
CommentAddJumpBack [26.02.24] – Creates a comment or jumps back to the text
CommentSuggestText [26.02.24] – Copies selected text to make a comment (Same as the one above?!)

Modern comments system:

CommentCompose – Allows you to create a new (modern) comment
CommentComposeMenu – Adds a comment off a menu (for modern comments only)
QQConvert [14.06.21] – Converts QQ comments to ordinary comments
QQUpdate [28.05.21] – Renumbers QQ comments

CommentsModernCollect – Extracts modern comments with format and colouring

CommentsModernDelete – Deletes current comment or all comments

CommentPicker – (similar but for PDFs) Copies a comment out of a list of comments

CommentPickerInserter – (ditto) Copies a comment from a list and paste into text

CommentCopier – Creates an author query list, with space for author's reply, plus a file of each comment's context

CopyAllComments – Copies all the comments into a new document

CopyCommentsAndSave – Create a list of all the comments

CommentCollectTabulated – Collects all comments into a table

CommentCollector – Creates a table of all comments

MultiFileCommentTabulated [28.04.22] – Collects all comments in a set of files into one big table

CommentListNumbered – Lists all comments in file with index numbers

CommentNumbering – Adds or removes comment initials and numbers, e.g. [PB1]

AddCommentMarkersInText – Adds comment initials and numbers to text

CommentInitialFandR – Finds and replaces comment initials

CommentInitialReplaceAll – Changes all comment initials

CommentContextCopier – Copies all paragraphs containing comments into a new file

MultiFileComment – Lists all comments in a set of files

CommentNext – Jumps to next comment

CommentPrevious – Jumps to previous comment

CommentsPane – Opens and closes the comments pane

CommentJumpInOut – Jumps into and out of comment text

CommentChangeScope – Reduces or extends the scope of a comment

CommentNameChanger – Changes the name attached to comments

CommentNameChangerWithReplies – Changes the name attached to comments

CommentTextNormalise – Gets rid of 'funny effects' in the comment boxes

DeleteAllComments – Deletes all comments

DeleteCommentsSelectively – Accepts track changes of specific author/editor

CommentsResolveSelected [19.09.23] – Resolves all the comments in the selected area of text

CommentBracketsToBubbles – Copies text in square brackets and into comment bubbles

CommentBubblesToBrackets – Copies comments into brackets in running text

CommentsAddIndexOnInitials – Adds serial number to initials in all comments

CommentsDeleteAllNotTagged – Deletes all comments NOT starting with a specific tag

CommentsDeleteSelectively – Deletes all comments that DO have a specific tag

CommentDeleteMoveNext [17.05.22] – Deletes current comment and moves to the next comment

SectionHeadsInComments [26.02.24] – Adds the heading style and text of each heading into a comment

HighlightComments [16.11.22] – Highlights all comments with specific prefix

3. Document analysis

MegAnalyse – Launches a selected series of analysis macros

UKUSCount – Has the author predominantly used UK or US spelling?

UKUSAnalyse – Analyses variant spelling between UK and US English

UKUShighlight – Marks US spellings within UK text and vice versa

IZIScount – For UK spelling, has the author predominantly used -is- or -iz- spellings?

(For editing, you can use IStoIZ and IZtoIS to implement your decision.)

[ProperNounAlyse](#) – Alerts you to possible proper noun misspellings, showing their frequency

(For editing, ProperNounToFredit can be useful.)

[FullNameAlyse](#) – Creates a frequency list of all full names, e.g. Joe Bloggs, K Smith, Paul Edward Beverley

[PreferredSpellingsAlyse](#) – Finds words similar to those in a preferred-spelling list

[SpecialWordSpellAlyse](#) – Does a ProperNounAlyse of all long ‘spelling error’ words

[SimilarWordsAlyse](#) – Analyses similar words

[SpellcheckingOffForTurquoiseWords](#) [30.09.24] – Set any words in turquoise to not be spellchecked

[HyphenAlyse](#) – Shows the frequency of word pairs in hyphenated, two-word and single-word form

(For editing, HyphenationToFredit can be useful.)

[HyphenationToStylesheet](#) – Takes items from the HyphenAlyse list, ready for the word list of a stylesheet

[WordPairAlyse](#) – Shows the frequency of word pairs that are never hyphenated (e.g. can not/cannot)

[CapitAlyse](#) – Analyses words with initial capitals (or not)

[AccentAlyse](#) – Compares words that consist of the same letters, but with different accents

[AccentedWordCollector](#) – Collects all the accented words in a text

[TextCollectThisColour](#) [17.12.24] – Copies any text in the colour at the cursor into a new document

[AAAnAlyse](#) – Highlights a/an errors: a onion, an pear, an union, a hour, a HTML, an UFO, a O, an P, a H, an U

[DocAlyse](#) – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

N.B. Mac users can and should use *DocAlyse*, and **not** the Mac-specific versions below. The following macros should **only** be used if you get an error: “*Compile error: procedure too large*”, and no-one has reported that for years now, anyway. Also, the Mac versions have reduced capability compare to the main DocAlyse.

[DocAlyseForMac](#) – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

[DocAlyseForThinMac](#) – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

[DocAlyseUser](#) – Create your own (multilingual?) document analyses

[ExceptionsListEdit](#) [27.05.20] – Allows the user to edit, add to or replace the exceptions list

[GenusSpeciesAlyse](#) – Checks the abbreviation of genus/species names

[IZIScount](#) – For UK spelling, has the author predominantly used -is- or -iz- spellings?

(For editing, you can use *IStoIZ* and *IZtoIS* to implement your decision.)

[IZtoIS](#) – Corrects text to give -is-, -ys- spellings

[PreferredSpellingsAlyse](#) – Finds words similar to those in a preferred-spelling list

[SpeciesAbbreviator](#) [12.03.22] – Adds genus and species to the text, pulling data off a file

[SpellAlyse](#) – Complete spellchecking system

[SpellCheckerPlus](#) [27.05.20] – Spellchecks from cursor, using multiple languages

[SpellCorrection](#) [13.02.12] – Prepare highlighted word to be corrected throughout the text

[SpellingErrorLister](#) – Generates an alphabetic list of all the different spelling ‘errors’ (according to MS Word)

[SpellingErrorListerBilingual](#) – Generates an alphabetic list all the bilingual spelling ‘errors’

[UKUSAlyse](#) – Analyses variant spelling between UK and US English

[UKUScount](#) – Has the author predominantly used UK or US spelling?

[UKUShighlight](#) – Marks US spellings within UK text and vice versa

[NumberTextFigureCount](#) – Counts numbers as figures vs. words

[SerialCommaAlyse](#) – Highlights things that might be lists with serial commas (or not)

[SimilarWordsAlyse](#) – Analyses similar words

[DateFormatAlyse](#) – Counts the occurrences of different date formats

[CenturyAlyse](#) – Analyses how centuries are formatted in a document

[DayDateAlyse](#) – Lists words out of a proper noun frequency list

[ListAlyse](#) – Makes a list of all the ‘list’ items - then you can analyse them!

[FormatAlyse](#) – Highlights various formatting features to make you aware what’s been used

[PlurAlyse](#) – Creates a frequency list of single/plural pairs

[PlurAlyseColour](#) – Colours/highlights all words listed by PlurAlyse

[ChicagoNoteReferenceAlyse](#) [31.12.21] – Helps to check note-based reference citations
[CountReferenceDates](#) [06.10.24] – Counts the numbers of references older or newer than five years
[InitialCapAlyse](#) [17.09.18] – Highlight possible capitalisation inconsistency
[ParticipleSentenceStartShow](#) [04.01.24] – Underlines + highlights the participles that start sentences
[UnitsAlyse](#) [07.03.22] – Counts the number of items that look like units
[PhraseAlyse](#) – Lists phrases that are duplicated
[ItalicAlyse](#) [23.01.25] – Creates a frequency list of words in italic (or not)

[StyleEffectDetector](#) – Reports the style and effects applied to the text
[CatchPhrase](#) – Searches for and counts repeated phrases
[DuplicateSentenceCount](#) – Counts frequency of any duplicated sentences
[DuplicateSentencesFind](#) – Lists any sentences that are duplicated, with a frequency
[DuplicateSentenceCountFast](#) [17.12.24] – Finds duplicate sentences and gives their frequency
[DuplicatePhrasesFind](#) – Lists any sentences that are duplicated

[WordGraph](#) – Gives a visual indication of the occurrences of a word or phrase

[PunctuationFormatChecker](#) – Variously highlights italic/roman punctuation
[HighlightOddPunctuationFormat](#) – Highlights oddly formatted punctuation marks
[RomanPunctuationHighlight](#) – Finds roman punctuation that follows italic text
[WhatChar](#) – Shows ASCII and Unicode numbers and names of character at the cursor
[Chirimbolos](#) – WhatChar in Spanish by Marcela Ronaina

[SerialCommaHighlight](#) – Highlights or underline text that appears to have a serial comma
[SerialNotCommaHighlight](#) – Highlights or underlines text that appears not to have a serial comma
[SerialCommaCounter](#) – Counts serial (or not) commas in lists
[SpecialSortsLister](#) – Creates a list of all the special sorts in a file
[SpecialCharList](#) – Creates a list of the Unicode characters in the document
[TextProbe](#) – Finds funny character codes
[FieldAlyse](#) – Counts all fields of different types
[FindSpecialCharacters](#) – Finds next group of special characters, e.g. Chinese/Arabic

[SentenceAlyse](#) – Analyses the size of sentences
[WordFrequency](#) – Counts the frequency of words in a document
[ItalicWordList](#) – Creates a list of all words in italic
[ListofHeadings](#) – Creates a list of all headings
[ListAllHeadings](#) – Creates a list of all headings by style name
[HeadingLister](#) [11.01.14] – Create a list of all coded headings
[StyleDetector](#) – Displays or speaks the current style name
[FontColourReader](#) – Reads style font colour + any applied colour
[PhraseCount](#) – Counts a series of selected phrases
[CountPhrase](#) – Counts the word or phrase selected
[HyphenSpaceWordCount](#) – Counts hyphenated word forms
[ItalicCount](#) – Counts the number of words that are in italic
[MultiFileCount](#) – Counts words in a group of files
[WordTaller](#) – Adds up word numbers in selected texts
[WordCountByHeading](#) – Counts all the words in each section, based on Headings 1 and 2
[LongWordHighlighter](#) [09.08.23] – Highlights all words more than a certain length

[HighlightLongQuotesDouble](#) – Highlights all extra-long quotes (double)
[HighlightLongQuotesSingle](#) – Highlights all extra-long quotes (single)
[DisplayQuote](#) – Finds or displays a long quote

[HighlightIndentedParas](#) – Highlights all indented paragraphs
[HighlightAllQuestions](#) – Highlights all sentences ending with a question mark
[LongSentenceHighlighter](#) – Highlights all sentences more than a certain length

LongParagraphHighlighter – Highlights all paragraphs more than a certain length
ParagraphLineLengthHighlighter – Highlights any paragraphs longer than a number of lines
LongSentenceCheck – Colours long sentences
FrequencySentenceLength – Creates a histogram of sentence length
HighlightDuplicateSentences – Highlights pairs of identical sentences within a document

DuplicatedWordsHighlight – Adds a highlight to any duplicate words in a text, e.g. ‘the the’
DuplicatedWordsFind – Jumps to the next duplicated word pair: ‘the the’ and ‘and and’ etc
DuplicatedWordsFind2 – Finds next consecutive two-word duplicate
DuplicatedWordsFind3 – Find next consecutive three-word duplicate
FindRepeatedWords – Finds words that are repeated in a given range
RepeatedWordsInSentences – Highlights any words duplicated within given sentences
RepeatedWordsInParagraphs – Highlights any words duplicated within given paragraphs
MacroRunNoTC – Runs an analysis on track-accepted text
TooDifficultWordHighlighter – Highlights any words not included in a given word list

