Creating Hanging Indents

Method One

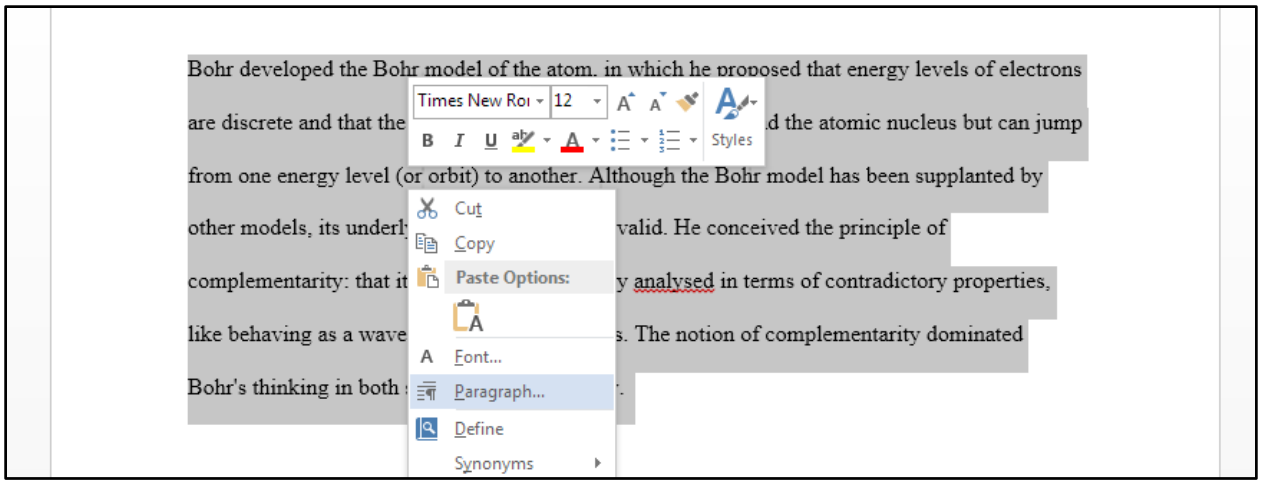
1. Put your cursor on the line you wish to indent.
2. Hit enter.

Note: Only hit enter once. The line should not move down.

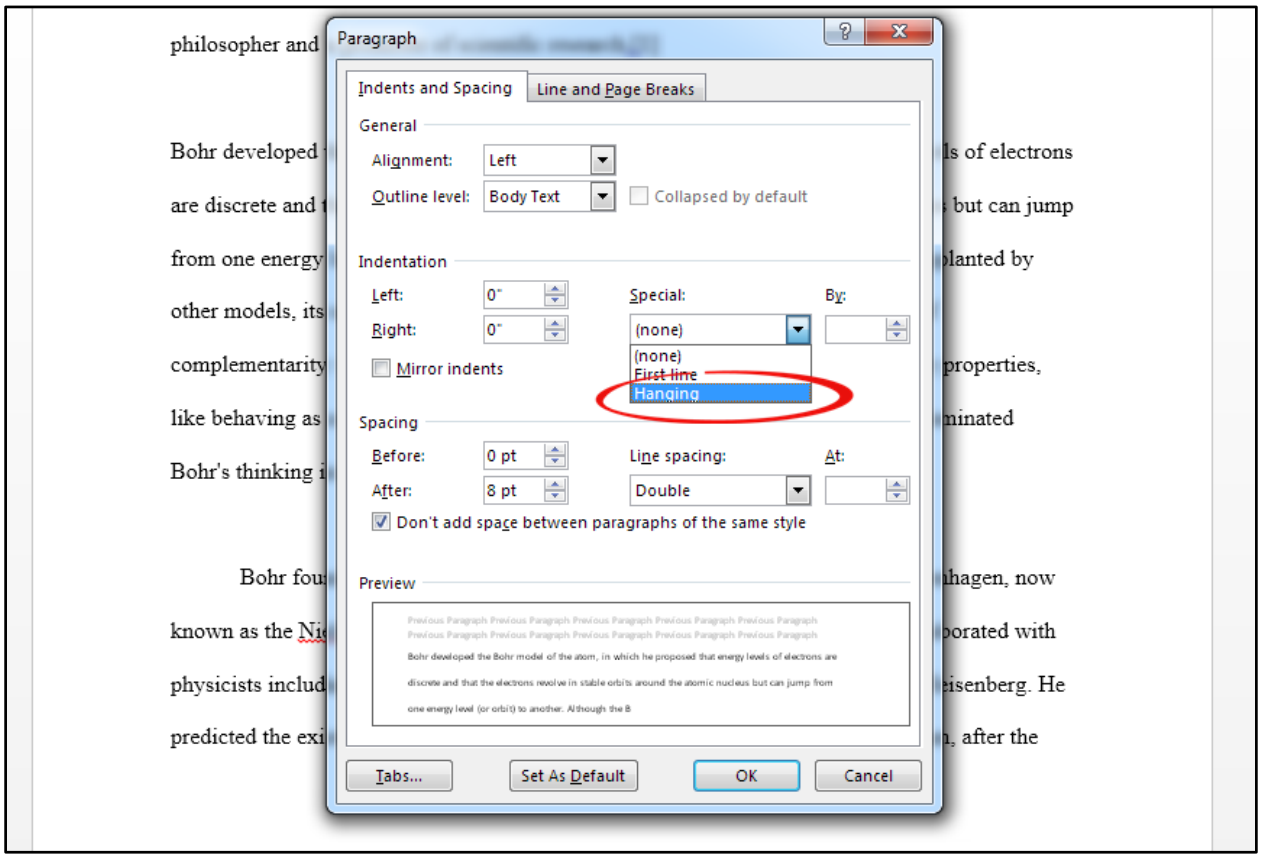
3. Hit tab.
4. If you want all the following lines in the paragraph to be on a hanging indent as well, highlight them before you hit tab.