ChronologyChecker – Copies paragraphs containing date references into a new file

IndexListItems – Finds page numbers of all the words/phrases given in a list

4. Fields

URLlink – Makes the URL/email at the cursor a clickable link
URLlinker – Finds URLs in the text and links them
URLunlinker – Unlinks all the URLs in the selection or the whole file
EmailLinker – Finds email addresses in the text and links them
URLshrinker – Reduces the extent of a URL link to just the selected text
UnlinkCitationsAndRefs – Unlinks reference citations (ignoring equations)
DeleteAllLinks – Deletes all hyperlinks
DeleteSomeLinks – Deletes hyperlinks that are not URLs
DeleteAllHyperlinks [30.06.12] – Unlink all hyperlinks including footnotes
UnLinkAllFields [30.10.12] – Unlinks all fields and hyperlinks
UnlinkSomeFields [31.10.12] – Delete hyperlinks that are not URLs
ReferenceCheckWeb – Checks whether each of the URLs in the text appears in the references list
MendeleyPunctuationCorrection – Moves punctuation marks to before the note indicator
FieldsUnlink – Unlinks all fields except equations
CitationFieldsUnlink [27.02.14] – Selective field unlinking

FieldCodesVisible – Switches between fields being visible and not visible
URLlinksVisible [01.05.21] – Unlinks all the URLs in the selection or the whole file

AutoListOff – Changes auto-bulleted listing to real bullets
InsertFigureRefs [21.02.18] – Adds hyperlinked reference to all figures
InsertHeadingRef [18.02.18] – Adds a hyperlinked reference to a heading
InsertTableRefs [21.02.18] – Adds hyperlinked references to all tables
ListAllCitations [28.12.23] – Alphabetically lists all fig/table/box/flowchart citations

LinkCopy [25.01.24] – Copies the URL of the current link
LinkAdd [25.01.24] – Selects the current word(s) and adds a link from your input
LinkDelete [25.01.24] – Deletes (unlinks) the current link

ContentControlsRemove [14.04.21] – Removes all content controls

5. Figures and tables

FigCallouts – Figures call-out inserter
FigStrip – Strips out all figures and leave a callout
DeleteAllFigures – Deletes all images that seem to have a figure caption

DeleteAllInlineImages – Deletes absolutely all images
DeleteAllImagesAndCloseUp – Deletes all images and closes the gaps
DeleteAllImagesAddCallout – Deletes all figures and leaves a callout for each
TableCallouts – Inserts table callout
TableEdit – Edits items in the cells of some or all tables
TableEmDasher – Changes empty cells and cells with hyphen/en dash to an em dash
TableStripper – Strips out all tables into a separate file
TablesToTabText – Converts all tables into tab-separated text
CellsAddChar – Checks that there is a full point ending each cell
TableCellsInitialCaps – Applies an initial capital to every cell in the selected range
TableBordersToggle – Switches table borders and rules on and off
PictureShow – Switches pictures on and off

TablesMarkAllEmptyCells [09.06.22] – Adds some dummy text into every empty cell

6. File handling

MultiFileCopier – Saves a folder full of files into a new folder, adding ‘_PB_01’ to each name
SaveAsWithIndex – Saves the current file, adding a suffix
OpenMySize – Opens the window to a particular size, position and magnification
MultiFileFRedit – Multifile version of FRedit
MultiFilePDF – Saves a folder full of files as PDFs
MultiFileText – Collects text plus simple formatting from multiple files
MultiFileTextForMac – Collects text plus simple formatting from multiple files
MultiFileWord – Concatenates multiple files (i.e. including formatting and images)
ChapterFileLinker – Rejoins all the chapters of a book
MultiFileReferenceCollator – Collects all references (or foot/endnotes) from multiple files
MultiFileShowHiddenText – Unhides hidden text in multiple files
MultiFileCount – Counts words in a group of files
MultiFilePageCount [30.03.21] – Counts pages in a group of files
MultiFileTextSimple [27.06.19] – Collects text plus simple formatting from multiple files
MultifileXML [01.09.21] – Save a folder full of files as XMLs
MultiFileDocToDocxSave [12.05.23] – Save any .doc files in a folder also in .docx format
MultiFileBackgroundColourChange [03.07.24] – Changes the background colour of all files in a list

SaveAllUnsavedDocs [26.10.23] – Saves all unsaved documents

CopyTextSimple – Creates a text-only copy, with some features preserved
CopyTextVerySimple – Creates a text-only copy, with no features preserved

ChapterChopper – Chops text into chapter files
FileChopper – Chops text into a number of smaller file using page breaks
FileLister – Lists all files in a folder

LinesToParagraphs – Converts lots of individual lines of text into paragraphs

TheBook – Loads two named files, and opens them on screen at a given size and zoom
LoadTheseFiles – Loads all the files listed in a file list
LoadFilesInList [20.06.22] – Loads a series of files in a Word file list

BackupIndexed [18.01.21] – Saves an indexed copy of the current file
FolderAddress [15.01.21] – Locates the folder of the current file
WhatFolder [10.02.21] – Loads the clipboard with the address of folder of this file

ChapterChopper – Chops a book file into a set of chapter files
FileChopper – Chops text into a number of smaller file using page breaks

7. Formatting

StrikeSingle – Toggles strikethrough attribute on and off

StrikeAndColour – Adds strikethrough and font colour to selected text

StrikeThroughAllURLs – Strikes through all URLs to protect them from changes

EquationsStrikeThroughAll – Applies strikethrough to all equations in the text

CodeSegmentProtect – Applies strikethrough to computer code sections

EquationsHighlightAll – Highlights all maths items

SpaceEquationsInPara – Adds spaces to MathType equation in this para if necessary

EquationSpacer – Adds spaces either side of equations that butt up to some text

EquationsConvertAll – Converts all Equation Editor items to their text equivalent

CentreText – Centres the text

QuotationMarker – Applies strikethrough to all quotes and displayed text to protect them

FontEliminate – Restores anything in one specific font to the default font

FunnyFontFind – Finds the next paragraph that has mixed fonts

FunnyFontClear – Makes all text in the selection the same font

FontHighlight – Highlights all fonts not named in the list

[FontMixHighlight \[17.05.21\]](#) – Highlights paragraphs with mixed fonts, showing odd fonts

[FontMixFind \[16.05.21\]](#) – Finds the next paragraph that has mixed fonts

FontLister – Lists all font names in selected text or whole file

FontFind – Finds text in a given font name in selected text or whole file

FontFunniesClearThisOne – Makes the selected text into the default font

FontFunniesClearAll – Changes all text in this specific font into the default font

HighlightNotThisSize – Highlights all text NOT the same size as the current text

StyleCopy – Copies style

StylePaste – Pastes style

[ListAllStyles \[12.01.21\]](#) – Creates a list of all paragraph styles name

[StyleLister \[18.04.24\]](#) – Lists all paragraph and character styles used in a document

PasteWithEmphasis – Pastes with emphasis

PasteUnformatted – Pastes unformatted

ClipToText – Gets pure text from PDFs and websites

UnifyFormatBackwards – Makes start of paragraph (or selection) same format as the end

UnifyFormatForwards – Makes end of paragraph (or selection) same format as the start

JustifyOFF – Turns this format off on all paragraphs

FirstNotIndent – Removes first line on all paragraphs that follow a heading

DoubleSpaceAfterSentence – Ensures that every sentence has two spaces after it

FormatRemoveNotURLs – Removes all styles and formatting except URLs

Boldiser – Toggles bold for next character or selected text

Italiciser – Toggles italic for next character or selected text

BoldKill – Remove bold from selected text or current line

ItalicKill – Removes italic from selected text or current line

BoldQuickSwitch – Adds/removes bold to/from selected text

ItalicQuickSwitch – Adds/removes italic to/from selected text

ItaliciseVariable – Runs along the line to find alpha characters and italicises them all

ItaliciseOneVariable – Runs along, finds groups of alpha chars and and italicises (or italicises a selection)

ItalicisePhrase – Selects text up to next punctuation mark and makes it italic

ItalicBinomial – Italicises biological binomial species names

Romanise – Removes italic from the next set of italic characters

NormaliseText – Sets Normal style and removes (some) formatting

PunctuationItalicOff – Un-italicises all commas, etc. not followed by italic text

PunctuationBoldOff – Un-bolds all commas, etc. not followed by bold text

UnderlineOnlyItalic – Removes all underlining, then underlines all italic text

UnderlineStyle – Changes the underline style of underlined text

BoldItalicToStyle [27.03.24] – Changes bold, italic and bold-italic applied directly, into character styles

FontMixHighlight [17.05.21] – Highlights paragraphs with mixed fonts, showing odd fonts

FontMixFind [16.05.21] – Finds the next paragraph that has mixed fonts

SuperscriptSwitch – Toggles subscript -> superscript

SubscriptSwitch – Toggles superscript -> subscript

SuperscriptSwitchOld – Toggles superscript on/off

SubscriptSwitchOld – Toggles subscript on/off

BoldFirstOccurrence – Emboldens the first occurrence of words in a list

ListItemNumberFormatter – Formats the numbering of the current list item

DisplayedTextFormat – Removes quotes and romanises and trims trailing spaces

ParagraphEndChecker – Highlights the end of all possibly punctuation-less paragraphs

ShowFormatting – Displays all formatting or just paragraph marks

ShowFormattingMenu – Displays (or not) various formatting markers, and the highlighting

BordersAddToText – Changes underlined+highlighted text to coloured borders

BordersAllOff – Removes border attributes from some or all text

ParaSplitJoin – Splits the para after current sentence or joins to next para

FormatNumbers – Formats number at cursor or numbers within a selection

RemoveNumbersFromHeadings – Removes automatic numbering from headings

SuperscriptNumberFormatter – Corrects spaces + punctuation on superscripted numbers

SuperscriptHighlightSmart [25.09.15] – Highlight all superscript numbers according to type

BackgroundColourOnOff – Switches background colour on/off

BackgroundColourOff – Remove background colour

BackgroundColourAllOff – Removes background colour

TrackColourOff [04.09.19] – Switch off background colour from track on/off macro

BackgroundTest [11.04.20] – Removes all background colours

BackgroundPatternStyleChecker [26.01.23] – Searches for text style with background pattern applied

PatternClear [13.03.14] – Remove shading and other funny colours!

ItalicisePatternedText [20.05.17] – Italicises all text in the document in current background pattern colour

AynHamzaFormat [26.03.24] – Corrects formatting of ayns and hamzas

OddQuoteSpacingCorrectAll [16.11.22] – Corrects the odd/weird/funny spacing on quotation marks / apostrophes (from RTL fonts)

LtrRestore [29.03.24] – Restores text direction to left-to-right

OddQuoteSpacingCorrectDouble [22.07.22] – Corrects the odd spacing on double quotation marks

OddLanguageHighlighter [12.04.23] – Highlights any characters NOT in the chosen language

SpacedFontFinder [19.01.23] – Finds and highlights/underlines any text with odd spacing

ChapterStartBreak [05.03.23] – Finds all chapter titles (by style), adds page break and removes multi-newlines

FigureCaptionSplit [27.10.23] – Splits a caption into two lines, the second in italic

FigureCaptionSplitAll [30.10.23] – Splits all captions into two lines, the second in italic

FindHashAndStyleNext [19.01.23] – Finds a hash and changes the style of the following paragraph

FindMissingPageNumbers [28.09.23] – Clears trailing spaces, then highlights refs without page numbers

[FontUnify \[26.08.17\]](#) – Restore selection to same font size

[FormatCopy \[25.06.13\]](#) – Copy format of paragraph

[QuotesOffBothEndsDouble](#) – Removes double quotations marks from both ends of some text

[QuotesOffBothEndsSingle](#) – Removes single quotations marks from both ends of some text

[QuotesOffBothEndsDoubleAddItalic \[03.02.23\]](#) – Removes double quotations marks from both ends of some text + italicises

[SanthoshQuoteSelect \[25.01.21\]](#) – Changes existing single quotes into doubles

[RaiseLowerClear \[28.07.14\]](#) – Change weird super/subscript format to proper ones

[SigloSmallCaps \[24.02.22\]](#) – Finds "siglo" and small-caps the IVX following

[StrikeItalicParagraphs \[04.11.22\]](#) – Add single strike to all italic paragraphs (headings)

[StrikeDouble \[15.08.17\]](#) – Adds or removes double strike-through

[StyleFollowingHeadings \[13.04.18\]](#) – Sets the style of the paragraph after each heading

[WhitenBlueParas \[01.06.20\]](#) – No comment!

[HardSpaceAfterSuperscriptNumbers \[17.11.22\]](#) – Switches space to hard space after all superscripted number

[EquationsAllItalic \[02.11.20\]](#) – Makes all equations in the current selection italic

[TitleConsistenciser \[18.05.17\]](#) – Applies general formatting of heading to tagging and section number

[SpacesInThousands \[29.11.16\]](#) – Changes four-figure numbers from comma to space.

[TitleCapAllItalic \[29.11.16\]](#) – Changes all italic titles to title capitals.

8. Global changes

[FRedit](#) – Does scripted global find and replace

[MarkIt](#) – Applies various attributes by (wildcard) F&R

[IZtoIS](#) – Corrects text to give -is-, -ys- spellings

[IStoIZ](#) – Corrects text to give -iz-, -yz- spellings

[FRselective](#) – Sets up various finds and F&Rs

[FRskip](#) – Finds next match forwards, case insensitively

[FRstay](#) – Finds and replaces but don't move to next

[FRgo](#) – Finds, replaces and moves to the next match

[FReditSelect](#) – Run FRedit, but only on multiply selected text

[FReditHeadingsOnly](#) – Run FRedit, but only on similarly formatted text

[FReditListRun](#) – Loads, runs and closes a specific FRedit list

[FReditListMenu](#) – Provides a menu to run different FRedit lists

[FReditCopy](#) – Copies word to make FRedit list item

[FReditCopyPlus](#) – Copies word to make FRedit list item and highlight and case insensitive

[FReditCopyWholeWord](#) – Creates FRedit item for whole-word F&R

[FReditListProcess](#) – Tidies up a FRedit list from cursor downwards

[FReditSame](#) – Creates FRedit item with ^& (i.e. replace with itself, ready for format/highlight change)

[FReditSwap](#) – Swaps the two sides of a FRedit item

[FReditSimple](#) – Performs a list of F&Rs (a FRedit trainer)

[MiniFRedit](#) – Adds attributes to certain words

[FReditListChecker](#) – Checks for possible anomalies in a FRedit list

[HyphenationToFRedit](#) – Takes items from HyphenAlyse list (or ProperNounAlyse list), ready for the FRedit list

[ProperNounToFRedit](#) – Picks up alternative spellings in a PN query list for a FRedit list

[FReditListCreate](#) – Adds text to list items and applies formatting

[FReditOne \[08.11.13\]](#) – Copy one F&R to the top of the list

[FReditCommentToggle \[17.04.24\]](#) – Adds or removes the vertical bar that turns FRedit items into comments

[WildcardLoader](#) – Tool for using wildcard searches

[SpellingSuggest](#) – Creates a FRedit list item using Word's alternate spelling

[SpellingCorrect](#) – Corrects spelling and wrong capitalisation

[FReditListTidy](#) [24.04.24] – Tidies up a FRedit list

[SpellAlyseToFredit](#) [23.04.24] – Corrects spelling and wrong capitalisation on a SpellAlyse list

[CleanUp](#) [10.06.20] – Cleans up a file by F&R

[QuotationMarker](#) – Applies strikethrough to all quotes and displayed text to protect them

[TaggedTextToSmallCaps](#) – Finds tagged text, lowercases it and changes to small caps

[AcronymsToSmallCaps](#) – Finds all acronyms (in text or selection) and changes to small caps

[AllCapsToItalic](#) [08.08.22] – Finds words in all caps and makes them italic

[AllCapsToItalicNext](#) [11.08.22] – Finds next word in all caps and makes it italic

[InitialCapAllCapsWords](#) [03.06.21] – Initial caps the all-caps words in a document

[UnitSpacer](#) – Finds all numbers with a unit and adds a thin space

[SuperSubConvert](#) – Changes weird super/subscript format to proper ones

[SymbolToUnicode](#) – Converts Symbol font characters to Unicode characters

[TagsShowHide](#) – Changes tags into hidden text and then reveals them again

[MatchSingleQuotes](#) – Checks whether single quotes match up

[MatchParentheses](#) – Checks whether brackets match up

[MatchSquareBrackets](#) – Check whether square brackets match up

[MatchDoubleQuotes](#) – Checks whether double quotes match up

[QuoteMarkEmbedder](#) – Changes double quotes inside double quotes to singles

[EnclosureFixer](#) – Checks and corrects the order of enclosures – brackets, braces and parentheses

[QuotesOffBothEndsDoubleAddItalic](#) [03.02.23] – Removes double quotations marks from both ends of some text + italicises

[QuotesOffBothEndsDouble](#) – Removes double quotations marks from both ends of some text

[QuotesOffBothEndsSingle](#) – Removes single quotations marks from both ends of some text

[QuoteSingleToDoubleGlobal](#) [15.01.23] – Changes single quotes to double, avoiding apostrophes

[QuoteSingleDoubleSwitchGlobal](#) [15.05.24] – Changes double quotes to single and vice versa, avoiding apostrophes

[HighlightMissingDialoguePunctuation](#) [22.09.22] – Highlights missing dialogue punctuation (from an idea by Katherine Kirk)

[CorrectDialogueEndGlobal](#) [29.11.23] – Correct punctuation & capitalisation at dialogue end (from a macro by Philip Ridgers)

[ChapterChopper](#) – Chops a book file into a set of chapter files

[FileChopper](#) – Chops text into a number of smaller file using page breaks

[MultiChoiceTidierGlobal](#) – Lowercases first word and remove end spaces and punctuation

[MultiChoiceTidierSingle](#) – Lowercases initial character of answer and remove end spaces and punctuation

[FReditListRun](#) – Loads, runs and closes a specific FRedit list

[FReditListMenu](#) – Provides a menu to run different FRedit lists

[HeadingStyler](#) – Styles all headings by depth of section number

[BodyTexter](#) – Applies 'Body Text' to every paragraph in 'Normal'

[StyleBodyIndent](#) – Adds body style generally, plus 'No indent' after headings

[FormatHeadwords](#) – Adds a character style to the first word of every para in a given style

[IndentChanger](#) – Changes paras of one indent value to another

[FirstLineIndentToTab](#) – Changes all first-line indents to a tab

[TableStripper](#) – Strips out all tables into a separate file

[BoxTextIntoBody](#) – Copies text out of textboxes, then delete the boxes

[CalloutTextboxAdd](#) [17.10.24] – Adds a call-out box of the selected text

[ComboBoxAccept](#) – Finds combo boxes and replaces them with the currently selected text

[MultiFileAcceptTrackChanges](#) – Accepts track changes in multiple files

[MultiFileLoader](#) [06.04.23] – Loads a set of files

[MultiFileReferenceCheck](#) [11.03.20] – Collects references, adds chapter labels, and sorts

[ItalicParaDelete](#) – Deletes all paragraphs that are mainly in italic

[HighlightWithTrackChange](#) – Use allcaps, smallcaps, underline for tracking highlighting

[SmallCapsToProperNoun](#) [11.02.18] – Changes every small caps word into initial cap + lowercase

[CapitaliseUndoubler](#) – Finds doubled capital letters and corrects them

[AcronymAddThe](#) [11.12.24] – Adds 'the' in front of various acronyms or titles

[FourDigitFixer](#) [10.05.24] – Adds a delimiter to four-digit numbers, but not dates

[HeadersFootersRemove](#) [11.11.22] – Removes all headers and footers in all sections

[WelcheKorrigiere](#) [02.08.22] – Finds "welche" after a comma and corrects it

[HeHisHide](#) [08.06.22] – Adds StrikeThrough to any 'He' or 'His' as first word of sentence

[ItalicSpeechToSingleQuotes](#) [04.05.22] – Finds italic text, Romanises it and adds single quotes

[TimestampRemover](#) [29.08.21] – Deletes all timestamps of the form: nn:nn:nn<sp>

[FunnyDashToEnDash](#) [06.08.21] – Changes all funny dashes to proper en dash

[FootnoteTidy](#) [30.07.21] – Checks each footnote

[CheckCapSentences](#) [18.06.21] – Forces an initial capital on every sentence

[InitialCapAllCapsWords](#) [03.06.21] – Initial caps the all-caps words in a document

[StrikeAllHighlightText](#) [25.10.20] – Adds strikethrough to all highlighted text

[ChatFormatter](#) [23.10.20] – Load, run and close a specific FRedit list

[ProcessMyList](#) [17.09.18] – Italicise the first word of each paragraph

[ZeroIndentFirstLine](#) [29.03.15] – Zero indent on paragraph after heading

[GreekHighlighter](#) [05.11.17] – Finds unicode Greek sections of text and highlights them

[ShapeShowHide](#) [29.08.17] – Makes all shapes distinguishable

[ShapeShowScrollDown](#) [30.08.17] – Makes all shapes clearly visible

[ShapeShowScrollUp](#) [30.08.17] – Makes all shapes clearly visible

[SpaceEquationsInPara](#) [08.06.17] – Adds spaces to MathType equation in this para if necessary

[HeaderToChapterTitle](#) [13.05.17] – Copies the header and make it the chapter title

[TimecodeEditor](#) [22.10.14] – Increment/decrement timecode in a file

[SubscriptNumbersRoman](#) [02.08.14] – Make all subscript numbers roman

[SuperscriptMinus](#) [25.10.13] – Convert superscripted hyphens to minus signs

[StrikeAllColouredFonts](#) [23.05.13] – Add strike-through to all coloured text

[SmallBullets](#) [10.05.12] – Change auto bulleted list to small bullets

[TagALLbulletLists](#) [30.04.12] – Add tags to all bullet lists

[TabbedParasToIndent](#) [30.08.23] – Finds tabbed paras, deletes them and adds first-line indent instead

9. Text cleaning after conversion from PDF or OCR

[PDFsoftHyphenRemove](#) – Unhyphenates split words

[PDFhardHyphenRestore](#) – Hyphenates falsely concatenated words

[PDFHyphenRemover](#) – Finds all end-of-line hyphens, joining back to the next word

[PDFHyphenChecker](#) – Checks the line-end hyphenation of a converted PDF

[PDFunderlineToLigature](#) – Restores underline characters into ligatures

[PDFfunniesToLigatures](#) – Restores ligatures that have been converted to odd characters

[LigatureConverter](#) – Replaces funny codes for fi/ff/fl/ffi in converted PDF

[PDFspellAll](#) – Underlines all 'spelling errors'

[PDFspellIgnoreProperNouns](#) – Underline all spelling errors except proper nouns

[PDFpageNumberer](#) – Adds page numbers to each line of an exported PDF text

[PDFrunningHeadHighlight](#) [09.04.21] – Locates running heads and highlights/enlarges page number

[PDF_LigatureConvert](#) [20.02.17] – Replace underlines with fi/ff/fl/ffi in converted PDF

[PDFsurveyor](#) [08.11.13] – Identify PDF conversion problems
[PDFpager](#) [14.05.12] – Highlights page numbers of text from a PDF
[TextHover](#) – Collects text from a series of text areas

10. Highlighting (and colouring)

[HighlightMinus](#) – Adds highlight in a choice of colours
[HighlightPlus](#) – Adds highlight in a choice of colours
[HighlightYellow](#) – Highlights the selected text (or a word or a paragraph)
[HighlightBrightGreen](#) – Highlights the selected text (or a word or a paragraph)
[HighlightEditGrey](#) [06.09.13] – Highlight current edit in light grey
[HighlightEditYellow](#) [06.09.13] – Highlight current edit in yellow
[HighlightRemovePerColour](#) [03.04.24] – Removes highlight of one colour from selection or whole text
[ColourMinus](#) – Removes or add font colour in a choice of colours
[ColourPlus](#) – Adds font colour in a choice of colours
[ColourToggle](#) – Turns red text on/off
[ColourPlusAttribute](#) [06.06.23] – Applies font/highlight colour plus an attribute

[HighlightOrColourRemove](#) [15.04.24] – Removes the current highlight or font colour from the whole text
[HighlightingRemoveAll](#) – Remove all highlighting, including in notes, boxes & comments

[HighlightOffIncNotes](#) – Removes all highlights and/or colour from text and notes

[UnHighlightExcept](#) – Removes all highlights except one/two chosen colours
[SelectiveUnColourUnHighlight](#) – Removes highlighting + colouration, but only on non-program text

[ClearHighlightAndColour](#) – Removes all highlighting, colouration and (optionally) underlining
[HiLightON](#) – Adds highlight in currently selected colour
[HiLightTurquoise](#) – Adds highlight in turquoise
[HiLightOFF](#) – Removes highlight (text colour) from selected text
[HiLightOffALL](#) – Removes ALL highlights (text colour) from whole text
[HiLightOffCurrentLine](#) – Removes highlight (text colour) from selected text or current line