Method Two

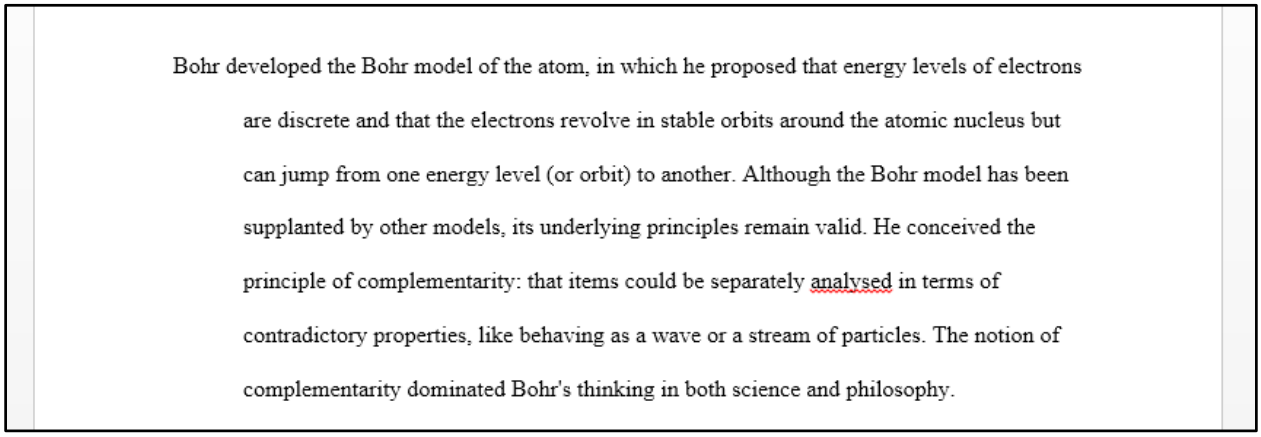
1. Highlight the entire paragraph you want to be on a hanging indent.
2. Right click on the highlighted paragraph and select the paragraph option.



3. The paragraph dialogue box will open. Under the “Indents and Spacing” tab, under Indentation, click the “Special” drop down box and select “Hanging”.



4. Hit okay.



Bohr developed the Bohr model of the atom, in which he proposed that energy levels of electrons are discrete and that the electrons revolve in stable orbits around the atomic nucleus but can jump from one energy level (or orbit) to another. Although the Bohr model has been supplanted by other models, its underlying principles remain valid. He conceived the principle of complementarity: that items could be separately analysed in terms of contradictory properties, like behaving as a wave or a stream of particles. The notion of complementarity dominated Bohr's thinking in both science and philosophy.