[HighlightSame](#) – Highlights all occurrences of this text in this colour
[HighlightAndColourSame](#) – Highlights and/or colours all occurrences of this text in this colour
[FontColourSame](#) – Colours all occurrences of this text in this colour
[HighlightOffWord](#) – Removes highlight from all occurrences of this word
[HighlightOffNext](#) [15.05.21] – Unhighlights the next area of highlighting
[HighlightOffNextWord](#) [15.05.21] – Unhighlights the next word that has some highlighting

[HighlightFindDown](#) – Selects the next piece of highlighted text
[HighlightFindUp](#) – Selects the previous piece of highlighted text
[SelectNextHighlight](#) – Selects the next piece of highlighted text
[SelectPreviousHighlight](#) – Selects the previous piece of highlighted text

[FindColouredText](#) – Finds coloured text
[FindColouredTextUp](#) – Finds coloured text
[FindNonBlackFont](#) [25.10.17] – Finds next non-black font

[HighlightLister](#) – Lists all the highlight colours used
[HighlightListerDeLuxe](#) – Lists all the highlight colours used and which are not used
[HighlightWordList](#) – Highlights (and/or colours) all the words/phrases given in a list
[HighlightCertainCharacters](#) – Highlights certain characters with attributes
[HighlightAllItalic](#) – Highlights all text in italic (including in notes)
[CopyHighlightedTextSentences](#) – Copies sentences containing highlighted text into a new file
[CopyHighlightedTextParagraphs](#) – Copies paragraphs containing highlighted text into a new file
[RevisionHighlight](#) – Highlights all the edits in a text

CountWordsInHighlightColour – Counts the number of words in a given highlight colour or all highlighted words
CountHighlightColour – Count how many times a highlight colour occurs

HighlightWithTrackChange – Use allcaps, smallcaps, underline for tracking highlighting

HideShowText – Makes body text invisible (therefore emphasises other elements, e.g. textboxes)

BordersAddToText – Changes underlined+highlighted text to coloured borders

BordersAllOff – Removes border attributes from some or all text

BorderParaOffSelective [06.08.11] – Removes the borders applied to the paragraph

BordersAddParagraphs [08.03.23] – Adds colour borders to (partly) selected paragraphs

Confusables – Highlights/colours list of words in confusables file

HighlightComments [16.11.22] – Highlights all comments with specific prefix

HighlightTrackedTextAuthor [02.02.24] – Highlights all tracked text by a specific author

HighlightAllTrackedText [15.04.22] – Highlights (and/or font colours) all tracked text

HighlightToStyles [03.08.21] – Finds highlighted text and does things to each colour

ParticipleSentenceStartShow [04.01.24] – Underlines + highlights the participles that start sentences

HighlightInContext [30.03.24] – Highlights a word or phrase in its context in a sentence/paragraph

11. Internet

URLlauncher – Launches successive URLs from the text

BibleGatewayFetch – Launches Bible references on BibleGateway

BibleHubFetch – Launches Bible references or Bible quotes on BibleHub

BLcatalogueFetch – Launches selected text to the British Library catalogue

DictionaryFetch – Launches selected text to dictionary.com

DictionaryFetchByLanguage – Checks the current word in a language-related dictionary

DictionaryFetchDE – Launches selected text to duden.de

DictionaryFetchNL – Launches selected text to https://www.vandale.nl

DictionaryMultipleFetch – Launches selected text to dictionary.com and other dictionaries

DPTMFetch – Launches selected text on DPTM - Busca el texto seleccionado en el Diccionario de términos médicos

DTMEfetch – Launches selected text on DTME

GoogleBooksFetch – Launches selected text to Google Books

GoogleFetch – Launches selected text to Google

GoogleFetchAR – Argentina

GoogleFetchAU – Australia

GoogleFetchCA – Canada

GoogleFetchChile – Chile

GoogleFetchCO – Colombia

GoogleFetchCookie – Launches selected text to Google website with cookie prompt

GoogleFetchDE – Germany

GoogleFetchEgypt – Egypt

GoogleFetchEgypt – Egypt

GoogleFetchES – Spain

GoogleFetchIE – Ireland/Eire

GoogleFetchIndia – India

GoogleFetchMX – Mexico

GoogleFetchNL – Netherlands

GoogleFetchNZ – New Zealand

GoogleFetchPE – Peru

GoogleFetchQuotes – Launches selected text – with quotes – to Google

GoogleFetchQuotesCA – Canada

GoogleFetchQuotesDE – Germany

GoogleFetchQuotesEgypt – Egypt

[GoogleFetchQuotesNL](#) – Netherlands

[GoogleFetchQuotesUS](#) – USA

[GoogleFetchSA](#) – South Africa

[GoogleFetchUS](#) – USA

[GoogleFetchSpecificBrowser](#) – Launches selected text to Google using a specified browser

[GoogleFetchIncognito](#) [12.08.24] – Launches selected text to Google Chrome (or other browser) but incognito

[GoogleMapFetch](#) – Launches selected text to Google Maps

[GoogleScholarFetch](#) – Launches selected text to GoogleScholar

[GoogleScholarFetchQuotes](#) – Launches selected text in quotes to GoogleScholar

[GoogleTranslate](#) – Launches selected text to Google Translate

[LawDictionaryFetch](#) – Launches selected text to Dictionary.Law website

[MacquarieFetch](#) – Launches selected text to the Macquarie dictionary

[MacquariePremiumLogin](#) – Logs in to the Macquarie dictionary

[MerriamCollegiateFetch](#) – Launches selected text to Merriam-Webster collegiate website

[MerriamFetch](#) – Launches selected text to Merriam-Webster

[MerriamLegalFetch](#) – Launches selected text to Merriam-Webster legal website

[MerriamMedicalFetch](#) – Launches selected text to Merriam-Webster medical website

[MerriamThesaurusFetch](#) – Launches selected text to Merriam-Webster thesaurus website

[MerriamUnabridgedFetch](#) – Launches selected text to Merriam-Webster unabridged website

[NgramFetch](#) – Launches selected text on Google Ngram

[OneLookFetch](#) – Launches selected text to OneLook

[OEDFetch](#) – Launches selected text to OED dictionary

[OUPFetchPremium](#) – Launches selected text to OUP

[OUPFetchPremiumMac](#) – Launches selected text to OUP Premium website on a Mac

[OxfordPremiumThesaurusFetch](#) – Launches selected text on OUP Premium thesaurus

[PubMedFetch](#) – Launches selected text to PubMed

[RAEfetch](#) – Launches selected text on Real Academia Española

[ThesaurusFetch](#) – Launches selected text to thesaurus.com

[WikiFetch](#) – Launches selected text to Wikipedia

[WordHippoFetch](#) – Launches selected text on Google

[WorldCatFetch](#) – Launches selected text to WorldCat

[CollinsFetch](#) [25.09.24] – Launches selected text on the Collins dictionary

[SomethingFetch](#) – Launches selected text to Xyz website.

[SomethingFetchAlt](#) – Launches selected text to Xyz website.

[CMOSFetchAlt](#) [28.08.22] – Launches selected text to CMS website.

12. Language

[UKUSHighlight](#) – Marks US spellings within UK text and vice versa

[LanguageHighlight](#) – Highlights all text not in main language

[LanguageSetUK](#) – Sets language as UK English

[LanguageSetUS](#) – Sets language as US English

[LanguageSetCanada](#) – Sets language as Canadian English

(The next four all do more or less the same! Oops!)

[LanguageToggle](#) [29.10.21] – Toggles the language setting of (part selected) text

[LanguageSetMulti](#) [07.06.23] – Toggles between different language country settings

[LanguageSwitch](#) [16.08.23] – Switches the language between two or three alternates

[LanguageUSUKswitch](#) [06.10.23] – Switches language between UK and US English

13. Lists

[SortIt](#) – Sorts the selected text

DuplicatesRemove – Removes duplicate items from a list
SortNumberedList – Sorts numbered list, ignoring the number at the beginning
SurnameSorter – Sorts a name list on surname, but allowing for postfixes
SortOnTextAfterDelimiter – Sorts the selected list based on second 'field'
BibSortWithDittos – Sorts bibliographic list including ditto marks
CitationListSortByYear – Sorts items in a citation list in the text by date
CitationListSortByName – Sorts items in a citation list in the text by name.
SortListInText – Sorts items in a list in the text alphabetically
SortAndRemoveDups – Sorts the selected text and removes duplicate items
SortCaseSense – Sorts into separate lists: Lcase/Ucase
SortTextBlocks – Alpha sorts blocks of text by first line
ReverseList – Reverses the order of items in a list (just the actual order, not alphabetically)

ConcordanceMaker – Creates a concordance list

BasicIndexer – Does basic indexing
BasicIndexer2 – Also does basic indexing

ListBulleter – Adds a bullet to every paragraph in a list
TagBulletLists – Adds tags to all bullet lists
AutoListOff – Changes auto-bulleted listing to real bullets
AutoListOffSimple – Changes auto-lists to text

ListItemNumberFormatter – Format the numbering of the current list item
NumberSelectedList [12.03.24] – Applies (or corrects the existing) numbering on the selected text paragraphs

AutoListLcaseAll – Lowercases initial letter of all auto-bulleted/numbered list items
AutoListLcaseOne – Lowercases initial letter of one auto-bulleted/numbered list item
VerseListFormat – Formats list(s) or poem verse(s) with manual linebreaks
BoldFirstOccurrence – Emboldens the first occurrence of words in a (glossary) list

ContentsListChecker – Confirms the page numbers in the contents list
ContentsListerByNumber – Creates a contents list from numbered headings
ContentsListerByStyle – Creates a contents list from numbered heading style
ContentsListerByTag – Creates a contents list from tags, <A>, etc

AcronymAlyse – Lists all acronyms, with frequency
AcronymLister – Lists all acronyms
AcronymFinder – Finds a group of words that might match an acronym
AcronymDefinitionLister – Creates a list of acronyms with definitions

ListAllColouredWords – Creates an alphabetic list of all words in the selected font colour
ListHighlightedText – Lists alphabetically any text that is highlighted
ListAllLinks – Creates a list of all the URLs in a file, both the visible text and the underlying URL
TextCollectThisColour [17.12.24] – Copies any text in the colour at the cursor into a new document

ListSemicolon – Adds semicolons to bulleted list
SemicolonEndPara – Lowercases first character and adds semicolon at end
ListLowercaseNoPunct – Lowercases initial character and removes end punctuation
ListUppercaseNoPunct – Uppercases the initial character and removes end punctuation
ListLowercaseSemicolon – Adds semicolons to bulleted list and lowercases initial character
ListLowercaseComma [09.02.21] – Adds commas to bulleted list + lowercase initial char
ColonLowercaseAll – [23.07.22] – Changes the initial letter after every colon to lowercase
ColonUppercaseAll – [23.07.22] – Changes the initial letter after every colon to uppercase

FullPointOnBullets – Finds bullet items and ensures they have a full point
IndexElide – Adds elision to an index

[IndexPageOrderChecker \[21.11.23\]](#) – Seeks paragraphs that have number list in wrong order

[IndexPageNumberSwap \[21.11.23\]](#) – Swaps the page number at the cursor with the next number, e.g. 3,6,4,8,10

[ListHighlighter](#) – Highlights all ‘short’ paragraphs in a text in order to locate lists

[ParaWordLengthHighlighter](#) – Highlights all paragraphs of a range of word lengths

[CustomKeys](#) – Opens the Customize Keyboard dialogue box

[KeystrokeLister](#) – Creates a tabulated list of custom key allocations

[KeystrokesMacroSave](#) – Creates a list of all macro keystrokes

[KeystrokesMacroRestore](#) – Applies keystrokes from a list of macros and keystrokes

[KeystrokesSaveAll](#) – Creates a list of all user-defined keystrokes

[KeystrokesRestoreAll](#) – Creates keybindings from a list

[MacroVersionChecker](#) – Checks version dates of all your macros against MacroList

[MacroUpdater](#) – Updates to the current macro text, preserving the keystroke

[ListOfTextParas](#) – Lists all paragraphs (pure text) starting with certain text

[ListOfParas](#) – Lists all paragraphs (formatted text) starting with certain text

[ListHighlightedOrColoured](#) – Lists (alphabetically) text with font colour or highlight

[ListOfList](#) – Lists all items in a list that contain a particular text

[CopyToList](#) – Copies selected text into a list file

[CopyToListAlphabetic](#) – Copies selected text into an alphabetic list file

[CopyToListAlphaMenu](#) – Copies selected text into various alphabetic lists

(No idea why the next ones are different, sorry.)

[CopyToListTitles \[15.10.17\]](#) – Copies selected text into a list file

[CopyToSwitchList \[04.12.23\]](#) – Copies selected text into a switch list file for MultiSwitch

[AddWordToStyleList](#) – Adds the selected text to the style list file (similar but with formatting)

[AlphaHeadersOnIndex](#) – Adds alpha headers to an index

[FontColourDocumentSplit](#) – Splits a document into coloured and not coloured

[CompareTwoLists](#) – Compares two lists, and highlights and lists the items unique to each

[CopyIntelligent \[19.12.18\]](#) – Sets up copy assuming word or paragraph

[DeleteBackToSentenceStart \[23.04.21\]](#) – Selects from current word to end of sentence and deletes

[DeleteLine \[10.10.16\]](#) – Delete current line

[DeleteQuote \[08.07.13\]](#) – Go to next quote mark and delete it

[DeleteThisChar \[26.09.17\]](#) – From the cursor, it tries to delete one of the listed characters

[DeSexer \[18.01.20\]](#) – Finds one of your words, then calls MultiSwitch to change it

[MakeOKwordsList \[26.10.19\]](#) – Makes a list of all words not highlighted

[ProcessMyList \[17.09.18\]](#) – Italicise the first word of each paragraph

[QuoteExtractor \[23.03.20\]](#) – Copies paragraph that contain italic text and are indented or contain quotes

14. Notes

[NotesEmbed](#) – Embeds footnotes or endnotes

[NotesUnembed](#) – Unembeds footnotes or endnotes

[NotesUnembedBySections](#) – Unembeds endnotes that are numbered in sections

[RenumberNotes](#) – Renumbers all note numbers

[NotesInlineToEmbed](#) – Copies square bracketed notes into embedded notes

[NotesCopyToInline](#) – Copies notes into inline notes in square brackets

[FootnoteTidy \[30.07.21\]](#) – Checks each footnote

[NoteFootEndSwitch](#) – Switches individual footnote <-> endnote (in note or in text)

RenumberSuperscript – Renumbers all superscript numbers
ListRenumber – Makes all following numbered items in a list consecutive

NoteJumper – Jumps back and forth between notes and main text
FootnoteNext – Jumps to next footnote
FootnoteNextUp – Jumps to previous footnote

FootnoteEndnoteFiddle – Tidies up start/end of each footnote or endnote
FootnoteNumberNotItalic – Makes changes to all footnotes
NoteDeleteDbfSpace – Deletes double spaces from endnotes
EndNoteFiddleSuperscript – Makes changes to superscript on all endnotes
FootnoteFiddleStartSpace – Removes initial space from each footnote

DeleteAllFootnotes – Deletes all footnotes
DeleteAllEndnotes – Deletes all endnotes

FootnoteAdd – Creates a new footnote (in a given style and/or sq. brackets)
EndnoteAdd – Creates a new endnote (in a given style and/or sq. brackets)

SuperscriptNumberFormatter – Corrects spaces + punctuation on superscripted numbers

NoteRelocater [01.02.18] – Takes footnotes out into the running text

15. Numbering and lettering

NumberDecrement – Subtracts one from the following number (or subtracts a specific number)
NumberIncrement – Adds one to the following number (or adds a specific number)
LetterDecrement – Picks up the current character and replaces with the alphabetically previous character
LetterIncrement – Picks up the current character and replaces with the alphabetically next character
NumberToFigure – Converts the next number, looking through the text, to a figure
NumberToTextUS – Converts next number into text, using e.g. "two hundred forty-two"
NumberToTextUK – Converts next number into text, eg "two hundred and forty-two"
NumberToTextUS2 – Converts next (comma/space separated) number into text: "two hundred forty-two"
NumberToTextUK2 – Converts next (comma/space separated) number into text: "two hundred and forty-two"
NumbersInSingleQuotesHighlight [16.12.24] – Finds numbers (numerals) inside single quotes and highlights them
FindNumbersInQuotesSingle [14.12.24] – Finds the next number (numeral) inside single quotes

NumberToTextMultiSwitch – Finds a number, then calls MultiSwitch to change it
TextToNumber – Finds numbers expressed in words + converts to figures

FigTableBoxLister – Finds figure/table/box elements and their citations, to spot missing elements
CaptionsListAll – Lists all paragraphs with bold "Figure", "Table", "Box"
ColumnTotal – Do the numbers in this column agree with the total?
NumberTaller – Sums the numbers within the selected text (or checks the sum)

AlphabeticOrderChecker – Finds any suspicious non-alphabetism
AlphaOrderChecker – Creates an alpha-sorted version of selected text showing changes
AlphabeticOrderByLine – Finds any suspicious non-alphabetism

FindNextNumber – Jumps from one number to the next – section, fig, table etc
FindPreviousNumber – Jumps back to the previous number
NumberSequenceCheckerSimple – Checks consecutivity of simple numbering
NumberSequenceCheckerDecimal – Checks consecutivity of numbering containing a decimal point
NumberSequenceCheckerHierarchical – Checks the sequence of hierarchical section numbers
AddSectionNumber – Adds indexed section number
NumberParasAuto – Adds hierarchical section numbering
NumberParasTagged – Adds numbering to first-level headings tagged with <a>
TypeSectionNumber – Adds a section number to the current heading

[FindNextBigText](#) – Searches down for a bigger than Normal font (related to above macro)

[NextNumber](#) – Finds next section number

[NextNumberPlus](#) – Finds next section number (can't remember what the difference is, sorry!)

[NextNumberPlusUp](#) – Finds previous section number

[NextNumberUp](#) – Finds previous section number

[SectionNumberChecker](#) [16.02.11] – Check the sequence of section numbers

16. References

[CitationAlyse](#) – Checks citations against references

[ParagraphShrink](#) – Shrinks the current paragraph (for use with CitationAlyse)

[CitationAlyseAlpha](#) – Checks citations against references

[ShortTitleAlyse](#) – Analyses short titles to check references against citations

[ShortTitleUnderline](#) – Underlines the current author name(s)

[CitationListSortByYear](#) – Sorts items in an in-line citation list in the text by date

[CitationListSortByName](#) – Sorts items in a citation list in the text by name.

[SortListInText](#) – Sorts in-line citations in a list in the text alphabetically

[VancouverCitationChecker](#) – Finds all citations and creates a list in citation order

[VancouverAllCited](#) – Creates a numerical list of all cited Vancouver reference numbers

[FindRefName](#) [18.07.12] – Jump to the first named Vancouver ref, e.g. [Bever09]

[ShortTitleLister](#) – Creates a list of the named references in the notes

[AuthorDateFormatter](#) – Checks/corrects author/date formatting of reference list

[AuthorInitialCapitalReferences](#) – Changes author surnames in all capitals to initial capital

[EtAlElision](#) – Crops multi-authors in refs lists to a given number before 'et al'

[EtAlCitationElision](#) – Crops multi-author citation in the text to single name + 'et al'

[EtAlElisionSharman](#) [02.03.15] – Crop multi-authors to a given number before 'et al'

[EtAlReducer](#) [13.02.15] – Reduce the number of names before "et al"

[HighlightMultiAuthorCitations](#) – Finds and highlights all the multi-author citations in the text

[AuthorNameSwap](#) – Changes the order of author surname and initials/given name

[SwapNames](#) – Changes the order of author surname and initials/given name

[SwapNamesFullPoints](#) – Swap name and initials and add full points

[AuthorSurnameSwap](#) [19.05.21] – Moves author surname in a list to the beginning of the line

[ListSurnameSwap](#) [29.01.18] – Swaps forename first to surname first in selected text

[InitialPullBack](#) – Pulls author's trailing initial(s) (e.g. B. or C.D.) in front of surname

[AuthorForenamesInitialiser](#) – Changes author forenames to initials

[AuthorsNotAllCaps](#) – Changes author surnames to initial cap only (e.g. SMITH, J. to Smith, J.)

[AuthorCaseChange](#) – Lowercases author surnames (e.g. SMITH, J. to Smith, J.) in references list

[AuthorNameReinsert](#) – Replaces the dash-and-comma for the author's name (comma)

[AuthorNameReinsertParens](#) – Replaces the dash-and-comma for the author's name (parenthesis)

[NamesReverse](#) [13.06.22] – Switches two names and adds (or removes) the comma

[NameSwitcher](#) [27.07.15] – Changes "surname, forename(s)/initials," to other way round

[NameToInitial](#) [02.03.15] – Change given name to initial, then jump on to next

[GivenNameToInitials](#) [27.03.14] – Reduce given names to initial only

[InitialiseFornamesInList](#) [10.02.20] – Changes forenames within a list to initials

[YearMoveToEnd](#) – Moves the year to end of the reference

[InitialSwapper](#) – Swaps initials and surname (P.E. Beverley -> Beverley, P.E.)

[InitialSwapperReverse](#) – Swaps initials and surname (Beverley, P.E. -> P.E. Beverley)

[PublisherSwitch](#) [14.11.23] – Swaps "Location: Publisher Name" to "Publisher Name, Location"

[ReferenceNameDateMover](#) – Moves forename/initials to before surname or move year to end

[ShortTitleLister](#) – Creates a list of the named references in the notes

[ReferenceNameFinder](#) – Gets date from reference and adds after author citation

[ReferenceDateShift](#) – Moves date from end of reference to after author

[MultiFileReferenceCollator](#) – Collects all references (or foot/endnotes) from multiple files

[ReferencesCollator](#) – Finds all reference lists, and colours, collates and sorts them

[CitExtraBits \[04.07.20\]](#) – Creates a list of all citations
[FootnoteReferenceExtract \[11.03.17\]](#) – Extracts references from footnotes, leaving Harvard citation
[MoveNextName \[02.03.15\]](#) – Jump on to the next word that could be a forename
[RefCitationConvert \[04.04.20\]](#) – Converts superscripted ref. citations to bracketed
[SurnamesAllCaps \[18.09.15\]](#) – Capitalise all the surnames in a refs list
[SurnamesInitialCapital \[18.09.15\]](#) – Initial capital all the surnames in a refs list
[MultiFileReferenceCheck \[11.03.20\]](#) – Collects references, adds chapter labels, and sorts

17. Speed editing

(Video: youtu.be/SfU0gT8VAk4)

[MultiSwitch](#) – Switches the word(s) at the cursor with the alternate from your own list
[WordSwitch](#) – Scripted single-word switching (less useful than MultiSwitch?)
[SearchThenMultiSwitch](#) – Finds one of your words, then calls MultiSwitch to change it
[SearchThenChange](#) – Finds one of the words from a list, then changes to its alternate
[CharacterSwitch](#) – Scripted character switching
[ClipboardLoader](#) – Puts text in clipboard from a menu
[ClipStore](#) – Copies the selected text into a clip list
[ClipPaste](#) – Collects and pastes an item from a clip list
[ClipPaste_1](#) – Collects and pastes a numbered item from a clip list
[ClipPasteTextOnly](#) – Collects and pastes an item from a clip list
[ClipToTextWithEmphasis](#) – Get pure text from pdfs and websites

[JumpScroll](#) – Scrolls current line to the top of the page
[JumpPage \[19.07.24\]](#) – Jumps to the head of the next page
[JumpPageUp \[19.07.24\]](#) – Jumps to the head of the previous page

[TypeA](#) – Types ‘a’ or ‘A’, (or ‘an’ or ‘An’) between two words
[ArticleChanger](#) – Types, deletes or switches articles ‘the’/‘a’/‘an’

[TypeThat](#) – Types ‘that’ between two words
[ThatWhich](#) – Changes ‘that’ to ‘which’ and vice versa
[TickInsert \[07.05.22\]](#) – Adds a bold red tick
[TypeBy \[07.11.19\]](#) – Types 'by' between two words.
[TypeThis \[19.12.14\]](#) – Type something (e.g. "this") and maybe highlight the line

[AccentPicker](#) – Call up the Insert Symbol window set to accented characters
[GreekPicker](#) – Call up the Insert Symbol window set to Greek characters
[SciMarkPicker](#) – Call up the Insert Symbol window set to Greek characters

[DeleteOneWord](#) – Deletes current word, but no punctuation (was called DeleteWord)

[NumberDecrement](#) – Subtracts one from the following number (or decrease the letter by one, alphabetically)
[NumberIncrement](#) – Adds one to the following number (or increase the letter by one, alphabetically)
[IncJump \[27.01.17\]](#) – Adds one to the following number (or increase the letter) then jumps
[NumberToFigure](#) – Converts the next number, looking through the text, to a figure
[NumberToTextUS](#) – Converts next number into text (e.g. four hundred thirty-six)
[NumberToTextUK](#) – Converts next number into text (e.g. four hundred and thirty-six)
[NumberToTextUS2](#) – Converts next (comma/space separated) number into text
[NumberToTextUK2](#) – Converts next (comma/space separated) number into text
[NumberToTextCMOS](#) – Converts next number into text, using e.g. "fourteen hundred"
[NumberToTextMultiSwitch](#) – Finds a number, then calls MultiSwitch to change it
[ZifferWort](#) – Converts the next number (1 to 12) into German text
[TextToNumber](#) – Finds numbers expressed in words + converts to figures
[FourDigitHundreds \[04.10.22\]](#) – Changes four-figure numbers to words

CharToAcute – Adds an acute accent to the next vowel
CharToGrave – Adds a grave acute accent to the next vowel
CharToCircumflex – Adds a circumflex to the next vowel
CharToUmlaut – Adds various accents
CharToVariousAccents – Adds various accents
CharToMacron – Adds a macron accent to the next vowel

HighlightFindDown – Selects the next piece of highlighted text
HighlightFindUp – Selects the previous piece of highlighted text
SelectNextHighlight – Selects the next piece of highlighted text
SelectPreviousHighlight – Selects the previous piece of highlighted text

SwapCharacters – Switches characters either side of cursor
SwapPunctuation – Swaps the punctuation at the end of some words
DialoguePunctuationSwitch [12.09.19] – Switches adjacent word link between comma and full point
IncludeBracketInSentence [24.08.12] – Move the full point to after the bracketed reference
SwapPreviousCharacters – Switches the two characters in front of the caret
SwapWords – Swaps adjacent words, including formatting
SwapThreeWords – Swaps three adjacent words (chips and fish -> fish and chips)

CaseNextChar – Changes case of the next character
CaseNextWord – Changes case of initial letter of next word or selection
CaseThisWord – Changes initial case of current word and jumps to next word
CaseSecondNextWord – Changes case of next-but-one word
CaseThisWordJumpNextWord – [31.01.21] – Changes case of initial letter of word and jump to next word
CaseNextPara – Changes case of initial letter of the paragraph
MidSentenceCapitalRemove – Finds initial caps within sentences and offers to lowercase

CapperMax – Uppercases initial letter of all major words (title case)
CapperMin – Lowercases initial letter of capitalised words (sentence case)
TitleHeadingCapper – Uppercases initial letter of all major words in heading (so-called ‘title case’)
TitleUnCapper – Uppercases initial letter of heading only on very first word (so-called ‘sentence case’)
HeadingSentenceCase – Sentence-cases this selection or paragraph (but not acronyms)
LowercaseHeading [06.09.11] – Lowercase caption/heading and find the next one
TitleInQuotesCapper – Uppercases initial letter of all major words between quote marks (so-called ‘title case’)
TitleInQuotesCapperGlobal – Uppercases initial letter of all major words between quote marks (so-called ‘title case’)
TitleInSquaresCapperFR – Title-cases words of a title between square brackets (in French or English)
AddQuotesAndTitleCap – Puts quotes on sentence, then makes it title case
TitleRemoveQuotesAndCaps – Removes quotes from current sentence, then makes it lowercase
InitialCapWord [18.09.15] – Initial capital word at cursor
InitialiseOne [24.01.19] – Initialise one word then skip one
ItaliciseVariable New [26.06.13] – Run along to find alpha chars and italicise them
ItaliciseWord [08.08.14] – Italicise current word and move on
ItalicOffWord [18.05.17] – Removes all italic and underline from selected text (or current word)
VerbChanger – Changes “(to) splodge” <-> “(of/for) splodging”
TenseChanger [18.01.20] – Finds one of the words from a list, then changes to its alternate
ParticipleChanger – Toggles between past to present participles
VerbChangerNL – Changes Dutch verbs in current sentence
VerbChangerNLglobal – Changes Dutch verbs through the whole file
SpellingSuggest – Checks/corrects spellings, and for FRedit list adds suggested change
SpellListAdd [03.06.11 modified Version 28.11.11] – Take current word and add to FRedit list
SpellListAll [09.05.11 modified Version 28.11.11] – Create a FRedit list for all coloured words
Pluralise – Converts the word at the cursor to its plural form (-s, -oes, ches and -ies)

QuotesAddDouble – Adds double quotes to the current word or phrase
QuotesAddSingle – Adds single quotes to the current word or phrase
DoubleQuotesToSingle – Changes all occurrences of a specific phrase from double to single curly quotes

CommaAdd – Adds a comma after the current word
CommaAddUSUK – Adds a comma (taking account of US/UK punctuation conventions)
CommaAddPrevious – Adds a comma before the current word
DialoguePunctuationSwitch [12.09.19] – Switches adjacent word link between comma and full point
DoublePrime – Adds double prime
SinglePrime – Adds single prime
PunctuationOffRight – Removes the punctuation off a word end (and quote off beginning)
PunctuationOffNearHere – Removes the punctuation near the cursor
PunctuationOff – Delete the next punctuation item
QuotesOffBothEndsDouble – Removes double quotations marks from both ends of some text
QuotesOffBothEndsSingle – Removes single quotations marks from both ends of some text
ScareQuoteAdd – Add single quotes round a word
DoubleQuotesSingleTopical – Changes double quotes around current text to singles
SingleQuotesDoubleTopical – Changes single quotes around current text to doubles
QuoteCopier – Copies text from one quote pair to the next
MoveToNextQuote – Moves cursor to the next quote pair
TypeTimesX – Types '(×2)' then moves back to the number, ready to increase it
DeleteSentenceAfterQuote – Deletes rest of sentence after current quote
JumpToSentenceEnd [22.07.15] – Move to the end of the current sentence

FinalCharDelete – Removes the final character or punct off a word
PunctOffRightGo [17.09.10] – Remove the final character or punct off a word and move on
JoinTwoWords – Joins two words
WordPairPunctuate – Makes word pair hyphenated or single word

PunctuationToApostrophe – Changes next quote mark to an apostrophe
ApostropheS [13.06.20] – Adds an apostrophe before the s
ApostropheAdd [08.12.22] – Adds an apostrophe, highlighted
PunctuationToComma – Changes the next punctuation item to a comma
PunctuationToDoublePrime – Changes next quote mark to double prime
PunctuationToDoubleQuote – Changes next quote mark to double
PunctuationToDoubleQuoteDE – Changes next quote mark to German double
PunctuationToDoubleQuoteFR – Changes next quote mark to French double
PunctuationToEmDash – Changes next hyphen/em/en dash to an em dash
PunctuationToEnDash – Changes next hyphen/em/en dash to an en dash
PunctuationToFullPoint – Changes the next punctuation item to a full point
FullPointMissing [06.08.15] – Add a full point to the next line that doesn't have one
PunctuationAfterCitation [17.10.22] – Moves the full point (period) to after the citation
PunctuationToHyphen – Changes the word break punctuation to a hyphen
PunctuationToMinus – Finds punctuation and changes to minus sign
PunctuationToMultiplySign – Changes next x or X to multiplication sign
PunctuationToNonBreakingEmDash – Changes next hyphen/em/en dash to a non-breaking em dash
PunctuationToNonBreakingEnDash – Changes next hyphen/em/en dash to a non-breaking en dash
PunctuationToSinglePrime – Changes next quote mark to single prime
PunctuationToSingleQuote – Changes next quote mark to single
PunctuationToSingleQuoteDE – Changes next quote mark to German single
PunctuationToSingleQuoteFR – Changes next quote mark to French single
PunctuationToSpace – Changes the next punctuation item to a space
PunctuationToThinSpace – Changes the next punctuation item to a thin space
PunctuationToTimesSign [06.06.20] – Changes the next 'x' to a times sign
HyphenationRestore [04.02.13] – Unhyphenate split words

PunctuationSwap – Swaps the next punctuation mark
ExclamationMark – Makes adjacent words into sentence end
FullPoint – Makes adjacent words into sentence end
QuestionMark – Makes adjacent words into sentence end
Semicolon – Makes adjacent words into semicolon separated

[Dash](#) – Removes punctuation, add dash and lowercases next char

[EmDashUnspaced](#) – Removes punctuation, adds unspaced em dash and lowercases next char

[Colon](#) – Makes adjacent words into colon separated

[Comma](#) – Makes adjacent words into comma separated

[CommaInDialogue](#) – Gives adjacent words a comma link

[FullPointInDialogue](#) – Makes adjacent words into sentence end

[PeriodInDialogue](#) – Makes adjacent words into sentence end

[ProperToPronoun](#) – Changes the next proper noun to a personal pronoun

[AddTextRoundText](#) – Adds text at either end of a word or phrase (can delete punctuation)

[ParenthesesAdd](#) – Puts parentheses round the current word or phrase

[ParenthesesEtcPairDelete](#) – Removes the following pair of parentheses or quotes, etc.

[ParenthesesEtcPairDelete](#) [14.03.23] – Removes the following pair of parentheses or quotes, etc.

[AutoCurlyQuotesOFF](#) – Switches off auto curly quotes

[AutoCurlyQuotesON](#) – Switches on auto curly quotes

[CurlyQuotesToggle](#) – Switches on auto curly quotes on and off

[FrenchQuotes](#) – Switches UK quotes to French quotes

[GermanQuotes](#) – Switches UK quotes to German quotes

[Ampersand](#) – Changes ampersand (&) to 'and'

[AndToAmpersand](#) [23.06.23] – Change the next citation from "and" to "&"

[AndToAmpersandGlobal](#) [23.06.23] – Changes all citations from "and" to "&"

[AmpersandAdd](#) [23.06.23] – Adds an ampersand in front of the current name

[AsWellAsToAnd](#) [24.09.22] – Changes 'as well as' to 'and', and the comma, if necessary

[ColonUnbold](#) – Romanises bold colons that are followed by roman text

[BoldThisWord](#) [11.08.22] – Makes the word at the cursor bold

[HighlightNonRomanPunctuation](#) [25.03.20] – Highlights non-roman punctuation

[ItalicQuoteToggle](#) – Toggles between italic and single quote

[NonCurlyApostrophe](#) – Adds non-curly single quote

[NonCurlyQuote](#) – Adds non-curly double quote

[ApplyAttribute](#) – Apply attribute to current cell, row, column, paragraph, sentence, word or selection

[SelectWord](#) – Selects current word

[SelectionStartExtend](#) – Moves the start of the selection further out to the left (i.e. extends it)

[SelectionStartShrink](#) – Pulls the start of the selection back to the right (i.e. shrinks it)

[SelectionEndExtend](#) – Moves the end of the selection further out to the right (i.e. extends it)

[SelectionEndShrink](#) – Pulls the end of the selection back to the left (i.e. shrinks it)

[SelectionRoundOff](#) [08.06.23] – Extends the existing selection to the nearest word end/start

[SelectionGrowLeft](#) [02.09.23] – Extends the selection word by word to the left

[SelectionGrowRight](#) [02.09.23] – Extends the selection word by word to the right

[SelectSentence](#) – Selects current sentence

[SelectParagraph](#) – Selects current paragraph

[TagSelectedOrItalic](#) – Adds red tags to the selected text or italic text

[TagSelectedOrBold](#) – Adds red tags to the selected text or bold text

[AllCapsToInitialCap](#) – Initials-caps any words in all caps

[DeleteRestOfSentence](#) – Deletes from the end of the current word to the end of the sentence

[DeleteRestOfSentence2](#) – Deletes to the end of the sentence, including the current word

[DeleteToNextPunctuation](#) – Deletes from the end of the current word to next punctuation mark

[DeleteRestOfLine](#) – Deletes from the beginning of the current word to the end of the line

[SelectToSentenceEnd](#) [23.04.21] – Selects from current word to end of sentence

[FinalPhraseMoveForward](#) – Cuts the final phrase of a sentence and pulls it to just after the cursor-word

[ParaDelete \[29.10.21\]](#) – Deletes the current paragraph

[ParaSplitJoin](#) – Splits the para after current sentence or joins to next para

[SearchTheseWords](#) – Finds the next occurrence of any of a list of words

[CompareTexts](#) – Compares copied text (i.e. clipboard contents) with selected text

[CompareTextsOLD](#) – Selects non-identical texts (was called IdenticalTextCheck)

[CompareTwoLists](#) – Compares two lists, and highlights and lists the items unique to each

[OxfordCommaSelectiveDelete](#) – Moves to next Oxford comma and/or deletes current comma first

[RulersShow](#) – Switches Word's ruler on and off

[However](#) – Starts a sentence with 'However', and removes the later "however"

[SmallCapWord](#) – Makes the current word smallcaps

[MoveToStart](#) – Move the selected text to the beginning of the sentence

[ReplicateThisEdit](#) – Replicates the change just made, through the rest of the file

[WordsMoveLeft \[15.04.21\]](#) – Moves the partly selected words one word left

[WordsMoveRight \[15.04.21\]](#) – Moves the partly selected words one word right

[MoveWordLeft \[30.11.19\]](#) – Moves current word one word to the right

[MoveWordRight \[30.11.19\]](#) – Moves current word one word to the left

[EditStyle \[27.07.10\]](#) – Pull up Edit style dialogue box

[EmailAddress \[05.02.21\]](#) – Puts my email address into the clipboard

[Equation \[03.01.10\]](#) – Insert an equation

[FindChapterFileName \[09.03.21\]](#) – Looks back up, to find the chapter title

[FindUnderline \[26.02.13\]](#) – Find underlined text

[FormatText \[15.10.21\]](#) – Formats a word/selection of whole words

[GermanAccusative \[18.06.21\]](#) – Forces the accusative -en ending to the current word

[GermanDative \[18.06.21\]](#) – Forces the dative -em ending to the current word

[PluraliseDE \[23.05.21\]](#) – Toggles the ending plural/singular (German)

[LineConvert \[15.07.21\]](#) – Converts 'poetry' line ends in selected text to new paragraphs

[ListItemFinderShort \[28.08.14\]](#) – Jump to an auto-list number

[LocalFandR \[26.09.17\]](#) – Does a find and replace, but only on the selected text

[NonCurlyDoubleQuote \[01.01.10\]](#) – Type a non-curly double quote

[NoteMarkerMoveEndSentence \[19.04.21\]](#) – Moves the foot/endnote marker to the end of the sentence

[PageBreakColour \[14.03.24\]](#) – Colours/highlights the lines either side of each page break

[SentenceReverse \[02.10.22\]](#) – Switches the order of the two sentences in the bullet point

[SplitLine \[09.06.20\]](#) – Splits an email

[TagListBulletsAll \[15.07.17\]](#) – Find all bullet lists and tag them

[TagListLettersAll \[15.07.17\]](#) – Find all lettered lists and tag them

[TagListNumbersAll \[15.07.17\]](#) – Find all numbered lists and tag them

[TOCupdate \[16.12.13\]](#) – Update (and customise) the table of contents

[WordCopierDown \[25.03.24\]](#) – Copies the word from the beginning of the selection to the end

[WordCopierUp \[25.03.24\]](#) – Copies the word from the end of the selection to the beginning

[ShiftUp](#) – Moves a list item up

[ShiftDown](#) – Moves a list item up

[ShiftOut](#) – Moves items out into a separate list

[ShiftIn](#) – Moves items from the list back into the current document

[KerningAdjustShortest](#) – Kerns selected text or selects the shortest line in the paragraph

18. Speed navigating around the text

[NavigationPanePrepare \[16.06.23\]](#) – Copies text and prepares for Navigation pane (only needed for Macs)

[NavPaneWidth](#) – Widens the navigation pane

[NavPaneCustomize](#) – Opens the navigation pane where and how you want

[FindFwdAll](#) – Moves forward to next match: text > notes > comments

[SmartFinder](#) – Finds this text/note/page/date/heading/format etc, etc immediately

[WildcardSave](#) – Reads the current 'Selection.Find' and saves at the top of the file

[WildcardType](#) – Reads the current 'Selection.Find' and types it in the file

[MultiSearchLoader](#) – Loads text segments into MultiSearch

[MultiSearch](#) – Searches for a set of words in proximity

[MultiSearchUp](#) – Searches for a set of words in proximity

[FindThisOrThat](#) – Find the next occurrence of certain specific words

[FindThisOrThatSetUp](#) – Set-up for finding the next occurrence of certain specific words

[FindSamePlace](#) – Finds the same place in another open file

[FindSamePlaceBack](#) – Finds the same place in another open file in reverse order

[FindSamePageLine](#) [17.12.12] – Finds the same place in another file by page and line

[FindInProximity](#) – Finds certain words within a given word range

[FindInContextLoad](#) – Loads name and date ready for FindInProximity macro

[FindFwd](#) – Finds next match forwards, case insensitively

[FindFwdCase](#) – Moves forward to next match, case-sensitively

[FindBack](#) – Next find backwards

[FindBackCase](#) – Next case-sensitive find backwards

[FindReplaceGo](#) – Finds, replaces and moves to the next match

[FindReplaceStay](#) – Finds and replaces but doesn't move to next

[FindClip](#) – Finds whatever is in the clipboard

[FindClipTop](#) – Jumps to the top, and finds whatever is in the clipboard

[FindBackWild](#) [09.01.21] – Next find wild backwards

[FindFwdWild](#) [09.01.21] – Next find wild forwards

[FontMixFind](#) [16.05.21] – Finds the next paragraph that has mixed fonts

[FindResetParameters](#) – Does a dummy find to set all the parameters to default

[InstantFindDown](#) – Finds selected text (or word at the cursor) downwards, optionally leaving a bookmark

[InstantFindUp](#) – Finds selected text (or word at the cursor) upwards, optionally leaving a bookmark

[InstantFindDownWild](#) – Finds selected text downwards with wildcards set on

[InstantJumpDown](#) – Finds selected text (or word at the cursor) downwards, but not changing the Find text

[InstantJumpUp](#) – Finds selected text (or word at the cursor) upwards, but not changing the Find text

[InstantFindTop](#) – Jumps to the top and then seeks the text that was at the cursor

[InstantFindBottom](#) – Jumps to the bottom and then seeks the text that was at the cursor

[PrepareToReplaceDown](#) – Copies text into the F&R box

[PrepareToReplaceFromTop](#) – Copies text into the F&R box from top

[PrepareToReplaceWithMarker](#) – Copies text into the F&R box from top leaving marker

[FindTwoWords](#) – Finds two words within a paragraph

[FindTwoWordsSwap](#) – Finds two words in the opposite order within a paragraph

[FindInDeletedText](#) – Searches only the deleted (track changed) text

[JumpNextAppliedStyle](#) – Jumps to the next applied style

[FindStyleOld](#) – Find text in this style

[FindStyleOldUp](#) – Find text in this style

[FindStyle](#) – Finds text in this style

[ToCback](#) – Jumps back to table of contents

[CommentNext](#) – Goes to next comment

[CommentPrevious](#) – Goes to previous comment

[CommentGoTo](#) [19.08.24] – Moves to a specific numbered comment

[CommentsModernCollect](#) – Extracts modern comments with format and colouring

[CommentsModernDelete](#) – Deletes current comment or all comments

[ChangeNext](#) – Finds next edited item (but not a comment)

[ChangePrevious](#) – Finds previous edited item (but not a comment)

[CommentJumpInOut](#) – Jumps into and out of comment text

[PDFunderlineFR](#) [16.03.14] – Find underline word

[TableNext](#) – Jumps to next table

[TablePrevious](#) – Jumps to previous table

[BordersNext](#) – Finds next paragraph with borders

[BordersPrevious](#) – Finds previous paragraph with borders

[BorderParaOff](#) – Remove the borders applied to the paragraph

[AbbrSwap](#) – Swaps abbreviation into or out of brackets

[AbbreviationAdd](#) [15.06.22] – Creates an abbreviation of roughly selected text (in parenthesis)

[BookmarkTempAdd](#) – Adds temporary marker

[BookmarkTempClear](#) – Deletes temporary markers

[BookmarkToCursorSelect](#) – Selects from temporary marker to cursor

[BookmarkTempFind](#) – Jumps to temporary marker

[FindNextBigText](#) – Searches down for a bigger than Normal font

[SearchTheseWords](#) – Finds the next occurrence of any of a list of words

[NoteNext](#) [05.03.12] – Jump to next note

[NotePrevious](#) [05.03.12] – Jump to previous note

[NavigationPanePrepare](#) [07.06.23] – Copies text and prepares for search in the Navigation pane

[ReviewPaneToggle](#) [03.03.22] – Opens and closes the track change review pane

[StylesPaneCustomize](#) [29.07.22] – Moves the Styles pane where and how you want

[CommentAddToTrackedChanges](#) [06.04.23] – Adds a blank comment to every tracked change in the selected text

[GoToTop](#) [31.05.24] – Moves the cursor to the top of the document (for Mac users)

[GoToBottom](#) [31.05.24] – Moves the cursor to the bottom of the document (for Mac users)

[SelectToTop](#) [31.05.24] – Selects all the text from the cursor to the top of the document (for Mac users)

[SelectToBottom](#) [31.05.24] – Selects all the text from the cursor to the bottom of the document (for Mac users)

Actually these macros are not needed! To find out if your Mac has the equivalent of Ctrl-End (Home):

– Tools—Customize Keyboard

– in the LH column, select AllCommands

– in the RH column click on EndOfDocument (StartOfDocument)

– the keystroke is shown in Current keys.

Well, you're there if your keyboard actually has the keystrokes it names!

If not, you can use Customize Keyboard to allocate your own choice of keys to EndOfDocument (StartOfDocument).

19. Spelling

[UKUScount](#) – Has the author predominantly used UK or US spelling?

[UKUSAllyse](#) – Analyses variant spelling between UK and US English

[UKUShighlight](#) – Marks US spellings within UK text and vice versa

[IZIScount](#) – For UK spelling, has the author predominantly used -is- or -iz- spellings?

(For editing, you can use *IStoIZ* and *IZtoIS* to implement your decision.)

[IZtoIS](#) – Corrects text to give -is-, -ys- spellings

IstoIZ – Corrects text to give -iz-, -yz- spellings

SpellingErrorLister – Generates an alphabetic list of all the different spelling ‘errors’ (according to MS Word)

SpellAlyse – Complete spellchecking system

ExceptionsListEdit [27.05.20] – Allows the user to edit, add to or replace the exceptions list

SpellCheckerPlus [27.05.20] – Spellchecks from cursor, using multiple languages

SpellCorrection [13.02.12] – Prepare highlighted word to be corrected throughout the text

SpellingErrorListerBilingual – Generates an alphabetic list all the bilingual spelling ‘errors’

ProperNounAlyse – Alerts you to possible proper noun misspellings, showing their frequency

(For editing, ProperNounToFredit can be useful.)

FullNameAlyse – Creates a frequency list of all full names, e.g. Joe Bloggs, K Smith, Paul Edward Beverley

SpecialWordSpellAlyse – Does a ProperNounAlyse of all long ‘spelling error’ words

HyphenAlyse – Shows the frequency of word pairs in hyphenated, two-word and single-word form

HyphenationToFredit – Takes items from HyphenAlyse list (or ProperNounAlyse list), ready for the Fredit list

WordPairAlyse – Shows the frequency of word pairs that are never hyphenated (e.g. can not/cannot)

AccentAlyse – Compares words that use the same letters, but with different accents

AccentedWordCollector – Collects all the accented words in a text

AAlyse – Highlights a/an errors: a onion, an pear, an union, a hour, a HTML, an UFO, a H, an U

DocAlyse – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), benefit(t), Fig(ure), Eq(n)

DocAlyseMedical – Analyses the use of various abbreviations in a medical document

N.B. Mac users can and should use DocAlyse, and **not** the Mac-specific versions below. The following macros should **only** be used if you get an error: “*Compile error: procedure too large*”, and no-one has reported that for years now, anyway. Also, the Mac versions have reduced capability compare to the main DocAlyse.

DocAlyseForMac – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

DocAlyseForThinMac – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

DocAlyseForVeryThinMac – Counts past participles (-t/-ed), among(st), C/chapter, et al., i.e. etc, focus(s), Fig(ure), Eq(n) etc

SpellcheckWordUK – Spellchecks single word UK

SpellcheckWordUS – Spellchecks single word US

DeleteAllSpellingErrors – Deletes all spelling errors from a file (why?!)

SpellingShowToggle – Switches visible spelling error indication on and off

20. Tagging and caption formatting

(Much done globally using Fredit, but...)

TagList – Adds tags to a current numbered or bulleted list

TagBulletLists – Adds tags to all bullet lists

TagA – Adds a tag <A> to the current paragraph

CodeBoldParas – Tags/codes every bold heading

TableSpaceBeforeHeading – Adds a blank line where a numbered heading follows a table

AutoTagger – Automatically tags/codes all styled headings

FigTabBoxTagger – Adds tags to the captions of all figures, tables and boxes

ListOfTaggedHeadings – Lists all tagged headings, <A>, , etc

CodeIndentedParas – Add codes to indented paragraphs

TagSelectedOrItalic – Adds red tags to the selected text or italic text

TagSelectedOrBold – Adds red tags to the selected text or bold text

ItalicBoldTagger – Adds red tags to all italic and/or bold text

TagVariousAttributes – Adds red tags to all italic/bold/sub/superscript text

TagNI – Adds an <ni> tag after every heading

TagChecker – Checks the continuity of a paired tag, e.g. ,

TagHighlighter – Highlights all of the ranges a paired tag, e.g. ,

TagListBulletsAll [15.07.17] – Find all bullet lists and tag them

TagListLettersAll [15.07.17] – Find all lettered lists and tag them

TagListNumbersAll [15.07.17] – Find all numbered lists and tag them

FullPointOnCaptions – Finds captions and ensures they have a full point

HeadingTagAndFormat [02.06.18] – Tags and formats the chapter title

RedTagger [28.10.20] – Colours all tags red

StyleCoder [02.12.19] – Adds style codes to every paragraph

TagAPlus [27.05.21] – Adds a tag to the current paragraph, in bold and red

21. Textboxes

SetTextBorderStyle – Applies style to all textboxes

TextBoxFrameCut – Removes textboxes and frames

ComboBoxAccept – Finds combo boxes and replaces them with the currently selected text

BoxTextIntoBody – Copies text out of textboxes, then delete the boxes

CalloutTextboxAdd [17.10.24] – Adds a call-out box of the selected text

22. Track changes

TrackChangeShowHide – Sets up track changes to taste

TrackChangeDisplaySelect – Cycles through track change display levels

TrackChangeDisplaySwitch – Switches track change displays: Simple <=> AllMarkup

MarkupModeSwitch – Switches between inline and in-balloon markup

MarkupDisplaySwitch – Cycles through track change display levels

AcceptTrackedFormatChanges – Accepts just the formatting track changes, leaving all other track changes

AcceptSpecificTrackChange – Accepts all occurrences of one specific track change

AcceptTrackingSelectively – Accepts track changes of specific author/editor

TrackChangeAccept – Accepts the track changes on the current line

TrackChangeReject – Rejects the track changes on the current line

TrackAcceptMoveOn – Accepts change and moves to the next

TrackSimplifier – Accepts certain types of tracked features

ChangeNotTracked – Changes (or add) some text, but don't track the change

MultiFileAcceptTrackChanges – Accepts all track changes in multiple files

MultifileTrackChangeReport – Creates a file of sentences containing TCs in multiple files

ShowHideAllTracking – Toggles showing both track changes and comments on and off

ShowHideTracksOnly – Toggles showing just track changes on and off

ConsolidateTracking – Turns an instance of split tracking into one single change

TrackChangeCounter – Reports the numbers of track changes, plus words/characters added/deleted

CopyAllEditedSentences – Copies all sentences that have tracked edits in them

TrackDateTimeList – Lists the date and time of all track changes

FandRdespiteTCsSelective – Does current F&R despite track changes (selective)

FandRdespiteTCsGlobal – Does current F&R despite track changes (global)

CompareNow – Creates an instant comparison of two open Word files

CompareTwoLists – Compares two lists, and highlights and lists the items unique to each

FindInDeletedText – Searches only the deleted (track changed) text

VisibleTrackOff – Visible reminder that track changes is off

VisibleTrackOff2 – Visible reminder that track changes is off – using different formatting

VisibleTrackOff3 – Visible track change reminder – using wiggly lines!

VisibleTrackOff4 – Visible track change reminder – using yellow background

TrackOnOffVisible – Switches tracking on/off with visible background

N.B. Mac users *may* be able to use TrackOnOffVisible. The following macro is the only way I can think of providing something like the same functionality.

TrackOnOffVisibleMac – Switches tracking on/off with visible background (for Mac)

BackgroundColourOnOff – Switches background colour on/off

BackgroundColourOff – Remove background colour

BackgroundColourAllOff – Removes background colour

CommentAddToTrackedChanges [06.04.23] – Adds a blank comment to every tracked change in the selected text

HighlightAllTrackedText [15.04.22] – Highlights (and/or font colours) all tracked text

PunctuationTrackAcceptAll [16.02.24] – Accepts all track changes that involve punctuation

TrackChangeCountWords [18.01.24] – Checks the track changes to count words/characters added/subtracted

TrackChangeOptions [16.07.15] – Set up track changes to taste

TrackChangeReport [27.02.18] – Creates a file of sentences containing TCs

TracksInlineToggle [07.03.22] – Toggles track change deletions between bubbles and inline

TrackColourOff [04.09.19] – Switch off background colour from track on/off macro

ReviewPaneToggle [03.03.22] – Opens and closes the track change review pane

23. Information

AbstractAndKeywordCount [09.04.21] – Counts abstract word numbers and keyword items

CopySelectedForCompare [23.10.21] – Copies the selected text to a specified file

CountTwoPhrases [28.09.20] – Counts this and that word or phrase

CountWordsToCursor [29.01.18] – Counts how many words in the paragraph up to the cursor

CountCase – Count the numbers of upper and lowercase characters

FrequencyParagraphLength – Creates a histogram of paragraph length

FrequencyWordLength – Creates a histogram of word lengths

FrequencySentenceLength – Creates a histogram of sentence length

CountHighlightColour – Count how many times a highlight colour occurs

FullFileNameCopy – Copy the full file name of the current file to the clipboard

FullNameType – Types out the full filename of the open file

FeatureCounter [24.08.17] – Counts various feature of the current Word file (notes, shapes, textboxes, equations etc)

FontNameAndSizeReader [21.11.18] – Reads style font Name + any applied Name

FontNameSizeScanAndFix [13.03.23] – Assesses and lists (& optionally fixes) the font sizes & names

HighlightAllSentences [01.02.10] – Adds two font colours to show sentences

HighlightOddQuotations [25.05.20] – Marks all quotes + displayed text

LongParagraphCheck [25.03.20] – Colour long sentences

LongParagraphHighlighterChars [23.06.21] – Highlights all paragraphs more than a certain length

LongQuoteNext [01.08.20] – Jumps to the next long quotation

maxWordsInPara [03.03.13] – Count max number of words in a paragraph

MultiSyllableWordsHighlight [10.08.23] – Highlights words of 3, 4 or 5+ syllables

NTaddressCopy [08.02.24] – Reports the address of the folder holding the Normal template

NTaddress [26.06.20] – Locates your Normal template folder

PageCountBySection [03.04.21] – Counts the pages between section headings

ParaSentenceLengthHighlighter [16.05.19] – Highlights paragraphs with too many sentences

PhrasesInSentences [25.10.20] – Lists all sentences containing a give phrase

QuotationMarkErrorFinder [28.05.20] – Moves to the next mismatched double quotes

SymbolShowNumber [28.10.13] – Type out the 'unicode' of the symbol font character

24. Odds and sods

MacroMenuSearch – Searches the Macro Menu (or The Book) for two (parts of) words

[MacroMenuSearchUp](#) – Searches the Macro Menu (or The Book) (upwards)

[SplitScreen](#) – Splits the screen

[WhatsAppTextFormat](#) – Converts text from Word to WhatsApp formatting

[ForumTextFormat](#) – Converts text from Word to CIEP Forum and vice versa

[DictaFRedit](#) – Adds features to Word 365 Dictate, and cleans up its errors

[CountDownVisible](#) – Shows a statusbar and Big Text countdown to zero

[OvertypBeep](#) – Sounds warning beep on overtype

[OvertypBeep2](#) – Sounds warning beep on overtype and gives visual clue

[MaggyIt](#) – Creates a Maggied version of the current file

[CloneWordFile](#) – Creates a clean copy of a corrupted file, including paragraph styles plus bold, italic etc.

[CloneWithEquations](#) – Creates a clean copy of a corrupted file, including formatted equations

[DocumentCleaner](#) – Removes all styles and fonts, preserving bold, italic, highlights and font colours

[TextHoover](#) – Collects all the text from a complex range of text areas

[TweetCheck](#) – Highlights paragraphs longer than 140 characters

[AutoCorrectItemsDeleteAdd](#) – Optionally deletes all items, then adds new items

[AutoCorrectItemsList](#) – Lists all current autocorrect items

[CountRemainder](#) – Counts words below the cursor

[CountRemainderSimple](#) – Counts words below the cursor

[AlphaHeadersOnIndex](#) – Adds alpha headers to an index (word list)

[MacroLauncher](#) – Offers a list of macros to launch (was called MacroMenu)

[MacroFetch](#) – Fetches the macro named in the clipboard or at the cursor

[MacroFetchPlus](#) [17.06.24] – Fetches the macro named in the clipboard or at the cursor, and it loads the URL into the clipboard. If on a blank line, it uses the clipboard text as the name.

[MacroFetchUpdate](#) – Updates an existing, preserving the keystroke

[MacroNameToLink](#) – Makes URL for macro name in clipboard or at cursor and puts in clipboard

[CountChapterPages](#) – Counts pages in chapters of the text

[CountSectionWords](#) – Counts words in sections of text between headings

[TitlesShowHide](#) – Toggles between light grey font colour text and full colour

[TitlesReveal](#) – Switches the next light grey font colour to full colour

[FixedFontRed](#) – Sets font to an 'almost' red font colour

[FixedFontBlue](#) – Sets font to an 'almost' blue font colour

[FixedFontBlack](#) – Sets font to an 'almost' black font colour

[FixedFontSwitch](#) – Switches font colour red > blue > black > red

[Enigmatizer](#) – Obfuscates/anonymises the current file

(The FRedit library has a better way of doing it.)

[BinomialAdder](#) [04.04.22] – Adds Latin binomials into a document

[ClipboardSave](#) [15.06.24] – Saves contents of clipboard as a new file in your temp folder

[CopyFormattedTextNotesBoxes](#) [09.02.19] – Creates a new document of the formatted main text + formatted notes text

[DeleteBlankReports](#) [12.06.19] – Delete any table containing a blank Teacher-comment

[DeleteThisFileNOW](#) [27.01.20] – Close file WITHOUT SAVING - BEWARE!!

[DisplayWindow](#) [23.10.20] – Displays copied screengrab of window

[DocumentAdd](#) [28.01.15] – Adds document at specific window size

[DocumentAddMyBlank](#) [20.04.24] – Adds document at specific window size, based on my template

[DraftViewToggle](#) [05.12.18] – Switches between draft view and print view

[EmailQuoter](#) [02.07.18] – Chops and indents quoted email

[EmailSplit](#) [02.05.20] – Splits a quoted email [not in book]

[KeyBindings2](#) [12.04.13] – Add keybindings to macros on various keys
[KeystrokesRestoreAll_Mac](#) [26.07.17] – Creates keybindings from a list
[NavPaneLoad](#) [10.04.21] – Copies selected text into the F&R box
[OpenMySize](#) [03.11.17] – Opens the window to a particular size, position and magnification
[PB_CleanUp](#) [13.06.20] – Cleans up a file by F&R
[RandomTextType](#) [24.11.23] – Types out paragraphs of pseudo-Latin or English text
[RandomTextTypeMac](#) [24.11.23] – Types out paragraphs of pseudo-Latin or English text (Mac version)
[SearchHierarchically](#) [24.11.23] – Shell macro: Searches hierarchically for a character
[SentencesToParas](#) [17.05.21] – Splits all sentences into individual
[SmartEditing](#) [16.04.22] – Switches off Microsoft's so-called "smart" editing features
[SpeakText](#) [01.02.10] – Speaks current text
[StrikeThroughFirstLastWord](#) [25.10.19] – Underlines the first and last words of every paragraph
[TheEmailFormatter](#) [25.02.21] – Tidies up an email text and adds ">" symbols as quoting
[EmailFormatter](#) – Formats paragraphs in an email
[WindowSize](#) [05.02.15] – Size window how I like it
[WordDisplay](#) [30.03.14] – Type out word at big size
[NTbackupDatedSimple](#) [28.10.23] – Backs up the Normal template with date and time
[NTbackupDated](#) [18.01.24] – Backs up the Normal template and the VBA code with date and time